

Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, DECEMBER 12TH, 2017

***NOTE DATE CHANGE**

6:00 P.M.

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

Cape Breton Regional Municipal Council

Tuesday, December 12th, 2017

6:00 p.m.

AGENDA ITEMS

➤ **ROLL CALL**

➤ ***O' Canada***

➤ **Moment of Silent Reflection**

1. APPROVAL OF MINUTES: (Previously Distributed)

- Special Council - October 3rd, 2017

2. PROCLAMATIONS & RESOLUTIONS:

- 2.1 CBU Capers:**
Councillor Ray Paruch (See page 6)

3. REPORT:

- 3.1 Winter Operations Strategy:** Robert Nearing, Manager Public Works
East (See page 7)

4. PUBLIC HEARING – STREET CLOSING:

- 4.1 Grayson & Cheryl McCann - Portion of Alleyway running off
Gatacre Street, Sydney:**

Public Hearing regarding the request for closure of a 15 foot (more or less) portion of alleyway off Gatacre Street, Sydney as outlined in the staff Issue Paper, following which the subject area be deemed **surplus** to the needs of CBRM to allow for the sale of the property to Grayson and Cheryl McCann pursuant to the MGA and current Policies. Demetri Kachafanas, Regional Solicitor (See page 23)

Continued...

5. **DELEGATIONS:**

5.1 **Chapel Point Battery Restoration Plan:**

- **Staff Memo** (See page 27)
- **Dillon Consulting Presentation:** Spokespersons: Mr. Brian Ferguson, Planning Director for Atlantic Memorial Park; Mr. Terry Boutilier, Partner of Dillon Consulting; and Mr. Brian Latimer, Associate of Dillon Consulting. (See page 28)

5.2 **Horizon Achievement Center – Update on New Building Project:**
Spokesperson Mr. Stephen Tobin (See page 44)

6. **PLANNING ISSUE:**

6.1 **Zoning Amendment Application – 1037 Chris Skidmore, East Bay Highway, Big Pond (PIDs 15327539, 15327547, 15327554, and 15327562:**

Motion required to set the date for the Public Hearing. Malcolm Gillis, Director of Planning and Development (See page 49)

7. **BUSINESS ARISING:**

7.1 **General Committee – November 1st, 2017:**

- a) **Cape Breton Centre for Arts, Culture and Innovation:** Marie Walsh, Chief Administrative Officer (See page 51)

8. **PUBLIC SERVICES ISSUE:**

8.1 **Wastewater Operations 2017:** Matt Viva, Manager Wastewater Operations (See page 56)

9. **CORPORATE SERVICES ISSUES:**

9.1 **New Contract with SPCA:** Malcolm Gillis, Director of Planning and Development (See page 77)

Continued...

Corporate Services Issues (Cont'd):

9.2 Requests for Street Closure and Sale: Demetri Kachafanas, Regional Solicitor

- a) **Sheldon Nathanson Law Office on behalf of Paul and Rose MacIsaac - (PID 15717135) 14 Foot Alleyway off Payne Street, Sydney:** (See page 90)
- b) **Fred Anderson, Owner and Operator of Sam's Auto Glass - (PID 15723323) Portion of Road Reserve off King Street, North Sydney:** (See page 92)

10. PROTECTIVE SERVICES ISSUE:

10.1 Statistical Complaint Report – Dangerous and Unsightly Properties: Paul Burt, Manager Building, Planning & Licensing Laws (See page 94)

11. FINANCIAL STATEMENTS:

11.1 CBRM to October 31, 2017: Marie Walsh, Chief Administrative Officer (See page 99) **For Information Only.**

- | | |
|--------------------------------|-----------------------------------|
| ➤ 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 | ➤ Buildings |
| ➤ Fiscal Services | ➤ Recreation |
| ➤ Occupational Health & Safety | ➤ Water Utility |

11.2 Port of Sydney Development Corporation to October 31, 2017: (See page 125) **For Information Only.**

Adjournment

CBRM PROCLAMATION

“CBU Capers”

- Whereas:** The Cape Breton University CAPERS Men’s Soccer Team finished the 2017 regular season with an 11-0-1 record good enough for 1st place in the AUS;
- And Whereas:** They also went on to win both play-off games at home right here in Cape Breton in front of large crowds to earn their 5th AUS title in the last eleven years;
- And Whereas:** Ben Jackson, Daniel Pritchard & Stuart Heath were named AUS 2nd Team All-Stars and Peter Schaale, Cory Brent, Marcus Companile & Charlie Waters were named AUS 1st Team All-Stars;
- And Whereas:** Charlie Waters was named 2nd – Team All Canadian & made the National All-Rookie Team;
- And Whereas:** Cory Bent was named 2nd Team All-Canadian & All Canadian & Finals Tournament MVP & Deano Morley was also named the National Coach of the Year;
- Be it Therefore Resolved:** That Mayor Cecil P. Clarke and CBRM Council go on record in proclaiming Tuesday, December 12th, 2017 as CBU Day in the Cape Breton Regional Municipality and offer their sincere congratulations to the members of the CBU Capers Men’s Soccer Team who traveled to Kamloops, British Columbia and defeated Montreal 3-2 in a double over-time shoot-out in the final to earn their first National Title.

Councillor Ray Paruch – District #6 – CBRM

December 12th, 2017



Winter Operations

PUBLIC WORKS – WINTER 2017-2018

Weather Forecast- Winter 2017-18

- ▶ Environment Canada as well as other Weather Forecasters are all indicating that the Winter Season of 2017-2018 should show:
 - ▶ Above average temperatures for Cape Breton
 - ▶ Slightly above average precipitation (shows more rain than normal)
- ▶ Farmers Almanac Indicates:
 - ▶ Winter will be rainier than normal, with slightly above normal temperatures and near- to below-normal snowfall. The coldest periods will be from late December into early January and in mid- to late January, with the snowiest periods in late December and early and mid-February.



Winter Operations Preparations

- ▶ Fleet Maintenance Operations
 - Begins preparing equipment at the end of the summer season
 - The goal is to have equipment ready by late October
 - As of Dec. 1st Fleet is ready!
- ▶ Public Works Operations
 - Public Works Operations has been reviewing plow routes, and any changes to infrastructure through the summer months that may have effect winter operations. Contractors have also been contacted for any changes to review their respective operations and routes.



Winter Operations Preparations

- ▶ Public Works has been preparing for the upcoming de-icing season by ensuring all salt storage sheds are filled to capacity. This ensures we have operational flexibility going into the winter season.



Winter Operations Preparations

- ▶ What can the Public do to assist?
 - ▶ The Citizens handbook offers some information on what the public can do to help during large snow falls.
 - ▶ One Example: It is not always possible for CBRM to clear sidewalks and hydrants as soon as the snow has stopped falling. Residents may assist in removing snow from around hydrants or sidewalks in front of their properties.



Winter Operations

Winter Operations Strategy

Current Policy Adopted by Council in 2003.

Policy covers general operations for plowing and de-icing of streets, sidewalks/parking lots, snow clearing around hydrants and snow removal.

General Operating Priorities during a snow event:

- ▶ Plowing and De-icing of Streets
- ▶ Plowing Designated Sidewalks/Parking Lots
- ▶ Clearing Hydrants
- ▶ Snow Removal

Cape Breton Regional Municipality



WINTER OPERATIONS STRATEGY

Approved by Council – November 25, 2003

Winter Operations Budget

- ▶ Annual Budget \$2,500,000
- ▶ This includes:
 - ▶ Snow Plowing/Removal In House
 - ▶ Snow Plowing Contracted
 - ▶ Salt



Winter Operations

- ▶ CBRM Fleet
 - ▶ Loader Plows – 24
 - ▶ Graders – 6
 - ▶ Salt Trucks – 16
 - ▶ Sidewalk Plows – 20
 - ▶ Tractor Blowers – 2
 - ▶ Contractor



Winter Operations

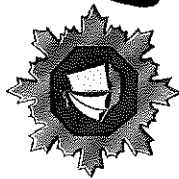
► Questions



Snow and Ice Control

Who plows my road?

THE STREETS LISTED BELOW ARE PLOWED BY CBRM PUBLIC WORKS.



"A Community of Communities"

CBRM CENTRAL DIVISION

563-5255

COMMUNITY	STREETS*
Sydney	all streets
Pine Tree Park	all streets
Sydney Ind. Park	all streets
COMMUNITY	STREETS**
Coxheath	Knightswood Ln Karlina Drive Mira Lee Dr Taylor Ln
Dutch Brook	MacDougall Dr Cranberry Lake Rd
East Bay	Blaney Rd
Gabarus	Memory Ln
Grand Lake Road	Old Doolans Ln Grace St Young St
Howie Center	Burke St Bennett St
Lingan Road	McCharles Ln Weeks Ln
Mira Road	Tower Ln
Terry Way	Weatherbee Rd Edgar St Stuart St
Champlain Av	Martha Blvd Gerards Ln MacDonalds Ln
Melody Ln	Rotary Dr
Ferguson Dr	Barney Dr
Parkview Dr	Phyllis Av
Portage	Youngs Dr
Prime Brook	Sunset Dr Ext MacArthur Rd Ext Doncaster Dr
South Bar	Seaview Dr Fourwheel Dr MacLeans Ln Polar Bear Ln Liscomb Point Dr
Sydney Forks	MacKley Pt. Dr Hayden Rd
Sydney River	Oceanview Dr Ext Nursery St
Westmount	Lukas St Victoria Hill

CBRM EAST DIVISION

842-1171 (after hrs 563-5500)

COMMUNITY	STREETS*
Glance Bay	all streets
New Waterford	all streets
Dominion	all streets
Louisbourg	all streets
COMMUNITY	STREETS**
Albert Bridge	Island View Ln Pleasant Walk Mason Pl. Rd Malcolms Rd Oyster Cove Rd Sangaree Rd Ext Gessner Point Rd Shore Ln
Cemetery Ln	Ken Tom Ln Mason Rd Paradise Rd Sangaree Rd Hanson Rd Waterpark Dr
Donkin	Briffett Ln
Homeville	Ferguson Ln
Marion Bridge	MacGillivray Ln
New Victoria	Webbs Ln Waterford Lake Rd Simpson Ln
Port Caledonia	Arbuckle St
Port Morien	MacLeods Ln Hanway St
River Ryan	Queen St Ext Christy Ln
Round Island	MacQueen Ln Ocean Cr
Scotchtown Area	all streets except May Street.
Tower Road	Campbell Ln

* Plowing can be expected within 12 hours after the end of the storm.
** Plowing can be expected on these roads AFTER the Department of Transportation has plowed the connecting road or highway.

For snow removal and ice control on provincial roads and highways and any road or community not listed above, call Nova Scotia Department of Transportation and Infrastructure Renewal 563-2245

SAFETY

The CBRM is committed to workplace safety for its employees and contractors. The workplace for many of our staff is the streets and sidewalks in your community.

EMERGENCIES

If on emergency arises, resources are allocated to the situation through the 911 protocol.

YOU CAN HELP

Do not put snow from your property onto the street or sidewalk. Unexpected piles of snow and ice are extremely dangerous to snow removal activities and it is prohibited by CBRM Traffic By-laws and the Nova Scotia Highways Act.

FOR MORE INFORMATION

CBRM has a Winter Operations Strategy guiding efficient and cost effective winter maintenance services within the capability of available resources for infrastructure under the operational jurisdiction of the CBRM. This document can be viewed on the CBRM website at www.cbrm.ns.ca

CBRM Winter Operations Strategy

The general operating priority for winter conditions is as follows:

1. Plowing and de-icing of streets

During a storm, snow plowing efforts will be focused on Arterial Routes. Arterials are major roads carrying approximately 10,000 cars per day, and includes emergency routes for hospitals, police and fire services.

Divisional Examples – Arterial Routes	EAST	NORTH
CENTRAL	Kings Rd	Reserve St
		King St

As the storm subsides, plowing will begin on Collector Routes, which are larger streets carrying less than 10,000 vehicles per day.

Divisional Examples – Collector Routes	EAST	NORTH
CENTRAL	Whitney Av	Beacon St
		Regent St

Following the storm, plowing will begin on all remaining Residential Streets, after major Arterial and Collector streets are passable.

Divisional Examples – Residential Streets	EAST	NORTH
CENTRAL	Henry St	Lake Rd
		Vickers Ln

2. Plowing designated sidewalks

Public Works will maintain designated sidewalks. Priorities will be given to areas with high volumes of traffic or those close to schools, hospitals and commercial districts. You are encouraged to clear the sidewalk around your property.

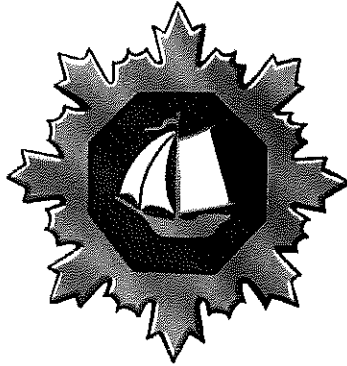
3. Clearing Hydrants

Snow clearing around hydrants will take place as quickly as resources can be made available. You can help by clearing the snow away from a hydrant on your street.

4. Snow removal and clearing

Snow clearing will take place when accumulation warrants and as soon as time, equipment and materials allow. Snow clearing activities are prioritized by safety concerns and high volume intersections and streets in commercial areas.

Cape Breton Regional Municipality



WINTER OPERATIONS STRATEGY

Approved by Council – November 25, 2003

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PART 1

MISSION STATEMENT

The mission of this strategy is to provide efficient, cost effective and consistent winter maintenance services within the capability of the resources available, for the safe passage of vehicular and pedestrian traffic on streets and sidewalks under the operational jurisdiction of the Cape Breton Regional Municipality.

Many elements (temperature, wind, forecast, time frame, machines available) have to be considered with each snowfall, which may dictate slight variations to the snow plowing and/or de-icing operation. However, the overall intent should remain intact.

RESPONSIBILITY

The CBRM Public Works Department shall be responsible for the administration of the Winter Operations Strategy.

OBJECTIVES

- Develop and implement policies and procedures on snow and ice related operational priorities,
- Maintain reasonable traffic flows,
- Assist emergency vehicles if required,
- Minimize accidents due to snow covered and/or icy streets,
- Minimize accidents on selected sidewalks due to snow and ice cover,
- Encourage citizen participation in snow clearing operations by implementing “Adopt a Hydrant and/or Catch Basin,” Programs.

JURISDICTIONS

Cape Breton Regional Municipality

Streets and sidewalks in the former city of Sydney and former towns of Glace Bay, New Waterford, Dominion, Louisbourg, North Sydney, and Sydney Mines and sidewalks and designated unlisted roads in the former County of Cape Breton are covered directly by this policy.

Nova Scotia Department of Transportation and Public Works

All Provincial roads and highways, in the former county of Cape Breton, including the J-Class roads contracted from CBRM are *not* directly covered by this policy.

STREET CLASSIFICATIONS

CLASS I STREETS	CLASS II STREETS
• Carry large volume of traffic, • Serve as major traffic flows between principal areas of traffic generation, • Connect with major routes of other jurisdictions, • Generally have a winter average daily traffic greater than 10,000 vehicles per day, • Serve as emergency routes to hospitals and for fire equipment.	• Provide local service, • Generally in winter, have an average traffic of less than 10,000 vehicles per day.

OPERATING PROCEDURES

A-----STREET PLOWING

A-1 General Objective

1.1 As soon as a snowstorm subsides, the first priority is to plow all streets in a practical and cost efficient manner. However, should a snowstorm persist for an extended period, efforts will be to maintain emergency routes reasonably passable.

A-2 Policy

2.1 Street plowing shall have priority over all other snow-related tasks.

2.2 In order to be as efficient as possible, plows shall follow designated routes as specified by the divisional Public Works Operations Manager or designate.

Only for emergency fire or health situations, processed through the 911 System, shall the Manager or his designate instruct Plow Operators to break away from their designated route.

2.3 To facilitate a practical, safe and cost-effective snow plowing procedure, plowing will commence just prior to the conclusion of snowfall, after taking into consideration meteorological forecasts, time of day, intensity of storm, temperature, etc.

2.4 Emergency route plowing will commence if a snowstorm persists for an extended period and snow accumulation threatens to immobilize emergency vehicles.

2.5 Should weather conditions deteriorate so much so, that plowing becomes dangerous, the Public Works Operations Manager or his designate may suspend plowing operations until conditions improve. Under these extreme conditions, a plow(s) and operator may be stationed at the fire station to assist emergency vehicles.

2.6 Generally, streets and roads should be plowed to their full width during “normal” plowing operations. Winging back snow to widen a street after the normal plowing process is complete is sometimes necessary for safety and/or to make room for future snowfall.

2.7 The levels of service to the various classes of streets for street plowing operations shall be in accordance with the following priorities:

PRIORITY	ACTIVITY
1	During the storm attempts will be made to keep Class I streets passable.
2	After the storm starts to subside, plowing starts on the designated plow routes on both Class I and II streets.
3	Designated CBRM owned parking areas where the Municipality has an existing obligation.

B-----SNOW REMOVAL

B -I General Objective – The process of plowing streets results in snow accumulation, which restricts lane widths and sight distances. Also, fire hydrants become obscured, due to excessive snowfall and/or the plowing procedure.

Therefore, some streets will require that excessive snow accumulation be removed, due to their physical layout and volume of traffic. For the purpose of this section “snow removal” shall mean trucked away.

B-2 Policy

2.1 Snow removal will take place when accumulation warrants and as soon as time, equipment and materials allow.

2.2 Areas intended for snow removal will be identified on a priority list, which for efficiency and continuity sake will adhered to as strictly as possible. Work will be carried out during regular working hours.

PRIORITY	ACTIVITY
1	High volume intersections.
2	Designated Commercial areas.

C---SALTING/SANDING STREETS

C-1 General Objective

1.1 During the winter season, it can be expected that streets and roads may be slippery due to ice and snow presence and further that the public must drive accordingly. Therefore, the objective is to make the streets and roads as passable as can be reasonably expected under prevailing conditions.

C-2 Policy

2.1 To facilitate practical, safe and cost effective de-icing, the following factors shall be taken into consideration:

- Meteorological forecasts,
- Time of day,
- Intensity of storm,
- Temperature,
- Other pertinent data.

2.2 Salt trucks, equipped with snowplows, will be utilized whenever possible to minimize the quantity of salt or sand required.

2.3 Priorities for salting and sanding shall be as stated below.

PRIORITY	ACTIVITY
1	Class I Streets.
2	Sections of Class II streets where snow/ice on hills, intersections, super elevated curves, railroad crossings, bridges, transit and school bus routes may effect safety and /or restrict the flow of traffic.
3	Class II streets if necessary. Not all streets are salted every time.

D----SIDEWALK PLOWING/DE-ICING

C-1 General Objectives

1.1 During the winter season, streets can be expected to be restricted by snow accumulation and at times slippery. Therefore efforts to provide access for pedestrians to sidewalks, in particular, on streets with high volumes of vehicle traffic is essential. Due to physical and financial restraints, it is not feasible to plow snow from all sidewalks, therefore the objective is to maintain only “designated” sidewalk routes.

C-2 Policy

2.1 In the interest of efficiency and continuity, routes will be designated by the Public Works Manager of Operations and as shown on maps in the Public Works Department.

2.2 The designated route will be followed to provide continuity. Therefore, the plow will pick up on the route where it left off the previous day, assuming no significant additional snow has fallen. If significant additional snow falls, then the plow will proceed from the start of the designated route.

2.3 Sidewalk routes will be routinely checked for sanding/salting requirements.

2.4 Rural sidewalks maintained by contractors shall be done following the terms and conditions of the contract, including the coordination of their plowing and/or salting/sanding with the Nova Scotia Department of Transportation and Public Works to avoid conflicts and the necessity to replot, etc.

2.5 Sidewalk plowing will commence:
A/ When street plowing permits,
B/ When snow conditions permit,
C/ As per the priority and working hours indicated below:

PRIORITY	ACTIVITY
1	Priority I sidewalk snow plowing routes as defined by the Operations Manager on an appropriate map will be done as soon as street plowing procedures permit. Initial efforts will be on sidewalks in designated commercial areas, followed by schools and hospitals. Work may be performed outside of regular hours.
2	Priority II sidewalk snow plowing routes as defined by the Operations Manager on an appropriate map will be accomplished during regular hours. These routes will only be attempted if Priority I routes are complete. Not all sidewalks will receive winter maintenance.

