Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, DECEMBER 11TH, 2018

6:00 P.M.

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

Cape Breton Regional Municipality

Council Meeting

Tuesday, December 11th, 2018
6:00 p.m.

AGENDA ITEMS

Roll Call

O'Canada

Moment of Silent Reflection

1. **APPROVAL OF MINUTES:** (Previously Distributed)

   ➢ **Special Council – November 5th, 2018**

2. **APPROVAL OF AGENDA: (Motion Required)**

3. **RESOLUTIONS:**

   3.1 **Michael James Hussey:**
   Councillor Earlene MacMullin (See page 7)

   3.2 **Support for the ICAN Cities Appeal:**
   Councillor Earlene MacMullin (See page 8)

4. **DELEGATION:**

   4.1 **Because You Care Holiday Efforts:** Rick McCarthy, Manager of Annual Giving, Cape Breton Regional Hospital Foundation (See page 9)

5. **PRESENTATIONS:**

   5.1 **CBRM Transit Improvements:** Kathy Donovan, Fleet/Transit Manager (See page 10)

Continued…

6. PLANNING ISSUES:

6.1 FINAL APPROVAL - PUBLIC HEARINGS:

a) Legalization of Cannabis and the Municipal Planning Strategy and Land Use Bylaw #1047:

Public Hearing to consider adopting the amending Bylaws to: (1) the CBRM Planning Strategy; and (2) to the CBRM Land Use Bylaw, to allow agricultural uses in all zones where manufacturing is permitted, provided agricultural produce is processed at the site as well as cultivated. Karen Neville Planner (See page 17)

b) Municipal Planning Strategy and Land Use Amendment Application #1048 – Northside Business Park:

Public Hearing to consider the proposed amendments to the Municipal Planning Strategy and Land Use Bylaw applicable to the Northside Business Park. Karen Neville, Planner (See page 22)

6.2 APPROVAL TO ADVERTISE:

a) Zoning Amendment Application – 1050: Darren McFadgen, Ocean Avenue, Glace Bay (PID 15394380) for Proposed Expansion of the Bakery: Karen Neville, Planner (See page 27)

6.3 PUBLIC PARTICIPATION PROGRAMS:

a) Municipal Planning Strategy Review: Part 4 Residential Development – Apartment Development Policies:

Committee recommends that Council pass a motion adopting a Public Participation Program to consider proposed amendments to Part 4 Residential Development of the Municipal Planning Strategy. Rather than a series of public meetings, staff is recommending working with the Communications Officer to solicit responses from the public using social media platform. In addition, staff is proposing to organize a meeting with various groups that are responsible for providing affording housing to discuss affordable housing options such as housing types, densities requirements, boarding home, and dormitories. Karen Neville, Planner (See page 32)

Continued…

Planning Issues (cont'd)

Public Participation Programs (cont'd):

b) **One Main Modular Part Manufactured Homes a.k.a. Mini Homes / Mobile Homes:**

Committee recommends that Council adopt a Public Participation Program to consider proposed amendments to the Municipal Planning Strategy and Land Use Bylaw to permit mini homes/mobile homes in urban and suburban residential neighbourhoods where the average assessment value is less than the base purchase price for new mini homes/mobile homes, unless the streetscape is primarily comprised of dwellings greater than one storey. Rather than a series of public meetings, staff is recommending working with the Communications Officer to solicit responses from constituents using social media. Malcolm Gillis, Director of Planning & Development (See page **42**)

6.4 **MUNICIPAL PLANNING STRATEGY AMENDMENT:**

a) **Martin Lacriox - Request for Municipal Planning Strategy Amendment for the Operation of a Motor Vehicle Repair Business at 740 Alder Point Road, Alder Point:** Malcolm Gillis, Director of Planning & Development (See page **49**)

7. **HERITAGE ISSUE:**

7.1 **PUBLIC PARTICIPATION PROGRAM:**

a) **Amendments to the North End Sydney Heritage Conservation District Plan and Bylaw to include 92 Charlotte Street (PID 15054174) in the District:**

Committee recommends that Council adopt a Public Participation Program to consider proposed amendments to the North End Sydney Heritage Conservation District Plan and Bylaw to include 92 Charlotte Street as outlined in the staff Issue Paper dated November 27, 2018. Rick McCready, Senior Planner/ Heritage Officer (See page **52**)

Continued…

8. COPORATE SERVICES ISSUES:

8.1 Request for Release of Waterline Easement: Her Majesty the Queen – Public Works and Government Services Canada (PWGSC) (PID 15286818): Sheila Kolanko, Senior Paralegal / Property Manager (See page **61**)

8.2 Request for Quit Claim Deed / Kenneth Green - Tupper Street, Sydney, (PID 15140494): Sheila Kolanko, Senior Paralegal / Property Manager (See page **64**)

8.3 Request to Purchase Portion of CBRM Land: Faisal Shehzad, Landry Avenue, New Waterford (Portion of PID 15478605): Sheila Kolanko, Senior Paralegal / Property Manager (See page **74**)

9. FINANCIAL STATEMENTS: Jennifer Campbell, Chief Financial Officer

9.1 CBRM to October 31, 2018: (See page 77) **For Information Only**

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

9.2 Port of Sydney Development Corporation to October 31, 2018: (See page **102**) **For Information Only.**

ADJOURNMENT

RESOLUTION

"Michael James Hussey"

Whereas: Michael James (M.J.) Hussey of Mira Road demonstrated his talent and understanding of a significant moment in Nova Scotia and Canadian History by painting a single red theater chair.

And Whereas: The artwork was inspired by Viola Desmond's act of protest on November 8, 1946 at the Roseland Theatre in New Glasgow where Desmond refused to leave her seat in the "whites only" section. She was arrested, jailed overnight, convicted and fined.

And Whereas: This act of bravery inspired others and continues to do so; in large part, due the ongoing work of her sister, Wanda Robson, of North Sydney. Desmond recently became the first woman to be featured on a Canadian banknote.

And Whereas: Michael James entered his painting into an art contest hosted by MacGillivray Law in New Glasgow where his entry won the top prize of two thousand five hundred dollars in the 12 to 18-year-old category.

And Whereas: If selected, M.J.'s work will be placed on permanent display onto architectural panels at the Roseland Theatre.

Be it therefore resolved: CBRM Mayor Cecil P. Clarke and Council recognize the talent and achievement of Michael James Hussey with congratulations and it is hoped that his art will be chosen to be displayed at the historic theatre location in New Glasgow.

Councillor Earlene MacMullin
CBRM District 2

RESOLUTION
Support for the ICAN Cities Appeal

Whereas:	In 2013, CBRM joined 'Mayors for Peace,' a coalition of over 7,000 municipalities from over 160 countries working to build a nuclear-weapon-free world;
And Whereas:	In 2017, Council passed a resolution calling on the Government of Canada to sign the new United Nations' Treaty on the Prohibition of Nuclear Weapons (the Ban Treaty);
And Whereas:	Noting that, on November 7 this year, the International Campaign to Abolish Nuclear Weapons (ICAN), winners of the 2017 Nobel Peace Prize, launched a 'Cities Appeal,' a "global call from cities and towns" to support the Ban Treaty;
And Whereas:	Noting further that the Cities Appeal was immediately supported by Toronto and other major cities in the US, Australia, and other countries yet to sign the Treaty;
And Whereas:	The Municipality is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world, and we firmly believe our residents have the right to live in a world free from this threat;
And Whereas:	Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.
Be It Therefore Resolved:	That Mayor Cecil P. Clarke and CBRM Council warmly welcome the adoption of the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017, and call on our national government to join it.

Councillor Earlene MacMullin
District #2 - CBRM

December 11, 2018

REGIONAL HOSPITAL FOUNDATION

Nov 20, 2018

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

To the members of the Agenda Review Committee,

On behalf of the Cape Breton Regional Hospital Foundation. I would like to request to be added to the December 11th meeting of the CBRM Council. We would take this time to present our holiday project, the "Because You Care Holiday Catalogue" to Mayor and council.

The Because You Care Holiday Catalogue, presented by OTS, is a unique way to give back this holiday season and is already having an impact on our patients, our hospital and or course, our community. We look forward to presenting to council and sharing more about the impact this project is and will have on our community over the holidays.

If possible, we would also like to show a short (1 minute) video to further explain how this gift giving process works. Please let me know if this is something we can add to our presentation and I will forward along the video in advance of the meeting.

Thank you for your consideration on this request.

Sincerely,

ORIGINAL SIGNED BY

Rick McCarthy
Manager of Annual Giving
Cape Breton Regional Hospital Foundation

45 Weatherbee Rd, Suite 209, Sydney, NS, B1M 0A1 902-567-7752
@BecauseUCare Cape Breton Cares @BecauseUCare www.becauseyoucare.ca

CBRM *A Community of Communities*

Issue Paper

TO: Mayor, Council

December 2018

RE: CBRM Transit Improvements

Background

CBRM Transit has been working to provide increased service to Cape Breton University (CBU) students and working patrons who use CBRM Transit as a means of transport. Since September we have seen increased and improved service to the University and as a result, to the general public of CBRM.

As an update to the current status of operations and Pilot Projects, the improvements are as follows:

Route 1

Several improvements have taken place with regards to Route 1, Sydney to Glace Bay service. A total of 7 express runs have been added in addition to the regularly scheduled 2 runs that travel back and forth between the downtown cores of both communities. These runs consist of 4 daily runs and 3 night runs which travel from the community cores to the University only. These runs were necessary to accommodate the volume of university and local riders using transit on this route. The addition of these express runs has given patrons the option of using a straight through service with the regularly scheduled runs or using a transfer service via the express runs to CBU. This new improved service has the frequency of service between the communities and the University at 15-20 minute intervals in comparison to 1 hour service provided in the past.

Route 3 & 4

The community of Glace Bay has seen a drastic increase in the amount of ridership in and out of it core and the communities that make up the former town. In response to these increases CBRM Transit has made improvements to the service we provide. The addition of a night service to the outlying communities of Glace Bay is a major improvement to Route 3 & 4 service. This addition is the result of a successful pilot project from 2017-2018, and Council Approval for 2018-2019. The outlying communities of Glace Bay now have final service from 8:45pm – 10:00pm, a significant improvement from the previous years' service leaving the community center at 5:00pm with a finish of 6:00pm. This improved service also allows residents of Glace Bay and surrounding communities to have improved hours of service to the hospital located in Glace Bay with the last stop at the hospital taking place at 9:50pm.

Route 5

Route 5, Northside, has several improvements with Transit's restructuring process. This route is seeing increased frequency through the day and now has evening service. The daily service has been doubled for the Northside area and night service has 3 runs from Sydney River to Northside Mall. The prior service to the Northside ended with a 5:00pm run leaving Sydney with a 6:00pm return and has now been expanded to include 3 runs after 5:00pm leaving Sydney River with the final run departing at 8:25pm.

This Route also provides the evening service from Sydney to Sydney River and then on to North Sydney as part of its extended route. This after service is a part of the connector bus system that Transit is looking to have as part of its future complete line of services.

These improvements were necessary to accommodate the large amount of students choosing to live and work in North Sydney, Sydney Mines and area who would require transit to access CBU as well as the Sydney business district and down town center. These additional runs also allow Northside residents greater access to the Cape Breton Regional Hospital via transfer to Route 10 & 13.

All of the above improvements were part of recommendations by Council for 2017-2018 along with the addition of an express run. The express run was the only recommendation put into service because of limited resources. This run was removed after testing due to little or no usage. The additional changes are being put in place this year as a result of patron and CBU student demand and are heavily supported.

In the future the goal of CBRM Transit is to have hourly service available to the residents of North Sydney and Sydney Mines. This hourly service will travel between the communities and to a hub location at the Northside Mall. Another future goal of connector bus that will travel hourly would then be available to transport residents to Sydney River and Sydney and other communities via separate transfer. Beginning September 2018, we have come closer to achieving the second goal of an hourly connector bus but due to limited resources we cannot fully commit to this goal and will likely become part of the Operational Budget Deliberations for 2019/2020.

Route 8

Route 8, Whitney Pier, has not seen any changes to service as of the restructure at this time. The service currently provided to Whitney Pier residents is a sufficient service and meets the demands of riders within that community. To that end, we have set up the timing of Route 10 & 13 to allow Whitney Pier residents to have better access to the run that services the Cape Breton Regional Hospital. If additional resources become available, Transit would like to provide direct line service to CBU, Walmart, Mayflower Mall and Prince St business district. The current method of service has the residents accessing these locations through the hub at Dorchester Street and associated transfers.

Route 9

Route 9, New Waterford and area, has seen improved service over the past year as part of a Council approved pilot project. New Waterford prior to 2017 had a very limited service with daily gaps of 2-4 hours and no service leaving Sydney after 5:00pm. We have now closed much of the daily gaps and we have 2 runs for the evening leaving the university 5:30pm and 6:40pm. Should patrons miss the straight through service leaving Sydney at 5:00pm they can still use an express to transfer at CBU for the 2 latter runs departing from the University to New Waterford. With a great deal of students from CBU choosing to live and work in this community the need for transit services is growing.

It is the future goal of CBRM Transit to have hourly service running between New Waterford and a hub in CBU where transfer to other communities is possible. With limited resources we cannot achieve this goal at this time.

Route 10 & 13 Combo

With the restructuring of CBRM Transit we have seen a combination of Routes 10 & 13, Alexandra Street area and George Street area. This service will see an hourly service to both communities, which doesn't differ from the past service provided to patrons. The improvement to this run can be seen in the evening shift. Prior to November of this year the latest run time for either route was a 5:00pm start with a 5:30pm finish. Both areas will now see extended run times with 3 added runs finishing at 8:30pm. This additional service also gives all patrons within CBRM additional hour's access to the Cape Breton Regional Hospital via direct run or transfer service at our Dorchester Hub.

Route 11 & 12 Combo

The restructuring of CBRM Transit has also seen a combination for Routes 11 & 12, Ashby & Sydney River. The service provided to both routes is an hourly service with no altering of past service to patrons. Evening service is offered to and from Sydney and Sydney River via Route 5 extended service. This gives riders additional service to Sydney River that was limited in the past to 5:00pm. The new service now offers 2 additional shifts after 5:00pm with the last shift departing Sydney at 8:20pm and arriving at the Sydney River plaza at 8:25pm.

With increased ridership of students and working patrons it is the goal of CBRM Transit to improve services between Sydney and Sydney River. It is the hope of Transit that this run could become an hourly service should resources be available to provide this service in the future.

Sunday Service

As of August 26th, 2018, and as part of a partnership formed between CBRM and CBU, Sunday service began within our Municipality. This service is a limited service running from Glace Bay to downtown Sydney. The service runs from 10:00am until 6:30pm and allows patrons access to business and shopping districts of both communities within CBRM. With the success of this service and high demand for transportation at this time, we have added a second bus for overloads during this time. CBU has purchased the bus for the original service and is covering operating costs to provide. The university has also contributed $80,000 towards the second bus and will also cover operating costs associated with the overload service.

CBRM Transit will use this partnership pilot to study the viability of the run for the year and determine if the service provided is sufficient. Transit will also use the data retrieved from this pilot to provide options to Council for consideration of future expansion of Sunday service.

Cape Breton University - International Students

CBRM Transit is seeing ridership increases that have been virtually unheard of in the past. 2018 has provided a large increase in international students (approximately 800 students) to the University, and Transit is experiencing ridership increases in the order of 80% over previous ridership levels. This increase has resulted in continued work on the above improvements to react to these ridership increases. The improvements are now providing the necessary service levels for the students as well as regular transit patrons who use the service to travel to their places of employment, etc.

It is expected that January will see another significant influx of new international students attending the university. With a significant investment into Transit this year from CBRM, Provincial & Federal Funding and CBU contributions, CBRM Transit has purchased 9 additional used units and is currently in the process of acquiring 3 more used units.

With the increased service levels, additions to runs and demands on Fleet, the used bus purchases will provide a minimum number of spare units, to help retain the current service levels, and provide the maintenance ability for the rolling stock.

It has been reported that a significant increase new students to CBU are expected and the number seems to grow as we get closer to January. The above improvements were put in place to try to accommodate the international student base that arrived for start in September. A great deal of discussion has been taking place recently with CBU and will continue to take place in anticipation of this new group of students. Additional supports have been requested of CBU and the Provincial Government with the current operational challenges, and as well further information has been requested associated with the upcoming Investing in Canada Infrastructure Program that includes a Public Transportation Stream of funding. It is also our understanding that CBU has been requesting support funding as well.

Handi-Trans

CBRM Council has also provided additional resources for Handi-Trans for 2018/2019 which has included an extra shift on Tuesday, which was the only day lacking full service. The current budget has also included expanded hours of service (40 additional hours) for regular operations, and additional hours associated with Recreational Events. The requests for service continue to be significantly higher than the level of service that can be provided by the service.

Fleet Management

CBRM is currently in the process of having an update completed to the CBRM Fleet Management Plan. Many of the recommendations of the report have been implemented, and we have provided to Council that updates will be conducted every few years. One of the primary topics of discussion will be CBRM Wide Fleet Maintenance Management and the feasibility of a Centralized Fleet Maintenance Facility for the majority of the maintenance work across CBRM. A needs assessment will be conducted, and a request for funds for a feasibility study will come back to Council during Budget Deliberations for 2019/2020.

