

Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, SEPTEMBER 19TH, 2017

6:00 P.M.

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

Cape Breton Regional Municipal Council

Tuesday, September 19th, 2017

6:00 p.m.

AGENDA ITEMS

ROLL CALL

O' Canada

Moment of Silent Reflection

1. APPROVAL OF MINUTES: (Previously Distributed)

- Regular Council – August 15, 2017

2. PROCLAMATIONS & RESOLUTIONS:

- 2.1 Prostate Cancer Awareness Month:
Councillor Clarence Prince (See page 7)
- 2.2 CBRM Architecture Week: – Councillor Clarence Prince (See page 8)
- 2.3 Right to Know Week:
Deputy Mayor Eldon MacDonald (See page 9)
- 2.4 World Mental Health Day:
Deputy Mayor Eldon MacDonald (See page 10)
- 2.5 Trigeminal Neuralgia Day - Light Up Teal: Councillor George MacDonald
(See page 11)
- 2.6 Pregnancy and Infant Loss Awareness Day: – Councillor Earlene
MacMullin (See page 12)
- 2.7 Peace Quest Cape Breton – New United Nations Treaty Prohibition of
Nuclear Weapons: Councillor Amanda McDougall (See page 14)

Continued...

3. **PRESENTATION:**

- 3.1 **Governor General of Canada's Sovereign's Medal for Volunteers:** Mayor Cecil P. Clarke (See page 15)

4. **DELEGATION:**

- 4.1 **4 Engineer Support Regiment – Upcoming Military Exercise Based in Sydney, NS:** Spokespersons Lieutenant Colonel Chris Cotton and Chief Warrant Officer George Martin (See page 17)

5. **REPORTS:**

- 5.1 **CBU – Past, Present, Future – Five Year Revitalization Plan:** Spokespersons:
- Mr. Dale Keefe, Interim-President
- Mr. Richard MacKinnon, Interim Vice-President – Academic
- Mr. Gordon MacInnis, Vice-President – Finance & Operations
(See page 30)
- 5.2 **Port of Sydney Development Corporation – Financial Report:** Marlene Usher, Chief Executive Officer (See page 41)

6. **BUSINESS ARISING:**

- 6.1 **Council – August 15, 2017:**
- a) **Appeal – Council Decision Re: Funding Request – Lingan Golf Club:** Marie Walsh, Chief Administrative Officer (See page 62)
 - b) **Amendment to Schedule B of the CBRM Civic Addressing Policy:** Malcolm Gillis, Director of Planning and Development (See page 66)
 - c) **Where Marine Related Uses are Permitted:** Malcolm Gillis, Director of Planning and Development (See page 74)

Continued...

7. **PLANNING ISSUES:**

7.1 **REQUESTS FOR MUNICIPAL PLANNING STRATEGY AMENDMENTS:**

- a) **Request from Kevin Dixon to Amend the Municipal Planning Strategy and Land Use By-law to allow for Motor Vehicle Repair at 1929 Kings Road, Howie Center (PID 15046592):** Karen Neville, Planner (See page 93)
- b) **Request from Mark Head to Amend the Municipal Planning Strategy and Land Use By-law to allow for a Marine Assembly and Repair Facility at 62 Birch Grove Road, Port Morien (PID I5372089):** Karen Neville, Planner (See page 110)

7.2 **APPROVAL TO ADVERTISE:**

- a) **Zoning Amendment Application #1036 - Gary Mansfield, 79 Pierce Street, North Sydney:** Karen Neville, Planner (See page 113)

7.3 **STREET RENAMING:**

- a) **Renaming of Hemlock Drive, Sydney River:** Karen Neville, Planner (See page 118)

7.4 **REQUEST FOR STAFF ISSUE PAPER:**

- a) **2016 Thanksgiving Day Flood – Proposed No-Development Zone:** Councillor Ray Paruch (See page 121)

8. **CORPORATE SERVICES ISSUES:**

- 8.1 **Borrowing Resolution, Operating:** Jennifer Campbell, Chief Financial Officer (See page 122)
- 8.2 **Right of Way Request/Trans-Atlantic Preforms Limited - Sydport Industrial Park:** Demetri Kachafanas, Regional Solicitor (See page 123)

Continued...

Corporate Services Issues (Cont'd):

- 8.3 **Richard and Sarah Gibbs – Request to Purchase Vacant Lot at Gannon Road, North Sydney (PID 15034291) File No. 07485:** Sheila Kolanko, Senior Paralegal / Property Manager (See page 127)
- 8.4 **Request for Amendment to Lease - Port Morien Wildlife Association (PID 15580368) Sand Lake, CBRM:** Sheila Kolanko, Senior Paralegal / Property Manager (See page 129)
- 8.5 **Requests for Street Closure and Sale:** Sheila Kolanko, Senior Paralegal / Property Manager
- a) **Grayson & Cheryl McCann - Portion of Alleyway running off Gatacre Street, Sydney:** (See page 130)
- b) **Marine Atlantic Terminal Expansion - Portion of 15722960, Pleasant Street, North Sydney:** (See page 132)
- 8.6 **Maintenance Employees – Canada Games Complex:** Bill Murphy, Director of Recreation, Parks & Grounds, Buildings & Facilities (See page 137)
9. **CBRM FINANCIAL REPORTS:** Jennifer Campbell, Chief Financial Officer
For information only.
- 9.1 **Statements to July 31, 2017:** (See page 140)
- 9.2 **Final Year-End Statements to March 31, 2017:** (See page 166)

Adjournment

Cape Breton Regional Municipality

Proclamation

“Prostate Cancer Awareness Month”

Whereas: Prostate cancer is the most common cancer to affect Canadian men. An estimated 24,000 Canadian men will be diagnosed with this disease in 2017;

And Whereas: 1 in every 8 Canadian men will be diagnosed with the disease during his life time. Those with a family history of the disease or those of African or Caribbean descent are at greater risk of developing prostate cancer; the survival rate for prostate cancer can be over 90% when detected early;

And Whereas: Prostate Cancer Canada recommends that men get a PSA test in their 40s to establish their baseline and encourages men to take charge of their health by having annual medical check-ups, and support research to uncover better diagnostics and treatment options for those living with prostate cancer;

Be It Therefore Resolved: That Mayor Cecil P. Clarke & Council of CBRM proclaim September, 2017 as “Prostate Cancer Awareness Month” to bring about more public awareness of the importance of early detection and treatment in combating Prostate Cancer.

Councillor Clarence Prince – District #1 - CBRM

September 19th, 2017

PROCLAMATION

“CBRM Architecture Week”

- Whereas:** Architects express the richness of our community’s heritage and the vitality of its spirit, combining advances in building technology with design innovation to enliven our communities and improve our quality of life;
- And Whereas:** The architecture profession in our CBRM communities is conscientious in its stewardship and historic treasures;
- And Whereas:** Architecture Week is an outreach campaign, focused on encouraging the public’s appreciation of design and honours the role that our local architects play in shaping our communities;
- And Whereas:** The Nova Scotia Association of Architects, in conjunction with the Architects Association of New Brunswick and the Architects Association of Prince Edward Island are hosting a Maritime wide cultural event to be called Architecture Week;
- And Whereas:** This Maritime Architecture Week will be simultaneously celebrated annually in each of the three provinces and the six day event will commence on the first Monday of October which is also recognized internationally as “World Architecture Day”;
- Be It Therefore Resolved:** That I, Mayor Cecil P. Clarke and CBRM Council proclaim October 2nd to October 7th, 2017 as “Architecture Week” in the Cape Breton Regional Municipality and encourage all citizens to honour our architects and recognize the positive role that they play in our continued economic prosperity.

Councillor Clarence Prince - District #1 - CBRM

Dated this 19th day of September, 2017

CBRM PROCLAMATION

“Right to Know Week”

- Whereas:** The Cape Breton Regional Municipality has adopted the principles of openness, transparency and accountability; and
- Whereas:** Part XX of the *Municipal Government Act* gives citizens a right of access to information in the custody or under the control of the Cape Breton Regional Municipality;
- Whereas:** Access to information ensures citizens of Nova Scotia have the opportunity for meaningful participation in the democratic process; and
- Whereas:** A celebration of the right of citizens to access information will facilitate informed public participation in policy formulation, ensure fairness in government decision-making and permit the airing and reconciliation of divergent views; and
- Whereas:** Cape Breton Regional Municipality joins all other Canadian jurisdictions and democracies world – wide in acknowledging international Right to Know Week;
- Be It Therefore Resolved:** That Mayor Cecil P. Clarke & Council of the Cape Breton Regional Municipality, proclaim September 25 to October 1, 2017 to be “*Right to Know Week*” in the CBRM..

Deputy Mayor Eldon Macdonald - District 5 - CBRM

September 19th, 2017



"A Community of Communities"

PROCLAMATION

"WORLD MENTAL HEALTH DAY"

- WHEREAS:** World Mental Health Day is celebrated on October 10th and the theme for 2017 "Mental Health in the Workplace".
- WHEREAS:** Mental health in the workplace affects 350 million people globally and depression costs more for employers than is spent on effectively managing it.
- WHEREAS:** Speaking out about mental health is needed to reduce stigma and ensure that no one feels alone in their fight for mental wellness.
- WHEREAS:** The Amanda Todd Legacy is a non-profit society that focuses on awareness and the well-being of individuals with respect to prevention and awareness relating to bullying, cyber abuse and internet safety as well as resources and education that encourage mental wellness and healthy living
- BE IT THEREFORE** That Mayor Cecil P. Clarke & Council of CBRM proclaim October 10th, 2017 as World Mental Health Day in the Cape Breton Regional Municipality, and encourage citizens and businesses to show their support in raising awareness by using purple to decorate, lighting-up buildings or wear on Mental Health Day.

Deputy Mayor Eldon MacDonald
District #5 – CBRM

September 19, 2017



PROCLAMATION

“Trigeminal Neuralgia Day - Light Up Teal”

- Whereas:** Trigeminal neuralgia (TN) is one of the most painful conditions ever known to humankind. The disorder is rather rare, however many organizations raise public awareness of it. Observance of International Trigeminal Neuralgia Awareness Day on October 7 is one of the ways to educate people about TN;
- And Whereas:** TN is characterized by intense facial pain originated from the trigeminal nerve, and it occurs most often in people over age 50, although it can occur at any age, including infancy. The possibility of TN being caused by multiple sclerosis increases when it occurs in young adults.
- And Whereas:** It is estimated that one person in 15,000 to 20,000 suffers from this condition, however the real figure may be higher due to misdiagnoses. The incidence of new cases is approximately 12 per 100,000 people per year, and the disorder is more common in women than in men. During recent years, the cases of TN drew much attention after several celebrities were diagnosed with this condition;
- And Whereas:** Trigeminal neuralgia has generated increasing national support with its “Light Up Teal” campaign to increase research funding and to raise awareness about this unrelenting and painful disease; landmarks, iconic buildings, homes and businesses across Canada are being illuminated in purple light to bring attention to this terrible disease.
- Be It Therefore Resolved:** That CBRM Mayor Cecil P. Clarke and Council proclaim October 7, 2017 as Trigeminal Neuralgia Day in Cape Breton Regional Municipality, and encourage CBRM businesses and residents to “Light Up Teal” in support of the *Trigeminal Neuralgia and Me* (TNNME) Organization’s 2017 Campaign which is focused on reaching out to the World Health Organization to add Trigeminal Neuralgia to their Health Topic List.

Councillor George MacDonald
CBRM District #9

September 19, 2017

Proclamation

``Pregnancy & Infant Loss Awareness Day``

- Whereas:** October 15th is recognized worldwide and in other regions of Canada as Pregnancy and Infant Loss Awareness Day to symbolize our support of Nova Scotia's Bill 179, Pregnancy & Loss Awareness Act;
- And Whereas:** Each day in Canada five babies die within their first year, eight babies are stillborn and one in five pregnancies end in miscarriage resulting in one family in Nova Scotia per day experiencing the pain of losing a child as a result of miscarriage, stillbirth or neonatal loss;
- And Whereas:** There is a need to develop a greater awareness and understanding about the causes of pregnancy and infant loss so we can improve the healthcare provided for pregnant mothers and their babies;
- And Whereas:** The existence of babies and infants deserve to be recognized;
- And Whereas:** Increased awareness of the causes and impacts surrounding pregnancy and infant loss may lead to a greater understanding of support and resources in communities across Nova Scotia;
- And Whereas:** This declaration acknowledges the unique grief of bereaved parents and demonstrates support to the many families across Canada who have suffered a loss through miscarriage, medical termination, stillbirth or the death of their infant during delivery or shortly after birth;
- And Whereas:** Promoting awareness of pregnancy and infant loss increases the likelihood that these families will receive understanding and support as they face the challenges of their distinctive bereavement;
- And Whereas:** A day of remembrance honours the lives of the children and supports grieving parents, grandparents, siblings and other family members whose lives are forever altered by the heartbreak of losing a child;

- And Whereas:** Such activities emphasis the CBRM's commitment to supporting sensitivity and encouragement to bring this cause to light;
- And Whereas:** The day is observed with remembrance ceremonies and candle light vigils, concluding with the International Wave of Light, a worldwide lighting of candles at 7:00 p.m.;
- And Whereas:** The CBRM Mayor & Council wishes to recognize the profound grief experienced by families who lose an infant;
- Be It Therefore** That Mayor Cecil Clarke and CBRM Council hereby declare the day of October 15th, 2017 as ``Pregnancy & Infant Loss Awareness Day`` in the CBRM.

Councillor Earlene MacMullin
District 2 – CBRM

Dated this 19th day of September, 2017

RESOLUTION
“Peace Quest Cape Breton”
Request for Support - New United Nations Treaty on the
Prohibition of Nuclear Weapons

- Whereas:** In 2013, the Cape Breton Regional Municipality acceded to the request of Peace Quest Cape Breton to join the international Mayors for Peace organization, based in Hiroshima and working for a world free of nuclear weapons;
- And Whereas:** Peace Quest Cape Breton sees a crucial role for all levels of government in encouraging and fostering a culture of peace, tolerance, inclusion and non-violence from the global to the local level, values with Canada has long been associated;
- And Whereas:** From its inception, the United Nations has called for complete elimination of nuclear weapons under strict and verifiable international control, as the only dependable guarantee they will never be used again;
- And Whereas:** Recent major scientific studies have documented in new depth and detail the catastrophic, transnational impacts of nuclear weapons on the environment, socioeconomic development, the global economy, food security, and the health of current and future generations, with a disproportionate impact on women and girls as a result of ionizing radiation;
- And Whereas:** In July of this year, the United Nations General Assembly voted to adopt a Treaty on the Prohibition of Nuclear Weapons, a dramatic step which may prove instrumental in determining the fate of the planet.
- Be It Therefore Resolved:** That Mayor Cecil P. Clarke and CBRM Council approve the request from Peace Quest Cape Breton that, in its capacity as a member of “Mayors for Peace,” the Municipality call upon the Government of Canada to support and sign the new UN Nuclear Ban Treaty as the best means of establishing and enforcing a clear and comprehensive prohibition against the most dangerous and destructive weapons on earth.

Councillor Amanda McDougall
District #8 – CBRM

September 19, 2017



SOVEREIGN'S MEDAL FOR VOLUNTEERS

The Sovereign's Medal for Volunteers recognizes the exceptional volunteer achievements of Canadians from across the country and celebrates a wide range of voluntary contributions.

As an official honour created by the Crown, the Sovereign's Medal for Volunteers is part of the Canadian Honours System. The program has incorporated and replaced the Governor General's Caring Canadian Award, which was created in 1995, by then-Governor General the Right Honourable Roméo LeBlanc.

The Chancellery of Honours, part of the Office of the Secretary to the Governor General, administers the program.

Nomination Process and Eligibility Criteria

The Sovereign's Medal for Volunteers recognizes living Canadians who have made a significant, sustained and unpaid contribution to their community, in Canada or abroad. Non-Canadians are also eligible if their contribution brings benefit or honour to Canadians or to Canada.

Nominations for the Medal for Volunteers are accepted throughout the year by the Chancellery of Honours and reviewed by an advisory committee, which makes recommendations to the governor general. Existing Caring Canadian Award recipients will subsequently receive the medal to complement their award.

Nominate a friend, neighbour or member of your community who deserves this unique honour by visiting caring.gg.ca.

Description of the Medal

The Sovereign's Medal for Volunteers consists of a silver circular medal that is 36 mm in diameter with a suspension ring. The obverse depicts a contemporary effigy of the Sovereign, circumscribed with the inscription in capital letters of the Canadian Royal Title and the word "CANADA", separated by two maple leaves. The reverse bears a large and a small heart interlaced, set with five maple leaves on the outer edge of the large heart which is surmounted by a coronet bearing three maple leaves. The edge of the reverse is decorated with a sunburst pattern. The medal is suspended from a ribbon that is 32 mm in width, the edges of which shall consist of 9.25 mm deep red stripes and the centre of which shall consist of five 1.5 mm gold stripes interspersed with four 1.5 mm blue stripes.



Questions concerning the Sovereign's Medal for Volunteers can be sent to caring-entraide@gg.ca or by calling 613-991-6185 or 1-800-465-6890 (toll-free).

Governor General of Canada's Sovereign's Medal for Volunteers

Donald Edward MacAskill

Sydney, Nova Scotia

For more than two decades, Donald MacAskill has been involved with the Royal Canadian Legion in various roles, including those of executive member, sergeant-at-arms, and resident handyman. He also serves as a board member of the Steelworker's and Sydney Pensioner's Club, and previously volunteered with the Senior Skaters Health Project as well as with the Cadets.

John Brewer

Sydney, Nova Scotia

In addition to his 25 years with the Cape Breton Naval Veterans Association and his work with the Sea Cadets, John Brewer has been a member of the Royal Canadian Legion for over two decades. Apart from his duties in his long-held position of service officer, he has promoted Canada's military heritage through his work in his community.

Theodorus Martens

St. Peter's, Nova Scotia

For close to 50 years, Theodorus Martens has dedicated his life to serving his community and to improving the lives of veterans and civilians alike. He is a deeply committed citizen who, through his numerous volunteer initiatives, has brought many health services and programs to the Cape Breton community and to Nova Scotia as a whole.



4 Engineer Support Regiment
5 CDSB Gagetown
Oromocto, NB, E2V 4J5

From Lieutenant-Colonel Chris Cotton and
Chief Warrant Officer Georges Martin

08 September 2017

Deborah Campbell Ryan
CBRM Municipal Clerk
Suite 405
320 Esplanade
Sydney, Nova Scotia B1P 7B9

Dear

We are the command team for 4 Engineer Support Regiment (4 ESR) and we request to appear before Committee and Council to discuss our upcoming military exercise, Exercise NIHILO SAPPER (Ex NhS), that will be based in Sydney, NS. The exercise will take place from 24 October to 24 November 2017 and will have a significant footprint in the Open Hearth Park area. Due to this large presence it is our intention to lean forward and have council members and the public fully aware of what we are planning to do and the reasoning behind it.

As background 4 ESR is the engineer force generation lead for theatre activation for the Canadian Army and Ex NhS is the annual training event where we practice these skills. This year it will focus on theatre opening capabilities, such as Relocatable Temporary Camp Construction, and general support engineer tasks. The Ex NhS series has grown to be a Joint Engineer Concentration in an Adaptive Dispersed Operations environment with participation by elements of the Air Force, Army, Navy and Canadian Joint Operations Command. This Exercise offers an excellent opportunity to observe what is required to establish a military camp in a deployed setting.

Should you have any questions feel free to contact me at (506) 422 – 2833 or my Adjutant, Captain Duncan Cornish, at (506) 422 - 2834.

Regards,

ORIGINAL SIGNED BY

Lieutenant-Colonel C. Cotton
Commanding Officer
4 Engineer Support Regiment

ORIGINAL SIGNED BY

Chief Warrant Officer J.D.G. Martin
Regimental Sergeant Major
4 Engineer Support Regiment



By the Numbers

Personnel – 442
Equipment – 301+
Buildings – 10
5 Div Line Units – 1 of 2
Op Deployments* – 5
Stand-Up – 1992
Growth – 2010



Mission

- 4 ESR will continuously force generate combat-effective Engineer forces capable of providing full-spectrum Engineer effects, both domestically and internationally, in support of Canada's defence objectives



Operational Tasks

- Immediate Reaction Unit (Regional)
- Disaster Assistance Response Team
- Theatre Activation
- Divisional Troops
- Expedient Route Opening Capability



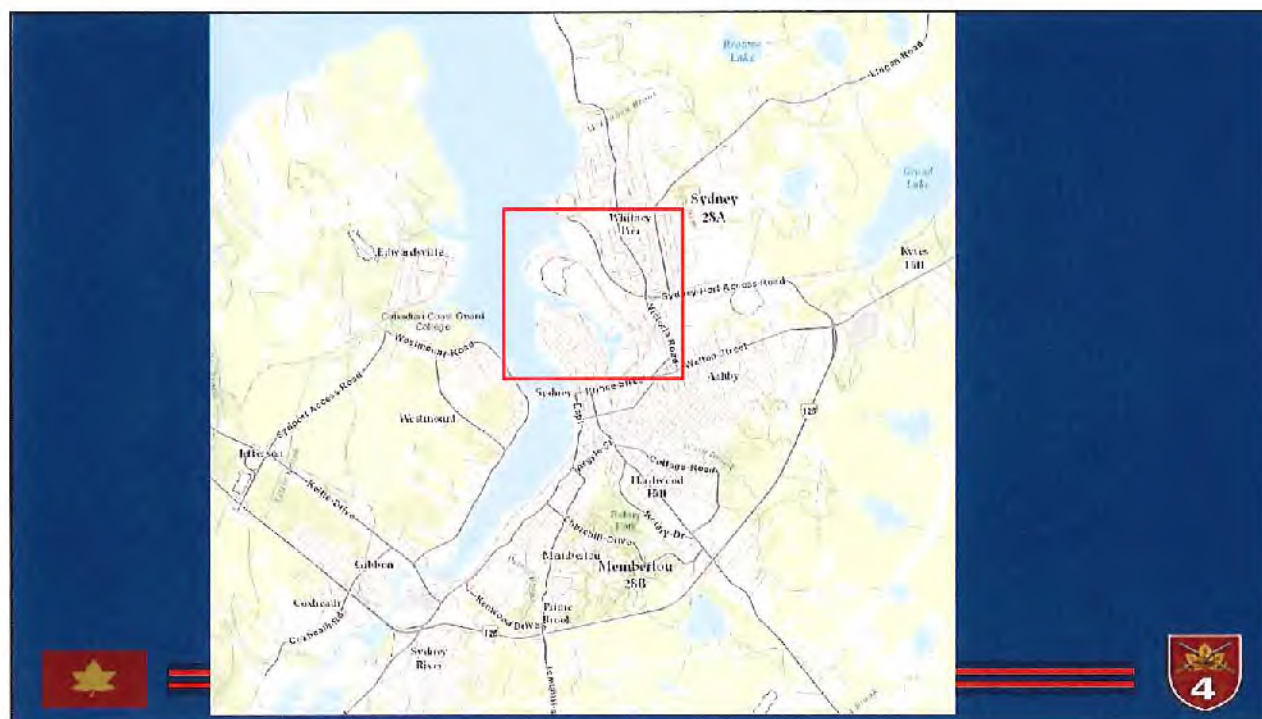
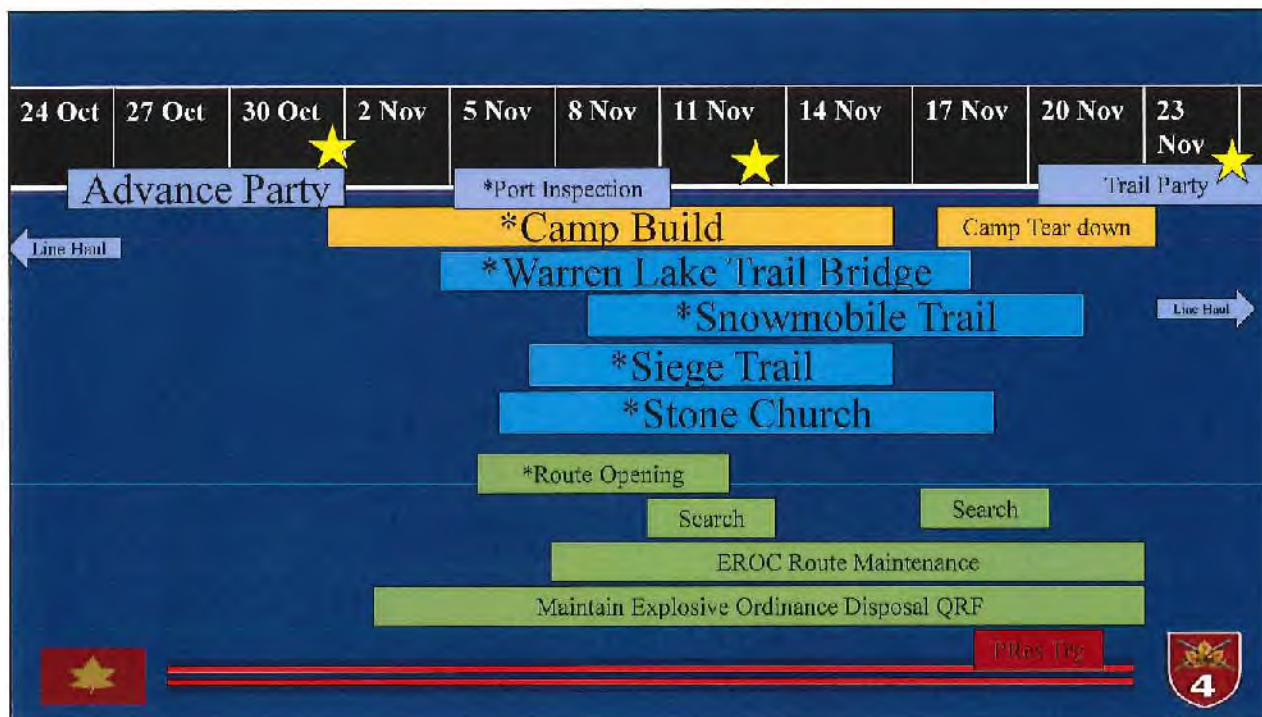
Why?

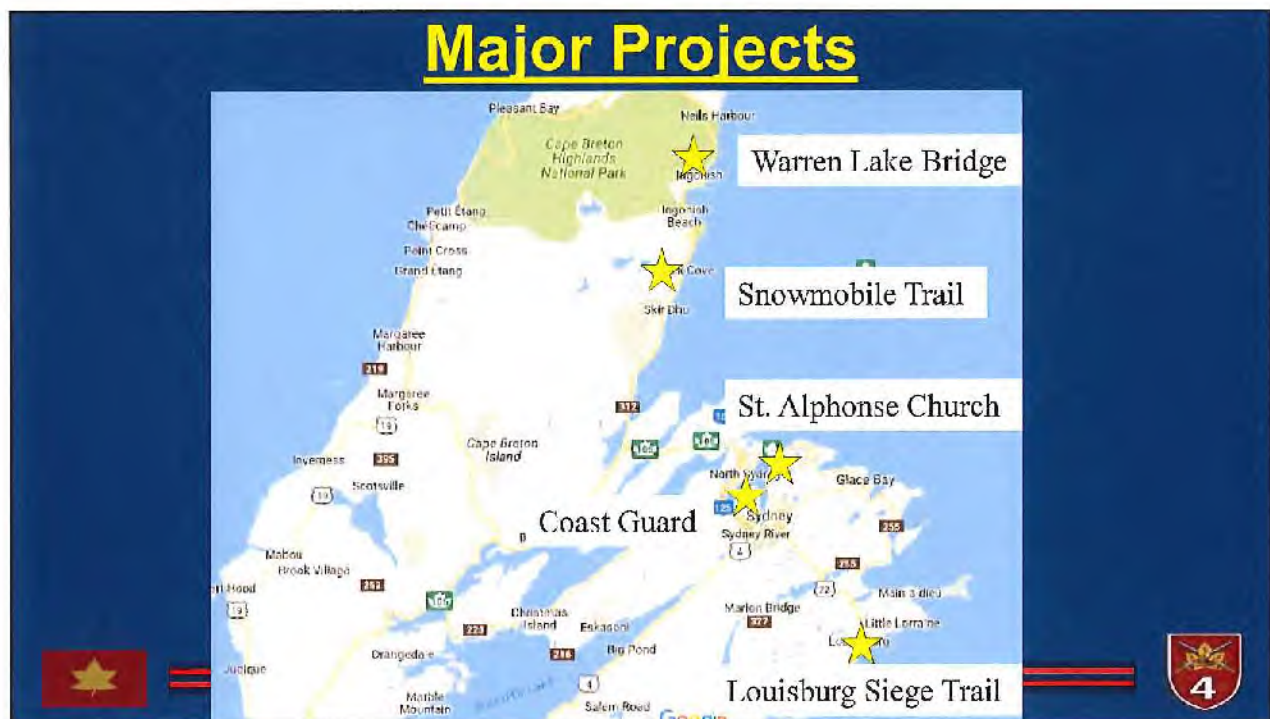
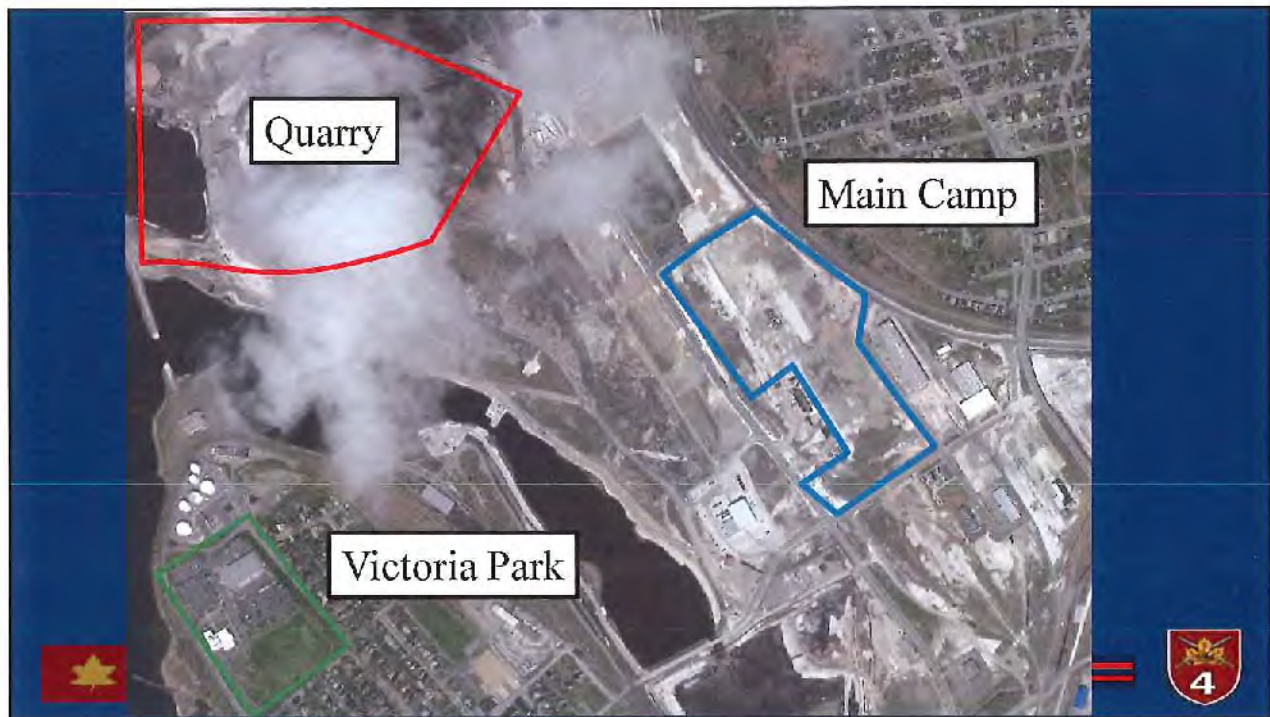


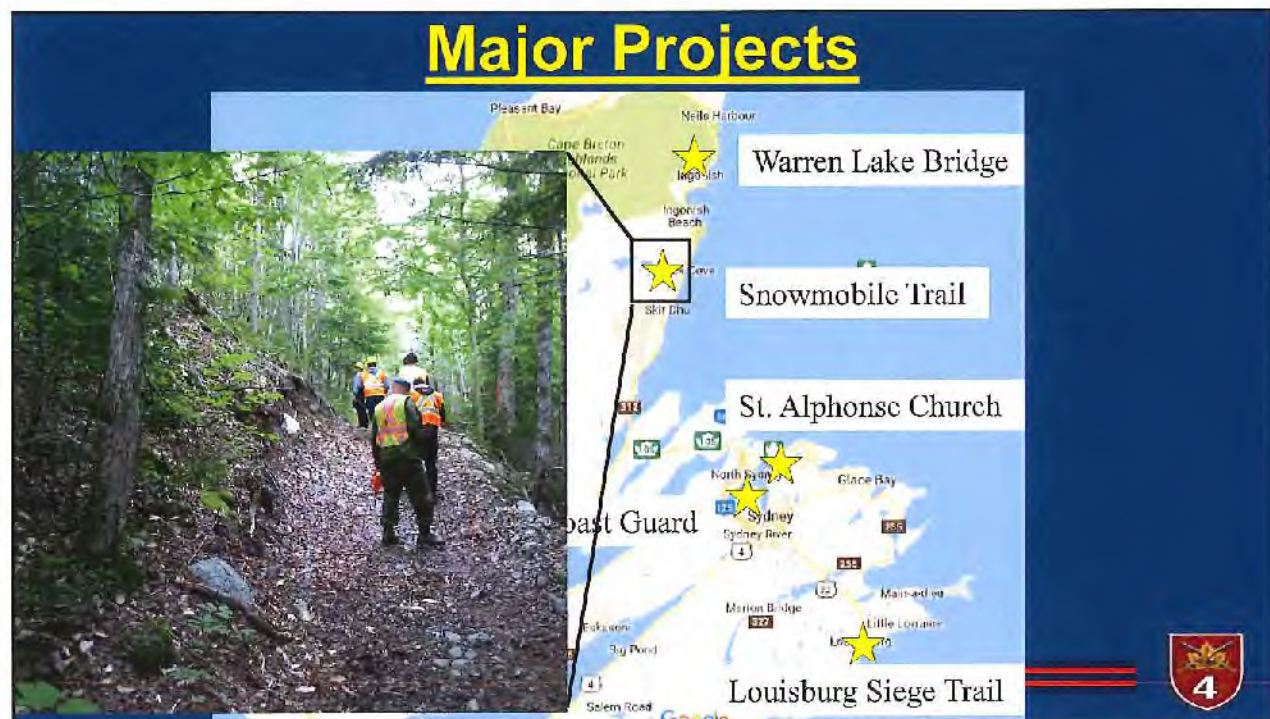
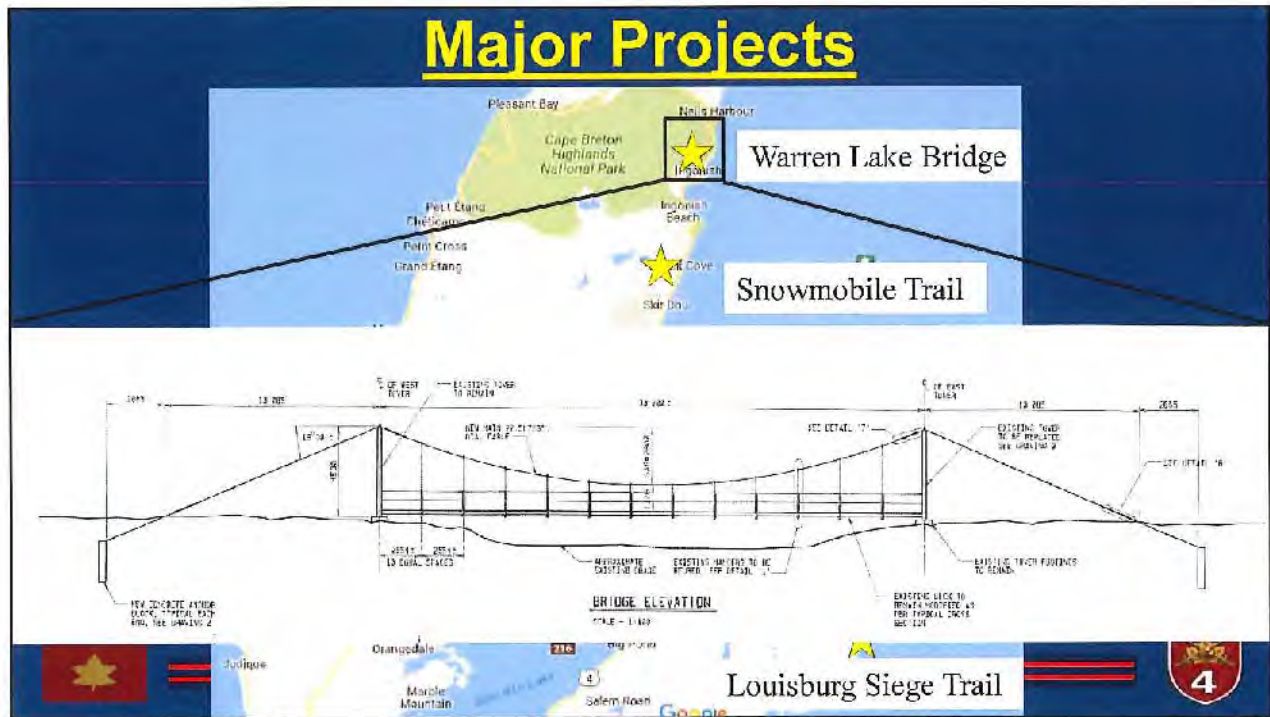
Aim – Ex NIHILO SAPPER