E-----SNOW CLEARING

D -1 General Objective – In our environment, the accumulation of snow often obscures fire hydrants, making them difficult to locate and restricts street lanes and intersections. In the interest of safety, it is the objective of the strategy to:

A/ Clear snow from hydrants to minimize the time they may be obscured;

B/ To widen street lanes and intersections to improve safety, in particular those with physical restrictions and high volumes of traffic.

D - 2 Policy

2.1 Snow clearing will take place when accumulation warrants and as soon as time, equipment and materials allow.

2.2 Areas intended for snow clearing will be prioritized as follows:

PRIORITY	ACTIVITY
1	Safety issues i.e., hydrants, high volume intersections,
2	Streets and intersections with major restrictions and /or high traffic volumes,
3	Other areas as time and manpower permit. These areas will be accomplished during regular working hours.

GENERAL OPERATING PRIORITY

Priority Level

Task

1. Plowing and De-icing of Streets

2. Plowing Designated Sidewalks and Parking Lots
3. Clearing Hydrants
4. Snow Removal
5. Snow Clearing

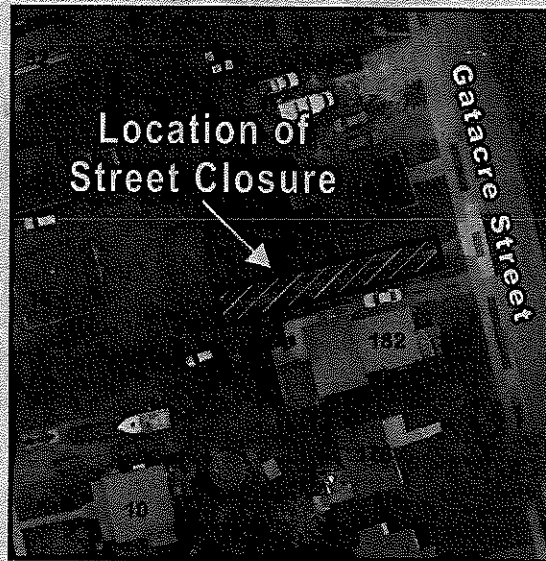


CAPE BRETON REGIONAL MUNICIPALITY

NOTICE - STREET CLOSING

**Portion of Alleyway running off of
Gatacre Street, Sydney, Nova Scotia,
Measuring Approximately 1665 square feet +/-**

TAKE NOTICE that the Council of the Cape Breton Regional Municipality intends to close a 15 foot (more or less) portion of an alleyway off Gatacre Street, Sydney, Nova Scotia, Measuring Approximately 1665 square feet +/- more or less, which is more particularly delineated on a plan of survey prepared by Eric Whyte, NSLS, dated 06 November 2017.



A public hearing in relation to the closing of a portion of the said alleyway will be held on Tuesday, the 12th day of December, 2017, at 6:00 p.m. at the Council Chambers, 2nd Floor, Civic Centre, 320 Esplanade, Sydney, Nova Scotia, at which time Council will hear those in favour and those opposed to the closing of a portion of this alleyway.

**Signed: Deborah Campbell Ryan
Municipal Clerk
November 29, 2017**

7571112

Request for Street Closure and Sale Portion of Alleyway running off Gatacre Street, Sydney

Motion:

Moved by Councillor MacLeod, seconded by Councillor Coombes, that staff be directed to begin the street closure process for a 15 foot (more or less) portion of alleyway off Gatacre Street, Sydney as outlined in the staff Issue Paper dated September 19, 2017, following which the subject area be deemed **surplus** to the needs of CBRM to allow for the sale of the property to Grayson and Cheryl McCann pursuant to the MGA and current Policies.

Motion Carried.

**CBRM***A Community of Communities*

ISSUE PAPER

TO: Mayor and Council

FROM: Sheila Kolanko – Property Manager

SUBJECT: Request for Street Closure and Sale
Portion of Alleyway running off Gatacre Street, Sydney

DATE: September 19th, 2017

We are in receipt of a request from Murray Hannem, solicitor representing Grayson and Cheryl McCann to close a portion of a 15 foot (more or less) wide alleyway lying adjacent to his client's property located off Gatacre Street, Sydney and shown on the attached map.

Mr. Hannem has advised his clients have experience vandalism to their fence that abuts the alleyway. The alleyway is being used as a hangout for young people to gather. In order to prevent future vandalism to his client's property, they would like to purchase that section of the alleyway to allow them to erect a new fence.

The Engineering Department has advised that there is no objection to this request.

I would request a Motion to proceed with the above-requested street closure and sell the property, as outlined on the attached plan, to Grayson and Cheryl McCann pursuant to MGA and current policies.

Respectively Submitted,

ORIGINAL SIGNED BY

Sheila Kolanko
Property Manager

Attachment (1)





CBRM

A Community of Communities

Cape Breton Regional Municipality

Rick McCready
Planning Department

December 5, 2017

MEMO TO: Mayor and Council

FROM: Rick McCready, Senior Planner/Heritage Officer

RE: Chapel Point Battery Assessment and Development Plan- Phase One

The Sydney Mines Tourism Development Society is interested in developing a major visitor attraction in Sydney Mines to be known as Atlantic Memorial Park. A study has been completed on the first phase of the project, and the results of that study will be presented to Council on December 12. The study, which is titled *Chapel Point Battery Assessment and Development Plan- Phase One*, has been prepared by Dillon Consultants and it focuses on the proposed restoration of the Chapel Point Battery and on the development of walking trails and parking areas to provide access to the Battery and to nearby Lochman's Beach.

CBRM provided funding for the study through the sustainability program, with additional funding coming from ACOA, the Nova Scotia Department of Communities, Culture and Heritage, and Membertou First Nation. CBRM also has an interest in the project in that most of the land involved with the development is owned by CBRM. From a heritage perspective, the Battery has great historic value and is a registered provincial heritage property.

In addition to the undersigned, Economic Development Manager John Phalen and Recreation Programmer Krista Dove have been working with the Tourism Society on this initiative.

The December 12 presentation is for Council's information and awareness.

Yours very truly,

ORIGINAL SIGNED BY

Rick McCready, MCIP, MURP
Senior Planner/Heritage Officer

PRESENTATION TO CBRM COUNCIL

Dillon Consulting Report - Chapel Point Battery
Restoration Plan

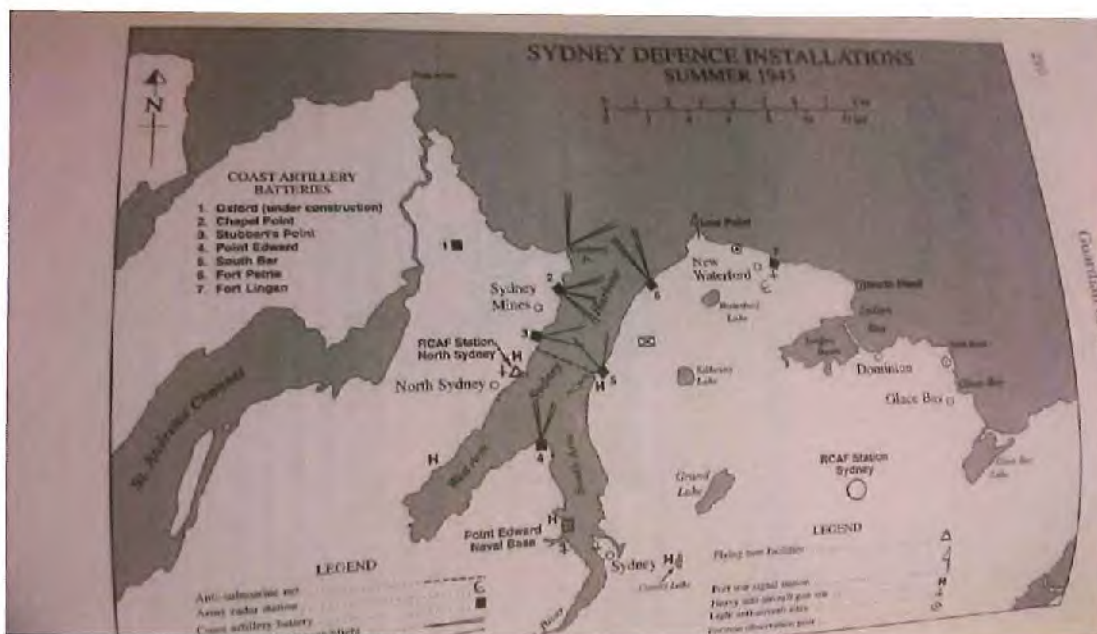


WHY AN ATLANTIC MEMORIAL PARK?

- **Canadians support Military Commemorative Sites and educational opportunities**
- **Increased Remembrance Day / Canadian War Museum attendance**
- **Heightened interest in light of Canada 150 celebrations and the 100th anniversary of Vimy Ridge**
- **There are insufficient opportunities to be educated about Canada's wartime contributions - The Atlantic Memorial Park meets this need**
- **Overseas sites are viewed only by a few fortunate Canadians**
- **The Memorial Park will provide another important venue for education at home**

WHY SYDNEY HARBOUR

- An area steeped in military history beginning in the 18th century
- Important slow convoy site in WW2 - 7,500 ships
- Harbour fortifications defended the East Coast convoys/ strategic coal and steel assets
- The land is publicly owned in a spectacular ocean-side setting
- The timing is right
- Tourism and economic benefits are significant and critically required



THE PARK ENCOMPASSES 120 ACRES AT THE ENTRANCE TO SYDNEY HARBOUR CONSISTING OF:

- **A 40-acre plateau above the former Princess Mine site with stunning ocean vistas**
 - **The 11-acre Chapel Point Battery site - a designated Historic Place**
 - **Edwards Pond - a 10-acre site suitable for a family park**
 - **The beautiful large Lochman's Beach directly in front of Edward's Pond**
 - **A multi-acre woodland setting (Neil's Woods) next to the Chapel Point site**
-

PARK FEATURES

On the Princess Mine Plateau:

- **A significant monument overlooking the harbour, facing Vimy**
- **A Visitor Education Centre**
- **Numerous monuments and displays (Canadian engagements/ Sydney Harbour history)**

Below and Across from the Plateau:

- **A beautiful family park and beach**
- **A replica First Nations encampment/ Veterans Pow Wow**
- **The restored Chapel Point Battery - A designated Historic Place**

THE EDUCATIONAL EXPERIENCE

- **Entry through the “Arch Of Remembrance” at the Princess Mine Plateau – adorned with Provincial Coats of Arms**
- **Onward to the Visitor Educational Centre, including Provincial Books of Remembrance**
- **Exit to dual commemoration pathways (Canada Remembers and historic Sydney Harbour)**
- **A trek through military history**
- **Between the pathways - a donors walkway leading to and around the feature monument**
- **Boardwalks and trails to and from the family park / beach / First Nations Encampment / Chapel Point Battery**
- **Theatre and storytelling capacity to support themes**

THE ATLANTIC MEMORIAL PARK



VIMY MEMORIAL
PHASE 4



CHAPEL POINT BATTERY
PHASE 1

KEY MESSAGES

- **The Park helps fill a vital commemorative and educational need in Canada**
- **The proposed location is ideal from an historic perspective**
- **The combination of Park features offers a unique visitor experience**
- **The First Nations component supports reconciliation through recognition**
- **The economic impact is significant**

For more information visit AMPHEROES.CA

CONSTRUCTION PHASES

- **PHASE 1 - Chapel Point Battery restoration**
- **PHASE 2 - Family recreation area**
- **PHASE 3 - Neil's Woods area**
- **PHASE 4 - Princess Mine plateau**

Each phase to be funded and constructed as discrete project components



PHASE 1: CHAPEL POINT

- **Restored Chapel Point Battery**
- **Command Post**
- **Underground Magazine**
- **Powerhouse**
- **Gun Emplacements protecting Sydney Harbour**
- **Searchlights / walkways / fencing / interpretive signage**





Aerial Photo Image 2016

- Fortifications constructed in 1940
- Public Safety Assessment was provided in report

Restoration of Fortification Structures OVERVIEW

- **Assessment Report completed November 2017 by Dillon Consulting determined that restoration is feasible**
- **Some public safety issues need to be addressed in the interim**
- **Total restoration & site development for Phase 1 is \$3.7 Million**
- **Restoration can proceed in a phased approach**



Exterior side elevation view of Battery Command Post



**Spalled concrete and exposed rebar which is
typical at the underside of floor slabs**



Cracked concrete walls and exposed rebar at underside of floor slabs



Typical graffiti on walls



Rendering of Restored Battery Command Post

- Repair deteriorated concrete
- Install windows, doors, sloped roof, chimneys, lights, stairs to observation tower, and binoculars
- Estimated restoration cost - \$320,000



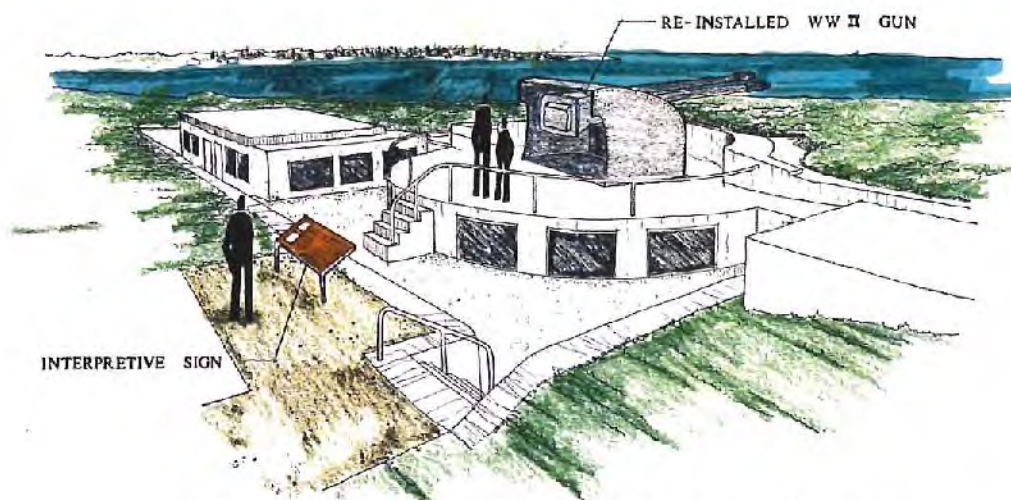
North Gun Emplacement

View showing the typical condition of the concrete structure



Gun Crew Rooms & Store Rooms Adjacent Gun Emplacement

Deteriorated concrete edges around doors and windows



Interpretive display at restored gun battery

Rendering of Restored Gun Emplacement

- Repair deteriorated concrete
- Install handrails, stairs, hatches, doors, windows, interpretive signs, and WWII Gun
- Estimated restoration cost - \$150,000 for each gun emplacement



Underground Two Level Magazine

- Repair concrete
- Remove paint + graffiti
- Install handrails, doors, hatches, and lights
- Estimated restoration cost - \$148,500



Typical concrete structure for the three search lights

- Repair deteriorated concrete walls and roof
- Remove paint and graffiti
- Install door, metal shutter, power, and typical search light
- Estimated restoration cost - \$86,000 for each search light



- Estimated lost shoreline from 1943
- Recommend restoring only one (1) of the three (3) search lights
- Estimated cost of shoreline Armour Stone protection for 1 search light - \$100,000



Open stairwell to underground Power House



Graffiti on Wall of Underground Power House

- Remove paint and graffiti
- Repair concrete
- Install handrails and modify stairs to meet code
- Estimated restoration cost - \$70,000

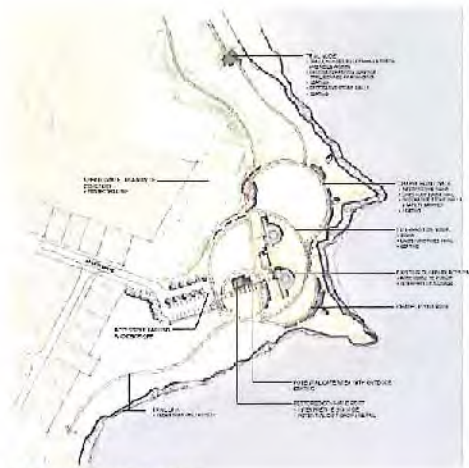


CONCEPTUAL MASTER PLAN
ATLANTIC MEMORIAL PARK

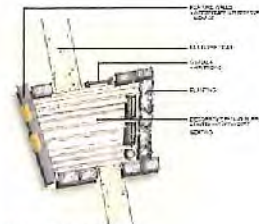
SHOREHAM DEVELOPMENT SOCIETY

SCALE 1:2000

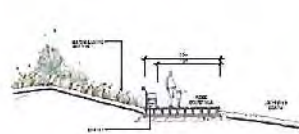
SHEET NO. 1



PHASE 1 - CHAPEL POINT
SCALE 1:1,200



TYPICAL TRAIL NODE
SCALE 1:100



TYPICAL WOOD BOARDWALK
SCALE 1:50



TYPICAL MULTI-USE TRAILS
SCALE 1:30

ATLANTIC MEMORIAL PARK PHASE 1 – CHAPEL POINT BATTERY SUMMARY OF RESTORATION & SITE DEVELOPMENT COSTS

Description	Cost
Battery Command Post	\$320,000
South Gun Emplacement	\$150,000
North Gun Emplacement	\$150,000
Underground Magazine	\$148,500
Center Search Light	\$186,000
Power House	\$70,000
Primary Site Access and Parking	\$510,000
Site Trails	\$956,000
Accessible Parking and Drop-Off	\$288,000
Sub-Total	\$2,808,500
Contingency (20%)	\$561,700
Engineering Design, Construction Admin (10%)	\$337,020
Total	\$3,707,220

PROPOSED TO DIVIDE PHASE 1 INTO TWO COMPONENTS:

- Phase 1 A Battery Command Post, Access Road, Parking and Partial Trails for a \$1 Million dollar budget.
- Phase 1 B Remainder of Phase 1.

KEY CONCLUSIONS

- Structures have been exposed to the elements and freeze-thaw cycles for 75 years
- Concrete has deteriorated, but still structurally stable
- Restoration is feasible
- Total restoration & site development for Phase 1 is \$3.7 Million

WEBSITE/DRONE VIDEO OF SITE

AMPHEROES.CA

December 5th 2017,

Deborah Campbell Ryan
Municipal Clerk
Cape Breton Regional Municipality
320 Esplanade
Sydney, Nova Scotia
B1P-7B9

Ms. Campbell,

Further to our conversation, please accept this letter as an official request to present to CBRM Council at the December 12th meeting.

I will be joined / introduced by **Abby Stapleton & Adele Warner** – clients of Horizon Achievement Centre.

Background / Presentation Details:

The purpose of this presentation will be to provide CBRM Mayor & Council with an update in relation to our new building project and to inform them of our intended direction with respect to government funding.

The majority of our presentation will focus around some highlighted content in the attached briefing note, but we will also compliment this information with two videos.

The total length of our presentation (including videos) will be less than 15 minutes.

We will not be looking for a motion at this time, however we will intend to make a formal ask in the New Year.

If you have any questions, comments or concerns, please do not hesitate to contact me at your earliest convenience. Please see attached.

Kind Regards,

ORIGINAL SIGNED BY

Stephen D. Tobin
Campaign Manager
902.578.2663
stobin@horizon-ns.ca



**Cape Breton
Regional Municipality**

**Briefing Note
December 12th Council Meeting**

To: CBRM Mayor & Council

**By: Stephen D. Tobin, Campaign Manager
Horizon Achievement Centre**

Date: December 12th 2017

About Us

Horizon Achievement Centre is Cape Bretons largest provider of vocational training and employment development services for adults living with intellectual disabilities.

Our mandate is to promote and enhance the life skills and employability of those we serve. We accomplish this through training and employment opportunities in various on-site and off-site businesses, services and programs all designed to enhance individual growth, personal achievement and employment potential.

Horizon Achievement Centre is a non profit organization registered under the Societies Act of Nova Scotia and a Registered Charity under the Canada Income Tax Act. The Centre is governed by a volunteer community based Board of Directors, each bringing their own personal and professional experience to the organization.