Budget 2019/2020

CBRM Council has provided the inclusion of Pilot Project funding into the last two (2) operational budget years that has been utilized to improve service levels desperately needed across the region. Ridership is up, revenues are up, funding from all Government Levels and CBU sources are supporting the improvements made, and the influx of additional Transit patrons to the community is a great and positive story for CBRM.

Clarification on future funding sources has been requested. Plans for future capital and operating requirements are being prepared in anticipation of the upcoming CBRM Budget Deliberations. Investigations into alternative technologies, Greenhouse Gas Emission Reduction opportunities for Electric Hybrid and Full Electric Bus Technologies are being evaluated.

Increases in service levels have also provided needs associated with Fleet Repairs, technical supports, software solutions, and staffing levels. These items will be taken into consideration for Operating Budget Deliberations, which are currently being prepared.

Meetings are scheduled with CBU for further discussions to manage the increases of new students looking to be transported to classes in January. In addition, we are trying our best to sustain the current increased service levels would be the levels from now until the end of fiscal. Our department welcomes any suggestions or support that CBU can offer as well internal guidance and recommendations from Council.

Respectfully submitted,

ORIGINAL SIGNED BY

Kathy Donovan

Manager CBRM Transit and Fleet Maintenance

Cannabis and the Municipal Planning Strategy #1047

<u>Motion:</u>
Moved by Councillor Coombes, seconded by Councillor McDougall, approval to advertise notice of Public Hearing to consider adopting the amending Bylaws to: (1) the CBRM Planning Strategy; and (2) to the CBRM Land Use Bylaw, to allow agricultural uses in all zones where manufacturing is permitted, provided agricultural produce is processed at the site as well as cultivated, #1047.
Motion Carried.

MEMO TO: COUNCIL

FROM: **Malcolm Gillis**

SUBJECT: **CANNABIS AND THE MUNICIPAL PLANNING STRATEGY**

DATE: **November 14th, 2018**

In an issue paper dated August 20th presented during the September 4th General Committee meeting it was explained that the CBRM Planning Strategy and its implementing Land Use Bylaw only required minor amendments as a result of the legalization of cannabis by the Federal Government. The issue paper recommended the Planning Strategy and Land Use Bylaw be amended to permit the cultivation of agricultural products in all zones where manufacturing is permitted, provided the cultivated agricultural product is also processed at the site.

During its October 15th meeting Council passed a Motion instructing staff to conduct a Public Participation Program to consist of an on-line survey. 259 people participated in the survey. More than 92% said the Regional Municipality should permit the cultivation of agricultural products in zones where manufacturing takes place provided the cultivated product was an ingredient in the manufacturing process. Staff of the Planning and Development Department and CBRM's Communications Officer believe this to be overwhelming support for the amendments recommended in the above referenced August 20th issue paper.

Recommendation:

I recommend that Council pass a Motion to schedule a Public Hearing to consider adopting the amending Bylaws to (1) the CBRM Planning Strategy and (2) to the CBRM Land Use Bylaw for the reasons explained in this issue paper and the August 20th issue paper on this topic. Copies of the amending Bylaws are included with this issue paper.

Respectfully submitted by:

Malcolm Gillis
Director of Planning and Development

By-law

of the Cape Breton Regional Municipality
amending the

Cape Breton Regional Municipality's Municipal Planning Strategy

Pursuant to Section 205 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's Municipal Planning Strategy in the following manner:

THAT: Part 6 is amended by adding the following policy and its preamble immediately after Policy 1.h:

The Cultivation, Processing, and Retailing of Agricultural Products
The legalization of cannabis required only one minor amendment to CBRM's Municipal Planning Strategy and its implementing Land Use Bylaw. Once legalized, the cultivation of cannabis is just another agricultural commodity (e.g. tobacco) the cultivation, processing, and retailing of which is regulated by the Province and the Federal Government. As with all agricultural products, the Planning Strategy and Land Use Bylaw permit both processing and retailing the cultivated crop on the farm as an accessory use to the primary agricultural use. It is expected those in the cannabis cultivation, processing, and retailing business will want to conduct all three aspects of the business at one location and, most probably, that location will not be where agricultural uses are generally permitted (e.g. business parks).

Where manufacturing is permitted but retailing as a main use is not, the retailing of the manufactured product is permitted on-site as an accessory use. What needed to be changed is to permit agricultural uses and retailing of the agricultural product in all zones where manufacturing (i.e. processing) is permitted (e.g. the various business parks) because it is expected those in the cannabis cultivation, processing, and retailing business will want to conduct all three aspects of the business at one location. Because this Planning Strategy and its implementing Land Use Bylaw are treating the cannabis industry just like any other cultivated crop, there is no reason why the amendment should be exclusive to the cannabis industry. The Land Use Bylaw will only reference the generic term of agriculture.

Policy

2. It shall be a policy of Council to permit the cultivation of any agricultural crop in any Zone of the Land Use Bylaw where manufacturing is permitted provided the crop cultivated is also processed at the site. In any Zone that permits manufacturing but does not permit retailing as a main use, retailing of the crop shall be permitted as an accessory use wherever it is being processed.

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on 2018.

______________________ ______________________

MAYOR **CLERK**

THIS IS TO CERTIFY *that the attached is a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on 2018 to amend the CBRM's Municipal Planning Strategy.*

____
Deborah Campbell Ryan, CLERK

By-law

of the Cape Breton Regional Municipality

amending the

Cape Breton Regional Municipality's Land Use Bylaw

Pursuant to Section 219 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's Land Use Bylaw in the following manner:

THAT: the text of the Arterial Business Corridor (ABC) Zone, the Boularderie Island Business Corridor (BBC) Zone, the Keltic Drive Business Corridor (KBC) Zone, the Northside Business Park (NBP) Zone, the Regional Industrial Utility (IUR) Zone, the Prime Brook Industrial (IPB) Zone, The Sydney Harbour Port (SHP) Zone, and the Harbourside Business Park (HBZ) Zone are all amended by adding the words "agricultural uses on the same site as an agricultural products manufacturer" to the list of permitted uses (i.e. Section 1).

THAT: the text of the Lingan Corridor Comprehensive Development District (LCD) Zone is amended by adding the words "agricultural uses on the same site as an agricultural products manufacturer" to the list of permitted uses in Section 2.

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on 2018.

MAYOR **CLERK**

THIS IS TO CERTIFY *that the attached is a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on 2018 to amend the Cape Breton Regional Municipality's Land Use By-law.*

Deborah Campbell Ryan, CLERK

Municipal Planning Strategy and Land Use By-law Amendment Application #1048 – Northside Business Park – Approval to Advertise

<u>Motion:</u>
Moved by Councillor MacMullin, seconded by Councillor Prince, approval to advertise notice of Public Hearing to consider the proposed amendments to the Municipal Planning Strategy and Land Use by-law applicable to the Northside Business Park at the December meeting of Council, Case# 1048.
Motion Carried.

CBRM — A Community of Communities

TO: **CBRM Council**

FROM: **Karen Neville**

SUBJECT: **Municipal Planning Strategy and Land Use By-law Amendment Application – 1048 Northside Business Park**

DATE: **December 1st, 2018**

Introduction

On September 18th Council passed a motion requesting the Planning Department prepare the necessary changes to the Municipal Planning Strategy (MPS) and Land Use By-law (LUB) as it applies to the changes to the Property Management Policy associated with the Northside Business Park. Please consider this issue paper staff's response to that motion.

Amendments to the Municipal Planning Strategy

On October 24th, 2017, Council passed a motion to removing the price of $20,000 per acre of land from the pricing strategy for CBRM lands in the Northside Business Park. This change enabled the CBRM to sell property at market value pursuant to the *Municipal Government Act*. Because the dollar value was removed from the pricing strategy it should also be removed from the text of the Municipal Planning Strategy. It is recommended that introductory text for the Northside Business Park found in Part 3 Port Facilities, Business Industrial Park/Corridors and Nodes of the Municipal Planning Strategy be amended by deleting:

> There is a two-tier real estate sales policy that continues the comparatively low $20,000 per acre retail value for serviced land in the Park to be used to cite a manufacturing industry, but imposes an appraised value for all other types of developments.

The need to supply a detailed site plan and building construction plans prior to the purchase of land within the Northside Business Park is being removed from the Property Management Policy and is being replaced with then need to obtain a zoning confirmation. The requirement for a detailed site plan and building construction plans is also referenced in Policy 10.c, Part 3 of the MPS; as a result, this policy should be deleted. Due of the deletion of Policy 10.c, Policy 10.d must be renumbered (Attachment A).

Amendments to the Land Use By-law

Due the fact that the current restricted covenant for the Northside Business Park is being revised, it is being recommended that the provisions for outdoor display and storage in the Northside Business Park (NBP) Zone be amended. The proposed amendment would require all outdoor storage, regardless of what is being stored, to be screened from adjacent properties and any public street/road and where possible, existing vegetation should comprise all or part of the screening. The need to have the landscaped open area be designed and completed by a Certified Horticultural Technician or Architect is being recommended to be removed (Attachment B).

Notice of the Public Hearing

In accordance with the *Municipal Government Act*, notice of this application was placed in the November 26th and December 3rd editions of the Cape Breton Post. At the time this report was prepared no written comments were received by the Planning and Development Department.

Recommendation

I recommend that Council amend the Municipal Planning Strategy and Land Use By-law in accordance with the Amending By-laws found in Attachment A and B.

Submitted by:

Originally Signed by

Karen Neville
Planning and Development Department

A

By-law

of the Cape Breton Regional Municipality
amending the

Cape Breton Regional Municipality's Municipal Planning Strategy

Pursuant to Section 205 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's Municipal Planning Strategy in the following manner:

THAT: The introductory text for the Northside Business Park found in Part 3 Port Facilities, Business Industrial Park/Corridors and Nodes of the Municipal Planning Strategy is hereby amended by deleting:

There is a two-tier real estate sales policy that continues the comparatively low $20,000 per acre retail value for serviced land in the Park to be used to cite a manufacturing industry, but imposes an appraised value for all other types of developments.

THAT: Part 3 Port Facilities, Business Industrial Park/Corridors and Nodes, Policy 10.c of the Municipal Planning Strategy is hereby deleted.

THAT: Part 3 Port Facilities, Business Industrial Park/Corridors and Nodes, Policy 10.d of the Municipal Planning Strategy is hereby numbered to Policy 10.c.

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

______________________ ______________________

MAYOR **CLERK**

THIS IS TO CERTIFY *that the attached is a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on __________ to amend the CBRM's Municipal Planning Strategy.*

____

Deborah Campbell Ryan, CLERK

By-law

of the Cape Breton Regional Municipality
amending the

Cape Breton Regional Municipality's Land Use Bylaw

Pursuant to Section 219 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's Land Use Bylaw in the following manner:

THAT: Part 29 Northside Business Park (NBP) Zone, Section 3 Outdoor Display and Storage of the Land Use By-law is hereby amended by deleted and replaced with the following:

Section 3 Outdoor Display and Storage

a. Outdoor storage shall be screened from adjacent properties and any public street/road. Where possible, existing vegetation shall comprise all or part of the screening.
b. Where applicable, outdoor storage shall be prohibited in any yard between a main building and a public street/road.
c. Outdoor display is permitted.

<u>**PASSED AND ADOPTED**</u>: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on __________.

______________________________ ______________________________

MAYOR **CLERK**

<u>THIS IS TO CERTIFY</u> *that the above text amendments and Land Use Bylaw map amendments on the next page referencing this amending Bylaw are a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on ___________ to amend the Cape Breton Regional Municipality's Land Use By-law.*

____

Deborah Campbell Ryan, CLERK

CBRM — A Community of Communities

TO: **CBRM Council**

FROM: **Karen Neville**

SUBJECT: **ZONING AMENDMENT APPLICATION – 1050 Darren McFadgen Ocean Avenue, Glace Bay (PID 15394380)**

DATE: **November 29th, 2018**

Introduction

The Planning and Development Department has received an amendment request from Darren McFadgen for the property located adjacent to McFadgen's Bakery on Ocean Avenue, Glace Bay. Mr. McFadgen is proposing an expansion of the bakery onto PID 15394380 (Attachment A). The property is currently being used to access the loading area of the bakery (PID 15394398).

The proposed addition will be located on the eastern side of the bakery and will include a hallway, baking production area, and loading area (Attachment C). The addition will be designed to blend in with the exterior of the existing bakery and will decrease the number of loading doors from three to two. It is the applicant's intention to consolidate the lot parcel which is the site of the bakery and the property in question if Council approves the zone amendment request.

According to Mr. Fadgen, Public Works East has agreed a drainage pipe will be installed on PID 15394380. In addition, the applicant will retain an engineer to design a drainage system for the loading and parking area.

Why a zoning amendment is necessary for this development?

The site of the bakery (PID 15394398) is zoned Arterial Business Corridor (ABC), but the area of the proposed expansion is zoned Residential Urban C (RUC) [Attachment B]. While the ABC zone would does permit a bakery, the RUC zone does not. Part 10, Policy 17, of the Municipal Planning Strategy Policy (MPS) indicates Council may consider a zone amendment to a zone immediately adjacent. In this case, the proposed zone requested is the ABC zone which is immediately adjacent to the RUC zone; therefore, the request is in keeping with the Part 10, Policy 17.

Evaluation

The area surrounding the property in question consists of a mix of residential and non-residential land uses. Sterling Road is one of Glace Bay's main commercial corridors and consists primarily of commercial development. While, Devison Lane is comprised of residential development, Council amended the zoning, subject to development standards, for the properties identified on Attachment B from RUC to ABC back in

February 2012. As you travel east along Ocean Avenue, the properties to the south are zoned RUC and properties to the north are zoned ABC, where the proposed use is permitted (Attachment B).

If Council approves the proposed zone amendment request, any development on the property would need to comply with the provisions of the ABC zone as well as all other applicable provisions of the CBRM Land Use By-law. The ABC zone has provisions related to screening of adjacent Residential Zones for new and expanding business development and it accessory parking area. The Land Use By-law defines screen as:

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

The applicant has indicated he will install a wooden fence along the property boundaries shared with residential development (Attachment C). Compliance with the screening provisions will be evaluated when an application for a Building Development Permit is received.

Given the large percentage of business development in the area, the fact the property is currently being used to access the bakery's loading area, the screening provisions of the ABC zone, and the content of Policy 17, Part 10 of the MPS it is reasonable for Council to consider this zone amendment request.

Next Step

If Council agrees to schedule a Public Hearing at their December meeting, the earliest date a Public Hearing could be held would be during the January meeting of Council. Upon a decision of Council to schedule a Public Hearing, along with the required notices to be published in the Cape Breton Post, notice of this zone amendment application will be mailed to assessed owners of property in the vicinity of PID 15394380 encouraging them to contact the Planning and Development Department if they have any questions and of their opportunity to attend the Public Hearing.

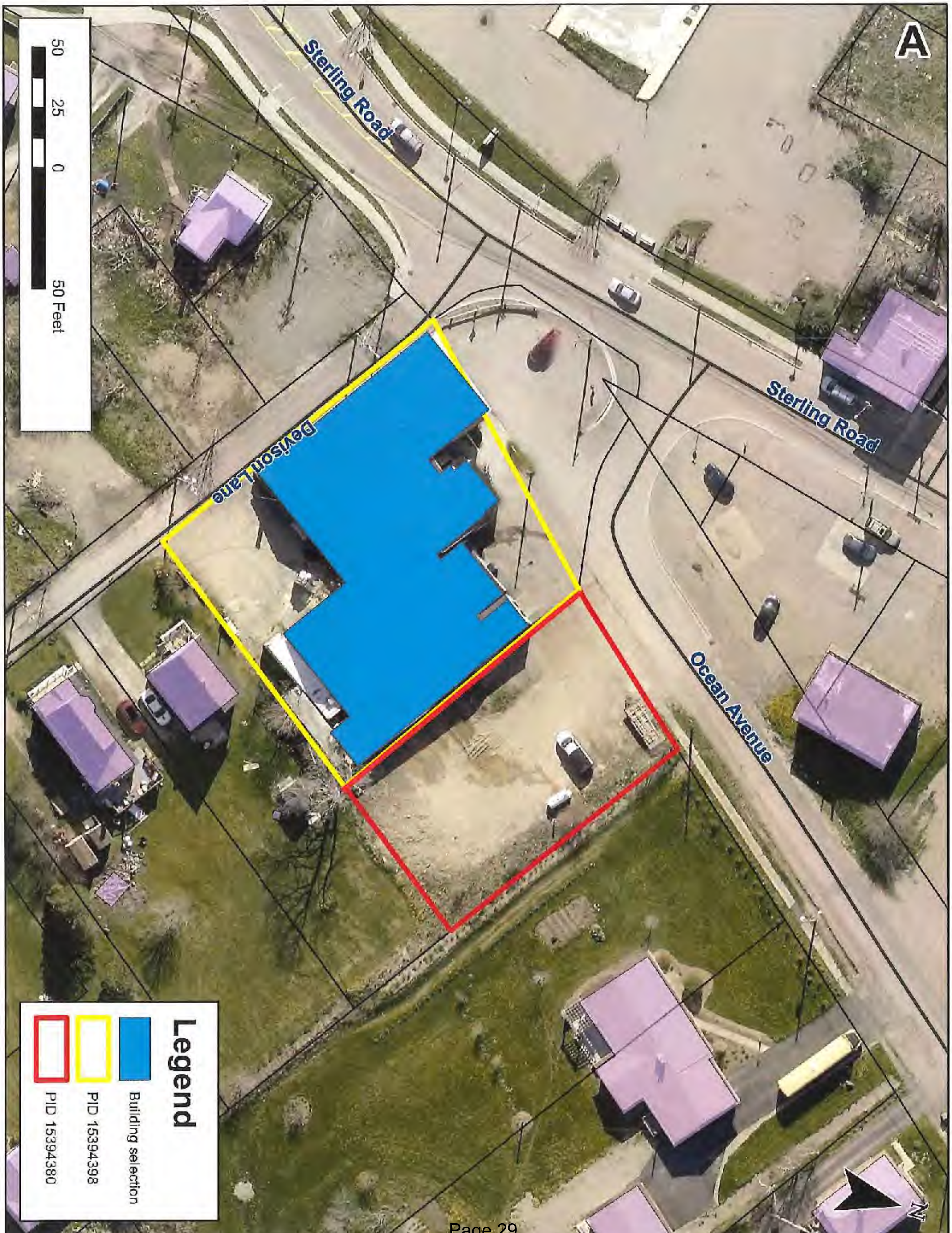
Recommendation

Based on Part 10, Policy 17, of the Municipal Planning Strategy Policy, it is reasonable for Council to consider the proposed amendment. I recommend the General Committee of Council request that Council pass a motion to schedule a Public Hearing to consider this zoning amendment application during the January meeting of Council.