- Exercise the Joint Engineering component of Theatre Opening (TO)
- **Supporting Objectives:**
 - Annual certification within the context of Adaptive Operations
 - Focus on camp construction, explosive threat mitigation and general engineer support role
 - Technically challenging tasks that will place leadership outside of their comfort zone
 - Enhanced integration to include Primary Reserve, Airforce, Navy and Public

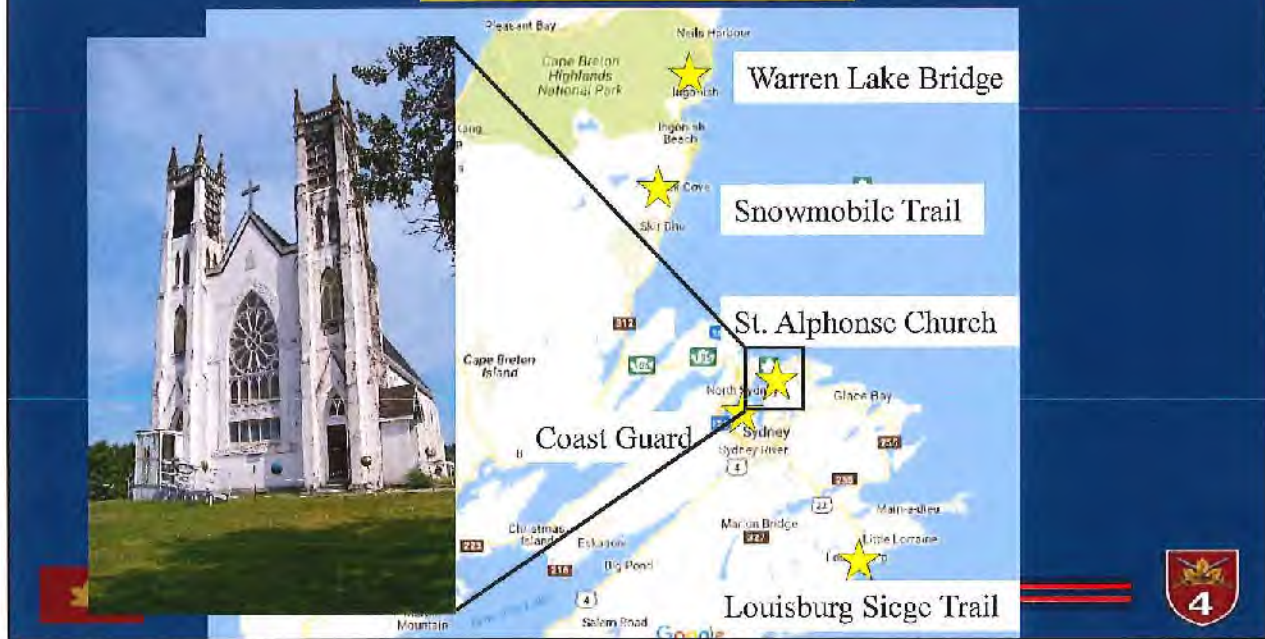




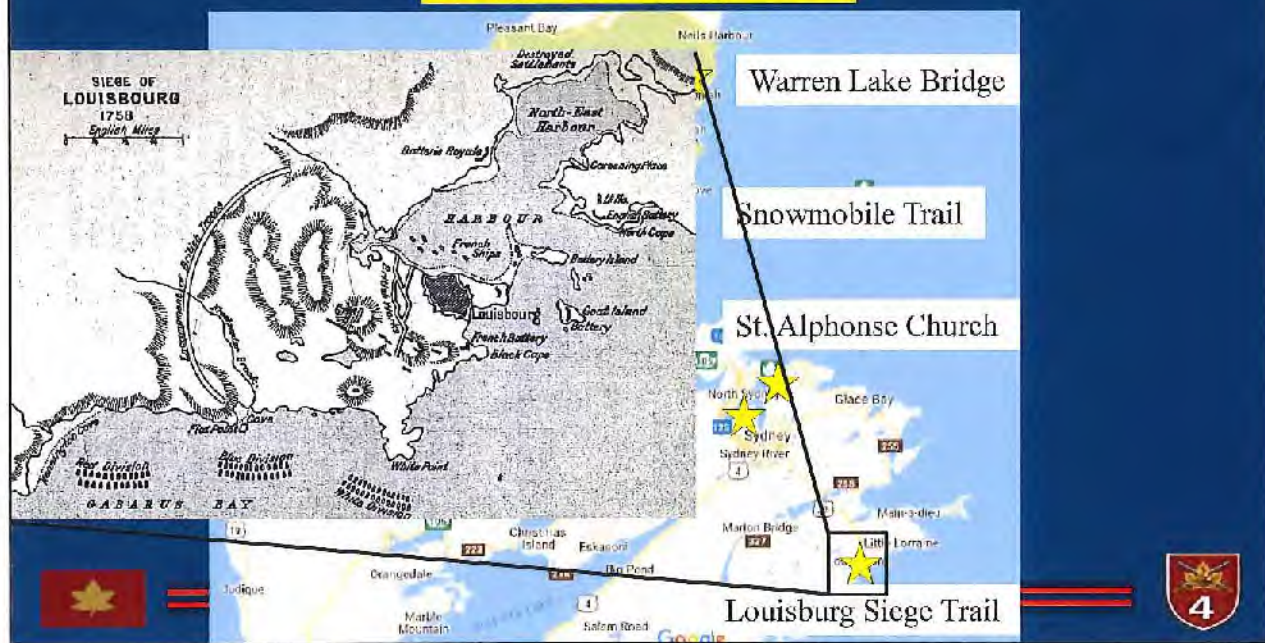




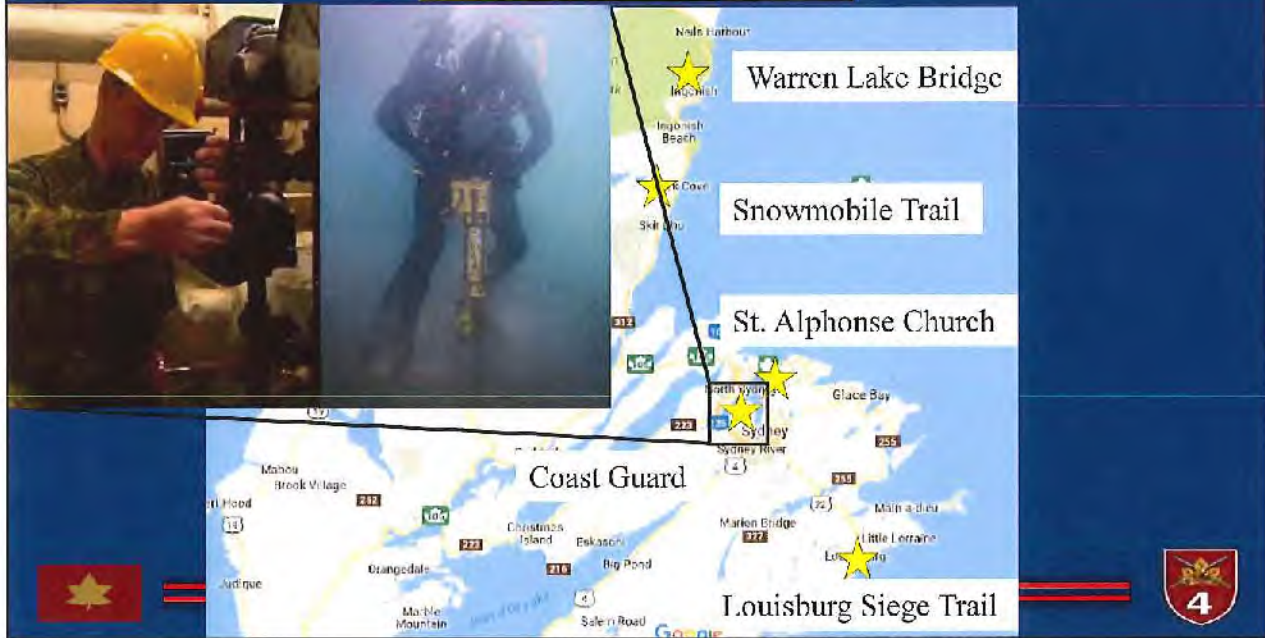
Major Projects



Major Projects



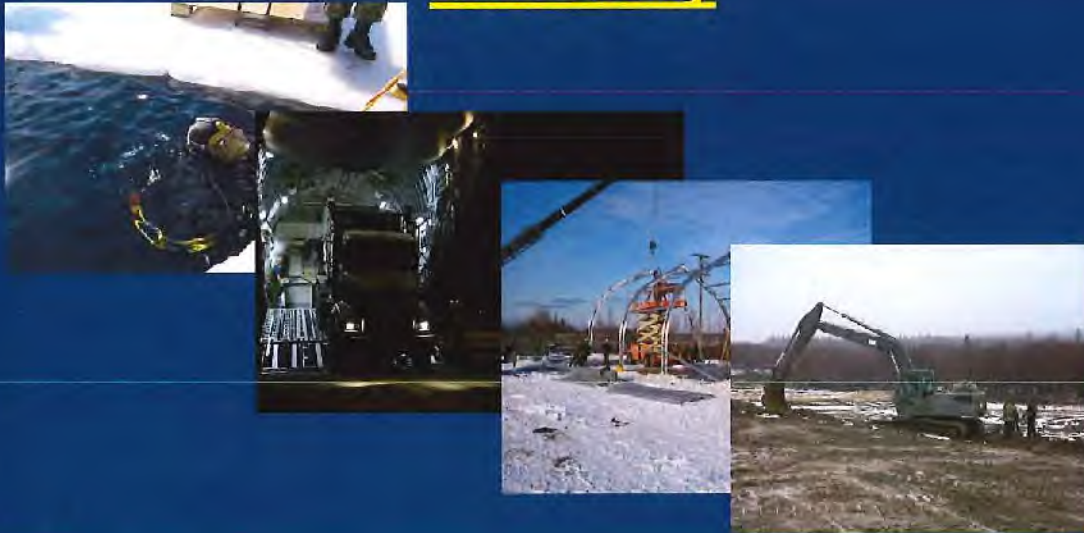
Major Projects



Open House – 12 Nov



Summary

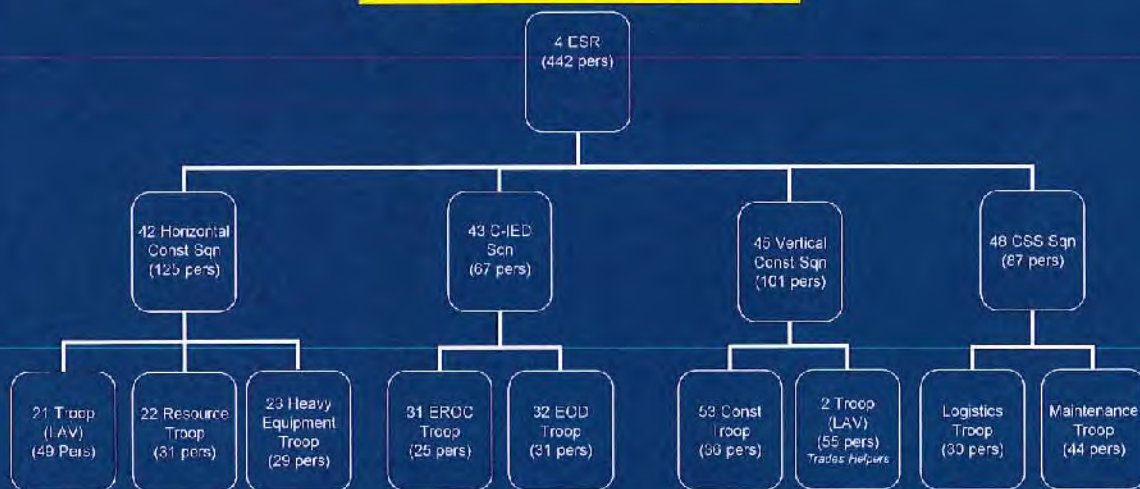


4 ESR

4 ESR is the **Canadian Army's Highest Readiness Unit** and is prepared to response to crises at home and abroad. The regiment specializes in Theatre Activation, the process of setting up and establishing CAF operating bases and it serves as the Canadian Army's General Support Engineering Unit. Our soldiers pursue technical excellence in general support engineering but maintain the agility to provide close support engineering as required. The regiment is scalable and responsive in the leadership and delivery of all types of Military Engineering and we are working to develop the Army's niche capabilities including Counter-IED (Improvised Explosive Device) and Geomatics Intelligence. 4 ESR also provides utility and routine support to the Canadian Forces Engineer School and Engineer Capability Development. **When the Royal Canadian Engineers say that their motto is "First In, Last Out", they are referring to 4 ESR.**



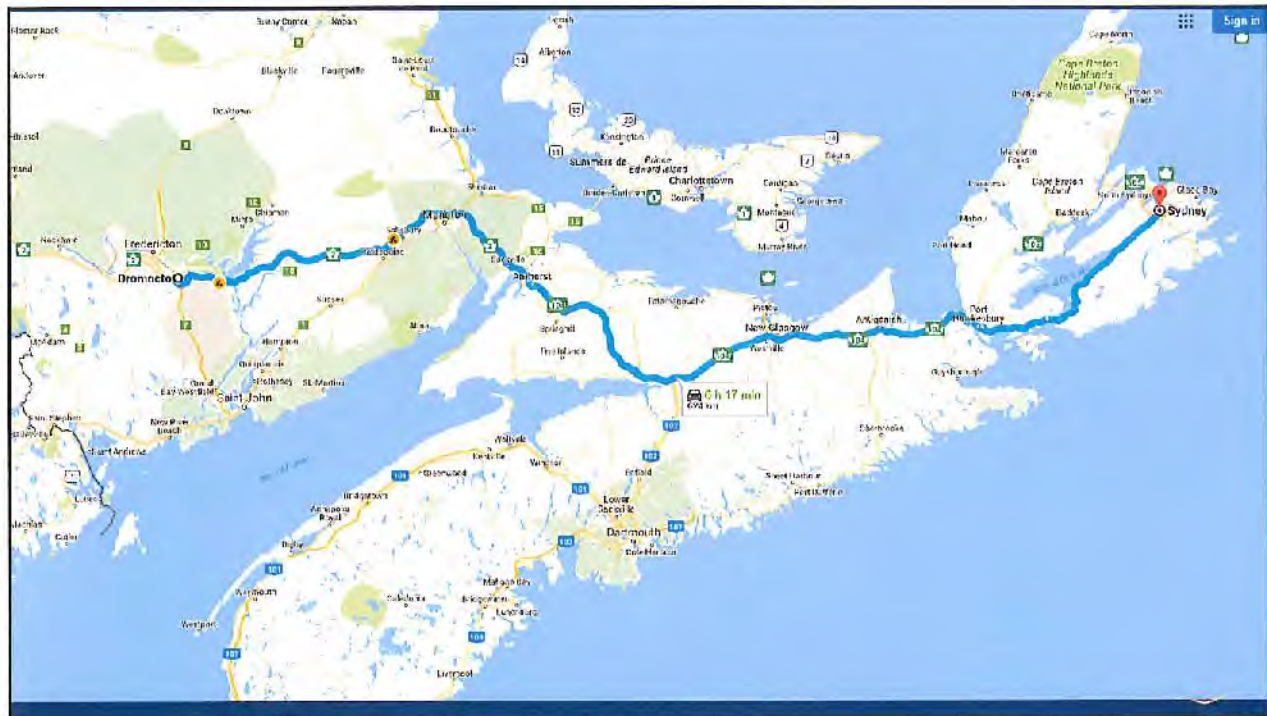
Order of Battle



Agenda

- 4 ESR Overview
- Aim of Ex NIHILO SAPPER 17
- Major Tasks
- Open House





CONPLAN RENAISSANCE

4 ESR is prepared to provide a scalable Humanitarian Operations Engrs for humanitarian and disaster relief while simultaneously providing engineer support to the deployed TF at all times.



CONPLAN JUPITER

4 ESR is prepared to contribute General Support Engr to theater opening and theater close-out forces to large scale deployments. (camp construction, maintenance, EOD, route opening)



Date: August 10th, 2017

To: Cape Breton Regional Municipality - Clerk's Office

From: Roy Karam, Special Projects Coordinator, Cape Breton University

Re: 5 Year Revitalization Plan Presentation to Council

Dear Mayor Clarke and Council Members,

On behalf of Interim-President of Cape Breton University, Dale Keefe, I would like to humbly request your formal approval to allow Interim-President Keefe, Interim Vice-President: Academic, Richard MacKinnon and Vice-President: Finance & Operations, Gordon MacInnis to present to Council at your scheduled meeting of September 5th, 2017.

CBU is currently pursuing a journey towards revitalization and we have adopted a 5-year plan which is heavily founded on a wider Cape Breton Island focus. It is imperative that we stay connected with our communities in order to bring Cape Breton and this institution to the next level. It is our goal to deliver a presentation on our plan to your council where we would then accept questions and feedback from members.

We understand that meeting agendas can often be very full and rigorous. However, we would be grateful for any time that could be awarded to us for this very important presentation.

Should anyone have any questions or require any more information, please do not hesitate to contact me directly at (902) 563-1306 or Roy_Karam@cbu.ca.

Warmly,

ORIGINAL SIGNED BY

Roy Karam

Special Projects Coordinator

Cape Breton University

CBU – PAST, PRESENT, FUTURE

Cape Breton Regional Municipal Council
Meeting

September 5th, 2017

Cape Breton University
Happen.

PAST
THE LAST 15 YEARS

Cape
Breton
University
Happen.

THE PAST 15 YEARS

Cape
Breton
University
Happen.

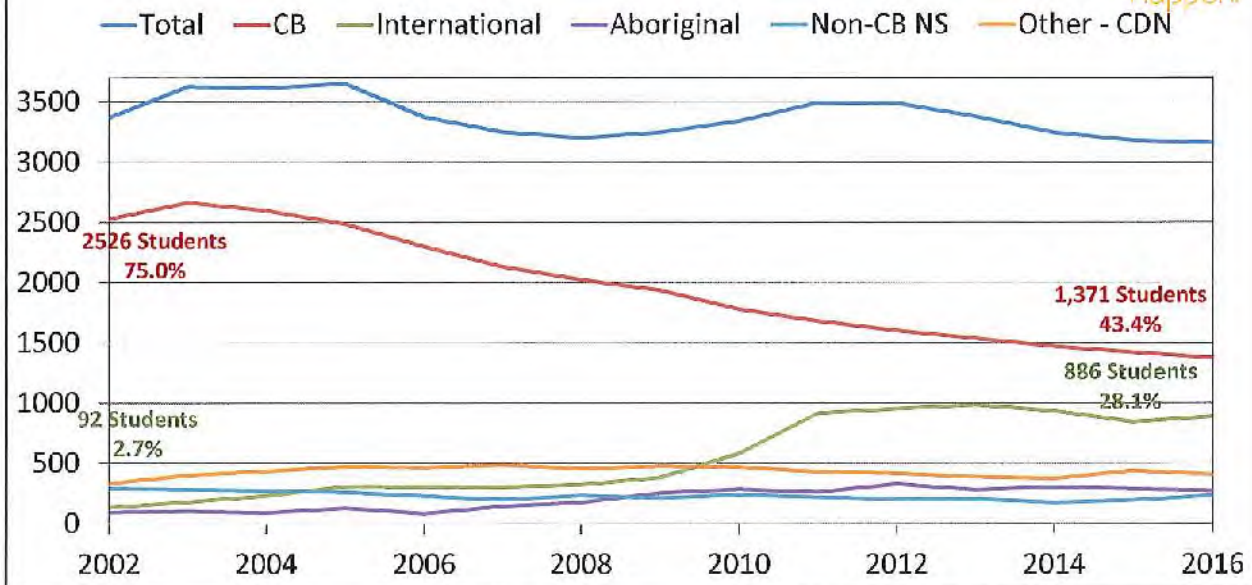
- CBU was founded by the community to provide post-secondary opportunities to local students
- Youth population has been in decline for many years
- Programs of choice are changing

..... CBU has responded

Source: CBU Student Information
System June 4, 2017

CBU 15-YR CHANGE

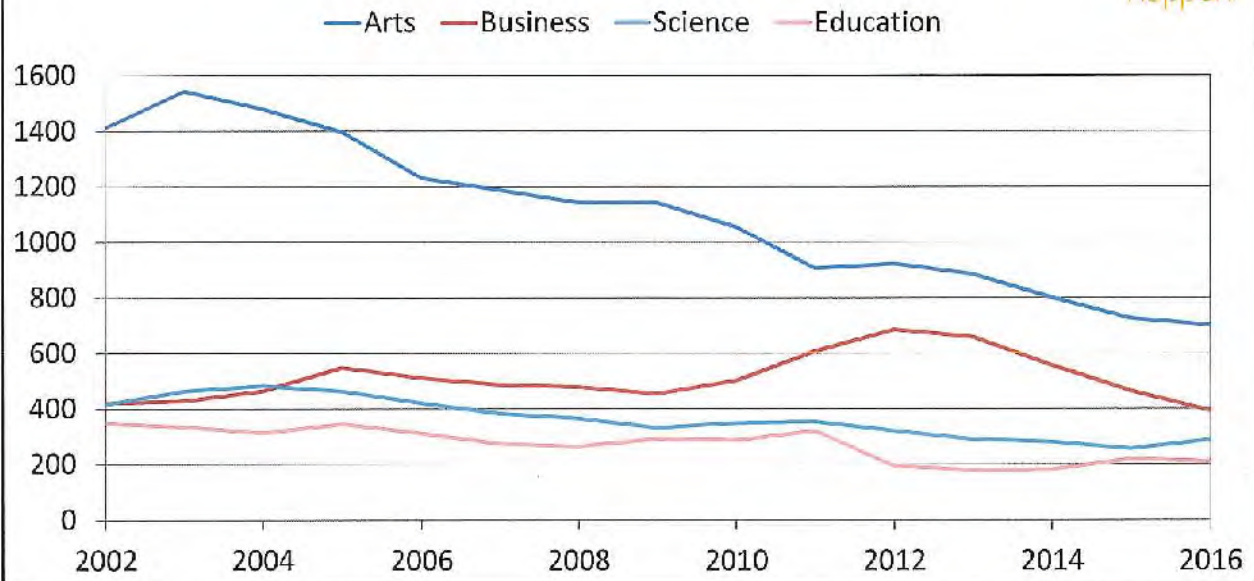
Cape
Breton
University
Happen.



Source: CBU Student Information
System June 4, 2017

CBU 15-YR CHANGE

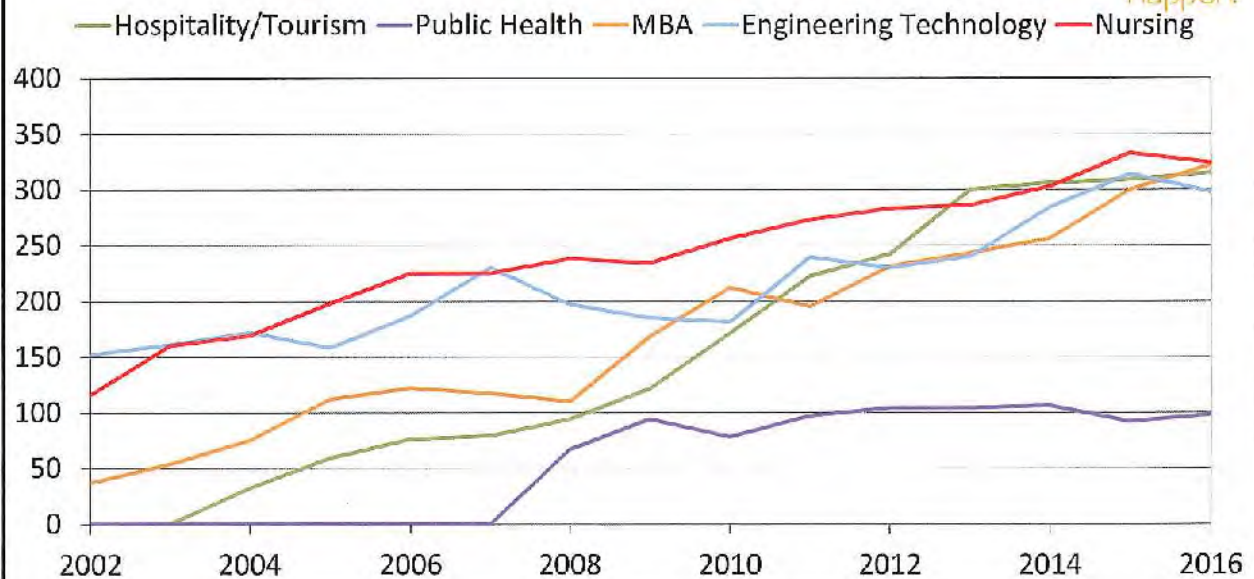
Cape
Breton
University
Happen.



Source: CBU Student Information
System June 4, 2017

CBU 15-YR CHANGE

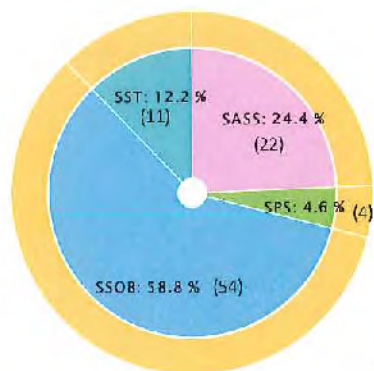
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University
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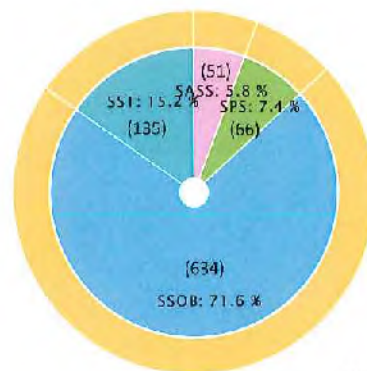
INTERNATIONAL STUDENTS 15-YR CHANGE

Cape
Breton
University
Happen.

2002 Programs
(92 Students)



2016 Programs
(886 Students)



Source: CBU Student
Information System
June 4, 2017

Cape
Breton
University
Happen.

THE PRESENT

PROVINCIAL FUNDING

Cape
Breton
University
Happen.

- Operating Grant
 - 2007 – 2010 Funding Formula change
 - CBU loses approximately \$4 million per annum in funding
 - \$2.1 M reduction in Nursing funding
 - 2011 – 2014: “Back to Balance”
 - 10% decrease for all universities
 - 2015 – 19
 - 1% / year increase in grant level
 - CBU 6.4 % increase over 10 years

**2nd largest %
decline of all NS
Universities**

PROVINCIAL CONTEXT

Cape
Breton
University
Happen.

- Tuition Regulation
 - 2007 – 2010: Rates Frozen
 - 2011 – 2014: 3% increase per annum
 - 2015 – 19: 3% increase + reset
 - CBU Board approved policy to move CBU to provincial average (assuming others ↑3%)
 - 5.9% for 2016/17 – 2018/2019

Average Comparative Program Tuition Levels

(prior to tuition reduction of \$1,283 for NS students, not including mandatory fees)

Cape
Breton
University
Happen.

	<u>2016/17</u>	<u>Proposed 2017/18</u>
St. FX	\$ 7,626	+6.0%
St. Mary's*	6,860	+7.3%
Mt. St. Vincent	6,845	+6.2%
Dalhousie **	7,685	+3.0%
Acadia	7,944	
AVERAGE	<u>\$ 7,392</u>	
CBU	<u>\$ 6,960</u>	<u>\$ 7,370</u>

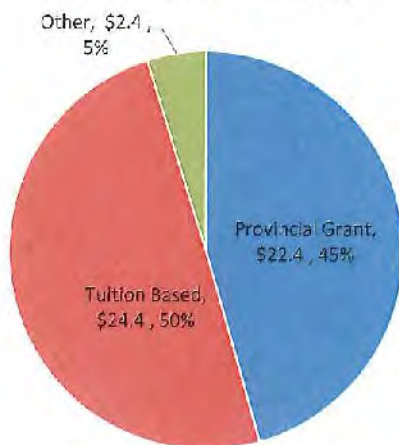
* Reflects Arts program

** Reflects average of Arts & Science programs

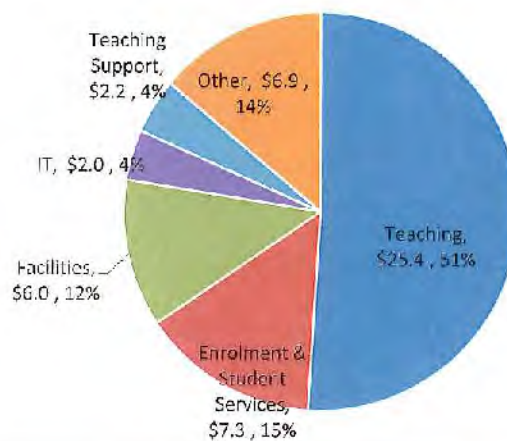
CBU 2017/18 OPERATING BUDGET

Cape
Breton
University
Happen.

Revenue (49.2 Million)



Expenditures (49.9 Million)



CBU FACTS

Cape
Breton
University
Happen.

- Approximately 340 employees
- A robust research agenda (~\$5.5 M)
 - Verschuren Centre
 - Bras d'Or Institute
 - Industry/government partnerships (eg. Parks Canada)
- Supporting communities through student work placements, business support services, creating an entrepreneurial culture
- A significant economic impact for Cape Breton
- Sustaining tradition while fostering innovation

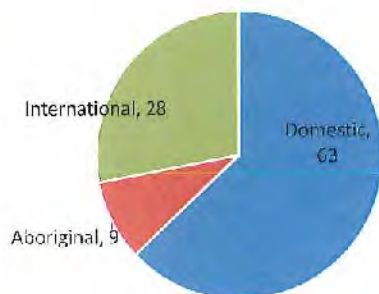
Cape
Breton
University
Happen.

THE NEXT 5 YEARS

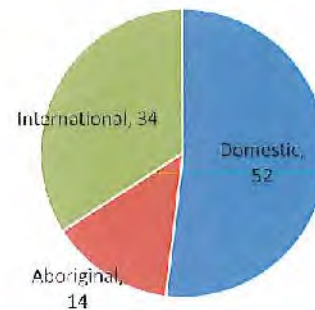
ENROLMENT CHANGE

Cape
Breton
University
Happen.

2016 Student Percentage
(3156 Students)



2021 Student Percentage
(3143 Students)



PRIORITIES

Cape
Breton
University
Happen.

- Human Resource Management
 - Attrition, P/T teaching
 - Adjusting investments in staffing to resource growing programs
- Fundraising
 - Endowment has grown to \$35 million (\$7 million 15 years ago)
- Business Development
 - International Centre of English for Academic Purposes
 - International Partnerships
 - Delivering CBU programs abroad
 - Delivering foreign programs in CB (\$100,000s tourism)

THE NEXT FIVE YEARS

Cape
Breton
University
Happen.

The Presidential Search Process

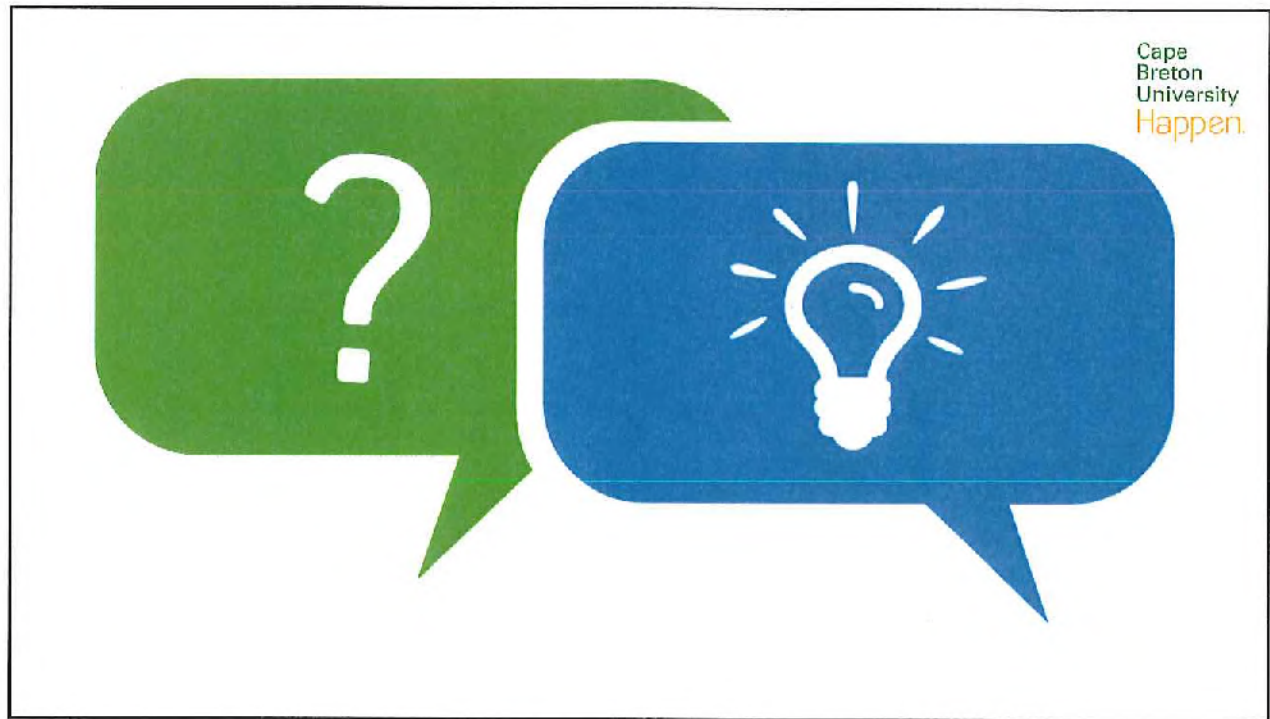
- Board's presidential search committee is now in place with reporting by Jan 31/18 latest
- Webpage established to provide updates presidentalsearch.cbu.ca
- Community consultation underway
 - On-line survey available "What sort of person should we be seeking - personal traits, experiences, etc."
 - Town Hall sessions planned
 - "Coalition for Stronger CBU" to provide input

THE NEXT FIVE YEARS

Cape
Breton
University
Happen.

CBU Presidency is in a state of transition but the CBU team is strong and committed to our Island....

Are you getting what you need from CBU? How can we help?



Port of Sydney Development Corporation

Income Statement July 31, 2017

	YTD Actual	YTD Budget	Variance to Budget	Annual Budget
Wharfage & Berthage	116,579	142,978	(26,399)	473,762
Event Revenue	21,885	16,847	5,038	66,930
Miscellaneous Revenue	5,632	527	806	4,200
Storage & Rental	97,179	86,308	10,871	241,984
Passenger tax	165,216	159,192	6,024	936,691
Craft Market Revenue	19,095	20,160	(1,065)	102,300
Security Revenue	35,523	31,434	4,088	138,416
Business Development - Harbour	113,420	68,000	45,420	204,000
Transport Canada Marketing Rev.	28,857	0	28,857	0
	603,385	525,446	77,939	2,168,283
Wages & Salaries	253,400	294,607	(41,207)	823,821
Professional Fees	4,645	29,666	(25,021)	63,000
Advertising & Promotions	14,976	21,964	(6,988)	49,599
Cruise Activities	19,835	12,500	7,335	40,485
Dues & Membership Fees	23,013	14,700	8,313	45,187
Insurance	19,852	18,876	976	63,228
Interest & Bank Charges	1,765	1,520	245	4,760
Office & Admin	13,333	18,413	(5,080)	29,085
Miscellaneous	5,259	23,900	(18,641)	35,400
Repairs & Maintenance	48,608	175,939	(127,331)	275,824
Travel	6,264	21,800	(15,536)	56,090
Utilities	42,376	52,910	(10,534)	199,085
Bad Debts Recovery	(7,693)	0	(7,693)	500
Security Expense	40,929	44,291	(3,362)	155,091
Business Development - Harbour	113,420	68,000	45,420	204,000
Leasehold Improvements	5,402	50,000	(44,598)	50,000
	605,385	849,086	(243,702)	2,095,155
Surplus (Deficit)	(2,000)	(323,640)	321,640	73,127

**ARTICLES OF ASSOCIATION
OF
PORT OF SYDNEY DEVELOPMENT CORPORATION**

ARTICLE 1: NAME, PURPOSE AND DEFINITION

- 1.01 The name of the Company is Port of Sydney Development Corporation.
- 1.02 The purposes, objects and powers of the Company are as set out in the Memorandum of Association of the Company.
- 1.03 In these Articles of Association of the Company:
- (a) "Company" means Port of Sydney Development Corporation;
 - (b) "Board" or "Board of Directors" means the board of directors of the Company;
 - (c) "Board Member" or "Director" means an individual who has been appointed as a member to the Board of Directors of the Company;
 - (d) "Member(s) of the Company" means an individual or such other legal entity who has acquired voting Membership, in the Company in accordance with Article 3 of the Articles of Association of the Company; and
 - (e) "Port of Sydney" means the Sydney Harbour and associated infrastructure as it relates directly to the operation of the Joan Harriss Cruise Pavilion terminal and wharf.