The core values that govern this organization and form the foundation for all that we do are based on the following principles:

- Respect
- Quality Service and Products
- Safe and Supportive Work Environments
- Financial and Community Accountability
- Community Partnerships

The journey to independence, choice and inclusion began in 1984. Since then; through counseling, assessment, training, employment and life enhancement services, the organization has assisted thousands of individuals living with intellectual disabilities from throughout the CBRM.

For over 30 years, Horizon has provided a broad range of programs and services that reflect the diverse needs of clients with individualized training, integration through leisure and community based services, career development, job coaching and on the job training.

From fresh baked goods and catered meals, to mail processing and contract work, Horizon is also well known for its professional business standards, high quality products and outstanding service to our community.

Today, the organization has reached its capacity. With an aging facility facing several congestion issues and operational obstacles - the opportunities for the organizations continued growth are now severely limited.

With many on a waiting list for service – individuals from across Cape Breton now face limited opportunities for personal and professional development. Opportunities they both need and deserve. We hope you will join us as we continue to move *Beyond the Horizon*.

Project Description

The CBRM's contribution to this project will help build a more inclusive community.

Horizon Achievement Centre is currently in the middle of a capital fundraising campaign that will see the organization construct a new state of the art facility, adjacent to Open Hearth Park. This new facility will have a significant impact on both the clients that we serve and our community as a whole.

Our existing facility is small, congested, inefficient and inaccessible. It does not support the needs of the businesses we serve, nor the personal goals and aspirations of our clientele. Our new facility will reflect the current and future needs of our community and those we serve.

Economic, Community & Environmental Benefits:

- New and increased social enterprises will provide more people with disabilities employment. This significantly reduces dependency on publicly funded income support programs.
- New business ventures will create spin off jobs from increased demand from our suppliers and service providers.
- Increased products and enhanced services to consumers will provide more employment opportunities for graduates of CBU, NSCC and Island Career Academy, New Dawn Enterprises and other local institutions.
- This facility will provide tenants of the Harbourside Commercial Park and area residents with access to meeting space and amenities, a pool of qualified employees for contract work as well as meeting and convention space that will compliment both the recreational component of the new park and the CBRM as a whole
- Our new facility will utilize the latest in green / environmentally friendly technology.
- Through the provision of parks, open spaces and protected natural environments, increased recreational activities for our clients can also contribute to the environmental health of our community.
- Investing in the environment through parks and the provision of open spaces in residential areas, leads to an increase in neighborhood property values through accessibility to environmentally friendly green spaces such as ours - and any associated recreation opportunities.
- Parks and recreation services motivate business relocation and expansion within our community.
- Recreation and park services are often the catalyst for tourism – a growing sector of economy.

Additional Details / Funding Allocations

- Registered Charity Number:

108057670RR00001

- Total existing number of clients served from the CBRM:

143 – Reaching and assisting individuals from Sydney, Sydney River, North Sydney, Sydney Mines, New Waterford, Glace Bay, Dominion, Eskasoni, Point Edward and many other communities from throughout the CBRM.

- Total Building Project Cost:

\$12,750,000.00

- Anticipated Project Funding Breakdown:

\$5,500,000	Contributed by Federal Government
\$4,500,000	Contributed by Provincial Government
\$2,000,000	Fundraised by Horizon Achievement Centre
\$750,000	Contributed by the Cape Breton Regional Municipality

- We will be seeking this contribution over the course of 2 (two) construction seasons (2018 / 2019) = *\$375,000 per year.*

- Internal monies fundraised to date:

\$1,185,765.00

- We welcome any additional questions or inquiries and look forward to further discussing the exciting prospect of working with CBRM Mayor & Council on this valuable piece of community infrastructure.

For additional information, including a virtual tour of our new facility, please visit:

www.beyondthehorizon.ca

Zoning Amendments Application – 1037 Chris Skidmore, East Bay Highway, Big Pond (PIDs 15327539, 15327547, 15327554, and 15327562:

Motion:

Moved by Councillor Doncaster, seconded by Councillor Coombes, approval to advertise notice of a Public Hearing for a meeting not earlier than January 2018, to consider the zoning amendment application to permit a campground on PIDs 15327539, 15327547, 15327554, and 15327562.

Motion to Amend:

Moved by Councillor Doncaster, seconded by Councillor Coombes, that the Public Hearing will be scheduled for April 2018 to allow residents to voice their concerns in person.

Discussion on the Amendment:

In response to a question, the Director of Planning & Development advised that the enabling legislation requires CBRM to proceed with the application and to schedule a Public Hearing with a notice in a local newspaper within 120 days from the application date. The further away from the 120 days that the Public Hearing is scheduled, the more the spirit of the Act is diminished.

During the discussion some of the issues raised included:

- Scheduling a daylong session to discuss this issue;
- No environmental assessment required;
- Written submissions, opinions, and comments can be submitted to staff for the Public Hearing;
- Federal and Provincial representation to address questions, i.e. shoreline, sewage disposal and regulations;
- Property assessment implications for local property owners;
- Streamlining the permitting and zoning process;
- Delaying development;
- Impact of potential winter weather conditions on the Public Hearing.

Amendment Withdrawn:

With the consent of the Seconder, Councillor Doncaster withdrew the motion to amend.

Discussion on the Main Motion:

During the discussion some of the issues raised included:

- 2018 tentative winter meeting and workshop schedules;
- The earliest possible date to schedule the Public Hearing is the January meeting of Council;
- The application was received on October 23, 2017;
- Economic Development potential;
- That Council can discuss the date for a Public Hearing after the main motion is carried.

Main Motion Carried.

→ [Council agreed that they would set the date of the Public Hearing at the December 12th, 2017 meeting of Council, sometime in February or March 2018.]



MEMO

To: CBRM Council

FROM: Karen Neville

**SUBJECT: ZONING AMENDMENT APPLICATION – 1037
Chris Skidmore
East Bay Highway, Big Pond
(PIDs 15327539, 15327547, 15327554, and
15327562)**

DATE: December 5th, 2017

In response to the Council's Motion dated November 28th, it is the recommendation of the Planning and Development Department to schedule the Public Hearing for the zone amendment application (Application 1037) made by Chris Skidmore for a date sometime during the weeks of February 12th to the 16th or February 19th to the 22nd.

Staff of the Planning and Development Department believe the interruption caused by the Christmas season justifies a Public Hearing date later than January, but we do not accept the reasoning that the delay should extend to the spring because of the greater potential for inclement weather during the remaining winter months.

A date within those two weeks in February will enable residents to have additional time to conduct their research and prepare their comments, while still meeting requirements of Subsection 210(6) of the *Municipal Government Act*.

Submitted by:

Originally Signed by

Karen Neville

Planning and Development Department

Cape Breton Centre for Arts, Culture and Innovation:

Motion:

Moved by Deputy Mayor Eldon MacDonald, seconded by Councillor George MacDonald, that staff be directed to prepare an Issue Paper on the request made by New Dawn Enterprises for the allocation of a \$1.5 million capital contribution for the Cape Breton Centre for Arts, Culture and Innovation to be funded over three years, and their request for a property tax concession for any charges over \$100,000 per year upon completion of the project, and that the issue be referred to the Budget process.

Discussion:

During the discussion, some of the issues raised by Council included:

- New Dawn's request for a Council decision within 4-6 week timeframe in light of the CBRM budget schedule, which will be commencing this month;
- Timelines for other funding partners;
- New Dawn's Business Plan for this project to be examined by CBRM staff;
- Where does this project fit in terms of the Ekistics Downtown Sydney Revitalization Plan and other CBRM projects;
- Sustainability Fund - potential impact on other projects and events;
- Importance of the Creative Economy to CBRM;
- Possibility of funding the project over 5 years;

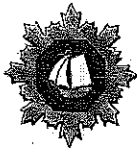
In response to questions, the Chief Administrative Officer advised that any tax concessions will depend on the use of the building and the corresponding assessment of same by the PVSC. Since New Dawn Enterprises is a non-profit community group, CBRM could consider converting any commercial assessment to the residential tax rate, and the difference over and above the requested \$100,000 ceiling would then have to be paid through the Sustainability Fund. Under the MGA, CBRM cannot exempt taxes.

Ms. Walsh also explained that because CBRM does not own the building, Council cannot include this project as part of CBRM's Capital Budget as CBRM cannot borrow money for a property it does not own. Thus any approved funding would have to be included in the Operating Budget, most likely through the Sustainability Fund.

The Mayor then called for the question.

Motion Carried.

Following the motion, **it was agreed** that the request before the Council for both the \$1.5 million capital contribution and tax concession will be considered as part of the Budget process that commences this month, but will be done within the timeline necessary for the applicant to respond to the other funding partners.



CBRM

A Community of Communities

Cape Breton Regional Municipality

Issue Paper

Date: December 8, 2017

To: Mayor and Council

From: Jennifer Campbell, CPA, CA Chief Financial Officer

Re: Cape Breton Centre for Arts, Culture and Innovation

During the November 1, 2017 General Committee meeting, Council requested staff to prepare an issue paper regarding the request made by New Dawn Enterprises Ltd. for a capital contribution towards the Cape Breton Centre for Arts, Culture and Innovation, in addition to a ceiling on property taxes.

The issue paper before you is an evaluation of the capital request based on CBRM's budgetary capacity to contribute the requested amount to the project. It also evaluates CBRM's ability to provide a tax concession, based on governing legislation. It is important to note that it is on these bases that staff make their recommendation. The paper is not intended to debate or discount the project's merits or potential economic and social benefits to the community and should not be interpreted as such.

Capital Contribution - \$1.5 Million Dollars

New Dawn has requested a financial commitment from the Municipality of \$1,500,000 towards a \$12,170,000 renovation to the former Holy Angels High School and convent properties. Provincial and federal contributions have already been secured.

Because the property is not owned by the CBRM, we are unable to finance the request through long-term borrowing. Alternative options for granting the funding request are:

- 1) Operating Reserve Fund
- 2) General Operating Fund
- 3) Municipal Grants Program

Operating Reserve Fund

The first option is to fund the request out of operating reserve. The operating reserve fund is available as a financial safety net for the Municipality to offset potential deficits arising from significant unexpected expenditures such as major crime, impacts of weather events, or other emergency expenditures. The Province of Nova Scotia's Financial Condition Index requires that municipalities retain an operating reserve

equivalent to 10% of their annual operating budget. Currently, CBRM's operating reserve sits at 2.2%. Until such time as our reserve thresholds are met, it is recommended that all funds in the operating reserve be retained.

General Operating Fund

A second option is to fund the request out of CBRM's operating fund over a period of several fiscal years. New Dawn has offered a contribution term of up to 15 years to minimize the financial impact of the request to the Municipality. A shorter term commitment creates a larger financial pressure over fewer fiscal years, yet a multi-year commitment, while more affordable, still lends itself to challenges.

As Council is aware, annual expenditure increases continue to exceed annual revenue growth, as our revenue growth is based primarily on residential assessment increases which are restricted to CPI. CPI has been relatively flat over the past 3-4 years and in one year was even negative.

As a result, departments have been preparing status quo budgets over the past several years in order to keep total budgeted expenditures balanced with total budgeted revenues, rather than requesting an increase in tax rate. Initiatives at the department level have been deferred, prioritized, and implemented only as the Municipality has been able to afford them. Despite this approach, the use of operating reserves to present a balanced budget has been employed for the last 3 consecutive fiscal years. In addition, 2 of the last 3 fiscal years have resulted in unanticipated discretionary spending freezes to prevent potential operating deficits. Therefore, it is difficult to identify where outside of the sustainability fund that monies could come from to fund the capital request, even if funded over a 15-year period.

Municipal Grants Program (Sustainability)

The only discretionary line item in the budget is with respect to the sustainability fund which carries an annual budget of \$380,500 for capital grants. Council previously committed \$182,500 for each of fiscal years 2018/19 and 2019/20. Should Council approve the funding request, it would have to be funded by the remaining \$198,000 in the Municipal Grants Program, which even if funded over several years would essentially deplete the fund.

Recommendation – Capital Contribution Request

The proposed capital project would, without question, be an extraordinary addition to the landscape of downtown Sydney. However, CBRM lacks the discretionary funds required to fulfill the capital contribution request. Staff therefore recommends that the funding request for \$1,500,000 be denied.

Tax Concession

To ensure the viability and financial success of the proposed Centre, New Dawn has requested a tax concession that limits annual property taxes to \$100,000.

In the absence of a CBRM Charter, the nature of tax concessions provided by a municipality is governed by the Municipal Government Act (MGA). Specifically, a nonprofit community organization may be exempt from taxation if, in the opinion of

council, the organization provides a service that might otherwise be a responsibility of the council (Section 71(1)(b)). Alternatively, council may tax all or part of the commercial property of any nonprofit community organization as if it were a residential property (MGA 71(2)).

It is anticipated that the proposed facility will be a mixed-use facility, comprising multiple and diverse tenants carrying on various activities. In reviewing the proposal submitted by New Dawn, discussions with New Dawn representatives, and based on the contemplated tenant list and floor plan, many of those uses could be considered services that "might otherwise be a responsibility of the council", thereby qualifying under 71(1)(b) for full exemption, or 71(2) for residential tax treatment, while other uses would clearly not and Section 71(1) or 71(2) would not apply. Additionally, some uses, while fitting under the arts and culture sector umbrella, would be in direct competition with other commercial taxpayers that do not receive a tax concession (or the benefit of a tax concession via a reduced rent).

It is difficult for staff to ascertain whether CBRM, under current legislation, can grant a tax concession that limits property taxes to \$100,000 annually for the following reasons:

- It is unclear how a \$12,170,000 investment in the facility will translate to increased assessment value in comparison to the assessed value of the existing property.
- The tenant occupancy and actual property use will impact how CBRM can apply MGA 71, not only initially, but on a go forward basis as tenant turnover occurs.

The following illustrates estimated property taxes based on the information provided as of November 24, 2017.

Assessment:

Current Taxable Assessment	\$ 659,400
Estimated taxable betterments - building	9,000,000
Estimated taxable betterments - land	400,000
Estimated Taxable Assessment	<u>\$10,059,400</u>

		MGA			
	Total	Exempt	71(1)(b)	71(2)	Taxable
Estimated square footage	36,725	4,909	19,916	4,657	7,244
Use allocation	100.0%	13.4%	54.2%	12.7%	19.7%
Assessment	10,059,400	1,344,495	5,455,085	1,275,606	1,984,215
Tax Rate	0.05457				
Estimated tax before application of MGA 71	548,941				
Tax rates applied		-	-	0.02266	0.05457
Estimated annual taxes applying MGA 71	137,192	-	-	28,905	108,287
Reduced taxes	- 411,750				

As illustrated above, estimated taxes on an assumed value of \$10M in assessed value after applying MGA 71 to the proposed property and tenant structure are estimated at \$137,192. It is important to note that actual inputs in the final calculation could differ from the inputs applied in the illustration which are based solely on estimates and assumptions. Also, the actual application of MGA 71 would have to be reviewed on an annual basis and adjusted based on the continued use and occupancy of the property. It is important to note that a change in the either of these inputs would result in further reduced or increased taxes.

Recommendation – Property tax ceiling request

The estimated taxes of \$137,192, while exceeding the requested property tax ceiling of \$100,000, would be a significant reduction in taxes compared to full commercial taxation of \$549,000. It is staff's opinion that any further concession would be outside of the legislative authority of the MGA and would therefore have to be funded out of operations through the Municipal Grants Program mentioned above if approved by Council. Staff are committed to exercising MGA 71 to the fullest extent possible under the legislation to minimize the burden of property taxes for the proposed Centre while ensuring that the interests and business investments of existing commercial taxpayers in the same sector are protected.

Respectfully submitted,

ORIGINAL SIGNED BY

Jennifer Campbell, CPA, CA Chief Financial Officer

Wastewater Operations 2017



Presentation Overview

- Wastewater recap
- Regulations – Current position
- Current Projects – Moving forward



Wastewater Recap



Wastewater Recap

June 19th 2001

- Council approved WW Management Mission Statement.
- Recognized the need to plan for future discharge guidelines and to develop a wastewater discharge bylaw.
- Identified wastewater infrastructure requirements such as trunk sewers and treatment plants.



Wastewater Recap

2003

- Completed construction of the \$8M Muggah Creek Interceptor Sewer.
- Federal announcement of a 'Proposed' Canada-Wide Strategy for the management of Municipal WW Effluent (MWE).



Wastewater Recap

2005 to 2008

- Completed construction of the \$12M Battery Point WWTP.
- Completed construction of the \$4M Byng Ave Interceptor Sewer.
- Completed construction of the \$1M Villa Drive WWTP.
- Identified the need for a Regional WW Plan (Strategy).



Wastewater Recap

2009

- February 17th – Canadian Council of Ministers of the Environment endorse the Canada-Wide Strategy for the Management of Municipal WW Effluent (MWWEE).
- September 30th – CBRM issued a request for proposals (RFP # P19,2009) for the Wastewater Strategy. Funding: NS \$150,000 CBRM \$50,000
- CBRM council endorse the WW Discharge Bylaw.



Wastewater Recap

2010

- Completed construction of the \$19M WW collection system and treatment plant in Dominion.

2011

- January 27th – NSE issued a letter to CAO Ryan which identified 'Potential' future WW requirements (i.e. all raw discharge communities being high risk).



Wastewater Recap

2011 continued...

- February 28th – Harbour Engineering completed the first WW Strategy report.
 - Identified conceptual WWTP locations
 - Flow projections
 - Estimated capital costs i.e. the familiar \$454M
 - \$425M for high risk systems i.e. 2020
-



Wastewater Recap

2011 continued...

- March 23rd – Funding approved for the \$13.9M Greater Sydney & Area Collector Project. Finished \$1.4M under budget.
 - April 8th to November 2nd – Council position is to discontinue further spending on the CBRM WW Strategy until a designated fund is in place in order to respond to the Canada-Wide Strategy.
-



Wastewater Recap

2012

- June 28th – Federal Wastewater Systems Effluent Regulations (WSER) were registered under the Fisheries Act.
 - October – The Integrated Community Sustainability Plan (ICSP) included WW initiatives to continue with the Strategy and the installation of necessary treatment infrastructure.
-



Wastewater Recap

2013

- March 26th – CBRM WW Strategy remains on-hold.
 - April 16th – Council passed a motion to approve in principal the 5 year capital plan, including the 5 year \$60M WW Strategy & Sydney Harbour West Project.
 - May 15th – WSER deadline to submit identification reports; completed.
-



Wastewater Recap

2014

- February 14th – WSER deadline to submit annual monitoring reports; completed.
 - February 15th – WSER deadline to submit the first combined sewer overflow report; completed.
 - May 8th – Funding application submitted for the 5 year \$60M WW Strategy & Sydney West Project.
-



Wastewater Recap

2014 continued...

- May 21st – Council agreed to move forward with the Strategy portion of the project but removed the Sydney Harbour West portion from the capital budget due to operation uncertainty.
 - June 19th – Strategy alone does not qualify for funding under Build Canada. Recommendation to Council was to proceed with an application for \$60M over 10 years for both components of the project; motion carried.
-



Wastewater Recap

2014 continued...

- November 27th – NS DMA informed CBRM that only Strategy work associated with Sydney West is eligible.
- Result was two separate projects:
 - 1) \$58M Sydney Harbour West WW Collection and Treatment Project.
 - 2) \$2M WW Strategy (Risk Assessment Project).



Wastewater Recap

2014 continued...

- December 31st – Environment Canada issued Transitional Authorizations to CBRM allowing us to discharge non-complaint effluent.
 - Effluent quality standards are in force.
 - Finalized system risk analysis (i.e. 2020/2030/2040)
 - High Risk: Glace Bay & Port Morien
 - Medium Risk: Westmount / Coxheath / Sydney River
 - Low Risk: Northside, Donkin, New Victoria, Louisbourg & New Waterford



Wastewater Recap

2015

- January – Identified an opportunity to utilize \$1.4M cost savings from the Greater Sydney Collector Project for the Strategy / Risk Assessment Project.
- March 25th – Council approved Sydney West year 1 of 10 and the Strategy / Risk Assessment Project year 1 of 2.
- June 30th – Federal & Provincial funding announcement for Sydney West at the Dobson Yacht Club.



Wastewater Recap

2015

- July to year end – CBRM / NS / CA negotiations to establish Contribution Agreements (CAs) for both projects.

2016

- April 5th – NS and CA approval-in-principal (AIP) for Sydney West.
- May 9th – NS & CA AIP for Risk Assessment project.