Submitted by:

Originally Signed by

Karen Neville
Planning and Development Department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Building selection
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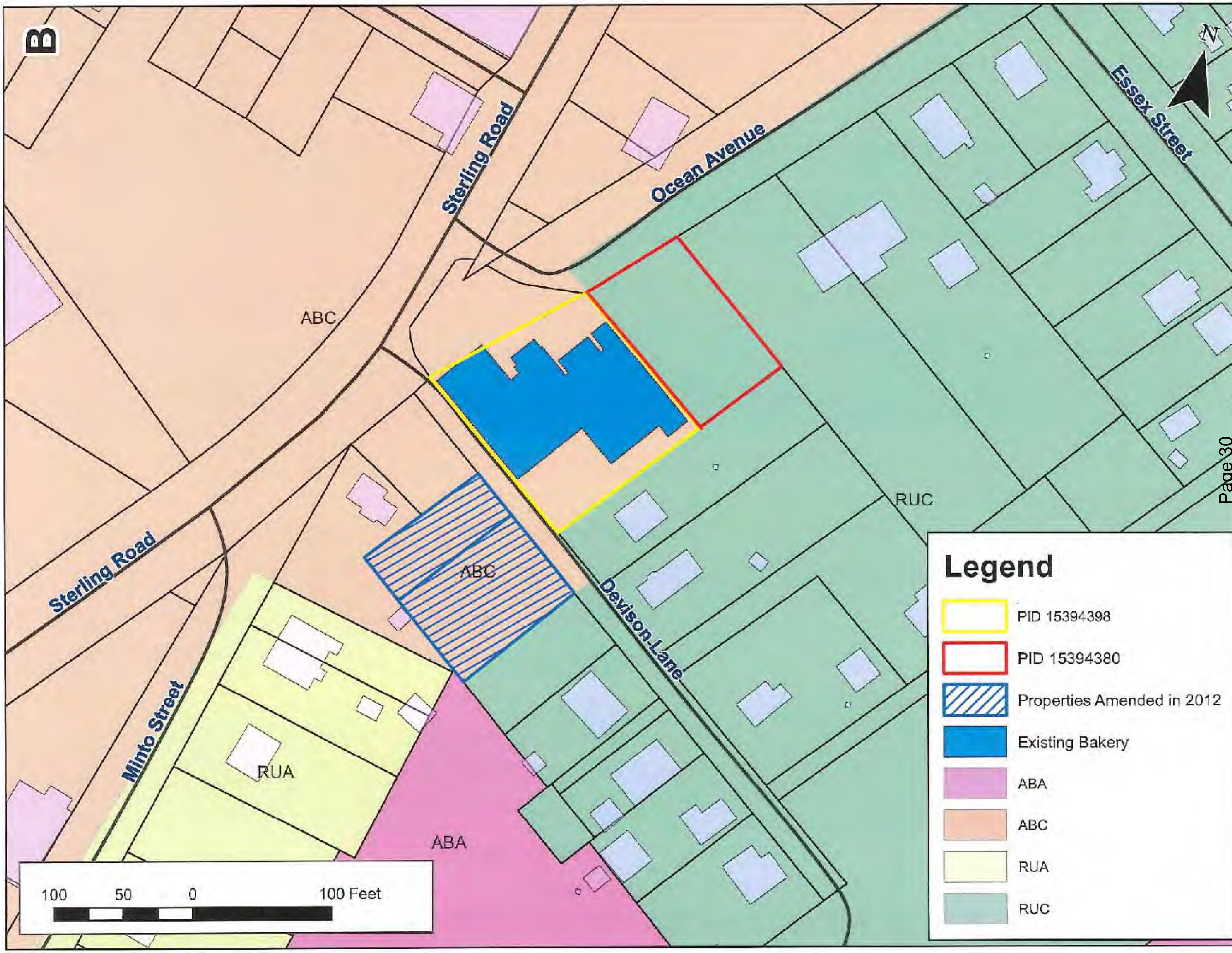
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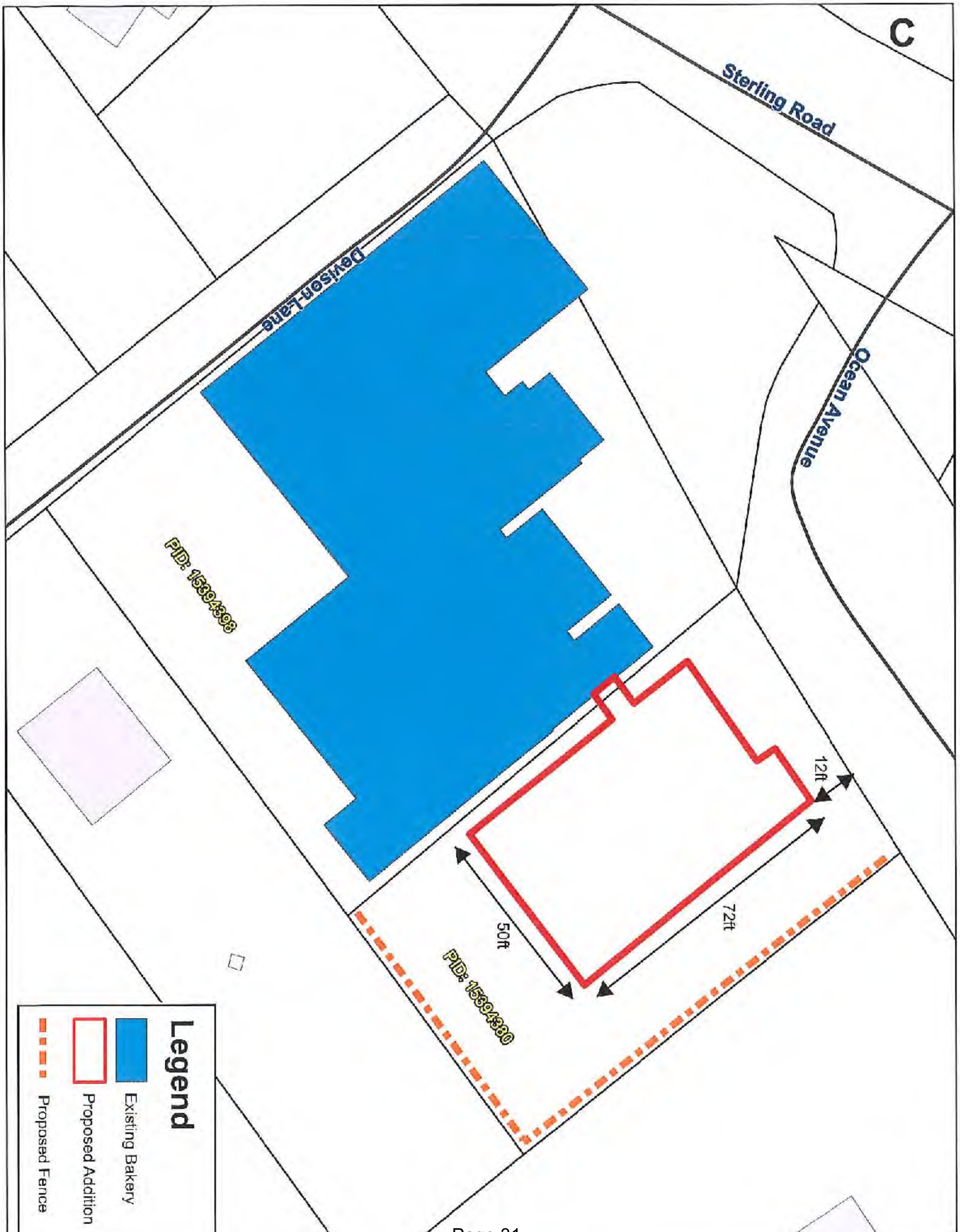
PID 15394398
PID 15394380
Properties Amended in 2012
Existing Bakery
ABA
ABC
RUA
RUC


C
Sterling Road
Devison Lane
Ocean Avenue
PID: 15394398
PID: 15394380
12ft
72ft
50ft
Legend
Existing Bakery
Proposed Addition
Proposed Fence

Municipal Planning Strategy Review: Part 4 Residential Development – Apartment Development Policies

Motion:
Moved by Councillor Bruckschwaiger, seconded by Councillor Coombes, that a recommendation be made to Council to pass a motion adopting a Public Participation Program to consider proposed amendments to Part 4 Residential Development of the Municipal Planning Strategy. Rather than a series of public meetings, staff is recommending working with the Communications Officer to solicit responses from the public using social media platform. In addition, staff is proposing to organize a meeting with various groups that are responsible for providing affording housing to discuss affordable housing options such as housing types, densities requirements, boarding home, and dormitories.

Discussion:
During discussion, community rejuvenation, affordable housing and transit routes were discussed.

Motion Carried.

CBRM

A Community of Communities

TO: Council

FROM: Karen Neville

SUBJECT: Municipal Planning Strategy Review: Part 4 Residential Development – Apartment Development Policies

DATE: December 4th, 2018

Introduction

How and where residential development occurs in the CBRM is guided by the policies found in Part 4 (Residential Development) of the Municipal Planning Strategy (MPS). The purpose of this issue paper is to provide an overview of proposed policy changes for higher density residential development (apartment building).

Current Municipal Planning Strategy Policy

An apartment building is any building exclusively used for residential purposes with three or more dwelling units. An apartment building can also be a building which is occupied by business retail/service development(s) and one or more dwelling units. In the CBRM, there are approximately 41,177 buildings which contain one or more dwelling units. Of those dwelling units, 12.6% (6,228) in apartment buildings.

The objective of the apartment building policies found in Part 4 of the MPS is to direct apartment building development in locations that will:

- serve the tenants better;
- help bolster the rejuvenation of our downtowns; and
- curtail development proposals from occurring in neighbourhoods where controversy is most likely to erupt.

In order to achieve this, the degree to which apartment buildings are to be accepted ranges from:

- outright permission with little or no regulatory provisions;
- permitted with regulatory provisions;
- a requirement to get specific permission from Council by means of a public hearing process;
- to near prohibition.

Proposed Policy Amendments

The amendments being proposed to the current apartment policies are intended to maintain the intent of the policies while attempting to improve their implementation. The current apartment policies can be found in Attachment A.

Policy 1.c

Policy 1.c outlines the criteria used to correlate the link between the density and scale of allowable apartment building development. It is suggested that being along a transit route should be included in the criteria for allowing higher density.

Policy 1.d.5

While not encouraged on local urban public streets/roads (Level 5), Policy 1.d.5 establishes zones that permit apartment building developments on local urban public street/road where such developments already predominate in the streetscape. Policy 1.d.5 also references apartment being permitted at the site of abandoned mobile home parks. However, because apartment building development at the site of abandoned mobile home parks is addressed in a subsequent policy it is recommended that 'or at the site of abandoned mobile home parks' be removed from Policy 1.d.S.

Policy 1.d.6

Policy 1.d.6 states that apartment building developments shall be an optional use at the site of abandoned mobile home parks by site plan approval; however, the Mobile Home Park (MHP) zones does not include site plan approval provisions. While site plan provisions could be added to the MHP zone, it is being recommended that apartment building developments at an abandoned mobile home parks be subject to a zone amendment. Being subject to a zone amendment would enable Council to review each application on a case by case basis and development site specific provisions.

Addition of New Policy

While the MP5 currently does not encourage apartment building developments in low density neighbourhoods, staff is considering proposing additional policies which would allow Council to consider a zone amendment for higher density residential development under certain circumstance.

One policy would allow Council to consider a zone amendment for small scale apartment building development (no more than 4 dwelling units) in urban neighbourhoods in need of rejuvenation based on specific criteria. This criteria would include:

- a percentage of vacant lot parcels,
- evidence of demolition permits being issued within the neighbourhood,
- a lower than average residential assessment within the neighbourhood, and
- a percentage of owner unoccupied lot parcel.

The second policy being suggested would address zone amendments for apartment building development in urban neighbourhoods not already permitted in the other policy scenarios in Part 4 of the MPS that are in close proximity to downtown or other concentrations of sales/service developments and where a mix of development densities exists. In addition to enabling Council to consider a zone amendment in certain urban neighbourhoods, the proposed changes would make it clear that zone amendments would not be an option in areas on Level 5 streets of the CBRM that do not meet the scenarios identified in this Part of the MPS.

The proposed amendments to the residential policies associated with apartment building development have been initiated by staff to improve their implementation; however, input from the public should be sought before moving forward with a more detailed amending by-law.

Recommendation
In accordance with the *Municipal Government Act*, Council is required to complete a Public Participation Program prior to considering any amendment to the Municipal Planning Strategy. Planning and Development Department staff recommends that Council pass a motion adopting a Public Participation Program to consider proposed amendments to Part 4 Residential Development of the Municipal Planning Strategy. Rather than a series of public meetings, staff is recommending we work with our Communications Officer to solicit responses from the public using social media platforms. In addition, staff is proposing to organize a meeting with various groups that are responsible for providing affording housing to discuss affordable housing options such as housing types, densities requirements, boarding homes, and dormitories.

Any comments made during the Public Participation Program will be included in the final report to Council.

Submitted by:

Originally Signed by

Karen Neville
Planning and Development Department

A

PART 4. RESIDENTIAL DEVELOPMENT

1.a It shall be a policy of the CBRM to recognize apartment buildings as a legitimate form of housing providing accommodation for a significant segment of the population. The degree to which they are to be accepted shall range from:

- outright permission with little or no regulatory provisions;
- permitted with regulatory provisions;
- a requirement to get specific permission from Council by means of a public hearing process;
- to near prohibition.

The degree of acceptance within any given neighbourhood shall be based on four broad suppositions:

- apartment building developments are essentially an urban type of land use with urban service needs (the rare exceptions are primarily public housing for seniors or the conversion of former community service buildings);
- the majority of apartment building tenants often have different service needs than those of our constituency who own their own homes;
- the larger scale of apartment building development has a likely potential to conflict with smaller scale low density residential development in cloistered neighbourhoods (*i.e. residential neighbourhoods only accessible via local streets that are overwhelmingly used by neighbourhood traffic*); and
- apartment building development can contribute to the vitality of our downtowns if allowed to proliferate within, in proximity to, or along the major routes leading to, our central business districts.

These four suppositions shall be applied in the form of criteria to be used as pre-requisites to specifically determine where apartment building development should occur, the scale at which it is to be permitted, and the site design provisions to be imposed.

1.b The following hierarchy of site and situation criteria shall influence where apartment building development is most encouraged to occur, and to what degree it is to be regulated:

- within the central business districts of the major urban concentrations of the CBRM;
- within neighbourhoods in proximity to the central business districts;
- along the higher level public street/roads linking our central business districts with the surrounding neighbourhoods and communities *(refer to Charts on pages 7.3 and 7.4)*;
- in proximity to other concentrations of sales/service business developments;
- in other locales where they are already prevalent; and
- all other urban service areas.

1.c The criteria shall correlate a link between the density and scale of the allowable apartment building development and the site design provisions to be imposed with:

- the level of the public street/road accessing the site *(refer to Charts on pages 7.3 and 7.4)*;
- the variety of land use types in the vicinity; and
- the existing development densities in a given neighbourhood;

that allows for increasingly higher densities as:

- the level of the public street/road increases in the CBRM's road network hierarchy; combined with
- the higher the existing density of the neighbourhood; and
- the variety of land use types in the vicinity.

1.d A scale of acceptability is established based on the suppositions and criteria above.