ARTICLE 2: POWERS

- 2.01 Subject to the Memorandum of Association of the Company, the powers of the Company are as set out in the *Companies Act*, Chapter 81, Revised Statutes of Nova Scotia, 1989, as amended from time to time.
- 2.02 In addition the Company shall have the power:
- (a) to fix and determine the basis and terms of membership in the Company;
 - (b) to carry out the financing and other agreements necessary to achieve its objects either alone or jointly with others; and
 - (c) to guarantee and act as an endorser on loans and obligations arranged by or on behalf of individuals or groups.

ARTICLE 3: MEMBERSHIP

- 3.01 This, Article 3, shall apply to the admission of voting Members of the Company. Subject to the Memorandum of Association, the Members, by resolution, may approve the admission and terms of membership of non-voting members of the Company.

- 3.02 Subject to the right of the Company to extend its membership and to provide for the terms of such extension, the Members of the Company shall be as follows:
- (a) the Cape Breton Regional Municipality as represented by the Council of the Cape Breton Regional Municipality (sometimes referred to as the "Initial Member");
 - (b) such additional Members of the Company who shall be appointed by the Initial Member; and
 - (c) such additional Members of the Company who shall be appointed by the Members of the Company.
- 3.03 Members of the Company (other than the Cape Breton Regional Municipality), shall, as a condition of membership, sign and file with the Company a copy of the Company's Memorandum of Association as confirmation of an undertaking to contribute to the assets of the Company, subject to the limitations expressed in Article 4 of the Memorandum of Association of the Company.
- 3.04 The number of Members who may be admitted to membership in the Company is unlimited.
- 3.05 The acts and votes of the Members of the Company shall be deemed to be legal and valid notwithstanding any default in the appointment of Members of the Company at the time of such acts or votes; and the act and vote of a majority of those present and voting at any duly convened meeting of the Members of the Company shall be deemed to be the act and vote of the Company.
- 3.06 Subject to Article 3.07, the Members of the Company, including the signatories to the Company's Memorandum of Association, shall continue to maintain membership in the Company unless otherwise removed by a vote of 2/3 of the Members of the Company present in person or by proxy at a duly constituted meeting of the Members of the Company for which notice of the proposed removal of the Member has been provided.
- 3.07 Any Member of the Company, including any signatory to the Company's original Memorandum of Association, shall cease to be a Member of the Company upon:
- (a) in the case of a Member of the Company which is a corporate entity, upon the corporate entity becoming insolvent or being assigned into bankruptcy or being wound up; or
 - (b) with the approval of the Board of Directors, if the Member of the Company fails to pay any fee which may be levied on the Member.
- 3.08 Notwithstanding the foregoing, no fees shall be levied on the Cape Breton Regional Municipality and the Cape Breton Regional Municipality shall not be removed as a Member of the Company.

as is deemed expedient by the Board of Directors of the Company. At the Annual General Meeting of the Members of the Company, the order of business shall be as follows:

- (a) Roll call;
- (b) Approval of minutes of preceding Annual General Meeting of the Members of the Company;
- (c) Adoption of the annual report which shall include:

Audited financial statements;

- Completion of a business plan for the fiscal year containing such information as the Council of the Cape Breton Regional Municipality may require, including but not limited to:

- o Capital and operating budget, including financial targets;
 - o Anticipated infrastructure and facility maintenance;
 - o Marketing plan;
 - o Strategic operating plan.

- Risk assessment, if applicable in the year of the Annual General Meeting; and
- Summary of infrastructure maintenance and development for the prior fiscal year.

- (d) Adoption of treasurer's report and appointment of auditors;
- (e) Receiving report of Governance Committee of the Board of Directors;
- (f) Appointment of individuals to the Board of Directors;
- (g) Election of new Members to Membership in the Company;
- (h) New business.

4.09 General meetings of the Members of the Company may be held at the discretion of the Board of Directors of the Company. Such meetings shall be held at such time and place, and shall take such form as is deemed expedient by the Board of Directors of the Company.

4.10 Emergency meetings of the Members of the Company may be called at such time and place as is deemed in the best interests of the Company. Such meetings shall be held when requested by:

- (a) One-third (1/3) or more Members of the Company by notice in writing, delivered to any officer of the Company; or
- (b) the Board of Directors of the Company; or
- (c) the chairperson (the "Chairperson").

- (c) not less than one (1) individual holding a professional engineering designation;
- (d) not less than one (1) individual with noted expertise in marketing;
- (e) not less than three (3) individuals with expertise in business and commerce;
- (f) one designate appointed by band council resolution from Eskasoni First Nation who is not an elected band official; and
- (g) one designate appointed by band council resolution from Membertou First Nation who is not an elected band official.

5.06 Directors' terms shall be staggered. No Director of the Company shall hold office as a Director of the Company for a term greater than three (3) years; the Company may, by a majority vote of the Members of the Company present in person or by proxy at a meeting of the Board, extend such term for up to one (1) additional term, which shall not exceed three (3) years.

5.07 Subject to such other requirements prescribed pursuant to these Articles of Association of the Company with respect to membership on the Board of Directors of the Company, if a Director of the Company has held office for a period of six (6) consecutive years, he or she will not be eligible to hold office as a Director of the Company for a period of at least three (3) years from the date on which he or she attained six (6) consecutive years as a Director of the Company.

5.08 A Director shall cease to hold office when:

- (a) the Director dies or resigns;
- (b) the Director is removed for cause;
- (c) the Director is no longer qualified to hold the office of director;
- (d) the term of office of the Director expires; or
- (e) the Director is removed by special resolution of the Members of the Company. Subject to those items enumerated herein Article 5.08, so long as the Cape Breton Municipality is the sole Member of the Company, a Director shall not be unilaterally removed by special resolution of the Members, without cause.

5.09 A Director may resign his or her office as a Director by sending to the Company a written resignation which shall become effective on the date received by the Company or on the date specified in the resignation, whichever is later.

5.10 Any Director may be removed for cause by the Members at any time.

5.11 The Board, subject to the approval of the Members, may appoint from their number one or more committees of the Board not otherwise provided for herein, to best carry out the provisions enumerated herein, however designated, and delegate to any such committee any of the powers of the Board except the Board shall not delegate to any committee the power to:

accordance with the most recent edition of "Robert's Rules of Order", as it may exist from time to time.

- 5.16 No Director shall be paid any salary or remuneration for the execution of his or her duties other than such out-of-pocket expenses as he or she may properly incur on behalf of the Company.
- 5.17 Meetings of the Board of Directors of the Company may be held by telephone conference call and Directors of the Company may be present at any meeting of the Board of Directors of the Company by telephone speaker or such similar device, so long as the Director attending the meeting of the Board of Directors by way of speaker phone or such similar device is able to hear and participate in the meeting.
- 5.18 Notice of the time and place of a meeting of Directors shall be given to each Director by telephonic, electronic or other communication at least two (2) weeks before the day on which the meeting is to be held. If a Director requests that the notice be given by non-electronic means, the notice will be sent by mail, courier or personal delivery.
- 5.19 The Board of Directors of the Company shall be tasked with having the following corporate records available for inspection by the Council of the Cape Breton Regional Municipality at any time:
 - (a) copies of the annual financial statements, for a period of six years after the end of the fiscal year to which they relate;
 - (b) copy of every document received by it in the last six years notifying it of the appointment or cessation of office of a director;
 - (c) copy of the constating instruments of each of its wholly-owned subsidiaries;
 - (d) Minutes of any meetings of the Board; and
 - (e) Records relating to the traffic and general use of the Port of Sydney.
- 5.20 The Board of Directors of the Company shall be required to report, and provide supporting documentation, to the Council of the Cape Breton Regional Municipality on the following matters within five (5) business days of such business being approved at a meeting of the Board of Directors:
 - (a) filling a vacancy in the office of CEO;
 - (b) approving the annual financial statements;
 - (c) approving a borrowing of more than Fifty Thousand Dollars (\$50,000.00);
 - (d) adopting a land use plan or business plan;
 - (e) authorizing or ratifying any activity carried on or to be carried on, or any power exercised or to be exercised, by a subsidiary of the Company; or
 - (f) approval of internal monthly financial statements.

- 6.06 No Elected Officer shall be paid any salary or remuneration for the execution of his or her duties other than such out-of-pocket expenses as he or she may properly incur on behalf of the Company.
- 6.07 Notwithstanding anything to the contrary contained herein, with the consent of the Board of Directors, the offices of Secretary and Treasurer may be combined into the one office of Secretary-Treasurer.

ARTICLE 7: EXECUTIVE COMMITTEE

- 7.01 The "Executive Committee" of the Board of Directors of the Company shall consist of the following individuals:
- (a) the officers of the Company, from time to time;
 - (b) the Chief Executive Officer of the Company, if any, who shall be a non-voting Member of the Executive Committee.
- 7.02 The Executive Committee shall serve as a standing committee of the Board of Directors of the Company and shall oversee the effective execution of the day-to-day operations of the Company, approve all major budgeted expense items, act as the strategic planning committee of the Company, evaluate the performance of the Chief Executive Officer, and be responsible for issuing public statements on major policy/media issues. The Executive Committee shall have the authority to transact such business as may properly be required of the Company between meetings of the Board of Directors of the Company and shall carry on its activities in accordance with such directions and limitations as the Board of Directors of the Company may from time to time prescribe. The Executive Committee shall meet no less than once a month during the Company's business year.

ARTICLE 8: DUTIES OF THE CHAIRPERSON AND VICE-CHAIRPERSON

- 8.01 The Chairperson shall:
- (a) Provides leadership to the Board that will result in attaining the objectives of the Company and adheres to its Articles of Association;
 - (b) The Chairperson shall preside at meetings of the Members of the Company, the Board of Directors and the Executive Committee and shall have an extra or deciding vote when votes are evenly divided;
 - (c) Encourages Directors to participate in meetings and activities;
 - (d) Keeps the Board's discussion on topic by summarizing issues;
 - (e) Keeps the Board's activities focused on the Companies' issues;
 - (f) Evaluates the effectiveness of the Board's decision-making process;
 - (g) Makes sure that committee chairs are appointed;
 - (h) Orients Directors and committee chairs to the Board;

- (l) Files with the registrar, with its annual financial statement, a list of its Directors with their addresses, occupations, and dates of appointment or election, and, within fourteen days of a change of Directors, notify the registrar of the change;
- (m) Files with the registrar a copy in duplicate of every special resolution within fourteen days after the resolution is passed;
- (n) In the absence of the Chair and vice-chair, chairs Board meetings until the election of an alternate Chair; and
- (o) such other duties as may be designated from time to time by the Board of Directors of the Company are carried out.

ARTICLE 10: DUTIES OF THE TREASURER

10.01 The responsibilities of the Treasurer are as follows:

- (a) Ensure the financial affairs of the Company are monitored;
- (b) Serves on the Executive Committee;
- (c) Gives regular reports to the Board on the financial state of the Company;
- (d) Present the records to designated accountant for review and preparation of a certified statement for the Annual General Meeting. Prepare the annual financial statements required by law;
- (e) Receive and deposit all funds of the Company in the bank designated by the Board;
- (f) Monitor the budget as approved by the Board;
- (g) Acts as signing officer, with another officer or Coordinator for cheques and other documents; and
- (h) such other duties as may be designated from time to time by the Board of Directors of the Company are carried out.

ARTICLE 11: ARTICLES OF ASSOCIATION

11.01 The Articles of Association of the Company shall be amended or repealed only in accordance with the provisions of the *Companies Act*, Chapter 81, Revised Statutes of Nova Scotia, 1989, as amended from time to time.

ARTICLE 12: ACTIVITIES OF THE COMPANY NECESSARY TO SUPPORT PORT OPERATIONS

12.01 To operate the Port of Sydney, the Company may undertake the activities which are necessary to support the objects of the Company, including, but not limited to:

- 13.02 The Company shall maintain a registered office on Cape Breton Island, Nova Scotia, at a place determined by resolution of the Members of the Company from time to time, and shall give notice of the same to the Registry of Joint Stock Companies.
- 13.03 Unless otherwise directed by the Board of Directors of the Company, at such registered office shall be kept:
- (a) the corporate seal of the Company;
 - (b) the official list of Members of the Company;
 - (c) the minutes of all meetings of the Members of the Company;
 - (d) the minutes of all meetings of the Board of Directors of the Company; and
 - (e) records and books of account of the Company.
- 13.04 The fiscal year of the Company shall be April 1 to March 31.
- 13.05 The Company shall adopt a seal which may be affixed to any documents signed for or on behalf of the Company. Such seal shall be authenticated by the signatures of the Chairperson and the Secretary or such other person or persons so designated and authorized by the Board of Directors of the Company. The seal is to be given into the custody of the Secretary or as designated by the Board of Directors of the Company.
- 13.06 Any Member of the Company may inspect the books of account or records of the Company at the registered office of the Company upon giving reasonable notice thereof to the Secretary of the Company.

DATED at Sydney, Nova Scotia, this ____ day of _____, 2017

- 13.02 The Company shall maintain a registered office on Cape Breton Island, Nova Scotia, at a place determined by resolution of the Members of the Company from time to time, and shall give notice of the same to the Registry of Joint Stock Companies.
- 13.03 Unless otherwise directed by the Board of Directors of the Company, at such registered office shall be kept:
- (a) the corporate seal of the Company;
 - (b) the official list of Members of the Company;
 - (c) the minutes of all meetings of the Members of the Company;
 - (d) the minutes of all meetings of the Board of Directors of the Company; and
 - (e) records and books of account of the Company.
- 13.04 The fiscal year of the Company shall be April 1 to March 31.
- 13.05 The Company shall adopt a seal which may be affixed to any documents signed for or on behalf of the Company. Such seal shall be authenticated by the signatures of the Chairperson and the Secretary or such other person or persons so designated and authorized by the Board of Directors of the Company. The seal is to be given into the custody of the Secretary or as designated by the Board of Directors of the Company.
- 13.06 Any Member of the Company may inspect the books of account or records of the Company at the registered office of the Company upon giving reasonable notice thereof to the Secretary of the Company.

DATED at Sydney, Nova Scotia, this ____ day of _____, 2017

APPENDIX "A"

PROXY

To: Chairperson
And to: Port of Sydney Development Corporation (the "Company")
From: [Name and address of Member]

The undersigned, being a member of the Company, hereby appoints:

_____;

to be proxy of the undersigned (the "Proxy"). The Proxy shall have power of substitution, and may attend, act and vote for and on behalf of the undersigned at the _____ (the "Meeting") of the members of the Company to be held on _____, and at any adjournments thereof, with respect to all business and every poll that may take place at that Meeting, with the same powers that the undersigned would have if the undersigned were present at the Meeting, or any adjournment thereof.

Dated this ____ day of _____, _____

Signature of Member

APPENDIX "A"

PROXY

To: Chairperson
And to: Port of Sydney Development Corporation (the "Company")
From: [Name and address of Member]

The undersigned, being a member of the Company, hereby appoints:

_____;

to be proxy of the undersigned (the "Proxy"). The Proxy shall have power of substitution, and may attend, act and vote for and on behalf of the undersigned at the _____ (the "Meeting") of the members of the Company to be held on _____, and at any adjournments thereof, with respect to all business and every poll that may take place at that Meeting, with the same powers that the undersigned would have if the undersigned were present at the Meeting, or any adjournment thereof.

Dated this ____ day of _____, _____

Signature of Member

Port of Sydney Development Corporation

Trust Fund

\$2,358,782 31/03/2015 per audited F/S

-\$50,000 transferred out by SPC April 2015 for A/P

\$2,308,782

\$7,728 interest 2016

-\$17,844 hst on expenses to end of Oct.

-\$567,231 2016 expenses

-\$348,345 2017 expenses

-\$113,419 2018 expense

\$5,922 interest 2017

\$1,275,593 Balance August, 2017

**Meeting of the Port of Sydney Development Corporation
March 12th, 2016 @ 10:30 A.M. Annual General
Joan Harris Cruise Pavilion
Order of Business**

1. Call to Order
2. Approval of Minutes of Preceding Annual General Meeting of the Members.
 - a. (Inaugural Meeting - Not Available until 2017 AGM)
3. Adoption of Annual Report
 - a. Audited Financial Statements (Not Required)
 - i. Presentation of Cash On Hand (Information Only)
 - ii. Presentation of Assumption Agreement –(Information Only)
 - iii. Expenditures to date for 2015-16 – (Information Only)
 - b. Business Plan
 - i. Operating Budget Plan for 2016-17 – As Approved by the Board of Directors
 - c. Summary of Infrastructure Maintenance and Development for the Prior Fiscal Year
 - i. Capital Budget Plan 2016-17 - As Approved by the Board of Directors
 - d. Repayment of Outstanding Lease Payments – As Approved by the Board of Directors
 - e. Risk Assessment – (To be Presented at a future AGM)
4. Appointment of Auditors
5. Report of Governance Committee - Not Required
6. Appointment of Individuals to the Board of Directors – Not Required
7. Election of New Members to Membership in the Company – Not Required
8. Report on Security – (Information Only)
9. Cruise Business/Events Management – (Information Only)

PUBLIC MEETING
March 12th, 2016
Joan Harriss Cruise Pavilion
Pittman Hall

1. Call to Order

The Chairman, Mr. Michael Merritt, called the meeting to order at 10:30am.

2. Approval of Minutes of Preceding Meeting of the Members

Mr. Merritt called upon Mr. Jim Gogan, Solicitor with Breton Law to address the Articles of Association as it relates to this meeting. Mr. Gogan explained that because this was the Inaugural Meeting of the Port of Sydney Development Corporation, there were no Minutes from a previous AGM.

Mr. Gogan advised that it's the current council that make up the Members of the Company and only members are eligible to vote. As per the requirement and to be properly constituted to proceed, Mr. Gogan then received unanimous agreement from the Members to approve council as the Members of the Company.

3. Adoption of Annual Report

a. Audited Financial Statements (Not Required)

A question from Councillor Ray Paruch regarding Article Section 4:08, stating the requirement to present audited statements at the Annual General Meeting, was addressed by Mr. Michael Merritt. Mr. Merritt explained that the Articles do require at least one public meeting within the fiscal year and as this is the inaugural meeting, audited statements are not yet available. Once statements are generated they will be presented first to the Board of Directors and then to the Members of the Company.

Mr. Merritt also went on to advise that future Annual General Meetings will be held in the fall in order to accommodate the timing of the audited statements for presentation.

Marlene Usher, CEO for the Port of Sydney Development Corporation, was called upon to present the Annual Report. **(Copy Filed)**

i. Presentation of Cash on Hand (Information Only)

Cash on Hand as at March 12, 2016 was to be \$526,606.

ii. Presentation of Assumption Agreement (Information Only)

The Assumption Agreement, as explained by Ms. Usher, provides financial support for the expanded mandate of the PSDC. Funds from this agreement are designated to cover such costs as maintenance relating to the Confined Disposal Field, the reporting and monitoring of the Fish Habitat, navigational aids and any additional projects for the port.

iii. Expenditures to date for 2015 - 2016 (Information Only)

Development costs to date this year were categorized as they relate to consulting, legal and engineering fees, and totalled \$493,000.

The source of funds to support port development comes from a \$493,000 transfer from the Assumption Agreement.

b. Business Plan

In her presentation of the Annual Report, Ms. Usher explained that General Operations does not include Business Development for the Harbour. The Operation is self-sustaining with most revenues deriving from Cruise Ship Traffic and the delivery of fuel. Plans are in place for the PSDC to manage the Royal Cape Breton Marina and Boardwalk Kiosks. A \$23,392 surplus was budgeted for general operations. Development costs of \$730,000 were budgeted with \$420,000 expected from the Assumption Agreement, \$205,000 from CBRM (project funding) and \$105,000 from the CAO Budget to be approved by council.

Current Year Capital Expenditures, as approved by the Board of Directors, total approximately \$73,000.

c. Capital Budget Plan

Ms. Usher's presentation outlined the Capital Budget Plan for 2016 & 2017, as approved by the Board of Directors, is considered to be modest capital upgrades. 2017 Capital Budget is \$87,000.

d. Repayment of Outstanding Lease Payments

As addressed in presentation, by March 31st of 2017, the forecasted balance in the lease payable to the Cape Breton Regional Municipality is \$1,940,542. A proposed payment plan stretching over ten years to satisfy the lease obligation has been approved by the Board of Directors. Repayment is based on the ability to pay and may be paid in a shorter time frame depending on cash availability. Lump sums may also be applied.

A discussion, initiated by Councillor Paruch, ensued on the lease payable with him expressing that the lease should be paid and returned to the general revenues. Contrary opinions were expressed by Councillor Saccary based on the Sydney Marine Terminal being part of CBRM.

Councillor Eldon MacDonald ended the discussion once he received clarification this meeting was not to make a decision on the lease but rather to accept the presentation on its status.

e. **Risk Assessment** - To be presented at a future

4. **Appointment of Auditors**

MOTION: made by Mayor Cecil Clarke, 2nd by Councillor Clarence Prince, to appoint Grant Thornton as auditors for the fiscal year ending March 31st, 2016, with the understanding that Request for Proposals will be sought for future audits. Motion was carried.

5. **Report of Governance Committee: Not Required**

6. **Appointment of Individuals to the Board of Directors: Not Required**

7. **Election of New Members to the Membership in the Company: Not Required**

Michael Merritt advised that CBRM will remain the lone members, so no election is required.

8. **Report on Security (Information Only)**

(Copy Filed)

9. **Cruise Business / Event Management (Information Only)**

(Copy Filed)

10. **Report on Port Development (Information Only)**

(Copy Filed)

11. **New Business**

None

12. **Adjournment**

MOTION: Made by Ivan Doncaster. Motion carried.

Signature

ORIGINAL SIGNED BY

Michael Merritt, Chairman of the Board, PSDC

ANNUAL GENERAL MEETING

MINUTES

December 16th, 2016

Joan Harriss Cruise Pavilion

Kavanagh Room

1. Call to Order and Attendance

The Chairman, Mr. Michael Merritt, called the meeting to order at 10:30am. Attendance of the Membership was recorded by the secretary, Bernadette MacNeil. (Copy Filed).

2. Approval of Agenda

MOTION: made by Jim MacLeod, 2nd by Clarence Prince, to approve the Agenda for the December 16th, 2016 Annual General Meeting.

A discussion followed whereby Councillor Paruch expressed his opinion that the Board has not met the requirements of the Articles relating to the Agenda nor for the length of time the Interim Board has been in place. Mr. Jim Gogan, Breton Law, referenced Article 4.08 with comment that all items of business were included on the submitted Agenda. Regarding the length of time the interim board has been in place, further discussions led to the majority voting in favour of the proposed agenda and Councillor Ray Paruch opposing. Motion was passed.

The Membership received agreement from the chairman that the Articles of Association be updated to remove the reference to an interim board and to provide designation for First Nations.

3. Approval of Minutes of March 12th, Public Meeting

MOTION: made by George MacDonald, 2nd by Jim MacLeod, to approve the Minutes of March 12th, 2016 for the Public Meeting as submitted. Motion was passed.

**4. Presentation of Audited Financial Statements for the Year Ending March 31st, 2016
(Copy Filed)**

The Audited Financial Statements were presented by Mr. Rob Wadden of Grant Thornton. Highlights in his presentation included his reference to the one-time accounting entry of over \$5million on Page 3 made to accommodate the transition of assets and liabilities from the Sydney Ports Corporation (SPC) to the Port of Sydney Development Corporation. Mr. Wadden also explained the accounting standard which dictates the need for the Port of Sydney Development Corporation to recognize the government funding received by the SPC in the past, unlike the SPC as a not-for-profit who deferred such contributions. This is included as note 9 on Page 11 of the financial statements.

Mr. Gogan confirmed for Councillor Paruch of there being a payable in the statements regarding the lease with the Cape Breton Regional Municipality for the Sydney Marine Terminal. It was also confirmed

for Councillor Paruch by Marlene Usher, CEO, that contrary to his assumption that funds were reserved by the SPC to pay out the lease, there was no such reserve at the time of transfer.

The background on the offer once made by the SPC to pay off the lease was provided by Marie Walsh, CFO with CBRM. Had the municipality accepted the payout, said she, it would have left the SPC with no funds. Therefore the municipality thought it prudent to reject the offer.

The statement of operations indicates a positive income of \$127k.

The presentation on the audited statements ended with the following:

MOTION: made by Jim MacLeod, 2nd by Amanda McDougall, to accept the audited financial statements for the year ending March 31st, 2016 as presented. Motion was passed.

5. Appointment of Auditors - Process

As per the request made by the council, the process for the appointment of auditors will be done so through a committee of CBRM that can be set in January.

6. Financial Statements as of October 31st, 2016 (Copy Filed)

Marlene Usher explained that the statement provided pertains to the operations only. She explained that much of the Business Development Expenses relate to consulting fees and other relationships working on the port file. Upon the request from several councillors, the CEO agreed that monthly statements from the Port of Sydney Development Corporation could be sent to CBRM finance department. Usher also offered to provide expense details for the port to councillors upon their request.

The second berth project was referenced with Ms. Usher's advisement that a study conducted by both the Province and the Federal Government was marked as 'confidential' and although it confirmed the project had merit, it was not ours to share with council. Councillor Paruch received verification that all councillors would receive the business case submitted with the request for funding.

Clarification was provided to Councillor Paruch that the \$2.5million received through the Assumption Agreement which came from the monies left over from the dredge project, was earmarked to maintain the Contained Disposal Fill (CDF), navigational aids and to pay the Cape Breton University to monitor the future fish Habitat plan. Funds left after fulfilling these requirements are to be used for other port projects. As per Ms. Marlene Usher, there is approximately \$1.6million remaining. The placement of the navigational aids cost \$3.6 million and are the responsibility of the Canadian Coast Guard.

7. Appointment of Councillor to Transition Board

Membership did not oppose the advisement of the chairman that it be the Nominating Committee of Council that will assume the responsibility to address the current vacancy on the transitional board.

8. Transition of New Board, Defined in Articles (Process & Timing)

Membership was advised that the expected date to transition to a new board as per Article 5.07, is April 1st, 2017. Designations regarding the structure of the new Board were verbalized to the membership by the chairman as defined in the Articles of Association.

A discussion ensued regarding the new board with explanation on the various steps needed in the process to find directors for the new board. Such steps include the development of a process, advertising for individuals to apply to be on the board, and the establishment of a committee to vet and review the applicants. The nominating committee will have the responsibility to oversee the selection process which will result in the committee bringing the recommended list of directors back to council for approval.

The Mayor will discuss the timing for going public in the recruitment process with the nomination committee as soon as possible.

9. Cruise Report (Copy Filed)

Bernadette MacNeil, Manager Cruise Marketing & Development for the Port of Sydney Development Corporation, made a power point presentation to share highlights on the past season as well as the projections for the 2017 Cruise Season.

10. Adjournment

MOTION: was made to adjourn by Mayor Cecil Clarke at 11:37am. Motion was carried.

Respectfully submitted,
B. MacNeil

Signature

Michael Merritt, Chairman of the Board, PSDC

Appeal – Council Decision Re: Funding Request – Lingan Golf Club:

Motion:

Moved by Councillor Bruckschwaiger, seconded by Councillor Paruch, to refer the Lingan Golf Club Sustainability Funding appeal to the Chief Administrative Officer for review, and to bring back a recommendation to Council.

Motion Carried.

CBRM

M-E-M-O

320 Esplanade

Sydney, Nova Scotia, B1P 7B9

902-563-7979

To: Mayor & Council
Subject: Lingan Golf Club
Date: 13 September 2017

As per the request of Council, I met with representatives from the Lingan Golf Club on August 18, 2017, to review their appeal for funding through our sustainability program. A summary of my findings are as follows:

- 1) The group met the eligibility requirement as a registered not for profit in good standing with the Registry of Joint Stocks.
- 2) The project description met eligibility criteria - capital project to expand infrastructure at the facility (not recurring operating costs).
- 3) Financial model was reasonable - requested funding for 3rd phase; other levels of government participated in phases 1 and 2, and club funds matching 3rd phase funding request of CBRM.
- 4) The club is community minded and have on occasion provided free admittance for a limited number of individuals from the Whitney Pier Youth Club.
- 5) The membership fee has not increased in years and in fact has decreased making it more accessible to the general public
- 6) The course terrain is flatter than some of the other courses making it a little more accessible.

Therefore, given the above and given that we have funded other golf clubs in the past, I am supporting the original recommendation of the committee to allocate \$10,000 to the Lingan Golf Club.

- 2 -

Additionally, if Council does not support this recommendation I would request that they approve a change in the current policy that includes Golf Clubs as one of the groups ineligible for funding to prevent any from going through this process in the future.

Respectfully,

ORIGINAL SIGNED BY

Marie J. Walsh
Chief Administrative Officer
emd



Lingan Golf Club

Cape Breton Regional Municipality
Received
AUG 08 2017
CLERK'S OFFICE

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

Dear Ms. Campbell Ryan

In the past three years, we, Lingan Golf club, have undertaken a project of creating a golf practice facility with public access. As outlined in our application, we have moved towards this goal in three phases. We have received funding assistance from both Federal (phase 1) and Provincial (phase 2) governments and we are now seeking Municipal available to member assistance to complete our project (phase 3).

While other courses might have a driving range, our facility would offer not only a range, but putting, chipping and bunker practice i.e. all aspects of the game of golf, to the community of CBRM. We see this addition to our facility as a boon to the recreation facilities currently available within the CBRM which are important to help citizens to lead active and healthy lifestyles.

Our geographic location puts us within a 14-km radius of the former communities of Sydney, Westmount, New Waterford, Glace Bay, Reserve, Dominion and former county areas of CBRM. Approximately 60% of our adult membership is made up of Seniors.

We have made application for Capital Sustainability in the past and this is our second rejection. Frankly, while being disappointed, our having received assistance from both Federal and Provincial governments which deemed our project worthy, we are at somewhat of a loss to understand the rationale of our application denial. It is our hope that, given the opportunity of a personal appeal, some new facts and explanation might afford reconsideration by the Council committee members. Our presenters will be Club President and Club Manager Donnie Rowe.

Thank you,

Maurice Brygidyr
President
Lingan Golf Club

Amendment to Schedule B of the CBRM Civic Addressing Policy:

Motion:

Moved by Councillor MacLeod, seconded by Councillor Coombes, that a recommendation be made to Council to amend Schedule B of the Civic Addressing Policy to permit the use of an Alpha Suffix, but only when one or more semi-detached dwellings are to be constructed in an urban infill scenario which would require changing the civic addresses of two or more properties if only numbers could be used.

Motion Carried.

It was noted that in order to comply with notice requirements under the MGA, this matter will be brought back to the September Meeting of Council.



TO: CBRM General Committee of Council

FROM: Malcolm Gillis

SUBJECT: AMENDMENT TO SCHEDULE B OF THE CBRM CIVIC ADDRESSING POLICY

DATE: August 8th, 2017

Introduction

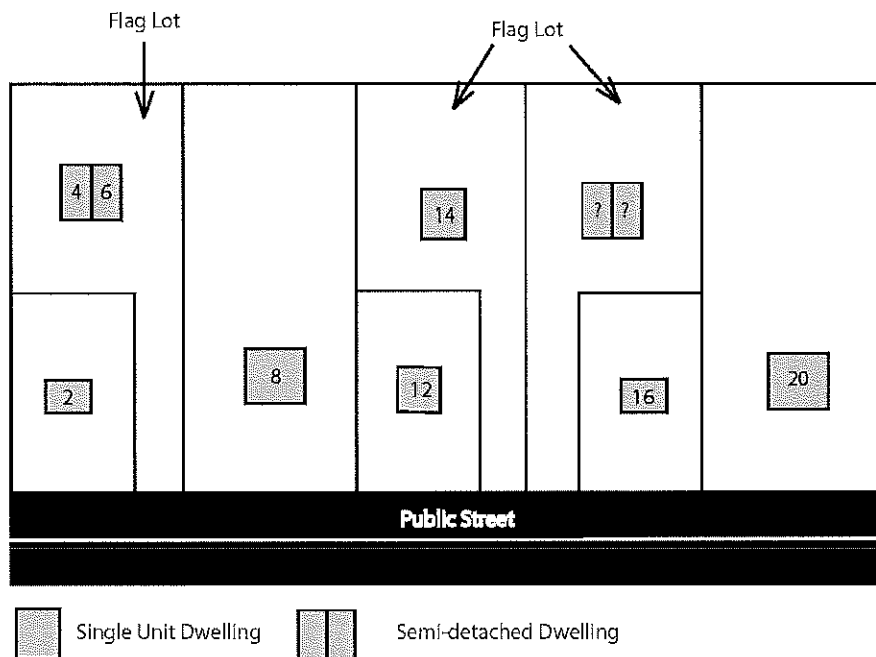
Accurate civic addressing is essential to the Municipality not only for proper functioning of the emergency response system (E-911) but also to ensure that tax and water billing, voter registration, building permit administration, and other municipal responsibilities are carried out in a timely, efficient and cost effective manner.

The purpose of the CBRM Civic Addressing Policy is to ensure that civic addressing in the CBRM meets the highest possible standards. Each civic address has three components:

- A unique community name with clearly defined boundaries
- A street name which is unique within the community and which may be part or all of a street within a defined address range
- A unique civic number, within the unique street address range, on the unique street, within the unique community

Infill development means the use of land within a built-up area for further construction. Infill development is an effective way of achieving growth and increasing density while utilizing existing municipal services (water and sewer). Infill development often occurs with the creation of a flag lot. A flag lot is a lot with the majority of its area separated from the street by another lot or lots, which gains access from the street by a narrow corridor of property.

In some older more established areas of the CBRM, where there are infill opportunities for lots, there may not be an adequate supply of reserved addresses for newly created lot(s); this is especially true when this infill development is in the form of semi-detached dwellings (company house). In such instances, based on policy the Civic Addressing Coordinator has instituted the renumbering of all or part of a street.



According to Policy 6 of the Civic Addressing Policy, when considering the renumbering of all or part of a street, the Civic Addressing Coordinator shall choose a solution that addresses public safety concerns and minimizes the disruption to the affected residents and property owners. Guideline B7. of Schedule B Civic Numbering Guidelines states that where a new number cannot be assigned within an existing range of civic numbers, the renumbering of all or part of the street shall be required.

Often when the Civic Addressing Coordinator initiates a civic address change individual property owners question why the semi-detached dwelling cannot simply be assigned an Alpha Suffix (an A/B). According Guideline B16. of Schedule B of the Civic Numbering Guidelines, each dwelling unit within a semi-detached having its own external entrance should be assigned its own civic address. In an attempt to address this issue, in February of 2015 Council approved an amendment to allow for the issuance of a civic address with an alpha suffix under specific circumstances.

Guideline B7. of Schedule B states that where a new number cannot be assigned within an existing range of civic numbers, the renumbering of all or part of the street shall be the preferred option, however, an alpha suffix may be assigned and all properties sharing the same number shall be assigned a different sequential suffix to a maximum of four subject to the following:

- The lot parcel does not have the potential to be further subdivided;
- Only one driveway intersects with the public street/road; and
- The lot parcel is an irregular shaped lot.

At the time, it was thought that this amendment would deal with many of the civic address issues associated with semi-detached dwellings. However, we are seeing an increase in infill

development comprised of semi-detached dwellings in existing neighbourhoods that do not meet the provisions of B7, which have resulted in the Civic Addressing Coordinator continuing to renumbering existing developments. In 2016, 35 permits were issued for the construction of new or conversion of existing buildings to semi-detached dwellings.

Nova Scotia Emergency Management Office (EMO), Nova Scotia Civic Address File (NSCAF), and Canada Post were contacted to get their feedback on the use of an Alpha Suffix in conjunction with civic addresses. Nova Scotia EMO is not against the use of an Alpha Suffix; however they would prefer that this option apply in limited scenarios. Nova Scotia EMO would rather that each unit be given their own civic address minus the use of an Alpha Suffix, their concern is that it can sometime cause errors in the 911 mapping system. While NSCAF can accommodate historical addresses containing fraction or letters, they would prefer civic addresses to be unique numbers. In cases where there are no numbers left to issue NSCAF would prefer the street be renumbered. They believe this would help ensure residents/businesses have a unique number and would also help reduce the risk of confusion during a 911 call. Canada Post also prefers municipalities strictly use numerical civic addresses, but indicates that it is up to each municipality to determine how civic addresses are assigned. Canada Post can facilitate civic addresses with an Alpha Suffix, such as 29A, if that is the only civic addressing option available.

Rationale

The option to use of an Alpha Suffix should be the exception and not the rule. However, both CBRM's Planning Strategy and Service Delivery Policy advocate for facilitating infill development where CBRM infrastructure already exists. Over the last two years, almost 50% of all dwelling units constructed were in buildings of two or more dwelling units, and the majority of those were built in central urban neighbourhoods with an old, established civic address regimen. Much of the new construction occurs on vacant lots after the original building was demolished. So there isn't a problem with those scenarios.