Wastewater Recap

2016 continued...

- May 12th – Council passed a motion to postpone the Sydney West Project in hopes of establishing a better funding formula. Council also passed a motion to postpone the Risk Assessment Project.
 - June 21st – Council passed a motion to proceed with an application for infrastructure upgrades under CWWF; \$4M for wastewater.
-



Wastewater Recap

2016 continued...

- August 12th – Infrastructure Canada confirmed that the Sydney West Project is not eligible under the Clean Water funding framework i.e. 50% federal.

2017

- February 16th – Council agrees to proceed with both projects contingent on written confirmation from NS that the projects will not jeopardize funding opportunities for other capital priorities.
-



Wastewater Recap

2017

- June 30th – WSER deadline to submit progress reports for Port Morien and Glace Bay systems; completed.
 - October 24th – Council motion to proceed with both projects as presented by staff.
 - November 29th – Environment Canada responded to the Glace Bay and Port Morien progress report - *"CBRM is expected to meet the performance standards on January 1st 2021" in Glace Bay and Port Morien*.
-



Wastewater Recap

2017 continued...

- November 28th – Issued an RFP for the ERA / Pre-Design Project (Wastewater Strategy). Build Canada Fund \$1.4M

2018

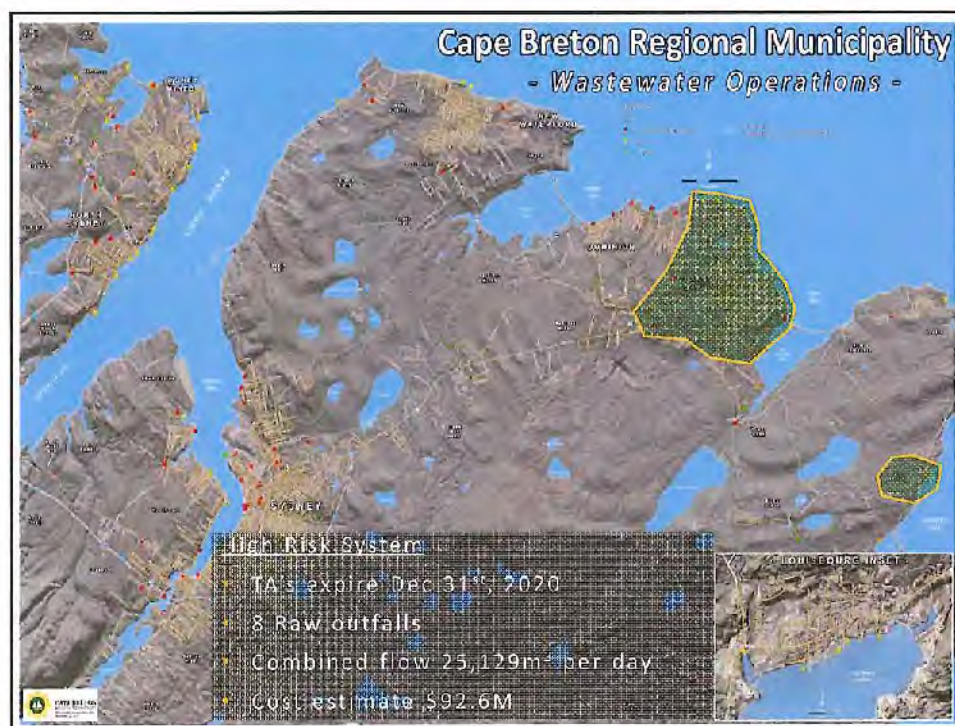
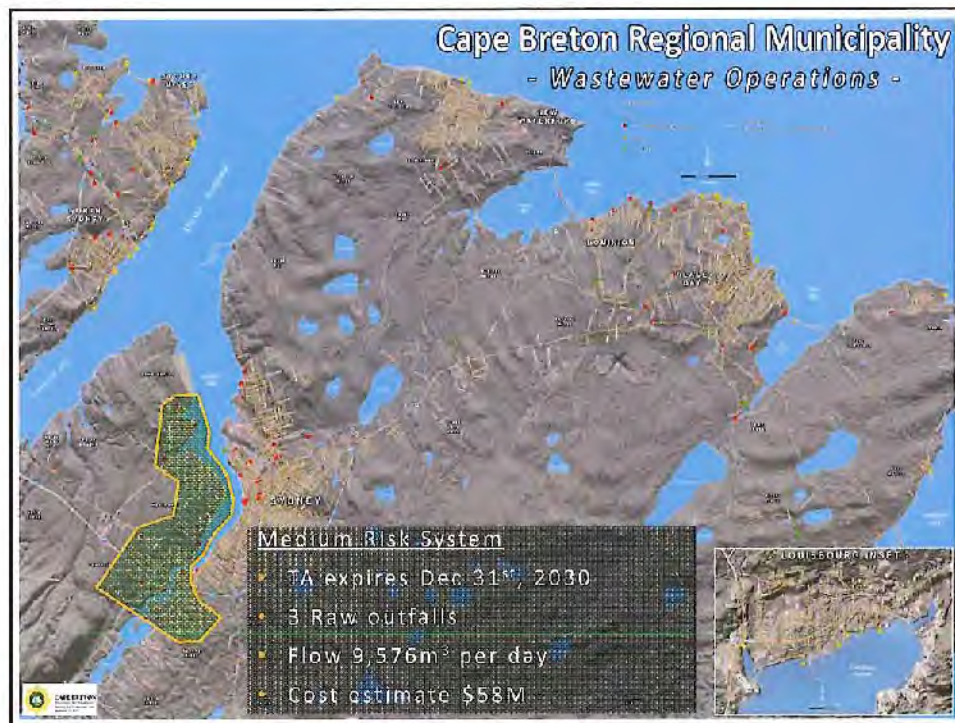
- January – Staff will issue an RFP for the Sydney West Project. New Build Canada Fund \$58M
-



Regulations – Current Position







Regulations – Current Position

COST SUMMARY BY RISK

HIGH RISK SYSTEMS (2020)	92,600,000
MEDIUM RISK SYSTEMS (2030)	58,000,000
LOW RISK SYSTEMS (2040)	277,100,000
UPGRADES TO NPS SYSTEMS	<u>10,400,000</u>
 TOTAL (2011 WW STRATEGY ESTIMATE)	 438,000,000



Current Projects – Moving Forward



System Assessment Reports – Existing Systems \$26k

- NSE requirement in approvals to operate
- Reduce risk posed to human health and the Environment
- Identify systems ability to comply with regulations today and into the future, i.e. treatment potential
- Villa Drive + 5 Lagoons



Efficiency NS Project – Anaerobic Digester

- \$15,000 feasibility study ENS paid 100% of cost
 - Prerequisite for FCM fund application
- Estimated project cost \$1.3M
 - \$1M FCM Municipal Climate Change Fund
 - \$100,000 ENS
 - \$200,000 CBRM
- Estimated \$400,000 annual savings
- >2500 tons GHG reduction



Seasonal Disinfection Pilot Project – Dominion WWTP

- Granted a certificate of variance from NSE for Nov 1st to Apr 30th (winter months)
- Primary & secondary contact recreation do not occur in the winter months
- Effluent will continue to be fully treated to secondary levels i.e. <25mg/L (avg. @ 1 and 3 mg/L)
- Bi-weekly sampling started to acquire a baseline
- Expect an influence from GB outfalls



Seasonal Disinfection Pilot Project – Dominion WWTP

- Samples will continue throughout seasonal disinfection
- CBRM is working with CBCL Ltd. to assess the impact of seasonal disinfection on the receiving water
- Guidelines for Canadian Recreational Water Quality
- Where guidelines for marine water do not exist, fresh water guidelines will be used



Seasonal Disinfection Pilot Project – Dominion WWTP

Project purpose:

- Annual operating cost savings \$14,500
- Doubling the life expectancy of expensive UV equipment (i.e. replacement cost for one unit \$1.0M)

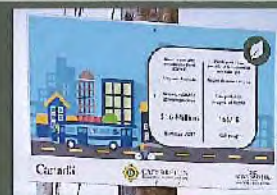
Projected annual savings

- Battery Point \$82,300
- 7 future plants \$110,000



CWWF infrastructure upgrade project \$4M

- Lift station replacements
 - Improve pump efficiency
 - add auxiliary power
 - add & upgrade remote monitoring
- Inflow and infiltration separation
 - Reduce operating cost i.e. pumping & treatment



Sydney Harbour West \$58M

- Improve the existing collection system
- Eliminate three raw sewer outfalls
- Provide reliable wastewater collection and treatment services to 7000 residents



ERA Pre-Design Project \$1.4M

- Complete ERAs in seven raw discharge communities
- Identify WW system deficiencies and constraints
- Establish pipe corridors, collection system configurations & treatment options
- Improved accuracy of cost estimates for all systems
- Investigate long term residuals management options
- Project delivery models for all future WW projects



Moving Forward

- Accelerate pre-design work in Glace Bay & Port Morien and come back to council in the fall of 2018 with a project delivery plan, including cost estimates that will improve the accuracy of the following:

2011 Strategy cost estimate \$92.6M

- \$30.9M for CBRM under typical 1/3 programs
- \$18.5M for CBRM under hypothetical 80% fund (best case)



Moving Forward

- Fall 2018 - submit a project implementation plan for our high risk systems to Environment Canada
- Update council in January 2020 with project delivery plans for the remaining low risk systems
- Maintain a dialogue with NSE, EC & FCM as we move forward
- Continue to develop a business case for a water / wastewater utility. Expected to come to council early in 2018 with a go-forward framework



Wastewater Operations

Thank you





ISSUE PAPER

TO: Council

From: Malcolm Gillis

RE: NEW CONTRACT WITH SPCA

Date: November 22nd, 2017

The contract with the SPCA to administer and enforce the Dog Bylaw of the CBRM expired this fall. The SPCA submitted the only bid in response to a Request for Proposals to provide this service for the CBRM for a 5 year period.

Their bid for the 1st year of the contract is \$386,400 i.e. \$11,913 less than the final year of our previous contract with them. And it will remain at that price for the subsequent 2 years of the contract. Remuneration for the final 2 years of the contract will increase by 3% per year, but the total cost of remuneration over the 5 years of the new contract will be \$33,551 less than the total cost for the 5 years of the previous contract. The previous contract increased remuneration to the SPCA for their services by 1.5% per fiscal year.

Administration and enforcement of the Dog Bylaw is a difficult and potentially controversial responsibility in a Regional Municipality of this population and geographic size. Our experience with the SPCA is that they have been professional and relatively free of controversy.

Recommendation:

For the following three reasons I am asking that Council give its approval to enter into a contract with the SPCA to administer and enforce the Dog Bylaw of the CBRM for the next 5 years.

- The terms and conditions of this new contract are identical to the previous contract with the exception of remuneration.
- The total cost of the new contract is less expensive than the previous contract.
- The reputation of the SPCA.

Respectfully submitted by:

Malcolm Gillis, Director of Planning and Development

This Agreement made in duplicate this _____ day of _____ AD, 20____

Between: **CAPE BRETON REGIONAL MUNICIPALITY**, a body corporate and politic, in the County of Cape Breton, Province of Nova Scotia

(hereinafter referred to as the "CBRM")

- and -

Nova Scotia SPCA Cape Breton Branch

(hereinafter referred to as the "Agency")

WHEREAS the Parties hereto are desirous of entering into a contract, the jurisdiction of which is the Cape Breton Regional Municipality, in consideration of the mutual covenants, terms and agreements herein contained, the Agency covenants and agrees with the Municipality as follows:

That, for the purposes of this Agreement, the following terms shall be defined as follows:

- (i) **Dog** means any dog of any age, male, female or neutered, or any animal that is the result of the breeding of a dog and any other animal.
- (ii) **Dog Control Officer** means the person(s) employed by the Agency to assist in the performance of the duties required by this contract.
- (iii) **Pound Service** means:
 - Pound facilities for all dogs, in accordance with the appropriate bylaw in effect for the Municipality, at the premises of the Agency;
 - Educating the public in the area of Dog Bylaw compliance;
 - Providing humane euthanasia and disposal facilities for all euthanized animals.

1. Term:

The term of this contract is for a period of three (3) years effective from the date of award. The CBRM reserves the right to award an additional two, one year extensions to the contract, resulting in the potential that the contract could be five (5) years.

2. General:

The commencement of this contract is _____.

3. Contract Administration:

All questions concerning this contract shall be directed to the CBRM Manager of Building, Planning and Licensing Laws for review and comment.

4. Proponent's Qualifications:

The Agency's personnel and management to be utilized in the services required by the CBRM from the Agency shall be trained in the area of animal care and animal bylaw enforcement issues. Cape Breton Regional Municipality reserves the right to perform such investigations as may be deemed necessary to ensure that competent persons are being utilized in the performance of this contract. CBRM will advise the agency of any changes to the CBRM Dog Bylaw.

Qualifications of all Agency management and staff are required to be submitted to the CBRM for review annually in writing on the anniversary of the date of this contract to the CBRM for review.

5. Indemnity:

The Agency shall indemnify and hold the CBRM harmless and against all and any liability and expenses, including solicitor's fees, howsoever arising or incurred, alleging damage to property or injury to, or death of, any person arising out or attributable to the Proponent's performance of the contract awarded.

Any premises to be provided by the Agency for shelter purposes or otherwise under this contract will remain entirely at the Agency's risk until written acceptance by the Cape Breton Regional Municipality; and the Agency will replace, at their own expense, all premises damaged or destroyed by any cause whatsoever.

6. Insurance Requirements:

The Agency will be required to provide written proof of General Liability Insurance in a form acceptable to CBRM, with CBRM as a named (co-insured) party. The amount of coverage will be a minimum of \$2,000,000 and a copy of the insurance policy will be delivered by the Agency to the CBRM on each anniversary date of this contract.

If requested at any time by CBRM, the Agency shall provide proof of automobile liability insurance in respect to owned and licensed vehicles subject to limits of not less than Two Million Dollars (\$2,000,000) inclusive.

If the Agency is legally obliged to be covered by Worker's Compensation and Health and Safety regulations, the Agency shall annually provide written evidence of such coverage to the CBRM and proof that the premiums have been paid and are up-to-date. The Agency shall also be responsible for obtaining and providing evidence that any Subcontractor is also covered as required by law.

7. Compensation:

Compensation will be in the amounts of \$386,400 in year one, \$386,400 in year two, \$386,400 in year three, \$397,992 in year four, and \$409,931 in year five. Payments will be based upon 12 equal payments, in each of the three years of this contract.

8. Billing and Payment(s):

- (a) The Agency shall submit a detailed invoice for services provided to the Manager of Building, Planning and Licensing Laws and the Accounts Payable Department at the following address:

Cape Breton Regional Municipality
320 Esplanade
Sydney, Nova Scotia
B1P 7B9

- (b) The CBRM will pay the Agency monthly for the work performed. The invoice shall contain the following information:
- (i) Purchase Order Number;
 - (ii) Period of Work;
 - (iii) Itemized List of Services Provided;
 - (iv) Time spent by each employee on the project in the billing period;
 - (v) Expenses incurred on the project during the billing period;
 - (vi) A Total showing how much money is billed in the current billing period;
 - (vii) Total billed to date (i.e. current plus previous invoices);
 - (viii) Show the HST applicable to the entire billing;
 - (ix) A total showing how much is payable on the invoice;
 - (x) In addition, a record of all dogs impounded, number of dogs in the facility, tickets issued, licenses issued and amounts collected, pending court cases, record of all complaints and activities.
- (c) Invoices beyond the original agreed value will not be accepted unless written consent from CBRM is obtained. Invoices for extra work must be submitted separately and must be accompanied by a written justification of the work. **(Note: Written authorization from CBRM is required prior to proceeding with any extra work.)**
- (d) Payment shall be made upon request of a proper invoice from the Agency and authorized by the head of the department or designee. Normal payment terms for the Cape Breton Regional Municipality are thirty (30) days from receipt.

9. Termination:

- (1) **Termination for Convenience:** The CBRM or the Agency may terminate this contract, if it is determined that such a termination is in its best interest, without showing cause, upon giving 4 months written notice to either Party. The CBRM shall pay all reasonable costs incurred by the Agency up to the date of termination. However, subject to

paragraph 8(c) hereto, in no event shall the Agency be paid an amount which exceeds the bid price for the work performed.

- (2) **Termination for Default:** When the Agency has not performed or has unsatisfactorily performed the contract in the opinion of the CBRM; CBRM may terminate the contract for default. Upon termination for default, payment will be withheld at the discretion of the CBRM. Failure on the part of the Agency to fulfill any of their contractual obligations shall be considered just cause for termination of the contract. The Agency will be paid for work satisfactorily performed prior to termination, less any excess costs incurred by the CBRM in re-procuring and completing the work.

10. Non-assignment of Contract:

The Agency shall not assign the contract, or any portion thereof, except upon the written approval of the CBRM.

11. Public Information/Proprietary Information:

The CBRM is subject to the Freedom of Information and Protection of Privacy provisions contained within the Municipal Government Act at Part XX. The Agency should be aware that any member of the public is entitled to request a copy of the document.

In response to such a request, the Cape Breton Regional Municipality may be required to disclose some or all of the information in accordance with the criteria set out in the legislation.

The CBRM is also subject to the Personal Information International Disclosure Protection Act. The Act creates obligations for the CBRM and its service providers when personal information is collected, used or disclosed. Requirements include limiting storage, access and disclosure of personal information to Canada, except as necessary or otherwise required by law.

12. Relationship of Parties:

It is clearly understood that each party shall act in its individual capacity and not as an agent, employee, partner, joint venture, or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other party for any purpose whatsoever.

The Agency is an independent contractor in the performance of work and the provision of services under this Contract.

13. Confidentiality:

The selected Agency agrees not to release or in any way cause to release any confidential information that pertains to the CBRM unless they have been specifically approved to do so in writing by the CBRM.

14. Added Value:

CBRM is interested in maximizing the value of expenditures as it relates to achieving additional value that would further benefit CBRM and its operation, as well as its community of citizens and their tax based funding.

As such, the Agency is encouraged to consider, develop and propose added value concepts, programs, components and the like that would further enhance the service provided.

15. Requirement:

The Agency shall provide daily CBRM Dog Bylaw administration, enforcement patrols and shelter(s) for the containment or the coordination of the containment of dogs picked up by the Agency, its servants, or agents.

Additional services to be provided by the Agency to the CBRM include, but are not limited to:

- a. Veterinarian care for all animals including injured animals;
- b. Redeeming of owned animals, adoption, euthanasia of animals and long term care of animals held for court proceedings;
- c. Structured customer friendly approach;
- d. After-hours access to the shelter for Animal Services staff;
- e. Adequate and appropriate number of kennels;
- f. Procedures for dogs held for court proceedings for extended periods of time;
- g. Provide a 24/7, 365 day telephone answering service.

16. Scope of Work/Deliverables

The Agency consents and agrees with the CBRM that:

- (a) The Agency is responsible to the CBRM for providing effective supervision of its personnel employed in the administration, enforcement and the Shelter Service for CBRM;
- (b) The Agency personnel will conduct their behavior in an appropriate manner and maintain a neat, tidy and clean appearance while carrying out their duties; and
- (c) The Agency personnel will be responsible for the humane handling of all types of dogs picked up, including the safe handling of aggressive dogs;
- (d) The Agency will maintain its own pound facilities, in compliance with "Guidelines for Standards of Care Animal Shelters" as produced by the Association of Animal Shelter Veterinarians, most recent edition, at its own expense and if for any reason the agency is unable to remain at its facility, it agrees to secure an alternative facility acceptable to CBRM and meeting the standard within (60) sixty days;
- (e) The Agency will provide all pound and control services for the care of dogs in the CBRM. The Agency does reserve unconditionally the right to destroy any dog at any time if the

destruction is humanely necessary in the circumstances and conducted in accordance with accepted methods;

- (f) The Agency will ensure no perceivable disruption of dog control service to the CBRM and the Agency will ensure, at its own expense, the facility use as an animal care shelter is in compliance with “Guidelines for Standards of Care Animal Shelters” as produced by the Association of Animal Shelter Veterinarians, most recent edition and to its full insurable value against fire and/or destruction, and in the event of destruction, obtain replacement premises. The Municipality will not be liable to the Agency for any amount in excess of the remuneration which the Agency would have received if the building were capable of functioning to its normal capacity and providing its normal level of service;
- (g) The Agency will assist residents of the CBRM in the proper disposal of dead dogs delivered to the premises on a user pay basis;
- (h) The Agency will provide activity reports as required by the CBRM from time to time;
- (i) The Agency shall provide in writing to the CBRM their detailed methodology to address the following deliverables and the costs associated with those deliverables should be identified as follows:
 - (i) **Customer Service Approach:**
In consultation with the CBRM, the Agency shall implement a customer service strategy, subject to approval by the CBRM;
 - (ii) **Facilities:**

The Agency shall provide to the CBRM a full description of the layout of the shelter facilities to be utilized to fulfill the terms of this contract and the maximum holding capacity for all types of animals including the number and size of the kennels that will be dedicated to CBRM, including:
 - A sanitary and safe facility in accordance with the “Guidelines for Standards of Care Animal Shelters” as produced by the Association of Animal Shelter Veterinarians, most recent edition); and
 - A minimum of 15 kennels for dogs (including kennels for dogs both over and under 12 kg) in accordance with the “Guidelines for Standards of Care Animal Shelters” as produced by the Association of Animal Shelter Veterinarians, most recent edition, one large “biter” cage along with the understanding that due to incidents of multiple aggressive dogs, additional “biter” cages may be required; and
 - Holding facilities for dogs are to be kept separate from each other. CBRM kennels will be separate from other kennels the Proponent may be utilizing; and
 - Contingency plan for handling an overflow over and above the minimum number of kennels required and a plan for extended care of animals held for evidence.