1.d.1 To facilitate residential development back into our downtowns, throughout the central business districts of the major urban concentrations, apartment building development shall be permitted at the highest densities and largest scale with the least restrictive lot development provisions. More specifically this means:

- significantly reduced parking requirements that recognize the need for automobiles is not as important to residents of a central business district as it is in other neighbourhoods;
- more flexible regulations that recognize the difficulty in providing such amenities on-site because of the density of development;
- significantly reduced landscaping provisions;
- no building setbacks from property boundaries; and
- no lot size standards correlated to scale of development.

The only exceptions to this policy direction shall be:

- along any public street/roads primarily serving local traffic, the streetscape of which is comprised primarily of low density residential uses and little or no business sales/service development exists, where they are to be permitted at a much reduced scale and density with more stringent lot development provisions intended to lessen the impact on adjacent low density residential developments by buffering and screening the starker aspects of the apartment building development; and
- along any waterfront dominated by recreational/tourist/service-retail commercial developments, where the starker aspects of the apartment building development shall be buffered and screened by landscaping provisions from the view along any public recreational pedestrian way.

1.d.2 In the central urban neighbourhoods, apartment building development shall be permitted at the highest densities and largest scale with the least restrictive lot development provisions:

- along streetscapes served by Level 1 and Level 2 public streets/roads in the CBRM's road network hierarchy where low density residential development (i.e. 1 and 2 unit dwellings) does not represent the majority of buildings;

- along any other public street/road where low density residential development is a small minority.

1.d.3 Apartment building development shall be permitted, by site plan approval, at densities approaching twice the average density in the neighbourhoods that meet the criteria below in:

- the central urban neighbourhoods where single detached dwellings are not a significant majority of the buildings, and
- along primary urban arterials and major urban collectors serviced directly by the CBRM's public transit where the streetscape is comprised of a substantial mix of residential and non-residential developments and dwelling units in low density residential developments do not represent the majority of dwelling unit development.

The Land Use By-law provisions specific to such developments and/or the site plan approval provisions shall stipulate that:

- The scale and bulk of any new, or expanded building, and how it is to be sited and aligned, be regulated to alleviate obnoxious effects on adjacent low density residential development and the streetscape;
- adjacent low density residential uses are buffered and screened from the starker ancillary components of the site (*e.g. parking spaces, driveways, utility facilities, etc.*);
- building façade provisions be included to prevent unattractive ancillary and protuberant structures attached to any main building from locations directly exposed to the streetscape;
- an on-site parking and vehicular maneuvering plan be included that does not exacerbate traffic movement problems along any public street/road abutting the site;
- an on-site landscaping plan be included that improves the development's compatibility with the streetscape and adjacent low density residential development.

1.d.4 In all other urban neighbourhoods either:

- directly accessed by a neighbourhood through street (Level 4) or higher level in the CBRM's road network hierarchy *(refer to Charts on pages 7.3 and 7.4)* where a majority of the dwellings are low density and the average land density per dwelling unit is significantly greater than the average throughout the urban central neighbourhoods; or
- along any public street/road where the average land density per dwelling unit is significantly higher than the neighbourhoods referenced above;

apartment building development shall be permitted, by site plan approval that allows:

- renovation conversions from low density residential to higher which generally correlates the number of apartments with the number of floors in the building; and
- new construction at densities approximating 1/3 higher than the average density in the neighbourhoods that meet the criteria above.

The Land Use By-law provisions specific to such developments and/or the site plan approval provisions shall stipulate that:

- the scale and bulk of any new, or expanded building, and how it is to be sited and aligned, be regulated to alleviate obnoxious effects on adjacent low density residential development and the streetscape;
- adjacent low density residential uses are buffered and screened from the starker ancillary components of the site (*e.g. parking spaces, driveways, utility facilities, etc.*);
- building façade provisions be included to prevent unattractive ancillary and protuberant structures attached to any main building from locations directly exposed to the streetscape;
- an on-site parking and vehicular maneuvering plan be included that does not exacerbate traffic movement problems along any public street/road abutting the site;
- an on-site landscaping plan be included that improves the development's compatibility with the streetscape and adjacent low density residential development.

1.d.5 While normally not encouraged on local urban public streets/roads, apartment building development shall be permitted at established densities along any local urban public street/road where such developments already predominate in the streetscape, or at the site of abandoned mobile home parks. Three separate zones exclusively designed to permit and regulate apartment building development are in the Land Use By-law text, each with a unique maximum density threshold, and 16 separate areas are zoned using one of the three zones, depending on which zone most closely fits the actual density of a given area.

1.d.6 Apartment building development shall also be a permitted optional use at the site of abandoned mobile home parks by site plan approval. The density of the development may be as much as three times the dwelling unit per acre density of the mobile home park. The site plan approval provisions should stipulate that:

- The development proposal 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.*)
- 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;
- The development proposal mitigates the potential adverse affects 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 affects such as bulk and height resulting from a significantly greater scale than existing residential development in proximity shall be mitigated.

1.d.7 Apartment building development shall also be a permitted optional use for abandoned community, educational, or municipal service buildings. In rural areas such conversions are permitted pursuant to Policy 1.d.10 below. In urban/suburban neighbourhoods outside business districts/corridors the building and site of these former facilities may be so converted by site plan approval. The site plan approval provisions should stipulate that:

- adjacent low density residential uses are buffered and screened from the starker ancillary components of the site (e.g. parking spaces, driveways, utility facilities, etc.);
- an on-site parking and vehicular maneuvering plan which does not exacerbate traffic movement problems along any public street/road abutting the site be included;
- an on-site landscaping plan be included that improves the development's compatibility with the streetscape.

1.d.8 It is the intention of this Municipal Planning Strategy to acknowledge the legitimacy of all existing apartment buildings as a general provision in the Land Use By-law unless specifically identified as being either non-conforming or illegally established. Therefore, it shall be a policy of the CBRM to consider all existing apartment buildings as permitted uses at their existing scale and density at their present site, regardless of the zoning provisions affecting apartment buildings generally throughout the jurisdiction of the zone in effect at each site. However, where apartment buildings are generally not permitted, existing apartment buildings may only be replaced by site plan approval. Any expansion of the dwelling unit density shall also be permitted by Site Plan Approval provided the density does not exceed the maximum density threshold of the one apartment building Zone established pursuant to Policy 1.d.5 that has the least dense threshold of the three zones established pursuant to that policy. Any other expansion of the dwelling unit density shall be subject to the directive of Policy 1.d.9.

The Land Use By-law provisions specific to such developments and/or the site plan approval provisions shall stipulate that:

- The scale and bulk of any new building, and how it is to be sited and aligned, be regulated to improve (*in comparison to the building to be replaced*) any obnoxious effects on adjacent low density residential development and the streetscape provided the improvements imposed do not reduce the services provided to the tenants of the apartment building;
- adjacent low density residential uses are buffered and screened from the starker ancillary components of the site (*e.g. parking spaces, driveways, utility facilities, etc.*);
- unattractive ancillary and protuberant structures attached to any main building are kept from locations directly exposed to the streetscape;
- an on-site parking and vehicular maneuvering plan be included that does not exacerbate traffic movement problems along any public street/road abutting the site;
- an on-site landscaping plan be included that improves the development's compatibility with the streetscape and adjacent low density residential development.

1.d.9 In all other urban neighbourhoods or scenarios not referenced in Policy 1.d.1 through 1.d.8 apartment building development shall only be permitted by zoning amendment. The purpose of the zoning amendment process shall be to ensure the apartment building development does not adversely affect low density residential development in the vicinity. With each successful application, a site specific zone shall be established. Therefore, performance standards or bonus zoning incentives may be used to blend the apartment building development into the neighbourhood. Council shall use the following criteria to evaluate such zoning amendment applications:

- 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.*)
- 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;
- 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 development proposal must mitigate the potential adverse affects 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 affects such as bulk and height resulting from a significantly greater scale than existing residential development in proximity shall be mitigated.

1.d.10 Apartment building development shall be prohibited in all areas of the CBRM not serviced with a Municipal piped sanitary sewer main, except for the following two scenarios. To facilitate the re-use of abandoned, community, educational, or municipal service buildings, their conversion into an apartment building shall be permitted at the ratio of 1 apartment per 1,000 sq. ft. of floor space. This Municipal Planning Strategy supports the mandate of the Province of Nova Scotia to provide public housing for seniors. Such projects shall be permitted even in rural service areas.

One Main Modular Part Manufactured Homes a.k.a. Mini Homes / Mobile Homes

Motion:
Moved by Councillor MacMullin, seconded by Councillor Coombes, that a recommendation be made to Council to adopt a Public Participation Program to consider proposed amendments to the Municipal Planning Strategy and Land Use Bylaw to permit mini homes/mobile homes in urban and suburban residential neighbourhoods where the average assessment value is less than the base purchase price for new mini homes/mobile homes, unless the streetscape is primarily comprised of dwellings greater than one storey. Rather than a series of public meetings, staff is recommending working with the Communications Officer to solicit responses from constituents using social media.

Discussion:
During discussion, Councillors spoke regarding the Public Participation Program and favourably to the proposed changes.

Motion Carried.

TO: **CBRM General Committee of Council**

FROM: **Malcolm Gillis**

SUBJECT: **ONE MAIN MODULAR PART MANUFACTURED HOMES a.k.a. mini homes/mobile homes**

DATE: **August 9th, 2018**

Introduction

Mini homes/mobile homes are prefabricated dwellings comprised of one main modular part designed to be used as a single detached dwelling:

1. having an average width *greater* than 8.5 feet and *less than* 20 feet; and
2. a length that is at least 3 times as long as the width.

More than 5% of the single detached dwellings in the CBRM are mini homes/mobile homes. More than 71% of the mini homes/mobile homes are located on conventional parcels of land outside of mobile home parks. However, none are in the communities of Sydney, Glace Bay, New Waterford, North Sydney and the suburban communities of Sydney River, Coxheath, Westmount where more than 2/3rds of the CBRM population resides because CBRM's current zoning provisions ban them.

CBRM's current land use policy regarding mini homes/mobile homes really isn't very current. The policies adopted by Council in 2004 were the identical policies of the former towns and the City of Sydney, some of which were adopted more than 2 generations ago. Earlier this year Council sanctioned the idea of staff reviewing these policies and bringing back to Council a land use policy that more accurately reflects the contemporary legitimacy of mini home/mobile home construction.

The justification for the policies of the former towns and the City of Sydney and its surrounding suburban communities banning mini homes/mobile homes included beliefs that:

1. they were of inferior construction in comparison to on-site constructed homes;
2. the "mobile" connotation is that they are temporary and not permanent;
3. their long, narrow, one storey architectural style (needed to get a Licence from the Province to transport them on its highways) were an anomaly;

4. although not articulated in land use policy, there was an assumption the occupants were of low social status; and
5. they are a comparatively inexpensive form of housing and there was a fear they would reduce real estate values if placed within a streetscape of conventional housing.

The following comments challenge these above referenced assumptions.

1. The contemporary mini home/mobile home is manufactured in compliance with the Province's Building Code. The argument has been made that they just meet the minimum standards of the Building Code, but CBRM's Building Bylaw doesn't impose a higher standard of construction for other, conventional types of housing where the dwelling is proposed to be constructed in neighbourhoods of relatively higher assessment value where it could be assumed the construction standards were significantly higher than the Building Code standards. In affluent neighbourhoods the relatively higher real estate values generally deter home construction of lesser value regardless of the type of construction (i.e. manufactured or on-site construction).
2. To comply with contemporary Building Code standards, mini homes/mobile homes to be placed on a conventional building lot parcel must be attached to a foundation.
3. This is still a legitimate argument in neighbourhoods comprised primarily of 2 storey or higher dwellings e.g. in the south end Sydney neighbourhood centered on Whitney Avenue CBRM has a minimum 1 and a ½ storey construction specification.
4. Contemporary surveys indicate the types of individuals currently choosing to opt for a mini home/mobile home are not so easily stigmatized. The range is varied, from seniors who don't want to walk up a flight of stairs yet don't want to be renters in an apartment building, to those who don't want the frustration of contracting and sub-contracting construction projects.
5. The purchase price of a basic new mini home/mobile home without any architectural embellishments from manufacturer/retailers in the Maritime provinces now exceeds \$100,000. The average assessment for single detached dwellings in the four largest concentrations of urban development in the CBRM (i.e. Sydney, North Sydney/Sydney Mines, New Waterford, and Glace Bay/Dominion/Reserve Mines) ranges from approximately \$75,000 in New Waterford to approximately \$93,000 in Sydney. Yet mini homes/mobile homes are prohibited in all of these communities with the exception of parts of Sydney Mines and Dominion. And in many neighbourhoods of these communities the average assessment is tens of thousands of dollars lower than the purchase price of a mini home/mobile home and some neighbourhoods as low as ½. There is no justifiable reason to prohibit mini homes/mobile homes in many of the urban and suburban neighbourhoods of the CBRM solely because they are of a lesser real estate/assessment value and will therefore reduce the re-sale value of homes in proximity.

One final note, a survey conducted by 5tatistics Canada indicated a significant majority (i.e. more than 80%) of CBRM residents are accepting of mini home/mobile home construction as a legitimate form of housing, even to the point where they would accept the placement of a mini home/mobile home on a property adjacent to their own (more than 81%). Statistics Canada is confident the sample size "produced usable data with an acceptable level of precision."

With this issue paper Planning and Development Department staff is advocating a new policy that acknowledges:
(1) the evolution of manufactured home construction specifications to the significantly more stringent current specifications; and
(2) the low assessment and real estate market values generally in the CBRM, including many of the urban and suburban neighbourhoods where they are currently banned; while
(3) respecting the incongruous architectural style of mini homes/mobile homes are an anomaly along streetscapes where dwellings of more than one storey are prevalent.

Manufactured homes comprised of one main modular part connected to a secure foundation are now recognized as a legitimate type of single detached dwelling throughout much of the CBRM. As the cost of housing increases and the average family income in the CBRM continues to compare unfavorably to the Provincial and National averages, pre-fabricated homes are a more financially feasible alternative in the CBRM housing market.

Recommendation:
I recommend that Council adopt a new Policy that will permit mini homes/mobile homes in urban and suburban residential neighbourhoods where the average assessment value is less than the base purchase price for new mini homes/mobile homes, unless the streetscape is primarily comprised of dwellings greater than one storey. The draft policy is included with this issue paper. Mapping illustrating where mini homes/mobile homes are currently prohibited and where they would be permitted if this policy were adopted have been circulated to each councillor. The 1st step in the legal and bureaucratic process of amending the Planning Strategy and its implementing Land Use Bylaw is to conduct a Public Participation Program. Rather than a series of public meetings staff is recommending we work with our Communications Officer to solicit responses from your constituents using social media.

Submitted by:

ORIGINAL SIGNED BY

Malcolm Gillis
Director of the Planning and Development Department

By-law

of the Cape Breton Regional Municipality

amending the

Cape Breton Regional Municipality's Municipal Planning Strategy

Pursuant to Section 205 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's Municipal Planning Strategy in the following manner:

THAT: Part 4 is amended by adding the preamble below immediately after Policy 2 and by replacing Policy 3 with the policy below.

Manufactured homes comprised of one main modular part

Dwellings manufactured in an assembly line, as opposed to constructed on-site, comprised of one main modular part (a.k.a. mobile homes, mini homes) as opposed to modular homes comprised of more than one main modular part, represent just over 5% of the single detached dwelling housing stock in the CBRM. The term "mobile home" came into popularity during the late 1950's and 1960's to replace the term "trailer home" as an industry initiative because of improved manufacturing standards and to overcome a perception that they were of inferior quality.

Although originally constructed with wheels attached to a chassis they gradually were recognized as a more permanent dwelling that could be attached to a concrete slab foundation. As the manufacturing standards improved, the industry continued to promote new names (e.g. from mobile home to mini home) to shed continued perceptions of inferior construction. The contemporary term from the industry is "manufactured home". Two important milestones in the evolution of these types of single detached dwellings is that (1) the Nova Scotia Building Code now acknowledges they are a form of residential housing, subject to unique Code specifications and (2) manufactured homes *to be relocated* to a new permanent site must first be inspected for current Building Code compliance.

Before the advent of this Policy the manufactured home industry was stifled by former land use policies that denigrated the manufactured home comprised of one modular part as an inferior type of housing unsuitable in many of the urban and suburban neighbourhoods of the CBRM. Because of the combination of the (1) evolution of manufactured home construction specifications to the significantly more stringent current specifications and (2) the low assessment and real estate market values generally in Cape Breton, manufactured homes comprised of one main modular part connected to a secure foundation are now recognized as a legitimate type of single detached dwelling throughout much of the CBRM. As the cost of housing increases and the average family income in the CBRM continues to compare unfavorably to the Provincial and National averages, pre-fabricated homes are a more financially feasible alternative

CBRM does recognize that the unique architectural shape of mobile homes make them an inappropriate type of housing in certain streetscapes. The long, rectangular, one storey shape clashes architecturally within a streetscape of dwellings primarily comprised of more than one storey. But such neighbourhoods represent a trifling percentage of the urban and suburban residential streetscape, or the rural landscape.

Policy

3.a It shall be a policy of Council to allow a wide range of development options for manufactured homes comprised of one modular part (*a.k.a. mobile homes, mini homes*) because:

- they are becoming a dwelling unit style of choice for more and more Cape Bretoners;
- mobile home construction standards have now reached the minimum standards of the Provincial Building Code; and
- mobile homes are a *style of construction* and not a unique land use.