The inability to provide a civic address often occurs when infill development is the result of an intensification of density in an established neighbourhood when parcels of land already occupied by residential development are further subdivided, or a large tract of land formerly occupied by an abandoned and eventually demolished institutional edifice is replaced with a complex of dwelling units, often (in this landscape of company housing) with a complex of semi-detached dwellings. It is with scenarios like this where we want to have the option to use the alpha suffix rather than oblige neighbourhood properties up and/or down the street to change their civic address (and all of the other changes they are then obliged to make e.g. mailing address, legal documents such as driver's licence, health card etc.)

In order to have the authority to use this option the Civic Addressing Policy Guidelines of the Civic Addressing Policy would need to be amended. According to the Municipal Government Act, a schedule of a Bylaw is not considered the same as the body of the document i.e. an amendment to it does not require two readings as per Section 168 of the Act, but it does require a Motion of Council.

Recommendation

While the renumbering of all or part of the street shall be the preferred option, I recommend that Council pass a Motion during its August 15th meeting to amend Schedule B of the Civic Addressing Policy to permit the use of an Alpha Suffix, but only when one or more semi-detached dwellings are to be constructed in an urban infill scenario which would require changing the civic addresses of two or more properties if only numbers could be used.

A draft of Schedule B 7 with the recommended amendment is included with this issue paper.

Submitted by:

ORIGINAL SIGNED BY

Malcolm Gillis
Director of the Planning and Development Department

Motion
of the Cape Breton Regional Municipality
amending
Schedule B of the CBRM Civic Addressing Policy

Pursuant to Section 48 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends Schedule B of the Cape Breton Regional Municipality's Civic Addressing Policy by amending B.7 to read as follows.

- B.7 Where a new number cannot be assigned within an existing range of civic numbers, the renumbering of all or part of the street shall be the preferred option, with the exception of the following two options, in which case an alpha suffix may be assigned and all buildings sharing the same number shall be assigned a different sequential suffix.
- a. A maximum of four alpha suffixes per building may be used under the following circumstances:
 - the lot parcel does not have the potential to be further subdivided;
 - only one driveway intersects with the public street/road; and
 - the lot parcel is an irregular shaped lot.
 - b. Where a development would result in the re-numbering of two or more civic addresses, an A and B alpha suffix per building may be used when one or more semi-detached dwellings are to be constructed as infill development (i.e. in an urban service streetscape where development exists on either side of the proposed semi-detached dwelling(s).

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on September, 2017.

MAYOR

CLERK

THIS IS TO CERTIFY that the attached is a true and correct copy of the Civic Addressing Policy amendment. Amending Policy of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on September, 2017 to amend the Cape Breton Regional Municipality's Civic Addressing Policy.

Deborah Campbell Ryan, CLERK

Schedule B

Civic Numbering Guidelines

General Principles

Sequentiality - numbering should generally start from the lowest numbered intersection and numbers should be assigned in ascending order.

Uniformity - numbers should be proportionately spaced along the entire length of a street to help in finding the general location of structures.

Uniqueness - each individual dwelling unit or commercial/industrial establishment having its own external entrance should have its own whole civic number.

Guidelines

General

- B1. Civic numbers shall be assigned every twenty (20) feet of frontage along new public streets and private roads. Along existing streets where a civic addressing scheme is already in place a higher interval between numbers may be used providing the interval is no greater than thirty (30) feet. In areas where structures are located unusually close together the interval may be reduced to less than 20 ft. if necessary.
- B2. Even numbers shall be on the right hand side and odd numbers on the left hand side of street in ascending order from the numbering origin including on culs-de-sac and other dead end streets.
- B3. Where lot frontage is more than twenty (20) feet, a number shall in most cases be assigned to correspond with the approximate centre of the front main wall of the structure.
- B4. A structure on a corner lot or other lot having more than one frontage may be assigned a number on either street, based on the location of the front entrance.
- B5. When the entrance to a structure is obscured or if the structure is best reached for emergency purposes by the driveway, the civic number may be assigned to the driveway.
- B6. All principal buildings shall be assigned a civic number. Numbers may also be assigned to other structures (such as telephone booths, trailhead signs, and recreational sites) by the Civic Addressing Coordinator if deemed advisable from an emergency response perspective.
- B7. Where a new number cannot be assigned within an existing range of civic numbers, the renumbering of all or part of the street shall be the preferred option, however, an

alpha suffix may be assigned and all properties sharing the same number shall be assigned a different sequential suffix to a maximum of four subject to the following:

- The lot parcel does not have the potential to be further subdivided;
 - Only one driveway intersects with the public street/road; and
 - The lot parcel is an irregular shaped lot.
- B8. Where a new number is assigned within an existing range of civic numbers, the number shall be applied to maintain consistency in the existing numbering sequence.
- B9. Fractions shall not be used as part of a civic number.
- B10. Only the first four characters of the alphabet shall be permitted as part of a civic number.

Water Access

- B11. Where access to a property is by water only, the street name shall be deemed to be the name of the island or waterbody as listed in the Nova Scotia Gazetteer.
- B12. Where access to a property on an island or waterbody is by water only, the numbers shall be assigned along the entire waterfront and the numbering origin shall be the most southerly point.
- B13. Odd numbers shall be on the east side and even numbers on the west side of the island or waterbody in ascending order from the numbering origin.
- B14. Civic numbers shall be assigned every 20 feet of frontage around an island or waterbody

More Than One Building or Unit On A Lot

- B15. Every principal building or structure on a lot shall have its own civic number.
- B16. Each dwelling unit in a semi-detached, duplex, triplex, or townhouse building and each anchor establishment within a commercial/industrial building having its own external entrance shall be assigned its own civic number unless the provisions of B7. and B10. can be met. In structures where individual units use a common entrance (such as apartment buildings) the structure will be assigned one civic number in accordance with this policy but individual units may have unit numbers.

Posting of Numbers required by bylaw

- B17. Owners of structures shall be required to post civic numbers that have been assigned to their structures, as specified in the Civic Addressing Bylaw.

Request for Staff Report on Permitted Ship Recycling/Breaking - Zoning and Permitted Uses

Motion:

Moved by Councillor MacMullin, seconded by Councillor Prince, that staff be directed to prepare a report that identifies and includes, but not limited to:

- All zones, parcels, or areas that marine services can be provided and
- which zones parcels or areas that ship recycling/breaking is zoned and permitted; and
- Details of the Port of North Sydney Waterfront Business District zoned and permitted uses, as well as whether or no ship recycling/breaking is zoned, permitted or restricted/ prohibited; and
- Any other relevant information, background, or supporting documentation about the marine service sector as well as zoned and permitted uses within the CBRM.

Discussion:

In response to a question, the Director of Planning and Development advised that the zoning for the location of CME permits repair and construction of ships but not the ship breaking or recycling process.

Councillor MacMullin advised that it is in a Transport Canada sanctioned report that they (CME) are planning to break ships up to 2500 tonnes and is concerned because CME is not permitted to do this; and how will CBRM interject on the matter.

The Director of Planning and Development advised that if CME was advertising in a public forum that they are available for the breaking of ships on their facility in the waterfront in Downtown North Sydney, it is our responsibility to let them know that, in fact, they would not be entitled to a Development Permit and if they did, they would be in violation of the provisions of the Land Use Bylaw backed up by the Planning Strategy.

Motion Carried.



M·E·M·O

320 Esplanade

Sydney, Nova Scotia, B1P 7B9

902-563-5777

To: CBRM Council
From: Councillor Earlene MacMullin
Date: August 9, 2017
Subject: Request for Staff Report on Permitted Ship Recycling/Breaking
– Zoning and Permitted Uses

I am writing in response to recent media reports and inquiries I have received as Councillor for District 2 on the marine service sector; particularly ship recycling/breaking.

The expansion of the CME facility within the North Sydney Waterfront Business District and the announced Federal ship recycling program at Sydport, in addition to other port/industrial sites within the CBRM, require clarity as differing types of work are underway or planned. These differing types of activity can, and have, raised some questions and concerns over zoned and permitted uses.

The Port of North Sydney, Sydport, Sydney Marine Terminal, former Sysco site and other inland parcels of property that can directly or indirectly be involved with ship recycling/breaking should be detailed in a report for Council, as well as community, knowledge and awareness.

I therefore request a staff report that identifies and includes, but is not limited to:

- all zones, parcels or areas that marine services can be provided; and
- which zones, parcels or areas that ship recycling/breaking is zoned and permitted; and
- details of the Port of North Sydney Waterfront Business District zoned and permitted uses, as well as whether or not ship recycling/breaking is zoned, permitted or restricted/prohibited; and
- any other relevant information or background or supporting documentation about the marine service sector as well as zoned and permitted uses within the CBRM.

Thank you.

Earlene MacMullin,
Councillor -District 2



TO: CBRM General Committee of Council

FROM: Malcolm Gillis

SUBJECT: WHERE MARINE RELATED USES ARE PERMITTED

DATE: August 22nd, 2017

Introduction

During the August 15th meeting of Council a Motion was passed instructing staff to prepare an issue paper:

- identifying the locations within CBRM where marine service land uses are permitted generally; and,
- within those areas, where ship breaking and recycling is specifically permitted; and
- a comprehensive explanation of the range of permitted uses along the waterfront of downtown North Sydney.

Staff understood the request to be focused on marine related manufacturing, repair, shipbreaking, transportation (i.e. shipping) and the fishery. There are 8 separate locations in the CBRM where at least some type of the above referenced marine related uses are permitted. Included along with this issue paper is:

- a spreadsheet describing the location of each site and the range of marine related uses permitted;
- a collection of maps, each one illustrating the extent of one of the 8 sites; and
- the text of the Zone in effect in the downtown North Sydney waterfront, including definitions for all of the permitted uses.

None of the 8 sites permits the whole range of marine related uses referenced above.

Four permit manufacturing assembly and repair, the fishery industry and transportation terminals, but not ship breaking. These four include:

1. The downtown North Sydney waterfront and the sites of Marine Atlantic's and MV Osprey's operations i.e. the jurisdiction of the Central Business District Zone on the waterfront side of Commercial Street and Queen Street and the North Sydney Port Zone.

2. The downtown Louisbourg waterfront bounded by Main Street, Jerritt's Brook to the south and Marven Street i.e. the jurisdiction of the Central Business District Zone on the waterfront side of Main Street.
3. In Glace Bay, the jurisdiction of the Waterfront Neighbourhood Zone along both sides of Renwick Brook east of Commercial Street to the mouth of the Brook
4. Along the downtown Sydney waterfront bounded by the Esplanade, Wentworth Creek northerly up to and include the fire station i.e. the jurisdiction of the Central Business District Zone along the waterfront side of the Esplanade.

The site of the Sydney Marine Terminal in the North End neighbourhood of Sydney along the eastern side of the South Arm of Sydney Harbour can only be used as a transportation terminal.

Ship breaking is only permitted at the following three sites, along with manufacturing assembly and repair, and transportation terminals:

1. In the community of Edwardsville, the extent of Sydport and Novaport on the west side of the South Arm of Sydney Harbour.
2. In Sydney, the extent of the Harbourside Commercial Park within the former site of the Sydney steel plant (i.e. the jurisdiction of the HBZ Zone).
3. The site of the Nova Scotia Power electricity generating plant in Point Aconi and the lands formerly occupied by the Point Aconi coal colliery (i.e. the jurisdiction of the IUR Zone in Point Aconi).

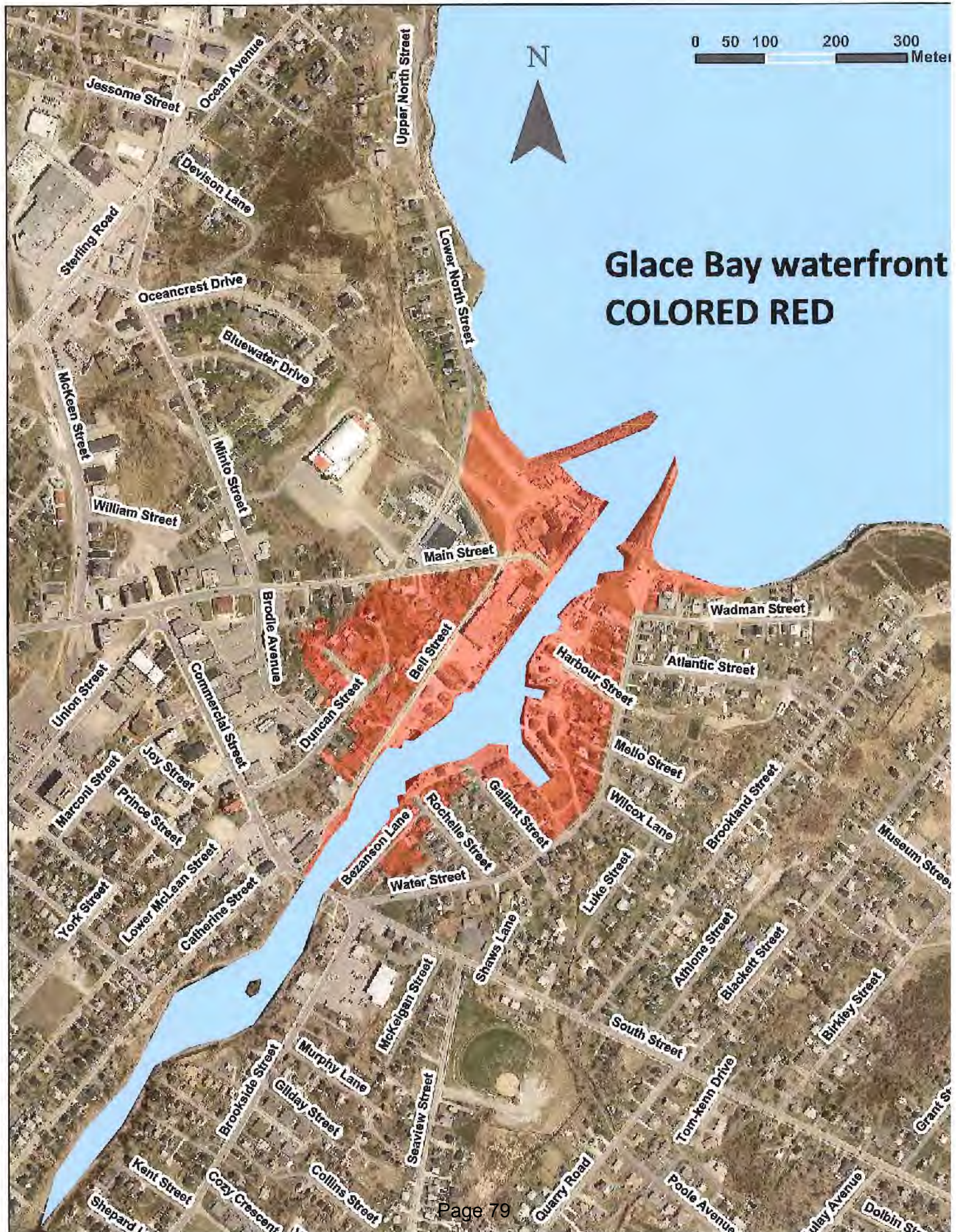
Submitted by:

ORIGINAL SIGNED BY

Malcolm Gillis

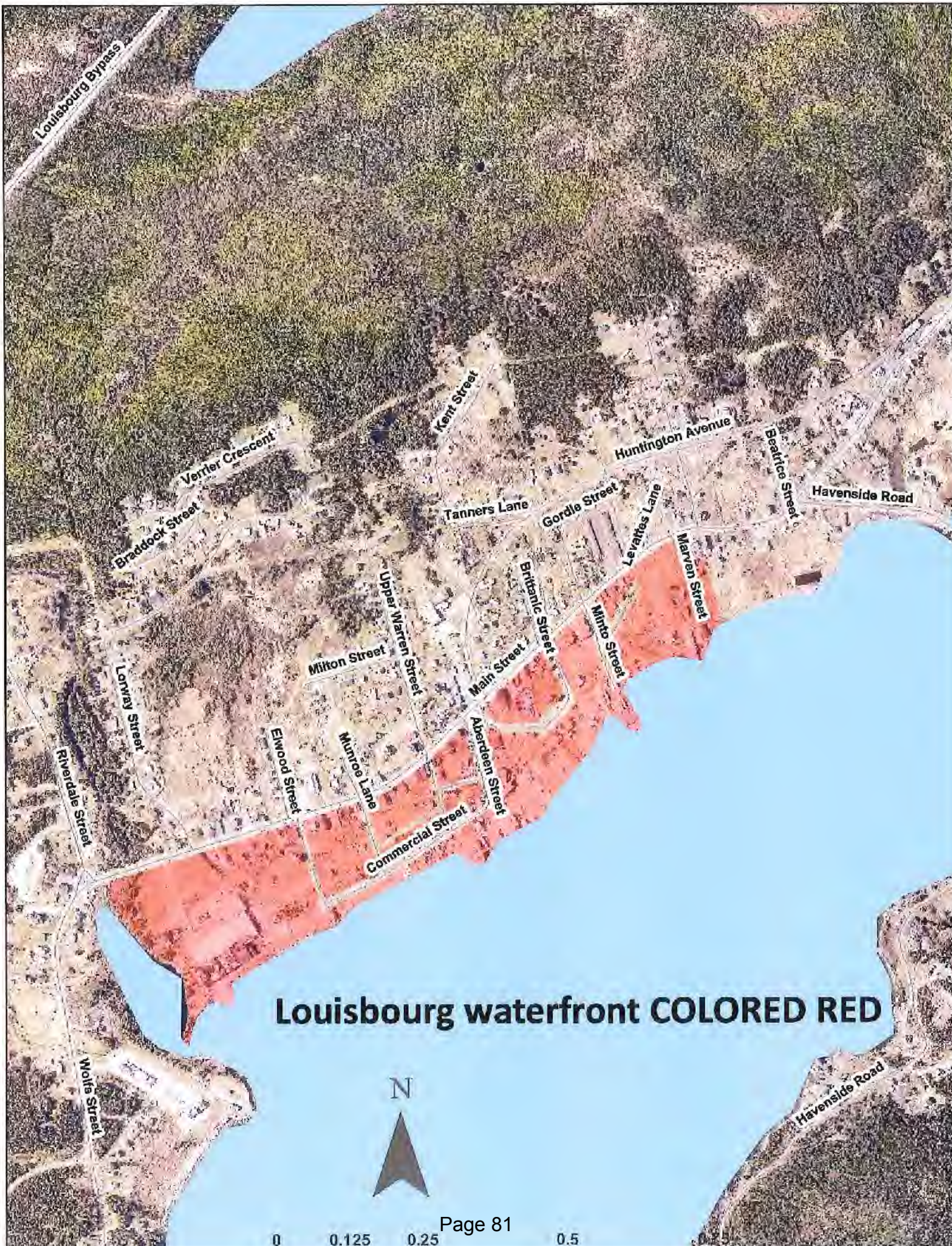
Director of the Planning and Development Department

TYPES OF MARINE RELATED LAND USES PERMITTED	WHERE
Manufacturing assembly and repair, the fishery industry and transportation terminals	The downtown North Sydney waterfront and the sites of Marine Atlantic's MV Osprey's operations i.e. the jurisdiction of the Central Business District Zone on the waterfront side of Commercial Street and Queen Street and the North Sydney Port Zone.
Manufacturing assembly and repair, the fishery industry and transportation terminals	along the downtown Louisbourg waterfront bounded by Main Street, Jerritt's Brook to the south and Marven Street to the north (i.e. the jurisdiction of the CBD Zone on the waterfront side of Main Street)
Manufacturing assembly and repair, the fishery industry and transportation terminals	the jurisdiction of the WNZ Zone along both sides of Renwick Brook east of Commercial Street to the mouth of the Brook
Manufacturing assembly and repair, the fishery industry and transportation terminals	along the downtown Sydney waterfront bounded by the Esplanade, Wentworth Creek northerly up to and including the site of the fire station (i.e. the jurisdiction of the CBD Zone on the Sydney Harbour side of the Esplanade)
Manufacturing assembly and repair, ship breaking, and transportation terminals	the extent of Sydport and Novaport on the west side of the South Arm of Sydney Harbour
Manufacturing assembly and repair, ship breaking, and transportation terminals	the extent of the Harbourside Commercial Park within the former site of the Sydney steel plant (i.e. the jurisdiction of the HBZ Zone)
Manufacturing assembly and repair, ship breaking, and transportation terminals	the site of the Nova Scotia Power electricity generating plant in Point Aconi and the lands formerly occupied by the Point Aconi coal colliery (i.e. the jurisdiction of the IUR Zone in Point Aconi)
transportation terminal	the site of the Sydney Marine Terminal in the North End neighbourhood of Sydney along the eastern side of the South Arm of Sydney Harbour



Harbourside Commercial Park
COLORED RED





Louisbourg waterfront COLORED RED

N



**Downtown North Sydney waterfront
and Marine Atlantic and MV Osprey sites COLORED RE**

**Point Aconi site
COLORED RED**

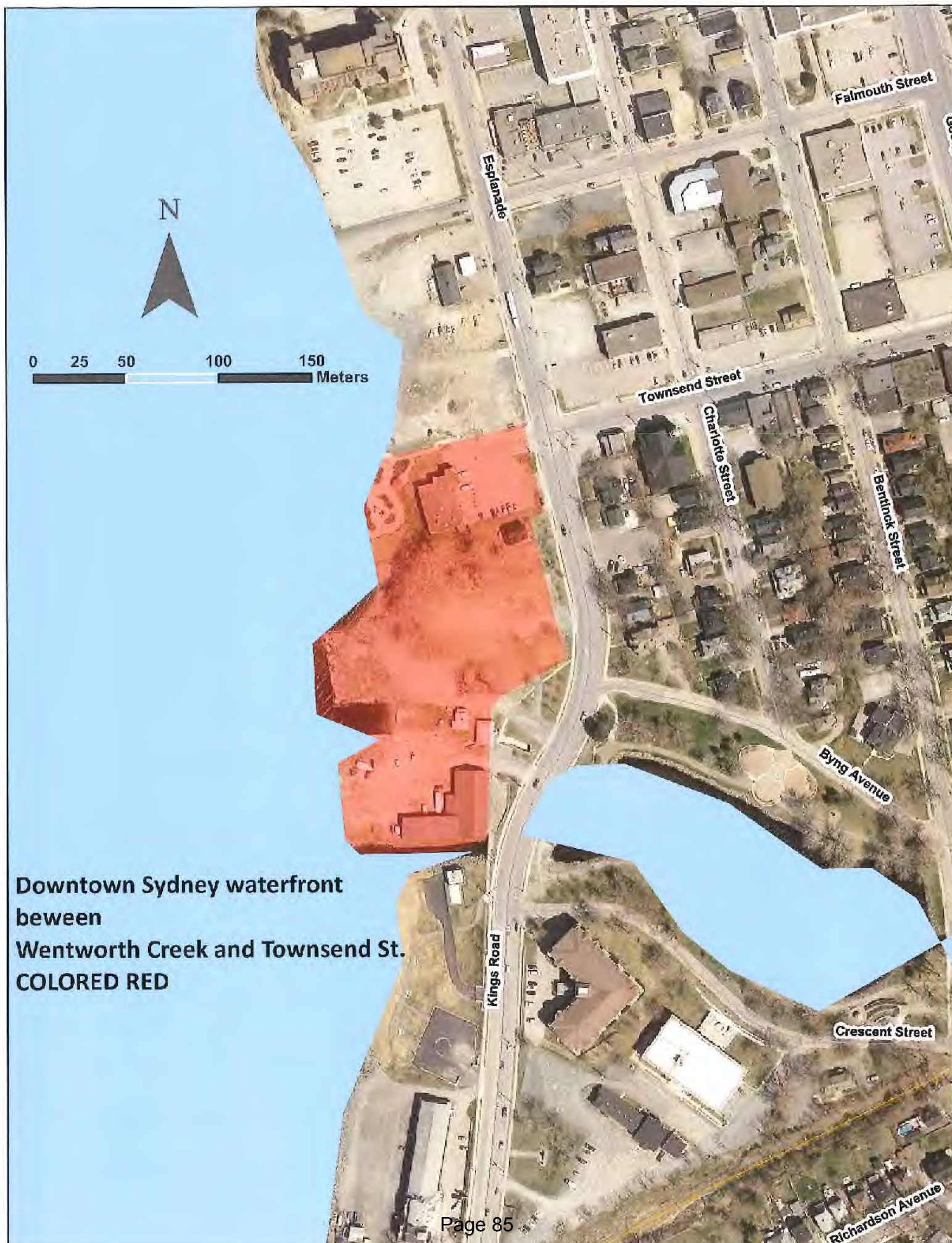
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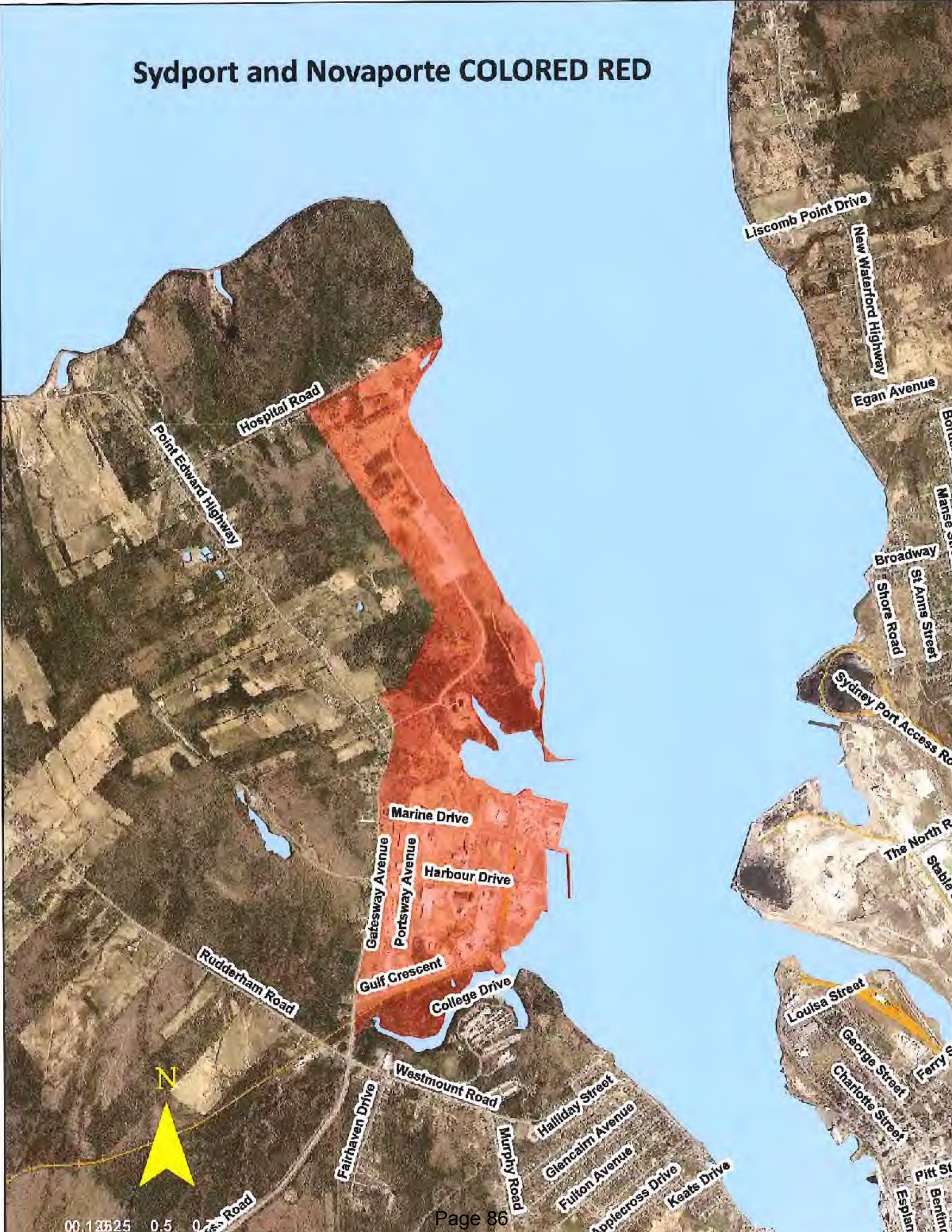


**Sydney Marine Terminal
COLORED RED**



Downtown Sydney waterfront
between
Wentworth Creek and Townsend St.
COLORED RED

Sydport and Novaport COLORED RED



Land Use Bylaw definitions

for terms used in the Zone in effect along North Sydney's downtown waterfront

Accommodations business means a service providing overnight or temporary lodging within a building and may include hotels, motels, inns, bed and breakfast establishments, tourist cottages, and hostels, but does not include property used to provide outdoor facilities for overnight or temporary lodging (i.e. campgrounds, camper trailer hookups)

Alcohol beverage service establishment means a service establishment where the primary commodities are liquor, and/or beer, and/or wine, and/or spirits (e.g. tavern, pub, lounge) that are sold to the general public for consumption either within the premises or in a designated area outside on the property operated by the establishment.

Alcohol processing means a distillery, brewery, or winery manufacturing establishment.

Animal (Domestic) Grooming means an indoor establishment where domestic animals are bathed, clipped, or combed for the purpose of enhancing their appearance or health, and for which a fee is charged, but does not include overnight accommodations, animal sitting, the breeding of animals, a veterinary clinic, or a kennel.

Artist/artisan establishment means the studio/shop where artists (e.g. painting, music), artisans (e.g. carpentry, smithy, sheet metal, machine shop) and craft persons (e.g. photographers, ceramics, pottery, customized glaziers, and tailors) provide a service by conducting their work, a significant percentage of which is customized, and offer it for retail. A decorating business that inserts embellishments onto a pre-manufactured product and offers the decorated product for sale is not an artist/artisan establishment.

Arts/entertainment studio means a service facility used by artists or broadcasters to conduct their work for purposes of public consumption either by direct broadcast from the studio, by means of a gallery display, or by mass production (e.g. compact disc, books).

Assembly manufacturing means the manufacture of a market product by assembling processed materials. Manufacturing assembly may include, but not be limited to, assembling of car parts to make the car, assembling of pages of newspaper to be delivered to end user clients, assembling of material to make clothing; making prefab houses, furniture, scientific equipment, appliances.

Bakery means a manufacturing establishment wherein baked goods are mass produced for wholesale distribution.

Bakery sales means an establishment wherein baked goods are cooked to be retailed on the premises only.

Business office means property where persons are employed in the management, direction or conducting of a business service on behalf of clients. Although not limited to the following, a business office may include the office of a financial institution (e.g. bank, insurance agency, brokerage, loans etc.), a professional office (e.g. engineer, architect), government office, telecommunications and digital technology, printing/publication establishment, call center, and may include the business office of a non-profit charitable organization, but does not include a medical clinic.

Catering business means a service establishment wherein food and beverages are prepared for consumption at functions off the premises and are not served to customers on the premises or as take-out.

Clothes cleaning business means a laundromat or dry-cleaning service establishment, or clothes drop off and pick up service that is provided in conjunction with a laundromat or dry-cleaning establishment.

Community service means a facility associated with the provision of a spiritual, social or government function, unless the use is listed as a sub-category of another defined land use. Community services include, but are not limited to, assembly halls, places of worship, private service clubs, day care facilities, mausoleums, or cemeteries. For purposes of clarification, leasing a part of a community service building to a business enterprise providing a service that could also be provided by the proprietor of the community service building (e.g. fitness center) shall be considered an accessory use to the community service.

Community Service Residence means a small scale community service focused on the provision of accommodations and institutionalized protective, developmental, or rehabilitative care to a specific group of individuals in a setting that attempts to emulate a home atmosphere. Examples include homes for women and children in crisis, mentally or physically handicapped, and halfway homes for individuals recuperating from a debilitating illness or injury.

Contractor specialized trades means a business offering services in specialized trades that are usually hired as sub-contractors for a construction project but may be under contract with a client to provide renovations and maintenance work. Examples include plumbing contractors, electrical contractors, cleaning contractors, renovations contractors, masonry contractors.

Cultural service means a facility catering to the knowledge, customs, and arts aspirations of people and includes museums, art galleries, science centers, concert halls, zoos, monuments, libraries.

Educational service means a public or privately operated school or place of instruction where structured courses are taught. In this By-law, a facility that provides instruction in dance or martial arts or other endeavours that have a fundamental physical education component are not an educational service, but a recreational use.

- education institution primary and secondary means an educational institution specifically to teach children from grade primary to grade 12
- educational institution post secondary means an educational institution specifically to teach persons who have completed or left the primary and secondary school system and may include universities, colleges, and trade schools the mandate of which is to instruct students in a particular employment skill.
- educational institution for mentally or physically disabled means an educational institution for persons who, for reasons of mental or physical disabilities are unable to attend one or the two above mentioned schools.

Entertainment service means a business facility providing amusements and diversions such as movie theatres and arcades.

Fishery products manufacturing means a secondary manufacturing establishment altering raw fishery produce into a fabricated market product. This includes eviscerating, filleting, icing, freezing, canning, packaging, smoking, salting, cooking, pickling, drying, preserving or preparing fish or aquatic plants for market in any other manner. For purposes of clarification, the wholesaling of processed fishery produce is considered accessory to fishery products manufacturing.

Fishery use means the use of any land, buildings and structures pertaining to the primary industry of harvesting and growing (but not the processing) of aquatic species and may include a commercial fishing enterprise, sport fishing, aquacultural endeavour, or wholesaling distribution facility. For purposes of clarification, retailing of fresh fishery produce shall be considered an accessory use to the above.

Food preparation establishment means a service business where food products like previously cooked or baked goods, goods prepared to be baked by a customer, sandwiches, pickled products, sauces, etc. are prepared for wholesale distribution (e.g. supermarkets, vending machines, vendor motor vehicles).

Funeral home means a service establishment providing human funeral services. As accessory uses such a facility may also provide a chapel, embalming services, autopsies and other surgical procedures, the storage and retailing of caskets and other related funeral supplies, the storage of funeral vehicles, and cremation facilities.

Health care means a use associated with the provision of a multitude of medical or related services for people. Health care includes, but is not limited to, hospitals, nursing homes, medical clinics.

Manufacturing means the process of making a raw material into a finished product; in large quantities. It includes establishments engaged in the mechanical or chemical transformation of materials or substances into new products and in assembling component parts of

manufactured products into new products. Manufacturing shall include assembling, fabricating, finishing, packaging or processing operations.

Marina means a service establishment containing docking/launching facilities where boats and ships are stored, serviced, repaired, or kept for sale or rent including any accessory business. Accessory uses may include retailing of marine accessories, boutiques, restaurants, alcohol beverage service establishments, assembly halls and waste water pumping facilities.

Motor Vehicle means a machine which is primarily constructed to move under its own power (e.g. automobile) or a wheeled vehicle intended to be hitched to an automobile which is primarily constructed to move under its own power (e.g. recreational vehicle)

Motor vehicle related means an establishment which retails, repairs, or provides fuel services to automobiles. Types of motor vehicle related establishments include:

- **motor vehicle sales** means an establishment where the primary purpose is the retail sale of automobiles and heavy equipment to the ultimate consumer for final consumption. Motor vehicle repair is an accessory use to the retail use in such establishments.
- **motor vehicle repair service** means an establishment where the primary purpose is the repairing of motor vehicles. Motor vehicle retail may be an accessory use to the repair business in such establishments. Motor vehicle repair can be divided into three categories; the repair of the parts of the motor vehicle which are responsible for it to operate, the repair of the external body of the motor vehicle, and the repair of the glass affixed to the body.
- **Motor vehicle fuel service** means an establishment where the primary purpose is the sale of fuel for motor vehicles. Motor vehicle repair and general cleaning (e.g. car wash, upholstery cleaning) as well as the retailing of convenience retail items and restaurants may be considered accessory uses to the fuel service establishment. As long as the area occupied by the motor vehicle sales and display does not exceed the floor area of the building + the pump island parking area and their approaches from the public street/road, it shall be considered an accessory use to motor vehicle fuel service.
- **Motor vehicle cleaning service** means an establishment where the primary purpose is the cleaning of motor vehicles.
- **Motor vehicle towing service** means an establishment the primary purpose of which is to tow and impound motor vehicles that have been abandoned because they have malfunctioned or have been ordered from a public street/road by the Traffic Authority. An impound yard sealed from access by the general public for such vehicles to be held temporarily for insurance purposes or until the owner pays a traffic violation shall be considered an accessory use.

Parking lot means a vehicular parking area or parking structure which is a principal or main service use of a lot parcel. If the use of a motor vehicle parking area meets the test of a heavy equipment depot as defined by the By-law it is not a parking lot.

Personal service business means an establishment where persons are employed to administer to the individual and personal health, grooming and wardrobe requests of persons and shall include hair grooming establishments, private teaching/tutoring, apparel repair, tailoring, denturists, tanning salons, aromatherapy, reiki, reflexology, massage therapy and spas.

Printing and newspaper establishment means a business involved in blueprinting, engraving, stereotyping, electro-typing, printing, typesetting, or photocopying as a service to the general public or to produce a product (e.g. newspaper, magazine) for distribution.