The Agency shall provide and satisfactorily maintain appropriate area(s)/entrance(s) to assist in the prevention of contagious diseases, including animal receiving and releasing.

(iii) Facility Access:

(1) (a) The Agency shall provide animal redemption from 8am to 8pm Monday to Friday and 8am to 4pm Saturday, Sunday, and Holidays, during which times owner of impounded animals and the general public can view and redeem impounded animals.

(b) The CBRM may require the Agency to modify its operating and enforcement hours to meet the demand of the service and community needs. Such modification of hours shall be mutually agreed upon between the CBRM and the Agency.

(2) The Agency shall provide 24/7 access to the facility for enforcement staff.

(v) Shelter Procedures:

(a) The Agency shall provide the CBRM with the procedures used for the following:

- Exercise and feeding of animals; and
- Maintenance/cleaning of kennels.

(b) All procedures must be in accordance with the standards outlined in the "Guidelines for Standards of Care Animal Shelters" as produced by the Association of Animal Shelter Veterinarians, most recent edition and will be used for animals held in custody a minimum 72 hours or 10 day hold for Rabies observation or until disposition of animal is turned over.

(c) After the required holding period, unless otherwise indicated by CBRM, dogs are turned over for disposition and at the Agency's discretion; the Agency may adopt, euthanize, or dispose of animals in a humane manner. The Agency shall provide the animal assessment criteria to be used by Shelter staff.

(vi) Shelter Procedure: Adoption

The Agency shall provide and implement the procedures used for the exercise and feeding of dogs and maintenance/cleaning of kennels for dogs held for adoption purposes.

(vii) Shelter Procedure: Seized Dog for Court Proceeding

The Agency shall provide and implement the procedures used for the exercise and feeding of dogs and maintenance/cleaning of kennels for dogs held for

extended periods until a court decision is reached. The Agency shall also provide a contingency plan for handling multiple dog seizures for which dog may be held for extended periods of time.

(viii) **Euthanasia:**

The Agency shall provide and implement the procedures that will be used for euthanasia in accordance with the "Guidelines for Standards of Care Animal Shelters" as produced by the Association of Animal Shelter Veterinarians , most recent edition.

(ix) **Equipment:**

The Agency shall provide the CBRM with a full written description of type and quantity of equipment that would be utilized in the provision of the shelter service. The Agency shall have the ability to scan impounded animals for microchips.

(x) **Veterinary Services:**

The Agency shall provide, for the approval of the CBRM, which shall not be unreasonably withheld, the Veterinarian(s) names, locations, and service hours that will be used for the Shelter and enforcement officers. The veterinary service that the Agency provides must be immediately available to accept all animals on a 24/7, 365 day/year basis. This may be a combination of one or more veterinary clinics to provide complete coverage. Consideration will be given to Veterinary Services for their proximity and efficiency of travel by enforcement officers and staff for transport. Any changes to veterinary services which are contemplated by the Agency are to be provided in writing to the CBRM and are to be submitted by the Agency to CBRM no later than thirty (30) days prior to any implementation.

(xi) **Disposal of animal Cadavers:**

The Agency shall dispose of the cadavers according to accepted practices. The Agency shall provide to CBRM the procedures for disposal of animal cadavers.

(xii) **Enforcement:**

The Agency shall employ a minimum of four (4) trained Dog Control Officers for bylaw enforcement to effectively patrol the CBRM. Such Officers shall be eligible to and receive appointment as Bylaw Enforcement Officers for the Cape Breton Regional Municipality, in addition to appointment as Special Constables for the purposes of enforcing the Cape Breton Regional Municipality's Dog Bylaw from the Nova Scotia Department of Justice.

(xiii) **Patrol Schedule:**

The Agency shall provide to the CBRM a written schedule of patrols for Dog Control Officers which shall be from 8am to 8pm, Monday to Friday, and 8 am to 4pm, Saturday, Sunday, and Holidays, during which times owners of impounded animals and the general public can view and redeem impounded animals, including 24/7 access to Dog control officer. CBRM reserves the right to, from time to time, adjust the schedule for patrols.

(xiv) **Vehicles:**

The Agency shall supply suitable and sufficient numbers of vehicles for patrol and apprehension in compliance with the "Guidelines for Standards of Care Animal Shelters" as produced by the Association of Animal Shelter Veterinarians, most recent edition, equipped with a valid Nova Scotia vehicle permit and insurance, to provide services and all necessary equipment needed in the apprehension of dogs.

(xv) **Dog Control Officers:**

Dog Control Officers shall receive appropriate training in the handling of dogs, including vicious dogs, for the purposes of enforcement of the CBRM Dog Bylaw and insured against claims by the public for all activities pursuant to this contract in the amount of \$2,000,000. Such training shall be completed by said Dog Control Officers prior to commencement of any work on behalf of the Agency or the CBRM. Dog Control Officers shall comply with all and any Provincial laws pertaining to dog control and the prevention of cruelty, so far as applicable to this contract.

17. The Agency undertakes and agrees that any Dog Control Officer in its employment shall be properly trained in dog control and bonded and insured against claims by the public for all activities pursuant to this contract in the amount of \$2,000,000.
18. All Dog Control Officers in the employ of the Agency shall be eligible for and receive approval of the Nova Scotia Police Commission and be duly sworn in by a Notary as a bylaw enforcement officer.
19. A Dog Control Officer shall enforce all provisions of the Dog Control Bylaw of the Cape Breton Regional Municipality and comply with all and any Provincial laws pertaining to dog control and prevention of cruelty, so far as applicable to this contract.
20. A Dog Control Officer shall carry with him/her a quantity of dog tags which shall be available for purchase by the general public. The Dog Control Officer shall endeavor to sell these dog licenses whenever possible.
21. The CBRM will publicly advise the citizens of the Cape Breton Regional Municipality that the dog license is a tax due and payable and will publicly notify its citizens of where these licenses may be obtained.

The Agency shall supply vehicles for patrol and apprehension in compliance with the "Guidelines for Standards of Care Animal Shelters" as produced by the Association of Animal Shelter Veterinarians, most recent edition, equipped with a valid Nova Scotia vehicle permit and insurance, to provide the services herein set out.

22. The Agency shall charge dog owners an impounding fee for picking up dogs, in accordance with the provisions of the Dog Control Bylaw.
23. The Agency shall be responsible for maintaining accurate and current records of the revenues generated from the sale of dog tags (to be remitted to CBRM monthly) and impoundment fees and such records shall be available by the CBRM.
24. The Parties to this Agreement hereby covenant and agree that the amounts to be charged for dog tags shall be as defined in the bylaw and as may be amended from time to time.
25. It is mutually understood and agreed that the Agency shall have sole responsibility regarding selection, supervision and placement of Dog Control Officers within the sector of the Municipality under the jurisdiction of this contract.

26. **Independent Contractor(s):**

The relationship of the Parties hereto is that of independent contractors. The Agency will obtain such public liability insurance as the CBRM deems sufficient to cover all of its actions and those of its dog controllers as may be necessary to fulfill the terms of this contract while holding the Cape Breton Regional Municipality completely indemnified from all manner of suits or actions which may be initiated by any party or parties against the Agency or the Cape Breton Regional Municipality, either or both of them, as a result of the actions of any of its employees, servants or agents. The Agency will annually provide a copy of the said insurance policy to the CBRM to verify currency and sufficiency of such insurance coverage.

27. **Project Framework/Deliverables:**

The Agency shall provide their detailed methodology to address the following administrative and equipment requirements. The costs associated with these deliverables should be identified.

- (A) The Agency shall maintain a computer database for recording the arrival and departure dates and times of all animals and a detailed history of all animals while in custody. The Agency shall maintain records that will be required to be submitted to CBRM of all impound and boarding fees collected;
- (B) Upon owner redemption of all dogs, the Agency may collect and retain an impound fee of not more than \$100, the amount collected shall be communicated to the CBRM;
- (C) Upon owner redemption of all animals, the Agency may collect and retain a first time boarding fee of not more than \$25 for each twenty-four (24) hour period and for an portion thereof and \$50 for each twenty-four (24) hour period for the second time and

other. The amount collected may be amended from time to time upon approval from CBRM and all fees collected shall be communicated to the CBRM.

- (D) Upon owner redemption of any and all dogs, the Agency will be required to ensure that all dogs are licensed prior to release and licenses are issued to all unlicensed dogs. The licensing fee that is collected shall be remitted to the CBRM.
- (E) Upon owner redemption of all animals, the Agency will be responsible to confirm and record all relevant owner information and provide this to CBRM. The Agency will not knowingly release any animal in its possession to anyone other than the rightful owner.
- (F) The Agency will release any animal in its possession to the rightful owner thereof, when directed to do so by CBRM; and
- (G) The Agency will be required to provide all types of collection methods including at a minimum cash, debit, and credit cards.
- (H) The Agency may on their decision also accept cheque or payment plans. The process and time frame for the collection and remittance of the license fees as referred to in (D) is to be monthly or as determined by CBRM from time to time and provided in writing to the Agency.

28. **Reporting and Deliveries:**

A written progress report shall be provided annually, on the anniversary date of this contract, by the Agency to the CBRM.

- 29. If any provisions of this Agreement shall be found to be or deemed to be illegal, invalid or unenforceable, the remainder of the Agreement shall not be affected thereby.
- 30. This Agreement shall be to the benefit of and be binding upon the Parties hereto, their respective heirs, executors, administrators and assigns.

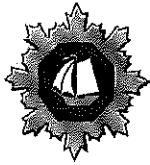
IN WITNESS WHEREOF the Parties hereto have duly executed these presents the day and year first above written.

SIGNED, SEALED AND DELIVERED
in the presence of

Witness

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CBRM

A Community of Communities

ISSUE PAPER

TO: Mayor and Council

FROM: Demetri Kachafanas
Regional Solicitor

SUBJECT: Request for Street Closure and Sale (PID 15717135)
14 Foot Alleyway off Payne Street, Sydney
(File No. 07612)

DATE: December 12th, 2017

The legal department received a request from Sheldon Nathanson Law office on behalf of Paul and Rose MacIsaac to close a 14 foot alleyway lying adjacent to his client's property located at Payne Street, Sydney. He is requesting the alleyway be formerly closed and sold to his clients. As you will note on the attached map (Attachment "A"), the MacIsaac's present driveway is shown as an encroachment on the alleyway. .

Public Works & Engineering, together with the Planning department, have determined there is no reason not to allow for this street closure.

We would request a Motion to proceed with the above-requested street closure and that the property be sold to Paul and Rose MacIsaac at market value.

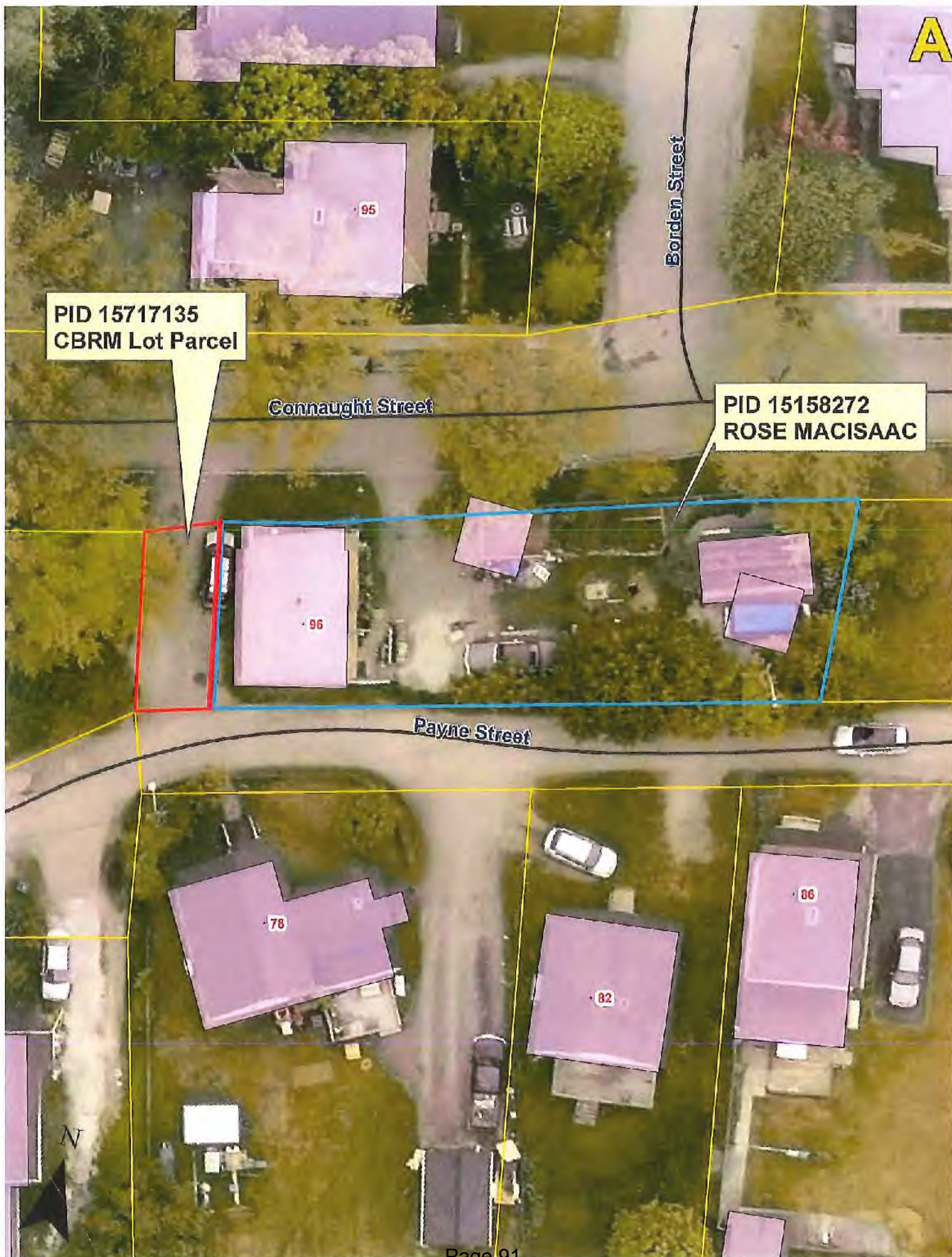
Thank you.

Respectfully submitted,

Originally Signed By

Demetri Kachafanas
Regional Solicitor

Attachment



A

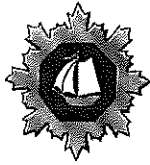
PID 15717135
CBRM Lot Parcel

Connaught Street

PID 15158272
ROSE MACISAAC

Payne Street

N



CBRM

A Community of Communities

ISSUE PAPER

TO: Mayor and Council

FROM: Demetri Kachafanas
Regional Solicitor

SUBJECT: Request for Street Closure and Sale (PID 15723323)
Portion of Road Reserve off King Street, North Sydney
(File No. 07589)

DATE: December 12th, 2017

We are in receipt of a request from Fred Anderson, owner and operator of Sam's Auto Glass located at 92 King Street, North Sydney. Mr. Anderson's property (PID 15564313) lies adjacent to a Road Reserve identified as Foundary Street (PID 15723323). He is requesting portion of Foundary Street be closed and sold to him to allow for additional space required for access his garage and parking. Please see the attached map (Attachment "A") showing the requested property outlined in Red.

Malcolm Gillis, Director of Planning supports Mr. Anderson's request and has recommended a portion measuring 15 feet wide by 150 feet in depth (2250 sq. feet) be conveyed to Mr. Anderson. Public Works has confirmed their department has no issues with the proposed street closing and sale as depicted on the attached map.

Based upon all information presented to the legal department, we recommend Council provide a Motion approving the partial street closure as shown on the attached map and convey the same to Fred Anderson at market value.

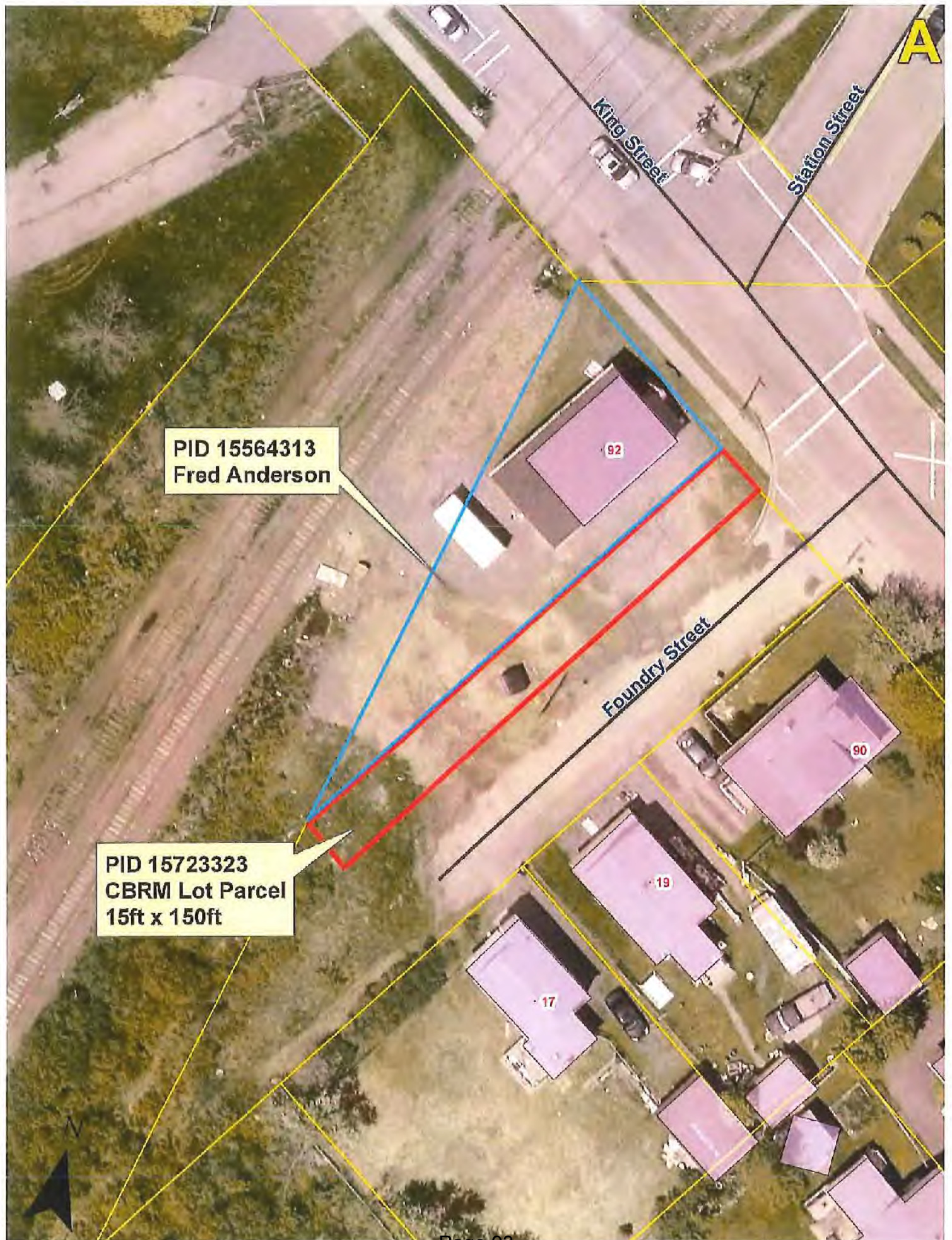
Thank you.