3.b More specifically, it shall be a policy of Council to permit manufactured homes comprised of one main modular part constructed and inspected in compliance with contemporary Provincial Building Code provisions, or any building that incorporates the same architectural style, to be permitted in any Zone where single detached dwellings are generally permitted with the following exceptions.

- they are not to be permitted along an urban or suburban streetscape, or within a rural residential subdivision, where the overwhelming majority of dwellings are comprised of more than one storey; and
- they are not to be permitted along streetscapes where the assessed value exceeds a threshold that could be considered to be adversely affected with the introduction of a manufactured home comprised of one main modular part which could result in a reduction in assessed values.

This Policy is to be implemented with the use of the following formula.
Mobile homes shall be permitted unless:

- 50% of residential buildings are single detached dwellings; and
- average assessed value of single detached dwellings in a neighbourhood, or subdivision is $100,000 or more; or
- 75% of the single detached dwellings are 1.5 storeys or greater, in which case the average assessed value of single detached dwellings is $75,000 or greater.

This Policy should be reviewed every 5 years to ensure the formula's threshold of $100,000 is representative of the base price of a mini home/mobile home.

<u>PASSED AND ADOPTED</u>: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on _____________2019.

_________________________ _________________________

MAYOR **CLERK**

<u>THIS IS TO CERTIFY</u> *that the attached is a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on ____________2019 to amend the Cape Breton Regional Municipality's Municipal Planning Strategy.*

____

Deborah Campbell Ryan, CLERK

Cape Breton Regional Municipality
Received
NOV 05 2018
CLERK'S OFFICE

November 1st, 2018

740 Alder Point Rd
Alder Point, NS
B1Y1A8

To the members of the Zoning Committee of the Cape Breton Regional Municipality,

I am writing regarding the proposed automotive inspection station located in Alder Point; and therefore, the rezoning of the property at 740 Alder Point Road from residential to commercial. This proposed inspection station will provide bilingual services to the francophone and Acadian communities and individuals residing in Cape Breton. The inspection station will be run solely by myself, Martin Lacroix, licensed red seal automotive technician.

I have been successful in obtaining written consent from my immediate neighbors residing within 300 feet of this property. This was previously the immediate concern when attempting to obtain approval to rezone this property to commercial in the past. These individuals have granted permission that the property of 740 Alder Point Road is to be rezoned from a residential lot to a commercial property. These individuals have provided their approval, in allowing an inspection station to commence at this address; I can provide these documents upon your request. I would greatly appreciate the opportunity to meet with you in person and determine the next possible steps upon being granted approval. I can be reached at (902) 322-1442 if you have any questions or concerns. Thank you for taking the time to consider my request, your efforts are greatly appreciated. I look forward to hearing from you in the near future.

Kind Regards,

Martin Lacriox

Martin Lacriox

MEMO

TO: CLERK DEBORAH CAMPBELL-RYAN

FROM: Malcolm Gillis

SUBJECT: MARTIN LACRIOX REQUEST

DATE: November 15th, 2018

Introduction
Mr. Lacriox resides at 740 Alder Point Road. He received a Building/Development Permit to construct a residential accessory building on his property in 2017. He is a licenced motor vehicle technician. He applied for a Licence from the Province to operate a motor vehicle inspection facility from this garage. However, he cannot receive a zoning confirmation from the CBRM. A building official would have to verity the garage was constructed in compliance with the Building Code specifications for a commercial garage (i.e. a higher standard than a garage to be used for residential accessory use), but most importantly the zoning in effect does not permit the operation of a motor vehicle repair businesses at 740 Alder Point Road because there are four dwellings within a 300 ft. radius of his garage and a zoning amendment isn't an option.

Explanation of the policy
Rather than requiring a zoning amendment, CBRM's Land Use Bylaw permits motor vehicle repair businesses throughout rural CBRM provided the repair garage is at least 300 ft. from the nearest dwelling other than the house occupied by the owner of the repair business. This is a relatively lenient rural development standard in comparison to other municipalities in the Province which have adopted a Land Use Bylaw. There are two reasons the CBRM took this approach. It is based on the belief residents of rural CBRM are more willing to accept a wider range of developments than residents in urban or suburban communities because (1) the landscape is relatively more sparsely developed and (2) developments are relatively more setback from each other.

In other words, our experience is that rural residents are more likely to be apprehensive about their neighbour's range of development opportunities when the distances between them approaches the densities found in suburban neighbourhoods. And in suburban CBRM motor vehicle repair businesses are not permitted in residential neighbourhoods. Hence the 300 ft. setback imposition. There is no option to apply for a zoning amendment.

Mr. Lacriox is asking that this policy be reconsidered. Staff cannot accept an application that questions the validity of an adopted policy. He has therefore sent the letter copied on the agenda to the Clerk.

Respectfully submitted:

ORIGINAL SIGNED BY

Malcolm Gillis
Director of Planning
Cape Breton Regional Municipality

Amendments to the North End Sydney Heritage Conservation District Plan and Bylaw to include 92 Charlotte Street (PID 15054174) in the District

Motion:
Moved by Citizen Trifos, seconded by Councillor Prince, that a recommendation be made to Council to adopt a Public Participation Program to consider proposed amendments to the North End Sydney Heritage Conservation District Plan and Bylaw to include 92 Charlotte Street as outlined in the staff Issue Paper dated November 27, 2018.
Motion Carried.

Rick McCready
Planning Department

CBRM *A Community of Communities*

Cape Breton Regional Municipality

November 27, 2018

MEMO TO: Chairman and Members, Heritage Advisory Committee

FROM: Rick McCready, Senior Planner/Heritage Officer

RE: Amendment to the North End Sydney Heritage Conservation District Plan and Bylaw to include 92 Charlotte Street (PID 15054174) in the District

Background

In 2008, Council adopted a Heritage Conservation District Plan and Bylaw for a portion of the North End of Sydney. Prior to adoption of the bylaw, several property owners objected to being included in the proposed District, including the owner of 92 Charlotte Street. As a result, 92 Charlotte was not included within the boundaries of the District despite the fact that it is one of the oldest houses in the neighbourhood. Photographs of the house are attached.

The ownership of 92 Charlotte recently changed, and the new owner, Craig Skrumedi, has contacted me requesting that the property be included in the District. A copy of Mr. Skrumedi's email is attached. In order to accommodate his request, the Heritage Conservation District Plan and Bylaw must be amended by Council.

Proposed Amendment

The proposed amendment is a simple change to the two maps contained within the Plan and Bylaw, to put the affected property within the boundaries of the District. Copies of the two maps are attached to this report for the Committee's perusal. Unfortunately, the provincial legislation governing Heritage Conservation Districts is quite onerous, so the amendment requires a public participation program to be undertaken by Council, and Ministerial approval.

Recommendation

Given that this property was originally proposed to be included in the District, I believe that it would be desirable to amend the bylaw now to include it. If the Committee agrees, I would recommend that the attached resolution to conduct a public participation program be endorsed and forwarded to Council for approval.

Yours very truly,

Rick McCready, MCIP, MURP
Senior Planner/Heritage Officer

Resolution of the

Cape Breton Regional Municipality

Pursuant to the Heritage Property Act of Nova Scotia and any regulations made thereunder, the Council of the Cape Breton Regional Municipality hereby adopts the following Public Participation Program to gather public input into the possibillty of amending the North End Sydney Heritage Conservation District Plan and Bylaw to include the property at 92 Charlotte Street in Sydney (PID 15054174) in the District.

THAT: ***A public meeting will be held in conjunction with a Council meeting to gather public input regarding the proposed changes as outlined above.***

PASSED AS A RESOLUTION by a majority of the whole Council at a duly called meeting of

the Cape Breton Regional Municipal Council held on______________________________

______________________________	______________________________
MAYOR	CLERK

THIS IS TO CERTIFY that the attached is a true and correct copy of a Resolution of the Cape Breton Regional Municipality, pursuant to Section 204 of the Municipal Government Act.

Deborah Campbell Ryan, *Clerk*

Rick McCready

From: Craig [redacted]
Sent: November-26-18 11:41 AM
To: Rick McCready
Subject: 92 Charlotte Street

Hi Rick,

As per our conversation this morning, I would like to include 92 Charlotte within the historical district of Sydney's north end.

It is my understanding that the property's antecedents begin around 1790 making it one of the oldest properties in the north end.

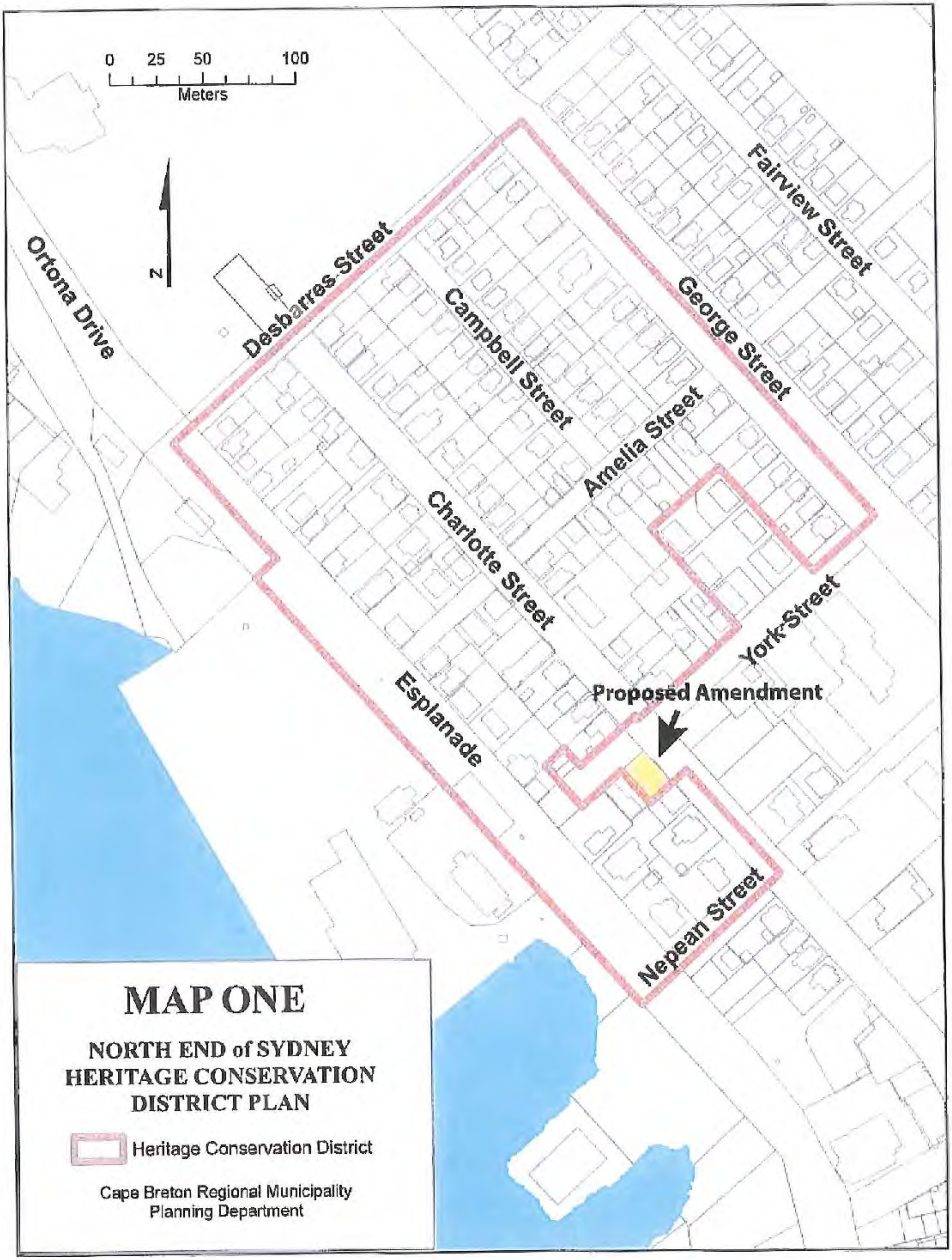
Can you please make this request part of the agenda this coming Wednesday's meeting?

Contact me if you require further information...

Please confirm receipt of this email.

Regards,
Craig

Sent from my iPhone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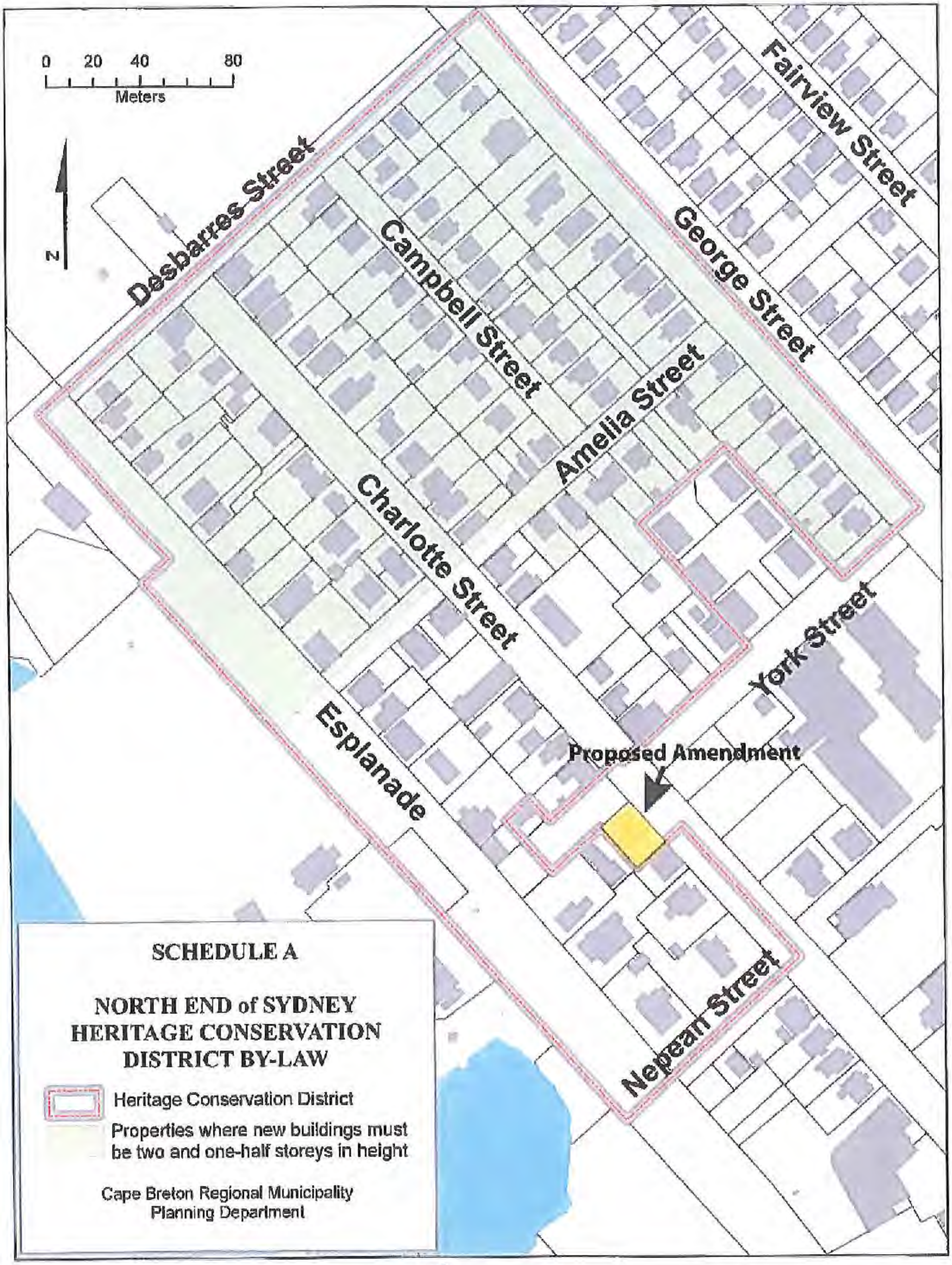
Meters
N
Ortona Drive
Desbarres Street
Campbell Street
Fairview Street
George Street
Amelia Street
Charlotte Street
York Street
Proposed Amendment
Esplanade
Nepean Street
MAP ONE
NORTH END of SYDNEY
HERITAGE CONSERVATION
DISTRICT PLAN
Heritage Conservation District
Cape Breton Regional Municipality
Planning Department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Campbell Street
Fairview Street
George Street
Amelia Street
Charlotte Street
York Street
Esplanade
Proposed Amendment
Nepean Street
SCHEDULE A
NORTH END of SYDNEY
HERITAGE CONSERVATION
DISTRICT BY-LAW
Heritage Conservation District
Properties where new buildings must be two and one-half storeys in height
Cape Breton Regional Municipality
Planning Department

CBRM *A Community of Communities*

ISSUE PAPER

TO: MAYOR AND COUNCIL

FROM: Sheila Kolanko – Property Manager

SUBJECT: REQUEST FOR RELEASE OF WATERLINE EASEMENT
HER MAJESTY THE QUEEN – PUBLIC WORKS AND GOVERNMENT SERVICES CANADA (PWGSC)
PID 15286818

DATE: DECEMBER 11TH, 2018

INTRODUCTION

CBRM is in receipt of a request from David Attwood, Nova Scotia Land Surveyor on behalf of Indigenous Services Canada on behalf of the Membertou First Nations seeking a Release of an existing Waterline Easement over lands located in Membertou area.

