

Cape Breton Regional Municipality

General Committee Meeting

AGENDA

TUESDAY, MARCH 7TH, 2017

9:30 A.M.

Council Chambers
2nd Floor, City Hall
320 Esplanade, Sydney, NS

Cape Breton Regional Municipality

General Committee Meeting

Tuesday, March 7th, 2017

9:30 a.m.

AGENDA ITEMS

Roll Call

1. **Parliamentary Findings:** Mayor Cecil P. Clarke
 - a) **Point of Order**
 - b) **Point of Privilege**
2. **APPROVAL OF MINUTES:** (Previously Distributed)
 - **General Committee – January 10th, 2017**
3. **PROCLAMATIONS & RESOLUTIONS:**
 - a) **Kidney Health Month** (See page 6)
Councillor Darren Bruckschwaiger
4. **DELEGATION:**
 - 4.1 **Cape Breton Food Hub Co-Op – A Cape Breton Success Story (Update):**
Spokespersons: Ms. Alicia Lake, Coordinator, Pan Cape Breton Food Hub Co-op and Mr. Jim Mustard, Chair of the Pan Cape Breton Food Management Committee (See page 7)

Continued...

**General Committee Meeting Agenda
(Continued)
March 7th, 2017**

5. PRESENTATIONS:

- 4.1 Recreation Master Plan – Implementation Strategy & Plan:**
Spokesperson: Mr. Jim Scott, Trace Planning & Design (See page 12)
- 4.2 Heavy Garbage Collection** – Presentation by Francis Campbell, Manager of Solid Waste (See page 21)

6. PLANNING ISSUE:

- 6.1 Approval to Advertise:**
 - a) Annual Review of Land Use By-law - Recommended Amendments Part One: Application - 1033** : Karen Neville, Planner
(See page 28)

7. CORPORATE SERVICES ISSUES:

- 7.1 Draft Municipal Grants Policy:** Marie Walsh, Chief Financial Officer
(See page 45)
- 7.2 Mayor & Council Compensation Report:** Gordie MacDougall, Director of Human Resources (See page 56)
***Korn Ferry Report attached separately**
- 7.3 Renaming of the Sydney Civic Center to City Hall:**
Councillor Ray Paruch (See page 59)

Continued...

**General Committee Meeting Agenda
(Continued)
March 7th, 2017**

8. PROTECTIVE SERVICES ISSUES:

8.1 Appeals: Notice of Intent to Demolish – Dangerous & Unsightly Premises:
Paul Burt, Manager of Building, Planning, & Licensing Laws

a. Cindy Hill & Timothy Earle Thistle – Property at 6114 East Bay Hwy, Ben Eoin, NS - File # 8996: (See page 61)

***Appeal Book attached separately**

b. Colleen and Donald C. McNeill – Property at 2817 Kings Road, Sydney Forks, NS - File # 9110: (See page 64)

***Appeal Book attached separately**

c. Rockwood Developments Ltd. – Property at 42 Fairview Street, Sydney, NS - File # 9165: (See page 68)

***Appeal Book attached separately**

8.2 Statistical Complaint Report – Dangerous and Unsightly Properties:
Paul Burt, Manager of Buildings, Planning & Licensing Laws
(See page 73)

9. FINANCIAL STATEMENTS TO JANUARY 31, 2017: For information only
Marie Walsh, Chief Financial Officer (See page 76)

- | | |
|--------------------------------|-----------------------------------|
| ➤ Legislative | ➤ Police Services |
| ➤ Administration | ➤ Fire Services (Including EMO) |
| ➤ Finance | ➤ Engineering & Public Works |
| ➤ Legal | ➤ Planning |
| ➤ Human Resources | ➤ Facilities: Centre 200 & Arenas |
| ➤ Technology & Communications | ➤ Parks and Grounds Operations |
| ➤ Municipal Clerk | ➤ Building Operations |
| ➤ Fiscal Services | ➤ Recreation / Cultural Services |
| ➤ Occupational Health & Safety | ➤ Water Utility |

ADJOURNMENT

PROCLAMATION KIDNEY HEALTH MONTH

- Whereas:** One in ten Canadians has kidney disease, which is under-recognized and incurable. Many don't even know because the symptoms are silent in the early stages;
- And Whereas:** The disease has tripled over the past twenty years;
- And Whereas:** Currently there are 99 people in Nova Scotia on a waiting list to receive a new kidney and this number changes daily;
- And Whereas:** In 2016, there was a 156% increase in patients looking for support and 133% increase in funds that the Kidney Foundation of Canada - Atlantic Branch were able to provide to 168 Nova Scotians;
- And Whereas:** There is hope, if people knew early enough that they had kidney disease or that they were at risk, many could prevent or delay the need for dialysis or transplantation;
- Be It Therefore Resolved:** That the CBRM Council proclaim the month of March as "Kidney Health Month" in the CBRM to raise awareness about the risk factors for the disease and important of early detection.

Councillor Darren Bruckschwaiger – District #10 – CBRM

March 7th, 2017

PAN CAPE BRETON FOOD HUB CO-OP

- A CAPE BRETON SUCCESS STORY

Jim Mustard – Councillor Inverness

Alicia Lake MBA – Project Manager



FOOD HUB HISTORY

- 2-year pilot project, launched 2015
- Response to sector need
- Funded by Municipal and Provincial government



HOW THE FOOD HUB WORKS:

- On-line grocery store platform
- 30 food producers (vegetable, meat, breads, fisheries, preserves)
- Drop-off locations across the island for producers
- Pick-up locations across the island for consumers
- Direct delivery to restaurants
- Partnership with Star Delivery for trucking.



CONSUMER TESTIMONIALS



"The Food Hub is a win-win for producers, consumers, the local economy and community. This efficient and effective operation has enabled me to increase my total spend on local food through convenient ordering and pick-up." – Jill McPherson, Sydney

PRODUCER TESTIMONIALS



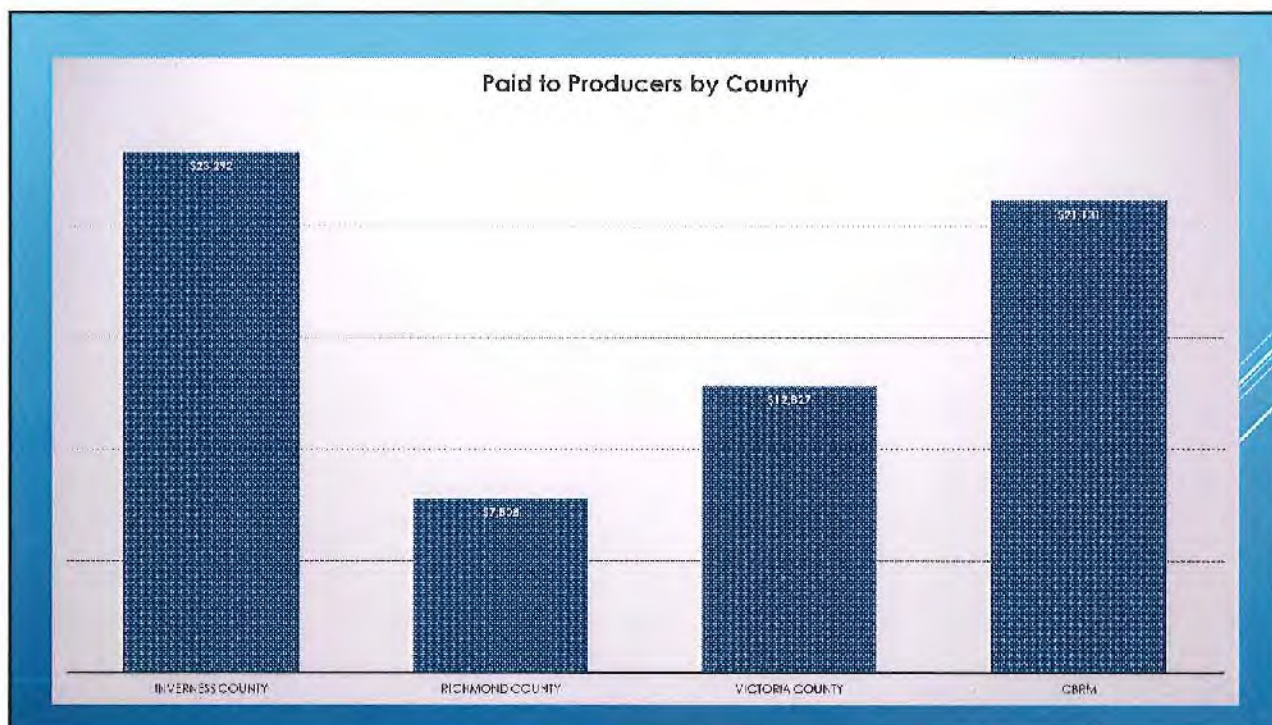
"The increased sales without having to spend more time on marketing that came from being a member of the Food Hub was the answer we needed to take the plunge and create enough income to sustain our family."

– Tim and Estelle Levangle, Millville

THE RESULTS:



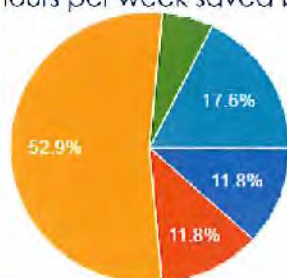
- Over \$120,000 in increased sales of local food during pilot project.
- 100% of Producer Members Report Overall Sales Increases.
- Increase in Employment.
- Increased Public Awareness About Foods Available Locally.
- Increased Access for Community Members to Local Foods.



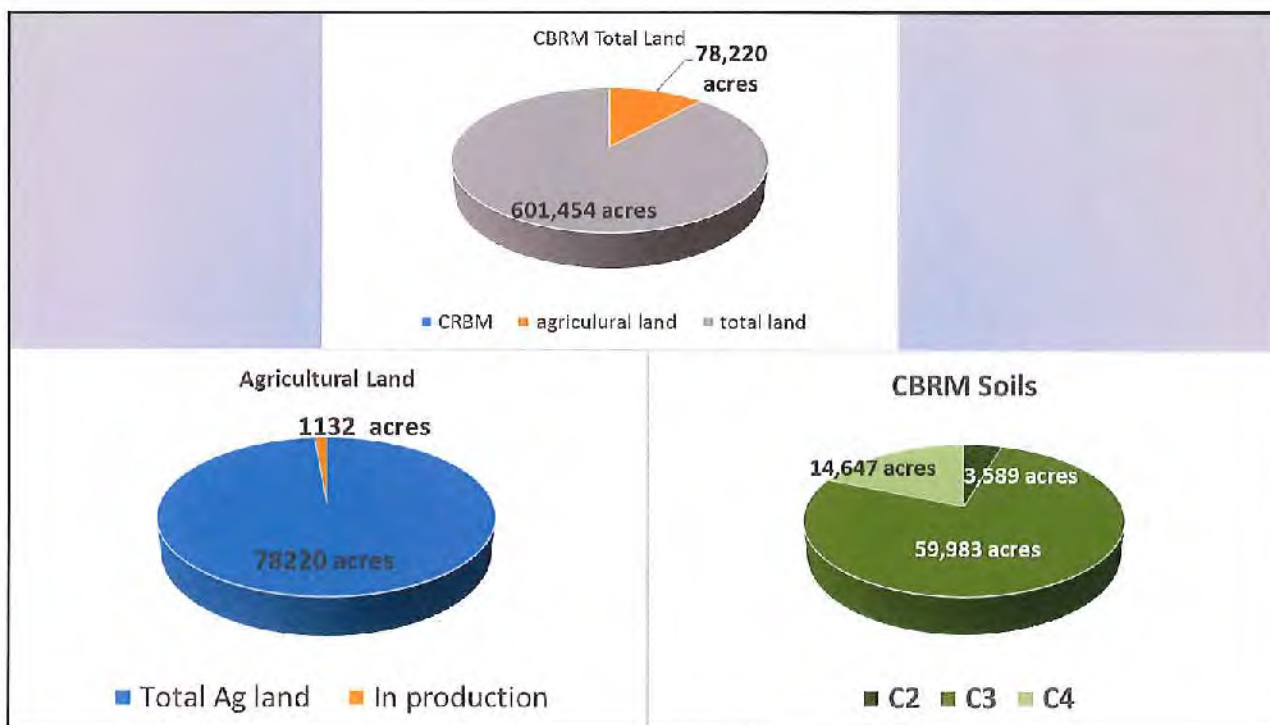
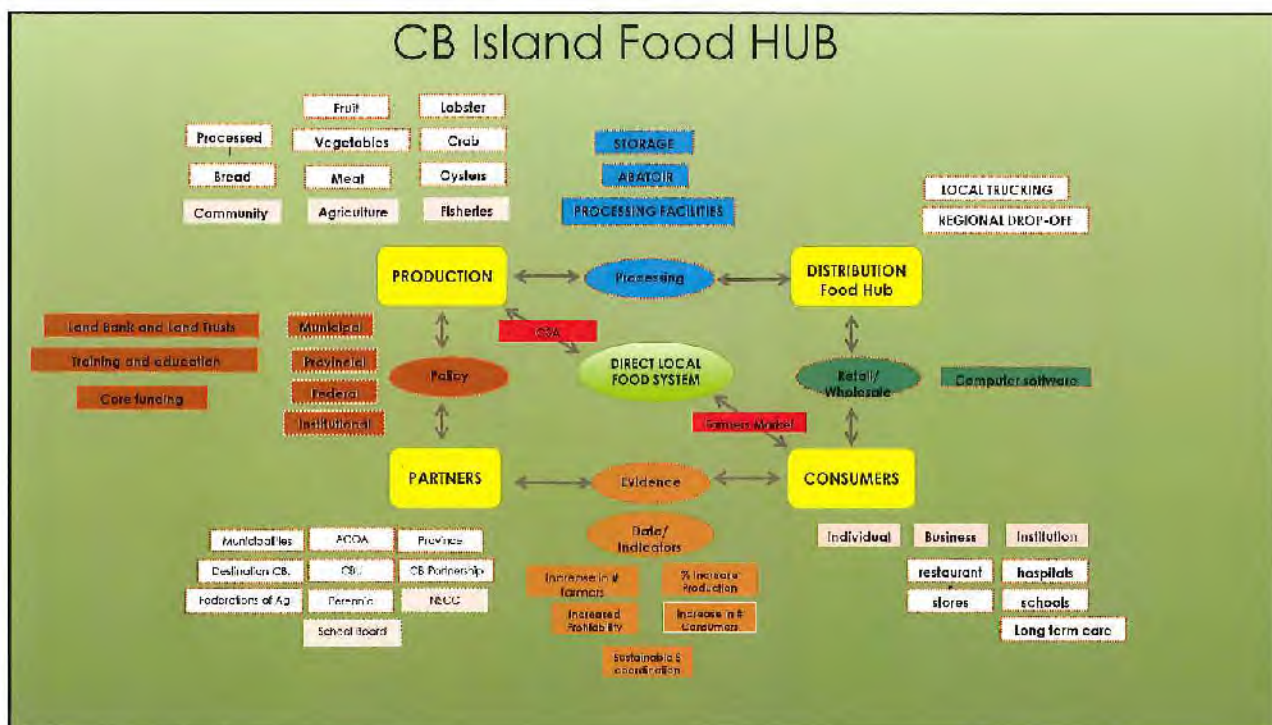
BUSINESS DEVELOPMENT AND INCUBATION:

IT'S NOT ALL ABOUT SALES NUMBERS

Hours per week saved by the Food Hub:



- No
- Yes but less than 1 hour per week
- Yes, 1 - 3 hours per week
- Yes, 3 - 5 hours per week
- Yes, 5 - 10 hours per week
- Yes, over 10 hours per week





CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan

RECREATION MASTER PLAN

SENIOR MANAGEMENT PRESENT | FEB 2017 | TRACE PLANNING & DESIGN

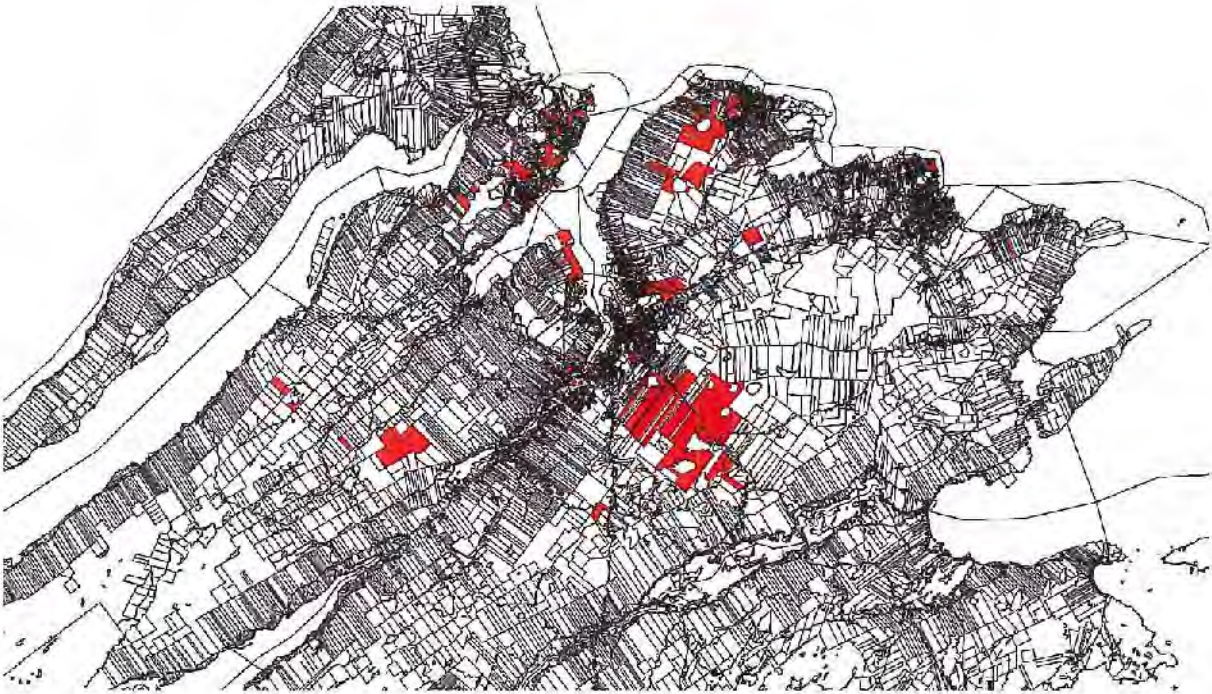


CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan

COMPREHENSIVE DATABASE OF EVALUATED FACILITIES
REVIEW OF RECREATION PROGRAM NEEDS
NETWORK OF FACILITIES & MAINTENANCE PROGRAMS
UPDATED ADMINISTRATIVE STRUCTURE
IMPLEMENTATION STRATEGY & PLAN