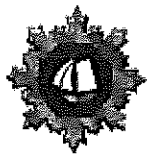
Respectfully submitted,

Originally Signed By

Demetri Kachafanas
Regional Solicitor

Attachment





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: pburt@cbm.ns.ca

Memo

TO: CBRM Municipal Council

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

DATE: December 7, 2017

RE: Statistical Complaint Report-Dangerous and Unsightly Properties

Attached is the statistical complaint report which outlines all the complaint files opened since the last report that was presented at the November 1, 2017 meeting of General Committee.

Respectfully Submitted,

Original signed by

Paul Burt,
Manager Building, Planning & Licensing Laws

Oct 25, 2017 - Dec 07, 2017

FILE #	Date Received	PID	District	Property Address	Inspector	Complaint Category	Status
10394	Oct 27, 2017	15416621	9	15 Winona Street, Glace Bay, B1A2C3	Jason MacDonald	Unsanitary Premises	Closed
10395	Oct 27, 2017	15198807	3		Angelo Canova	Unsanitary Premises	Closed
10396	Oct 27, 2017	15110612	6	110 Cornishtown Road, Sydney, B1P2Y2	Jason MacDonald	Unsanitary Premises	Active
10397	Oct 31, 2017	15415862	9	137 Seaview Street, Glace Bay, B1A1P4	Jason MacDonald	Unsanitary Premises	Closed
10398	Nov 04, 2017	15305477	2	2292 Hillside Boularderie Road, Hillside Boularderie, B1Y2S7	Angelo Canova	Structure Fire	Closed
10399	Nov 06, 2017	15416647	9	7 Winona Street, Glace Bay, B1A2C3	Jason MacDonald	Unsanitary Premises	Closed
10400	Nov 06, 2017	15442049	10	64 Connaught Avenue, Glace Bay, B1A5S2	Jason MacDonald	Unsanitary Premises	Active
10401	Nov 06, 2017	15404411	9	30 McKenzie Street, Glace Bay, B1A3G3	Jason MacDonald	Unsanitary Premises	Closed
10402	Nov 07, 2017	15069396	5	462 Bentinck Street, Sydney, B1S2Y7	Richard Wadden	Unsanitary Premises	Active
10403	Nov 07, 2017	15544448	7	5 Duffell Drive, Mira Road, B1P3G7	Jason MacDonald	Unsanitary Premises	Closed
10404	Nov 08, 2017	15278088	8	24 West Street, Donkin, B1A6T7	Jason MacDonald	Unsanitary Premises	Closed
10405	Nov 09, 2017	15188352	1	197 Lamonds Street, Sydney Mines, B1V1W1	Angelo Canova	Unsanitary Premises	Active
10406	Nov 09, 2017	15025182	2	96 King Street, North Sydney, B2A2T6	Angelo Canova	Unsanitary Premises	Active
10407	Nov 10, 2017	15450521	10	1212 Main Street, Glace Bay, B1A5A2	Jason MacDonald	Unsanitary Premises	Active

Protective Services

December 07, 2017

Dangerous & Unsightly Premises

Report to Council

Oct 25, 2017 - Dec 07, 2017

Cape Breton Regional Municipality

Inspection & By-law Division

10408	Nov 10, 2017	15287337	S	1464 George Street, Mira Road, B1P1P3	Richard Wadden	Unsightly Premises	Closed
10409	Nov 11, 2017	15366941	8	68 Mira Bay Drive, Mira Gut, B1K2X5	Jason MacDonald	Structure Fire	Closed
10410	Nov 14, 2017	15226269	12	800 Grand Lake Road, Grand Lake Road, B1P6S9	Roger Rose	No Building Permit	New
10411	Nov 15, 2017	15417108	9	114 Shaft Street, Glace Bay, B1A1H4	Jason MacDonald	Unsightly Premises	Active
10412	Nov 15, 2017	15110166	6	76 Sutherland Street, Sydney, B1P2X2	Angelo Canova	Minimum Standards	Closed
10413	Nov 15, 2017	15198781	3	645 Scotch Lake Road, Scotch Lake, B1Y3W8	Angelo Canova	Unsightly Premises	Active
10414	Nov 16, 2017	15280282	8	468 Donkin Highway, Donkin, B1A6X2	Ian O'Neill	Unsightly Premises	Closed
10415	Nov 16, 2017	15394554	10	90 Minto Street, Glace Bay, B1A5B7	Jason MacDonald	Unsightly Premises	Active
10416	Nov 20, 2017	15025281	2	32 Manning Street, North Sydney, B2A1Z6	Richard Wadden	Structure Fire	Closed
10417	Nov 20, 2017	15534126	7	6620 Grand Mira North Road, Grand Mira North, B1K1N3	Jason MacDonald	Unsightly Premises	New
10418	Nov 21, 2017	15243371	1	83 Shore Road, Florence, B1Y1R2	Richard Wadden	Unsightly Premises	Closed
10419	Nov 21, 2017	15414139	9	11 Gilday Street, Glace Bay, B1A1X9	Jason MacDonald	Unsightly Premises	Active
10420	Nov 23, 2017	15382344	10	421 Kings Road, Dominion, B1G1K1	Jason MacDonald	Unsightly Premises	Closed
10421	Nov 24, 2017	15137367	12	13 Ferris Street, Sydney, B1N2M9	Jason MacDonald	Unsightly Premises	Closed
10422	Nov 27, 2017	15446891	10		Jason MacDonald	Unsightly Premises	Active
10423	Nov 27, 2017	15446917	10	21 Gordon Street, Glace Bay, B1A3Z3	Ian O'Neill	Unsightly Premises	Active

Protective Services

December 07, 2017

Dangerous & Unsanitary Premises

Report to Council

Oct 25, 2017 - Dec 07, 2017

**Cape Breton Regional Municipality
Inspection & By-law Division**

10424	Nov 27, 2017	15467566	11	536 George Street, New Waterford, B1H4E1	Jason MacDonald	Unsanitary Premises	New
10425	Nov 28, 2017	15134927	12	315 Webster Street, Sydney, B1N2K9	Jason MacDonald	Unsanitary Premises	Active
10426	Nov 28, 2017	15134935	12		Jason MacDonald	Unsanitary Premises	Active
10427	Nov 28, 2017	15291750	11	321 Smith Street, New Waterford, B1H4W2	Jason MacDonald	Minimum Standards	New
10428	Nov 28, 2017	15278096	8	30 West Street, Donkin, B1A6T7	Angelo Canova	Structure Fire	Active
10429	Nov 29, 2017	15405350	9	9 Fletcher Street, Glace Bay, B1A3E4	Ian O'Neill	Unsanitary Premises	New
10430	Nov 29, 2017	15278104	8	32 West Street, Donkin, B1A6T7	Angelo Canova	Structure Fire	Active
10431	Nov 30, 2017	15457104	10	1305 Main Street, Glace Bay, B1A5A6	Jason MacDonald	Unsanitary Premises	Active
10432	Dec 01, 2017	15082621	5	28 Spring Garden Road, Sydney, B1S2R6	Angelo Canova	Unsanitary Premises	Closed
10433	Dec 01, 2017	15397987	9	40 Concord Street, Glace Bay, B1A3A8	Jason MacDonald	Unsanitary Premises	New
10434	Dec 01, 2017	15569262	10	28 Lewis Drive, Dominion, B1G1K6	Jason MacDonald	Structure Fire	Closed
10435	Dec 05, 2017	15474612	11	3439 Pellatt Avenue, New Waterford, B1H155	Jason MacDonald	Unsanitary Premises	Active
10436	Dec 05, 2017	15594591	1	11 Peck Street, Sydney Mines, B1V1V2	Angelo Canova	Unsanitary Premises	New
10437	Dec 06, 2017	15411549	9	202 Brookside Street, Glace Bay, B1A1L6	Jason MacDonald	Unsanitary Premises	New
10438	Dec 06, 2017	15407570	9	97 Catherine Street, Glace Bay, B1A2K2	Jason MacDonald	Unsanitary Premises	New
10439	Dec 06, 2017	15677293		13 Mcleods Road, Glace Bay, B1A2Z1	Jason MacDonald	Unsanitary Premises	New

Protective Services
December 07, 2017

Dangerous & Unsightly Premises

Report to Council

Oct 25, 2017 - Dec 07, 2017

Cape Breton Regional Municipality
Inspection & By-law Division

10440	Dec 06, 2017	15107154	6	116 Brookland Street, Sydney, B1P5B4	Angelo Canova	Unsightly Premises	Active
10441	Dec 06, 2017	15260383	12	13 Kennel Lane, South Bar, B1N3J2	Jason MacDonald	Unsightly Premises	New
10442	Dec 07, 2017	15472046	11	377 Thirteenth Street, New Waterford, B1H4B5	Jason MacDonald	Unsightly Premises	New
10443	Dec 07, 2017	15182082	1	284 Pitt Street, Sydney Mines, B1V1S6	Angelo Canova	Unsightly Premises	New
10444	Dec 07, 2017	15185705	1	85 Hankin Street, Sydney Mines, B1V2A4	Angelo Canova	Unsightly Premises	New

Summary

Statement of Revenue

October 31, 2017

Revenue	Year To Date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 62,332,237	\$ 62,456,082	\$ (123,845)	\$ 107,067,569	\$ 44,735,332
Total Federal Government	1,795,412	1,795,412	0	3,077,849	1,282,437
Total Federal Government Agencies	449,157	449,157	0	769,983	320,826
Total Provincial Government	1,171,815	1,171,810	5	2,008,825	837,010
Total Provincial Government Agencies	1,780,963	1,697,383	83,581	2,909,799	1,128,836
Total Services to Other Local Government	355,879	355,879	(0)	610,078	254,199
Total Transit	352,853	387,333	(30,480)	664,000	307,147
Total Environmental Development Services	156,388	120,966	35,423	207,370	50,982
Total Licenses & Permits	100,397	86,333	14,064	148,000	47,603
Total Fines & Fees	355,786	322,799	32,987	553,370	197,584
Total Rentals	324,055	302,336	21,719	680,079	356,024
Total Concessions & Franchises	236,426	213,450	22,975	365,915	129,489
Total Interest on Taxes	917,356	771,807	145,549	1,323,098	405,742
Total Finance Revenue	18,135	19,535	(1,400)	33,489	15,354
Total Solid Waste Revenue	1,506,062	1,341,667	164,396	2,300,000	793,938
Total Recreation & Cultural Service Programs	650,328	535,661	110,667	1,862,000	1,215,672
Total Water Utility Charges	2,888,381	2,888,381	(0)	4,951,510	2,063,129
Total Unconditional Transfers	9,251,831	9,242,888	8,943	15,844,951	6,593,120
Total Conditional Transfers	2,020,060	2,020,060	-	3,512,960	1,492,900
Year To Date Assigned Before Cost Recovery 2016 Flood Claims	\$ 86,663,521	\$ 86,178,938	\$ 484,583	\$ 148,890,845	\$ 62,227,324
Cost Recovery 2016 Flood Claim	184,078	-	184,078	-	(184,078)
Year To Date Assigned After Cost Recovery 2016 Flood Claims	\$ 86,847,599	\$ 86,178,938	\$ 668,660	\$ 148,890,845	\$ 62,043,246

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Departmental

Reviewed

Summary

Statement of Expenditures

October 31, 2017

Expenditures	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 869,699	\$ 901,549	\$ 31,849	\$ 1,470,936	\$ 601,237
Administration	811,482	816,402	4,920	1,233,343	421,861
Finance	1,453,286	1,724,158	270,871	2,897,017	1,443,731
Legal	427,416	394,600	(32,815)	664,515	237,099
Human Resources	905,129	982,085	76,956	1,650,262	745,133
Technology & Communications	523,061	561,108	38,047	1,244,687	721,626
Municipal Clerk	230,586	245,984	15,399	527,594	297,008
Fiscal Services	19,378,111	19,651,623	273,512	35,570,603	16,192,492
Occupational Health & Safety	123,065	132,165	9,100	222,183	99,118
Police Services	16,100,963	15,836,594	(264,370)	26,231,264	10,130,301
Fire Services (Incl EMO)	10,582,449	11,118,991	536,542	17,977,844	7,395,395
Engineering & Public Works	24,642,586	25,780,304	1,137,718	44,367,637	19,725,051
Planning	1,669,688	1,464,687	(205,001)	2,599,518	929,830
Facilities C200 & Arenas	2,014,090	1,745,678	(268,412)	3,306,912	1,292,822
Parks & Grounds	1,943,821	1,859,758	(84,064)	2,893,786	949,965
Buildings	1,869,103	1,893,294	24,190	3,346,211	1,477,108
Recreation	2,070,932	2,083,796	12,864	2,686,533	615,601
Total expended to date excluding 2016 Flood Costs	\$ 85,615,467	\$ 87,192,776	\$ 1,577,309	\$ 148,890,845	\$ 63,275,378
2016 Flood Costs	184,078	-	(184,078)	-	(184,078)
Total expended to date including 2016 Flood Costs	\$ 85,799,545	\$ 87,192,776	\$ 1,393,231	\$ 148,890,845	\$ 63,091,300

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Reviewed

Legislative	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 575,216	\$ 552,278	\$ (22,938)	\$ 926,330	\$ 351,114
6010 BENEFITS	65,334	61,986	(3,348)	145,900	80,566
6030 TRAVEL/CONFERENCES	98,433	150,393	51,960	210,000	111,567
6040 PROF MEM/DUES & FEES	58,113	55,931	(2,182)	55,931	(2,182)
6050 OFFICE SUPPLIES	13,089	11,667	(1,423)	20,000	6,911
6060 OFFICE EQUIPMENT	3,599	5,717	2,117	6,550	2,951
6080 ADVERTISING	9,564	8,458	(1,106)	14,500	4,936
6100 COURIER	338	271	(68)	375	37
6110 TELEPHONE/FAX	12,914	23,100	10,186	39,600	26,686
6120 PUBL./SUBSCRIPTIONS	595	1,021	426	1,750	1,155
6130 COMPUTER HARDWARE	4,478	4,478	-	5,000	522
6150 MEETING EXPENSES	11,951	13,417	1,465	23,000	11,049
6170 PROMOTION	16,075	12,833	(3,242)	22,000	5,925
Total expended to date excluding 2016 Flood Costs	\$ 869,699	\$ 901,549	\$ 31,849	\$ 1,470,936	\$ 601,237
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 869,699	\$ 901,549	\$ 31,849	\$ 1,470,936	\$ 601,237

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 Departmental

 Finance

Administration	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 209,778	\$ 211,957	\$ 2,179	\$ 355,513	\$ 145,735
6010 BENEFITS	30,813	30,994	181	57,017	26,204
6020 TRAINING/EDUCATION	725	1,600	875	4,800	4,075
6030 TRAVEL/CONFERENCES	18,944	21,292	2,348	36,500	17,556
6040 PROF MEM/DUES & FEES	1,244	1,318	75	1,675	431
6050 OFFICE SUPPLIES	1,005	1,633	628	2,800	1,795
6100 COURIER	41	-	(41)	-	(41)
6110 TELEPHONE/FAX	2,021	1,983	(38)	3,400	1,379
6120 PUBL./SUBSCRIPTIONS	323	200	(123)	200	(123)
6140 COMPUTER SOFTWARE	-	-	-	1,000	1,000
6150 MEETING EXPENSES	3,426	2,503	(923)	2,920	(506)
6170 PROMOTION	19,662	19,422	(240)	20,000	338
8100 PROFESSIONAL SERVICES	89,312	89,312	-	280,000	190,688
8150 GRANTS/SUBS TO ORG	434,187	434,187	-	467,518	33,331
Total expended to data excluding 2016 Flood Costs	\$ 811,482	\$ 816,402	\$ 4,920	\$ 1,233,343	\$ 421,861
8165 FLOOD COSTS	-	0	0	0	0
Total expended to data including 2016 Flood Costs	\$ 811,482	\$ 816,402	\$ 4,920	\$ 1,233,343	\$ 421,861

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Finance

Finance	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,035,664	\$ 1,162,561	\$ 126,898	\$ 1,949,952	\$ 914,288
6010 BENEFITS	195,051	212,635	17,583	356,650	161,599
6020 TRAINING/EDUCATION	2,172	13,586	11,413	23,290	21,118
6030 TRAVEL/CONFERENCES	16,077	16,142	64	25,100	9,023
6040 PROF MEM/DUES & FEES	4,486	4,519	33	5,175	689
6050 OFFICE SUPPLIES	9,255	9,042	(214)	15,500	6,245
6060 OFFICE EQUIPMENT	5,552	9,267	3,715	14,000	8,448
6080 ADVERTISING	24,722	24,879	157	42,650	17,928
6090 POSTAGE	104,436	119,286	14,851	161,200	56,764
6100 COURIER	14,997	13,883	(1,114)	23,800	8,803
6110 TELEPHONE/FAX	8,231	10,908	2,677	18,700	10,469
6130 COMPUTER HARDWARE	2,176	2,550	374	19,800	17,624
6140 COMPUTER SOFTWARE	1,088	1,250	162	57,000	55,912
6160 LIABILITY INSURANCE	162,071	195,213	33,142	334,650	172,579
6180 COST RECOVERY	(224,473)	(187,921)	36,553	(322,150)	(97,677)
8010 OPERATIONAL MAT/SUPP	1,374	4,958	3,584	8,500	7,126
8100 PROFESSIONAL SERVICE	44,843	45,083	240	55,000	10,157
8110 CONTRACTS/AGREEMENTS	36,169	36,217	48	56,600	20,431
8120 LEASES	5,770	6,767	996	11,600	5,830
8180 TAX EXEPT/WRITE OFF	3,625	23,333	19,708	40,000	36,375
Total expended to date excluding 2016 Flood Costs	\$ 1,453,286	\$ 1,724,158	\$ 270,871	\$ 2,897,017	\$ 1,443,731
8185 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,453,286	\$ 1,724,158	\$ 270,871	\$ 2,897,017	\$ 1,443,731

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Finance

Legal	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 220,729	\$ 227,076	\$ 6,347	\$ 380,873	\$ 160,144
6010 BENEFITS	43,309	43,428	120	72,842	29,533
6020 TRAINING/EDUCATION	850	938	88	6,500	5,650
6030 TRAVEL/CONFERENCES	8,314	8,358	44	8,500	186
6040 PROF MEM/DUES & FEES	6,348	6,648	300	7,100	752
6050 OFFICE SUPPLIES	1,712	2,042	330	3,500	1,788
6060 OFFICE EQUIPMENT	-	-	-	4,200	4,200
6070 PHOTOCOPIER LEASE	2,099	1,808	(290)	3,100	1,001
6080 ADVERTISING	1,031	1,083	52	1,000	(31)
6100 COURIER	377	1,000	623	1,000	623
6110 TELEPHONE/FAX	2,131	3,150	1,019	5,400	3,269
6120 PUBL./STATUTES	7,083	6,901	(182)	10,000	2,917
6130 COMPUTER HARDWARE	525	1,750	1,225	3,000	2,475
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	104	292	187	500	396
8100 PROFESSIONAL SERVICE	132,803	90,125	(42,678)	154,500	21,697
Total expended to date excluding 2016 Flood Costs	\$ 427,416	\$ 394,600	\$ (32,815)	\$ 664,515	\$ 237,099
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 427,416	\$ 394,600	\$ (32,815)	\$ 664,515	\$ 237,099