INFORMATION

Membertou is in the process of developing the next phase of building lots. The survey discovered an existing registered waterline easement on the property that no longer exists. In order for the plan to be approved by the federal government, they are requesting it to be released.

CBRM staff have advised legal that Parcel 09-4 and 09-2, shown on the attached sketch, are for the original 24 inch water main to the former City of Sydney from the City Reservoir. This portion of the waterline has been abandoned since 2005. The CBRM Water Utility has no issue with this request.

Recommendation

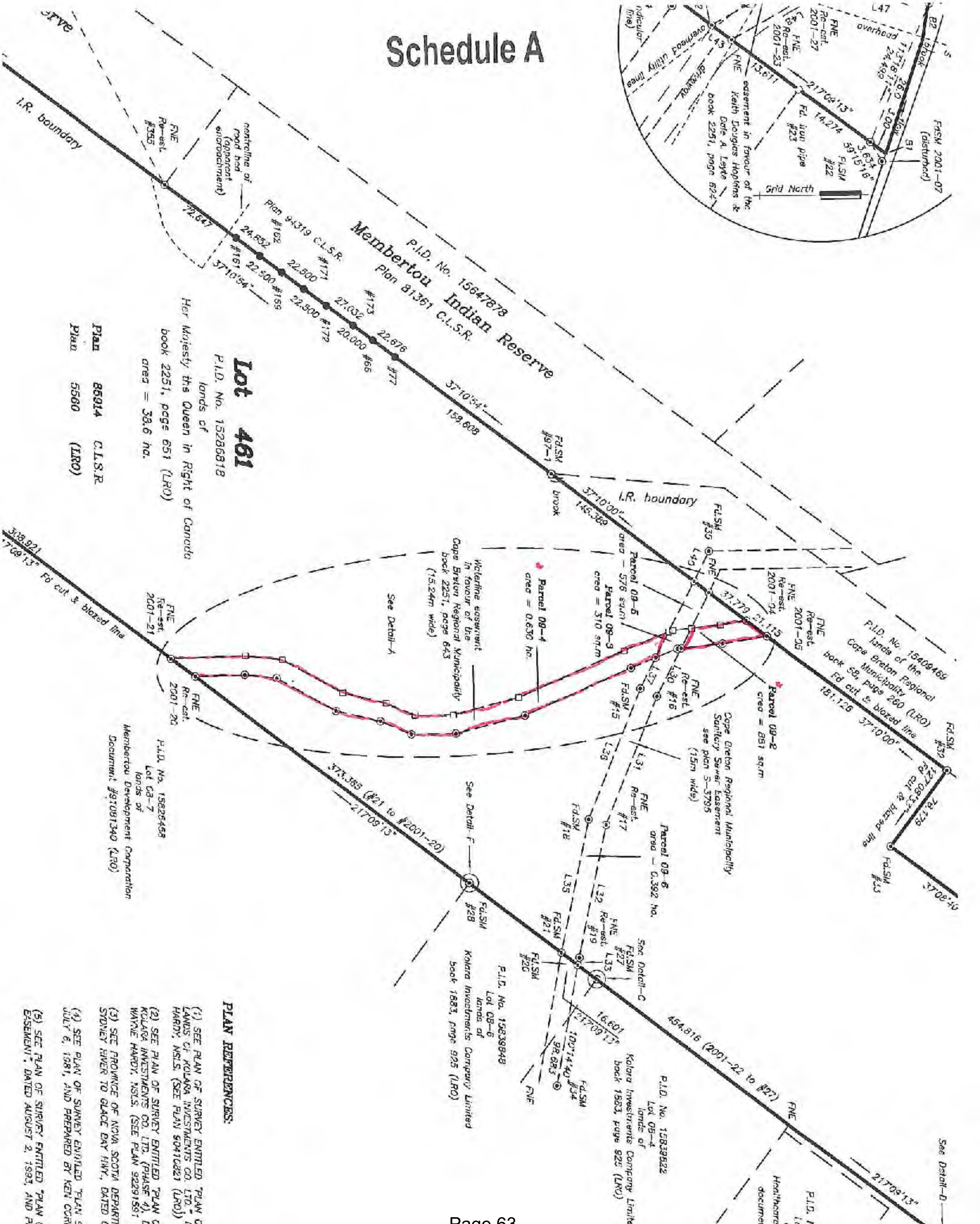
It is staff's recommendation that Council pass a motion authorizing Mayor and Clerk to sign an Release of Easement for Parcel 09-4 and Parcel 09-2 as depicted on the attached plan marked Schedule "A" herein provided CBRM does not absorb any fees or cost associated with the said Release.

Respectively Submitted by:

Original Signed By

Sheila Kolanko
Property Manager

Schedule A



Membertou Indian Reserve
P.I.D. No. 15647878
Plan 81361 C.L.S.R.
Plan 94319 C.L.S.R.
Lot 461
P.I.D. No. 15286818
lands of
Her Majesty the Queen in Right of Canada
book 2251, page 651 (LRO)
area = 38.6 ha.
Plan 85914 C.L.S.R.
Plan 5560 (LRO)
I.R. boundary
Parcel 09-4
area = 0.630 ha.
Parcel 09-5
area = 576 sq.m
Parcel 09-3
area = 310 sq.m
Parcel 09-2
area = 881 sq.m
Parcel 09-6
area = 6.392 ha.
Cape Breton Regional Municipality Sanitary Sewer Easement see plan S-3795 (15m wide)
Waterline easement in favour of the Cape Breton Regional Municipality book 2251, page 643 (15.24m wide)
P.I.D. No. 15409469 lands of the Cape Breton Regional Municipality book 58, page 260 (LRO)
P.I.D. No. 15826468 Lot 08-7 lands of Membertou Development Corporation Document #91081340 (LRO)
P.I.D. No. 15839848 Lot 08-6 lands of Kolara Investments Company Limited book 1683, page 925 (LRO)
P.I.D. No. 15839822 Lot 08-4 lands of Kolara Investments Company Limited book 1683, page 925 (LRO)
easement in favour of the Keith Douglas Hopkins & Dale A. Leyte book 2251, page 624
Grid North
See Detail-A
See Detail-C
See Detail-D
See Detail-F
PLAN REFERENCES:
(1) SEE PLAN OF SURVEY ENTITLED "PLAN OF SU LANDS OF KOLARA INVESTMENTS CO. LTD.", DATE HARDY, NSLS. (SEE PLAN 90410221 (LRO))
(2) SEE PLAN OF SURVEY ENTITLED "PLAN OF SU KOLARA INVESTMENTS CO. LTD. (PHASE 4)", DATE WAYNE HARDY, NSLS. (SEE PLAN 92291561 (LRO
(3) SEE PROVINCE OF NOVA SCOTIA DEPARTMENT SYDNEY RIVER TO GLACE BAY HWY, DATED OCTO
(4) SEE PLAN OF SURVEY ENTITLED "PLAN SHOW JULY 6, 1981, AND PREPARED BY KEN CORMIER.
(5) SEE PLAN OF SURVEY ENTITLED "PLAN OF S EASEMENT", DATED AUGUST 2, 1993, AND PREPA

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ISSUE PAPER

TO:	**Mayor and Council**
FROM:	**Sheila Kolanko – Property Manager**
SUBJECT:	**REQUEST FOR QUIT CLAIM DEED/KENNETH GREEN TUPPER STREET, SYDNEY PID 15140494**
DATE:	**DECEMBER 11TH, 2018**

INTRODUCTION

On November 8th, 2018, the legal department received a letter, together with supporting documents, from Vince Gillis, solicitor for Kenneth Green, requesting CBRM provide a Quit Claim Deed to his client for property located on Tupper Street, Sydney. (Attachment "A") The property is identified on the Provincial database, Property Online as PID 15140494 and outlined in red on the attached map (Attachment "B"). The property is currently listed in CBRM's property inventory and deemed essential because of the conflict of registered names shown at the Land Registry office and the location of a natural watercourse running through the property.

BACKGROUND INFORMATION

The property is presently registered in the name of the Cape Breton Regional Municipality and Kenneth Green (Attachment "C") at the Land Registration office. Mr. Green purchased the property in 1996 which included a garage on the lands subject to this Issue Paper. The garage was build prior to Mr. Green acquiring title as evidenced by an Affidavit registered at the Land Registration office in 1996 (Attachment "D"). He currently resides at 157 Tupper Street, Sydney as identified and outlined in yellow on the attached map as PID 15140510 and PID 15140502, which lies adjacent to the subject property.

The former City of Sydney acquired title to the same property through a tax sale in 1965. At that time, if a property was not purchased at the tax sale, or redeemed, the property would automatically vest within the former City.

The documents presented to the legal department demonstrate Mr. Green and his predecessors in title have had long term use and occupation of the property. The use has been continuous, exclusive, open and apparent to all. CBRM's Engineering & Public Works department confirmed CBRM does not require the property for municipal purposes. Based on all information received and reviewed by the legal department, we confirm Mr. Green has established a solid adverse possession claim to the property in excess of 47 years. Therefore, it would be advisable to remove CBRM's name from the property records at the Land Registration office and issue a Quit Claim Deed to Mr. Green.

Recommendation

Staff recommendation to Council is to pass a ***Motion*** authorizing the Mayor and Clerk to execute a Quit Claim Deed to Kenneth Green provided CBRM does not absorb and fees and/or costs associated with the conveyance.

Respectively Submitted by:

Original signed by

Sheila Kolanko
Property Manager

VINCENT A. GILLIS INC.

Barrister, Solicitor, Notary
An Incorporated Law Practice

A

P.O. Box 847
321 Townsend Street
Sydney, Nova Scotia
B1P 6J1

Telephone: (902)562-3222
Facsimile: (902)539-4199

November 8, 2018

Cape Breton Regional Municipality
Regional Solicitor's Office, Suite 402
320 Esplanade
Sydney, Nova Scotia
B1P 7B9

Attention: Sheila P. Kolanko, Senior Paralegal

Dear Sheila:

RE: Kenneth Green
Property located at Tupper Street, Sydney, Nova Scotia
PID No. 15140494

This will confirm I have been retained by Mr. Kenneth Green in regards the matter herein.

The property is presently in the name of Cape Breton Regional Municipality and Mr. Kenneth Green and it is his understanding you will be meeting with council on November 20, 2018 to present a request by Mr. Green to have the CBRM transfer its interest to him by Quit Claim Deed based on his existing ownership, occupation and use of the property for over 20 years.

The following documentation supports his claim of ownership:

1. July 18, 1996 Deed from Donald L Andrea and Stella M Andrea to Kenneth D. Green and Carol A. MacMullin.

2. September 5th, 2006 Deed from Carol A. MacMullin to Kenneth D. Green.

3. July 15, 1996, Statutory Declaration of Donald Andrea detailing his usage of the property from 1971 up to and including July, 1996.

The following information supports Mr. Green's claim of usage and occupation since purchasing the land in 1996:

- There was a garage on the property when he purchased the property in 1996.
- The garage was maintained over the years and the following repairs were made; repaired the roof, braced the walls, installed new garage doors, put siding on the front and one wall of garage.
- He also mowed the lawn and built a wall near the brook which runs through the property to keep the water from overflowing in heavy rainfall.
- Mr Green also cleaned the brook with a machine and had his nephew Jordan Green assist him with this work.
- He stored snowmobiles and other equipment and tools in the garage.

Mr. Green has regularly maintained and occupied the property since purchasing it in 1996. His usage has been continuous, exclusive, open and apparent to all.

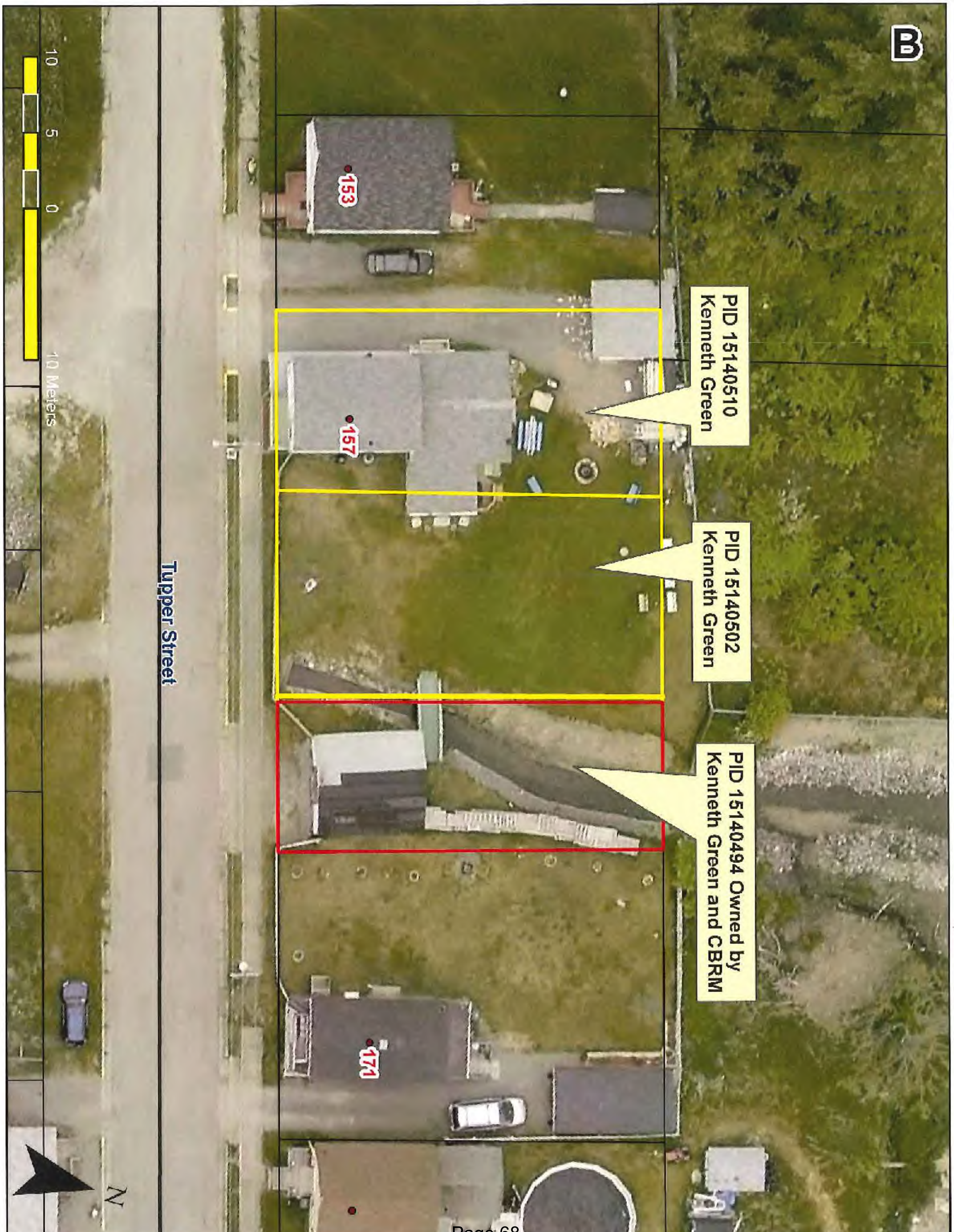
As evident from the above, upon acquiring the property from Mr. Andrea, Kenneth Green continued to use and occupy the land, in a manner similar to that of Mr Andrea, who had done so for a period of 25 years. Mr. Green's use and occupation "piggybacks "on Mr. Andrea's and as a result ,the lands have been occupied for in excess of 45 years by Mr Green and his predecessors in title.

I trust you will find this satisfactory.