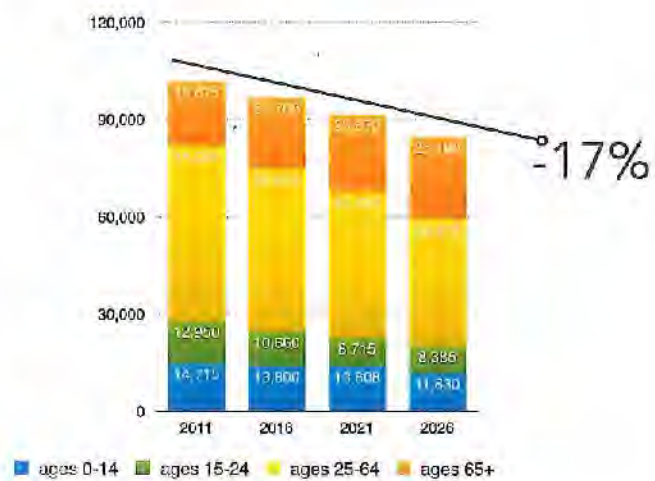
SENIOR MANAGEMENT PRESENT | FEB 2017 | TRACE PLANNING & DESIGN



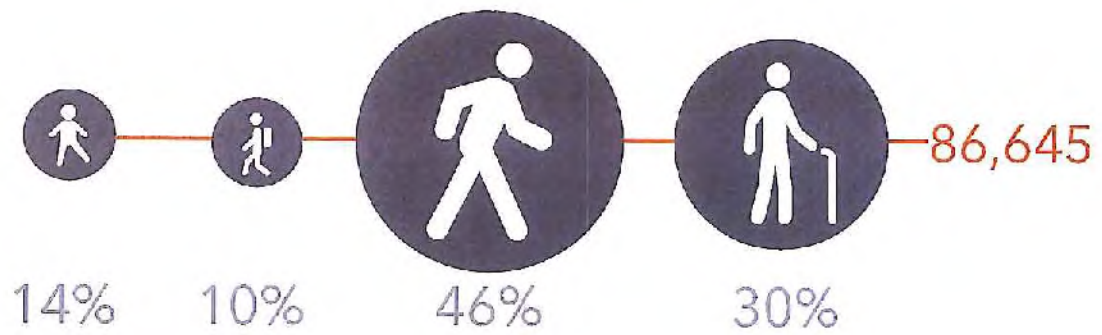


market

Population by Broad Age Groups
2011-2026



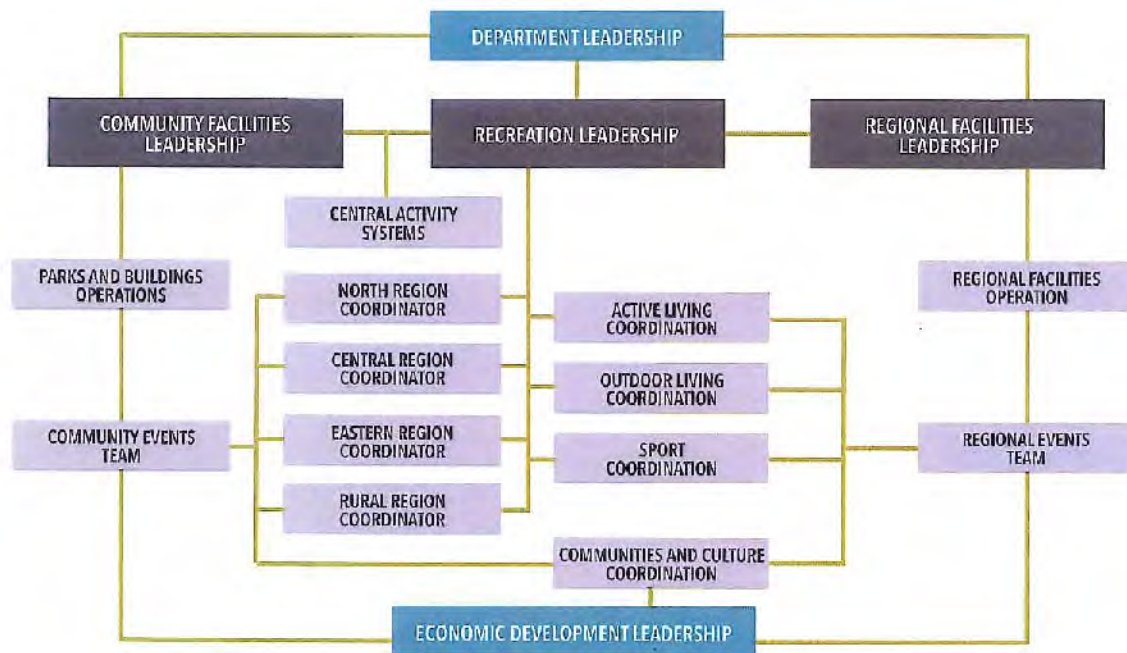
CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan



CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan



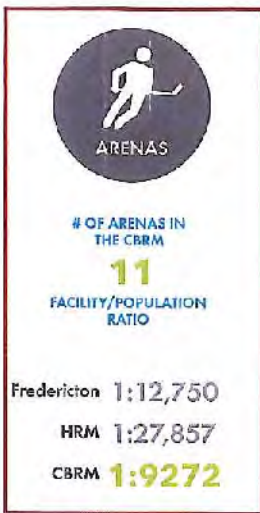
CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan



87% of groups are satisfied with the facilities they use



CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan



OF DIAMOND FIELDS IN THE CBRM
69

FACILITY/POPULATION RATIO

Fredericton 1:2,040
HRM 1:1,960
CBRM **1:1,478**



OF PLAYGROUNDS/TOT LOTS IN THE CBRM
73

FACILITY/POPULATION RATIO

Fredericton 1:1,000
HRM 1:1,153
CBRM **1:1,397**



OF RECTANGULAR FIELDS IN THE CBRM
54

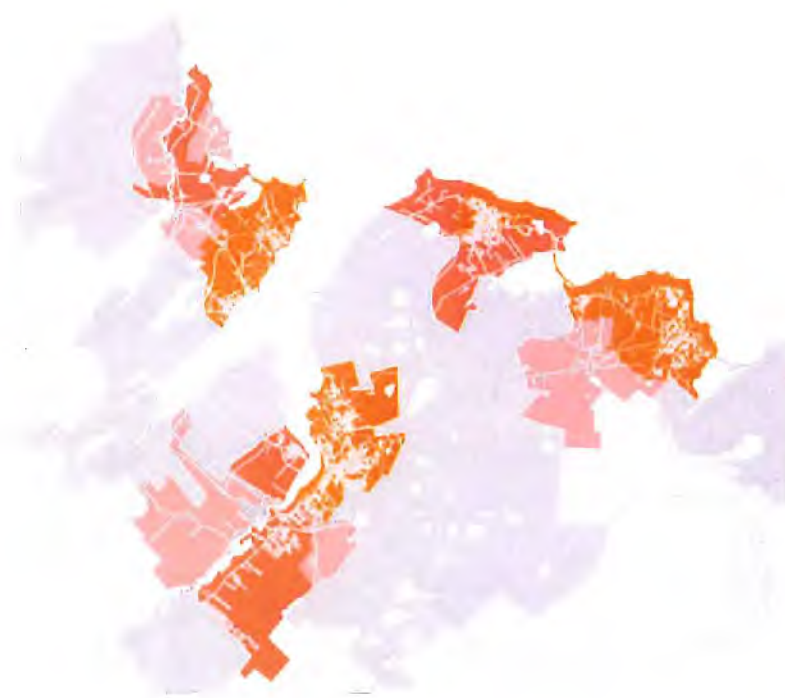
FACILITY/POPULATION RATIO

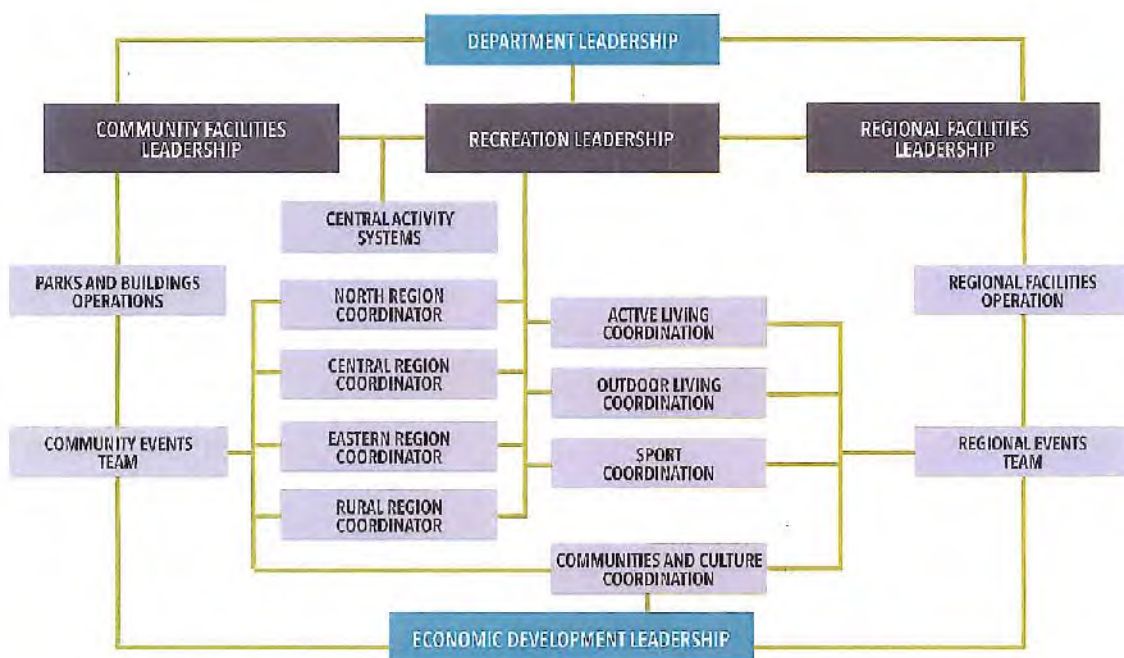
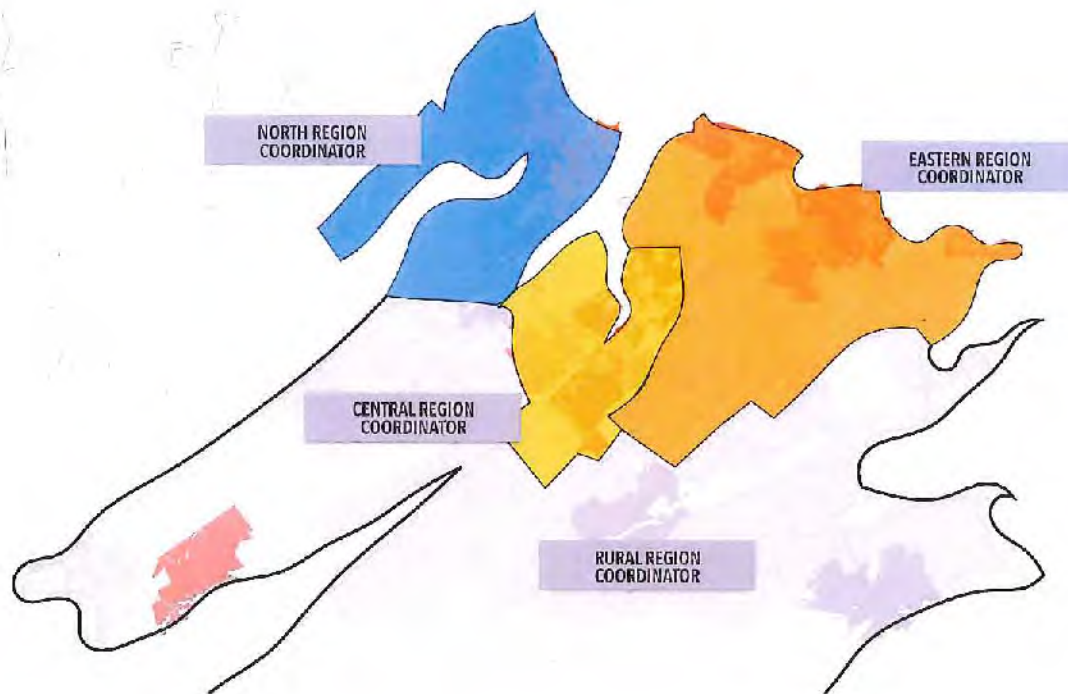
Fredericton 1:2,550
HRM 1:6,724
CBRM **1:1,889**

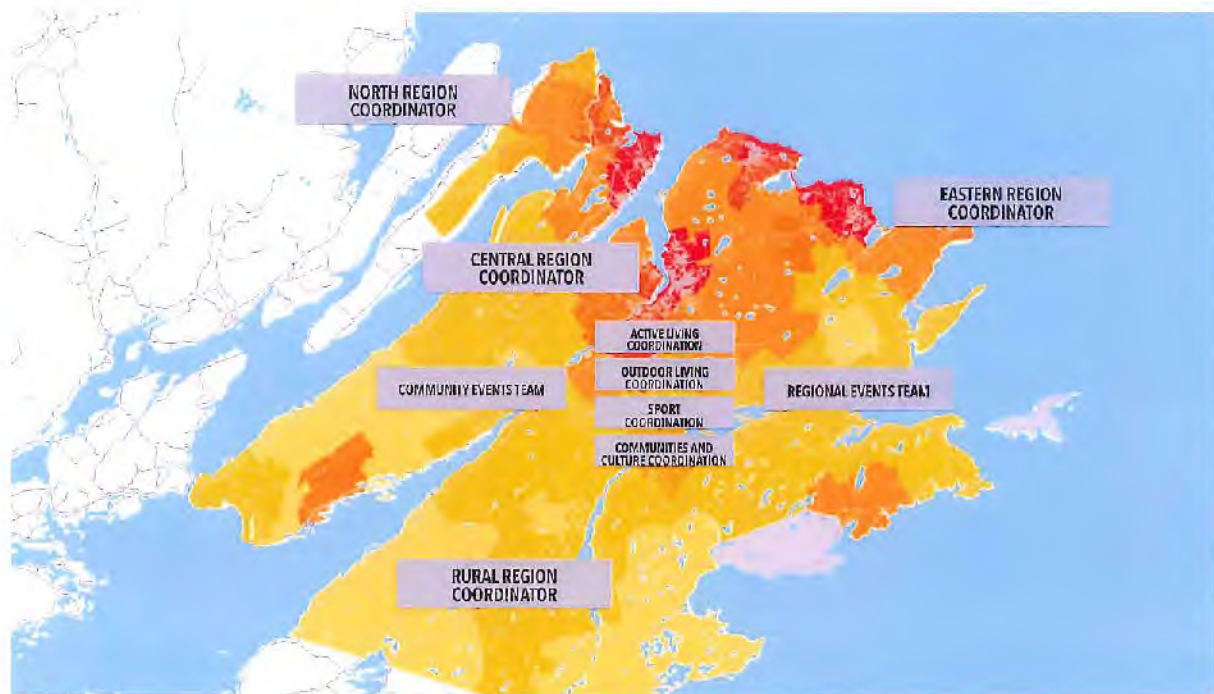


CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan









IMPLEMENTATION

SPREAD THE WORD & SHARE THE MANDATE
 COMMUNICATE THE PLAN TO COMMUNITIES
 DEVELOP DIGITAL PLATFORM
 BEGIN TO REVISE ADMINISTRATIVE STRUCTURE
 SPECIALISTS WORKING WITH SPECIALISTS
 ASSET NETWORK & MAINTENANCE
 REGIONAL ADMINISTRATIVE STRUCTURE





CAPE BRETON REGIONAL MUNICIPALITY
recreation master plan

RECREATION MASTER PLAN

SENIOR MANAGEMENT PRESENT | FEB 2017 | TRACE PLANNING & DESIGN





A Community of Communities

Heavy Garbage Presentation

TO: Clerks Office

March 2017

Attached please find a copy of the presentation I will be presenting at the March 7th meeting of the general committee as requested.

ORIGINAL SIGNED BY

Francis Campbell

Manager Solid Waste



Cape Breton Regional Municipality Solid Waste Management

HEAVY GARBAGE COLLECTION



HOW DID HEAVY GARBAGE COLLECTION EVOLVE

- No heavy garbage collection service in place following amalgamation in 1996.
- Heavy garbage collection was introduced in 2004.
- Collection service has changed and evolved since inception to ensure service remained efficient and cost effective each year.
- Service is reviewed each year following each collection.
- \$250,000 is budgeted to deliver this annual service.



TONNES COLLECTED

YEAR	TONNES COLLECTED	
2010	3223	
2011	2802	
2012	2973	
2013	2200	
2014	2600	
2015	3505	
2016	Spring	2400
	Thanksgiving Storm	4700



HEAVY GARBAGE DISCUSSION

- An "Organizational Review" took place in 2013. One of the recommendations in the report was the revamping or removal of heavy garbage collection service as an expenditure reduction.
- Following the Review, staff were requested to examine viable future options for Heavy Garbage Collection.
- A discussion associated with viable future options for the service occurred during the 2014/15 budget deliberations.



HEAVY GARBAGE COLLECTION

- Timing of this discussion did not allow sufficient time for removal of heavy garbage from the 2014-15 budget.
- The program proceeded for the 2014-15 year.
- Council requested that Staff prepare an issue paper on viable options associated with the recommendations of the organizational review.



HEAVY GARBAGE COLLECTION

- Issue paper of October 2014 presented various options for heavy garbage going forward.
- Staff recommendation included cancellation of heavy garbage service;
- Council did not accept this recommendation and requested more information on the "Call to Haul" as an alternative to the current heavy garbage program.



OUTCOME OF REVIEW

Call to Haul Service Option:

- Year round option but more expensive
- Administrative challenges (wait times)
- Additional resources would be required to accommodate demand (added cost)
- Potential to always have materials on the street
- Service is offered by the Commercial Sector



OUTCOME OF REVIEW

Current Heavy Garbage Collection Service

- A one time service provided once a year
- Program is administered and completed within a couple of weeks
- Materials are visible on streets short term
- Additional resources are short term to accommodate demand



OUTCOME OF REVIEW

- Call to Haul offered no savings
- Would not adequately replace the existing program
- Of the two options, the most viable, efficient and fiscally responsible program to implement is the current service.



GOING FORWARD

- The review identified the existing program as the most economical and efficient method for delivering the service.
- The funding for heavy garbage using the existing program was included in the proposed 2015-16 operating budget and was approved
- Service continues to be reviewed each year and a decision whether to continue is made during budget deliberations.



HEAVY GARBAGE COLLECTION

- A special collection to support cleanup efforts from the 2016 Thanksgiving Storm was carried out and continued until February 2017.



TO: CBRM Council

FROM: Karen Neville and Malcolm Gillis

**SUBJECT: Annual review of Land Use By-law
recommended amendments: Part One
Application – 1033**

DATE: March 1, 2017

Introduction

The CBRM's first Municipal Planning Strategy (MPS) and Land Use By-law (LUB) were adopted in the summer of 2004, since that time it has been the practise of the Planning and Development Department to undertake an annual review of each document. The purpose of these annual reviews was to put forth amendments initiated by staff at the end of each building season to improve the implementation of planning documents for the next building season beginning in the spring.

Planning documents are not static documents, but rather are meant to evolve as a community grows and changes. Because of this, it is important that these documents are reviewed periodically to ensure they are still achieving the goals of the community. To achieve this staff would like to put forward a series of proposed amendments to the MPS and LUB that should be considered. These amendments are not meant to change the substance or direction of the LUB, but rather make the LUB easier to read for those who administer and those who must comply with its provisions.

Due to the number of proposed amendments to the MPS and LUB, Staff have decided to present the proposed amendments to Council in two parts. Part One only deals with amendments to the Land Use By-law, while Part 2 of the Annual Review will include amendments to the MPS and LUB as well as necessary amendments to the LUB Zone Map.

Proposed Land Use By-law Amendments

Part 3 Downtown Central Business District (CBD) Zone

The Downtown Central Business District (CBD) Zone permits a wide range of sales and service uses; however an assembly hall is not one of them. An assembly hall is a reasonable use to be included within the CBD zone and should be added to list of permitted service uses in this zone.

It is recommended that assembly hall be added to the list of service uses in the CBD zone.

An inquiry was made to establish a crematorium for a property zoned CBD. While the a crematorium is considered to be a permitted accessory use to a funeral home, which is a permitted use in the CBD zone, a crematorium is not listed as a permitted main use within the CBD zone. Although a crematorium may not be an appropriate use in the Core Area of a CBD zone, it is reasonable for it to be a permitted use elsewhere in this zone.

It is recommended that the list of service uses within the CBD Zone be amended by adding 'crematorium except within the Core Area as illustrated on the Land Use By-law Map'.

Section 2 CBD Lot Parcel Development Requirements of the CBD Zone outlines the development requirements for the CBD Zone. The Minimum Building Setback for the CBD Zone is NIL with clarifying text of how this setback should be interpreted in the CBD Core Area. In this text there is an extra * which can lead to confusion when interpreting this Section and should be deleted.