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Finance

Human Resources	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 345,711	\$ 357,674	\$ 11,963	\$ 599,922	\$ 254,211
6010 BENEFITS	441,413	442,237	824	741,760	300,347
6020 TRAINING/EDUCATION	7,307	6,000	(1,307)	6,000	(1,307)
6030 TRAVEL/CONFERENCES	6,596	9,479	2,883	16,250	9,654
6040 PROF MEM/DUES & FEES	1,334	1,359	25	1,730	396
6050 OFFICE SUPPLIES	7,692	9,158	1,466	15,700	8,008
6060 OFFICE EQUIPMENT	1,512	1,512	-	2,500	988
6080 ADVERTISING	2,503	3,859	1,356	5,000	2,497
6110 TELEPHONE/FAX	4,106	5,833	1,727	10,000	5,894
6120 PUBL./SUBSCRIPTIONS	829	1,905	1,076	2,400	1,571
6130 COMPUTER HARDWARE	151	151	-	4,000	3,849
6150 MEETING EXPENSE	-	1,167	1,167	2,000	2,000
8100 PROFESSIONAL SERVICE	81,480	134,458	52,979	230,500	149,020
8110 CONTRACTS/AGREEMENTS	4,496	7,292	2,796	12,500	8,004
Total expended to date excluding 2016 Flood Costs	\$ 905,129	\$ 982,085	\$ 76,956	\$ 1,650,262	\$ 745,133
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 905,129	\$ 982,085	\$ 76,956	\$ 1,650,262	\$ 745,133

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Finance

**Technology/
Communications**

Statement of Expenditures

October 31, 2017

Technology/Communications	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 267,003	\$ 291,788	\$ 24,785	\$ 489,413	\$ 222,410
6010 BENEFITS	55,996	57,816	1,820	96,974	40,978
6020 TRAINING/EDUCATION	6,235	6,300	65	18,000	11,765
6030 TRAVEL/CONFERENCES	6,552	6,667	115	20,000	13,448
6040 PROF MEM/DUES & FEES	344	583	239	1,000	656
6050 OFFICE SUPPLIES	697	2,056	1,358	3,000	2,303
6060 OFFICE EQUIPMENT	935	2,200	1,265	3,000	2,065
6080 ADVERTISING	1,027	500	(527)	500	(527)
6100 COURIER	64	175	111	300	236
6110 TELEPHONE/FAX	30,817	37,917	7,100	65,000	34,183
6120 PUBL./SUBSCRIPTIONS	-	583	583	1,000	1,000
6130 COMPUTER HARDWARE	37,860	38,333	473	130,000	92,140
6140 COMPUTER SOFTWARE	86,665	87,083	418	175,000	88,335
6150 MEETING EXPENSE	99	292	193	500	401
8110 CONTRACTS/AGREEMENTS	28,767	28,815	48	42,000	13,233
8120 LEASES SAP	-	-	-	100,000	100,000
8130 LICENSES/PERMITS	-	-	-	99,000	99,000
Total expended to date excluding 2016 Flood Costs	\$ 523,061	\$ 561,108	\$ 38,047	\$ 1,244,687	\$ 721,626
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 523,061	\$ 561,108	\$ 38,047	\$ 1,244,687	\$ 721,626

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Departmental

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Finance

Municipal Clerk	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 151,341	\$ 158,874	\$ 7,533	\$ 266,478	\$ 115,137
6010 BENEFITS	31,482	32,055	573	53,766	22,284
6020 TRAINING/EDUCATION	3,309	3,363	55	5,500	2,191
6030 TRAVEL/CONFERENCES	5,669	6,500	831	6,500	831
6040 PROF MEM/DUES & FEES	636	683	47	1,000	364
6050 OFFICE SUPPLIES	959	3,325	2,366	5,700	4,741
6060 OFFICE EQUIPMENT	10,270	10,000	(270)	10,000	(270)
6070 PHOTOCOPY SUPPLIES	8,926	12,250	3,324	21,000	12,074
6080 ADVERTISING	-	-	-	750	750
6100 COURIER	-	438	438	750	750
6110 TELEPHONE/FAX	1,331	2,333	1,002	4,000	2,669
6120 PUBL./SUBSCRIPTIONS	1,267	1,800	533	1,800	533
6130 COMPUTER HARDWARE	98	138	40	6,750	6,652
6140 COMPUTER SOFTWARE	5,287	5,417	130	11,000	5,713
6150 MEETING EXPENSES	8,551	7,350	(1,201)	12,600	4,049
8110 CONTRACTS/AGREEMENTS	1,458	1,458	(0)	120,000	118,542
Total expended to date excluding 2016 Flood	\$ 230,586	\$ 245,984	\$ 15,399	\$ 527,594	\$ 297,008
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 230,586	\$ 245,984	\$ 15,399	\$ 527,594	\$ 297,008

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Fiscal Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 253,395	\$ 175,000	\$ (78,395)	\$ 300,000	\$ 46,605
9020 INT ON DEBT	1,078,665	1,078,665	-	1,704,972	626,307
9050 PRINC ON DEBT	6,785,841	6,785,841	-	13,659,145	6,873,304
9052 DEBT/CAP BOND DISC	55,417	55,417	-	95,000	39,583
9090 BANK CHARGES	63,198	50,167	(13,031)	86,000	22,802
9200 ALLOWANCE FOR UNCOL. TAXES	233,333	233,333	-	400,000	166,667
9420 APPROP TO CAPITAL FUND	52,500	52,500	-	90,000	37,500
9430 APPROP TO B.I.D.C.	56,927	56,698	(229)	97,197	40,270
9600 PROV. CORRECTIONS	632,591	641,667	9,075	1,100,000	467,409
9610 CB REG. HOUSING	1,062,544	1,246,000	183,456	2,136,000	1,073,456
9620 REGIONAL LIBRARY	384,995	390,833	5,839	670,000	285,005
9630 CB/VIC. SCHOOL BOARD	7,925,580	8,092,047	166,467	13,872,080	5,946,500
9640 PROPERTY ASSESSMENT	793,125	793,455	330	1,360,209	567,084
Total expended to date	\$ 19,378,111	\$ 19,851,623	\$ 273,512	\$ 35,570,603	\$ 16,192,492

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Finance

**Occupational Health /
Safety**

Statement of Expenditures

October 31, 2017

Occupational Health & Safety	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 88,682	\$ 91,234	\$ 2,551	\$ 153,025	\$ 64,343
6010 BENEFITS	18,734	19,225	491	29,898	11,164
6020 TRAINING/EDUCATION	3,074	3,413	339	5,850	2,776
6030 TRAVEL/CONFERENCES	4,416	6,417	2,000	11,000	6,584
6040 PROF MEM/DUES & FEES	-	-	-	535	535
6050 OFFICE SUPPLIES	1,113	1,750	637	3,000	1,887
6110 TELEPHONE/FAX	1,721	1,969	247	3,375	1,654
6120 PUBL/SUBSCRIPTIONS	-	-	-	2,000	2,000
6130 COMPUTER HARDWARE	1,715	1,742	27	2,000	285
6140 COMPUTER SOFTWARE	-	-	-	500	500
6150 MEETING EXPENSES	1,479	1,458	(21)	2,500	1,021
8100 PROFESSIONAL SERVICE	2,130	3,208	1,078	5,500	3,370
8120 LEASES	-	1,750	1,750	3,000	3,000
Total expended to date excluding 2016 Flood Costs	\$ 123,065	\$ 132,165	\$ 9,100	\$ 222,183	\$ 99,118
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 123,065	\$ 132,165	\$ 9,100	\$ 222,183	\$ 99,118

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Finance

Police Services

Statement of Expenditures

October 31, 2017

Police Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 13,814,294	\$ 13,395,068	\$ (419,226)	\$ 22,386,035	\$ 8,571,741
6020 TRAINING/EDUCATION	71,808	96,239	24,731	145,927	74,419
6030 TRAVEL/CONFERENCES	89,063	61,250	(27,813)	105,000	15,937
6040 PROF MEM/DUES & FEES	1,652	2,917	1,265	5,000	3,348
6050 OFFICE SUPPLIES	29,861	31,142	1,280	53,000	23,139
6060 OFFICE EQUIPMENT	34,647	29,167	(5,481)	50,000	15,353
6070 PHOTOCOPY SUPPLIES	6,711	10,500	3,789	18,000	11,289
6080 ADVERTISING	250	2,917	2,666	5,000	4,750
6090 POSTAGE & 6100 COURIER	6,274	4,084	(2,190)	7,000	726
6110 TELEPHONE/FAX	161,463	152,157	(9,296)	280,840	99,387
6120 PUBL./SUBSCRIPTIONS	2,048	3,500	1,452	6,000	3,952
6130 COMPUTER HARDWARE	109,451	111,833	2,382	200,000	90,549
6140 COMPUTER SOFTWARE	121,550	115,000	(6,550)	115,000	(6,550)
6150 MEETING EXPENSES	13,236	9,917	(3,318)	17,000	3,766
6160 LIABILITY INSURANCE	3,349	2,333	(1,015)	4,000	651
6170 PROMOTION	7,045	6,417	(628)	11,000	3,956
7000 HEAT	11,769	29,167	17,398	50,000	38,231
7010 ELECTRICAL	58,734	58,129	(605)	99,650	40,916
7020 WATER	2,536	4,667	2,131	8,000	5,464
7030 BLDG/FACILITY MAINT	38,302	51,475	13,173	71,000	32,698
7040 BLDG/FACILITY REPAIR	4,185	28,583	24,398	49,000	44,815
7050 BLDG/FACILITY INSURANCE	9,642	9,063	(580)	12,500	2,858
7060 BLDG/FACILITY RENOV	4,901	11,667	6,766	20,000	15,099
7070 BLDG/FACILITY RENTAL	31,683	39,667	7,983	68,000	36,317
7110 SECURITY	478	2,158	1,681	3,700	3,222
7505 GASOLINE & DIESEL	241,730	218,750	(22,980)	375,000	133,270
7510 VEH/EQUIP REPAIRS	159,581	167,835	8,254	287,717	128,136
7520 VEH/EQUIP INSURANCE	31,729	35,000	3,271	60,000	28,271
7530 VEH/EQUIP REPLACEMENT	431,129	431,129	-	580,000	148,871
7540 VEH/EQUIP RENTAL	-	5,250	5,250	9,000	9,000
7550 VEH/EQUIP TOWING	1,030	2,917	1,886	5,000	3,970
7560 VEH/EQUIP GEN SUPPLY	4,709	5,833	1,125	10,000	5,291
8000 OPERATIONAL EQUIP	29,217	113,041	83,824	193,784	164,567
8010 OPERATIONAL MAT/SUPP	96,318	132,518	36,200	181,373	85,055
8020 MAINTENANCE EQUIP	652	2,529	1,877	3,570	2,918
8030 MAINTENANCE MAT/SUPP	-	11,083.34	11,083	19,000	19,000
8040 COMM EQUIPMENT LINES	3,660	5,833	2,173	10,000	6,340
8090 UNIFORMS/CLOTHING	47,127	48,333	1,206	220,000	172,873
8100 PROFESSIONAL SERVICE	86,273	51,849	(34,424)	95,000	8,727
8110 CONTRACTS/AGREEMENTS	104,443	102,000	(2,443)	102,000	(2,443)
8125 MAJOR INVESTIGATIONS	77,615	77,615	-	129,168	51,553
8130 LICENSES/PERMITS	66	5,000	4,934	10,000	9,934
8150 GRANTS/SUBS TO ORG	151,065	151,065	-	170,000	18,935
Total expended to date excluding 2016 Flood Costs	\$ 16,100,963	\$ 15,836,594	\$ (264,370)	\$ 26,231,264	\$ 10,130,301
8165 2016 FLOOD COSTS	469	-	(469)	-	(469)
Total expended to date including 2016 Flood Costs	\$ 16,101,433	\$ 15,836,594	\$ (264,839)	\$ 26,231,264	\$ 10,129,831

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Police Services Revenue	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 58,872	\$ 8,638	\$ 50,234	\$ 14,808	\$ (44,064)
5151 FINES	191,914	209,161	(17,247)	358,562	166,648
Total Revenue to date	\$ 250,786	\$ 217,799	\$ 32,987	\$ 373,370	\$ 122,584

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Finance

Fire Services

Statement of Expenditures

October 31, 2017

Fire Services Including EMO	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 2,995,553	\$ 3,367,952	\$ 372,398	\$ 5,649,030	\$ 2,653,477
6010 BENEFITS	619,445	628,424	8,979	1,054,049	434,604
6011 MISC. BENEFITS	104,188	77,822	(26,367)	123,165	18,977
6020 TRAINING/EDUCATION	24,714	105,302	80,588	177,539	152,825
6030 TRAVEL/CONFERENCES	27,385	33,395	6,010	51,100	23,715
6040 PROF MEM/DUES & FEES	7,236	6,956	(281)	11,732	4,496
6050 OFFICE SUPPLIES	3,914	7,058	3,144	12,100	8,186
6060 OFFICE EQUIPMENT	3,456	7,554	4,098	12,950	9,494
6070 PHOTOCOPY SUPPLIES	-	292	292	500	500
6080 ADVERTISING	2,232	3,121	889	5,350	3,118
6100 COURIER	93	263	170	451	358
6110 TELEPHONE/FAX	19,864	26,249	6,386	44,999	25,135
6120 PUBL./SUBSCRIPTIONS	-	1,575	1,575	2,700	2,700
6130 COMPUTER HARDWARE	1,855	2,549	693.65	14,007	12,152
6140 COMPUTER SOFTWARE	849	1,045	196	16,006	15,167
6150 MEETING EXPENSES	1,796	2,569	773	4,404	2,608
6170 PROMOTION	22,621	22,167	(355)	38,000	15,479
7000 HEAT	16,683	53,871	37,189	92,351	75,669
7010 ELECTRICAL	36,855	24,736	(12,119)	64,636	27,681
7020 WATER	14,638	15,296	658	24,523	9,885
7030 BLDG/FACILITY MAINT	37,212	37,175	(36)	63,729	26,517
7040 BLDG/FACILITY REPAIR	21,285	21,583	299	225,571	204,286
7050 BLDG/FACILITY INS	6,409	4,793	(1,616)	8,217	1,808
7080 PLANT MAINTENANCE	-	233	233	400	400
7500 VEH/EQUIP MAINT.	94,241	94,694	453	107,476	13,235
7505 GASOLINE/DIESEL	39,219	47,109	7,890	80,758	41,539
7510 VEH/EQUIP REPAIRS	507	2,333	1,826	4,000	3,493
7520 VEH/EQUIP INSURANCE	41,390	35,064	(6,326)	60,109	18,719
7530 VEH/EQUIP REPLACEMENT	3,670	3,670	-	85,000	81,330
7540 VEH/EQUIP RENTAL	-	204	204	204	204
7550 VEH/EQUIP TOWING	-	1,167	1,167	2,000	2,000
7560 VEH/EQUIP GEN SUPPLY	12,049	9,333	(2,716)	18,000	3,951
8000 OPERATIONAL EQUIP	244,295	207,083	(37,212)	355,000	110,705
8010 OPERATIONAL MAT/SUPP	28,288	27,246	(1,042)	45,870	17,582
8020 MAINTENANCE EQUIP	14,822	30,683	15,860	52,599	37,777
8040 COMM EQUIPMENT LINES	6,041	23,333	17,292	40,000	33,959
8090 UNIFORMS/CLOTHING	37,250	46,347	9,097	79,452	42,202
8100 PROFESSIONAL SERVICE	4,579	5,564	984	9,538	4,959
8110 CONTRACTS/AGREEMENTS	28,463	52,289	23,826	89,638	61,175
8120 LEASES	168,869	189,697	20,828	325,193	156,324
8130 LICENSES/PERMITS	16,722	17,335	613	17,335	613
8150 GRANTS/SUBS TO ORG	1,683,386	1,683,386	-	1,726,594	43,208
8195 WATER SUPPLY & HYDR	4,190,474	4,190,474	-	7,183,669	2,993,195
Total expended to date excluding 2016 Flood Costs	\$ 10,582,449	\$ 11,118,991	\$ 536,542	\$ 17,977,844	\$ 7,395,395
8165 2016 FLOOD COSTS	8,258	-	(8,258)	-	(8,258)
Total expended to date including 2016 Flood Costs	\$ 10,590,707	\$ 11,118,991	\$ 528,285	\$ 17,977,844	\$ 7,387,137

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Finance

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

Fire Services Revenue	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	94,245	94,245	(0)	161,563	67,318
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	261,634	261,634	-	448,515	186,881
Total Revenue to date	\$ 355,879	\$ 355,879	\$ (0)	\$ 610,078	\$ 254,199

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Finance

Engineering and Public Works Actuals to October 31, 2017

REVENUE	Actual & Committed Y-T-D Oct 31, 2017	Budget Y-T-D Oct 31, 2017	Variance Y-T-D Oct 31, 2017	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	\$351,853	\$387,333	-\$35,480	\$664,000	-\$312,147	52.99%
SOLIDWASTE TIP FEES	\$1,201,300	\$1,166,667	\$34,634	\$2,000,000	-\$798,700	60.07%
SOLIDWASTE COST RECOVERIES	\$304,762	\$175,000	\$129,762	\$300,000	\$4,762	101.59%
SEWER PERMIT FEES	\$56,675	\$58,333	-\$1,658	\$100,000	-\$43,325	56.67%
BUILDINGS	\$324,055	\$302,332	\$21,723	\$680,079	-\$356,024	47.65%
MISCELLANEOUS REVENUE			\$0	\$0	\$0	0.00%
WATER UTILITY ADMIN FEE	\$2,888,381	\$2,888,381	\$0	\$4,951,510	-\$2,063,129	58.33%
TOTAL PW REVENUES	\$5,127,026	\$4,978,046	\$148,979	\$8,695,589	-\$3,568,563	58.96%
EXPENDITURES						
ADMINISTRATION	\$2,498,080	\$2,838,693	\$340,614	\$4,848,377	\$2,350,297	51.52%
ENGINEERING	\$403,987	\$433,255	\$29,268	\$726,956	\$322,969	55.57%
CENTRAL DIVISION	\$3,827,684	\$3,570,522	-\$257,162	\$6,632,216	\$2,804,532	57.71%
EAST DIVISION	\$3,524,065	\$3,686,272	\$162,207	\$6,392,426	\$2,868,361	55.13%
NORTH DIVISION	\$1,616,463	\$1,925,810	\$309,347	\$3,128,159	\$1,511,696	51.67%
SOLID WASTE	\$7,151,250	\$7,161,372	\$10,121	\$11,997,594	\$4,846,344	59.61%
MECHANICAL FLEET	\$2,146,549	\$2,447,519	\$300,970	\$4,119,178	\$1,972,629	52.11%
TRANSIT	\$1,917,495	\$2,175,010	\$257,515	\$3,677,162	\$1,759,667	52.15%
QUALITY CONTROL	\$1,557,013	\$1,541,852	-\$15,161	\$2,845,569	\$1,288,556	54.72%
TOTAL PW EXPENDITURES	\$24,642,586	\$25,780,304	\$1,137,718	\$44,367,637	\$19,725,051	55.54%

Signature:

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Director of Engineering & Public Works

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Chief Financial Officer

Planning / ByLaw / Planning Inspection	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 719,432	\$ 767,854	\$ 48,421	\$ 1,287,913	\$ 568,481
6010 BENEFITS	151,113	155,997	4,884	255,950	104,837
6020 TRAINING/EDUCATION	4,614	7,417	2,802	17,000	12,386
6030 TRAVEL/CONFERENCES	17,086	18,583	1,497	31,000	13,914
6040 PROF MEM/DUES & FEES	2,853	3,158	505	7,000	4,347
6050 OFFICE SUPPLIES	7,073	11,375	4,302	19,500	12,427
6060 OFFICE EQUIPMENT	4,221	8,458	4,238	14,500	10,279
6080 ADVERTISING	5,344	12,667	7,322	32,000	26,656
6110 TELEPHONE/FAX	8,783	14,000	5,217	24,000	15,217
6120 PUBL./SUBSCRIPTIONS	-	758	758	1,300	1,300
6130 COMPUTER HARDWARE	2,786	5,083	2,297	13,000	10,214
6140 COMPUTER SOFTWARE	5,112	5,750	638	7,000	1,888
6150 MEETING EXPENSE	787	2,450	1,663	4,200	3,413
6170 PROMOTION	10,218	10,218	-	30,000	19,782
7130 DEMOLITIONS	323,615	-	(323,615)	120,000	(203,615)
7505 GASOLINE & DIESEL	-	6,417	6,417	11,000	11,000
8000 OPERATIONAL EQUIPMENT	-	13,417	13,417	23,000	23,000
8010 OPERATIONAL MAT/SUPP	2,570	2,333	(237)	4,000	1,430
8090 UNIFORMS / CLOTHING	4,631	4,958	327	8,500	3,869
8100 PROFESSIONAL SERVICE	9,079	12,917	3,838	53,000	43,921
8110 CONTRACTS/AGREEMENTS	228,172	237,992	9,821	436,795	208,623
8130 LICENSES/PERMITS	74,166	73,860	(306)	73,860	(306)
8135 REGULATORY FEES	34,647	35,440	793	45,000	10,353
8150 GRANTS /SUBS TO ORG	53,584	53,584	-	80,000	26,416
Total expended to date excluding 2016 Flood Costs	\$ 1,669,688	\$ 1,464,687	\$ (205,001)	\$ 2,599,518	\$ 929,830
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,669,688	\$ 1,464,687	\$ (205,001)	\$ 2,599,518	\$ 929,830