Protective means a service provided by police, fire departments, the military, judicial, coast guard, and correctional institutions.

Recycling facility means a service establishment, the primary purpose of which is to accept used materials, equipment, machinery and parts thereof to be either sold on-site or shipped elsewhere to be processed into new products. There are three broad types of recycling facilities:

- **recycling facility collection depot** means an establishment which only collects used goods, materials, products, etc. and ships them to another facility for processing into other products (e.g. Enviro depots, bottle exchange).
- **recycling facility and parts separation** means an establishment where used materials, equipment, machinery, motor vehicles etc. are accepted and parts are separated on-site to be either sold on-site or shipped to another establishment for processing.
- **recycling facility using outdoor storage** means a recycling facility incorporating any combination of the two above types which uses an impound yard to store the used materials, equipment, machinery.

Repair service means property associated with the maintenance, care, repair or cleaning of goods, commodities, equipment, materials other than motor vehicles and shall include the repair of clothing, jewelry, appliances, furniture, small engines, or parts of vehicles, machinery and equipment without the storage (whether within a building or outdoor) of the vehicle the part is associated with.

Residential means the use of a building or part of a building as a dwelling or dwellings.

Residential care dwelling means a building that complies with the definition of a single detached dwelling with a maximum floor area of 3,000 sq. ft. where primarily persons with chronically debilitating physical and/or mental illnesses and/or physically or mentally challenged, are lodged and provided with full time nursing services and occasional medical services (as opposed to full time medical services in a hospital).

Restaurant means a service business where food and beverages are prepared and sold to the general public for consumption either within the premises or as take-out. Alcohol beverages may be an accessory use but at no time during the day or night may the serving of alcohol beverages be the main use.

Sales means a land use associated with the retailing of tangible wares as merchandize to consumers.

Scientific establishment means a service facility where scientific research is conducted (e.g. laboratories, observatories).

Self-storage facility means a service offering space to store personal goods and materials and shall include both commercial and personal self-storage facilities.

- **Commercial self-storage facility** means an establishment renting individual storage units for the storage of personal goods and materials
- **Personal self-storage facility** means a building to store personal items in which no business, occupation, or service may be allowed to operate

Service means a land use primarily associated with the provision of a product that is not a tangible ware/article but a function performed providing a benefit to the recipient with one significant exception. Artist/artisan establishment shall be considered a sub-category of “service” because they are not manufacturing as they are not mass producing a product, and they are not sales since their workshop does not have to be where their product is sold.

Tourist information center means a service that provides useful knowledge to travelers or tourists about the geography, attractions, and services provided in the area.

Warehouse means a building or part of a building used primarily for the storage and wholesale distribution of goods, wares, merchandise associated with a sales business development.

Wholesale means the selling of goods, wares, merchandise, substances, articles or things primarily to retailers to be sold again to the ultimate consumer or to industries, institutions, or businesses.



MEMO

To: CBRM Council

FROM: Karen Neville

SUBJECT: Request from Kevin Dixon to amend the
Municipal Planning Strategy and Land Use
By-law to allow for Motor Vehicle Repair at
1929 Kings Road, Howie Center
PID 15046592

DATE: September 12th, 2017

Introduction

Kevin Dixon would like to continue to operate a motor vehicle repair business at 1929 Kings Road, Howie Center (PID 15046592) [Attachment A]. The property in question is zoned Rural CBRM-NM (RCB-NM) and while the RCB-NM zone does permit motor vehicle repair, the property is unable to meet the minimum setback outlined in the Land Use By-law. As a result, Mr. Dixon is currently in violation of the Land Use By-law. Also, Mr. Dixon is operating a motor vehicle repair business from a residential accessory building that appears to be encroaching on his neighbour's property.

In addition to having to amend the Land Use By-law, the Municipal Planning Strategy would also need to be amended to reduce the minimum setback required for a motor vehicle repair business. Currently, the MPS contains policy which permits motor vehicle repair throughout rural CBRM, provided that all buildings and structures associated with the business are well setback from any residential dwelling and outdoor storage is setback even further with screening provisions in place to protect residential development (Part 2, Policy 17.c).

In cases like this Council has two options, either reject the applicant's request outright or ask staff to prepare and submit an issue paper to a subsequent meeting of Council or its General Committee.

Submitted by:

Originally Signed by

Karen Neville
Planning and Development Department



A

Mayor Cecil Clarke, Marie Walsh, and members of the Cape Breton Regional Municipality council,

I am writing to you to ask permission to continue operating my automotive repair business from my residence at 1929 Kings Rd. in Howie Center. I am a fully licensed, Red-Seal mechanic and have been claiming all of the work that I do on my income tax as per my master tax professional's advice. I understand that there is a 300-foot bylaw in regards to operating an automotive repair business in a residential area. However, I am located on the main highway and had all of my neighbor's approval before I had proceeded to open my shop. I was operating for almost three years with no problems between my neighbors regarding my business and on July 14th, 2017 I was issued a letter through the registered mail to stop work immediately with no previous warning. In the following letter I will provide in great detail the events that took place on that day and throughout the past two months as to why I think that I should be allowed to continue my work at my residence.

The whole problem actually stemmed back to September of 2016 when I worked on [REDACTED]. [REDACTED] is a previous employee of [REDACTED] but now owns his own [REDACTED] business. When [REDACTED] approached me about working on his truck he was employed at [REDACTED]. [REDACTED] and I had worked out what had to be done to his truck and worked out a price and then he left his truck at my residence to have the work done. I spent almost two weeks working on his truck but I quoted him a very affordable price of \$300. Having lived in the area for 28 years and since his parents [REDACTED] me, I had no problem with giving the guy a break on the price. He was definitely getting a good deal considering I am a licensed mechanic. When it was time for him to pick up his vehicle, he sent a girl to pick up the truck who then proceeded to tell me that [REDACTED] would be up to pay me when he got off of work. Considering I know his parents and other members of his family, I allowed her to take the truck in good faith that he would be back after work. I do not normally

allow this but again, I know members of his family and his parents [REDACTED]. I waited around after my work hours but he never showed up. Whenever he proceeded to drive by my house after that he would beep the horn of his truck at me and laugh at me. I guess he thought that he stuck me with the bill. After about 9 months of not being able to get ahold of him by phone or through a meeting, I was told that I should contact his wife to tell her that her husband owed me money. I contacted [REDACTED] and told her about the issue at hand. She said that she would find out about it get back to me. I waited almost two weeks and then called her back again. She agreed to bring the money out to my house that day which she did. I had waited close to 10 months to get paid \$300. As a small business, having to wait for that money can really hurt you. But the main thing was that I did get paid. One cannot make it a habit to go around stiffing businesses with the bill and I wasn't going to be a victim of it. Ever since I received my money was when all of my apparent problems unfolded.

Around the time that [REDACTED] had paid her husband's bill, my municipal councilor Ivan Doncaster had stopped in to Meadow's Pharmasave where my wife and daughter work. Mr. Doncaster approached my wife Jean and told her that the CBRM wanted to talk to us but would not say anything more. She came home and told me what Mr. Doncaster had said and we both thought that they probably wanted to make sure that I was claiming the work that I was doing. Since I make under \$30,000 a year, I am not required to have a registered tax number as per my tax consultant's advice. She also told me that as long as I was claiming all of my work that my business was legal since I wasn't hiding any of the money that I was bringing in. I trust my tax consultant and the guidelines with which H&R Block operates so I know that they would not steer me in the wrong direction with my business. Since no one called to speak with me or came out to my property or left some sort of marker to indicate that they were at my property, I never thought any more of what Mr. Doncaster said to my wife.

On July 14th, 2017, I was working as per usual around 10:30 am while my daughter was outside with me. A mail courier pulled into our yard and the mail woman got out and told my daughter Kathleen that she had to come and sign for a

letter. She did and then brought it over to me since it was addressed to myself. When I opened it and read it, it basically said that there were multiple complaints made against my business, that my property is residential rather than commercial, and that I am closer than 300 feet to other dwellings. The letter then stated that I was to cease operations immediately and that my garage (as indicated by an aerial photograph of my property) could be removed since it was an "offending structure" and would be done so at my expense. I was completely shocked by what I had just read. I called the sender of the letter, David Paton, shortly after reading it and waited for him to return my phone call. I was called back at about 2:15 pm that afternoon and attempted to discuss the matter with Mr. Paton. I told him about the letter I just received from him and kept questioning him with "why" as I constantly explained that I checked with all of my neighbors before I opened up my business, that I pay my property taxes, that I claim every job that I do through income tax, that I didn't require a tax number due to my annual revenue being under \$30,000, that I keep reasonable business hours, and that there was no indication that there was a problem with my business until I received this "cease operations immediately" letter. He was very uncompassionate about the issue considering that I am the main source of income for our household. Even when I told him this, he simply stated that, "He didn't care." I then asked why there was an aerial photo of my property included. Mr. Paton told me that my garage was on my neighbor's property. I told him that when I had rebuilt my garage in 1997, I had pulled it ahead 6 feet and that the paperwork should have been registered. We had a city inspector come out and check the location of the new garage before it was built to ensure that it was in the correct location. He confirmed that it was through his measurements. I was told that the garage was still on my neighbor's property anyway and that the photograph was recent. I had stated that it wasn't but was told that it had been done on July 10th, 2017. There are many indicators in the photograph that show that it is at least 3 years old. He was quite insistent that I was still encroaching on my neighbor's property. I couldn't understand how that matter was being brought up at the time considering that the letter was about "complaints." I told Mr. Paton that I had a hunch as to who made the complaint. I told him that I suspected [REDACTED]

because the timeframe of when his wife came to pay me and when I received the letter were too close to not be connected. I also never had a problem with anyone complaining before so it seemed quite obvious to me. He wouldn't deny or confirm it but I had told him then that I honestly felt like [REDACTED] had made the complaint and that he doesn't live anywhere near my property and that he only complained because I had made him finally pay for his mechanical bill for his truck. Again, I was just told that I had to finish up the car that I was working on and that I was to not touch another vehicle unless I had the permit with my name on it. If they caught me working on anything that wasn't mine, I could be fined up to \$1000 and that they would confiscate my tools. I thought this attitude to be a bit extreme but I complied and stopped work after the van that I was working on was completed.

While examining the aerial photograph of my property over the next week, I did notice right away that there was no way that almost half of my garage was on [REDACTED] property. I knew that we had pulled the original garage ahead 6 feet when we rebuilt and that the city inspector had even help us to measure and place the ground stakes as to where the garage would be. If he didn't do so, we would not have been issued our building permit in the first place. He made sure that we weren't encroaching and then our permit was issued. When my wife and daughter went to the land registry office, the office couldn't locate the most recent copy of our surveyed property. We went to our neighbor, [REDACTED], and asked him if we could have a copy of his surveyor's certificate since it would show the land boundary in question. The certificate confirmed that we are not encroaching on our neighbor's land and that the slight overlap is caused by the overhang of our garage roof but does not actually affect the land space [REDACTED] and myself were both aware of this information when he purchased his house in 2012. Both [REDACTED] and myself were alright with the whole matter. Since it was not required by law to have the surveyor of your property register your land, the CBRM would only have access to the previous certificates that were registered and not this particular and more current and accurate land certificate. I feel like they should have researched a little further because they were addressing an issue that didn't even exist anymore.

In regards to the photograph that was attached to the letter I received, Mr. Paton had told me that the photograph was a recent aerial view of my property. However, this is simply impossible and incorrect. There have been changes made in our yard that do not show up in this photograph. We had a new septic tank put in along the back wall of our house in 2015. In order for the new tank to be put in, they had to tear up the concrete slab that was along the back of our house. There is no slab there now since we replaced it with grass. In the photo, you can clearly see the concrete slab still in place. In 2016, I had a new well dug right by the front steps of my house and you can now see the stack sticking out of the ground. In the photo, there is nothing located in that area. There is also no foliage on any of the trees and the grass appears to be brown in the photo, which also indicates a completely different time of year. In regards to the grassy area along the bank of the brook, I am fully aware that I do not own that piece of land. I had approached [REDACTED], who owns the land, and asked if I could purchase it. He said that he didn't wish to sell the land but that I could do whatever I wished with it. I knew that I couldn't do anything permanent to the land since it is not mine but I decided to use it for extra parking since that is a temporary action. I had approached him when I first bought the property 28 years ago about this matter of the land. I also own/owned at least five of the vehicles that appear in the photograph. I do not feel that this photograph should be considered relevant to the issue at hand.

The week after we had received the letter, we decided that we would bring it to Alfie MacLeod's attention. We had decided to contact our MLA instead of our Municipal Councilor, Ivan Doncaster, because Mr. Doncaster had told my wife about a month or so previously that we were going to be getting a visit by the CBRM. Mr. Doncaster had not come out to see me at all to discuss what the issue could possibly be. Since no one approached me or contacted me, I assumed there was no issue until the letter showed up. I feel that if he knew what was about to happen that he should have approached me to talk about the matter and to maybe even help solve it. I did not want to put the fate of my business in the hands of someone that I felt could have helped me out sooner but didn't. Mr. MacLeod said he would help us out but he

also needed Mr. Doncaster to help out as well. We kept in constant contact with Mr. MacLeod and his office because without him, nothing seemed to be getting done.

At first, it was quite hard to figure out just what to do considering that there was still an aspect of doubt surrounding who had made the complaint. We knew deep down that it was [REDACTED] but we needed proof. About three weeks ago (Mid August), we had multiple people tell us that [REDACTED] was bragging and gloating about how he had put me out of business. He had made a complaint to the CBRM about my business simply because he owed me \$300 and did not like the fact that he had to pay his bill. I was completely blown away that the CBRM would allow a false or "vengeance" complaint to be placed on a person when there were no actual grounds for a complaint to be made and acted upon. [REDACTED] doesn't even live anywhere near my property so his complaint should be null and void. I keep being told, especially by Mr. Doncaster, that a complaint is a complaint and that one was made against me. I do not see the relevance of this complaint. It was done in mean spirits and should not have been taken seriously. If this complaint is not removed, it essentially points out to all members of the CBRM that you can have a personal problem with anyone and make a false complaint about them or their property and that it will be taken as the only word rather than by examining the relevance of the complaint. We could have a serious problem plaguing the CBRM if this becomes known. How can someone simply file a false complaint and have no repercussions placed back upon them if they do so? When we called Mr. Doncaster to tell him that we knew it was [REDACTED] who had actually filed the complaint, he told me over the phone to just "grin and bear it!" Of course I then went to Mr. MacLeod because I felt like I could only trust him and that he had my best interests in mind. Mr. Doncaster has been slightly more helpful and cooperative after I contacted Mr. MacLeod about his mannerisms in the whole matter.

Mr. MacLeod told us that it would be helpful to us to get the three immediate neighbors to sign letters that state that they are okay with my business being within 300 feet of their houses/properties. All three of my neighbors, Kathy Tonet, Anne-Marie McCarron, and [REDACTED] have been more than supportive over this whole process since they had been perfectly fine with the whole business right from the

start. They are even some of our customers and say that they love the fact that I can help them out with their vehicles whenever they need anything done to them. However, when my daughter asked [REDACTED] if he would mind signing the letter, he said that he could not and shut the door in her face. Apparently Mr. Doncaster must have told him that I was running an illegal business. He was the only person using this kind of language to initially describe my situation and was also in contact with [REDACTED] prior to this incident with my daughter. Mr. Doncaster didn't deny the fact when my wife brought it up to him when he stopped by our house on Tuesday August 29th. He even offered to patch things up with [REDACTED] a few days later. This to me showed that he may have swayed my neighbor in to thinking that I was running an illegal business. Mr. Doncaster had even brought up this same notion to my wife and daughter at their workplace where customers were present. They did not like the fact that he came into their place of work and stated that I was running an illegal business. He clearly didn't look into the matter at all and just assumed that we were operating illegally. I certainly do not appreciate this type of behavior, especially from my Municipal Councilor.

I do not understand how one complaint made by an irrelevant party can cause this much of a disturbance in my life. This has completely disrupted my busiest time of the year to work since the winter months are closing in. I have lost thousands of dollars and a substantial amount of my business. I would like to be compensated for the time and money I have lost and for the mental anguish that this has caused both my family and me. I do not think that the CBRM followed the proper procedures when addressing the whole issue. I do not think that a letter in the mail should have been my first and only warning to stop working. In the letter from David Paton, it said that he had made a site visit on July 10th, but my family and I were only gone from 9am to 10am that morning and then someone was home the rest of the day. If he had actually come to my property that morning, he left no indication that he did. I cannot sit at home all day and wait for people that you have no clue are stopping by. That just doesn't make any sense to me. I would have followed up with him had he left a card or something in the door stating his visit. To me, he didn't even try to talk to me if the one hour we were gone that day was the

time that someone showed up. The way I was made to feel during this whole process was that I was doing something wrong the entire time. How come small mechanical/Automotive businesses can operate within 300 feet of their neighbors all over the CBRM with the same 300-foot restrictions being placed on them? Mr. Doncaster told me that the 300-foot rule came into play when someone complained. I already proved to him and others that my complaint was a vengeance complaint made against me from someone irrelevant to my property. So I am being subjected to this bylaw because of the complaint. The complaint should never have been treated with significance do to [REDACTED] distance from my property. However, I keep being told that due to the complaint, I am too close to work out of my yard. This whole circumstance could and should have been avoided and I am being punished without just cause. A complaint is not a complaint unless it has relevance surrounding it. I do not see any relevance here. I only see someone who did not like the fact that they had to pay for their bill on their truck and did not like it. How is this fair?

I appreciate the time you are taking to read this letter. I hope you take all of the accounts into consideration, as they are all important to the full understanding of this issue. I fully understand the by law as it stands but I also understand that it only comes into play if someone deems my use of space "obnoxious" and puts in a actual and relevant complaint about it. I keep being told that now that the CBRM was made aware of my property that now the by law will apply. Yet again, I was not hiding anything about my business and was claiming everything and had the approval and support of my neighbors. I was just a victim of circumstance. I would even accept being re-zoned in order to continue with my work. I hope you take this matter seriously as my family and myself have done and that it can be resolved as quickly and correctly as possible.

Sincerely,

Kevin Dixon

August 29th, 2017

I hereby give my written consent to allow Kevin Dixon to continue to operate his automotive business at 1929 Kings Road within 300 feet of my property.

Name: Ann Marie Mc Carron

Address: 1925 Kings Road
BIL 1C6

Signature

August 29th, 2017

I hereby give my written consent to allow Kevin Dixon to continue to operate his automotive business at 1929 Kings Road within 300 feet of my property.

Name: KATHLEEN M. TONET

Address: 1933 KING'S RD,
SYDNEY, NS
BILIC

Signature

August 29th, 2017

I hereby give my written consent to allow Kevin Dixon to continue to operate his automotive business at 1929 Kings Road within 300 feet of my property.

Name: SHARON TONET

Address: 1933 KINGS ROAD
SYDNEY, NS B1L1C6

Signature



Cape Breton Regional Municipality

David Paton

Development Officer
Planning and Development Department
Email: dmpaton@cbrm.ns.ca
Telephone: (902) 563-5134

320 Esplanade
Sydney, Nova Scotia
B1P 7B9
Fax: (902) 564-0481

July 12, 2017

JEAN MARIE & KEVIN DIXON
1929 KINGS ROAD SYDNEY NS CA
B1L 1C6

Re: Motor vehicle repair at 1929 Kings Road, Howie Centre (PID 15046592)

Our office is responsible for the enforcement of the Cape Breton Regional Municipality (CBRM)'s Land Use Bylaw. We are in receipt of complaints regarding a motor vehicle-related business operating at this address. A recent site visit on July 10, 2017 confirmed the presence of a large number of vehicles on the property.

The above referenced property is located in the Rural CBRM-No Mobile (RCB-NM) Zone. Motor vehicle repair is only permitted in this zone provided that all land, buildings and structures associated with the business are a minimum of 300 feet from all dwellings, other than the dwelling of the proprietor of the business (Part 42, Section 3 of the Land Use Bylaw). The garage and vehicles on this lot are substantially closer than 300 feet from nearby dwellings and may even be encroaching on adjacent properties (see attached aerial photography). Therefore, a motor vehicle repair business is **not** permitted on this lot. Furthermore, any use of equipment, tools, and materials to regularly service vehicles, equipment, and materials owned by non-residents of the address, whether as part of a business operation or not, is **not** permitted (Part 96).

Lastly, the property is assessed as residential, not commercial.

I therefore must ask that you immediately cease operation of any motor vehicle repair business and/or the servicing of vehicles owned by non-residents of the address.

If the violations have not been addressed by August 12, 2017, this file will be referred to the Legal Department for prosecution. As per Section 266 of the Municipal Government Act, I have the authority to request the Supreme Court of Nova Scotia issue an order to cease

operation of the business and to authorize the municipality to remove any offending structures at the owner's expense.

Of course I am available and willing to discuss this with you. If you want to meet with me in person I ask that you arrange for an appointment to ensure I am available. Otherwise, I encourage you to call me to discuss how to proceed.

Sincerely;

David Paton

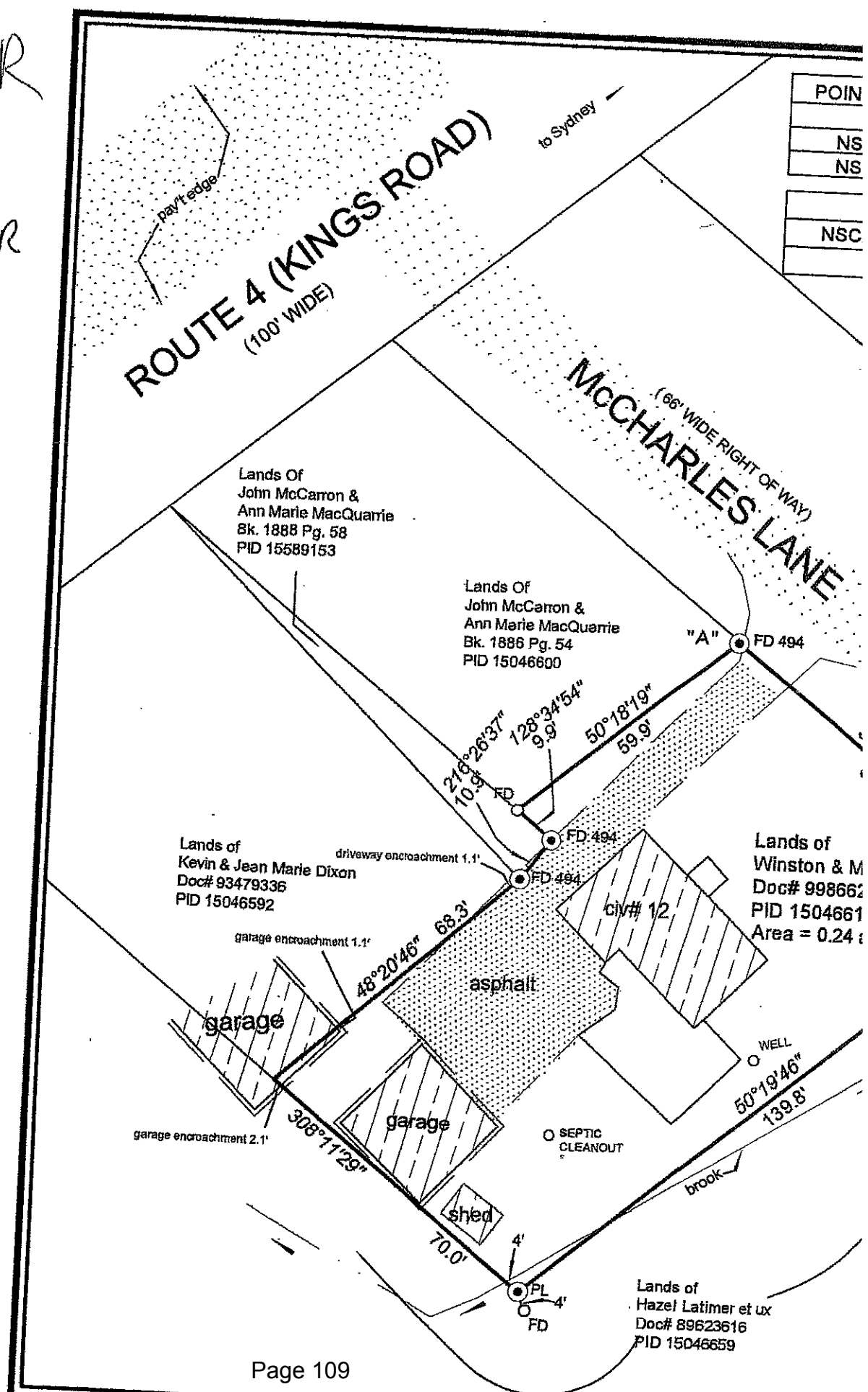


15 30 60 Feet

4.75 9.5 19 Meters



CORMIER
MR. HARRIS
SURVEYOR





MEMO

To: CBRM Council

FROM: Karen Neville

SUBJECT: Request from Mark Head to amend the Municipal Planning Strategy and Land Use By-law to allow for a Marine Assembly And Repair Facility at 62 Birch Grove Road, Port Morien (PID 15372089)

DATE: September 12th, 2017

Introduction

Mark Head has expressed interest in purchasing the former Gowrie School located at 62 Birch Grove Road, Port Morien (PID 15372089) from the CBRM to operate a marine assembly and repair facility (Attachment A). The property in question is zoned Small Urban Community (UCS) and while the UCS zone does permit some non-residential uses, it does not permit a marine assembly and repair facility.

In addition to having to amend the Land Use By-law (LUB), the Municipal Planning Strategy (MPS) would also need to be amended to permit a marine assembly and repair facility on this property. The MPS policies associated with small urban communities and the fishery industry are both silent on marine assembly and repair facilities.

In cases like this Council has two options, either reject the applicant's request to amend the MPS outright or ask staff to prepare and submit an issue paper to a subsequent meeting of Council or its General Committee. It should be noted that a decision regarding the purchase of the property should be made prior to amending the MPS.

Submitted by:

Originally Signed by

Karen Neville

Planning and Development Department

A



From: Mark Head
Sent: September-01-17 4:57 PM
To: ClerksOffice
Subject: Gowrie school

Hello

I am writing to request that council could amend plan policy to allow a boat building and repair facility in the former Gowrie School located in Port Morien.

Thank you.

Mark Head



TO: CBRM Council

FROM: Karen Neville

**SUBJECT: ZONING AMENDMENT APPLICATION – 1036
Gary Mansfield
79 Pierce Street, North Sydney**

DATE: September 12th, 2017

Introduction

The Planning and Development Department has received a zoning amendment application from Gary Mansfield requesting permission to permit a three unit apartment building at 79 Pierce Street, North Sydney (PID 1S026016). Mr. Mansfield would like the opportunity to have additional rental units in an existing single unit building. The property is zoned Residential Urban C (RUC) which only permits one and two unit residential dwellings; as a result, Mr. Mansfield has requested the zoning on the property be amended.

The area surrounding the property in question is predominantly residential, however there is a range of non-residential uses in the area including a convenience store, churches and clergy residence, artist workshop, denturist, hair dressing school, beauty salon, massage therapist, office buildings along with a range of home based businesses. According to CBRM records, there are S9 single detached dwellings, 20 two-unit dwellings, one three-unit dwelling, four four-unit dwellings, one six-unit dwelling, and one eight-unit dwelling in the area outlined in blue on Attachment A. The property is also in close proximity to the Transit Cape Breton bus route on King Street.

What Does the Municipal Planning Strategy Say?

There are several policies in the Municipal Planning Strategy (MPS) which advocate for higher density residential developments like apartment buildings under a variety of circumstances. When the current zoning does not permit the scale of a proposed residential development it is a policy of the MPS to at least consider a zoning amendment. If a zoning amendment is considered, Policy 1. d. 9 Part 4 of the MPS provides a list of six criteria Council must use to evaluate the merits of the zoning amendment application. The criteria are listed below along with an evaluation of the proposed application.

- The development proposal must include a landscaping plan to buffer and screen low density residential uses from the starker ancillary components of the site (e.g. *parking spaces, driveways, utility facilities, etc.*)

A portion of the parking area will be screened by the main building itself as well as an accessory building located on the property. In addition, the parking area will be screened by a series of trees found on neighbouring properties. The portion of the parking area not screened is adjacent to the parking area for the eight unit apartment building on the adjoining lot parcel (Attachment B).

- an on-site parking and vehicular maneuvering plan which does not exacerbate traffic movement problems along any public street/road abutting the site shall be included;

Three parking spaces must be provided to be in compliance with the parking standards of the Land Use Bylaw. The existing development has a parking area that can accommodate several vehicles; however, the applicant does plan on expanding the parking area to improve vehicle maneuverability.

- traffic emanating to and from the site shall not significantly increase the volume of traffic along any public street/road it will be accessing;

The applicant is requesting to convert the existing building from one-unit to three-units which would not result in a significant increase in traffic onto Pierce Street. The criteria to evaluate increased traffic is more relevant when considering a zone amendment for a much larger apartment building.

- The development proposal must mitigate the potential adverse effects any significant buildings will have on much smaller scale low density residential buildings.
- The site plan and building design must respect any aesthetic aspects of the streetscape that are easily discernable;
- Any adverse effects such as bulk and height resulting from a significantly greater scale than existing residential development in proximity shall be mitigated.

Generally, landscaping on the surrounding properties is modest i.e. maintained lawns with little or no shrubbery. The applicant intends on maintaining the flower gardens located in the front yard of the building. The existing building is two storeys, which is a residential building found in the general area. From the exterior the building will appear to be a single detached dwelling.

When considering a proposed amendment for an apartment building the MPS states that the purpose of zone amendment is to ensure that the apartment building does not adversely affect low density residential development in the vicinity. The MPS also states that the allowable density and scale of an apartment development within a neighbourhood shall be correlated based on:

- the level of the public street/road accessing the site;
- the variety of land use types in the vicinity; and
- the existing development densities in a given neighbourhood;

Pierce Street is considered to be a Level 4 street (neighbourhood through street). A Level 4 street is mainly used by local traffic but it also serves as a street that channels through traffic. There is a Transit Cape Breton route where Pierce Street intersects King Street. While the area is predominantly single unit dwellings there is a range of higher density residential buildings as well as non-residential uses in the area. Mr. Mansfield is requesting to convert an existing two storey building, which is a common building type in the area. After the conversion the building will still appear to be a single unit dwelling and will be in keeping with the scale of the surrounding buildings. Based on the above evaluation, the proposed zone amendment to permit a three-unit building on PID 1S026016 would meet the intent of the MPS.

Recommendation

I recommend that Council pass a Motion to schedule a Public Hearing to consider this zone amendment at the next scheduled meeting of Council.

Submitted by:**Originally Signed by**

Karen Neville
Planning and Development Department





B

Pierce Street

- Existing Single Unit Dwelling
- Eight Unit Apartment Building
- Accessory Building



TO: CBRM General Committee of Council

FROM: Karen Neville

SUBJECT: RENAMING OF HEMLOCK DRIVE, SYDNEY RIVER

DATE: August 30th, 2017

The Planning and Development Department has been made aware of an issue with the configuration of Hemlock Drive, Sydney River. As you can see on Attachment A, while the two street segments are in close proximity with one another, they are not one continuous street (i.e. directly across from one another) and therefore should be addressed separately. The CBRM wants to ensure that all of the dwellings using these street segments can be found in the case of an emergency; as a result, one of the two street segments must be renamed. Based on historical information, the Hemlock Drive to the northeast of Kimberly Drive (#1) existed prior to the Hemlock Drive to southwest (#2) [Attachment B]; because of this, it has been decided that the street segment #2 should be renamed.

Assigning correct civic addresses is the responsibility of the Civic Address Coordinator for purposes of 911 emergencies. However, a road renaming is subject to the approval of the General Committee of Council. According to the Civic Addressing Policy, renaming of existing streets shall be discouraged unless the renaming will reduce the likelihood of confusion in the event of an emergency. Having one name assigned to distinct street segments could result delay by emergency responders.

The CBRM Civic Addressing Policy also states that a street renaming can only take place following a public consultation with the affected residents. There are four residential dwellings addressed off of Hemlock Drive, two on each segment. On July 17th, the two affected property owners were notified of the possible street renaming and were provided an opportunity to provide input. Since no new name was suggested by the deadline date, the Civic Addressing Coordinator can select a name.

When no name is suggested, the CBRM Civic Addressing Policy states the Civic Addressing Coordinator will select a name from a list of names of those who lost their lives serving in the Canadian Armed Forces or while serving as an emergency response official. The name Butler was selected from the list of soldiers that appears on the monument erected in Wentworth Park. There is currently no Butler Lane or similar names within the CBRM street centreline file and thus meets the criteria for a new street name based on the CBRM Civic Addressing Policy.

Recommendation

I recommend that the General Committee of Council pass a Motion to rename the segment of Hemlock Drive identified as #2 on Attachment A to Butler Lane.

Submitted by:

Originally Signed By

Karen Neville
Planning and Development Department



1. In the presence of RT. No. 4
4-576-10W

TO SYDNEY →

THE IMPERIAL BANK OF
COMMERCE
(INCORPORATED)

FLAMINGO SEX CONC 3' x 8' x 3'

SECRET

CHERNIN BROS.
GLACE BAY, C.B.
(0.04 AC.)

FRANCIS MUSEUM E
STUDY MUSEUM
To be used only on the MS.
1953 MS. 4-370W

[illegible]

MR. FRASER MACDONALD
195 RIVINGTON AVE. SYD
(O.I.A.C.)

Director W. H. Burgess

70/7485(2.00 mg
(0.05 ml))

LINCOLN MACKENZIE
16 HARRIET ST.
S.O. 2240.

4+15! N 70° E →
HARRIET ST. 4+34
← CONC. RETAINING WALL

ROBERT PETERS
11 HARRIET ST.
NEW YORK (C. 03 A)

F. HARRIET
N70E →

JOSEPH L. HARRIET JR.
1 HARRIET ST. SYD. RIV. C.B. N.L.
(0.04 AC.)

JOSEPH L. HARRIET JR.
1 HARRIET ST.
(O.O. AC.)

ROBERT MACKEIGAN
921 W. WILSON, JR.
(0.03 AC.)

STEWART MACKELGAN
85 KIMBERLEY DR.
(0.02 AC) 

Page 120



**CBRM Councillors
Office**

M·E·M·O

To: Municipal Clerk Deborah Campbell Ryan
From: Councillor Ray Paruch
Re: Agenda Item – 2016 Thanksgiving Flood – Proposed No-Development Zone
Date: September 19th, 2017

Dear Deborah:

I am requesting that the following agenda item be placed on the September 19th, 2017 Council agenda:

On October 10th, 2016 “Thanksgiving Day Weekend”, as much as 220 millimeters of rain destroyed approximately 20 homes in the Royal Avenue and St. Peter’s Road area of the Southend of Sydney and caused damages to other properties throughout other areas of CBRM.

A proposed no-development zone was suggested publicly for neighborhoods throughout Sydney who were hardest hit by the flood.

Homeowners in the Southend agreed that their homes should be purchased and levelled and that no one should be allowed to build in the flood zone again.

At this point, the CBRM Council has not debated the no-development zone idea and the public have been led to believe that it now exists.

That CBRM Mayor Cecil Clarke and Council request Malcolm Gillis, the Director of the CBRM Planning and Development Department, to prepare an Issue Paper on the proposed no-development zone to enable Mayor and Council members to enter into discussion and come to a resolve on this issue.

Thanking you for your time and assistance.

Sincerely;

Councillor Ray Paruch – District #6 – CBRM

/cmi



CBRM

A Community of Communities

Cape Breton Regional Municipality

MEMO

Date: September 5, 2017
To: Mayor and Council
From: Jennifer Campbell, CPA, CA Chief Financial Officer
Re: Borrowing Resolution, Operating

CBRM has in place a borrowing resolution for a \$44,000,000 line of credit. Our financial institution, the Bank of Montreal, requires CBRM to renew this operating line of credit annually. This represents the overdraft that is used to finance short term operations and bridge financing for capital projects.

The Bank of Montreal requires a motion from Council to renew this borrowing resolution for the 2017/2018 fiscal year.

Sincerely,

Jennifer Campbell, CPA, CA Chief Financial Officer



CBRM

A Community of Communities

Demetri Kachafanas
Regional Solicitor
563-5047

ISSUE PAPER

TO: Mayor and Council

FROM: Demetri Kachafanas
Regional Solicitor

SUBJECT: Right of Way Request/Trans-Atlantic Preforms Limited
Sydport Industrial Park

DATE: September 19th, 2017

We are in receipt of a request from Breton Law Group, representing Trans-Atlantic Preforms Limited seeking a right of way over CBRM Property (PID 15776370) to access their property off Harbour Drive. A copy of the Letter dated, August 28th, 2017 is attached with background information (Attachment #1). The requested Right of Way is shown shaded in yellow on the attached plan and identified as "Common User Area" (Attachment #2).

It appears Trans-Atlantic Preforms Ltd. has a right to access under the common user agreement, however, they would like to obtain a formal grant of right of way to allow direct access off of Harbour Drive to their property.

I would request a Motion of Council to authorize Mayor and Clerk to execute a formal Right of Way to Trans-Atlantic Preforms Ltd over the Common User Area as outlined in yellow on the attached map provided CBRM does not absorb any cost or fees associated with the grant of Right of Way.