It is recommended that the third * be removed from Part 3 Downtown Central Business District (CBD) Zone, Section 2 CBD Lot Parcel Development Requirements.

Part 7 Harbourside Kings Road Business Corridor (HBC) ZONE

Lot parcel development standards within the HBC zone require a minimum public street frontage of 150ft. While this 150ft public street frontage is not intended to apply to a single unit dwelling or a two unit dwelling within the HBC zone, this intention is not clear; because of this Subsection 2 b. 1 should be amended.

It is recommended that Subsection 2 b.1 of the Harbourside Kings Road Business Corridor (HBC) Zone be amended to state that the minimum 150ft public street frontage does not apply to a single unit dwelling or a two unit dwelling.

Part S1 Sales and Services Subject to Part 2, Policy S of the Municipal Planning Strategy

The MPS has a policy that permits existing sales/service developments and a variety of similar uses along Level 1 and Level 2 public streets/roads, or the central business districts of small urban communities, where there already is a mix of land use types along the streetscape. These developments and the range of similar uses are found in Part 51 of the LUB. 1370 Victoria Road, Whitney Pier (PID 15151889) is identified in Part 51. However, a site specific zone [1370 Victoria Road (1370VR) Zone] applies to this property; as a result it does not need to be included in Part S1.

It is recommended that 1370 Victoria Road (PID 15151889) be deleted from the list of properties identified in Part S1 Sales and Services Subject to Part 2, Policy S of the Municipal Planning Strategy.

Part 52 Development Agreements

The Municipal Planning Strategy contains a policy that states Council shall continue to retain a select list of Development Agreements adopted prior to the Municipal Planning Strategy coming into effect.

On February 21st, 2017 Council discharged the Development Agreement for 1507 Long Island Road, Georges River (PID 15190648); for that reason, reference to this Development Agreement should be removed from Part 52 of the LUB.

On September 15, 2015, Council discharged a portion the Development Agreement associated with 166 Lingan Road, Whitney Pier; therefore Part 52 of the LUB should be amended to reflect the partial discharge of this Development Agreement.

It is recommended that Part 52 Development Agreements should be amended to reflect the changes made by Council on September 15, 2015 and February 2017.

Part 54 Existing Developments

The LUB acknowledges the legitimacy of a range of sale/service businesses that existed prior to its adoption in locations either isolated from the established business districts (e.g. downtown Sydney) or business corridors (e.g. Reserve Street, Glace Bay). Unless there is a history of land use controversy, all such businesses are considered permitted uses, regardless of the zoning in effect in their respective neighbourhoods provided the assessment category is consistent with the development.

It is recommended that there be two amendments to this Part to clarify and implement MPS policy.

1. The reference to assessment is to be strengthened to mean the site must have been assessed correctly since the inception of the Bylaw and is currently assessed correctly.
2. The use of the word “existing” shall mean existing as of the date the Bylaw originally came into effect and continues to currently exist.

Part 2 General Provisions for All Zones: Existing

As a result of the proposed changes to Part S4 Existing Developments, it is proposed the Sections of Part 2 General Provisions for All Zones that use the term ‘existing building’ should also be amended.

It is recommended Section 9 Existing Buildings and Non-compliance with Lot parcel development Requirements – Repair, Reconstruction and Additions, and Section 10 Existing Buildings and Non-compliance with Lot Parcel Development Requirements – *Change of Use* of Part 2 General Provisions For All Zones of the LUB be amended include ‘as defined by the By-law’ as it applies to existing buildings.

Part 88 Louisbourg Mini Home (LMH) Zone

Louisbourg Mini Home (LMH) Zone has special provisions for mobile homes. One of these provisions speaks of the front façade of the mobile, but it is not clear what is meant by front façade.

It is recommended that Section 2 Special Provisions for Mobile Homes of LMH zone be amended to clarify the front façade is the longest exterior wall where the main entrance to the dwelling is located.

Campground Developments in Sales and Service Zones

The MPS encourages that campgrounds be located in rural areas of the CBRM. However, many of the sales and service zones throughout the CBRM permit ‘all recreational uses’. Because of this, amendments should be made to the sales and service zones where a campground would not be appropriate. In addition to clarifying which sales and service zones should permit campgrounds, the definition for campground should be amended to reference campgrounds being licenced under the *Tourist Accommodations Act* and *Regulations*.

It is recommended that the definition for campground be amended to include the requirement of a licence under the *Tourist Accommodations Act* and *Regulations* and that following sales and service zones exclude campgrounds from the list of permitted recreational uses:

- Downtown Central Business District (CBD) Zone
- Arterial Business Corridor (ABC) Zone
- Boularderie Island Business Corridor
- Keltic Drive Business Corridor (KBC) Zone
- New Dawn Retirement Village (NRV) Zone
- Northside Business Park (NBP) Zone
- Sydney Harbour Port (SHP) Zone,
- Coke Ovens Site Reserve (COR) Zone,
- Lingan Corridor Comprehensive Development District (LCD) Zone
- The Florence – Bras d’Or Business District (FBZ) Zone
- Harbourside Business Park (HBZ) Zone

Recreational Vehicles and Travel Trailer

The terms recreational vehicle and travel trailer are used throughout the LUB interchangeably. For clarity of interpretation the term travel trailer should be replaced throughout the LUB with the term recreational vehicle. In addition the definitions of travel trailer and recreational vehicle should be combined into one definition.

It is recommended that the term 'travel trailer' be replaced with 'recreational vehicle' throughout the LUB and the definition of recreational vehicle should be amended.

A recreational vehicle is considered to a residential dwelling, and there are many zones within the LUB that permit 'all residential uses'. It was not intended that recreational vehicles be a permitted use in many of the zones that permit 'all residential uses' and therefore recreational vehicles should be excluded from the list of permitted residential uses in those zones.

It is recommended that recreational vehicle be excluded from the list of residential uses in the Downtown Central Business District (CBD) Zone, Sydney River Service (SRS) Zone and New Dawn Retirement Village (NRV) Zone.

Density Requirements for Apartments and Townhouses

There are several zones throughout the CBRM that permit both apartment buildings and townhouses. Some of these zones include a density requirement for both apartment buildings and townhouses; however the density requirements are not always the same for an apartment building and a townhouse within a given zone. For example, the Arterial Business Corridor (ABC) Zone permits an apartment building at a density of 1 dwelling unit per 1,000 sq. ft. of land on the lot parcel while townhouses are permitted at a density of 1 dwelling unit per 2,000 sq. ft. of land on the lot parcel. Apartment buildings and townhouses are both residential buildings containing three or more dwelling units and there is no reason for having different density requirements. It is suggested that for zones that permit apartment buildings and townhouses, that the density requirements for each be the same in a given zone.

It is recommended that the density requirement for apartment buildings and townhouse be amended in the following zones:

- | | |
|---|--|
| • Arterial Business Corridor (ABC) Zone | • Trans Canada Highway Intersection (TCH) Zone |
| • Harbourside Kings Road Business Corridor (HBC) Zone | • Service Business/Residential Corridor (SBR) Zone |
| • Sydney River Service (SRS) Zone | • Central Urban Neighbourhood (NCU) Zone |
| • Keltic Drive Business Corridor (KBC) Zone | |
| • Residential Urban A (RUA) Zone | |

Part 96 Definitions

For the purposes of clarification several definitions are proposed to be added or revised to the LUB. In addition to those definitions previously identified in this issue paper, it is proposed that the following definitions found in the LUB be revised:

Floor Area
Landscaped Open Area
Screen

Storey
Tourist Cottage
Tourist Cottage Complex

To review the definitions in their entirety please see the Draft LUB Amending By-law found in Attachment A.

Recommendation

I recommend Council to schedule a Public Hearing for the April meeting of Council to consider Part 1 of the Annual Review of the Land Use By-law. The Draft Amending By-law can be found in Attachment A.

Submitted by:

Originally Signed By

**Karen Neville and Malcolm Gillis
Planning and Development Department**

By-law

of the Cape Breton Regional Municipality
amending the

Cape Breton Regional Municipality's Land Use Bylaw

Pursuant to Section 210 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the text of the Cape Breton Regional Municipality's Land Use By-law in the following manner:

THAT: Part 2 General Provisions For All Zones, Section 9 Existing Buildings and Non-compliance with Lot Parcel Development Requirements – *Repair, Reconstruction and Additions* of the Land Use By-law is hereby deleted and replaced with the following:

Unless there is a specific section in the text of a zone regulating public street/road frontages, where an existing main building on a lot parcel having less than the minimum:

- frontage; and/or
- setback from any lot parcel boundary or waterbody; and/or
- lot parcel area;

required by this Bylaw, the building may be:

- enlarged;
- reconstructed;
- repaired; or
- renovated;

provided that:

- the enlargement, reconstruction, repair or renovation does not further reduce the building setback that does not conform to this Bylaw;
- all other provisions of this Bylaw are met.

THAT: Part 2 General Provisions For All Zones, Section 10 Existing Buildings and Non-compliance with Lot Parcel Development Requirements – *Change of Use* of the Land Use By-law is hereby deleted and replaced with the following:

Unless there is a specific section in the text of a zone regulating public street/road frontages for conversions and new construction, the use of an existing building on a lot parcel having less than the minimum:

- public street/road frontage; and/or
- setback from any lot parcel boundary or waterbody; and/or
- lot parcel area;

required by this Bylaw may be changed to a use listed as permitted in the zone in effect, provided all other requirements of this By-law are satisfied.

THAT: Part 3 Downtown Central Business District (CBD) Zone, Section 1 CBD Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 3 Downtown Central Business District (CBD) Zone, Section 1 CBD Uses Permitted of the Land Use By-law is hereby amended by deleting 'residential – all except mobile homes' and replacing it with 'residential – all except mobile homes and recreational vehicles'.

THAT: Part 3 Downtown Central Business District (CBD) Zone, Section 1 CBD Uses Permitted of the Land Use By-law is hereby amended by adding assembly halls to the list of uses under 'service – only the following'.

THAT: Part 3 Downtown Central Business District (CBD) Zone, Section 1 CBD Uses Permitted of the Land Use By-law is hereby amended by adding the following to the list of uses under 'service – only the following'.

crematorium except within the Core Area as illustrated on the Land Use By-law Map

THAT: Part 3 Downtown Central Business District (CBD) Zone, Section 2 CBD Lot Parcel Development Requirements of the Land Use By-law is hereby deleted and replaced with the following:

The lot parcel development requirements for all permitted uses in the CBD Zone are as follows:

MINIMUM PUBLIC STREET/ROAD FRONTAGE	The lot parcel shall abut and front along a public street/road, but no minimum is established unless the lot parcel abuts and fronts along any public street/road with a width of less than 40 ft., in which case a minimum setback of 5 ft. is required
MINIMUM BUILDING SETBACK	NIL*
PARKING REQUIREMENTS	NIL unless referenced specifically in the list of permitted uses

** Within the CBD Core Area, as illustrated on the Land Use By-law Map, no main building shall be setback from the boundary shared with a public street/road more than 5 feet, except where a plaza is established as an integral part of the site plan. For this zone, building setbacks are measured from an exterior wall. Regardless of compliance with this provision, building encroachments into or over adjacent parcels shall be considered a violation of this Section (e.g. eaves, and/or veranda roofs, footings, etc.)*

THAT: Part 5 Arterial Business Corridor (ABC) Zone, Section 1 ABC Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 5 Arterial Business Corridor (ABC) Zone, Section 4 Apartments and Townhouses of the Land Use By-law is hereby amended by deleting the second bullet and replacing it with the floor:

- 1 dwelling unit per 1,000 sq. ft. of land on the lot parcel for a townhouse.

THAT: Part 6 Boularderie Island Business Corridor (BBC) Zone, Section 1 BBC Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 7 Harbourside Kings Road Business Corridor (HBC) Zone, Section 1 HCB Uses Permitted of the Land Use By-law is hereby amended by deleting 'residential – all except mobile homes' and replacing it with 'residential – all except mobile homes and recreational vehicles'.

THAT: Part 7 Harbourside Kings Road Business Corridor (HBC) Zone, Section 3 Apartments and Townhouses of the Land Use By-law is hereby amended by deleting the second bullet and replacing it with the floor:

- 1 dwelling unit per 1,000 sq. ft. of land on the lot parcel for a townhouse.

THAT: Part 7 Harbourside Kings Road Business Corridor (HBC) ZONE, Section 2 HBC Lot Parcel Development Requirements, Subsection b. Conversions and New Construction of the Land Use By-law is hereby amended by deleting Subsection b.1 and replacing it with the following:

1. The 150 foot minimum public street/road frontage provision is in effect for the following types of development if any driveway access is to be provided to the public streets/roads listed at the end of this Section:

- the conversion* of existing residential buildings into an apartment building or any other non-residential use; or
- the construction of any new main buildings, with the exception of a one single unit dwelling and one two-unit dwelling, unless it is the reconstruction of an existing building in compliance with the relevant general provision; or
- the establishment of any new business development land use (e.g. car sales lot, paid parking lot); and
- the expansion of any other non-residential use, except very minor extensions to comply with Building Code, Fire Code and building accessibility improvements.

* For purposes of this Section, when used to describe a change in the scale of a non-residential use within a multi-use building where the main use is residential, the word "conversion" shall mean when a non-residential use will exceed the floor area devoted to the residential use.

THAT: Part 9 Sydney River Service (SRS) Zone, Section 1 SRS Uses Permitted of the Land Use By-law is hereby amended by deleting 'residential – all except mobile homes' and replacing it with 'residential – all except mobile homes and recreational vehicles'.

THAT: Part 9 Sydney River Service (SRS) Zone, Section 3 Apartments and Townhouses of the Land Use By-law is hereby amended by deleting the second bullet and replacing it with the floor:

- 1 dwelling unit per 1,000 sq. ft. of land on the lot parcel for a townhouse.

THAT: Part 10 Keltic Drive Business Corridor (KBC) Zone, Section 1 KBC Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 10 Keltic Drive Business Corridor (KBC) Zone, Section 5 Apartments and Townhouses of the Land Use By-law is hereby amended by deleting the second bullet and replacing it with the floor:

- 1 dwelling unit per 1,000 sq. ft. of land on the lot parcel for a townhouse.

THAT: Part 11 Trans Canada Highway Intersection (TCH) Zone, Section 3 Apartments and Townhouses of the Land Use By-law is hereby amended by deleting the second bullet and replacing it with the floor:

- 1 dwelling unit per 1,000 sq. ft. of land on the lot parcel for a townhouse.

THAT: Part 14 Service Business/Residential Corridor (SBR) Zone, Section 1 SBR Permitted Uses of the Land Use By-law hereby amended by deleting the density requirement for townhouse and hereby replacing it with 1 dwelling unit per 1,500 sq ft.

THAT: Part 15 Central Urban Neighbourhood (NCU) Zone, Section 1 NCU Permitted Uses of the Land Use By-law hereby amended by deleting the density requirement for townhouse and hereby replacing it with 1 dwelling unit per 1,000 sq ft.

THAT: Part 16 Residential Urban A (RUA) Zone, Section 1 RUA Permitted Uses of the Land Use By-law hereby amended by deleting the density requirement for townhouse and hereby replacing it with 1 dwelling unit per 1,500 sq ft.

THAT: Part 27 New Dawn Retirement Village (NRV) Zone, Section 1 NRV Uses Permitted of the Land Use By-law is hereby amended by deleting 'residential – all except mobile homes' and replacing it with 'residential – all except recreational vehicles'.

THAT: Part 27 New Dawn Retirement Village (NRV) Zone, Section 1 NRV Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 29 Northside Business Park (NBP) Zone, Section 1 NBP Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 30 Sydney Harbour Port (SHP) Zone, Section 1 SHP Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 32 Coke Ovens Site Reserve (COR) Zone, Section 1 COR Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational in compliance with Section 3 - (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational in compliance with Section 3 - (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 35 Lingan Corridor Comprehensive Development District (LCD) Zone, Section 2 LCD Uses Permitted by Development Agreement of the Land Use By-law is hereby amended by deleting 'recreational- all except racetracks for motor vehicles' and replacing it with the following:

recreational- all except racetracks for motor vehicles and campgrounds

THAT: Part 39 Service Industrial (SIZ) Zone, Section 4 Motor Vehicle Public street/road Access – New Land Uses of the Land Use By-law is hereby deleted and replaced with the following:

All new land uses, other than expansion of existing uses or those land uses permitted as a General Provision, located on lot parcels within the community of Glace Bay shall be required to provide motor vehicle access to the site directly via Connaught Avenue only.

THAT: Part 49 Public Water Supply Watershed (PWS) Zone, Section 1 PWS Uses Permitted of the Land Use By-law is hereby amended by deleting 'existing agricultural buildings housing or impounding animals highlighted on the Land Use By-law Map' and replacing it with the following:

existing agricultural buildings housing or impounding animals

THAT: Part S1 Sales and Services Subject to Part 2, Policy S of the Municipal Planning Strategy Part 27 is hereby amended by deleting the List of Existing Uses, Addresses, and Permitted Optional Conversion Uses under the title Victoria Road Whitney Pier – outside the CBD Zone with the following:

1. convenience store 1117 Victoria Road PID# 1S161698

- animal (domestic) grooming

- artist/artisan establishment
- arts/entertainment studio
- boutiques
- business offices
- laundromat
- medical clinics
- pharmacies
- restaurant

2. post office 1191 Victoria Road PID# 15161243

- animal (domestic) grooming
- artist/artisan establishment
- arts/entertainment studio
- boutiques
- business offices
- medical clinics
- pharmacies
- restaurant

3. ship chandler 1291 Victoria Road PID# 15160559

- animal (domestic) grooming
- artist/artisan establishment
- arts/entertainment studio
- boutiques
- business offices
- general merchandise sales
- medical clinics
- pharmacies
- restaurant

4. take-out restaurant 1301 Victoria Road PID# 15160237

- animal (domestic) grooming
- artist/artisan establishment
- arts/entertainment studio
- boutiques
- business offices
- medical clinics
- motor vehicle sales, repair and fuel service
- pharmacies
- restaurant

5. motor vehicle fuel service and repair 1453 Victoria Road PID# 15159981

- animal (domestic) grooming
- artist/artisan establishment
- arts/entertainment studio
- boutiques
- business offices
- medical clinics

- motor vehicle sales, repair and fuel service
- pharmacies
- restaurant

6. convenience store 1467 Victoria Road PID# 15156946 and 15156938

- animal (domestic) grooming
- artist/artisan establishment
- arts/entertainment studio
- boutiques
- business offices
- laundromat
- medical clinics
- pharmacies
- restaurant

7. business office 1539 Victoria Road PID# 15156102

- animal (domestic) grooming
- artist/artisan establishment
- arts/entertainment studio
- boutiques
- business offices
- laundromat
- medical clinics
- personal service business
- pharmacies
- restaurant

THAT: Part S2 Development Agreements, Section Development Agreements to Remain in Effect of the Land Use By-law is hereby amended by deleting the second G-907.

THAT: Part S2 Development Agreements, Section Development Agreements to Remain in Effect of the Land Use By-law is hereby amended by deleting the second G-UNKNOWN with the following

G-UNKNOWN
PID# 15141658 15141666 and 15141872
166 Lingan Road, Sydney
Welding shop and motor vehicle repair etc. There is an original Development Agreement and a supplementary Development Agreement

THAT: Part 54 Existing Development, Section 1 Land Uses Deemed Permitted of the Land Use By-law is hereby deleted and replaced with the following:

Section 1 Land Uses Deemed Permitted

Pursuant to Policy 14 of Part 2 in the Municipal Planning Strategy, any existing development that:

- is not included in the Uses Permitted Section of the Zone within which it is located; or
- if it is permitted, only as an optional use, and it does not meet the specific conditions referenced in that Zone;

- or any land use not permitted throughout all Zones as a General Provision (refer to the Sections of Part 2)

is deemed to be a permitted use subject to:

- the provisions of any relevant section of the General Provisions Part; and
- any other relevant section of the Zone in effect;

provided it meets the test of legitimacy based on the following criteria:

- the assessment category is currently consistent with the development alleged and has been since the adoption of this By-law; or
- it meets the test of existing as defined by this By-law and was established prior to the adoption of the By-law*; and
- it is not included in the list in Section 2 of this Part identifying developments that are not to be deemed permitted uses.