Yours truly,

ORIGINAL SIGNED BY

Vincent A. Gillis, Q.C.
VAG/sg
Enclosure


B
PID 15140510
Kenneth Green
PID 15140502
Kenneth Green
PID 15140494 Owned by
Kenneth Green and CBRM
153
157
171
Tupper Street
10 5 0 10 Meters
N

PROPERTY Online NOVA SCOTIA caris

Search Provincial Map Bulletin Board Help

Property Details

PID	15140494	Parcel Type	STANDARD PARCEL	Status	ACTIVE
Area	2720.0 SQUARE FEET	Parcel Access		Manag. Unit	MU0307
Lot		Created	Dec 19, 1980 12:00:00AM		
PDCA Status	No Description	Municipal Unit	CAPE BRETON REGIONAL MUNICIPALITY	Manner of Tenure	NOT SPECIFIED

Location	County	Primary Location	Source
TUPPER STREET SYDNEY	CAPE BRETON COUNTY	Yes	Not Assigned by Municipality

Comments

Assessment Account	Value	Tax District	Tax Ward	Tax Sub
00784648	$1,400 (2018 RESIDENTIAL EXEMPT)	070	000	

View All Related PIDs History | Back to Results | Map View

Owner Name	Interest Holder Type	Qualifier	Province	Country
* CAPE BRETON REGIONAL MUNICIPALITY	FEE SIMPLE			
* KENNETH D GREEN	FEE SIMPLE			

Inst Type	Inst No	Year	Type	Book/Page	Registration System	Registration Date
Document	113527627 View Form View Doc	2018	DEED		REGISTRY OF DEEDS	Nov 05, 2018
Document	8841 View Doc	1996	DEED	Book 1965 Page 257	REGISTRY OF DEEDS	Aug 01, 1996
Document	3996	1965	DEED UNDER POWER OF SALE	Book 748 Page 603	REGISTRY OF DEEDS	Jan 01, 1965

Inst Type	Inst No	Year	Type	Plan Name	Drawer Number	Registration Date
Plan		1912				Jul 10, 1912

S104 View Plan	RETRACEMENT & PLAN OR RETURN OF SURVEY	PLAN OF LOTS ON TUPPER ST, SYDNEY AS TRACED IN MAY 1959 BY RALPH KENDALL C.E.N.S. LAND & MINE SURVEYOR

Inst Type	Inst No	Year	Type	Plan Name	Filing Reference	Instrument Date

No Non-Registered Instruments Found

Parcel Relationships

Related PID	Type of Relationship

No Related PIDs Found

View All Related PIDs History | Back to Results | Map View

Non-Land Registration parcels ARE NOT REGISTERED PURSUANT TO THE *Land Registration Act*. As such, ownership and all information in this report is believed to be an accurate reflection of registered documents affecting the parcel of land to which it relates, however, it is not intended to be relied upon by the reader as advice on the current state of any title to land. A search of the records at the appropriate Registry of Deeds office may be required to determine the current owner (s) of the parcel of land under consideration. THESE ARE NOT OFFICIAL RECORDS.

Land Registration parcels ARE REGISTERED PURSUANT TO THE *Land Registration Act*. The registered owner of the registered interest owns the interest defined in this register in respect of the parcel described in the register, subject to any discrepancy in the location, boundaries or extent of the parcel and subject to the overriding interests [*Land Registration Act* subsection 20(1)].

No representations whatsoever are made as to the validity or effect of recorded documents listed in this parcel register. The description of the parcel is not conclusive as to the location, boundaries or extent of the parcel [*Land Registration Act* subsection 21(1)].

Boundary/Area Problem | Owner Problem | General Problem | Municipal Tax Query

D

RE: **LAND - 157 TUPPER STREET**
<u>SYDNEY, NOVA SCOTIA</u>

STATUTORY DECLARATION

I, Donald Andrea, of Sydney, Cape Breton Regional Municipality, Province of Nova Scotia, do solemnly declare:

1. THAT I have personal knowledge of the matters herein deposed to except where otherwise stated.

2. THAT my wife acquired the property at 157 Tupper Street, Sydney, Nova Scotia, in or about 1971, and we have had constant and continuous use of the house and adjoining garage property as shown on the Survey Plan of John Pope, dated for the 2nd., day of July, 1996.

3. THAT in 1971 when we had moved on the property, the garage had been previously used by the owner for storage of two automobiles and was not a new structure. I would estimate it would have been at least ten (10) years old from the nature of the wood and obvious signs of aging.

4. THAT since that time myself and my family have used the garage as part of our property, maintaining our structure and treating it as our own, using it for storage of wood, lawn mower, automobiles and various other items over the twenty-five (25) years in which we have been in occupancy.

5. THAT over this time frame I had spoken to the Municipality of the City of Sydney, and it was my understanding that I was being assessed for this garage as part of my Municipal assessment.

6. THAT the adjoining Ross family has cut grass to the rear of the garage down to the Brook and they have done so with my consent and approval in the 15 or 16 years they have been my neighbours.

7. THAT I have in fact cut the grass myself down to the edge of the Brook in the area behind the garage.

8. THAT over these years, no party or person has ever questioned my right, title, use and ownership of the property in any manner nor has anyone ever questioned my right to use the garage property and the land immediately adjacent to it.

AND I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath by virtue of the Canada Evidence Act.

DECLARED BEFORE ME AT
the Community of Glace Bay,
Cape Breton Regional Municipality,
Province of Nova Scotia, this 11
day of July, A.D., 1996,
before me:

ORIGINAL SIGNED BY

A BARRISTER OF THE SUPREME
COURT OF NOVA SCOTIA

ORIGINAL SIGNED BY

DONALD ANDREA

Province of Nova Scotia
County of Cape Breton

I hereby certify that the within instrument was recorded in the Registry of Deeds Office at Sydney in the County of Cape Breton, N.S. at 11:09 o'clock A.M., on the 20th day of Aug. A.D., 1996 in Book No. 1965 at pages 257-261 as Document Number 8841

ORIGINAL SIGNED BY
Registrar of Deeds for the Registration District of Cape Breton County

Book 1965
Page 257
Aug. 20, 1996

SCHEDULE "A"

ALL THAT CERTAIN lot, piece, or parcel of land situate, lying and being on the North Side of Tupper Street, in the former City of Sydney, Cape Breton Regional Municipality, Province of Nova Scotia, and being more particularly bounded and described as follows:

BEGINNING: at a point on the Northern side of Tupper Street Two Hundred and Fifty-Five (255') Feet Easterly from the NorthEastern corner of Tupper Street and Lingan Road;

THENCE: Northerly Eighty-Five (85') Feet to lands of the Cape Breton Regional Municipality;

THENCE: Easterly along the Cape Breton Regional Municipalities lands Fifty (50') Feet;

THENCE: Southerly parallel to the first mentioned bearing a distance of Eighty-Five (85') Feet to the Northern side of Tupper Street;

THENCE: Following the Northern side of Tupper Street Westerly a distance of Fifty (50') Feet to the place of beginning;

CBRM

A Community of Communities

ISSUE PAPER

TO: **Mayor and Council**

FROM: **Sheila Kolanko – Property Manager**

SUBJECT: **REQUEST TO PURCHASE PORTION OF CBRM LAND**
FAISAL SHEHZAD
LANDRY AVENUE, NEW WATEFORD
(PORTION OF PID 15478605)

DATE: **DECEMBER 11TH, 2018**

INTRODUCTION

On August 27th, 2018, the legal department received a letter of interest, from Sampson McPhee Law Office on behalf of Faisal Shehzad, requesting CBRM sell a portion of CBRM property lying adjacent to Mr. Shehzad property located on Landry Avenue, New Waterford.

BACKGROUND INFORMATION

Mr. Shehzad is in the process of selling his land and dwelling located at 3373 Landry Avenue, New Waterford. It has been discovered by survey that his property is land locked by lands owned by the Cape Breton Regional Municipality. He is requesting that CBRM sell a portion of the property lying between the northeastern boundary of Landry Avenue and his lot (identified as PID 15476971) so that he can gain legal access to his property.

The property owned by CBRM contains 5.5 acres more or less and is identified on the attached map (Attachment A) as PID 15478605. They are seeking a small portion as depicted on the attach plan (Attachment B) and identified as Parcel A. The lot contains 801 square feet.

The parent parcel (PID 15478605) is currently deemed essential for recreational purposes.

An internal staff review was completed and it was determined that the small portion of land requested would not impact the park. It was found to be a reasonable request to resolve a crucial frontage problem for the property owner.

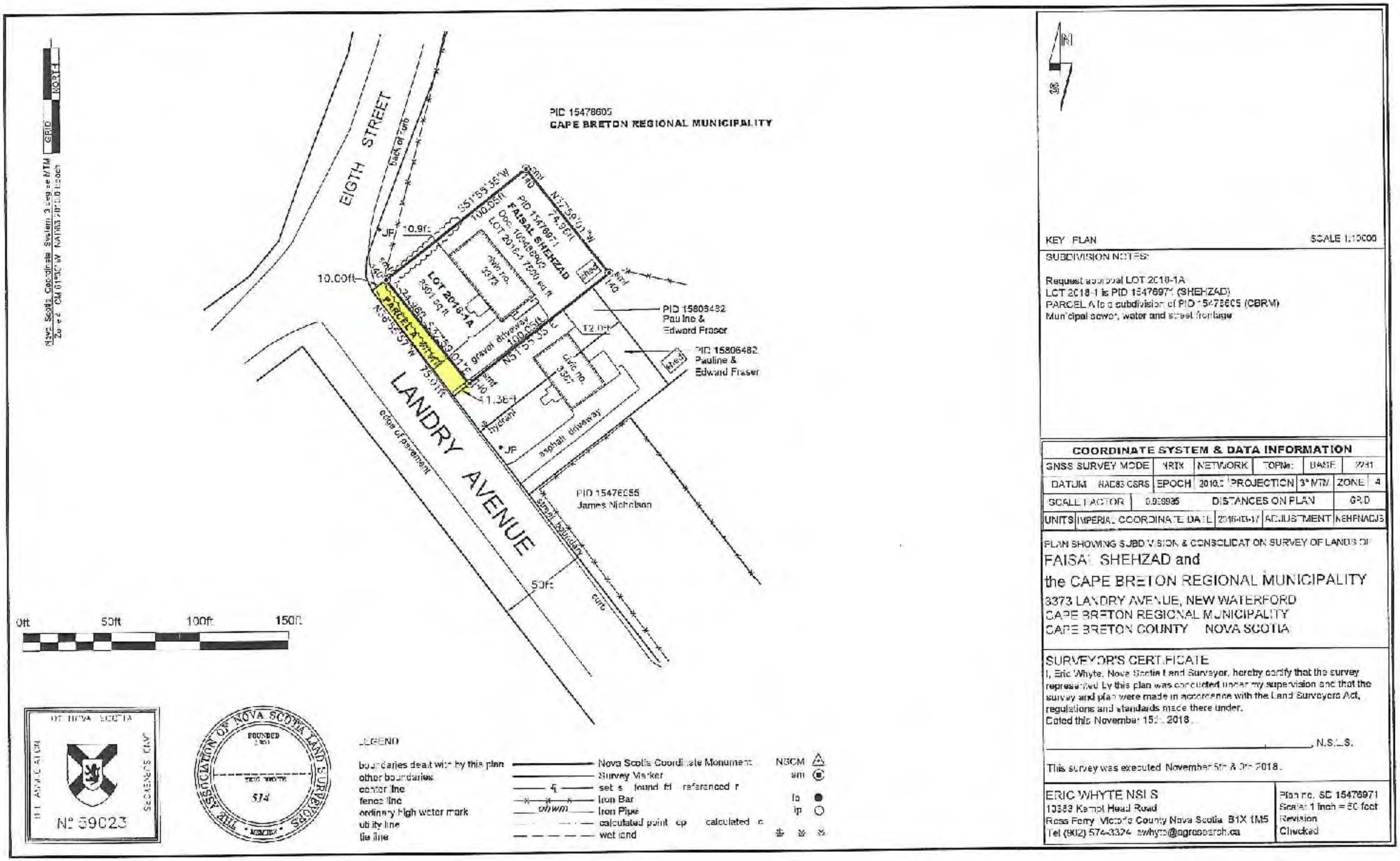
Recommendation

I recommend Council pass a ***Motion*** declaring Parcel A on the attached Plan to my Issue Paper surplus to the needs of the municipality and sell the same to Faisal Shehzad pursuant to the *Municipal Government Act* and Property Management Policy.

Respectively Submitted by:

Original Signed By

Sheila Kolanko
Property Manager



Nova Scotia Coordinate System 3 degree MTM Zone 4 CM 61°30' W NAD83 2010.0 Epoch
GRID NORTH
EIGTH STREET
back of curb
PID 15478605
CAPE BRETON REGIONAL MUNICIPALITY
S51°55'35"W
100.05ft
PID 15476971
FAISAL SHEHZAD
Doc. 100488090
LOT 2016-1 7500 sq ft
civic no. 3373
LOT 2018-1A
8301 sq ft
N37°59'01"W
74.98ft
shed
10.00ft
10.9ft
JP
PARCEL A 24 sq ft
gravel driveway
100.05ft
N51°55'35"E
12.0ft
PID 15809482
Pauline &
Edward Fraser
PID 15806482
Pauline &
Edward Fraser
civic no. 3367
75.01ft
LANDRY AVENUE
edge of pavement
hydrant
asphalt driveway
PID 15476055
James Nicholson
street boundary
curb
50ft
0ft
50ft
100ft
150ft
THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
Nº 39023
THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
FOUNDED
ERIC WHYTE
514
LEGEND
boundaries dealt with by this plan
other boundaries
center line
fence line
ordinary high water mark
utility line
tie line
Nova Scotia Coordinate Monument NSCM
Survey Marker sm
set s found fd referenced r
Iron Bar ib
Iron Pipe ip
calculated point cp calculated c
wetland
KEY PLAN
SCALE 1:10000
SUBDIVISION NOTES:
Request approval LOT 2018-1A
LOT 2018-1 is PID 15476971 (SHEHZAD)
PARCEL A is a subdivision of PID 15478605 (CBRM)
Municipal sewer, water and street frontage
COORDINATE SYSTEM & DATA INFORMATION
GNSS SURVEY MODE RTK NETWORK TOPN: BASE 2241
DATUM NAD83 CSRS EPOCH 2010.0 PROJECTION 3° MTM ZONE 4
SCALE FACTOR 0.999985 DISTANCES ON PLAN GRID
UNITS IMPERIAL COORDINATE DATE 2016-03-17 ADJUSTMENT KEHRNADJS
PLAN SHOWING SUBDIVISION & CONSOLIDATION SURVEY OF LANDS OF
FAISAL SHEHZAD and
the CAPE BRETON REGIONAL MUNICIPALITY
3373 LANDRY AVENUE, NEW WATERFORD
CAPE BRETON REGIONAL MUNICIPALITY
CAPE BRETON COUNTY NOVA SCOTIA
SURVEYOR'S CERTIFICATE
I, Eric Whyte, Nova Scotia Land Surveyor, hereby certify that the survey represented by this plan was conducted under my supervision and that the survey and plan were made in accordance with the Land Surveyors Act, regulations and standards made there under.
Dated this November 15th, 2018.
N.S.L.S.
This survey was executed November 5th & 7th 2018.
ERIC WHYTE NSLS
10383 Kempt Head Road
Ross Ferry Victoria County Nova Scotia B1X 1M5
Tel (902) 574-3324 ewhyte@agresearch.ca
Plan no. SD 15476971
Scale: 1 inch = 50 feet
Revision
Checked

Revenue	Year To Date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	$ 63,264,223	$ 62,890,095	$ 374,128	$ 107,811,592	$ 44,547,369
Total Federal Government	1,808,333	1,808,333	(0)	3,100,000	1,291,667
Total Federal Government Agencies	439,587	439,587	0	753,578	313,991
Total Provincial Government	1,212,314	1,212,308	5	2,078,252	865,938
Total Provincial Government Agencies	1,782,241	1,783,415	(1,174)	3,057,283	1,275,042
Total Services to Other Local Government	355,576	355,146	430	608,821	253,245
Total Transit	551,214	453,542	97,672	792,500	241,286
Total Environmental Development Services	161,075	143,500	17,575	246,000	84,925
Total Licenses & Permits	100,302	87,792	12,510	150,500	50,198
Total Fines & Fees	358,025	334,164	23,861	572,852	214,827
Total Rentals	307,550	293,784	13,765	503,630	196,080
Total Concessions & Franchises	214,978	212,917	2,062	365,000	150,022
Total Interest on Taxes	905,982	941,502	(35,519)	1,614,003	708,021
Total Finance Revenue	14,480	17,500	(3,020)	30,000	15,520
Total Solid Waste Revenue	1,485,621	1,391,667	93,954	2,300,000	814,379
Total Recreation & Cultural Service Programs	564,172	519,675	44,497	2,065,000	1,500,828
Total Water Utility Charges	2,888,381	2,888,381	(0)	4,951,510	2,063,129
Total Unconditional Transfers	9,313,109	9,251,831	61,277	15,860,282	6,547,173
Total Conditional Transfers	-	-	-	-	-
Year To Date Assigned	85,727,163	85,025,138	702,025	146,860,803	61,133,640

Departmental

Reviewed

Statement of Expenditures

October 31, 2018

Expenditures	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	$ 766,847	$ 847,987	$ 81,140	$ 1,455,969	$ 689,122
Administration	444,996	457,811	12,816	1,083,980	638,984
Finance	1,552,127	1,697,383	145,255	2,860,330	1,308,203
Legal	384,995	386,496	1,500	676,601	291,606
Human Resources	586,467	702,795	116,329	1,374,144	787,677
Technology & Communications	581,090	600,401	19,311	1,301,881	720,791
Municipal Clerk	222,325	237,359	15,034	536,755	314,430
Fiscal Services	14,828,466	14,914,465	85,999	31,894,505	17,066,039
Police Services	14,874,785	15,002,443	127,658	26,994,915	12,120,130
Fire Services (Incl EMO)	10,765,992	11,057,042	291,050	18,201,998	7,436,006
Engineering & Public Works	25,986,919	25,907,270	(79,649)	45,577,828	19,590,909
Planning	1,457,777	1,482,049	24,271	2,656,806	1,199,029
Facilities C200 & Arenas	1,823,131	1,882,970	59,839	3,398,410	1,575,279
Parks & Grounds	1,947,451	1,876,230	(71,221)	2,832,660	885,209
Buildings	1,845,242	1,880,291	35,049	3,374,564	1,529,322
Recreation	1,850,704	1,996,176	145,472	2,639,461	788,757
Total expended to date	**$ 79,919,315**	**$ 80,929,168**	**$ 1,009,853**	**$ 146,860,807**	**$ 66,941,492**