Thank you.

Sincerely,

ORIGINAL SIGNED BY

Demetri Kachafanas
Regional Solicitor

DK/spk
Attachment(2)



THE BRETON LAW GROUP

James R. Gogan

Direct Dial: (902) 563-5920

E-Mail: jim@bretonlawgroup.com

File No. 40150-10

August 28, 2017

Demetri Kachafanas
Sheila P. Kolanko
Regional Solicitor's Office
Cape Breton Regional Municipality
320 Esplanade
Sydney, NS B1P 7B9

Dear Sheila and Demetri:

Re: Sydport Operations Inc. - Cape Breton Regional Municipality - Right of Way Access

We represent Sydport Operations Inc. with regard to a request for the establishment of a right-of-way over properties of the Cape Breton Regional Municipality (CBRM).

By way of background, CBRM entered into a Lease Agreement with Point Edward Marine Limited on July 27, 2015, in respect of various lands, including:

PIDs 15776370; 15114101; 15169436; 15114523; and a portion of PID 15776388.

For your reference, I am attaching a pictorial description of these lands as they are referenced in the Lease Agreement.

The Lease provided the Tenant with a term of ten (10) years. Article 25 of the Lease provides:

The Tenant shall have the right to install fencing around the perimeter of the Demised Premises, and install and implement any security systems or measures it deems necessary at its sole discretion, cost and expense, subject, however, to any easements, rights of way or common user lands as may be referenced or described in the legal descriptions of the Lands.

The common user area is referenced on the attached map in yellow. This area broadly represents the interior wharf frontage area. Common user lands can be accessed off of Harbour Drive or Gulf Crescent.

It is our understanding that the Tenant is in the process of erecting secured access to the Demised Premises in compliance with security requirements associated with an ongoing contract.

To facilitate access to our client's property (PID 15872179), Trans Atlantic Preforms is requesting a right-of-way over Lot 1 so the property can be accessed off of Harbour Drive. Prior to erecting any security fencing, this could be done directly based upon the existing access right-of-way under the common user agreement.

It is our understanding that the Tenant is prepared to locate fencing sufficiently inside the boundary area of Lot 1 that our client will not be required to enter or exit through the secured fencing in order to access the property. However, with this agreement in place, there remains the issue of the authorized right-of-way. On this basis, we are requesting a formal right-of-way agreement that would allow direct access off of Harbour Drive to access PID 15872179.

In our opinion, this right-of-way access (1) would not impair or harm rights granted to Point Edward Marine Inc. under the existing Lease Agreement; and (2) are consistent with the common user access rights provided for under the conveyance of the lands to CBRM at the time of acquisition.

I would be pleased to provide any further particulars you may require in order to consider this request.

Yours very truly,

THE BRETON LAW GROUP

ORIGINAL SIGNED BY

James R. Gogan

c.c. client



CBRM

A Community of Communities

ISSUE PAPER

TO: Mayor and Council

FROM: Sheila Kolanko – Property Manager

SUBJECT: Richard and Sarah Gibbs
Vacant Lot at Gannon Rd., North Sydney (PID 15034291)
File No. 07485

DATE: September 19th, 2017

On July 11th, 2017, we received a letter of interest from Richard and Sarah Gibbs to purchase CBRM land identified as PID 15034291 on the attached map. The property lies adjacent to Mr. and Mrs. Gibbs residence located at 128 Gannon Road, North Sydney. They recently purchased the property in November of 2016 and it was brought to their attention the driveway was located on CBRM lands.

The property is currently deemed essential because CBRM has an existing water and sewer line crossing the subject property. It is also flagged that should the property be sold, the owner of 128 Gannon Road should be given consideration as their driveway encroaches on the said parcel.

The request was circulated internally for staff review. We have received confirmation the property can be deemed surplus and sold, provided CBRM retains an easement for CBRM's existing water/sewer lines.

It is our recommendation that Council deem the property surplus to the needs of the Municipality and be sold to Richard and Sarah Gibbs subject to an easement in favour of CBRM for existing water/sewer lines.

Respectfully Submitted,

Original Signed By

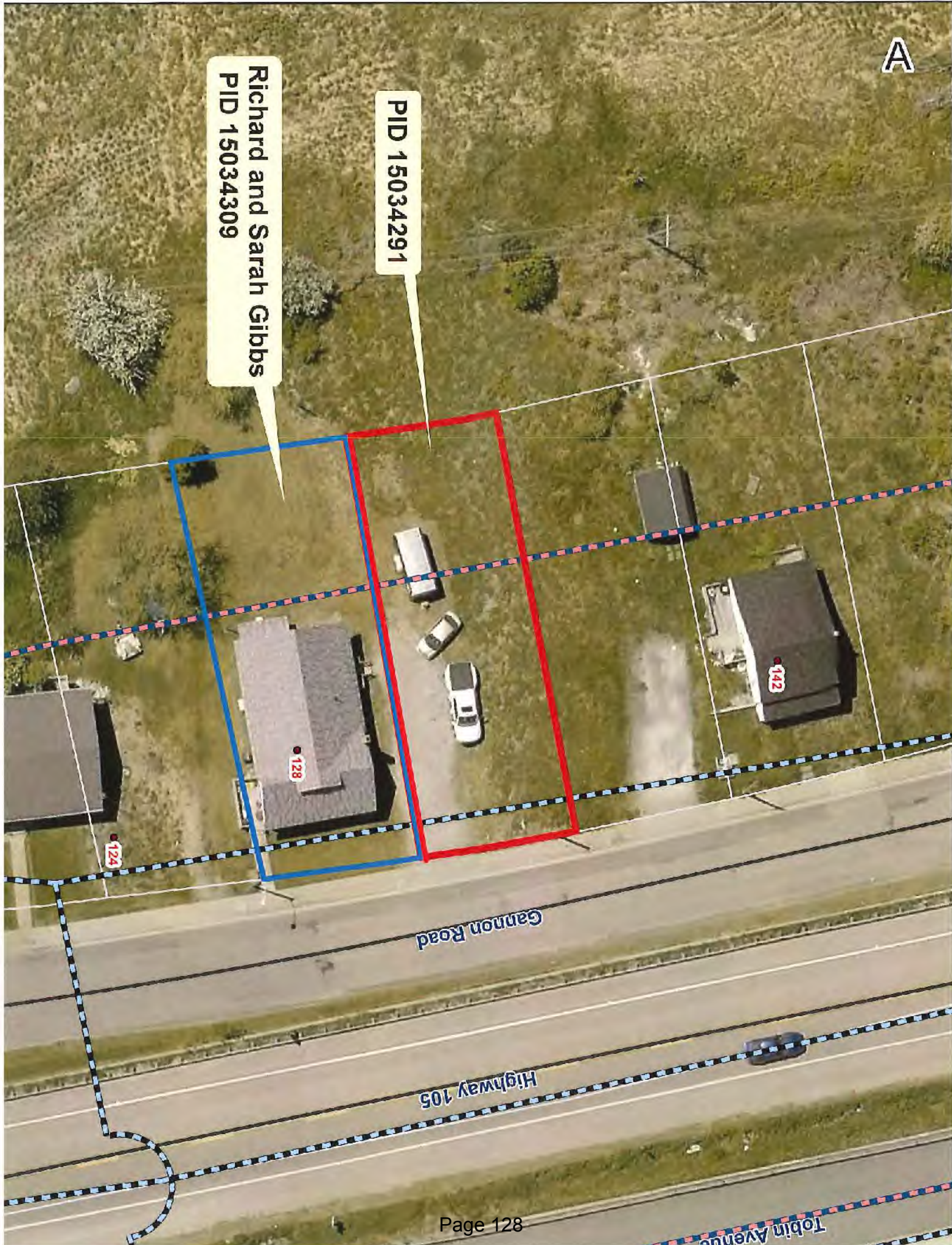
Sheila Kolanko
Property Manager

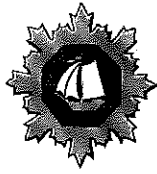
Attachment(1)

A

PID 15034291

Richard and Sarah Gibbs
PID 15034309



**CBRM***A Community of Communities*

ISSUE PAPER

TO: Mayor and Council

FROM: Sheila Kolanko – Property Manager

SUBJECT: Request for Amendment to Lease
Port Morien Wildlife Association
(PID 15580368) Sand Lake, CBRM

DATE: September 19th, 2017

The legal department is in receipt of a request to extend the term under the existing Lease between Cape Breton Regional Municipality (CBRM) and Port Morien Wildlife Association for a further eight (8) years with all other terms to remain the same.

The current lease agreement is scheduled to expire on August 31st, 2019. In order for the Association to secure funding for their project, the group is required to have a 10 year lease.

I have received confirmation back from CBRM's staff that the Association is going great work and have no issues with granting an extension.

Therefore, I would ask for a Motion to have Mayor and Clerk sign an Amending Agreement to extend the term under the existing Lease to the 31st of August 2027 in favour of the Port Morien Wildlife Association.

Respectively Submitted,

ORIGINAL SIGNED BY
Sheila Kolanko
Property Manager

**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)

A

Grayson McCann
PID 15142615

Portion of PID 15715048

188

182

Gatacre Street

**CBRM***A Community of Communities*

ISSUE PAPER

TO: Mayor and Council

FROM: Sheila Kolanko – Property Manager

SUBJECT: Request for Street Closure
Marine Atlantic Terminal Expansion
Portion of 15722960 – Pleasant Street, North Sydney

DATE: September 19th, 2017

The legal department is in receipt of a request from Breton Law on behalf of their client, Marine Atlantic, to apply for a formal street closing for that portion of the road reserve encompassing the original placement of Pleasant Street, North Sydney. The area they are seeking to close is outlined in red on the attached map (Attachment A) and confirmed by Survey plan prepared by Horace Lovell, dated September 12th, 2017 (Attachment B).

Marine Atlantic is presently in the process of upgrading the terminal entrance at its property in North Sydney. As part of the upgrade, they are proposing to construct an “off ramp” that will facilitate the re-routing of traffic leading from the Trans-Canada Highway into North Sydney that enters the terminal by accident. Please see the attached drawing (Attachment C) showing the proposed exit route depicted in green arrows. In order to achieve this strategy Marine Atlantic will require a portion of CBRM property (as outlined in red on the attached survey plan). In conjunction with the proposed street closing request, it will be necessary for them to purchase the subject lands from CBRM.

The Engineering and Public Works Department have visited the site and met with representatives of Marine Atlantic to review that portion of the CBRM road reserve they are seeking to acquire. The EPW Department have determined and informed us there is no reason not to allow for the street closure or transfer of the property to Marine Atlantic, provided CBRM retains an easement to access CBRM’s existing sewer lines and infrastructure for all future maintenance and repair.

Based upon all information presented to the legal department and upon full review with the Planning and Public Works staff, we would recommend and request Council provide a Motion approving the partial street closure and sale to Marine Atlantic subject to an easement in favor of CBRM for existing CBRM sewer lines and infrastructure. All costs shall be the responsibility of Marine Atlantic.

Respectively Submitted,

ORIGINAL SIGNED BY

Sheila Kolanko
Property Manager

Attachment (3)

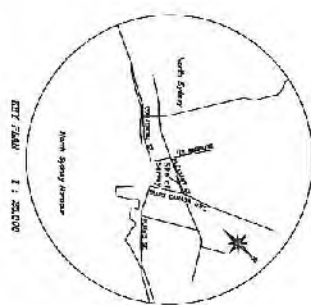
NORTH SYDNEY



Portion of 15722960
(To be confirmed by legal survey)



A



09.04.20 : 7 08.07.20

ACQUITTALS

ALL MEMBERSHIPS ARE FIELD MEMBERSHIPS UNLESS NOTED OTHERWISE.

LEGEND:

NAME: ALAN KIM ROOM: 2010 PHONE: 714-444-1111 FAX: 714-444-1111
 STREET: 1000 N. GARDEN CITY: ANAHEIM STATE: CA ZIP: 92810
 BUSINESS: TELEPHONE TITLE: MR. NAME: JOHN
 COMPANY: TELEPHONE
 REGISTERED MAIL PERMIT NO. 1000 CITY: ANAHEIM STATE: CA ZIP: 92810
 TELEPHONE: 714-444-1111
 COUNTRY: USA
 NAME: JOHN
 ADDRESS: 1000 N. GARDEN
 CITY: ANAHEIM STATE: CA ZIP: 92810

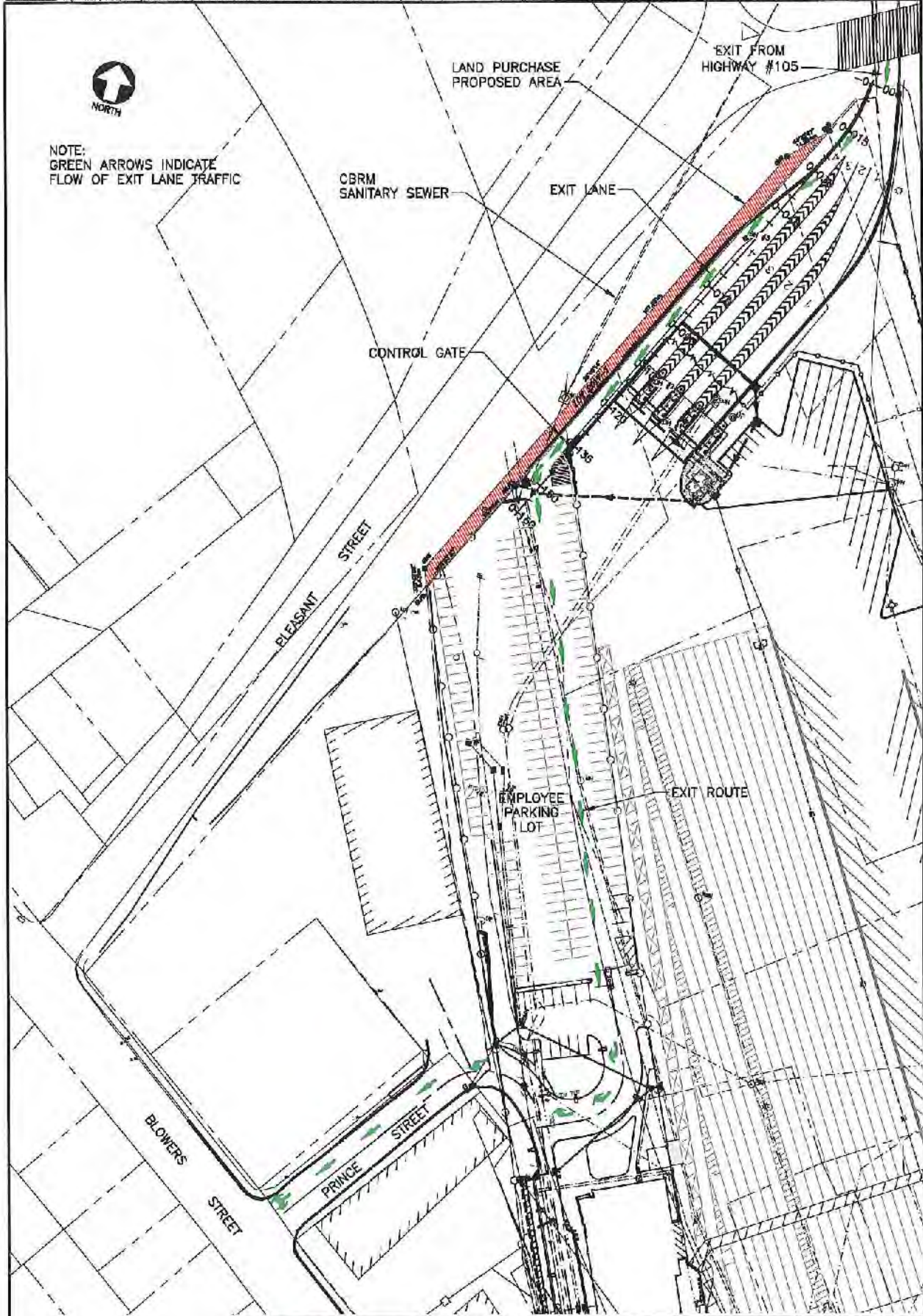
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PLAN OF SURVEY SHOWING
CERTAIN LANDS OF
CAPE BRETON
REGIONAL MUNICIPALITY
107 2017 -
A PORTION OF
PLEASANT STREET
NORTH SYDNEY
CAPE BRETON COUNTY
NOVA SCOTIA

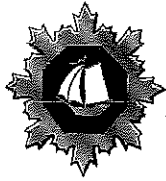
DATA: 1.54

SUBJECT: HENRIE R. - WILL. NILES.
2244 LUTHER ROAD, LAFAYETTE, LA.
BT - 340 652-3694





Date SEPT 12/17	Scale 1:1000	Designed	Drawn PJC	Checked LWC	Approved	CBCL No. 162479.42	Contract
 CBCL LIMITED Consulting Engineers		NSY MARSHALLING YARD MODERNIZATION (TICKET BOOTHS)					Figure
		Page 136 PROPOSED BOUNDARY (EXIT LANE TRAFFIC FLOW)					1



A Community of Communities

Issue Paper

DATE: Sept 15, 2017
TO: Mayor & Council
FROM: Bill Murphy, Director Parks, Recreation, and Buildings & Facilities
Re: Maintenance Employees – Canada Games Complex

Background

During budget deliberations, a staff recommendation was made and subsequently approved by Council that the Facilities Division continue to operate the Canada Games Complex under a Memorandum of Agreement with Cape Breton University. This approval ensures there is a skating program opportunity available to the Glace Bay area and in particular the Minor hockey program during the interruption of the operation of the BayPlex.

While the budget was approved (180,000.00) the requirement of Council authorization for the staff required to perform ice maintenance was not identified or approved at budget. Last season with limited ice available, arrangements were made to use former employees on an hourly basis to perform this activity. Given the ice maintenance activity is performed by unionized employees who are represented by CUPE Local 759, and upon representation by CUPE executives it was agreed the ice making activity should be covered by union employees.

It is noted the cost of the employees will be covered by rental fees and will not increase the approved operating budget for the facility.

Objective

Until the future use patterns are established, operate the existing facility at CBU for the 2017-2018 operating season under a memorandum of understanding with Cape Breton University.

Recommendation

That Council approve the appointment of three maintenance employees for the Facilities Division to operate the Canada Games Complex for the current operating season. These employees will be members of CUPE local 759 and will be recruited using CBRM hiring procedure.

ORIGINAL SIGNED BY

Bill Murphy, Director
Parks, Recreation, Buildings & Facilities

Canada Games Complex	Budget	
Cost elements	2017-2018	Notes:
6000 WAGES/SALARIES	\$ 235,233.00	
6010 BENEFITS	\$ 41,715.00	
6011 MISC. BENEFITS	\$ -	
6020 TRAINING/EDUCATION	\$ -	
6030 TRAVEL/CONFERENCES	\$ -	
6040 PROF MEM/DUES & FEES	\$ -	
6050 OFFICE SUPPLIES	\$ 500.00	
6060 OFFICE EQUIPMENT	\$ -	
6070 PHOTOCOPY SUPPLIES	\$ -	
6080 ADVERTISING	\$ -	
6090 POSTAGE	\$ -	
6100 COURIER	\$ -	
6110 TELEPHONE/FAX	\$ 1,500.00	
6120 PUBL./SUBSCRIPTIONS	\$ -	
6130 COMPUTER HARDWARE	\$ -	
6140 COMPUTER SOFTWARE	\$ -	
6150 MEETING EXPENSES	\$ -	
6160 LIABILITY INSURANCE	\$ -	
6180 COST RECOVERY	\$ -	
7000 HEAT	\$ 12,000.00	
7010 ELECTRICAL	\$ 85,000.00	
7020 WATER	\$ 7,500.00	
7030 BLDG/FACILITY MAINT	\$ 15.00	
7040 BLDG/FACILITY REPAIR	\$ 20,000.00	
7050 BLDG/FACILITY INS	\$ 4,000.00	
7060 BLDG/FACILITY RENOV		
7070 BLDG/FACILITY RENTAL	\$ -	
7080 PLANT MAINTENANCE	\$ 20,000.00	
7090 PLANT REPAIRS	\$ -	
7100 MAINT. TOOLS/EQUIP	\$ -	
7110 SECURITY	\$ -	
7120 PROPERTY TAXES	\$ -	
7130 DEMOLITION	\$ -	
7500 VEH/EQUIP MAINT.	\$ -	
7505 GASOLINE AND DIESEL	\$ -	
7510 VEH/EQUIP REPAIRS		
7520 VEH/EQUIP INSURANCE		
7530 VEH/EQUIP REPLACEMENT	\$ -	
7540 VEH/EQUIP RENTAL	\$ -	
7550 VEH/EQUIP TOWING	\$ -	
7560 VEH/EQUIP GEN SUPPL	\$ -	
7570 VEH/EQUIP TOOLS	\$ -	
8000 OPERATIONAL EQUIP	\$ -	
8010 OPERATIONAL MAT/SUPP	\$ 20,000.00	
8020 MAINTENANCE EQUIP	\$ -	
8030 MAINTENANCE MAT/SUPP		
8050 COST OF SALES		
8080 STREET LIGHTS	\$ -	
8090 UNIFORMS/CLOTHING	\$ 1,000.00	
8100 PROFESSIONAL SERVICE		
8110 CONTRACTS/AGREEMENTS	\$ -	
8120 LEASES	\$ -	
8130 LICENSES/PERMITS	\$ -	
8135 REGULATORY FEES	\$ -	
8140 EASEMENTS/ROW COSTS	\$ -	
8150 GRANTS TO ORGANIZATIONS	\$ -	
8195 WATER SUPPLY & HYDR	\$ -	
9010 INT SHRT TERM BORROW	\$ -	
HST ADJUSTMENT	\$ -	
EXPENDITURE COST ELEMENTS	\$ 448,463.00	

[illegible]

Summary

Statement of Revenue

July 31, 2017

Revenue	Year To Date Assigned	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 35,939,933	\$ 35,689,190	\$ 250,744	\$ 107,067,569	\$ 71,127,636
Total Federal Government	1,025,950	1,025,950	-	3,077,849	2,051,899
Total Federal Government Agencies	256,661	256,661	-	769,983	513,322
Total Provincial Government	669,603	669,603	-	2,008,825	1,339,222
Total Provincial Government Agencies	969,933	969,933	-	2,909,799	1,939,866
Total Services to Other Local Government	203,359	203,359	-	610,078	406,719
Total Transit	208,545	221,333	(8,788)	664,000	451,455
Total Environmental Development Services	82,094	69,123	12,970	207,370	125,276
Total Licenses & Permits	59,367	49,333	10,034	148,000	88,633
Total Fines & Fees	159,559	184,457	(24,897)	553,370	393,811
Total Rentals	185,554	172,761	12,793	680,079	494,525
Total Concessions & Franchises	130,544	121,972	8,572	365,915	235,371
Total Interest on Taxes	538,910	441,033	97,877	1,323,098	784,188
Total Finance Revenue	9,685	11,163	(1,478)	33,489	23,804
Total Solid Waste Revenue	996,728	766,667	230,061	2,300,000	1,303,273
Total Recreation & Cultural Service Programs	330,084	193,554	132,530	1,862,000	1,535,916
Total Water Utility Charges	1,650,503	1,650,503	(0)	4,951,510	3,301,007
Total Unconditional Transfers	5,281,650	5,281,650	-	15,844,951	10,563,301
Total Conditional Transfers	1,154,320	1,154,320	-	3,512,960	2,358,640
Year To Date Assigned Before Cost Recovery 2016 Flood Claims	\$ 49,852,982	\$ 49,132,565	\$ 720,417	\$ 148,890,845	\$ 99,037,863
Cost Recovery 2016 Flood Claim	157,432	-	157,432	-	(157,432)
Year To Date Assigned After Cost Recovery 2016 Flood Claims	\$ 50,010,414	\$ 49,132,565	\$ 877,849	\$ 148,890,845	\$ 98,880,431

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Departmental

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Reviewed

Statement of Expenditures

Summary

Expenditures	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 501,400	\$ 556,783	\$ 55,383	\$ 1,470,936	\$ 969,536
Administration	464,962	474,740	9,778	1,233,343	768,381
Finance	859,441	980,717	121,276	2,897,017	2,037,576
Legal	251,446	237,711	(13,735)	664,515	413,069
Human Resources	515,398	580,021	64,623	1,650,262	1,134,864
Technology & Communications	342,353	390,927	48,574	1,244,687	902,334
Municipal Clerk	117,165	144,558	27,393	527,594	410,429
Fiscal Services	7,374,692	7,582,483	207,791	35,570,603	28,195,911
Occupational Health & Safety	74,485	79,115	4,630	222,183	147,698
Police Services	9,805,581	10,015,932	210,351	26,231,264	16,425,683
Fire Services (Incl EMO)	5,992,699	6,360,117	367,418	17,977,844	11,985,145
Engineering & Public Works	13,863,090	14,644,378	781,288	44,367,637	30,504,547
Planning	980,441	909,820	(70,621)	2,599,518	1,619,077
Facilities C200 & Arenas	1,057,572	1,080,463	22,892	3,306,912	2,249,340
Parks & Grounds	1,129,776	1,164,423	34,647	2,893,786	1,764,010
Buildings	1,040,807	1,124,719	83,912	3,346,211	2,305,404
Recreation	1,588,111	1,611,650	23,539	2,686,533	1,098,422
Total expended to date excluding 2016 Flood Costs	\$ 45,959,419	\$ 47,938,558	\$ 1,979,139	\$ 143,890,845	\$ 102,931,426
2016 Flood Costs	157,432	-	(157,432)	-	(157,432)
Total expended to date including 2016 Flood Costs	\$ 46,116,851	\$ 47,938,558	\$ 1,821,707	\$ 143,890,845	\$ 102,773,994

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Departmental

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Reviewed

Legislative	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 341,963	\$ 343,695	\$ 1,733	\$ 926,330	\$ 584,367
6010 BENEFITS	40,993	46,511	5,518	145,900	104,907
6030 TRAVEL/CONFERENCES	65,249	90,176	24,928	210,000	144,751
6040 PROF MEM/DUES & FEES	19,144	19,144	-	55,931	36,787
6050 OFFICE SUPPLIES	6,307	6,821	513	20,000	13,693
6060 OFFICE EQUIPMENT	1,288	5,217	3,929	6,550	5,262
6080 ADVERTISING	2,698	7,005	4,307	14,500	11,802
6100 COURIER	262	208	(53)	375	113
6110 TELEPHONE/FAX	7,022	13,200	6,178	39,600	32,578
6120 PUBL./SUBSCRIPTIONS	308	583	275	1,750	1,442
6130 COMPUTER HARDWARE	1,193	2,300	1,107	5,000	3,807
6150 MEETING EXPENSES	6,992	14,590	7,598	23,000	16,008
6170 PROMOTION	7,983	7,333	(650)	22,000	14,017
Total expended to date excluding 2016 Flood Costs	\$ 501,400	\$ 556,783	\$ 55,383	\$ 1,470,936	\$ 969,536
8166 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 501,400	\$ 556,783	\$ 55,383	\$ 1,470,936	\$ 969,536

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Departmental

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Finance

Administration	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 123,377	\$ 123,079	\$ (299)	\$ 355,513	\$ 232,136
6010 BENEFITS	19,299	19,739	441	57,017	37,718
6020 TRAINING/EDUCATION	-	1,769	1,769	4,800	4,800
6030 TRAVEL/CONFERENCES	6,445	14,116	7,671	36,500	30,055
6040 PROF MEM/DUES & FEES	1,244	1,283	40	1,675	431
6050 OFFICE SUPPLIES	303	405	102	2,800	2,497
6100 COURIER	21	-	(21)	-	(21)
6110 TELEPHONE/FAX	1,099	1,133	35	3,400	2,301
6120 PUBL./SUBSCRIPTIONS	27	67	39	200	173
6140 COMPUTER SOFTWARE	-	333	333	1,000	1,000
6150 MEETING EXPENSES	1,305	973	(332)	2,920	1,615
6170 PROMOTION	11,415	11,415	-	20,000	8,585
8100 PROFESSIONAL SERVICES	30,000	30,000	-	280,000	250,000
8150 GRANTS/SUBS TO ORG	270,427	270,427	-	467,518	197,091
Total expended to date excluding 2016 Flood Costs	\$ 464,962	\$ 474,740	\$ 9,778	\$ 1,233,343	\$ 768,381
8165 FLOOD COSTS	-	0	0	0	0
Total expended to date including 2016 Flood Costs	\$ 464,962	\$ 474,740	\$ 9,778	\$ 1,233,343	\$ 768,381

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Departmental

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Finance

Finance	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 620,577	\$ 675,073	\$ 54,497	\$ 1,949,952	\$ 1,329,375
6010 BENEFITS	114,188	123,472	9,284	356,650	242,462
6020 TRAINING/EDUCATION	175	7,763	7,588	23,290	23,115
6030 TRAVEL/CONFERENCES	7,224	8,367	1,142	25,100	17,876
6040 PROF MEM/DUES & FEES	569	1,725	1,156	5,175	4,606
6050 OFFICE SUPPLIES	4,880	5,167	287	15,500	10,620
6060 OFFICE EQUIPMENT	5,449	6,367	917	14,000	8,551
6080 ADVERTISING	11,045	14,217	3,172	42,650	31,605
6090 POSTAGE	59,284	53,733	(5,551)	161,200	101,916
6100 COURIER	8,435	7,933	(502)	23,800	15,365
6110 TELEPHONE/FAX	4,871	6,233	1,362	18,700	13,829
6130 COMPUTER HARDWARE	564	6,600	6,036	19,800	19,236
6140 COMPUTER SOFTWARE	1,022	19,000	17,978	57,000	55,978
6160 LIABILITY INSURANCE	104,203	111,550	7,347	334,650	230,447
6180 COST RECOVERY	(110,667)	(107,383)	3,283	(322,150)	(211,483)
8010 OPERATIONAL MAT/SUPP	1,521	2,833	1,313	8,500	6,979
8100 PROFESSIONAL SERVICE	-	-	-	55,000	55,000
8110 CONTRACTS/AGREEMENTS	20,075	20,867	792	56,600	36,525
8120 LEASES	3,900	3,867	(33)	11,600	7,700
8180 TAX EXEPT/WRITE OFF	2,125	13,333	11,208	40,000	37,875
Total expended to date excluding 2016 Flood Costs	\$ 859,441	\$ 980,717	\$ 121,276	\$ 2,897,017	\$ 2,037,576
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 859,441	\$ 980,717	\$ 121,276	\$ 2,897,017	\$ 2,037,576

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Departmental

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Finance

Legal	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 128,165	\$ 131,858	\$ 3,693	\$ 380,873	\$ 252,708
6010 BENEFITS	26,601	26,618	17	72,842	46,241
6020 TRAINING/EDUCATION	350	3,704	3,354	6,500	6,150
6030 TRAVEL/CONFERENCES	1,692	2,833	1,141	8,500	6,808
6040 PROF MEM/DUES & FEES	5,987	6,648	661	7,100	1,113
6050 OFFICE SUPPLIES	1,308	1,167	(141)	3,500	2,192
6060 OFFICE EQUIPMENT	-	1,400	1,400	4,200	4,200
6070 PHOTOCOPIER LEASE	1,387	1,033	(354)	3,100	1,713
6080 ADVERTISING	571	333	(238)	1,000	429
6100 COURIER	-	800	800	1,000	1,000
6110 TELEPHONE/FAX	899	1,800	901	5,400	4,501
6120 PUBL./STATUTES	4,094	5,049	954	10,000	5,906
6130 COMPUTER HARDWARE	295	1,000	705	3,000	2,705
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	85	167	81	500	415
8100 PROFESSIONAL SERVICE	80,011	53,301	(26,710)	164,500	74,489
Total expended to date excluding 2016 Flood Costs	\$ 251,446	\$ 237,711	\$ (13,735)	\$ 664,515	\$ 413,069
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 251,446	\$ 237,711	\$ (13,735)	\$ 664,515	\$ 413,069

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Departmental

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Finance

Human Resources	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 199,838	\$ 207,693	\$ 7,855	\$ 599,922	\$ 400,084
6010 BENEFITS	256,983	257,997	1,015	741,760	484,777
6020 TRAINING/EDUCATION	6,891	6,000	(891)	6,000	(891)
6030 TRAVEL/CONFERENCES	760	7,661	6,901	16,250	15,490
6040 PROF MEM/DUES & FEES	1,125	1,177	51	1,730	605
6050 OFFICE SUPPLIES	4,524	5,233	709	15,700	11,176
6060 OFFICE EQUIPMENT	-	1,500	1,500	2,500	2,500
6080 ADVERTISING	2,503	3,175	672	5,000	2,497
6110 TELEPHONE/FAX	1,959	3,333	1,374	10,000	8,041
6120 PUBL./SUBSCRIPTIONS	829	1,252	423	2,400	1,571
6130 COMPUTER HARDWARE	-	3,333	3,333	4,000	4,000
6150 MEETING EXPENSE	-	667	667	2,000	2,000
8100 PROFESSIONAL SERVICE	37,212	76,833	39,621	230,500	193,288
8110 CONTRACTS/AGREEMENTS	2,774	4,167	1,393	12,500	9,726
Total expended to date excluding 2016 Flood Costs	\$ 515,398	\$ 580,021	\$ 64,623	\$ 1,650,262	\$ 1,134,864
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 515,398	\$ 580,021	\$ 64,623	\$ 1,650,262	\$ 1,134,864

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Departmental

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Finance

**Technology/
Communications**

Statement of Expenditures

July 31, 2017

Technology/Communications	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 142,606	\$ 169,435	\$ 26,829	\$ 489,413	\$ 346,807
6010 BENEFITS	31,197	33,572	2,376	96,974	65,777
6020 TRAINING/EDUCATION	3,896	6,000	2,104	18,000	14,104
6030 TRAVEL/CONFERENCES	1,801	6,667	4,866	20,000	18,199
6040 PROF MEM/DUES & FEES	344	383	39	1,000	656
6050 OFFICE SUPPLIES	481	1,489	1,008	3,000	2,519
6060 OFFICE EQUIPMENT	935	1,000	65	3,000	2,065
6080 ADVERTISING	1,027	500	(527)	500	(527)
6100 COURIER	64	100	36	300	236
6110 TELEPHONE/FAX	17,367	21,667	4,300	65,000	47,633
6120 PUBL./SUBSCRIPTIONS	-	333	333	1,000	1,000
6130 COMPUTER HARDWARE	36,636	37,333	697	130,000	93,364
6140 COMPUTER SOFTWARE	96,244	98,333	2,090	175,000	78,756
6150 MEETING EXPENSE	-	167	167	500	500
8110 CONTRACTS/AGREEMENTS	9,755	13,947	4,192	42,000	32,245
8120 LEASES SAP	-	-	-	100,000	100,000
8130 LICENSES/PERMITS	-	-	-	99,000	99,000
Total expended to date excluding 2016 Flood Costs	\$ 342,353	\$ 390,927	\$ 48,574	\$ 1,244,687	\$ 902,334
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 342,353	\$ 390,927	\$ 48,574	\$ 1,244,687	\$ 902,334

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Departmental

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Finance

Municipal Clerk	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 86,217	\$ 92,255	\$ 6,038	\$ 266,478	\$ 180,261
6010 BENEFITS	17,961	18,614	653	53,766	35,805
6020 TRAINING/EDUCATION	2,254	2,286	32	5,500	3,246
6030 TRAVEL/CONFERENCES	4,176	4,256	80	6,500	2,324
6040 PROF MEM/DUES & FEES	636	733	97	1,000	364
6050 OFFICE SUPPLIES	466	1,900	1,434	5,700	5,234
6060 OFFICE EQUIPMENT	1,853	3,333	1,480	10,000	8,147
6070 PHOTOCOPY SUPPLIES	4,802	7,000	2,198	21,000	16,198
6080 ADVERTISING	-	250	250	750	750
6100 COURIER	-	250	250	750	750
6110 TELEPHONE/FAX	774	1,333	559	4,000	3,226
6120 PUBL./SUBSCRIPTIONS	120	773	653	1,800	1,680
6130 COMPUTER HARDWARE	-	2,250	2,250	6,750	6,750
6140 COMPUTER SOFTWARE	(4,805)	3,667	8,471	11,000	15,805
6150 MEETING EXPENSES	1,251	4,200	2,949	12,600	11,349
8010 OPER. MATERIAL/SUPPLY	-	-	-	-	-
8110 CONTRACTS/AGREEMENTS	1,458	1,458	-	120,000	118,542
Total expended to date excluding 2016 Flood	\$ 117,165	\$ 144,558	\$ 27,393	\$ 527,594	\$ 410,429
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 117,165	\$ 144,558	\$ 27,393	\$ 527,594	\$ 410,429