* It is the applicant's responsibility to provide incontrovertible evidence or documentation to substantiate the existence of the development or building prior to the adoption of the By-law and in compliance with the timeline identified in the definition.

Any existing development deemed to be a permitted use subject to the criteria above may also be:

a) Expanded

Subject to the Site Plan Approval provisions below, unless the proposed expansion will equal less than a 10% increase in the floor area of the building and less than a 10% increase in the area occupied by outdoor storage, outdoor display, the parking area, and any other land use.

a) Changed to a Similar or Comparatively Innocuous Use

Any change to a similar use, or to a comparatively innocuous use shall not be subject to the Site Plan Approval provisions below if no expansion is proposed. However, any existing development deemed not to be a permitted use according to the Table in the following Section may only be changed to a relatively innocuous use subject to the Site Plan Approval provisions below. In determining if any change in use is similar, the Definitions Part of this By-law should be referred to. In determining if any change in use is relatively innocuous in comparison to the use to be replaced, the following criteria should be used.

A change in use is not comparatively innocuous if the following describe what is proposed:

- an increase in the scale
- an increase in traffic generated
- introducing outdoor storage or display or an increase in the area used as outdoor storage or display
- introducing noise generating equipment or an increase in the use of noise generating equipment.

Measures that could be taken to make a change in use relatively innocuous in comparison to the former business development:

- improvements to the façade of any main buildings
- improvements to the front yard of the lot parcel affected

- a reduction in the scale
- a reduction in traffic generated
- introducing landscaping into the site plan or expansion of the landscaped area of the lot parcel affected
- eliminating outdoor storage or display, or a reduction in the area used as outdoor storage or display
- introducing or improving screening provisions to mollify the effect of potentially obnoxious aspects of the development that previously existed
- eliminating noise generating equipment or a reduction in the use of noise generating equipment.

As well, the Zone on the Land Use By-law Map for each of these sites subject to this Part is also in effect.

Site Plan Approval provisions

The Development Officer shall approve a site plan where the following matters have been addressed. The Development Officer shall measure the degree of stringency in interpreting the criteria so that it correlates with the scale of the development to be changed or the scale of an expansion. In other words, the larger the development proposed to be changed, and/or the greater the scale of the expansion, the more stringent the criteria should be interpreted.

- a. Any new or expanded parking area and utility structures shall be screened from any dwellings on adjacent lot parcels or lot parcels directly across the public street/road to soften their starkness by a combination of vegetation types (e.g. groundcover, bushes, shrubs, hedges or trees) and/or vegetation and fencing. If fencing is used, it must be a type of fence that would complement the streetscape and not be a stark and imposing structure.
- b. All existing significant vegetation shall be retained except where its removal is necessary for the construction, or expansion of the development.
- c. Measures, including lot parcel grading, shall be required to adequately dispose of storm and surface water.
- d. Any new or expanded buildings shall be so located on the lot parcel to lessen the impact on dwellings on an adjacent lot parcel.
- e. Signs advertising the business shall be of a scale and style and so located that they will not conflict with the streetscape.
- f. Ingress and egress points where the parking area is to be accessed from any public/street/road shall be designed to ensure that any known significant traffic problem identified by the Traffic Authority is not further exacerbated.
- g. Landscaping measures shall be incorporated to blend the site plan into the immediately surrounding streetscape.

THAT: Part 58 The Florence – Bras d'Or Business District (FBZ) Zone, Section 1 FBZ Uses Permitted of the Land Use By-law is hereby amended by deleting 'recreational – (all) both public and business establishment except racetracks for motor vehicles' and replacing it with the following:

recreational – (all) both public and business establishment except racetracks for motor vehicles and campgrounds

THAT: Part 82 Harbourside Business Park (HBZ) Zone, Section 1 HBZ Uses Permitted of the Land Use By-law is hereby amended by deleting *'recreational – all public and business recreational establishments, with the exception of racetracks for motor vehicles, are permitted in both the HBZ-1 and HBZ-2 sub-zone. Racetracks for motor vehicles are prohibited throughout the HBZ Zone.'* and replacing it with the following:

'recreational – all public and business recreational establishments, with the exception of racetracks for motor vehicles and campgrounds, are permitted in both the HBZ-1 and HBZ-2 sub-zone. Racetracks for motor vehicles and campgrounds are prohibited throughout the HBZ Zone

THAT: Part 88 Louisbourg Mini Home (LMH) Zone, Section 2 Special Provisions for Mobile Homes of the Land Use By-law is hereby amended by deleting Subsection a. and replacing it with the following:

The front façade of the mobile home must face Main Street or Wolfe Street at an angle no greater than 20% of being perpendicular to the Street. The front façade is defined as the longest exterior wall and must also be the location of the main entrance to the dwelling.

THAT: Part 92 Ellsworth Ave Retail (EAR) Zone, Section 1 EAR Uses Permitted of the Land Use By-law is hereby amended by deleting *'repair service in compliance'* and replacing it with *'repair service'*.

THAT: The Land Use By-law is hereby amended by deleting all uses of the term *'travel trailer'* and replacing it with *'recreational vehicle'*.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting *Campground* and replacing it with the following:

Campground means a recreational business establishment, which is licenced under the *Tourist Accommodations Act and Regulations*, where designated spaces/plots are provided for tents, and recreational vehicles for overnight accommodation or seasonal accommodations and where the accessory uses could include an administrative office, assembly hall, convenience store, swimming pool, and recreational facilities. A campground provides sanitary and waste disposal facilities, laundry facilities.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting *Existing* and replacing it with the following:

Existing means a building or development that was established prior to the adoption this By-law, or a building or development that was established after the adoption of the By-law for which a Development Permit was issued, unless:

- a specific statement in the By-law defines it in another manner for purposes of interpreting that statement ; or
- the Land Use By-law map is referenced in which case the present date is applicable.

If such a development ceases to operate, it will still be deemed to be existing if the development was in operation five years less a day prior to the date an application for a Development Permit is submitted. However, if the building occupied by the use is demolished, this sunset clause is only in effect for one year after the demolition date.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting Floor Area and replacing it with the following:

Floor Area means the enclosed area of the first floor of a building measured to the outside face of exterior walls times the number of storeys (as defined by this Bylaw).

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting Landscape Open Area and replacing it with the following:

Landscaped open area means space on the lot parcel generally covered by any combination of grass, trees, shrubs, flowers, other vegetative ground cover, landscaping mulch, decorative stone, or structures used to embellish the overall design but does not include asphalt or compacted gravel. Exposed soil is permitted in shrub beds and gardens only. Landscaped open area shall not include parking area and shall not be used for the parking of motor vehicles.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting Recreational Vehicle and replacing it with the following:

Recreational Vehicle means a vehicle designed for travel on public streets/roads for purposes of short term occupancy to be used for travel, recreation and vacation:

- providing kitchen, sanitary and living accommodations;
- capable of either being towed behind a motor vehicle or self-propelled; and/or
- built on a chassis or designed to be mounted on a pick-up truck or chassis;
- with a maximum width of 8.5 feet; and
- which is constructed to a C.S.A. standard.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting Screen and replacing it with the following:

Screen means a continuous opaque visual barrier formed by evergreen shrubs, trees, fences, masonry walls or any combination of these or like materials which effectively conceals the property which it encloses or the building, structure, or land use specified in a provision that references this definition.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting Storey and replacing it with the following:

Storey means the space of a building between a floor and a ceiling or between the floor and the roof where more than 90% of the space between the floor and the ceiling or roof is at least 2 metres (6.6 feet) in height. Any portion of a building partly below grade level shall not be deemed a Storey unless its ceiling is at least 2 metres (6.6 feet) in height above grade.

- ½ Storey means a storey that has sufficient space between the floor and the ceiling or roof to equal at least 50% of the 1st Storey.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting Tourist Cottage and replacing it with the following:

Tourist cottage means a building, or part of a building within a tourist cottage complex designed to provide temporary accommodations for the travelling public which are built as an independent and separate housekeeping establishment with separate culinary and sanitary facilities.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting Tourist Cottage Complex establishment and replacing it with the following:

Tourist cottage complex means a service accommodations establishment, licenced under the *Tourist Accommodations Act and Regulations*, comprised of two or more tourist cottages used to accommodate the travelling public for gain or profit by supplying them with temporary sleeping accommodations and where the accessory uses could include an administrative office, assembly hall, convenience store, swimming pool, and recreational facilities.

THAT: Part 96 Definitions of the Land Use Bylaw is hereby amended by deleting travel trailer.

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on _____.

MAYOR

CLERK

THIS IS TO CERTIFY that the attached is a true and correct copy of the Land Use Bylaw amendment Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on _____ to amend the Cape Breton Regional Municipality's Land Use By-law.

Deborah Campbell, CLERK



CBRM

A Community of Communities

Cape Breton Regional Municipality

MEMO

Date: March 2, 2017

To: Mayor and Council

From: Marie J Walsh, CPA, CGA | Chief Financial Officer

Re: 2016-17 Sustainability Requests

Attached is a Draft proposal for our Municipal Grants Program. This replaces our current *Community Facilities Grants and Contributions Policy* approved by Council in February, 2010.

The biggest change to the current policy is putting in limits for funding. With increased demands on funding, it has become difficult to address all the requests for support regardless of the merits of the applications.

The limits and eligibility conditions that make up the new policy were developed through a review of other municipal programs across Nova Scotia.

The key changes to the current policy include:

1. limits on funding;
2. new eligibility requirements;
3. additional programs and events that are ineligible
4. the addition of reporting requirements.

I would note that there are currently a few organizations that we have been funding in the past several years that fall outside of the new policy. I recommend they be given special consideration for funding eligibility this year. We will, however, give notice to these organizations in terms of their eligibility for future funding. As with any policy, Council has the authority to approve requests outside of the policy limits or restrictions.

Sincerely,

ORIGINAL SIGNED BY

Marie J Walsh, CPA, CGA | Chief Financial Officer
On Behalf of the Sustainability Committee



MUNICIPAL GRANTS PROGRAM

The Municipal Grants Program is a portfolio of programs which offer project grants, or operating grants to community nonprofit organizations and charities throughout the municipality. The portfolio is managed and administered under a committee designated by Council.

Municipal Grants General Eligibility Criteria

Annual (application deadline April 30)

- The applicant shall be a registered Canadian Charity or non-profit society registered with the Nova Scotia Registry of Joint Stocks. Registration must be current: **defaulted, expired or revoked status is ineligible for further consideration.** Non-profit groups incorporated under an Act of the NS Legislature are also eligible.
- Grants are not awarded to individuals, commerce, business, industry or sole proprietorships.
- The application organization and/or event is located within the geographic boundary of the Cape Breton Regional Municipality.
- The applicant must have been registered for at least one (1) year prior to the date of application to the Community Grants Program. The Grants Committee may, at its discretion, permit the application from a new organization in circumstances where the absence or delay of a program is to the detriment of the general public or a community of interest.
- All applicants to the Community Grants Program are screened for debt to the municipality. Those in debt (e.g. taxes owed, delinquent on final reports for previous grants, fines, etc.) will be deemed ineligible for consideration.
- The applicant shall respect the Canadian Charter of Human Rights and promote equal access and opportunity for all persons.
- The municipality is non-partisan and does not provide financial support to religious or political doctrine.

- Grants are not awarded for the salary/ wages of staff positions, volunteer bursaries or honoraria, or recurring operating costs.
- Grant applicants are not required to match funds; however, they should be able to demonstrate active fundraising efforts to support the continuation of a program, project or service.

Ineligible

Applications will not be accepted from:

- Individuals
- For-profit businesses
- Organizations that are political or religious in nature
- Hospitals, clinics-based services or medical treatment programs;
- School boards

❶ Municipal Grants Financial Eligibility Criteria

The following criteria support the principles of self-sufficiency, public accountability for the expenditure of public money, and outcomes of benefit to the general public. The aim is to acknowledge and support good financial practices regardless of the size of an organization or its financial assets. The applicant shall submit a financial statement for the prior year in addition to a budget for the project for which they are seeking a grant. The statement should contain a complete list of all sources of revenue and expenses as well as assets and liabilities if applicable.

The Community Grants Program does not fund fund-raising.

The Community Grants Program does not provide core operating assistance (e.g. Excludes salaries and wages, rent, office supplies, insurance, etc.).

Applicants are expected to demonstrate they have applied to a designated Provincial and/or Federal grant program. Some projects can be phased and may be partially funded. Matching funding is **not required** but applicants are **encouraged to cost share** or seek assistance from other sources (for example: fund-raising, other levels of government, foundations, corporate sponsors. etc.). Operating grants are not intended to replace Provincial or Federal obligations.

Ineligible

- Core operating assistance (rent, insurance, office supplies)
- Private property
- Government Property
- Public and private schools and post-secondary institutions
- Research for academic or commercial purposes

- Annually recurring fees, core operating costs, general administration, or insurance
- Staff salary or wages, volunteer bursaries or honoraria
- Travel
- Uniforms
- Fund-Raising

Application Requirements

Each grant category requires a separate application to be completed through the use of approved forms. Potential applicants are encouraged to review the associated application forms for specific application requirements.

Evaluation Process

The Grants Review Committee, made up of members of staff, will review applications received under this policy. The role of this committee is to determine which applications meet the basic eligibility requirements within this policy, evaluate the application, and report grant awards to Council within the approved Grants to Organizations budget.

Evaluation Criteria

The Municipality may utilize, but is not limited to, the evaluation criteria in *Schedule A*, for the scoring of grant applications.

Approval

The total budget for grants to organizations will be considered as part of the Municipality's annual budget process. Council may allocate funds over and above the amount approved in the budget process when requests for grants of an emergency or pressing nature are received. Council reserves the right to grant partial requests, or grant or reject any application that may or may not qualify in accordance with the guidelines set out in this policy. Applicants are not guaranteed funding. Grants to organizations will be considered public knowledge. Grants may be awarded with certain terms and conditions. Applicants will be notified of the staff committee's approval with a *Letter of Award*, which will state if any particular restrictions apply to the grant.

Appeal Process

All organizations would be notified in writing that they have the right to appeal any funding decision of the staff committee within a thirty (30) day period. All appeals will be directed to the CAO.

Reporting Requirements

All groups receiving a financial and/or an in-kind grant from the Municipality must complete a *Project Evaluation Form* and abide by any conditions listed within the *Letter of Award*. Groups in noncompliance with these obligations may not be considered for future grant opportunities.

I. Operating Grants- Maximum \$10,000

- Operating grants are considered annually for groups with a mandate to deliver an ongoing service or program that is generally delivered by a municipality, or complements a service being offered by CBRM.
- Operating grants may assist a group with its operations through tax relief (see below), the provision of in-kind support, or direct financial support.
- Operating grants are not intended to support permanent full-time staff salaries or wages.

Although an organization may be awarded an operating grant several times, the award does not carry the guarantee of renewal over several years.

II. Tax Relief for Non-Profit Organizations Program

This program offers conversions from commercial to the residential tax rate, to a non-profit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organization.

III. Capital Grants- Maximum \$25,000

A capital grant provides **one-time** support for the purchase of property; the construction of a facility, remodeling, expansion of a facility; or purchase of equipment.

The award of a capital grant is reserved for special circumstances and thus, may not be awarded on an annual basis. The Municipality may pay capital grants to groups over two or more fiscal years. Applicants must hold the deed/lease to the property/facility or acceptable alternative (if relevant).

Municipal Grant Programs Application Deadline:
Applications must be received, in full, on or before April 30 each year

FESTIVAL & EVENT FUNDING

IV. Special Events Grants Program—Parks and Recreation: Events and Cultural Initiatives- \$1000 to \$40,000

Annual (application deadline March 31)

The municipal Grants Program also provides funds for events to community non-profit organizations and charities throughout the Municipality. The portfolio is managed and administered under a committee designated by Council.

Funding programs:

- **Community Celebrations:** Focuses on local residents and community gatherings, all of which are free admission or low cost activities.
- **Significant Anniversaries:** Event organized to commemorate or celebrate a major quarterly anniversary (25th, 50th, 75th, 100th etc.).
- **Cultural Events and Showcases:** Events with strong cultural content that furthers the disciplines of literary, media, performing and visual arts, accessible to the public with free or low cost activities.
- **Sporting Events:** Events that demonstrate Economic Impact as described in Schedule A and are open to all residents of the Cape Breton Regional Municipality.

Non-Eligible events:

- Consumer shows
- Private events
- Tradeshow
- Awards
- Clinics
- Symposia
- Individual registration for sports team
- Religious events
- Seminars
- Banquets
- Marketing initiatives
- Uniforms
- Fundraising events
- Political events,
- Travel

Festival & Event Application Deadline:
Festival & Events Applications must be submitted on or before March 31st each year.

SCHEDULE A

Grant Evaluation Criteria

In general, preference will be given to groups that demonstrate community support, efficient use of resources, sound business practices and a commitment to achieving self-reliance.

I. Tax Relief and Operating Grant Evaluation Criteria

a. Relevance of Service

- The extent to which the organization offers a service that is a legislated responsibility of municipal government.
- The extent to which the service complements the Municipality's Strategic Plan and/or a service currently offered by CBRM.
- The extent to which residents of CBRM will directly benefit from the service.
- The extent to which the service or program enhances the quality of life for CBRM residents.
- The extent to which the benefits of the service are broad-based and not specific to a special interest group.

b. Financial Need

- Demonstrated need for financial assistance from the Municipality.
- Demonstrated efforts to seek other funding sources.

c. Organizational Effectiveness

- Group has a solid leadership structure.
- Group operates with a clear mandate.
- Budgets are well developed

II. Capital Grant Evaluation Criteria

a. Relevance of Capital Project/Purchase

- The extent to which the capital project/purchase enhances an organization's ability to offer a service that is a legislated responsibility of municipal government.
- The extent to which the capital project/purchase enhances the organization's ability to complement the Municipality's Strategic Plan and/or a service currently offered by CBRM.
- The extent to which residents of CBRM will directly benefit from the capital project/purchase.
- The extent to which the capital project/purchase improves the quality of life for CBRM residents.
- The extent to which the benefits of the capital project/purchase are broad-based and not specific to a special interest group.

b. Financial Need

- Demonstrated need for financial assistance from the Municipality.
- Demonstrated efforts to seek other funding sources.

c. Organizational Effectiveness

- Group has a solid leadership structure;
- Group operates with a clear mandate.
- Budgets are well developed

III. Event/Program Grant Evaluation Criteria

a. Merit of the Event

- Organizers have communicated a solid vision and goals for the event/activity/program, which supports the purpose of a development grant.
- The event/activity/program does not duplicate other community events/activities/programs.
- Residents of CBRM will directly benefit from the event/activity/program.

b. Economic Impact

- The applicant has described the expected economic benefits to CBRM (dollars spent in the municipality, staff hired, and number of local volunteers, training offered to staff/volunteers, local performers, and hotel rooms rented).
- The event/activity/program promotes economic activity in CBRM.
- The event/activity/program promotes CBRM as a destination for visitors.

c. Financial Need

- Demonstrated need for financial assistance from the Municipality.
- Demonstrated efforts to seek other funding sources.

d. Organizational Effectiveness

- Event organizers have presented an application that indicates a well-planned and organized event/activity/program.
- Group has a solid leadership structure.
- Group operates with a clear mandate.
- Budgets are well developed

*The above policy replaces the former *Community Facilities Grants and Contributions Policy* dated February, 2010.