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	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 14,591	\$ 7,583	\$ 7,008	\$ 13,000	\$ (1,591)
5113 Animal Licenses	8,931	4,083	4,848	7,000	(1,931)
5114 Taxi Licenses	12,950	10,500	2,450	18,000	5,051
5115 Vending Machine Licenses	7,250	5,833	1,417	10,000	2,750
5301 Parking Meter Revenue	236,426	213,450	22,975	365,915	129,489
Total Bylaw Revenue	\$ 280,148	\$ 241,450	\$ 38,697	\$ 413,915	\$ 133,767
Development / Planning Revenue					
5496 Mapping Sales	\$ -	\$ 1,167	\$ (1,167)	\$ 2,000	\$ 2,000
5495 Other Sales	4,305	1,633	2,672	2,800	(1,505)
5101 Building Permits	130,403	99,499	30,904	170,570	40,167
5102 Subdivision Fees	21,680	18,667	3,013	32,000	10,320
Total Develop / Planning Rev	\$ 156,388	\$ 120,966	\$ 35,423	\$ 207,370	\$ 50,982
Total Bylaw / Dev / Planning Revenue	\$ 436,536	\$ 362,416	\$ 74,120	\$ 621,285	\$ 184,749

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

Statement of Expenditures

October 31, 2017

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES	\$ 768,604	\$ 726,272	\$ (42,332)	\$ 1,218,168	\$ 449,564
6010 BENEFITS	131,200	126,361	(4,839)	211,944	80,744
6020 TRAINING	851	3,500	2,649	6,000	5,149
6030 TRAVEL/CONFERENCES	6,159	6,167	7	8,000	1,841
6040 PROF MEM/DUES & FEES	1,030	1,292	262	1,500	470
6050 OFFICE SUPPLIES	5,840	5,000	(840)	5,000	(840)
6060 OFFICE EQUIPMENT	288	1,167	878	2,000	1,712
6080 ADVERTISING	17,267	10,000	(7,267)	10,000	(7,267)
6100 COURIER	656	875	219	1,500	844
6110 TELEPHONE/FAX	10,719	14,292	3,573	24,500	13,781
6130 COMPUTER HARDWARE	3,222	3,222	-	4,000	778
6140 COMPUTER SOFTWARE	2,137	2,137	-	3,000	863
6150 MEETING EXPENSES	471	583	113	1,000	529
6160 LIABILITY INSURANCE	7,814	16,333	8,519	28,000	20,186
7000 HEAT	34,838	24,675	(10,163)	41,500	6,662
7010 ELECTRICAL	228,711	151,897	(77,113)	520,000	291,289
7020 WATER	8,996	9,667	671	44,000	35,004
7030 BLDG/FACILITY MAINT	36,801	52,500	15,699	90,000	53,199
7040 BLDG/FACILITY REPAIR	28,563	36,667	8,103	60,000	31,437
7050 BLDG/FACILITY INS	15,876	11,492	(4,384)	19,700	3,824
7060 BLDG/FACILITY RENOV	322	322	0	25,000	24,678
7080 PLANT MAINTENANCE	76,932	45,000	(31,932)	45,000	(31,932)
7110 SECURITY	34,502	37,917	3,415	65,000	30,498
7500 VEH/EQUIP MAINT	326	583	257	1,000	674
7510 VEH/EQUIP REPAIRS	8,893	7,292	(1,601)	12,500	3,607
7520 VEH/EQUIP INSURANCE	1,533	2,100	567	3,600	2,067
7540 VEH/EQUIP RENTAL	(2,347)	2,500	4,847	2,500	4,847
8000 OPERATIONAL EQUIPMENT	2,515	2,917	402	5,000	2,485
8010 OPERATIONAL MAT/SUPP	91,880	90,958	(922)	142,500	50,620
8050 COST OF SALES	448,237	329,583	(118,653)	565,000	116,763
8090 UNIFORMS/CLOTHING	2,933	4,375	1,442	7,500	4,567
8100 PROFESSIONAL SERVICE	26,616	2,500	(24,116)	2,500	(24,116)
8110 CONTRACTS/AGREEMENTS	11,707	15,833	4,126	130,000	118,293
Total expended to date excluding 2016 Flood Costs	\$ 2,014,090	\$ 1,745,678	\$ (268,412)	\$ 3,306,912	\$ 1,292,822
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,014,090	\$ 1,745,678	\$ (268,412)	\$ 3,306,912	\$ 1,292,822

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

Statement of Revenue

October 31, 2017

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 107,324	\$ 216,571	\$ (109,247)	\$ 758,000	\$ 650,676
GL 5002 Public Skating	2,141	-	2,141	-	(2,141)
GL 5004 Arena Rental	13,806	-	13,806	-	(13,806)
GL 5006 Canteen Sales	168,030	176,216	(8,185)	870,000	701,970
GL 5009 Major Events	31,308	56,842	(25,534)	75,000	43,692
GL 5010 Other Revenue	171,809	53,282	118,527	120,000	(51,809)
GL 5033 Program Equipment	12,965	-	12,965	-	(12,965)
GL 5034 Facility Rentals	100,013	-	100,013	-	(100,013)
GL 4808 Advertising Revenue	5,000	-	5,000	-	(5,000)
Total Revenue To Date	\$ 612,397	502,911	\$ 109,486	\$ 1,823,000	\$ 1,210,603

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**Parks and Grounds
Operations**

Statement of Expenditures

October 31, 2017

Parks & Grounds	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 919,053	\$ 993,615	\$ 74,562	\$ 1,666,580	\$ 747,527
6010 BENEFITS	205,128	205,972	844	345,475	140,347
6020 TRAINING/EDUCATION	8,870	2,387	(6,483)	2,387	(6,483)
6030 TRAVEL/CONFERENCES	7,216	7,227	11	8,104	888
6040 PROF MEM/DUES & FEES	-	-	-	200	200
6050 OFFICE SUPPLIES	697	1,292	595	2,153	1,456
6060 OFFICE EQUIPMENT	-	350	350	500	500
6080 ADVERTISING	-	225	225	300	300
6110 TELEPHONE/FAX	3,964	3,485	(479)	5,750	1,786
6130 COMPUTER HARDWARE	-	-	-	250	250
7000 HEAT	1,347	2,343	996	3,866	2,519
7010 ELECTRICAL	61,007	61,517	510	75,000	13,993
7020 WATER	8,022	13,696	5,673	22,600	14,578
7030 BLDG/FACILITY MAINT	3,386	2,550	(836)	5,100	1,714
7040 BLDG/FACILITY REPAIR	2,379	3,875	1,496	7,750	5,371
7060 BLDG/FACILITY RENOV	210	4,426	4,215	7,303	7,093
7080 PLANT MAINTENANCE	310	1,160	850	1,664	1,354
7110 SECURITY	-	4,602	4,602	7,100	7,100
7510 VEH/EQUIP REPAIRS	274	788	513	1,350	1,076
7530 VEH/EQUIP REPLACEMENT	-	-	-	25,000	25,000
7540 VEH/EQUIP RENTAL	842	8,750	7,908	15,000	14,158
7560 VEH EQUIP SUPPLY	365	-	(365)	-	(365)
8000 OPERATIONAL EQUIP	21,008	14,830	(6,178)	25,423	4,415
8010 OPERATIONAL MAT/SUPP	307,784	272,260	(35,524)	345,000	37,216
8020 MAINTENANCE EQUIP	24,434	16,000	(8,434)	32,000	7,566
8080 STREET LIGHTS	1,809	-	(1,809)	-	(1,809)
8090 UNIFORMS/CLOTHING	6,550	6,635	86	12,283	5,733
8100 PROFESSIONAL SERV	-	183	183	313	313
8110 CONTRACTS & AGRMNT	358,886	231,592	(127,294)	275,335	(83,551)
8140 EASEMENTS/ROW COST	280	-	(280)	-	(280)
Total expended to date excluding 2016 Flood Costs	\$ 1,943,821	\$ 1,859,758	\$ (84,064)	\$ 2,893,786	\$ 949,965
8165 2016 FLOOD COSTS	162,621	-	(162,621)	-	(162,621)
Total expended to date including 2016 Flood Costs	\$ 2,106,442	\$ 1,859,758	\$ (246,684)	\$ 2,893,788	\$ 787,344

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Buildings	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 741,487	\$ 825,610	\$ 84,123	\$ 1,384,787	\$ 643,300
6010 BENEFITS	177,210	187,799	10,589	314,994	137,784
6020 TRAINING/EDUCATION	323	370	47	2,500	2,177
6030 TRAVEL/CONFERENCES	-	-	-	2,500	2,500
6040 PROF MEM/DUES & FEES	-	55	55	100	100
6050 OFFICE SUPPLIES	1,352	592	(760)	800	(552)
6060 OFFICE EQUIPMENT	1,713	2,070	357	3,700	1,987
6110 TELEPHONE/FAX	4,886	4,744	(143)	8,150	3,264
6130 COMPUTER HARDWARE	1,794	2,192	398	4,000	2,206
6140 COMPUTER SOFTWARE	173	2,333	2,160	4,000	3,827
7000 HEAT	26,256	21,947	(4,309)	100,000	73,744
7010 ELECTRICAL	249,383	249,600	217	465,000	215,617
7020 WATER	11,382	11,323	(59)	17,980	6,598
7030 BLDG/FACILITY MAINT	454	7,813	7,359	14,000	13,546
7040 BLDG/VACILITY REPAIR	3,564	30,869	27,305	56,250	52,686
7050 BLDG/FACILITY INS	118,717	90,125	(28,592)	154,500	35,783
7060 BLDG/FACILITY RENOV	20,853	54,800	33,947	100,000	79,147
7070 BLDG/FACILITY RENTAL	104,036	101,956	(2,080)	175,000	70,964
7080 PLANT MAINTENANCE	221	12,471	12,250	22,500	22,279
7100 MAINT. TOOLS/EQUIP	3,185	2,042	(1,144)	3,500	315
7110 SECURITY	60,371	62,472	2,101	114,000	53,629
7505 GASOLINE & DIESEL	-	2,192	2,192	4,000	4,000
7510 VEH/EQUIP REPAIRS	-	1,167	1,167	2,000	2,000
7540 VEH/EQUIP RENTAL	2,281	750	(1,531)	750	(1,531)
7570 VEH/EQUIP TOOLS	-	1,750	1,750	3,000	3,000
8000 OPERATIONAL EQUIP	1,520	2,016	496	3,650	2,130
8010 OPERATIONAL MAT/SUPP	81,470	39,136	(42,334)	80,500	(970)
8020 MAINTENANCE EQUIP	-	2,192	2,192	4,000	4,000
8030 MAINTENANCE MAT/SUPP	-	3,562	3,562	6,500	6,500
8090 UNIFORMS/CLOTHING	1,174	2,603	1,429	4,750	3,576
8100 PROFESSIONAL SERVICE	-	26,742	26,742	48,800	48,800
8110 CONTRACTS/AGREEMENTS	220,296	105,000	(115,296)	180,000	(40,296)
8150 GRANTS/SUBS TO ORG	35,000	35,000	-	60,000	25,000

Total expended to date
excluding 2016 Flood Costs

\$1,869,103 \$1,893,294 \$24,190 \$3,346,211 \$1,477,108

8165 2016 FLOOD COSTS

392 - (392) - (392)

Total expended to date including
2016 Flood Costs

\$ 1,869,495 \$ 1,893,294 \$ 23,798 \$ 3,346,211 \$ 1,476,716

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Recreation Cultural Services

Statement of Expenditures

October 31, 2017

	Year to data Expended	7 Month Budget	7 Month Budget	Annual Budget	Annual Budget
Recreation/Cultural Services			Variance		Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 860,771	\$ 812,435	\$ (48,336)	\$ 1,145,956	\$ 285,185
6020 TRAINING/EDUCATION	10,945	11,960	1,015	16,000	5,055
6030 TRAVEL/CONFERENCES	10,888	12,417	1,529	35,000	24,112
6040 PROF MEM/DUES & FEES	3,381	3,500	119	3,500	119
6050 OFFICE SUPPLIES	5,337	5,458	122	8,000	2,663
6060 OFFICE EQUIPMENT	4,910	4,667	(244)	8,000	3,090
6080 ADVERTISING	36,515	46,398	9,883	76,000	38,485
6110 TELEPHONE/FAX	6,585	8,750	2,165	15,000	8,415
6120 PUBL./SUBSCRIPTIONS	111	299	188	400	289
6130 COMPUTER HARDWARE	2,741	2,741	-	7,000	4,259
6160 LIABILITY INSURANCE	5,639	5,833	194	10,000	4,361
7070 BLDG/FACILITY RENTAL	19,942	26,833	6,891	46,000	26,058
8000 OPERATIONAL MAT/SUPPLY	160,311	161,083	773	176,000	14,689
8025 COMMUNITY EVENTS	192,370	224,359	31,989	384,615	192,245
8150 SCHOLORSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	335,010	356,562	21,552	356,562	21,552
8170 OPERATING GRANTS POLICY	395,476	380,500	(14,976)	380,500	(14,976)
Total expended to date excluding 2016 Flood Costs	\$ 2,070,932	\$ 2,083,796	\$ 12,864	\$ 2,686,533	\$ 615,601
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,070,932	\$ 2,083,796	\$ 12,864	\$ 2,686,533	\$ 615,601

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**Recreation /
Cultural Services**

Statement of Revenue

October 31, 2017

Recreation/Cultural Services	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	\$ 30,000	\$ 24,000	\$ 6,000	\$ 24,000	\$ (6,000)
5034 FACILITY RENTALS	8,931	8,750	181	15,000	6,069
Total Revenue To Date	\$ 38,931	\$ 32,750	\$ 6,181	\$ 39,000	\$ 69

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Cape Breton Regional Municipality Water Utility
Statement of Operations to Oct 31, 2017

	Actual Y-T-D Oct 31, 2017	Budget Y-T-D Oct 31, 2017	Variance Y-T-D Oct 31, 2017	Total Annual Budget 2017-2018
Revenue				
Operating:				
Metered Sales	\$ 9,243,365.00	10,551,883.00	\$ 1,308,518.00	18,088,943.00
Public Fire Protection	\$ 4,190,473.00	4,190,477.00	\$ 4.00	7,183,675.00
Interest on Overdue Accounts	\$ 224,155.00	\$ 194,323.00	\$ (29,832.00)	333,125.00
Other Operating Revenue	\$ 35,392.00	\$ 121,437.00	\$ 86,045.00	208,178.00
Total Operating Revenue	\$ 13,693,385.00	\$ 15,058,120.00	\$ 1,364,735.00	25,813,921.00
Expenditures				
Operating Expenses				
Source of Supply	\$ 174,303.00	\$ 329,583.00	\$ 155,280.00	565,000.00
Power and Pumping	\$ 822,490.00	\$ 1,191,476.00	\$ 368,986.00	2,042,530.00
Water Treatment	\$ 1,894,437.00	\$ 2,172,464.00	\$ 278,027.00	3,724,190.00
Transmission & Distribution	\$ 2,303,791.00	\$ 2,672,464.00	\$ 368,673.00	4,581,366.00
Administration & General	\$ 1,352,840.00	\$ 1,719,243.00	\$ 366,403.00	2,947,273.00
Depreciation	\$ 2,259,817.00	\$ 2,259,822.00	\$ 5.00	3,873,980.00
Taxes	\$ 1,151,161.00	\$ 1,310,604.00	\$ 159,443.00	2,246,750.00
Total Operating Expenses	\$ 9,958,839.00	\$ 11,655,656.00	\$ 1,696,817.00	19,981,089.00
Operating Profit/(Loss)	\$ 3,734,546.00	\$ 3,402,464.00	\$ (332,082.00)	5,832,832.00

Non Operating Revenue	Actual Y-T-D Oct 31,2017	Budget Y-T-D Oct 31,2017	Variance Y-T-D Oct 31,2017	Total Annual Budget 2017-18
Debt Charge Income				
Interest Income				
Transfer from Depreciation				
Non Operating Expenses				
Short term interest charges	\$ 72,917.00	\$ 74,740.00	\$ 1,823.00	128,125.00
Debt Charges				
Principal	\$ 2,192,939.00	\$ 2,273,736.00	\$ 80,797.00	3,897,833.00
Interest	\$ 972,061.00	\$ 947,843.00	\$ (24,218.00)	1,624,874.00
Amortization of Debt Discount	\$ 18,669.00	\$ 18,667.00	\$ (2.00)	32,000.00
Capital Expenditures out of operations	\$ 87,500.00	\$ 87,500.00	\$ -	150,000.00
Appropriation - Rolling stock -Fleet			\$ -	
Total Non Operating Expenses	\$ 3,344,086.00	\$ 3,402,486.00	\$ 58,400.00	\$ 5,832,832.00
Non- Operating Profit/Loss	\$ 3,344,086.00	\$ 3,402,486.00	\$ 58,400.00	\$ 5,832,832.00
TOTAL UTILITY REVENUES (OPERATING & NON-OPE	\$ 13,693,385.00	\$ 15,058,120.00	\$ 1,364,735.00	\$ 25,813,921.00
TOTAL UTILITY EXPENSES (OPERATING & NON-OPE	\$ 13,302,925.00	\$ 15,058,142.00	\$ 1,755,217.00	\$ 25,813,921.00
CRM WATER UTILITY PROFIT/(LOSS)	\$ 390,460.00	\$ (22.00)	\$ (390,482.00)	\$ -

Prepared by Judy Sampson

Review by Greg Penney

Date 15-Nov-17

Port of Sydney Development Corporation

Income Statement for 7 Month Period Ended October 31, 2017

	YTD Actual	YTD Budget	Variance to Budget	Annual Budget
Wharfrage & Berthage	327,301	342,036	(14,735)	473,762
Event Revenue	42,148	38,510	3,638	66,930
Miscellaneous	19,442	3,700	15,742	4,200
Storage & Rental	220,171	204,884	15,287	241,984
Passenger tax	944,540	936,691	7,849	936,691
Craft Market Revenue	83,077	102,300	(19,223)	102,300
Security/Traffic Control	123,230	115,983	7,247	138,416
Business Development - Harbour	113,420	119,000	(5,580)	204,000
Government Funding	66,366	0	66,366	0
	1,939,694	1,863,103	76,591	2,168,283
Wages & Salaries	446,305	529,345	(83,040)	823,821
Professional Fees	28,745	40,999	(12,254)	63,000
Advertising & Promotions	25,309	26,624	(1,315)	49,599
Cruise activities	27,473	24,910	2,563	40,485
Dues & Membership Fees	23,943	27,730	(3,787)	45,187
Event Expense	240	500	(260)	3,585
Insurance	42,089	30,783	11,306	63,228
Interest & Bank Charges	2,696	2,860	(164)	4,760
Office & Admin	18,114	22,902	(4,788)	29,085
Miscellaneous	11,326	27,400	(16,074)	35,400
Repairs & Maintenance	178,288	203,958	(25,670)	275,824
Travel	17,028	35,020	(17,992)	56,090
Utilities	99,947	105,835	(5,888)	199,085
Security Expense	130,384	125,156	5,228	155,091
Business Development - Harbour	113,420	119,000	(5,580)	204,000
Leasehold Improvements	6,067	50,000	(43,933)	50,000
	1,171,372	1,373,022	(201,650)	2,098,240
Surplus Before Amortization	768,321	490,082	278,239	70,043
Less Amortization	(208,490)	(208,490)	0	(357,412)
Surplus	559,831	281,592	278,239	(287,369)