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 Departmental

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 Finance

Fiscal Services	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 122,214	\$ 100,000	\$ (22,214)	\$ 300,000	\$ 177,786
9020 INT ON DEBT	846,988	846,988	-	1,704,972	857,984
9050 PRINC ON DEBT	-	-	-	13,659,145	13,659,145
9052 DEBT/CAP BOND DISC	31,667	31,667	-	95,000	63,333
9090 BANK CHARGES	26,424	28,667	2,243	86,000	59,576
9200 ALLOWANCE FOR UNCOL. TAXES	133,333	133,333	-	400,000	266,667
9420 APPROP TO CAPITAL FUND	30,000	30,000	-	90,000	60,000
9430 APPROP TO B.I.D.C.	31,510	32,399	889	97,197	65,687
9600 PROV. CORRECTIONS	361,481	366,667	5,186	1,100,000	738,519
9610 CB REG. HOUSING	607,168	712,000	104,832	2,136,000	1,528,832
9620 REGIONAL LIBRARY	223,333	223,333	-	670,000	446,667
9630 CB/VIC. SCHOOL BOARD	4,507,360	4,624,027	116,667	13,872,080	9,364,720
9640 PROPERTY ASSESSMENT	453,214	453,403	189	1,360,209	906,995
Total expended to date	\$ 7,374,692	\$ 7,582,483	\$ 207,791	\$ 35,570,603	\$ 28,195,911

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

**Occupational Health /
Safety**

Statement of Expenditures

July 31, 2017

Occupational Health & Safety	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 51,493	\$ 52,977	\$ 1,484	\$ 153,025	\$ 101,532
6010 BENEFITS	11,874	12,351	477	29,898	18,024
6020 TRAINING/EDUCATION	2,599	2,650	51	5,850	3,251
6030 TRAVEL/CONFERENCES	3,637	3,667	29	11,000	7,363
6040 PROF MEM/DUES & FEES	-	178	178	535	535
6060 OFFICE SUPPLIES	609	1,000	391	3,000	2,391
6110 TELEPHONE/FAX	1,326	1,125	(201)	3,375	2,049
6120 PUBL/SUBSCRIPTIONS	-	667	667	2,000	2,000
6130 COMPUTER HARDWARE	149	667	518	2,000	1,851
6140 COMPUTER SOFTWARE	-	167	167	500	500
6150 MEETING EXPENSES	1,479	833	(646)	2,500	1,021
8100 PROFESSIONAL SERVICE	707	1,833	1,127	5,500	4,793
8120 LEASES	612	1,000	388	3,000	2,388
Total expended to date excluding 2016 Flood Costs	\$ 74,485	\$ 79,115	\$ 4,630	\$ 222,183	\$ 147,698
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 74,485	\$ 79,115	\$ 4,630	\$ 222,183	\$ 147,698

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Departmental

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Finance

Police Services

Statement of Expenditures

July 31, 2017

Police Services	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 8,489,005	\$ 8,501,885	\$ 12,880	\$ 22,386,035	\$ 13,897,030
6020 TRAINING/EDUCATION	42,714	66,432	23,717	145,927	103,213
6030 TRAVEL/CONFERENCES	55,786	35,000	(20,786)	105,000	49,214
6040 PROF MEM/DUES & FEES	491	1,667	1,176	5,000	4,509
6050 OFFICE SUPPLIES	18,347	18,142	(205)	53,000	34,653
6060 OFFICE EQUIPMENT	18,923	16,667	(2,256)	50,000	31,077
6070 PHOTOCOPY SUPPLIES	3,455	6,000	2,545	18,000	14,545
6080 ADVERTISING	-	1,667	1,667	5,000	5,000
6090 POSTAGE & 6100 COURIER	4,051	2,334	(1,718)	7,000	2,949
6110 TELEPHONE/FAX	95,095	86,947	(8,148)	260,840	165,745
6120 PUBL./SUBSCRIPTIONS	893	2,000	1,107	6,000	5,107
6130 COMPUTER HARDWARE	13,823	64,333	50,510	200,000	186,177
6140 COMPUTER SOFTWARE	72,893	38,333	(34,560)	115,000	42,107
6150 MEETING EXPENSES	6,788	5,667	(1,121)	17,000	10,212
6160 LIABILITY INSURANCE	1,200	1,333	133	4,000	2,800
6170 PROMOTION	3,265	3,667	402	11,000	7,735
7000 HEAT	9,739	16,667	6,928	50,000	40,261
7010 ELECTRICAL	34,968	33,217	(1,751)	99,650	64,682
7020 WATER	135	2,667	2,531	8,000	7,865
7030 BLDG/FACILITY MAINT	21,936	39,760	17,824	71,000	49,064
7040 BLDG/FACILITY REPAIR	3,205	16,333	13,128	49,000	45,795
7050 BLDG/FACILITY INSURANCE	5,000	7,000	2,000	12,500	7,500
7060 BLDG/FACILITY RENOV	2,681	6,667	3,986	20,000	17,319
7070 BLDG/FACILITY RENTAL	19,349	22,667	3,318	68,000	48,651
7110 SECURITY	478	1,233	756	3,700	3,222
7505 GASOLINE & DIESEL	118,973	125,000	6,027	375,000	256,027
7510 VEH/EQUIP REPAIRS	93,057	95,906	2,848	287,717	194,660
7520 VEH/EQUIP INSURANCE	19,148	20,000	852	60,000	40,852
7530 VEH/EQUIP REPLACEMENT	266,566	266,566	-	580,000	313,434
7540 VEH/EQUIP RENTAL	-	3,000	3,000	9,000	9,000
7550 VEH/EQUIP TOWING	1,030	1,667	636	5,000	3,970
7560 VEH/EQUIP GEN SUPPLY	136	3,333	3,198	10,000	9,864
8000 OPERATIONAL EQUIP	24,864	64,595	39,730	193,784	168,920
8010 OPERATIONAL MAT/SUPP	63,877	103,225	39,348	181,373	117,496
8020 MAINTENANCE EQUIP	451	1,904	1,453	3,570	3,119
8030 MAINTENANCE MAT/SUPP	-	6,333	6,333	19,000	19,000
8040 COMM EQUIPMENT LINES	1,992	3,333	1,341	10,000	8,008
8090 UNIFORMS/CLOTHING	29,061	73,333	44,273	220,000	190,939
8100 PROFESSIONAL SERVICE	51,820	25,488	(26,332)	95,000	43,180
8110 CONTRACTS/AGREEMENTS	46,706	43,400	(3,306)	102,000	55,294
8125 MAJOR INVESTIGATIONS	26,769	43,056	16,287	129,168	102,399
8130 LICENSES/PERMITS	-	600	600	10,000	10,000
8150 GRANTS/SUBS TO ORG	136,911	136,911	-	170,000	33,089
Total expended to date excluding 2016 Flood Costs	\$ 9,805,581	\$ 10,015,932	\$ 210,351	\$ 26,231,264	\$ 16,425,683
8165 2016 FLOOD COSTS	469	-	(469)	-	(469)
Total expended to date including 2016 Flood Costs	\$ 9,806,050	\$ 10,015,932	\$ 209,882	\$ 26,231,264	\$ 16,425,214

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Police Services Revenue	Year to date Assigned	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 32,952	\$ 4,936	\$ 28,016	\$ 14,808	\$ (18,144)
5151 FINES	66,607	119,521	(52,914)	358,562	291,955
Total Revenue to date	\$ 99,559	\$ 124,457	\$ (24,897)	\$ 373,370	\$ 273,811

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 Finance

Fire Services

Statement of Expenditures

July 31, 2017

Fire Services Including EMO	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,697,134	\$ 1,955,694	\$ 258,560	\$ 5,649,030	\$ 3,951,896
6010 BENEFITS	375,914	404,912	28,997	1,054,049	678,135
6011 MISC. BENEFITS	68,100	46,801	(21,300)	123,165	55,065
6020 TRAINING/EDUCATION	11,240	61,959	50,719	177,539	166,299
6030 TRAVEL/CONFERENCES	24,145	23,395	(749)	51,100	26,955
6040 PROF MEM/DUES & FEES	6,516	6,546	30	11,732	5,216
6050 OFFICE SUPPLIES	1,542	4,033	2,491	12,100	10,558
6060 OFFICE EQUIPMENT	3,456	4,317	860	12,950	9,494
6070 PHOTOCOPY SUPPLIES	-	167	167	500	500
6080 ADVERTISING	423	1,783	1,360	5,350	4,927
6100 COURIER	93	150	58	451	358
6110 TELEPHONE/FAX	11,456	15,000	3,544	44,999	33,543
6120 PUBL./SUBSCRIPTIONS	-	900	900	2,700	2,700
6130 COMPUTER HARDWARE	250	4,924	4,674	14,007	13,757
6140 COMPUTER SOFTWARE	849	5,169	4,319	16,006	15,157
6150 MEETING EXPENSES	1,201	1,468	267	4,404	3,203
6170 PROMOTION	11,178	12,667	1,488	38,000	26,822
7000 HEAT	13,289	30,784	17,495	92,351	79,062
7010 ELECTRICAL	17,802	20,602	2,800	64,536	46,734
7020 WATER	6,116	10,415	4,300	24,523	18,407
7030 BLDG/FACILITY MAINT	17,420	21,243	3,823	63,729	46,309
7040 BLDG/FACILITY REPAIR	4,932	8,524	3,591	225,571	220,639
7050 BLDG/FACILITY INS	3,324	2,739	(585)	8,217	4,893
7080 PLANT MAINTENANCE	-	133	133	400	400
7500 VEH/EQUIP MAINT.	54,594	35,825	(18,769)	107,476	52,882
7505 GASOLINE/DIESEL	22,478	26,919	4,441	80,758	58,280
7510 VEH/EQUIP REPAIRS	-	1,333	1,333	4,000	4,000
7520 VEH/EQUIP INSURANCE	24,716	20,036	(4,680)	60,109	35,393
7530 VEH/EQUIP REPLACEMENT	1,311	16,667	15,356	85,000	83,689
7540 VEH/EQUIP RENTAL	-	-	-	204	204
7550 VEH/EQUIP TOWING	-	667	667	2,000	2,000
7560 VEH/EQUIP GEN SUPPLY	8,223	5,333	(2,889)	16,000	7,777
8000 OPERATIONAL EQUIP	170,556	118,333	(52,223)	355,000	184,444
8010 OPERATIONAL MAT/SUPP	13,989	15,341	1,353	45,870	31,881
8020 MAINTENANCE EQUIP	1,651	17,533	15,882	52,599	50,948
8040 COMM EQUIPMENT LINES	3,730	13,333	9,603	40,000	36,270
8090 UNIFORMS/CLOTHING	27,675	26,484	(1,191)	79,452	51,777
8100 PROFESSIONAL SERVICE	2,337	3,179	842	9,538	7,201
8110 CONTRACTS/AGREEMENTS	14,033	29,879	15,846	89,638	75,605
8120 LEASES	95,175	108,399	13,224	325,193	230,018
8130 LICENSES/PERMITS	16,656	17,335	679	17,335	679
8150 GRANTS/SUBS TO ORG	864,638	864,638	-	1,726,594	861,956
8195 WATER SUPPLY & HYDR	2,394,556	2,394,556	-	7,183,669	4,789,113
Total expended to date excluding 2016 Flood Costs	\$ 5,992,699	\$ 6,360,117	\$ 367,418	\$ 17,977,844	\$ 11,985,145
 8165 2016 FLOOD COSTS	 8,258	 -	 (8,258)	 -	 (8,258)
Total expended to date including 2016 Flood Costs	\$ 6,000,957	\$ 6,360,117	\$ 359,160	\$ 17,977,844	\$ 11,976,887

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Finance

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

Fire Services Revenue	Year to date Assigned	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	53,854	53,854	-	161,563	107,709
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	149,505	149,505	-	448,515	299,010
Total Revenue to date	\$ 203,359	\$ 203,359	\$ -	\$ 610,078	\$ 406,719

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Finance

Engineering and Public Works Actuals to July 31, 2017 - Including Committed Items

REVENUE	Actual & Committed		Budget		Variance		Total Annual		Annual Budget		% of Annual Budget
	Y-T-D July 31, 2017	Y-T-D July 31, 2017	Y-T-D July 31, 2017	Y-T-D July 31, 2017	Y-T-D July 31, 2017	Y-T-D July 31, 2017	Budget	Budget	Remaining	Budget	
TRANSIT	\$208,545		\$221,333		-\$12,788		\$664,000		-\$455,455		31.41%
SOLIDWASTE TIP FEES	\$691,965		\$666,667		\$25,298		\$2,000,000		-\$1,308,035		34.60%
SOLIDWASTE COST RECOVERIES	\$304,762		\$100,000		\$204,762		\$300,000		\$4,762		101.59%
SEWER PERMIT FEES	\$32,220		\$33,333		-\$1,113		\$100,000		-\$67,780		32.22%
BUILDINGS	\$130,622		\$226,693		-\$96,071		\$680,079		-\$549,457		19.21%
MISCELLANEOUS REVENUE	\$0		\$0		\$0		\$0		\$0		0.00%
WATER UTILITY ADMIN FEE	\$1,650,503		\$1,650,503		\$0		\$4,951,510		-\$3,301,007		33.33%
TOTAL PW REVENUES	\$3,018,618		\$2,898,530		\$120,088		\$8,695,589		-\$5,676,971		34.71%

EXPENDITURES

ADMINISTRATION	\$1,407,386		\$1,591,699		\$184,313		\$4,848,377		\$3,440,991		29.03%
ENGINEERING	\$214,586		\$252,434		\$37,848		\$726,956		\$512,370		29.52%
CENTRAL DIVISION	\$2,038,867		\$1,884,132		-\$154,735		\$6,632,216		\$4,593,349		30.74%
EAST DIVISION	\$1,967,670		\$2,130,893		\$163,222		\$6,392,426		\$4,424,756		30.78%
NORTH DIVISION	\$904,655		\$1,078,272		\$173,618		\$3,128,159		\$2,223,504		28.92%
SOLID WASTE	\$4,179,023		\$4,222,266		\$43,243		\$11,997,594		\$7,818,571		34.83%
MECHANICAL FLEET	\$1,164,553		\$1,409,945		\$245,392		\$4,119,178		\$2,954,625		28.27%
TRANSIT	\$1,095,600		\$1,254,571		\$158,971		\$3,677,162		\$2,581,562		29.79%
QUALITY CONTROL	\$890,750		\$820,166		-\$70,584		\$2,845,569		\$1,954,819		31.30%
TOTAL PW EXPENDITURES	\$13,863,090		\$14,644,378		\$781,288		\$44,367,637		\$30,504,547		31.25%

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Director of Engineering & Public Works

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Chief Financial Officer

Planning / ByLaw / Planning Inspection	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 413,836	\$ 445,875	\$ 32,039	\$ 1,287,913	\$ 874,077
6010 BENEFITS	92,337	95,610	3,273	255,950	163,613
6020 TRAINING/EDUCATION	641	5,667	5,025	17,000	16,359
6030 TRAVEL/CONFERENCES	8,614	11,833	3,220	31,000	22,386
6040 PROF MEM/DUES & FEES	2,653	3,233	580	7,000	4,347
6050 OFFICE SUPPLIES	5,038	6,500	1,462	19,500	14,462
6060 OFFICE EQUIPMENT	2,608	4,833	2,225	14,500	11,892
6080 ADVERTISING	1,713	10,667	8,953	32,000	30,287
6110 TELEPHONE/FAX	5,838	8,000	2,162	24,000	18,162
6120 PUBL./SUBSCRIPTIONS	-	433	433	1,300	1,300
6130 COMPUTER HARDWARE	-	4,333	4,333	13,000	13,000
6140 COMPUTER SOFTWARE	888	2,333	1,446	7,000	6,112
6150 MEETING EXPENSE	505	1,400	895	4,200	3,695
6170 PROMOTION	-	-	-	30,000	30,000
7130 DEMOLITIONS	184,286	-	(184,286)	120,000	(64,286)
7505 GASOLINE & DIESEL	-	3,667	3,667	11,000	11,000
8000 OPERATIONAL EQUIPMENT	-	7,667	7,667	23,000	23,000
8010 OPERATIONAL MAT/SUPP	102	1,333	1,231	4,000	3,898
8090 UNIFORMS / CLOTHING	4,294	4,383	89	8,500	4,206
8100 PROFESSIONAL SERVICE	4,991	7,667	2,676	53,000	48,009
8110 CONTRACTS/AGREEMENTS	131,515	160,312	28,797	436,795	305,280
8130 LICENSES/PERMITS	74,166	73,860	(306)	73,860	(306)
8135 REGULATORY FEES	29,202	33,000	3,798	45,000	15,798
8150 GRANTS /SUBS TO ORG	17,213	17,213	-	80,000	62,788
Total expended to date excluding 2016 Flood Costs	\$ 980,441	\$ 909,820	\$ (70,621)	\$ 2,599,518	\$ 1,619,077
 8165 2016 FLOOD COSTS	 -	 -	 -	 -	 -
Total expended to date including 2016 Flood Costs	\$ 980,441	\$ 909,820	\$ (70,621)	\$ 2,599,518	\$ 1,619,077

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Finance

	Year to date Assigned	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 12,891	\$ 4,333	\$ 8,558	\$ 109	\$ (12,783)
5113 Animal Licenses	7,671	2,333	5,338	(671)	(8,343)
5114 Taxi Licenses	6,585	6,000	585	11,416	4,831
5115 Vending Machine Licenses	-	3,333	(3,333)	10,000	10,000
5301 Parking Meter Revenue	130,544	121,972	8,572	235,371	104,828
Total Bylaw Revenue	\$ 157,691	\$ 137,972	\$ 19,719	\$ 256,224	\$ 98,534
Development / Planning Revenue					
5496 Mapping Sales	-	667	(667)	2,000	2,000
5495 Other Sales	2,242	933	1,309	558	(1,684)
5101 Building Permits	68,312	56,857	11,455	102,258	33,947
5102 Subdivision Fees	11,540	10,667	873	20,520	8,980
Total Develop / Planning Rev	\$ 82,094	\$ 69,123	\$ 12,970	\$ 125,336	\$ 43,243
Total Bylaw / Dev / Planning Revenue	\$ 239,784	\$ 207,095	\$ 32,689	\$ 381,561	\$ 141,776

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Finance

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

Statement of Expenditures

July 31, 2017

	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 424,578	\$ 404,892	\$ (19,686)	\$ 1,218,168	\$ 793,590
6010 BENEFITS	74,438	70,504	(3,934)	211,944	137,506
6020 TRAINING	475	2,000	1,525	6,000	5,525
6030 TRAVEL/CONFERENCES	3,247	3,267	20	8,000	4,753
6040 PROF MEM/DUES & FEES	571	1,167	596	1,500	929
6050 OFFICE SUPPLIES	4,204	3,267	(938)	5,000	796
6060 OFFICE EQUIPMENT	-	667	667	2,000	2,000
6080 ADVERTISING	10,905	3,333	(7,572)	10,000	(905)
6100 COURIER	258	500	242	1,500	1,242
6110 TELEPHONE/FAX	6,118	8,167	2,049	24,500	18,382
6130 COMPUTER HARDWARE	-	1,333	1,333	4,000	4,000
6140 COMPUTER SOFTWARE	2,137	2,200	63	3,000	863
6150 MEETING EXPENSES	234	333	99	1,000	766
6160 LIABILITY INSURANCE	5,164	9,333	4,169	28,000	22,836
7000 HEAT	15,444	14,700	(744)	41,500	26,056
7010 ELECTRICAL	107,994	113,333	5,339	520,000	412,006
7020 WATER	4,825	14,667	9,841	44,000	39,175
7030 BLDG/FACILITY MAINT	18,819	30,000	11,381	90,000	71,381
7040 BLDG/FACILITY REPAIR	10,212	22,867	12,454	60,000	49,788
7050 BLDG/FACILITY INS	8,232	6,667	(1,665)	19,700	11,468
7060 BLDG/FACILITY RENOV	34,204	25,000	(9,204)	25,000	(9,204)
7080 PLANT MAINTENANCE	7,783	18,333	10,550	45,000	37,217
7110 SECURITY	18,973	21,667	2,693	65,000	46,027
7500 VEH/EQUIP MAINT	126	333	207	1,000	874
7510 VEH/EQUIP REPAIRS	640	4,167	3,527	12,500	11,860
7620 VEH/EQUIP INSURANCE	924	1,200	276	3,600	2,676
7540 VEH/EQUIP RENTAL	(2,347)	2,500	4,847	2,500	4,847
8000 OPERATIONAL EQUIPMENT	1,957	1,667	(290)	5,000	3,043
8010 OPERATIONAL MAT/SUPP	30,462	56,033	25,571	142,500	112,038
8040 COMM EQUIP LINES	1,251	-	(1,251)	-	(1,251)
8050 COST OF SALES	249,051	188,333	(60,718)	565,000	315,949
8090 UNIFORMS/CLOTHING	1,821	2,500	679	7,500	5,679
8100 PROFESSIONAL SERVICE	6,070	2,500	(3,570)	2,500	(3,570)
8110 CONTRACTS/AGREEMENTS	9,000	43,333	34,333	130,000	121,000
Total expended to date excluding 2016 Flood Costs	\$ 1,057,572	\$ 1,080,463	\$ 22,892	\$ 3,306,912	\$ 2,249,340
 8165 2016 FLOOD COSTS	 -	 -	 -	 -	 -
Total expended to date including 2016 Flood Costs	\$ 1,057,572	\$ 1,080,463	\$ 22,892	\$ 3,306,912	\$ 2,249,340

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

Statement of Revenue

July 31, 2017

	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 27,936	\$ 25,000	\$ 2,936	\$ 758,000	\$ 730,064
GL 5002 Public Skating	791	-	791	-	(791)
GL 5004 Arena Rental	9,795	-	9,795	-	(9,795)
GL 5005 Gym Rental	-	-	-	-	-
GL 5006 Canteen Sales	81,418	85,158	(3,740)	870,000	788,582
GL 5009 Major Events	19,325	45,789	(26,464)	75,000	55,675
GL 5010 Other Revenue	97,587	24,606	72,981	120,000	22,413
GL 5033 Program Equipment	11,520	-	11,520	-	(11,520)
GL 5034 Facility Rentals	69,771	-	69,771	-	(69,771)
GL 4808 Advertising Revenue	4,000	-	4,000	-	(4,000)
Total Revenue To Date	\$ 322,143	\$ 180,554	\$ 141,590	\$ 1,823,000	\$ 1,500,857

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Finance

**Parks and Grounds
Operations**

Statement of Expenditures

July 31, 2017

Parks & Grounds	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 516,860	\$ 576,970	\$ 60,110	\$ 1,666,580	\$ 1,149,720
6010 BENEFITS	121,512	119,603	(1,909)	345,475	223,963
6020 TRAINING/EDUCATION	12,092	2,387	(9,705)	2,387	(9,705)
6030 TRAVEL/CONFERENCES	3,507	3,551	44	8,104	4,597
6040 PROF MEM/DUES & FEES	-	40	40	200	200
6050 OFFICE SUPPLIES	(40)	689	729	2,153	2,193
6060 OFFICE EQUIPMENT	-	150	150	500	500
6080 ADVERTISING	-	105	105	300	300
6110 TELEPHONE/FAX	2,238	1,909	(329)	5,750	3,512
6130 COMPUTER HARDWARE	-	83	83	250	250
7000 HEAT	1,226	1,284	57	3,866	2,640
7010 ELECTRICAL	25,490	25,949	459	75,000	49,510
7020 WATER	2,311	7,503	5,192	22,600	20,289
7030 BLDG/FACILITY MAINT	1,512	2,550	1,038	5,100	3,588
7040 BLDG/FACILITY REPAIR	374	500	126	7,750	7,376
7060 BLDG/FACILITY RENOV	-	2,425	2,425	7,303	7,303
7080 PLANT MAINTENANCE	-	555	555	1,664	1,664
7100 MAINT. TOOLS/EQUIP	-	-	-	7,100	7,100
7110 SECURITY	-	1,841	1,841	-	-
7500 VEH/EQUIP MAINT.	-	-	-	-	-
7505 GASOLINE & DIESEL	-	-	-	-	-
7510 VEH/EQUIP REPAIRS	274	450	176	1,350	1,076
7520 VEH/EQUIP INSURANCE	-	-	-	-	-
7530 VEH/EQUIP REPLACEMENT	-	-	-	25,000	25,000
7540 VEH/EQUIP RENTAL	-	5,000	5,000	15,000	15,000
7560 VEH EQUIP SUPPLY	365	-	(365)	-	(365)
8000 OPERATIONAL EQUIP	15,578	15,695	117	25,423	9,845
8010 OPERATIONAL MAT/SUPP	202,699	171,478	(31,221)	345,000	142,301
8020 MAINTENANCE EQUIP	12,311	12,500	189	32,000	19,689
8080 STREET LIGHTS	839	-	(839)	-	(839)
8090 UNIFORMS/CLOTHING	3,720	3,590	(130)	12,283	8,563
8100 PROFESSIONAL SERV	-	104	104	313	313
8110 CONTRACTS & AGRMNT	206,907	207,512	605	275,335	68,428
Total expended to date excluding 2016 Flood Costs	\$ 1,129,776	\$ 1,164,423	\$ 34,647	\$ 2,893,786	\$ 1,764,010
8165 2016 FLOOD COSTS	137,004	-	(137,004)	-	(137,004)
Total expended to date including 2016 Flood Costs	\$ 1,266,780	\$ 1,164,423	\$ (102,357)	\$ 2,893,786	\$ 1,627,006

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Finance

Buildings	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 436,156	\$ 479,413	\$ 43,258	\$ 1,384,787	\$ 948,632
6010 BENEFITS	102,879	109,051	6,172	314,994	212,115
6011 MISC BENEFITS	-	-	-	-	-
6020 TRAINING/EDUCATION	323	865	542	2,500	2,177
6030 TRAVEL/CONFERENCES	-	865	865	2,500	2,500
6040 PROF MEM/DUES & FEES	-	35	35	100	100
6050 OFFICE SUPPLIES	601	467	(135)	800	199
6060 OFFICE EQUIPMENT	281	1,265	984	3,700	3,419
6080 ADVERTISING	-	-	-	-	-
6110 TELEPHONE/FAX	2,791	2,720	(71)	8,150	5,359
6130 COMPUTER HARDWARE	1,659	1,684	25	4,000	2,341
6140 COMPUTER SOFTWARE	173	1,333	1,160	4,000	3,827
7000 HEAT	25,106	34,600	9,494	100,000	74,894
7010 ELECTRICAL	156,577	136,667	(19,910)	465,000	308,423
7020 WATER	4,493	6,196	1,703	17,980	13,487
7030 BLDG/FACILITY MAINT	251	4,793	4,542	14,000	13,749
7040 BLDG/FACILITY REPAIR	-	19,447	19,447	56,250	56,250
7050 BLDG/FACILITY INS	61,564	53,457	(8,107)	154,500	92,936
7060 BLDG/FACILITY RENOV	14,842	34,600	19,758	100,000	85,158
7070 BLDG/FACILITY RENTAL	58,095	58,379	284	175,000	116,905
7080 PLANT MAINTENANCE	112	7,734	7,622	22,500	22,388
7100 MAINT. TOOLS/EQUIP	739	1,167	427	3,500	2,761
7110 SECURITY	31,671	39,444	7,773	114,000	82,329
7120 PROPERTY TAX	-	-	-	-	-
7500 VEH/EQUIP MAINT.	-	-	-	-	-
7505 GASOLINE & DIESEL	-	1,384	1,384	4,000	4,000
7510 VEH/EQUIP REPAIRS	-	667	667	2,000	2,000
7520 VEH/EQUIP INSURANCE	-	-	-	-	-
7530 VEH/EQUIP REPLACEMENT	-	-	-	-	-
7540 VEH/EQUIP RENTAL	2,281	750	(1,531)	750	(1,531)
7570 VEH/EQUIP TOOLS	-	1,000	1,000	3,000	3,000
8000 OPERATIONAL EQUIP	1,520	1,257	(263)	3,650	2,130
8010 OPERATIONAL MAT/SUPP	54,492	23,318	(31,174)	80,500	26,008
8020 MAINTENANCE EQUIP	-	1,384	1,384	4,000	4,000
8030 MAINTENANCE MAT/SUPP	-	2,249	2,249	6,500	6,500
8080 STREET LIGHTS	-	-	-	-	-
8090 UNIFORMS/CLOTHING	198	1,644	1,446	4,750	4,552
8100 PROFESSIONAL SERVICE	-	16,885	16,885	48,800	48,800
8110 CONTRACTS/AGREEMENTS	64,002	60,000	(4,002)	180,000	115,998
8150 GRANTS/SUBS TO ORG	20,000	20,000	-	60,000	40,000

Total expended to data
excluding 2016 Flood Costs

\$1,040,807 \$1,124,719 \$83,912 \$3,346,211 \$2,305,404

8165 2016 FLOOD COSTS

363 - (363) - (363)

Total expended to data including
2016 Flood Costs

\$ 1,041,170 \$ 1,124,719 \$ 83,549 \$ 3,346,211 \$ 2,305,041

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Recreation Cultural Services

Statement of Expenditures

July 31, 2017

Recreation/Cultural Services	Year to date Expended	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 651,773	\$ 657,185	5,411	\$ 1,145,956	\$ 494,183
6020 TRAINING/EDUCATION	8,124	8,333	209	16,000	7,876
6030 TRAVEL/CONFERENCES	6,496	11,667	5,171	35,000	28,504
6040 PROF MEM/DUES & FEES	3,381	3,500	119	3,500	119
6050 OFFICE SUPPLIES	3,938	4,067	129	8,000	4,062
6060 OFFICE EQUIPMENT	1,606	4,185	2,579	8,000	6,394
6080 ADVERTISING	29,030	29,523	493	75,000	45,970
6110 TELEPHONE/FAX	3,503	5,000	1,497	15,000	11,497
6120 PUBL./SUBSCRIPTIONS	15	241	226	400	385
6130 COMPUTER HARDWARE	2,604	5,133	2,529	7,000	4,396
6160 LIABILITY INSURANCE	2,924	3,333	409	10,000	7,076
7070 BLDG/FACILITY RENTAL	11,519	15,333	3,814	46,000	34,481
8000 OPERATIONAL MAT/SUPPLY	117,672	118,333	662	175,000	57,328
8025 COMMUNITY EVENTS	142,915	143,205	290	384,615	241,700
8150 SCHOLARSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	255,760	255,760	-	356,562	100,802
8170 OPERATING GRANTS POLICY	326,852	326,852	-	380,500	53,648
Total expended to date excluding 2016 Flood Costs	\$ 1,588,111	\$ 1,611,650	\$ 23,539	\$ 2,686,533	\$ 1,098,422
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,588,111	\$ 1,611,650	\$ 23,539	\$ 2,686,533	\$ 1,098,422

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**Recreation /
Cultural Services**

Statement of Revenue

July 31, 2017

Recreation/Cultural Services	Year to date Assigned	4 Month Budget	4 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	\$ -	\$ 8,000	\$ (8,000)	\$ 24,000	\$ 24,000
5034 FACILITY RENTALS	7,941	5,000	2,941	15,000	7,059
Total Revenue To Date	\$ 7,941	\$ 13,000	\$ (5,059)	\$ 39,000	\$ 31,059

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

	Actual Y-T-D July 31, 2017	Budget Y-T-D July 31, 2017	Variance Y-T-D July 31, 2017	Total Annual Budget 2017-2018
Revenue				
Operating:				
Metered Sales	\$ 4,910,180.00	6,029,648.00	\$ 1,119,468.00	18,088,943.00
Public Fire Protection	\$ 2,394,556.00	2,394,558.00	\$ 2.00	7,183,675.00
Interest on Overdue Accounts	\$ 126,288.00	111,042.00	\$ (15,246.00)	333,125.00
Other Operating Revenue	\$ 35,441.00	69,393.00	\$ 33,952.00	208,178.00
Total Operating Revenue	\$ 7,466,465.00	\$ 8,604,641.00	\$ 1,138,176.00	25,813,921.00
Expenditures				
Operating Expenses				
Source of Supply	\$ 113,144.00	188,334.00	\$ 75,190.00	565,000.00
Power and Pumping	\$ 471,816.00	680,843.00	\$ 209,027.00	2,042,530.00
Water Treatment	\$ 1,195,203.00	1,241,397.00	\$ 46,194.00	3,724,190.00
Transmission & Distribution	\$ 1,352,595.00	1,527,122.00	\$ 174,527.00	4,581,366.00
Administration & General	\$ 1,054,730.00	982,424.00	\$ (72,306.00)	2,947,273.00
Depreciation	\$ 1,291,324.00	1,291,324.00	\$ -	3,873,980.00
Taxes	\$ 748,917.00	748,917.00	\$ -	2,246,750.00
Total Operating Expenses	\$ 6,227,729.00	\$ 6,660,361.00	\$ 432,632.00	19,981,089.00
Operating Profit/(Loss)	\$ 1,238,736.00	\$ 1,944,280.00	\$ 705,544.00	5,832,832.00

Non Operating Revenue	Actual Y-T-D July 31, 2017	Budget Y-T-D July 31, 2017	Variance Y-T-D July 31, 2017	Total Annual Budget 2017-18
Debt Charge Income				
Interest Income				
Transfer from Depreciation				
Non Operating Expenses				
Short term interest charges	\$ 41,667.00	\$ 42,708.00	\$ 1,041.00	128,125.00
Debt Charges				
Principal	\$ 1,253,108.00	\$ 1,299,278.00	\$ 46,170.00	3,897,833.00
Interest	\$ 555,463.00	\$ 541,625.00	\$ (13,838.00)	1,624,874.00
Amortization of Debt Discount	\$ 10,667.00	\$ 10,667.00	\$ -	32,000.00
Capital Expenditures out of operations	\$ 50,000.00	\$ 50,000.00	\$ -	150,000.00
Appropriation - Rolling stock -Fleet			\$ -	
Total Non Operating Expenses	\$ 1,910,905.00	\$ 1,944,278.00	\$ 33,373.00	\$ 5,832,832.00
Non- Operating Profit/Loss	\$ 1,910,905.00	\$ 1,944,278.00	\$ 33,373.00	\$ 5,832,832.00
TOTAL UTILITY REVENUES (OPERATING & NON-OPE	\$ 7,466,465.00	\$ 8,604,641.00	\$ 1,138,176.00	\$ 25,813,921.00
TOTAL UTILITY EXPENSES (OPERATING & NON-OPE	\$ 8,138,634.00	\$ 8,604,639.00	\$ 466,005.00	\$ 25,813,921.00
CBRM WATER UTILITY PROFIT/(LOSS)	\$ (672,169.00)	\$ 2.00	\$ 672,171.00	\$ -

Prepared by Judy Sampson

Review by Greg Campbell

Date 28-Aug-17

Revenue	Total Revenues	Annual Budget	Variance
Taxes	\$ 104,113,361	\$ 103,903,946	\$ (209,415)
Federal Government	3,079,839	2,812,050	(267,789)
Federal Government Agencies	756,791	775,587	18,796
Provincial Government	1,896,443	1,909,811	13,368
Provincial Government Agencies	2,911,274	2,918,883	7,609
Services to Other Local Government	488,846	608,515	119,669
Transit	523,014	622,000	98,986
Environmental Development Services	214,813	292,000	77,187
Licenses & Permits	164,044	155,500	(8,544)
Fines & Fees	550,091	595,000	44,909
Rentals	645,425	680,079	34,654
Concessions & Franchises	400,514	400,000	(514)
Return on Investments/Interest on Taxes	1,495,003	1,245,000	(250,003)
Finance Revenue	30,010	30,500	490
Solid Waste Revenue	2,194,886	2,200,000	5,114
Recreation & Cultural Service Programs	1,804,651	1,686,545	(119,106)
Water Utility Charges	4,951,510	4,951,510	0
Unconditional Transfers	15,841,135	15,834,643	(6,492)
Conditional Transfers	3,827,852	4,390,852	563,000
Total Revenue excluding 2016 Flood Costs	\$ 145,889,504	\$ 146,011,421	\$ 121,917
Cost Recovery 2016 Flood Costs	2,380,241	-	(2,380,241)
Total Revenue including 2016 Flood Costs	\$ 148,269,745	\$ 146,011,421	\$ (2,258,324)

Expenditures	Total Expenditures	Annual Budget	Variance
Legislative	\$ 1,352,508	\$ 1,458,956	\$ 106,448
Administration	916,576	1,108,790	192,214
Finance	2,556,463	2,832,019	275,556
Legal	602,166	569,072	(33,094)
Human Resources	1,560,271	1,638,145	77,874
Technology & Communications	1,030,408	1,165,464	135,056
Municipal Clerk	490,421	503,017	12,596
Fiscal Services	35,719,719	35,490,906	(228,813)
Occupational Health & Safety	207,787	219,722	11,935
Police Services	25,846,473	25,701,620	(144,853)
Fire Services (Incl EMO)	17,007,969	17,195,105	187,136
Engineering & Public Works	42,089,539	43,447,585	1,358,046
Planning	2,452,319	2,664,528	212,209
Facilities: Centre 200 & Arenas	3,721,463	3,042,283	(679,180)
Parks & Grounds	2,532,968	2,636,703	103,735
Buildings	3,287,437	3,324,603	37,166
Recreation	3,229,743	3,012,903	(216,840)
Total Expended excluding 2016 Flood Costs	\$ 144,604,231	\$ 146,011,421	\$ 1,407,190
2016 Flood Costs	2,480,241	-	(2,480,241)
Total Expended including 2016 Flood Costs	\$ 147,084,473	\$ 146,011,421	\$ (1,073,052)
Surplus / (Deficit) including 2016 Flood Costs	\$ 1,185,273		