COMMUNITY FACILITIES GRANTS AND CONTRIBUTIONS POLICY

Objective:

To develop a process of financial assistance for not-for-profit organizations and groups that are providing recreation and general support services to communities within the Cape Breton Regional Municipality (CBRM). The financial assistance is intended to recognize the value of these services and to offset some of the financial burden borne by the community organizations. This funding may be for festivals and events or for sustainability funding.

Statement of Policy:

1) Application Process

All not-for-profit groups and organizations eligible for assistance (those providing recreational facilities and/or programs and services) must apply via an approved CBRM Grants and Contributions Application Form. In all cases, the request must be consistent with CBRM's service mandate.

All organizations seeking funding for festivals and special events would be required to apply for funding annually. All applications would require financial statements. All applications for assistance in excess of \$5000 would also require a statement setting out the estimated economic impact associated with the festival or special event.

All organizations seeking sustainability funding from the CBRM would also apply annually for assistance. Again, all funding requests would require the organization to submit a current financial statement, and all applications seeking assistance in excess of \$5,000 would require a statement of economic impact related to the organization's activities or the specific project being proposed.

Notification of the programs and the associated requirements would be advertised each year following the approval of the CBRM operating budget. Periodic advertisements would continue until such time as the available funding was exhausted. There would be no fixed closing date for applications.

In order to facilitate efficient management of recreation programs and activities, managers in the Recreation Department will have a \$1,000 threshold of financial support to external organizations that would not require prior approval by the CBRM staff committee, although the committee members will be advised of all financial assistance provided to external organizations.

There are no restrictions on organizations receiving funding in successive years.

2) Evaluation Process

In the case of both the festival and events funding requests, and requests for sustainability grants, the evaluation process would be based on estimated regional and community impact. The minimum threshold would be a positive impact that exceeded the requested public funding support, although the higher the impact, the greater the likelihood that the funding request would be approved.

All multi-year funding requests would be evaluated by the staff committee and a recommendation would be made to Council based upon the estimated impact of the initiative, as well as the opportunity cost associated with the funding request.

3) Outstanding Financial Obligations to the CBRM

If groups are evaluated as being unable to meet their financial obligations to the CBRM, these obligations may be forgiven as a first step in stabilizing the organization. No further financial assistance will be provided, however, to any organization unless an agreement is reached with the CBRM regarding all future financial obligations. Any organization breaching such an agreement shall not be eligible to receive further financial assistance.

4) Evaluation Committee

The evaluation process for both the festivals and events fund and the sustainability fund would be conducted by a committee of staff members from the Finance Department the Manager of Economic Development and the Recreation Department. This committee would meet on a monthly basis to evaluate proposals.

5) Appeal Process

All organizations would be notified in writing that they have the right to appeal any funding decision of the staff committee within a thirty-day period. All appeals would be directed to the CAO.

6) Effective Date

The CBRM Community Facilities Grants and Contributions Policy shall take effect on the date that the policy is approved by the CBRM Council. All organizations submitting applications for funding assistance will be evaluated on the basis of this statement of policy from that day forward. There will be no "grandfather" considerations under this policy.

This policy would replace all grants and contributions policies currently being provided to external organizations by any department within the CBRM. It would not include the support provided annually to fire departments, the annual support provided to the Cape Breton County Economic Development Authority, and the existing support provided for scholarships.

The objective of this policy is to treat all organizations fairly and consistently.

Approved by Council: February 16, 2010

ISSUE PAPER

February 8, 2017

To: Mayor & Council

RE: Mayor & Council Compensation Report

Background

At the General Committee meeting held on January 10th, 2017, a motion was passed directing administrative staff to prepare an issue paper to include information on complete compensation for Mayor and Council

As background information, the Cape Breton Regional Municipality participated in a Council Compensation Review conducted by the consulting group Korn Ferry (Hay Group) on behalf of the City of Saint John, New Brunswick in November 2016 (see attached report)

Information was collected regarding:

- Population of the jurisdiction for which the elected officials were responsible
- Budget
- Number of Councillors forming the Council

The report goes on to say the metric selected to determine how to properly adjust Councillor compensation in order to compare between different size municipalities is “number of residents per Councillor”.

The report also notes the same methodology was used by the City of Toronto in 2010 and City of Calgary in 2012.

The survey findings indicated the City of Saint John has a population that is at the 40th percentile of the market’s respective value but the council compensation was in the 25th percentile.

Based on the findings in the report, Saint John City Council adopted the following compensation related recommendations:

1. The annual salary and allowance for the Mayor, Deputy Mayor and Council was increased to the Hay Group 40th percentile compensation.
 2. Maintain the current 2/3 taxable, 1/3 non-taxable.
-

By comparison and following the same methodology, CBRM based on a population of 97,398 (2011) is in the 70th percentile. The Council ratio of 8116 per resident is the 70th percentile.

The following table shows the current salary for Mayor, Deputy Mayor & Council with the corresponding percentile ranking which are above the 70th percentile.

	<i>Salary</i>	<i>Grossed Up</i>	<i>Percentile</i>
Mayor	\$111,384	\$138,000	80 th
Deputy Mayor	\$45,246	\$52,000	73 rd
Council	\$40,246	\$46,000	73 rd

Scenarios for consideration:

1) Status Quo plus change in Pension Option:

- ✓ Maintain current salary – 2/3 → 1/3 (taxable/nontaxable)
- ✓ Travel allowance of \$140 per week or local travel to Council or Committee meetings- one claim per day.
- ✓ Any future increase in salary aligned to Inside Bargaining Unit agreement
- ✓ With the option of increasing pension contribution to a percentage of total salary as opposed to the current 2/3.

2) Remove \$140 travel allowance:

- ✓ Maintain current salary - 2/3 → 1/3 (taxable/nontaxable)
- ✓ Claim mileage for one council or committee meeting per day in accordance with *Municipal Government Act*
- ✓ Any future increase in salary aligned to Inside Bargaining Unit agreement

3) Add travel allowance to salary:

Council	\$40,246 Salary <u>7,280</u> Travel (18.1%) \$47,526 2/3 Taxable, 1/3 Non-Taxable
Deputy Mayor	\$45,246 Salary <u>8,190</u> Travel (18.1%) – Travels all CBRM districts \$53,436 2/3 Taxable, 1/3 Non-Taxable
Mayor	\$111,384 Salary <u>20,161</u> Travel (18.1%) – Travels all CBRM districts \$131,545 2/3 Taxable, 1/3 Non-Taxable

- ✓ Pension contribution- based on 2/3 taxable amount of salary
- ✓ Any future increase in salary aligned to the Inside Bargaining Unit agreement

The information contained in this document is provided for council review and discussion.

ORIGINAL SIGNED BY

Gordie MacDougall
Director of Human Resources



**CBRM Councillors
Office**

M-E-M-O

To: Municipal Clerk Deborah Campbell
From: Councillor Ray Paruch
Re: Item for Discussion – General Committee – Renaming of the Civic Center
Date: January 23rd, 2017

Dear Deborah:

I am requesting that the following agenda item be placed on the March 7th, 2017 General Committee agenda:

- Renaming of the Sydney Civic Center to City Hall

I am looking for a full public disclosure on the apparent renaming of the Civic Center to a new name “City Hall”.

I am seeking all details pertaining to this name change as to who, what, where and why this was done without any Council or public consultation.

Sincerely;

Original Signed By

Councillor Ray Paruch - District #6 - CBRM

/cmi

Cecil P. Clarke

From: Ray Paruch
Sent: Thursday, February 23, 2017 8:53 AM
To: Cecil P. Clarke
Subject: Re: Budget

Forget about it. I will put it on the agenda. Give your answer to the public.

Sent from my iPhone

On Feb 21, 2017, at 5:24 PM, Cecil P. Clarke <cpclarke@cbrm.ns.ca> wrote:

Dear Councillor: I will respond at the earliest opportunity. Kind regards, C

From: Ray Paruch
Sent: Tuesday, February 21, 2017 12:41 PM
To: Cecil P. Clarke
Cc: Kendra C. Coombes; All Council; Mayor's Office; ClerksOffice
Subject: Re: Budget

I have not received an answer to my question regarding the renaming of the civic centre. I have again been asked by an individual today and informed him that I was waiting for an answer. Would you recommend that I place this item on an upcoming agenda or can you supply me with the details surrounding this apparent change in the name. Thanks

Sent from my iPhone

On Feb 16, 2017, at 9:59 AM, Ray Paruch <FRPARUCH@cbrm.ns.ca> wrote:

When did the name of the civic centre change to CITY HALL and what body effected this change. Just askin.

Sent from my iPhone

On Feb 16, 2017, at 9:55 AM, Cecil P. Clarke <cpclarke@cbrm.ns.ca> wrote:

Dear Councillor: As of now, yes it is. City Hall should be open by 11am. I will send an update at that time. Keep safe. C

Office of the Mayor
Cape Breton Regional Municipality
902.563.5000

On Feb 16, 2017, at 9:51 AM, Kendra C. Coombes
<kcccoombes@cbrm.ns.ca> wrote:

Good morning,
I'm just checking in on the status of today's
budget meeting. Are we continuing to have a
2:00 meeting?



CBRM

A Community of Communities

Cape Breton Regional Municipality

**Paul Burt,
Manager Building, Planning &
Licensing Laws**

320 Esplanade, Room 103
Sydney, NS B1P 7B9
Phone: 902-563-5175
Fax: 902-563-0833
Email: pdhurt@cbrm.ns.ca

Memo

TO: CBRM General Committee

FROM: Paul Burt, Manager Building, Planning & Licensing Laws

DATE: March 2, 2017

RE: Notice of Intent to Demolish- 6114 East Bay Hwy, Ben Eoin.

As required under Section 346 of the Municipal Government Act (MGA), on January 4, 2017 we issued a Notice of Intent to Demolish the dwelling located at 6114 East Bay Hwy, Ben Eoin to the owner of said property. Subsequently we received a letter appealing this notice which is now scheduled to be heard at the General Committee meeting dated March 7, 2017.

In your package you will find the appeal booklet containing the relevant file info supporting this decision along with the background info from the CBRM dangerous and unsightly premises (DUP) file pertaining to this property.

I am recommending demolition of the dwelling located at 6114 East Bay Hwy, Ben Eoin for the following reasons:

1. The house has been vacant for a number of years;
2. The house is no longer weather-tight or structurally sound.
3. Due to its proximity to the woods if it were to catch fire it could cause widespread damage to the forest and abutting properties.

In its current condition the house poses a safety risk to anyone entering it, to the neighborhood and to any police, fire or EHS personnel who may have to enter the dwelling to respond to a fire or other emergency situation.

In accordance with the Municipal Government Act you may:

- Accept our recommendation and order the demolition of this dwelling due to its' present condition;
- You could order the owner make the necessary repairs within a given time frame;
- You could uphold the owner's appeal and do nothing.

Again, I am recommending the issuance of the order to demolish due to the unsafe condition this property poses to the surrounding area.

Respectfully Submitted,

Original Signed By

Paul Burt,
Manager Building, Planning & Licensing Laws



CBRM

A Community of Communities

Cape Breton Regional Municipality

**Paul Burt,
Manager Building,**

320 Esplanade, Room 103
Sydney, NS B1P 7B9
Phone: 902-563-5175
Fax: 902-563-0833
Email: pdhurt@cbmr.ns.ca

February 22 2017

**TIMOTHY EARLE THISTLE
70 TOWERVIEW PL
SYDNEY NS B1S3B9**

**Re: File Number 8996 Appeal Notice of Intent to Demolish Property situated at
6114 East Bay Hwy Ben Eoin Nova Scotia**

Dear Mr. Thistle

We are in receipt of your request to appeal the order issued as noted above. We have forwarded the request to the Municipal Clerks Office in order to schedule your appeal to be heard.

All information you intend to present must be submitted to this office 7 day in advance of the scheduled meeting so that members of the committee may review.

Your appeal has been Tentatively set to be heard at the Council General Committee to be held:

**March 7 2017
9:30 a.m
Council Chamber
Civic Center, Esplanade
Sydney. N.S.**

Please confirm your attendance within 7 days of this meeting.

Trusting all is in order.

Paul Burt

Manager Building, Planning & Licensing Laws



CBRM

A Community of Communities

Cape Breton Regional Municipality

**Paul Burt,
Manager Building, Planning &
Licensing Laws**

320 Esplanade, Room 103
Sydney, NS B1P 7B9
Phone: 902-563-5175
Fax: 902-563-0833
Email: pdhurt@cbrm.ns.ca

Memo

TO: CBRM General Committee

FROM: Paul Burt, Manager Building, Planning & Licensing Laws

DATE: March 2, 2017

RE: Notice of Intent to Demolish- 2817 Kings Road, Sydney Forks.

As required under Section 346 of the Municipal Government Act (MGA), on January 16, 2017 we issued a Notice of Intent to Demolish the dwelling located at 2817 Kings Road, Sydney Forks to the owner of said property. Subsequently we received a letter appealing this notice which is now scheduled to be heard at the General Committee meeting dated March 7, 2017.

In your package you will find the appeal booklet containing the relevant file info supporting this decision along with the background info from the CBRM dangerous and unsightly premises (DUP) file pertaining to this property.

I am recommending demolition of the dwelling located at 2817 Kings Road, Sydney Forks for the following reasons:

1. The house has been vacant for a number of years;
2. The house is no longer weather-tight or structurally sound and unsightly.

In its current condition the house poses a safety risk to anyone entering it, to the neighborhood and to any police, fire or EHS personnel who may have to enter the dwelling to respond to a fire or other emergency situation.

In accordance with the Municipal Government Act you may:

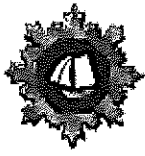
- Accept our recommendation and order the demolition of this dwelling due to its' present condition;
- You could uphold the owner's appeal and do nothing.

Again, I am recommending the issuance of the order to demolish due to the unsafe condition of this building and the risk it poses to the neighborhood.

Respectfully Submitted,

Original Signed By

Paul Burt,
Manager Building, Planning & Licensing Laws



CBRM

A Community of Communities

Cape Breton Regional Municipality

**Paul Burt,
Manager Building,**

320 Esplanade, Room 103
Sydney, NS B1P 7B9
Phone: 902-563-5175
Fax: 902-563-0833
Email: pdhurt@cbrm.ns.ca

February 22 2017

**COLLEEN MCNEILL
2817 KINGS ROAD
SYDNEY FORKS NS B1L 1A2**

Re: file 9110 Appeal Notice of Intent to Demolish Property situated at 2817 Kings Road Sydney Forks Nova Scotia

Dear Ms. McNeill

We are in receipt of your request to appeal the order issued as noted above. We have forwarded the request to the Municipal Clerks Office in order to schedule your appeal to be heard.

All information you intend to present must be submitted to this office 7 day in advance of the scheduled meeting so that members of the committee may review.

Your appeal has been Tentatively set to be heard at the Council General Committee to be held:

**March 7 2017
9:30 a.m
Council Chamber
Civic Center, Esplanade
Sydney, N.S.**

Please confirm your attendance within 7 days of this meeting.

Trusting all is in order.

Paul Burt

Manager Building, Planning & Licensing Laws

Paul Burt:

March 2/2017

The reason for my appeal is we plan to demolish the property situated on 2817 Kings Rd. Sydney Forks ourselves. We don't have the money to hire a contractor at this time. We will take it down and dispose of the material in a dumpster.

Colleen McNeill

file 9/10

902-577-1329



CBRM

A Community of Communities

Cape Breton Regional Municipality

**Paul Burt,
Manager Building, Planning &
Licensing Laws**

320 Esplanade, Room 103
Sydney, NS B1P 7B9
Phone: 902-563-5175
Fax: 902-563-0833
Email: pdhurt@cbrm.ns.ca

Memo

TO: CBRM General Committee

FROM: Paul Burt, Manager Building, Planning & Licensing Laws

DATE: February 28, 2017

RE: Notice of Intent to Demolish- 42 Fairview Street, Sydney.

As required under Section 346 of the Municipal Government Act (MGA), on January 4, 2017 we issued a Notice of Intent to Demolish the building located at 42 Fairview Street, Sydney to the owner of said property. Subsequently we received a letter appealing this notice which is now scheduled to be heard at the General Committee meeting dated March 7, 2017.

In your package you will find the appeal booklet containing the relevant file info supporting this decision along with the background info from the CBRM dangerous and unsightly premises (DUP) file pertaining to this property.

In accordance with the Municipal Government Act you may:

- Accept our recommendation and order the demolition of this building due to its' present dangerous and unsightly condition;
- You could order the owner to clean up the property and make the necessary repairs within a given time frame;
- You could uphold the owner's appeal and do nothing allowing this vacant and derelict building to remain as is.

There are 20 complaint files regarding this property which date as far back as 1989. The owner has made repeated promises to clean up the property and restore it to an acceptable standard and has applied for and received a number of building permits over the years but as of yet, has failed to act and do the necessary work to rehabilitate this property.

Because of all the above reasons and due to the unsafe condition this property poses in its current condition I am recommending the issuance of an Order to Demolish.

Respectfully Submitted,

Original Signed By

Paul Burt,
Manager Building, Planning & Licensing Laws



CBRM

A Community of Communities

Cape Breton Regional Municipality

**Paul Burt,
Manager Building,**

320 Esplanade, Room 103
Sydney, NS B1P 7B9
Phone: 902-563-5175
Fax: 902-563-0833
Email: pdhurt@cbm.ns.ca

February 22 2017

**ROCKWOOD DEVELOPMENTS LIMITED
14 LISCOMB CRT
DARTMOUTH NS B2W4G8**

**Re: File Number 9165 Appeal Notice of Intent to Demolish Property situated at 42
Fairview Street Sydney Nova Scotia**

Dear Mr. Chisholm

We are in receipt of your request to appeal the order issued as noted above. We have forwarded the request to the Municipal Clerks Office in order to schedule your appeal to be heard.

All information you intend to present must be submitted to this office 7 day in advance of the scheduled meeting so that members of the committee may review.

Your appeal has been Tentatively set to be heard at the Council General Committee to be held:

**March 7 2017
9:30 a.m
Council Chamber
Civic Center, Esplanade
Sydney. N.S.**

Please confirm your attendance within 7 days of this meeting.

Trusting all is in order.

Paul Burt

Manager Building, Planning & Licensing Laws

January 31, 2017

File Number: 9165

Rockwood Developments Limited

CBRM Civic Centre 320 Esplanade, Suite 103

Sydney, Nova Scotia

Mr. Richard Wadden,

Administrator/Inspector

Please be advised subject property 42 Fairview Street Sydney, Nova Scotia B1P 1P9.

- A. Would like to formally request an arrangement or permit to restore, renovate and repair the above said property**
- B. Please advise what permit costs would be to commence**
- C. Commencement would be April 25th, 2017 and require May-September 30th, 2017 for completion**
- D. Project Insured**
- E. All property taxes current**

Scope of work

Exterior

- A. Replace Siding soffit and fascia**
- B. Clad the complete exterior with 2" Styrofoam blue**
- C. Replace all damaged windows**
- D. Install new drain gutters**
- E. New front stairs and two side rear stairs and decks**
- F. Replace roof, roof shingles and natural skylight**
- G. Replace/rebuild bay windows (two levels) burned in previous fire in the rear side driveway area**
- H. Clean rear yard and landscape front and rear areas required**
- I. Asphalt the driveway to the rear of the house**
- J. Replace damaged roof rafters and sheathing where required**
- K. Install exterior lights where required**
- L. All exterior laterals and water to the street trunks replaced**

Interior

- A. Complete new basement concrete floor
- B. Re-joist main floor, second floor and third floor, 2x10 12 on centre as required by eng spec
- C. Re-sub floor (three floors)
- D. Both units to be newly repainted
- E. Replace all damaged wall studs (Interior and exterior) and sheathing where required
- F. Mechanical the building will have 2 completed apartments
 - 1. Fire rated separation between first floor, second floor and also sound proofing
 - 2. New completed one and a half baths per apartment
 - 3. Two separate heating systems: electric hot water baseboard heating
 - 4. Two separate electric services and meters
 - 5. Two separate water services and meters
 - 6. Fire rated sheetrock completed both apartments as required
 - 7. All fire code requirements met
 - 8. New flooring in both units (ceramic, carpet and vinyl)
 - 9. New kitchens and bathroom vanities
 - 10. All interior doors base and casing trim completed and painted
 - 11. All electrical in both units replaced with all new electrical fixtures and lights as code requires
 - 12. Both units to have an air exchange system Installed as per code
- G. All work completed under CBRM construction inspection department

I trust that this paraphrase of the restoration of 42 Fairview Street will satisfactory to your departments requirements and I appreciated your patience in dealing with this matter for the past six years I've had to deal with some serious medical issues which have now passed. I am ready to take this project on and complete it expeditiously.

Sincerely,

W. J. Chisholm

(902)830-7070



CBRM

A Community of Communities

Cape Breton Regional Municipality

**Paul Burt,
Manager Building, Planning &
Licensing Laws**

320 Esplanade, Room 103
Sydney, NS B1P 7B9
Phone: 902-563-5175
Fax: 902-563-0833
Email: pdhurt@cbrm.ns.ca

Memo

TO: General Committee

FROM: Paul Burt, Manager Building, Planning & Licensing Laws

DATE: March 2, 2017

RE: Statistical Complaint Reports-Dangerous and Unsightly Properties

Attached is the monthly report which outlines all the complaint files opened since the last report that was presented at the February 21, 2017 Council meeting.

Respectfully Submitted,

Original signed by

Paul Burt,
Manager Building, Planning & Licensing Laws

Protective Services
March 02, 2017

Dangerous & Unsanitary Premises
Report to Council

Cape Breton Regional Municipality
Inspection & By-law Division

Feb 02, 2017 - Mar 02, 2017

FILE #	Date Received	PID	District	Property Address	Inspector	Complaint Category	Status
9766	Feb 21, 2017	15064959	5	320 Esplanade, Sydney, B1P7B9	Richard Wadden	Unsanitary Premises	Closed
9778	Feb 21, 2017	15064959	5	320 Esplanade, Sydney, B1P7B9	Richard Wadden	Unsanitary Premises	Closed
9996	Feb 02, 2017	15138100	12	853 Victoria Road, Sydney, B1N1J9	Jason MacDonald	Unsanitary Premises	Active
9997	Feb 02, 2017	15138134	12	B37 Victoria Road, Sydney, B1N1J9	Jason MacDonald	Unsanitary Premises	New
9998	Feb 06, 2017	15136070	12	936 Victoria Road, Sydney, B1N1K4	Jason MacDonald	Unsanitary Premises	Active
9999	Feb 07, 2017	15180540	1	52 Crescent Street, Sydney Mines, B1V2P3	Duncan MacQueen	No Building Permit	Closed
10000	Feb 07, 2017	15832835	8		Jason MacDonald		Active
10001	Feb 09, 2017	15463524	8	32 Lorway Street, Louisbourg, B1C2K1	Jason MacDonald	Unsanitary Premises	Active
10002	Feb 10, 2017	15430333	8	20 International Street, Glace Bay, B1A3P7	Jason MacDonald	Unsanitary Premises	New
10003	Feb 10, 2017	15142037	12	49 Kitchener Street, Sydney, B1N1X6	Jason MacDonald	Unsanitary Premises	New
10004	Feb 13, 2017	15277296	8	867 Donkin Highway, Donkin, B1A6N9	Jason MacDonald	Unsanitary Premises	Active
10005	Feb 13, 2017	15407562	9	95 Catherine Street, Glace Bay, B1A2K2	Jason MacDonald	Unsanitary Premises	Active
10006	Feb 13, 2017	15255482	1	15 Highball Street, Florence, B1Y3Z2	Richard Wadden	Unsanitary Premises	New
10007	Feb 10, 2017	15221104	4	429 Keltic Drive, Coxheath, B1L188	Richard Wadden	Minimum Standards	New

My

Protective Services
March 02, 2017

Dangerous & Unsightly Premises
Report to Council
Feb 02, 2017 - Mar 02, 2017

Cape Breton Regional Municipality
Inspection & By-law Division

10008	Feb 15, 2017	15608961	8	21 Country Lane, Albert Bridge, B1K3G1	Jason MacDonald	Unsightly Premises	New
10009	Feb 16, 2017	15057029	5	119 George Street, Sydney, B1P1H9	Richard Wadden	Unsightly Premises	Closed
10011	Feb 21, 2017	15203086	4	99 Fairmount Street, Westmount, B1R1G5	Richard Wadden	Unsightly Premises	New
10012	Feb 21, 2017	15277395	8	B18 Donkin Highway, Donkin, B1A6P2	Jason MacDonald	Unsightly Premises	Active
10013	Feb 21, 2017	15444300	10	8 Third Street, Glace Bay, B1A4G7	Jason MacDonald	Unsightly Premises	New
10014	Feb 21, 2017	15165665	1	955 Main Street, Sydney Mines, B1V2M4	Richard Wadden	Unsightly Premises	New
10015	Feb 24, 2017	15137342	12	15 Ferris Street, Sydney, B1N2M9	Greg MacPhee	No Building Permit	New
10016	Feb 27, 2017	15490857	11	207 James Street, New Waterford, B1H2X7	Jason MacDonald	Unsightly Premises	New
10017	Feb 28, 2017	15442130	10	88 Connaught Avenue, Glace Bay, B1A5S2	Jason MacDonald	Unsightly Premises	New
10018	Mar 01, 2017	15172794	1	22 Huron Avenue, Sydney Mines, B1V2H3	Richard Wadden	Unsightly Premises	Active
10019	Mar 01, 2017	15429236	8	10 Sunset Drive, Glace Bay, B1A6C3	Jason MacDonald	Unsightly Premises	New

82

Summary

Statement of Revenue

January 31, 2017

Revenue	Year To Date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 86,685,141	\$ 86,586,622	\$ 98,519	\$ 103,903,946	\$ 17,218,805
Total Federal Government	2,343,375	2,343,375	-	2,812,050	468,675
Total Provincial Government	643,925	646,323	(2,397)	775,587	131,662
Total Provincial Government Agencies	1,591,509	1,591,504	5	1,909,811	318,302
Total Services to Other Local Government	2,432,403	2,432,403	(0)	2,918,883	486,481
Total Transit	507,096	507,096	(0)	608,515	(405,677)
Total Environmental Development Services	429,028	518,333	(89,305)	622,000	192,972
Total Licenses & Permits	195,424	243,333	(47,909)	292,000	96,576
Total Fines & Fees	118,172	129,583	(11,411)	155,500	37,328
Total Rentals	437,186	495,833	(58,647)	595,000	157,814
Total Concessions & Franchises	569,068	566,732	2,336	680,079	111,011
Total Interest on Taxes	342,774	333,333	9,440	400,000	57,226
Total Finance Revenue	1,320,450	1,037,500	282,950	1,245,000	(75,450)
Total Solid Waste Revenue	25,480	25,417	63	30,500	5,020
Total Recreation & Cultural Service Programs	2,031,089	1,833,333	197,756	2,200,000	168,911
Total Water Utility Charges	1,273,429	1,329,004	(55,575)	1,685,545	412,116
Total Unconditional Transfers	4,126,258	4,126,258	(0)	4,951,510	825,252
Total Conditional Transfers	13,195,536	13,195,536	(0)	15,834,643	2,639,107
	3,189,877	3,189,877	0	4,390,852	1,200,975
Year To Date Assigned	121,457,220	121,131,396	325,825	146,011,421	24,047,105

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Reviewed

Expenditures	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 1,110,266	\$ 1,254,956	\$ 144,690	\$ 1,458,956	\$ 348,690
Administration	794,483	986,124	191,641	1,108,790	314,307
Finance	2,129,671	2,324,294	194,623	2,832,019	702,348
Legal	492,733	482,437	(10,296)	569,072	76,339
Human Resources	1,293,076	1,385,460	92,384	1,638,145	345,069
Technology & Communications	714,963	755,112	40,149	1,165,464	450,501
Municipal Clerk	418,856	444,940	26,084	503,017	84,161
Fiscal Services	32,249,258	32,447,228	197,970	35,490,906	3,241,648
Occupational Health & Safety	167,693	185,424	17,730	219,722	52,029
Police Services	22,048,347	22,321,314	272,968	25,701,620	3,653,273
Fire Services (Incl EMO)	14,200,397	14,753,837	553,440	17,195,105	2,994,708
Engineering & Public Works	33,510,337	35,857,811	2,347,475	43,447,585	9,937,248
Planning	1,951,048	2,177,755	226,707	2,664,528	713,480
Facilities C200 & Arenas	2,964,172	2,563,223	(400,950)	3,042,283	78,111
Parks & Grounds	2,173,450	2,265,783	92,333	2,636,703	463,253
Buildings	2,633,611	2,711,319	77,708	3,324,603	690,992
Recreation	2,963,282	2,759,842	(203,440)	3,012,903	49,621
Total expended to date excluding 2016 Flood Costs	\$ 121,815,643	\$ 125,676,859	\$ 3,861,217	\$ 146,011,421	\$ 24,195,778
2016 Flood Costs	1,119,761	-	(1,119,761)	-	(1,119,761)
Total expended to date including 2016 Flood Costs	\$ 122,935,404	\$ 125,676,859	\$ 2,741,455	\$ 146,011,421	\$ 23,076,017

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Reviewed

Legislative	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 735,076	\$ 756,704	\$ 21,628	\$ 890,924	\$ 155,848
6010 BENEFITS	83,464	120,461	36,997	141,990	58,526
6030 TRAVEL/CONFERENCES	122,629	182,138	59,509	209,000	86,371
6040 PROF MEM/DUES & FEES	45,985	45,999	14	54,867	8,882
6050 OFFICE SUPPLIES	15,135	17,167	2,032	20,000	4,865
6060 OFFICE EQUIPMENT	3,936	5,800	1,864	6,550	2,614
6080 ADVERTISING	16,188	14,500	(1,688)	14,500	(1,688)
6100 COURIER	169	313	144	375	206
6110 TELEPHONE/FAX	25,124	36,667	11,543	44,000	18,876
6120 PUBL./SUBSCRIPTIONS	1,287	1,458	171	1,750	463
6130 COMPUTER HARDWARE	15,102	30,000	14,898	30,000	14,898
6150 MEETING EXPENSES	22,817	21,750	(1,067)	23,000	183
6170 PROMOTION	23,356	22,000	(1,356)	22,000	(1,356)
6180 COST RECOVERY	-	-	-	-	-
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICES	-	-	-	-	-
Total expended to date excluding 2016 Flood Costs	\$ 1,110,266	\$ 1,254,956	\$ 144,690	\$ 1,458,956	\$ 348,690
8165 2016 FLOOD COSTS	722	-	(722)	-	(722)
Total expended to date including 2016 Flood Costs	\$ 1,110,988	\$ 1,254,956	\$ 143,968	\$ 1,458,956	\$ 347,968

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Administration	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 265,222	\$ 287,678	\$ 22,456	\$ 339,964	\$ 74,742
6010 BENEFITS	37,606	48,690	11,084	57,539	19,933
6020 TRAINING/EDUCATION	5,000	2,800	(2,200)	2,800	(2,200)
6030 TRAVEL/CONFERENCES	28,659	27,000	(1,659)	27,000	(1,659)
6040 PROF MEM/DUES & FEES	2,400	1,000	(1,400)	1,000	(1,400)
6050 OFFICE SUPPLIES	1,345	1,450	105	1,500	155
6060 OFFICE FURNITURE	-	-	-	-	-
6100 COURIER	21	125	104	150	129
6110 TELEPHONE/FAX	3,460	4,608	1,148	5,400	1,940
6120 PUBL./SUBSCRIPTIONS	633	-	(633)	-	(633)
6130 COMPUTER HARDWARE	143	3,333	3,190	4,000	3,857
6150 MEETING EXPENSES	1,715	1,920	205	1,920	205
6170 PROMOTION	15,473	20,000	4,527	20,000	4,527
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICES	78,622	233,333	154,711	280,000	201,378
8150 GRANTS/SUBS TO ORG	354,187	354,187	-	367,517	13,330
Total expended to date excluding 2016 Flood Costs	\$ 794,483	\$ 986,124	\$ 191,641	\$ 1,108,790	\$ 314,307
8165 FLOOD COSTS	22,650	0	(22,650)	0	(22,650)
Total expended to date including 2016 Flood Costs	\$ 817,133	\$ 986,124	\$ 168,991	\$ 1,108,790	\$ 291,657

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Finance	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,515,841	\$ 1,612,655	\$ 96,814	\$ 1,905,761	\$ 389,920
6010 BENEFITS	297,067	311,045	13,977	367,578	70,511
6020 TRAINING/EDUCATION	6,626	21,713	15,087	24,630	18,004
6030 TRAVEL/CONFERENCES	22,859	22,401	(458)	24,000	1,141
6040 PROF MEM/DUES & FEES	4,530	5,100	570	5,100	570
6050 OFFICE SUPPLIES	12,417	12,917	499	15,500	3,083
6060 OFFICE EQUIPMENT	3,487	11,667	8,179	14,000	10,513
6080 ADVERTISING	30,036	35,083	5,047	42,000	11,964
6090 POSTAGE	120,588	130,500	9,912	160,000	39,412
6100 COURIER	19,197	18,917	(280)	22,700	3,503
6110 TELEPHONE/FAX	11,432	15,750	4,318	18,900	7,468
6130 COMPUTER HARDWARE	6,469	18,150	11,681	19,800	13,331
6140 COMPUTER SOFTWARE	-	12,000	12,000	57,000	57,000
6160 LIABILITY INSURANCE	239,245	252,025	12,780	299,600	60,355
6180 COST RECOVERY	(280,394)	(318,850)	(38,456)	(322,150)	(41,756)
8010 OPERATIONAL MAT/SUPP	6,628	6,233	(395)	7,000	372
8100 PROFESSIONAL SERVICE	45,677	55,000	9,323	55,000	9,323
8110 CONTRACTS/AGREEMENTS	35,868	54,906	19,038	63,800	27,932
8120 LEASES	8,318	9,833	1,515	11,800	3,482
8180 TAX EXEPT/WRITE OFF	23,778	37,250	13,472	40,000	16,222
Total expended to date excluding 2016 Flood Costs	\$ 2,129,671	\$ 2,324,294	\$ 194,623	\$ 2,832,019	\$ 702,348
8165 2016 FLOOD COSTS	146,936	-	(146,936)	-	(146,936)
Total expended to date including 2016 Flood Costs	\$ 2,276,607	\$ 2,324,294	\$ 47,687	\$ 2,832,019	\$ 555,412

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Legal	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 275,108	\$ 253,180	\$ (21,928)	\$ 299,196	\$ 24,088
6010 BENEFITS	51,539	50,836	(703)	60,076	8,537
6020 TRAINING/EDUCATION	1,101	5,772	4,671	6,500	5,399
6030 TRAVEL/CONFERENCES	5,643	7,083	1,440	8,500	2,857
6040 PROF MEM/DUES & FEES	6,709	7,100	391	7,100	391
6050 OFFICE SUPPLIES	2,898	2,917	19	3,500	602
6060 OFFICE EQUIPMENT	6,805	4,200	(2,605)	4,200	(2,605)
6070 PHOTOCOPIER LEASE	3,005	2,583	(422)	3,100	95
6080 ADVERTISING	-	-	-	-	-
6100 COURIER	553	1,000	447	1,000	447
6110 TELEPHONE/FAX	4,264	4,500	236	5,400	1,136
6120 PUBL./STATUTES	9,991	10,000	9	10,000	9
6130 COMPUTER HARDWARE	2,209	2,500	291	3,000	791
6140 COMPUTER SOFTWARE	-	2,500	2,500	2,500	2,500
6150 MEETING EXPENSE	337	417	79	500	163
6180 COST RECOVERY	-	-	-	-	-
8100 PROFESSIONAL SERVICE	122,568	127,848	5,280	154,500	31,932
Total expended to date excluding 2016 Flood Costs	\$ 492,733	\$ 482,437	\$ (10,296)	\$ 569,072	\$ 76,339
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 492,733	\$ 482,437	\$ (10,296)	\$ 569,072	\$ 76,339

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Financa

Human Resources	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 484,506	\$ 495,074	\$ 10,568	\$ 585,055	\$ 100,549
6010 BENEFITS	620,105	630,004	9,899	744,510	124,405
6020 TRAINING/EDUCATION	2,510	5,000	2,490	6,000	3,490
6030 TRAVEL/CONFERENCES	8,583	14,625	6,042	16,250	7,667
6040 PROF MEM/DUES & FEES	2,039	1,730	(309)	1,730	(309)
6050 OFFICE SUPPLIES	8,424	13,083	4,659	15,700	7,276
6060 OFFICE EQUIPMENT	2,153	2,500	347	2,500	347
6080 ADVERTISING	3,028	4,544	1,516	5,000	1,972
6110 TELEPHONE/FAX	4,787	8,333	3,546	10,000	5,213
6120 PUBL./SUBSCRIPTIONS	72	2,400	2,328	2,400	2,328
6130 COMPUTER HARDWARE	3,062	4,000	938	4,000	938
6150 MEETING EXPENSE	301	1,667	1,366	2,000	1,699
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	145,763	192,083	46,320	230,500	84,737
8110 CONTRACTS/AGREEMENTS	7,743	10,417	2,673	12,500	4,757
Total expended to date excluding 2016 Flood Costs	\$ 1,293,076	\$ 1,385,460	\$ 92,384	\$ 1,638,145	\$ 345,069
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,293,076	\$ 1,385,460	\$ 92,384	\$ 1,638,145	\$ 345,069

ORIGINAL SIGNED BY
Departmental

ORIGINAL SIGNED BY
Finance

**Technology/
Communications**

Statement of Expenditures

January 31, 2017

Technology/Communications	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 345,093	\$ 345,310	\$ 217	\$ 408,071	\$ 62,978
6010 BENEFITS	73,255	73,313	58	83,093	9,838
6020 TRAINING/EDUCATION	3,532	16,200	12,668	18,000	14,468
6030 TRAVEL/CONFERENCES	11,613	16,667	5,054	20,000	8,387
6040 PROF MEM/DUES & FEES	619	833	215	1,000	381
6050 OFFICE SUPPLIES	2,001	2,622	621	3,000	999
6060 OFFICE EQUIPMENT	3,952	3,000	(952)	3,000	(952)
6080 ADVERTISING	474	500	26	500	26
6100 COURIER	193	250	57	300	107
6110 TELEPHONE/FAX	41,325	58,333	17,009	70,000	28,675
6120 PUBL./SUBSCRIPTIONS	-	833	833	1,000	1,000
6130 COMPUTER HARDWARE	111,640	112,333	694	130,000	18,360
6140 COMPUTER SOFTWARE	79,406	82,500	3,094	190,000	110,594
6150 MEETING EXPENSE	254	417	163	500	246
8110 CONTRACTS/AGREEMENTS	41,607	42,000	393	42,000	393
8120 LEASES SAP	-	-	-	98,000	98,000
8130 LICENSES/PERMITS	-	-	-	97,000	97,000
Total expended to date excluding 2016 Flood Costs	\$ 714,963	\$ 755,112	\$ 40,149	\$ 1,165,464	\$ 450,501
8165 2016 FLOOD COSTS	719	-	(719)	-	(719)
Total expended to date including 2016 Flood Costs	\$ 715,682	\$ 755,112	\$ 39,430	\$ 1,165,464	\$ 449,782