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Departmental

Finance

Legislative	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 893,802	\$ 890,924	\$ (2,878)
6010 BENEFITS	95,448	141,990	46,542
6030 TRAVEL/CONFERENCES	156,142	209,000	52,858
6040 PROF MEM/DUES & FEES	56,035	54,867	(1,168)
6050 OFFICE SUPPLIES	19,876	20,000	124
6060 OFFICE EQUIPMENT	5,203	6,550	1,347
6080 ADVERTISING	17,493	14,500	(2,993)
6100 COURIER	226	375	149
6110 TELEPHONE/FAX	31,605	44,000	12,395
6120 PUBL./SUBSCRIPTIONS	1,709	1,750	41
6130 COMPUTER HARDWARE	16,201	30,000	13,799
6150 MEETING EXPENSES	28,432	23,000	(5,432)
6170 PROMOTION	30,334	22,000	(8,334)
Total expended excluding 2016 Flood Costs	\$ 1,352,508	\$ 1,458,956	\$ 106,448
8165 2016 FLOOD COSTS	722	-	(722)
Total expended including 2016 Flood Costs	\$ 1,353,230	\$ 1,458,956	\$ 105,726

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Finance

Administration	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 311,888	\$ 339,964	\$ 28,076
6010 BENEFITS	49,253	57,539	8,286
6020 TRAINING/EDUCATION	5,000	2,800	(2,200)
6030 TRAVEL/CONFERENCES	43,511	27,000	(16,511)
6040 PROF MEM/DUES & FEES	2,400	1,000	(1,400)
6050 OFFICE SUPPLIES	1,345	1,500	155
6100 COURIER	21	150	129
6110 TELEPHONE/FAX	4,124	5,400	1,276
6120 PUBL./SUBSCRIPTIONS	403	-	(403)
6130 COMPUTER HARDWARE	143	4,000	3,857
6150 MEETING EXPENSES	2,236	1,920	(316)
6170 PROMOTION	35,363	20,000	(15,363)
8100 PROFESSIONAL SERVICES	93,370	280,000	186,630
8160 GRANTS/SUBS TO ORG	367,521	367,517	(4)
Total expended excluding 2016 Flood Costs	\$ 916,576	\$ 1,108,790	\$ 192,214
8165 FLOOD COSTS	24,470	-	(24,470)
Total expended including 2016 Flood Costs	\$ 941,045	\$ 1,108,790	\$ 167,745

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Finance

Finance	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 1,776,804	\$ 1,905,761	\$ 128,957
6010 BENEFITS	351,993	367,578	15,585
6020 TRAINING/EDUCATION	7,611	24,630	17,019
6030 TRAVEL/CONFERENCES	25,741	24,000	(1,741)
6040 PROF MEM/DUES & FEES	4,530	5,100	570
6050 OFFICE SUPPLIES	14,463	15,500	1,037
6060 OFFICE EQUIPMENT	3,606	14,000	10,394
6080 ADVERTISING	47,671	42,000	(5,671)
6090 POSTAGE	141,790	160,000	18,210
6100 COURIER	23,423	22,700	(723)
6110 TELEPHONE/FAX	14,799	18,900	4,101
6130 COMPUTER HARDWARE	10,325	19,800	9,475
6140 COMPUTER SOFTWARE	47,140	57,000	9,860
6160 LIABILITY INSURANCE	284,278	299,600	15,322
6180 COST RECOVERY	(328,621)	(322,150)	6,471
8010 OPERATIONAL MAT/SUPP	6,902	7,000	98
8100 PROFESSIONAL SERVICE	46,459	55,000	8,541
8110 CONTRACTS/AGREEMENTS	39,395	63,800	24,406
8120 LEASES	11,251	11,800	549
8180 TAX EXEPT/WRITE OFF	26,903	40,000	13,097
Total expended excluding 2016 Flood Costs	\$ 2,556,463	\$ 2,832,019	\$ 275,556
8165 2016 FLOOD COSTS	-	-	-
Total expended including 2016 Flood Costs	\$ 2,556,463	\$ 2,832,019	\$ 275,556

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Finance

Legal	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 336,924	\$ 299,196	\$ (37,728)
6010 BENEFITS	64,206	60,076	(4,130)
6020 TRAINING/EDUCATION	6,614	6,500	(114)
6030 TRAVEL/CONFERENCES	7,267	8,500	1,233
6040 PROF MEM/DUES & FEES	7,179	7,100	(79)
6050 OFFICE SUPPLIES	3,395	3,500	105
6060 OFFICE EQUIPMENT	6,805	4,200	(2,605)
6070 PHOTOCOPIER LEASE	4,283	3,100	(1,183)
6100 COURIER	902	1,000	98
6110 TELEPHONE/FAX	4,813	5,400	587
6120 PUBL./STATUTES	12,299	10,000	(2,299)
6130 COMPUTER HARDWARE	2,209	3,000	791
6140 COMPUTER SOFTWARE	-	2,500	2,500
6150 MEETING EXPENSE	337	500	163
8100 PROFESSIONAL SERVICE	144,932	154,500	9,568
Total expended excluding 2016 Flood Costs	\$ 602,166	\$ 569,072	\$ (33,094)
8165 2016 FLOOD COSTS	-	-	-
Total expended including 2016 Flood Costs	\$ 602,166	\$ 569,072	\$ (33,094)

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Departmental

Finance

Human Resources	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 571,512	\$ 585,055	\$ 13,543
6010 BENEFITS	743,775	744,510	735
6020 TRAINING/EDUCATION	4,057	6,000	1,943
6030 TRAVEL/CONFERENCES	11,239	16,250	5,011
6040 PROF MEM/DUES & FEES	2,221	1,730	(491)
6050 OFFICE SUPPLIES	12,241	15,700	3,459
6060 OFFICE EQUIPMENT	2,153	2,500	347
6080 ADVERTISING	3,028	5,000	1,972
6110 TELEPHONE/FAX	6,141	10,000	3,859
6120 PUBL./SUBSCRIPTIONS	566	2,400	1,834
6130 COMPUTER HARDWARE	2,744	4,000	1,256
6150 MEETING EXPENSE	779	2,000	1,221
8100 PROFESSIONAL SERVICE	190,273	230,500	40,227
8110 CONTRACTS/AGREEMENTS	9,540	12,500	2,960
Total expended excluding 2016 Flood Costs	\$ 1,560,271	\$ 1,638,145	\$ 77,874
8165 2016 FLOOD COSTS	-	-	-
Total expended including 2016 Flood Costs	\$ 1,560,271	\$ 1,638,145	\$ 77,874

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Finance

**Technology/
Communications**

Statement of Expenditures

March 31, 2017

Technology/Communications	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 409,547	\$ 408,071	\$ (1,476)
6010 BENEFITS	88,324	83,093	(5,231)
6020 TRAINING/EDUCATION	7,481	18,000	10,519
6030 TRAVEL/CONFERENCES	13,075	20,000	6,925
6040 PROF MEM/DUES & FEES	619	1,000	381
6050 OFFICE SUPPLIES	2,364	3,000	636
6060 OFFICE EQUIPMENT	3,952	3,000	(952)
6080 ADVERTISING	600	500	(100)
6100 COURIER	193	300	107
6110 TELEPHONE/FAX	57,293	70,000	12,707
6120 PUBL./SUBSCRIPTIONS	-	1,000	1,000
6130 COMPUTER HARDWARE	117,944	130,000	12,056
6140 COMPUTER SOFTWARE	111,441	190,000	78,559
6150 MEETING EXPENSE	254	500	246
8110 CONTRACTS/AGREEMENTS	46,564	42,000	(4,564)
8120 LEASES SAP	86,100	98,000	11,900
8130 LICENSES/PERMITS	84,659	97,000	12,341
Total expended excluding 2016 Flood Costs	\$ 1,030,408	\$ 1,165,464	\$ 135,056
8165 2016 FLOOD COSTS	9,121	-	(9,121)
Total expended including 2016 Flood Costs	\$ 1,039,529	\$ 1,165,464	\$ 125,935

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Finance

Municipal Clerk	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 261,235	\$ 260,514	\$ (721)
6010 BENEFITS	58,850	56,553	(2,297)
6020 TRAINING/EDUCATION	2,896	5,500	2,604
6030 TRAVEL/CONFERENCES	3,464	6,500	3,036
6040 PROF MEM/DUES & FEES	927	700	(227)
6050 OFFICE SUPPLIES	3,034	8,000	4,966
6060 OFFICE EQUIPMENT	16,606	16,750	144
6070 PHOTOCOPY SUPPLIES	18,183	18,000	(183)
6080 ADVERTISING	-	1,000	1,000
6100 COURIER	348	1,000	652
6110 TELEPHONE/FAX	2,587	4,500	1,913
6120 PUBL./SUBSCRIPTIONS	1,408	1,800	392
6140 COMPUTER SOFTWARE	9,791	9,600	(191)
6150 MEETING EXPENSES	11,436	12,600	1,164
8110 CONTRACTS/AGREEMENTS	99,656	100,000	344
Total expended excluding 2016 Flood Costs	\$ 490,421	\$ 503,017	\$ 12,596
8165 2016 FLOOD COSTS	91	-	(91)
Total expended including 2016 Flood Costs	\$ 490,513	\$ 503,017	\$ 12,504

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Fiscal Services	Total Expenditures	Annual Budget	Variance
9010 INT SHRT TERM BORROW	\$ 228,062	\$ 375,000	\$ 146,938
9020 INT ON DEBT	2,037,852	2,037,852	(0)
9051 PRINC ON DEBT	13,532,234	13,532,234	0
9052 DEBT/CAP BOND DISC	97,362	95,000	(2,362)
9090 BANK CHARGES	44,098	86,000	41,902
9200 ALLOWANCE FOR UNCOL. TAXES	534,942	400,000	(134,942)
9210 ALLOWANCE FOR UNCOL. RECEIVABLES	409,395	0	(409,395)
9420 APPROP TO CAPITAL FUND	90,000	90,000	0
9430 APPROP TO B.I.D.C.	98,844	95,806	(3,038)
9600 PROV. CORRECTIONS	1,090,725	1,090,725	0
9610 CB REG. HOUSING	2,014,014	2,136,000	121,986
9620 REGIONAL LIBRARY	659,902	670,000	10,098
9630 CB/VIC. SCHOOL BOARD	13,522,080	13,522,080	0
9640 PROPERTY ASSESSMENT	1,360,209	1,360,209	0
Total expended to date	\$ 35,719,719	\$ 35,490,906	\$ (228,813)

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**Occupational Health /
Safety**

Statement of Expenditures

March 31, 2017

Occupational Health & Safety	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 151,110	\$ 149,598	\$ (1,512)
6010 BENEFITS	30,733	30,864	131
6020 TRAINING/EDUCATION	3,541	5,850	2,309
6030 TRAVEL/CONFERENCES	9,700	11,000	1,300
6040 PROF MEM/DUES & FEES	239	535	296
6050 OFFICE SUPPLIES	1,665	3,000	1,335
6110 TELEPHONE/FAX	1,715	3,375	1,660
6120 PUBL/SUBSCRIPTIONS	475	2,000	1,525
6130 COMPUTER HARDWARE	-	2,000	2,000
6140 COMPUTER SOFTWARE	-	500	500
6150 MEETING EXPENSES	1,268	2,500	1,232
8100 PROFESSIONAL SERVICE	4,635	5,500	865
8120 LEASES	2,706	3,000	294
Total expended excluding 2016 Flood Costs	\$ 207,787	\$ 219,722	\$ 11,935
8165 2016 FLOOD COSTS	406	-	(406)
Total expended including 2016 Flood Costs	\$ 208,192	\$ 219,722	\$ 11,530

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Police Services	Total Expenditures	Annual Budget	Variance
GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 22,202,439	\$ 21,946,891	\$ (255,548)
6020 TRAINING/EDUCATION	124,857	145,927	21,070
6030 TRAVEL/CONFERENCES	96,020	105,000	8,980
6040 PROF MEM/DUES & FEES	7,467	5,000	(2,467)
6050 OFFICE SUPPLIES	44,488	53,000	8,512
6060 OFFICE EQUIPMENT	78,996	50,000	(28,996)
6070 PHOTOCOPY SUPPLIES	16,945	18,000	1,055
6080 ADVERTISING	3,150	5,000	1,850
6090 POSTAGE & 6100 COURIER	7,698	7,000	(698)
6110 TELEPHONE/FAX	281,040	280,840	(200)
6120 PUBL./SUBSCRIPTIONS	3,605	6,000	2,395
6130 COMPUTER HARDWARE	132,676	200,000	67,324
6140 COMPUTER SOFTWARE	241,323	115,000	(126,323)
6150 MEETING EXPENSES	19,207	17,000	(2,207)
6160 LIABILITY INSURANCE	54,790	4,000	(50,790)
6170 PROMOTION	9,327	11,000	1,673
7000 HEAT	43,256	50,000	6,744
7010 ELECTRICAL	112,411	99,650	(12,761)
7020 WATER	7,001	8,000	999
7030 BLDG/FACILITY MAINT	87,074	71,000	(16,074)
7040 BLDG/FACILITY REPAIR	15,449	49,000	33,551
7050 BLDG/FACILITY INSURANCE	15,000	12,500	(2,500)
7060 BLDG/FACILITY RENOV	41,881	20,000	(21,881)
7070 BLDG/FACILITY RENTAL	63,951	68,000	4,049
7110 SECURITY	4,364	3,700	(664)
7505 GASOLINE & DIESEL	348,025	375,000	26,975
7510 VEH/EQUIP REPAIRS	311,191	287,717	(23,474)
7520 VEH/EQUIP INSURANCE	55,771	55,000	(771)
7530 VEH/EQUIP REPLACEMENT	500,064	580,000	79,936
7540 VEH/EQUIP RENTAL	2,030	9,000	6,970
7550 VEH/EQUIP TOWING	6,209	5,000	(1,209)
7560 VEH/EQUIP GEN SUPPLY	517	10,000	9,483
8000 OPERATIONAL EQUIP	182,702	193,784	11,082
8010 OPERATIONAL MAT/SUPP	190,858	181,373	(9,485)
8020 MAINTENANCE EQUIP	4,234	3,570	(664)
8030 MAINTENANCE MAT/SUPP	1,196	19,000	17,804
8040 COMM EQUIPMENT LINES	4,794	10,000	5,206
8090 UNIFORMS/CLOTHING	161,878	220,000	58,122
8100 PROFESSIONAL SERVICE	152,392	95,000	(57,392)
8110 CONTRACTS/AGREEMENTS	116,471	102,000	(14,471)
8125 MAJOR INVESTIGATIONS	40,562	143,668	103,106
8130 LICENSES/PERMITS	2,798	10,000	7,202
8150 GRANTS/SUBS TO ORG	50,367	50,000	(367)
Total expended excluding 2016 Flood Costs	\$ 25,846,473	\$ 25,701,620	\$ (144,853)
8165 2016 FLOOD COSTS	112,659	-	(112,659)
Total expended including 2016 Flood Costs	\$ 25,959,132	\$ 25,701,620	\$ (257,512)

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Police Services Revenue	Total Revenues	Annual Budget	Variance
4751 RECORDS INQUIRIES	\$ 14,030	\$ 25,000	\$ 10,970
5151 FINES	363,005	390,000	26,995
Total Revenue	\$ 377,036	\$ 415,000	\$ 37,964

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Finance

Fire Services

Statement of Expenditures

March 31, 2017

Fire Services Including EMO	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 5,173,092	\$ 5,509,828	\$ 336,736
6010 BENEFITS	1,050,350	1,036,719	(13,631)
6011 MISC. BENEFITS	127,126	123,165	(3,961)
6020 TRAINING/EDUCATION	115,891	146,538	30,647
6030 TRAVEL/CONFERENCES	33,202	51,100	17,898
6040 PROF MEM/DUES & FEES	7,538	11,732	4,194
6050 OFFICE SUPPLIES	7,962	12,100	4,138
6060 OFFICE EQUIPMENT	5,663	6,460	787
6070 PHOTOCOPY SUPPLIES	-	500	500
6080 ADVERTISING	5,397	5,350	(47)
6100 COURIER	166	450	284
6110 TELEPHONE/FAX	31,448	44,999	13,551
6120 PUBL./SUBSCRIPTIONS	2,059	2,700	641
6130 COMPUTER HARDWARE	17,930	14,007	(3,923)
6140 COMPUTER SOFTWARE	-	12,006	12,006
6150 MEETING EXPENSES	3,752	4,402	650
6160 LIABILITY INSURANCE	1,246	-	(1,246)
6170 PROMOTION	32,782	38,000	5,218
6180 COST RECOVERY	575	-	(575)
7000 HEAT	71,639	87,709	16,070
7010 ELECTRICAL	65,350	60,004	(5,346)
7020 WATER	24,151	24,523	372
7030 BLDG/FACILITY MAINT	58,159	57,998	(161)
7040 BLDG/FACILITY REPAIR	35,450	21,326	(14,124)
7050 BLDG/FACILITY INS	11,869	8,217	(3,652)
7080 PLANT MAINTENANCE	-	400	400
7500 VEH/EQUIP MAINT.	213,630	116,822	(96,808)
7505 GASOLINE/DIESEL	62,040	85,000	22,960
7510 VEH/EQUIP REPAIRS	599	4,000	3,401
7520 VEH/EQUIP INSURANCE	74,148	52,268	(21,880)
7530 VEH/EQUIP REPLACEMENT	38,917	70,000	31,083
7540 VEH/EQUIP RENTAL	308	204	(104)
7550 VEH/EQUIP TOWING	647	2,000	1,353
7560 VEH/EQUIP GEN SUPPLY	12,121	16,000	3,879
8000 OPERATIONAL EQUIP	320,514	336,000	15,486
8010 OPERATIONAL MAT/SUPP	58,675	45,870	(12,805)
8020 MAINTENANCE EQUIP	32,436	52,599	20,163
8040 COMM EQUIPMENT LINES	62,762	38,000	(24,762)
8090 UNIFORMS/CLOTHING	60,032	77,452	17,420
8100 PROFESSIONAL SERVICE	44,507	2,000	(42,507)
8110 CONTRACTS/AGREEMENTS	13,948	89,638	75,690
8120 LEASES	299,616	95,498	(204,118)
8130 LICENSES/PERMITS	17,180	17,335	155
8135 REGULATORY FEES	283	-	(283)
8150 GRANTS/SUBS TO ORG	1,629,136	1,630,527	1,391
8195 WATER SUPPLY & HYDR	7,183,668	7,183,669	1
Total expended excluding 2016 Flood Costs	\$ 17,007,969	\$ 17,195,105	\$ 187,136
8165 2016 FLOOD COSTS	311,934	-	(311,934)
Total expended including 2016 Flood Costs	\$ 17,319,903	\$ 17,195,105	\$ (124,798)

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Finance

Fire Services Revenue	Total Revenues	Annual Budget	Variance
4776 PROV NS FIRE PROTECTION GRANT	\$ 152,778	\$ 160,000	\$ 7,222
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	336,068	448,515	112,447
Total Revenue	\$ 488,846	\$ 608,515	\$ 119,669

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Finance

Engineering & Public Works	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 15,121,719	\$ 15,065,750	\$ (55,969)
6010 BENEFITS	3,443,234.69	3,477,481	34,246
6011 MISC BENEFITS	28,311.85	25,800	(2,512)
6020 TRAINING/EDUCATION	101,279.00	133,400	32,121
6030 TRAVEL/CONFERENCES	126,577.17	114,300	(12,277)
6040 PROF MEM/DUES & FEES	23,703.50	15,600	(8,104)
6050 OFFICE SUPPLIES	27,391.81	25,750	(1,642)
6060 OFFICE EQUIPMENT	33,059.89	33,950	890
6070 PHOTOCOPY SUPPLIES	8,913.55	14,500	5,586
6080 ADVERTISING	111,777.93	120,000	8,222
6100 COURIER	4,651.65	2,200	(2,452)
6110 TELEPHONE/FAX	137,089.97	189,800	52,710
6120 PUBL./SUBSCRIPTIONS	871.64	1,100	228
6130 COMPUTER HARDWARE	46,111.97	25,500	(20,612)
6140 COMPUTER SOFTWARE	49,310.52	51,320	2,009
6150 MEETING EXPENSES	1,851.96	3,900	2,048
6160 LIABILITY INSURANCE	211,532.05	160,000	(51,532)
6180 COST RECOVERY	(266,932.43)	-270,000	(3,068)
7000 HEAT	107,888.54	155,000	47,111
7010 ELECTRICAL	966,220.61	925,000	(41,221)
7020 WATER	97,346.27	94,500	(2,846)
7030 BLDG/FACILITY MAINT	35,974.99	15,500	(20,475)
7040 BLDG/FACILITY REPAIR	62,777.88	15,000	(47,778)
7050 BLDG/FACILITY INS	67,248.00	67,164	(84)
7070 BLDG/FACILITY RENTAL	141,048.90	140,000	(1,049)
7080 PLANT MAINTENANCE	506,077.16	385,000	(121,077)
7100 MAINT. TOOLS/EQUIP	6,528.35	6,500	(28)
7110 SECURITY	227,582.29	249,800	22,218
7120 PROPERTY TAX	50,283.58	53,000	2,716
7505 GASOLINE & DIESEL	965,007.36	1,340,000	374,993
7510 VEH/EQUIP REPAIRS	1,590,222.94	1,835,000	244,777
7520 VEH/EQUIP INSURANCE	167,628.00	167,630	2
7540 VEH/EQUIP RENTAL	185,227.99	30,000	(155,228)
7550 VEH/EQUIP TOWING	27,352.72 #	4,500	(22,853)
7560 VEH/EQUIP GEN SUPPLY	28,205.66	3,500	(24,706)
7570 VEH/EQUIP TOOLS	16,180.84	15,000	(1,181)
8000 OPERATIONAL EQUIP	136,876.68	185,000	48,123
8010 OPERATIONAL MAT/SUPP	2,787,685.41	2,474,272	(313,413)
8040 COMM EQUIPMENT LINES	55,152.29	82,700	27,548
8080 STREET LIGHTS	2,197,743.35	2,700,000	502,257
8090 UNIFORMS/CLOTHING	77,914.32	80,800	2,886
8100 PROFESSIONAL SERVICE	391,981.91	447,000	55,018
8110 CONTRACTS/AGREEMENTS	11,246,584.30	12,010,968	764,384
8120 LEASES	443,599.04	478,500	34,901
8130 LICENSES/PERMITS	105,507.72	82,400	(23,108)
8135 REGULATORY FEES	33,270.62	38,500	5,229
8140 EASEMENTS/ROW COSTS	153,965.89	175,000	21,034
Total expended excluding 2016 Flood Costs	\$ 42,089,539	\$ 43,447,585	\$ 1,358,046
8165 2016 FLOOD COSTS	1,335,824	-	(1,335,824)
Total expended including 2016 Flood Costs	\$ 43,425,363	\$ 43,447,585	\$ 22,222

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Engineering & Public Works	Total Revenues	Annual Budget	Variance
4801 CASH FARES	\$ 286,768	\$ 345,000	\$ 58,232
4805 UCCB PASSES	100,918	103,000	2,082
4807 SHOPPERS TICKETS	90,399	108,000	17,601
4808 ADVERTISING REVENUE	1,161	25,000	23,839
4809 HANDI TRANS	36,049	38,000	1,951
4810 CHARTERS	720	3,000	2,280
4849 TIPPING FEES	1,884,226	1,900,000	15,774
4838 RRFB-DIVERSION CREDIT	310,661	300,000	(10,661)
4845 WATER UTILITY FEE	4,951,510	4,951,510	0
5130 SEWER PERMITS	122,509	110,000	(12,509)
5201 BUILDING RENTALS	645,425	680,079	34,654
Total Revenue	\$ 8,430,345	\$ 8,563,589	\$ 133,244

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Finance

Planning / ByLaw / Fire Inspection	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 1,199,045	\$ 1,345,213	\$ 146,168
6010 BENEFITS	268,826	281,815	12,989
6020 TRAINING/EDUCATION	12,033	17,000	4,967
6030 TRAVEL/CONFERENCES	26,839	31,000	4,161
6040 PROF MEM/DUES & FEES	4,966	7,000	2,034
6050 OFFICE SUPPLIES	15,920	21,000	5,080
6060 OFFICE EQUIPMENT	8,999	15,500	6,501
6080 ADVERTISING	23,898	28,000	4,102
6110 TELEPHONE/FAX	15,151	22,000	6,849
6120 PUBL./SUBSCRIPTIONS	7,639	1,300	(6,339)
6130 COMPUTER HARDWARE	8,589	14,500	5,911
6140 COMPUTER SOFTWARE	1,063	10,000	8,937
6150 MEETING EXPENSE	2,612	4,200	1,588
6170 PROMOTION	28,091	30,000	1,909
7130 DEMOLITIONS	121,186	120,000	(1,186)
7500 VEH/EQUIP MAINT.	11,076	14,000	2,924
7505 GASOLINE & DIESEL	9,554	10,000	446
8000 OPERATIONAL EQUIPMENT	15,933	23,000	7,067
8010 OPERATIONAL MAT/SUPP	14,573	4,000	(10,573)
8090 UNIFORMS / CLOTHING	4,339	8,500	4,161
8100 PROFESSIONAL SERVICE	17,084	26,000	8,916
8110 CONTRACTS/AGREEMENTS	433,086	435,000	1,914
8130 LICENSES/PERMITS	74,315	70,500	(3,815)
8135 REGULATORY FEES	38,337	45,000	6,663
8150 GRANTS /SUBS TO ORG	89,162	80,000	(9,162)
Total expended excluding 2016 Flood Costs	\$ 2,452,319	\$ 2,664,528	\$ 212,209
8165 2016 FLOOD COSTS	24,273	-	(24,273)
Total expended including 2016 Flood Costs	\$ 2,476,592	\$ 2,664,528	\$ 187,936

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Finance

	Total Revenues	Annual Budget	Variance
Bylaw Revenue			
5112 Vendor Licenses	\$ 14,180	\$ 8,000	\$ (6,180)
5113 Animal Licenses	5,775	-	(5,775)
5114 Taxi Licenses	18,361	18,000	(361)
5115 Vending Machine Licenses	3,219	10,000	6,781
5301 Parking Meter Revenue	400,514	366,517	(33,997)
Total Bylaw Revenue	\$ 442,049	\$ 402,517	\$ (39,532)
Development / Planning Revenue			
5496 Mapping Sales	1,921	2,000	80
5495 Other Sales	36,493	2,800	(33,693)
5101 Building Permits	170,552	210,595	40,043
5102 Subdivision Fees	38,090	44,773	6,683
Total Develop / Planning Rev	\$ 247,055	\$ 260,168	\$ 13,113
Total Bylaw / Dev / Planning Revenue	\$ 689,104	\$ 662,685	\$ (26,419)

 Departmental

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Finance

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

Statement of Expenditures

March 31, 2017

Facilities	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 1,528,423	\$ 1,158,460	\$ (369,963)
6010 BENEFITS	258,008	209,473	(48,535)
6020 TRAINING	3,049	2,500	(549)
6030 TRAVEL/CONFERENCES	9,180	6,000	(3,180)
6040 PROF MEM/DUES & FEES	638	1,000	362
6050 OFFICE SUPPLIES	4,283	5,500	1,217
6060 OFFICE EQUIPMENT	4,421	2,000	(2,421)
6080 ADVERTISING	21,309	10,000	(11,309)
6100 COURIER	514	1,500	986
6110 TELEPHONE/FAX	18,838	25,000	6,162
6130 COMPUTER HARDWARE	17,356	4,000	(13,356)
6140 COMPUTER SOFTWARE	2,229	3,000	771
6150 MEETING EXPENSES	588	1,000	412
6160 LIABILITY INSURANCE	15,690	28,000	12,310
7000 HEAT	42,139	39,500	(2,639)
7010 ELECTRICAL	606,649	430,000	(176,649)
7020 WATER	43,592	42,500	(1,092)
7030 BLDG/FACILITY MAINT	66,624	115,000	48,376
7040 BLDG/FACILITY REPAIR	85,411	65,000	(20,411)
7050 BLDG/FACILITY INS	25,162	19,300	(5,862)
7060 BLDG/FACILITY RENOV	(14,828)	25,000	39,828
7080 PLANT MAINTENANCE	29,633	45,000	15,367
7110 SECURITY	92,275	65,000	(27,275)
7500 VEH/EQUIP MAINT	2,432	1,000	(1,432)
7510 VEH/EQUIP REPAIRS	10,824	12,500	1,676
7520 VEH/EQUIP INSURANCE	2,772	3,550	778
7540 VEH/EQUIP RENTAL	4,106	2,500	(1,606)
8000 OPERATIONAL EQUIPMENT	4,353	5,000	647
8010 OPERATIONAL MAT/SUPP	129,800	100,000	(29,800)
8050 COST OF SALES	582,057	545,000	(37,057)
8090 UNIFORMS/CLOTHING	5,778	7,000	1,222
8100 PROFESSIONAL SERVICE	55,797	20,000	(35,797)
8110 CONTRACTS/AGREEMENTS	61,766	42,000	(19,766)
8130 LICENSES/PERMITS	594	-	(594)
Total expended excluding 2016 Flood Costs	\$ 3,721,463	\$ 3,042,283	\$ (679,180)
8165 2016 FLOOD COSTS	3,306	-	(3,306)
Total expended including 2016 Flood Costs	\$ 3,724,770	\$ 3,042,283	\$ (682,487)

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

Statement of Revenue

March 31, 2017

Facilities	Total Revenues	Annual Budget	Variance
GL 5001 Ice Rentals	\$ 477,901	\$ 516,000	\$ 38,099
GL 5002 Public Skating	17,255	18,500	1,245
GL 5004 Arena Rental	41,029	25,000	(16,029)
GL 5005 Gym Rental	14,043	16,000	1,957
GL 5006 Canteen Sales	421,929	350,000	(71,929)
GL 5009 Major Events	14,584	125,000	110,416
GL 5010 Other Revenue	553,170	350,000	(203,170)
GL 5033 Program Equipment	17,146	30,000	12,854
GL 5034 Facility Rentals	199,502	112,000	(87,502)
GL 4808 Advertising Revenue	6,322	-	(6,322)
Total Revenue To Date	\$ 1,762,880	\$ 1,542,500	\$ (220,380)

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Finance

**Parks and Grounds
Operations**

Statement of Expenditures

March 31, 2017

Parks & Grounds	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 1,438,313	\$ 1,633,902	\$ 195,589
6010 BENEFITS	348,785	338,701	(10,084)
6020 TRAINING/EDUCATION	5,614	2,000	(3,614)
6030 TRAVEL/CONFERENCES	12,308	5,500	(6,808)
6040 PROF MEM/DUES & FEES	-	200	200
6050 OFFICE SUPPLIES	3,860	200	(3,660)
6060 OFFICE EQUIPMENT	-	500	500
6080 ADVERTISING	250	200	(50)
6110 TELEPHONE/FAX	6,821	4,000	(2,821)
6130 COMPUTER HARDWARE	52	500	448
7000 HEAT	4,671	7,500	2,829
7010 ELECTRICAL	59,648	70,000	10,352
7020 WATER	26,669	15,000	(11,669)
7030 BLDG/FACILITY MAINT	3,567	4,000	433
7040 BLDG/VACILITY REPAIR	1,571	10,000	8,429
7060 BLDG/FACILITY RENOV	669	7,500	6,831
7080 PLANT MAINTENANCE	2,166	3,000	834
7100 MAINT. TOOLS/EQUIP	-	8,500	8,500
7110 SECURITY	704	25,000	24,296
7500 VEH/EQUIP MAINT.	-	1,500	1,500
7510 VEH/EQUIP REPAIRS	595	-	(595)
7530 VEH/EQUIP REPLACEMENT	1,416	-	(1,416)
7540 VEH/EQUIP RENTAL	1,415	35,000	33,585
8000 OPERATIONAL EQUIP	29,501	30,000	499
8010 OPERATIONAL MAT/SUPP	359,306	300,000	(59,306)
8020 MAINTENANCE EQUIP	36,150	25,000	(11,150)
8080 STREET LIGHTS	3,192	-	(3,192)
8090 UNIFORMS/CLOTHING	11,451	9,000	(2,451)
8100 PROFESSIONAL SERV	982	-	(982)
8110 CONTRACTS & AGRMNT	173,293	100,000	(73,293)
Total expended excluding 2016 Flood Costs	\$ 2,532,968	\$ 2,636,703	\$ 103,735
8165 2016 FLOOD COSTS	426,676	-	(426,676)
Total expended including 2016 Flood Costs	\$ 2,959,644	\$ 2,636,703	\$ (322,941)

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Finance

Building Operations	Total Expenditures	Annual Budget	Variance
6000 WAGES/SALARIES	\$ 1,338,616	\$ 1,357,635	\$ 19,019
6010 BENEFITS	318,940	308,818	(10,122)
6020 TRAINING/EDUCATION	6,254	2,500	(3,754)
6030 TRAVEL/CONFERENCES	511	2,500	1,989
6040 PROF MEM/DUES & FEES	-	100	100
6050 OFFICE SUPPLIES	489	800	311
6060 OFFICE EQUIPMENT	7,434	2,450	(4,984)
6080 ADVERTISING	198	-	(198)
6110 TELEPHONE/FAX	7,227	8,300	1,073
6130 COMPUTER HARDWARE	6,407	3,000	(3,407)
6140 COMPUTER SOFTWARE	-	5,000	5,000
7000 HEAT	98,503	100,000	1,497
7010 ELECTRICAL	516,559	485,000	(31,559)
7020 WATER	24,377	22,500	(1,877)
7030 BLDG/FACILITY MAINT	12,300	14,000	1,700
7040 BLDG/VACILITY REPAIR	26,718	86,500	59,782
7050 BLDG/FACILITY INS	185,859	150,000	(35,859)
7060 BLDG/FACILITY RENOV	34,960	100,000	65,040
7070 BLDG/FACILITY RENTAL	167,867	225,000	57,133
7080 PLANT MAINTENANCE	18,338	45,000	26,662
7100 MAINT. TOOLS/EQUIP	5,661	-	(5,661)
7110 SECURITY	95,176	75,000	(20,176)
7505 GASOLINE & DIESEL	-	4,000	4,000
7510 VEH/EQUIP REPAIRS	-	2,000	2,000
7530 VEH/EQUIP REPLACEMENT	25,000	25,000	-
7540 VEH/EQUIP RENTAL	1,307	1,000	(307)
7570 VEH/EQUIP TOOLS	140	3,500	3,360
8000 OPERATIONAL EQUIP	1,251	4,000	2,749
8010 OPERATIONAL MAT/SUPP	105,928	125,500	19,572
8020 MAINTENANCE EQUIP	3,235	5,000	1,765
8030 MAINTENANCE MAT/SUPP	6,234	5,000	(1,234)
8090 UNIFORMS/CLOTHING	5,349	2,500	(2,849)
8100 PROFESSIONAL SERVICE	14,946	5,000	(9,946)
8110 CONTRACTS/AGREEMENTS	251,654	148,000	(103,654)
Total expended excluding 2016 Flood Costs	\$ 3,287,437	\$ 3,324,603	\$ 37,166
8165 2016 FLOOD COSTS	230,761	-	(230,761)
Total expended including 2016 Flood Costs	\$ 3,518,198	\$ 3,324,603	\$ (193,595)

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Finance

Recreation Cultural Services

Statement of Expenditures

March 31, 2017

Recreation & Cultural Services	Total Expenditures	Annual Budget	Variance
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 1,070,634	\$ 1,118,161	\$ 47,527
6020 TRAINING/EDUCATION	10,609	16,965	6,356
6030 TRAVEL/CONFERENCES	19,012	36,000	16,988
6040 PROF MEM/DUES & FEES	8,259	3,500	(4,759)
6050 OFFICE SUPPLIES	7,622	8,000	378
6060 OFFICE EQUIPMENT	7,023	8,000	977
6080 ADVERTISING	70,740	75,000	4,260
6110 TELEPHONE/FAX	8,889	19,000	10,111
6120 PUBL./SUBSCRIPTIONS	130	500	370
6130 COMPUTER HARDWARE	2,229	7,100	4,871
6160 LIABILITY INSURANCE	8,772	10,000	1,228
7070 BLDG/FACILITY RENTAL	51,809	44,000	(7,809)
8000 OPERATIONAL MAT/SUPPLY	128,193	175,000	46,807
8025 COMMUNITY EVENTS	305,653	334,615	28,962
8150 SCHOLORSHIPS	20,000	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	344,985	356,562	11,577
8170 OPERATING GRANTS POLICY	1,165,184	780,500	(384,684)
Total expended excluding 2016 Flood Costs	\$ 3,229,743	\$ 3,012,903	\$ (216,840)
8165 2016 FLOOD COSTS	-	-	-
Total expended including 2016 Flood Costs	\$ 3,229,743	\$ 3,012,903	\$ (216,840)

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Recreation/Cultural Services	Total Revenues	Annual Budget	Variance
5031 PROGRAM REVENUE	\$ 37,307	\$ 88,045	\$ 50,738
5034 FACILITY RENTALS	10,766	25,000	14,234
5526 STUDENT FUNDING	-	30,000	30,000
Total Revenue	\$ 48,073	\$ 143,045	\$ 94,972

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