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Municipal Clerk	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 214,111	\$ 220,447	\$ 6,336	\$ 260,514	\$ 46,403
6010 BENEFITS	48,329	47,855	(474)	56,553	8,224
6020 TRAINING/EDUCATION	2,275	4,641	2,366	5,500	3,225
6030 TRAVEL/CONFERENCES	3,180	5,564	2,384	6,500	3,320
6040 PROF MEM/DUES & FEES	927	700	(227)	700	(227)
6050 OFFICE SUPPLIES	1,463	6,667	5,204	8,000	6,537
6060 OFFICE EQUIPMENT	10,984	16,750	5,766	16,750	5,766
6070 PHOTOCOPY SUPPLIES	15,653	15,000	(653)	18,000	2,347
6080 ADVERTISING	-	833	833	1,000	1,000
6100 COURIER	182	833	651	1,000	818
6110 TELEPHONE/FAX	2,228	3,750	1,522	4,500	2,272
6120 PUBL./SUBSCRIPTIONS	1,333	1,800	468	1,800	468
6140 COMPUTER SOFTWARE	9,791	9,600	(191)	9,600	(191)
6150 MEETING EXPENSES	8,402	10,500	2,098	12,600	4,198
8110 CONTRACTS/AGREEMENTS	100,000	100,000	-	100,000	-
Total expended to date excluding 2016 Flood	\$ 418,856	\$ 444,940	\$ 26,084	\$ 503,017	\$ 84,161
8165 2016 FLOOD COSTS	91	-	(91)	-	(91)
Total expended to date including 2016 Flood Costs	418,948	444,940	25,993	503,017	84,069

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Fiscal Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 221,125	\$ 312,500	\$ 91,375	\$ 375,000	\$ 153,875
9020 INT ON DEBT	2,057,644	2,057,644	0	2,037,852	(19,792)
9051 PRINC ON DEBT	13,788,901	13,788,901	0	13,532,234	(256,667)
9052 DEBT/CAP BOND DISC	79,167	79,167	0	95,000	15,833
9090 BANK CHARGES	64,196	71,667	7,471	86,000	21,804
9200 ALLOWANCE FOR UNCOL. TAXES	333,333	333,333	0	400,000	66,667
9420 APPROP TO CAPITAL FUND	75,000	75,000	0	90,000	15,000
9430 APPROP TO B.I.D.C.	82,370	79,838	(2,532)	95,806	13,436
9600 PROV. CORRECTIONS	908,938	908,937	(0)	1,090,725	181,788
9610 CB REG. HOUSING	1,678,345	1,780,000	101,655	2,136,000	457,655
9620 REGIONAL LIBRARY	558,333	558,333	0	670,000	111,667
9630 CB/VIC. SCHOOL BOARD	11,268,400	11,268,400	0	13,522,080	2,253,680
9640 PROPERTY ASSESSMENT	1,133,508	1,133,508	0	1,380,209	226,702
Total expended to date	\$ 32,249,258	\$ 32,447,228	\$ 197,970	\$ 35,490,906	\$ 3,241,648

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

**Occupational Health /
Safety**

Statement of Expenditures

January 31, 2017

Occupational Health & Safety	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 125,601	\$ 126,590	\$ 988	\$ 149,598	\$ 23,997
6010 BENEFITS	25,369	26,117	748	30,864	5,495
6020 TRAINING/EDUCATION	1,665	4,875	3,210	5,850	4,185
6030 TRAVEL/CONFERENCES	6,780	9,167	2,387	11,000	4,220
6040 PROF MEM/DUES & FEES	(22)	446	468	535	557
6050 OFFICE SUPPLIES	847	2,500	1,653	3,000	2,153
6060 OFFICE EQUIPMENT	-	-	-	-	-
6110 TELEPHONE/FAX	1,420	2,813	1,393	3,375	1,955
6120 PUBL/SUBSCRIPTIONS	475	1,667	1,192	2,000	1,525
6130 COMPUTER HARDWARE	-	1,667	1,667	2,000	2,000
6140 COMPUTER SOFTWARE	-	417	417	500	500
6150 MEETING EXPENSES	1,268	2,083	815	2,500	1,232
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	2,141	4,583	2,442	5,500	3,359
8120 LEASES	2,149	2,500	351	3,000	851
Total expended to date excluding 2016 Flood Costs	\$ 167,693	\$ 185,424	\$ 17,730	\$ 219,722	\$ 52,029
8165 2016 FLOOD COSTS	406	-	(406)	-	(406)
Total expended to date including 2016 Flood Costs	\$ 168,099	\$ 185,424	\$ 17,325	\$ 219,722	\$ 51,623

ORIGINAL SIGNED BY
Departmental

ORIGINAL SIGNED BY
Finance

Police Services

Statement of Expenditures

January 31, 2017

Police Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 18,801,935	\$ 19,105,976	\$ 304,042	\$ 21,946,891	\$ 3,144,957
6020 TRAINING/EDUCATION	123,610	126,046	2,436	145,927	22,317
6030 TRAVEL/CONFERENCES	79,244	87,500	8,256	105,000	25,756
6040 PROF MEM/DUES & FEES	7,467	5,000	(2,467)	5,000	(2,467)
6050 OFFICE SUPPLIES	37,213	44,392	7,179	53,000	15,787
6060 OFFICE EQUIPMENT	65,817	50,000	(15,817)	50,000	(15,817)
6070 PHOTOCOPY SUPPLIES	12,883	15,000	2,117	18,000	5,117
6080 ADVERTISING	1,356	4,167	2,810	5,000	3,644
6090 POSTAGE & 6100 COURIER	5,735	5,834	98	7,000	1,265
6110 TELEPHONE/FAX	239,149	234,033	(5,116)	280,840	41,691
6120 PUBL./SUBSCRIPTIONS	2,668	5,000	2,332	6,000	3,332
6130 COMPUTER HARDWARE	125,795	168,333	42,539	200,000	74,205
6140 COMPUTER SOFTWARE	195,026	115,000	(80,026)	115,000	(80,026)
6150 MEETING EXPENSES	28,966	14,167	(14,799)	17,000	(11,966)
6160 LIABILITY INSURANCE	3,000	3,333	333	4,000	1,000
6170 PROMOTION	8,462	9,167	705	11,000	2,538
7000 HEAT	31,150	41,667	10,517	50,000	18,850
7010 ELECTRICAL	92,602	83,042	(9,560)	99,650	7,048
7020 WATER	4,515	6,667	2,152	8,000	3,485
7030 BLDG/FACILITY MAINT	64,170	63,190	(980)	71,000	6,830
7040 BLDG/FACILITY REPAIR	13,651	40,833	27,182	49,000	35,349
7050 BLDG/FACILITY INSURANCE	12,500	11,125	(1,375)	12,500	-
7060 BLDG/FACILITY RENOV	38,554	20,000	(18,554)	20,000	(18,554)
7070 BLDG/FACILITY RENTAL	59,114	56,667	(2,447)	68,000	8,886
7110 SECURITY	4,130	3,700	(430)	3,700	(430)
7500 VEH/EQUIP MAINT/GAS/DIESEL	299,326	312,500	13,174	375,000	75,674
7510 VEH/EQUIP REPAIRS	275,117	239,764	(35,352)	287,717	12,600
7520 VEH/EQUIP INSURANCE	47,870	45,833	(2,037)	55,000	7,130
7530 VEH/EQUIP REPLACEMENT	516,054	483,333	(32,721)	580,000	63,946
7540 VEH/EQUIP RENTAL	2,030	7,500	5,470	9,000	6,970
7550 VEH/EQUIP TOWING	6,209	5,000	(1,209)	5,000	(1,209)
7560 VEH/EQUIP GEN SUPPLY	485	8,333	7,848	10,000	9,515
8000 OPERATIONAL EQUIP	175,871	161,487	(14,384)	193,784	17,913
8010 OPERATIONAL MAT/SUPP	192,934	181,373	(11,561)	181,373	(11,561)
8020 MAINTENANCE EQUIP	3,714	3,570	(144)	3,570	(144)
8030 MAINTENANCE MAT/SUPP	9,396	15,833	6,437	19,000	9,604
8040 COMM EQUIPMENT LINES	3,140	8,333	5,194	10,000	6,860
8090 UNIFORMS/CLOTHING	127,299	183,333	56,034	220,000	92,701
8100 PROFESSIONAL SERVICE	120,480	78,209	(42,270)	95,000	(25,480)
8110 CONTRACTS/AGREEMENTS	96,172	87,350	(7,822)	102,000	6,828
8120 LEASES	-	-	-	-	-
8125 MAJOR INVESTIGATIONS	31,629	119,723	88,094	143,668	112,039
8130 LICENSES/PERMITS	34,039	10,000	(24,039)	10,000	(24,039)
8150 GRANTS/SUBS TO ORG	48,871	50,000	1,129	50,000	1,129
Total expended to date excluding 2016 Flood Costs	22,048,347	22,321,314	272,968	25,701,620	3,653,273
8165 2016 FLOOD COSTS	(37,341)	-	37,341	-	37,341
Total expended to date including 2016 Flood Costs	\$ 22,011,005	\$ 22,321,314	\$ 310,309	\$ 25,701,620	\$ 3,690,615

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Police Services Revenue	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECQ RDS INQUIRIES	\$ 9,236	\$ 20,833	\$ (11,598)	\$ 25,000	\$ 15,764
5151 FINES	277,950	325,000	(47,050)	390,000	112,050
Total Revenue to date	\$ 287,186	\$ 345,833	\$ (58,647)	\$ 415,000	\$ 127,814

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Fire Services

Statement of Expenditures

January 31, 2017

Fire Services Including EMO	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 4,394,023	\$ 4,662,416	\$ 268,393	\$ 5,509,828	\$ 1,115,805
6010 BENEFITS	882,949	877,272	(5,677)	1,036,719	153,770
6011 MISC. BENEFITS	126,373	123,702	(2,672)	123,165	(3,208)
6020 TRAINING/EDUCATION	92,544	122,810	30,266	146,538	53,994
6030 TRAVEL/CONFERENCES	24,546	44,433	19,887	51,100	26,554
6040 PROF MEM/DUES & FEES	6,330	9,362	3,031	11,732	5,402
6050 OFFICE SUPPLIES	6,405	10,083	3,679	12,100	5,695
6060 OFFICE EQUIPMENT	518	5,375	4,857	6,450	5,932
6070 PHOTOCOPY SUPPLIES	-	417	417	500	500
6080 ADVERTISING	5,397	5,350	(47)	5,350	(47)
6100 COURIER	166	375	209	450	284
6110 TELEPHONE/FAX	25,353	37,499	12,146	44,999	19,646
6120 PUBL./SUBSCRIPTIONS	100	2,250	2,150	2,700	2,600
6130 COMPUTER HARDWARE	5,924	12,424	6,500	14,007	8,083
6140 COMPUTER SOFTWARE	-	10,088	10,088	12,006	12,006
6150 MEETING EXPENSES	3,353	3,668	316	4,402	1,049
6160 LIABILITY INSURANCE	1,246	-	(1,246)	-	(1,246)
6170 PROMOTION	25,395	31,667	6,271	38,000	12,605
6180 COST RECOVERY	575	-	(575)	-	(575)
7000 HEAT	46,858	73,091	26,233	87,709	40,851
7010 ELECTRICAL	42,474	49,093	6,620	60,004	17,530
7020 WATER	16,707	20,177	3,470	24,523	7,816
7030 BLDG/FACILITY MAINT	41,871	48,332	6,461	57,998	16,127
7040 BLDG/FACILITY REPAIR	26,719	21,326	(5,393)	21,326	(5,393)
7050 BLDG/FACILITY INS	9,360	6,848	(2,513)	8,217	(1,143)
7060 BLDG/FACILITY RENOV	-	-	-	-	-
7070 BLDG/FACILITY RENTALS	-	-	-	-	-
7080 PLANT MAINTENANCE	-	333	333	400	400
7500 VEH/EQUIP MAINT.	157,608	116,822	(40,786)	116,822	(40,786)
7505 GASOLINE/DIESEL	49,852	70,833	20,981	85,000	35,148
7510 VEH/EQUIP REPAIRS	-	3,333	3,333	4,000	4,000
7520 VEH/EQUIP INSURANCE	61,790	52,268	(9,522)	52,268	(9,522)
7530 VEH/EQUIP REPLACEMENT	6,892	61,667	54,774	70,000	63,108
7540 VEH/EQUIP RENTAL	308	204	(104)	204	(104)
7550 VEH/EQUIP TOWING	647	1,667	1,020	2,000	1,353
7560 VEH/EQUIP GEN SUPPLY	7,841	13,333	5,493	16,000	8,159
8000 OPERATIONAL EQUIP	236,238	280,000	43,762	336,000	99,762
8010 OPERATIONAL MAT/SUPP	40,183	38,410	(1,773)	45,870	5,687
8020 MAINTENANCE EQUIP	29,142	43,832	14,691	52,599	23,457
8040 COMM EQUIPMENT LINES	48,773	38,000	(10,773)	38,000	(10,773)
8090 UNIFORMS/CLOTHING	27,730	64,544	36,814	77,452	49,722
8100 PROFESSIONAL SERVICE	42,037	2,000	(40,037)	2,000	(40,037)
8110 CONTRACTS/AGREEMENTS	7,483	74,698	67,215	89,638	82,155
8120 LEASES	68,321	79,582	11,261	95,498	27,177
8130 LICENSES/PERMITS	17,027	17,335	308	17,335	308
8135 REGULATORY FEES	283	-	(283)	-	(283)
8150 GRANTS/SUBS TO ORG	1,626,665	1,630,527	3,862	1,630,527	3,862
8195 WATER SUPPLY & HYDR	5,986,391	5,986,391	-	7,183,669	1,197,278
Total expended to date excluding 2016 Flood Costs	\$ 14,200,397	\$ 14,753,837	\$ 553,440	\$ 17,195,105	\$ 2,994,708
8165 2016 FLOOD COSTS	(415,326)	-	415,326	-	415,326
Total expended to date including 2016 Flood Costs	\$ 13,785,071	\$ 14,753,837	\$ 968,766	\$ 17,195,105	\$ 3,410,034

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Fire Services**Statement of Revenue****January 31, 2017**

Fire Services Revenue	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROT. SERV. MEMBERTOU	507,096	507,096	0	608,515	101,419
Total Revenue to date	\$ 507,096	\$ 507,096	\$ 0	\$ 608,515	\$ 101,419

ORIGINAL SIGNED BY**Departmental****ORIGINAL SIGNED BY****Finance**

Engineering and Public Works Actuals to Jan 31, 2017

	Actual & Committed Y-T-D Jan 31, 2016	Budget Y-T-D Jan 31, 2016	Variance Y-T-D Jan 31, 2016	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
REVENUE						
TRANSIT	\$ 421,028.05	\$ 518,333.28	\$ (97,305.23)	\$ 622,000.00	\$ (200,971.95)	67.69%
SOLIDWASTE TIP FEES	\$ 1,701,224.68	\$ 1,583,333.33	\$ 117,891.35	\$ 1,900,000.00	\$ (198,775.32)	89.54%
SOLIDWASTE COST RECOVERIES	\$ 328,641.82	\$ 250,000.00	\$ 78,641.82	\$ 300,000.00	\$ 28,641.82	109.55%
SEWER PERMIT FEES	\$ 75,570.89	\$ 91,666.66	\$ (16,095.77)	\$ 110,000.00	\$ (34,429.11)	68.70%
BUILDINGS	\$ 569,068.43	\$ 566,732.48	\$ 2,335.95	\$ 680,079.00	\$ (111,010.57)	83.68%
MISCELLANEOUS REVENUE						0.00%
WATER UTILITY ADMIN FEE	\$ 4,126,258.30	\$ 4,126,258.33	\$ (0.03)	\$ 4,951,510.00	\$ (825,251.70)	83.33%
TOTAL PW REVENUES	\$ 7,221,792.17	\$ 7,136,324.08	\$ 85,468.09	\$ 8,563,589.00	\$ (1,341,796.83)	84.33%

EXPENDITURES						
ADMINISTRATION	\$ 3,267,582.25	\$ 4,035,595.35	\$ 768,013.10	\$ 4,825,326.00	\$ 1,557,743.75	67.72%
ENGINEERING	\$ 547,635.77	\$ 604,060.49	\$ 56,424.72	\$ 712,909.00	\$ 165,273.23	76.82%
CENTRAL DIVISION	\$ 4,708,745.84	\$ 5,151,288.47	\$ 442,542.63	\$ 6,509,023.00	\$ 1,800,277.16	72.34%
EAST DIVISION	\$ 5,129,422.24	\$ 5,109,003.97	\$ (20,418.27)	\$ 6,115,843.00	\$ 986,220.76	83.87%
NORTH DIVISION	\$ 2,387,208.38	\$ 2,587,859.19	\$ 200,650.81	\$ 3,049,625.00	\$ 662,416.62	78.28%
SOLID WASTE	\$ 9,772,520.98	\$ 10,144,265.09	\$ 371,744.11	\$ 12,069,108.00	\$ 2,296,587.02	80.97%
MECHANICAL FLEET	\$ 2,839,837.44	\$ 3,301,734.48	\$ 461,897.04	\$ 4,178,127.00	\$ 1,338,289.56	67.97%
TRANSIT	\$ 2,610,301.85	\$ 2,768,528.18	\$ 158,226.33	\$ 3,289,593.00	\$ 679,291.15	79.35%
QUALITY CONTROL	\$ 2,247,082.00	\$ 2,155,476.08	\$ (91,605.92)	\$ 2,698,231.00	\$ 451,149.00	83.28%
Total costs excluding flood costs	\$ 33,510,336.75	\$ 35,857,811.30	\$ 2,347,474.55	\$ 43,447,585.00	\$ 9,937,248.25	77.13%
Flood Costs	\$ 1,268,106.17	\$ -	\$ (1,268,106.17)	\$ -	\$ -	
TOTAL PW EXPENDITURES Including Flood Costs	\$ 34,778,442.92	\$ 35,857,811.30	\$ 1,079,368.38	\$ 43,447,585.00	\$ 9,937,248.25	80.05%

Signature: _____

ORIGINAL SIGNED BY

Director of Engineering & Public Works

ORIGINAL SIGNED BY

Chief Financial Officer

Planning / ByLaw / Fire Inspection	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,012,150	\$ 1,138,319	\$ 126,169	\$ 1,345,213	\$ 333,063
6010 BENEFITS	226,855	238,472	11,617	281,815	54,960
6020 TRAINING/EDUCATION	10,972	15,333	4,361	17,000	6,028
6030 TRAVEL/CONFERENCES	24,033	25,833	1,800	31,000	6,967
6040 PROF MEM/DUES & FEES	5,175	6,333	1,159	7,000	1,825
6050 OFFICE SUPPLIES	12,445	17,500	5,055	21,000	8,555
6060 OFFICE EQUIPMENT	7,216	12,917	5,701	15,500	8,284
6070 PHOTOCOPY SUPPLIES	-	-	-	-	-
6080 ADVERTISING	18,908	25,833	6,925	28,000	9,092
6100 COURIER	-	-	-	-	-
6110 TELEPHONE/FAX	12,606	18,333	5,728	22,000	9,394
6120 PUBL./SUBSCRIPTIONS	7,399	1,300	(6,099)	1,300	(6,099)
6130 COMPUTER HARDWARE	8,589	12,750	4,161	14,500	5,911
6140 COMPUTER SOFTWARE	934	8,333	7,400	10,000	9,066
6150 MEETING EXPENSE	1,948	3,500	1,552	4,200	2,252
6170 PROMOTION	30,473	30,000	(473)	30,000	(473)
7130 DEMOLITIONS	1,186	1,186	-	120,000	118,814
7500 VEH/EQUIP MAINT.	8,267	11,667	3,400	14,000	5,733
7505 GASOLINE & DIESEL	7,889	8,333	444	10,000	2,111
8000 OPERATIONAL EQUIPMENT	13,132	19,167	6,035	23,000	9,868
8010 OPERATIONAL MAT/SUPP	3,510	3,333	(177)	4,000	490
8090 UNIFORMS / CLOTHING	4,308	7,083	2,776	8,500	4,192
8100 PROFESSIONAL SERVICE	4,418	21,667	17,249	26,000	21,582
8110 CONTRACTS/AGREEMENTS	355,999	367,227	11,228	435,000	79,001
8130 LICENSES/PERMITS	74,000	70,500	(3,500)	70,500	(3,500)
8135 REGULATORY FEES	36,672	42,000	5,328	45,000	8,328
8150 GRANTS /SUBS TO ORG	61,963	70,833	8,870	80,000	18,037
Total expended to date excluding 2016 Flood Costs	\$ 1,951,048	\$ 2,177,755	\$ 226,707	\$ 2,664,528	\$ 713,480
8165 2016 FLOOD COSTS	24,273	-	(24,273)	-	(24,273)
Total expended to date including 2016 Flood Costs	\$ 1,975,320	\$ 2,177,755	\$ 202,434	\$ 2,664,528	\$ 689,208

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 13,280	\$ 7,083	\$ 6,197	\$ 8,000	\$ (5,280)
5113 Animal Licenses	5,725	5,833	(108)	-	(5,725)
5114 Taxi Licenses	16,127	15,833	293	18,000	1,874
5115 Vending Machine Licenses	7,470	9,167	(1,697)	10,000	2,530
5301 Parking Meter Revenue	342,774	333,333	9,440	366,517	23,743
Total Bylaw Revenue	\$ 385,375	\$ 371,250	\$ 14,125	\$ 402,517	\$ 17,142
Development / Planning Revenue					
5496 Mapping Sales	1,420	4,333	(2,913)	2,000	580
5495 Other Sales	3,848	4,000	(152)	2,800	(1,048)
5101 Building Permits	156,286	196,667	(40,381)	210,595	54,309
5102 Subdivision Fees	33,870	38,333	(4,463)	44,773	10,903
Total Develop / Planning Rev	\$ 195,424	\$ 243,333	\$ (47,909)	\$ 260,168	\$ 64,744
Total Bylaw / Dev / Planning Revenue	\$ 580,800	\$ 614,583	\$ (33,784)	\$ 662,685	\$ 81,885

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

**Facilities (C200,
County / Centennial Arenas)**

Statement of Expenditures

January 31, 2017

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,301,641	\$ 980,289	\$ (321,352)	\$ 1,158,460	\$ (143,181)
6010 BENEFITS	221,235	177,256	(43,979)	209,473	(11,762)
6020 TRAINING	3,049	2,500	(549)	2,500	(549)
6030 TRAVEL/CONFERENCES	4,749	5,000	251	6,000	1,251
6040 PROF MEM/DUES & FEES	638	1,000	362	1,000	362
6050 OFFICE SUPPLIES	4,112	4,583	471	5,500	1,388
6060 OFFICE EQUIPMENT	3,542	2,000	(1,542)	2,000	(1,542)
6080 ADVERTISING	15,925	10,000	(5,925)	10,000	(5,925)
6100 COURIER	514	1,250	736	1,500	986
6110 TELEPHONE/FAX	14,953	20,833	5,880	25,000	10,047
6130 COMPUTER HARDWARE	56	3,333	3,277	4,000	3,944
6140 COMPUTER SOFTWARE	2,229	2,500	271	3,000	771
6150 MEETING EXPENSES	573	833	260	1,000	427
6160 LIABILITY INSURANCE	12,910	23,333	10,423	28,000	15,090
7000 HEAT	12,350	33,000	20,650	39,500	27,150
7010 ELECTRICAL	429,235	358,333	(70,902)	430,000	765
7020 WATER	30,955	35,417	4,462	42,500	11,545
7030 BLDG/FACILITY MAINT	56,427	95,833	39,406	115,000	58,573
7040 BLDG/FACILITY REPAIR	68,470	65,000	(3,470)	65,000	(3,470)
7050 BLDG/FACILITY INS	20,580	19,300	(1,280)	19,300	(1,280)
7060 BLDG/FACILITY RENOV	17,426	20,833	3,407	25,000	7,574
7080 PLANT MAINTENANCE	32,796	34,167	1,370	45,000	12,204
7110 SECURITY	62,509	54,167	(8,342)	65,000	2,491
7500 VEH/EQUIP MAINT	2,432	1,000	(1,432)	1,000	(1,432)
7510 VEH/EQUIP REPAIRS	9,917	10,417	500	12,500	2,583
7520 VEH/EQUIP INSURANCE	2,310	2,958	648	3,550	1,240
7540 VEH/EQUIP RENTAL	2,126	2,500	374	2,500	374
8000 OPERATIONAL EQUIPMENT	6,258	5,000	(1,258)	5,000	(1,258)
8010 OPERATIONAL MAT/SUPP	112,503	100,000	(12,503)	100,000	(12,503)
8050 COST OF SALES	450,023	429,753	(20,270)	545,000	94,977
8090 UNIFORMS/CLOTHING	5,007	5,833	826	7,000	1,993
8100 PROFESSIONAL SERVICE	39,664	20,000	(19,664)	20,000	(19,664)
8110 CONTRACTS/AGREEMENTS	16,666	35,000	18,334	42,000	25,334
8130 LICENSES/PERMITS	392	-	(392)	-	(392)
Total expended to date excluding 2016 Flood Costs	\$ 2,964,172	\$ 2,563,223	\$ (400,950)	\$ 3,042,283	\$ 78,111
8165 2016 FLOOD COSTS	(3,306)	-	3,306	-	3,306
Total expended to date including 2016 Flood Costs	\$ 2,960,866	\$ 2,563,223	\$ (397,643)	\$ 3,042,283	\$ 81,417

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

**Facilities (C200,
County /
Centennial Arenas)**

Statement of Revenue

January 31, 2017

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 307,637	\$ 365,000	\$ (57,363)	\$ 516,000	\$ 208,363
GL 5002 Public Skating	10,785	13,500	(2,715)	18,500	7,715
GL 5004 Arena Rental	12,862	25,000	(12,138)	25,000	12,138
GL 5005 Gym Rental	8,348	12,800	(4,452)	16,000	7,652
GL 5006 Canteen Sales	319,413	271,000	48,413	350,000	30,587
GL 5009 Major Events	10,196	112,000	(101,805)	125,000	114,805
GL 5010 Other Revenue	382,350	290,000	92,350	350,000	(32,350)
GL 5033 Program Equipment	17,205	28,000	(10,795)	30,000	12,795
GL 5034 Facility Rentals	161,887	87,500	74,387	137,000	(24,887)
GL 4808 Advertising Revenue	8,000	-	8,000	-	(8,000)
Total Revenue To Date	\$ 1,238,684	\$ 1,204,800	\$ 33,884	\$ 1,567,500	\$ 328,816

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

**Parks and Grounds
Operations**

Statement of Expenditures

January 31, 2017

Parks & Grounds	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,231,550	\$ 1,382,608	\$ 151,058	\$ 1,633,902	\$ 402,352
6010 BENEFITS	298,889	286,609	(12,280)	338,701	39,812
6020 TRAINING/EDUCATION	2,542	2,000	(542)	2,000	(542)
6030 TRAVEL/CONFERENCES	9,988	5,500	(4,488)	5,500	(4,488)
6040 PROF MEM/DUES & FEES	-	160	160	200	200
6050 OFFICE SUPPLIES	2,887	200	(2,687)	200	(2,687)
6060 OFFICE EQUIPMENT	-	450	450	500	500
6080 ADVERTISING	250	250	(0)	200	(50)
6110 TELEPHONE/FAX	5,812	4,000	(1,812)	4,000	(1,812)
6130 COMPUTER HARDWARE	52	417	365	500	448
7000 HEAT	2,255	6,330	4,075	7,500	5,245
7010 ELECTRICAL	50,621	54,695	4,074	70,000	19,379
7020 WATER	23,672	15,000	(8,672)	15,000	(8,672)
7030 BLDG/FACILITY MAINT	3,567	4,000	433	4,000	433
7040 BLDG/VACILITY REPAIR	1,424	5,000	3,576	10,000	8,576
7060 BLDG/FACILITY RENOV	0	6,330	6,330	7,500	7,500
7080 PLANT MAINTENANCE	2,166	2,182	16	3,000	834
7100 MAINT. TOOLS/EQUIP	-	7,083	7,083	8,500	8,500
7110 SECURITY	704	24,537	23,833	25,000	24,296
7500 VEH/EQUIP MAINT.	-	1,266	1,266	1,500	1,500
7505 GASOLINE & DIESEL	-	-	-	-	-
7510 VEH/EQUIP REPAIRS	595	-	(595)	-	(595)
7520 VEH/EQUIP INSURANCE	-	-	-	-	-
7530 VEH/EQUIP REPLACEMENT	1,416	-	(1,416)	-	(1,416)
7540 VEH/EQUIP RENTAL	1,415	29,167	27,751	35,000	33,585
8000 OPERATIONAL EQUIP	28,217	9,000	(19,217)	30,000	1,783
8010 OPERATIONAL MAT/SUPP	299,662	285,000	(14,662)	300,000	338
8020 MAINTENANCE EQUIP	31,306	25,000	(6,306)	25,000	(6,306)
8080 STREET LIGHTS	2,662	-	(2,662)	-	(2,662)
8090 UNIFORMS/CLOTHING	10,947	9,000	(1,947)	9,000	(1,947)
8100 PROFESSIONAL SERV	982	-	(982)	-	(982)
8110 CONTRACTS & AGRMNT	159,869	100,000	(59,869)	100,000	(59,869)
Total expended to date excluding 2016 Flood Costs	\$ 2,173,450	\$ 2,265,783	\$ 92,333	\$ 2,836,703	\$ 463,253
8165 2016 FLOOD COSTS	111,321	-	(111,321)	-	(111,321)
Total expended to date including 2016 Flood Costs	\$ 2,284,771	\$ 2,265,783	\$ (18,988)	\$ 2,636,703	\$ 351,932

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Buildings	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,110,704	\$ 1,148,831	\$ 38,127	\$ 1,357,635	\$ 246,931
6010 BENEFITS	270,725	261,322	(9,403)	308,818	38,093
6011 MISC BENEFITS	-	-	-	-	-
6020 TRAINING/EDUCATION	3,204	2,500	(704)	2,500	(704)
6030 TRAVEL/CONFERENCES	511	1,978	1,467	2,500	1,989
6040 PROF MEM/DUES & FEES	-	79	79	100	100
6050 OFFICE SUPPLIES	473	654	181	800	327
6060 OFFICE EQUIPMENT	6,212	2,450	(3,762)	2,450	(3,762)
6080 ADVERTISING	198	-	(198)	-	(198)
6110 TELEPHONE/FAX	5,834	6,904	1,070	8,300	2,466
6130 COMPUTER HARDWARE	3,346	3,000	(346)	3,000	(346)
6140 COMPUTER SOFTWARE	-	4,167	4,167	5,000	5,000
7000 HEAT	60,987	79,100	18,113	100,000	39,013
7010 ELECTRICAL	384,295	404,167	19,872	485,000	100,705
7020 WATER	16,358	17,903	1,545	22,500	6,142
7030 BLDG/FACILITY MAINT	10,730	11,243	513	14,000	3,270
7040 BLDG/VACILITY REPAIR	16,821	68,485	51,664	86,500	69,679
7050 BLDG/FACILITY INS	153,910	125,000	(28,910)	150,000	(3,910)
7060 BLDG/FACILITY RENOV	1,651	1,651	(0)	100,000	98,349
7070 BLDG/FACILITY RENTAL	143,614	179,033	35,420	225,000	81,387
7080 PLANT MAINTENANCE	16,129	35,807	19,677	45,000	28,871
7100 MAINT. TOOLS/EQUIP	5,539	-	(5,539)	-	(5,539)
7110 SECURITY	71,186	59,325	(11,861)	75,000	3,814
7120 PROPERTY TAX	86	-	(86)	-	(86)
7500 VEH/EQUIP MAINT.	-	-	-	-	-
7505 GASOLINE & DIESEL	-	3,164	3,164	4,000	4,000
7510 VEH/EQUIP REPAIRS	-	1,667	1,667	2,000	2,000
7520 VEH/EQUIP INSURANCE	-	-	-	-	-
7530 VEH/EQUIP REPLACEMENT	-	20,833	20,833	25,000	25,000
7540 VEH/EQUIP RENTAL	1,307	1,000	(307)	1,000	(307)
7570 VEH/EQUIP TOOLS	140	2,917	2,777	3,500	3,360
8000 OPERATIONAL EQUIP	1,251	3,185	1,934	4,000	2,749
8010 OPERATIONAL MAT/SUPP	90,832	100,500	9,668	125,500	34,668
8020 MAINTENANCE EQUIP	1,420	3,955	2,535	5,000	3,580
8030 MAINTENANCE MAT/SUPP	6,234	5,000	(1,234)	5,000	(1,234)
8080 STREET LIGHTS	-	-	-	-	-
8090 UNIFORMS/CLOTHING	5,243	2,500	(2,743)	2,500	(2,743)
8100 PROFESSIONAL SERVICE	14,946	5,000	(9,946)	5,000	(9,946)
8110 CONTRACTS/AGREEMENTS	229,724	148,000	(81,724)	148,000	(81,724)
Total expended to date excluding 2016 Flood Costs	\$2,633,611	\$2,711,319	\$77,708	\$3,324,603	\$690,992
8165 2016 FLOOD COSTS	511	-	(511)	-	(511)
Total expended to date including 2016 Flood Costs	\$ 2,634,122	\$ 2,711,319	\$ 77,197	\$ 3,324,603	\$ 690,481

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Recreation Cultural Services

Statement of Expenditures

January 31, 2017

Recreation/Cultural Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 955,777	\$ 992,387	\$ 36,610	\$ 1,118,161	\$ 162,384
6020 TRAINING/EDUCATION	9,477	15,201	5,724	16,965	7,488
6030 TRAVEL/CONFERENCES	14,977	30,000	15,023	36,000	21,023
6040 PROF MEM/DUES & FEES	5,109	3,500	(1,609)	3,500	(1,609)
6050 OFFICE SUPPLIES	7,189	8,000	811	8,000	811
6060 OFFICE EQUIPMENT	5,971	6,667	696	8,000	2,029
6080 ADVERTISING	62,535	63,273	737	75,000	12,465
6110 TELEPHONE/FAX	7,794	15,833	8,039	19,000	11,206
6120 PUBL./SUBSCRIPTIONS	130	446	316	500	370
6130 COMPUTER HARDWARE	2,229	7,100	4,871	7,100	4,871
6140 COMPUTER SOFTWARE	-	-	-	-	-
6160 LIABILITY INSURANCE	7,310	8,333	1,023	10,000	2,690
7070 BLDG/FACILITY RENTAL	35,426	36,667	1,241	44,000	8,574
8000 OPERATIONAL MAT/SUPPLY	100,638	145,833	45,195	175,000	74,362
8025 COMMUNITY EVENTS	290,414	287,346	(3,068)	334,615	44,201
8150 SCHOLORSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	338,755	338,755	-	356,562	17,807
8170 OPERATING GRANTS POLICY	1,099,549	780,500	(319,049)	780,500	(319,049)
Total expended to date excluding 2016 Flood Costs	\$ 2,963,282	\$ 2,759,842	\$ (203,440)	\$ 3,012,903	\$ 49,621
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,963,282	\$ 2,759,842	\$ (203,440)	\$ 3,012,903	\$ 49,621

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

**Recreation /
Cultural Services**

Statement of Revenue

January 31, 2017

Recreation/Cultural Services	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	\$ 30,000	\$ 73,371	\$ (43,371)	\$ 88,045	\$ 58,045
5034 FACILITY RENTALS	12,745	20,833	(8,089)	25,000	12,256
5526 STUDENT FUNDING	-	30,000	(30,000)	30,000	30,000
Total Revenue To Date	\$ 42,745	\$ 124,204	\$ (81,460)	\$ 143,045	\$ 100,301

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Cape Bratton Regional Municipality Water Utility
Statement of Operations to January 31, 2017

Revenue	Actual Y-T-D January 31, 2017	Budget Y-T-D January 31, 2017	Variance Y-T-D January 31, 2017	Total Annual Budget 2016-2017
Operating:				
Metered Sales	\$ 12,888,912.00	\$ 13,750,417.00	\$ 861,505.00	16,500,500.00
Public Fire Protection	\$ 5,986,391.00	\$ 5,986,391.00	\$ -	7,183,669.00
Interest on Overdue Accounts	\$ 311,063.00	\$ 270,833.00	\$ (40,230.00)	325,000.00
Other Operating Revenue	\$ 100,980.00	\$ 18,334.00	\$ (82,646.00)	22,000.00
Total Operating Revenue	\$ 19,287,346.00	\$ 20,025,975.00	\$ 738,629.00	24,031,169.00
Expenditures				
Operating Expenses				
100 Source of Supply	\$ 238,910.00	\$ 381,667.00	\$ 142,757.00	458,000.00
Power and Pumping	\$ 1,255,170.00	\$ 1,645,833.00	\$ 390,663.00	1,975,000.00
Water Treatment	\$ 3,272,259.00	\$ 3,102,309.00	\$ (169,950.00)	3,722,771.00
Transmission & Distribution	\$ 3,855,396.00	\$ 3,708,333.00	\$ (147,063.00)	4,450,000.00
Administration & General	\$ 2,469,018.00	\$ 2,402,712.00	\$ (66,306.00)	2,883,254.00
Depreciation	\$ 2,704,167.00	\$ 2,704,167.00	\$ -	3,245,000.00
Taxes	\$ 1,673,766.00	\$ 1,791,667.00	\$ 117,901.00	2,150,000.00
Total Operating Expenses	\$ 15,468,686.00	\$ 15,736,688.00	\$ 268,002.00	\$ 18,884,025.00
Operating Profit/(Loss)	\$ 3,818,660.00	\$ 4,289,287.00	\$ 470,627.00	\$ 5,147,144.00

Non Operating Revenue	Actual Y-T-D January 31,2017	Budget Y-T-D January 31,2017	Variance Y-T-D January 31,2017	Total Annual Budget 2016-2017
Debt Charge Income				
Interest Income				
Transfer from Depreciation				
Total Non Operating Revenue				
Non Operating Expenses				
Short term interest charges	\$ 104,167.00	\$ 104,167.00	\$ -	125,000.00
Debt Charges				
Principal	\$ 3,173,161.00	\$ 2,944,739.00	\$ (228,422.00)	3,533,687.00
Interest	\$ 1,383,432.00	\$ 1,337,336.00	\$ (46,096.00)	1,604,803.00
Amortization of Debt Discount	\$ 26,667.00	\$ 26,667.00	\$ -	32,000.00
Capital Expenditures out of operations				
New Debt				
Principal	\$ 91,667.00	\$ 91,667.00	\$ -	110,000.00
Interest	\$ 62,500.00	\$ 62,500.00	\$ -	75,000.00
Appropriation - Rolling stock -Fleet				
Total Non Operating Expenses	\$ 4,841,594.00	\$ 4,567,076.00	\$ (274,518.00)	\$ 5,480,490.00
Non- Operating Profit/Loss	\$ 4,841,594.00	\$ 4,567,076.00	\$ (274,518.00)	\$ 5,480,490.00
TOTAL UTILITY REVENUES (OPERATING & NON-OPERAT	\$ 19,287,346.00	\$ 20,025,975.00	\$ 738,629.00	\$ 24,364,515.00
TOTAL UTILITY EXPENSES (OPERATING & NON-OPERAT	\$ 20,310,280.00	\$ 20,303,764.00	\$ (6,516.00)	\$ 24,364,515.00
CBRM WATER UTILITY PROFIT/(LOSS)	\$ (1,022,934.00)	\$ (277,789.00)	\$ 745,145.00	\$ (333,346.00)

ORIGINAL SIGNED BY

Prepared by

ORIGINAL SIGNED BY

Review by

Date