Departmental

Reviewed

Legislative **Statement of Expenditures** **October 31, 2018**

Legislative	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 508,813	$ 542,373	$ 33,560	$ 940,114	$ 431,301
6010 BENEFITS	59,868	87,280	27,412	151,285	91,417
6030 TRAVEL/CONFERENCES	84,463	88,585	4,122	188,238	103,775
6040 PROF MEM/DUES & FEES	51,750	55,664	3,914	59,251	7,501
6050 OFFICE SUPPLIES	10,634	10,933	300	18,400	7,766
6060 OFFICE EQUIPMENT	1,404	2,917	1,513	5,000	3,596
6080 ADVERTISING	5,147	5,830	683	14,500	9,353
6100 COURIER	103	146	43	250	147
6110 TELEPHONE/FAX	13,308	15,407	2,099	25,549	12,241
6120 PUBL./SUBSCRIPTIONS	987	1,040	52	1,782	795
6130 COMPUTER HARDWARE	3,675	4,563	889	6,600	2,925
6150 MEETING EXPENSES	7,293	13,417	6,124	23,000	15,707
6170 PROMOTION	19,403	19,833	430	22,000	2,597
Total expended to date	**$ 766,847**	**$ 847,987**	**$ 81,140**	**$ 1,455,969**	**$ 689,122**

Departmental **Finance**

Administration **Statement of Expenditures** **October 31, 2018**

Administration	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 200,677	$ 206,301	$ 5,624	$ 357,588	$ 156,911
6010 BENEFITS	31,489	32,725	1,236	63,779	32,290
6020 TRAINING/EDUCATION	1,095	2,175	1,080	4,800	3,705
6030 TRAVEL/CONFERENCES	16,112	16,574	462	36,500	20,388
6040 PROF MEM/DUES & FEES	2,380	2,400	20	2,600	220
6050 OFFICE SUPPLIES	202	1,556	1,355	2,800	2,598
6110 TELEPHONE/FAX	2,823	2,333	(490)	4,000	1,177
6120 PUBL./SUBSCRIPTIONS	549	475	(74)	475	(74)
6130 COMPUTER HARDWARE	-	583	583	1,000	1,000
6150 MEETING EXPENSES	2,274	2,503	230	2,920	646
6170 PROMOTION	8,061	10,653	2,592	15,000	6,939
8100 PROFESSIONAL SERVICES	42,864	42,864	-	125,000	82,136
8150 GRANTS/SUBS TO ORG	136,471	136,669	198	467,518	331,047
Total expended to date	**$ 444,996**	**$ 457,811**	**$ 12,816**	**$ 1,083,980**	**$ 638,984**

Departmental

Finance

Finance	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 1,041,347	$ 1,110,215	$ 68,867	$ 1,924,372	$ 883,025
6010 BENEFITS	204,085	212,018	7,933	367,498	163,413
6020 TRAINING/EDUCATION	3,149	3,548	399	18,940	15,791
6030 TRAVEL/CONFERENCES	8,955	9,538	583	25,780	16,825
6040 PROF MEM/DUES & FEES	3,724	3,952	228	5,575	1,851
6050 OFFICE SUPPLIES	6,736	8,458	1,722	14,500	7,764
6060 OFFICE EQUIPMENT	8,638	9,558	920	14,500	5,862
6080 ADVERTISING	19,852	20,879	1,027	42,650	22,798
6090 POSTAGE	129,429	130,033	604	161,200	31,771
6100 COURIER	18,149	15,575	(2,574)	26,700	8,551
6110 TELEPHONE/FAX	9,731	9,287	(444)	15,920	6,189
6130 COMPUTER HARDWARE	2,243	2,983	740	15,400	13,157
6140 COMPUTER SOFTWARE	-	-	-	47,000	47,000
6160 LIABILITY INSURANCE	143,731	195,213	51,482	334,650	190,919
6180 COST RECOVERY	(196,895)	(187,921)	8,974	(322,150)	(125,255)
8010 OPERATIONAL MAT/SUPP	1,024	2,625	1,601	4,500	3,476
8100 PROFESSIONAL SERVICE	46,658	47,083	426	55,000	8,342
8110 CONTRACTS/AGREEMENTS	30,787	32,629	1,842	55,935	25,148
8120 LEASES	6,286	7,210	924	12,360	6,074
8180 TAX EXEMPT/WRITE OFF	64,498	64,498	-	40,000	(24,498)
Total expended to date	**$ 1,552,127**	**$ 1,697,383**	**$ 145,255**	**$ 2,860,330**	**$ 1,308,203**

Departmental

Finance

Legal   Statement of Expenditures   October 31, 2018

Legal	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 213,609	$ 214,017	$ 408	$ 383,096	$ 169,487
6010 BENEFITS	44,924	44,945	22	77,905	32,981
6020 TRAINING/EDUCATION	4,728	4,738	10	6,500	1,772
6030 TRAVEL/CONFERENCES	7,061	7,258	197	8,500	1,439
6040 PROF MEM/DUES & FEES	13,901	13,100	(801)	13,100	(801)
6050 OFFICE SUPPLIES	1,243	2,042	799	3,500	2,257
6060 OFFICE EQUIPMENT	-	-	-	4,200	4,200
6070 PHOTOCOPIER LEASE	2,071	1,808	(263)	3,100	1,029
6080 ADVERTISING	1,181	583	(598)	1,000	(181)
6100 COURIER	460	467	7	800	340
6110 TELEPHONE/FAX	1,757	2,567	810	4,400	2,643
6120 PUBL./STATUTES	7,439	6,901	(538)	10,000	2,561
6130 COMPUTER HARDWARE	-	-	-	3,000	3,000
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	-	292	292	500	500
8100 PROFESSIONAL SERVICE	86,622	87,778	1,156	154,500	67,878
Total expended to date	**$ 384,995**	**$ 386,496**	**$ 1,500**	**$ 676,601**	**$ 291,606**

Departmental

Finance

Human Resources	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 405,035	$ 491,049	$ 86,014	$ 851,152	$ 446,117
6010 BENEFITS	91,711	108,489	16,778	181,967	90,257
6020 TRAINING/EDUCATION	2,239	2,746	507	9,850	7,611
6030 TRAVEL/CONFERENCES	4,940	6,160	1,219	27,000	22,060
6040 PROF MEM/DUES & FEES	327	992	665	2,300	1,973
6050 OFFICE SUPPLIES	5,771	10,500	4,729	18,000	12,229
6060 OFFICE EQUIPMENT	1,850	2,500	650	2,500	650
6080 ADVERTISING	2,753	3,087	334	4,000	1,247
6110 TELEPHONE/FAX	5,615	7,802	2,187	13,375	7,760
6120 PUBL./SUBSCRIPTIONS	492	754	262	4,000	3,508
6130 COMPUTER HARDWARE	1,678	1,800	122	6,000	4,322
6140 COMPUTER HARDWARE	-	-	-	500	500
6150 MEETING EXPENSE	3,091	3,667	575	4,600	1,409
8100 PROFESSIONAL SERVICE	56,733	58,458	1,725	236,500	179,767
8110 CONTRACTS/AGREEMENTS	4,231	4,792	561	12,500	8,269
Total expended to date	**$ 586,467**	**$ 702,795**	**$ 116,329**	**$ 1,374,144**	**$ 787,677**

Departmental

Finance

Technology/ Communications | **Statement of Expenditures** | **October 31, 2018**

Technology/Communications	**Year to date Expended**	**7 Month Budget**	**7 Month Budget Variance**	**Annual Budget**	**Annual Budget Remaining**
6000 WAGES/SALARIES	$ 313,064	$ 312,425	$ (640)	$ 541,536	$ 228,472
6010 BENEFITS	66,444	66,217	(227)	111,065	44,621
6020 TRAINING/EDUCATION	2,861	3,000	140	12,000	9,140
6030 TRAVEL/CONFERENCES	16,044	16,667	622	20,000	3,956
6040 PROF MEM/DUES & FEES	654	683	30	1,000	346
6050 OFFICE SUPPLIES	407	1,750	1,343	3,000	2,593
6060 OFFICE EQUIPMENT	-	-	-	3,000	3,000
6080 ADVERTISING	-	292	292	500	500
6100 COURIER	-	175	175	300	300
6110 TELEPHONE/FAX	24,665	35,000	10,335	60,000	35,335
6120 PUBL./SUBSCRIPTIONS	-	-	-	1,000	1,000
6130 COMPUTER HARDWARE	49,746	50,833	1,087	130,000	80,254
6140 COMPUTER SOFTWARE	89,625	95,083	5,458	175,000	85,375
6150 MEETING EXPENSE	567	500	(67)	500	(67)
8110 CONTRACTS/AGREEMENTS	17,013	17,776	763	40,000	22,987
8120 LEASES SAP	-	-	-	102,000	102,000
8130 LICENSES/PERMITS	-	-	-	100,980	100,980
Total expended to date	**$ 581,090**	**$ 600,401**	**$ 19,311**	**$ 1,301,881**	**$ 720,791**

Departmental

Finance

Municipal Clerk	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 148,337	$ 155,697	$ 7,360	$ 269,874	$ 121,537
6010 BENEFITS	32,586	33,912	1,327	56,881	24,295
6020 TRAINING/EDUCATION	3,076	3,363	287	5,500	2,424
6030 TRAVEL/CONFERENCES	2,309	2,660	351	6,500	4,191
6040 PROF MEM/DUES & FEES	654	683	30	1,000	346
6050 OFFICE SUPPLIES	1,325	2,742	1,417	4,700	3,375
6060 OFFICE EQUIPMENT	283	350	67	10,000	9,717
6070 PHOTDCOPY SUPPLIES	9,134	14,000	4,866	24,000	14,866
6080 ADVERTISING	-	-	-	750	750
6100 COURIER	-	-	-	750	750
6110 TELEPHONE/FAX	2,703	2,042	(661)	3,500	797
6120 PUBL./SUBSCRIPTIONS	1,411	1,800	389	1,800	389
6130 COMPUTER HARDWARE	1,735	1,735	-	6,000	4,265
6140 COMPUTER SOFTWARE	10,091	10,500	409	12,000	1,909
6150 MEETING EXPENSES	8,682	7,875	(807)	13,500	4,818
8110 CONTRACTS/AGREEMENTS	-	-	-	120,000	120,000
Total expended to date	**$ 222,325**	**$ 237,359**	**$ 15,034**	**$ 536,755**	**$ 314,430**

Departmental

Finance

Fiscal Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	$ 150,735	$ 204,167	53,432	$ 350,000	$ 199,265
9020 INT ON DEBT	769,718	769,718	-	1,396,121	626,403
9051 PRINC ON DEBT	2,123,972	2,123,972	-	9,891,341	7,767,369
9052 DEBT/CAP BOND DISC	57,167	57,167	-	98,000	40,833
9090 BANK CHARGES	25,778	55,417	29,639	95,000	69,222
9200 ALLOWANCE FOR UNCOL. TAXES	408,333	408,333	-	700,000	291,667
9420 APPROP TO CAPITAL FUND	52,500	52,500	-	90,000	37,500
9430 APPROP TO B.I.D.C.	56,609.00	56,609.00	-	97,043	40,434
9600 PROV. CORRECTIONS	631,917	638,917	6,999	1,095,286	463,369
9610 CB REG. HOUSING	1,090,045	1,073,169	(16,875)	1,839,719	749,674
9620 REGIONAL LIBRARY	384,943	390,833	5,891	670,000	285,057
9630 CB/VIC. SCHOOL BOARD	8,271,331	8,282,274	10,943	14,198,184	5,926,853
9640 PROPERTY ASSESSMENT	805,420	801,390	(4,030)	1,373,811	568,391
Total expended to date	**$ 14,828,466**	**$ 14,914,465**	**$ 85,999**	**$ 31,894,505**	**$ 17,066,039**

Departmental

Finance

Police Services Statement of Expenditures October 31, 2018

Police Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY	$ 12,669,318	$ 12,802,861	$ 133,543	$ 23,152,686	$ 10,483,368
6020 TRAINING/EDUCATION	105,050	106,489	1,439	142,927	37,877
6030 TRAVEL/CONFERENCES	44,183	46,250	2,067	105,000	60,817
6040 PROF MEM/DUES & FEES	2,683	2,917	233	5,000	2,317
6050 OFFICE SUPPLIES	22,188	28,225	6,037	48,000	25,812
6060 OFFICE EQUIPMENT	29,696	32,083	2,387	55,000	25,304
6070 PHOTOCOPY SUPPLIES	8,719	10,500	1,781	18,000	9,281
6080 ADVERTISING	1,093	2,917	1,823	5,000	3,907
6090 POSTAGE & 6100 COURIER	7,226	7,000	(226)	7,000	(226)
6110 TELEPHONE/FAX	158,143	160,417	2,274	275,000	116,857
6120 PUBL./SUBSCRIPTIONS	7,016	4,000	(3,016)	4,000	(3,016)
6130 COMPUTER HARDWARE	80,050	72,167	(7,883)	132,000	51,950
6140 COMPUTER SOFTWARE	165,200	160,000	(5,200)	240,000	74,800
6150 MEETING EXPENSES	7,538	9,917	2,379	17,000	9,462
6160 LIABILITY INSURANCE	3,399	2,917	(482)	5,000	1,602
6170 PROMOTION	10,535	11,717	1,182	11,000	465
7000 HEAT	16,119	17,417	1,298	47,000	30,881
7010 ELECTRICAL	57,906	67,083	9,178	115,000	57,094
7020 WATER	7,017	4,667	(2,351)	8,000	983
7030 BLDG/FACILITY MAINT	48,839	53,475	4,636	83,000	34,161
7040 BLDG/FACILITY REPAIR	3,987	8,750	4,763	15,000	11,013
7050 BLDG/FACILITY INSURANCE	12,285	12,486	201	17,028	4,743
7060 BLDG/FACILITY RENOV	2,555	10,000	7,445	20,000	17,445
7070 BLDG/FACILITY RENTAL	34,827	37,333	2,506	64,000	29,173
7110 SECURITY	1,426	2,158	732	3,700	2,274
7505 GASOLINE & DIESEL	258,688	218,750	(39,938)	375,000	116,312
7510 VEH/EQUIP REPAIRS	205,638	167,835	(37,803)	287,717	82,079
7520 VEH/EQUIP INSURANCE	25,137	32,682	7,545	56,026	30,889
7530 VEH/EQUIP REPLACEMENT	373,298	373,298	-	580,000	206,702
7540 VEH/EQUIP RENTAL	1,257	1,167	(91)	2,000	743
7550 VEH/EQUIP TOWING	125	2,917	2,792	5,000	4,875
7560 VEH/EQUIP GEN SUPPLY	1,238	5,833	4,595	10,000	8,762
8000 OPERATIONAL EQUIP	54,123	60,545	6,422	191,220	137,097
8010 OPERATIONAL MAT/SUPP	52,131	56,518	4,387	181,373	129,242
8020 MAINTENANCE EQUIP	9,112	3,570	(5,542)	3,570	(5,542)
8030 MAINTENANCE MAT/SUPP	-	2,333	2,333	4,000	4,000
8040 COMM EQUIPMENT LINES	1,861	4,375	2,514	7,500	5,639
8090 UNIFORMS/CLOTHING	55,926	59,500	3,574	162,000	106,074
8100 PROFESSIONAL SERVICE	54,648	51,849	(2,799)	95,000	40,352
8110 CONTRACTS/AGREEMENTS	62,004	64,673	2,669	137,000	74,996
8125 MAJOR INVESTIGATIONS	67,046	75,348	8,302	129,168	62,122
8130 LICENSES/PERMITS	(451)	1,500	1,951	3,000	3,451
8150 GRANTS/SUBS TO ORG	146,006	146,006	-	170,000	23,994
Total expended to date	$ 14,874,785	$ 15,002,443	$ 127,658	$ 26,994,915	$ 12,120,130

Departmental

Finance

Police Services **Statement of Revenue** **October 31, 2018**

Police Services Revenue	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	$ 65,736	$ 8,638	$ 57,098	$ 25,000	$ (40,736)
5151 FINES	175,925	209,161	(33,236)	390,000	214,075
Total Revenue to date	**$ 241,660**	**$ 217,799**	**$ 23,861**	**$ 415,000**	**$ 173,340**

Departmental

Finance

Fire Services Statement of Expenditures October 31, 2018

Fire Services Including EMO	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 3,186,921	$ 3,317,067	$ 130,146	$ 5,749,582	$ 2,562,661
6010 BENEFITS	615,578	641,730	26,152	1,118,299	502,721
6011 MISC. BENEFITS	100,262	99,232	(1,029)	132,351.00	32,089
6020 TRAINING/EDUCATION	76,486	77,604	1,118	207,200	130,714
6030 TRAVEL/CONFERENCES	30,495	31,165	669	55,900	25,405
6040 PROF MEM/DUES & FEES	6,824	6,956	132	11,732	4,908
6050 OFFICE SUPPLIES	5,740	7,058	1,318	12,100	6,360
6060 OFFICE EQUIPMENT	1,480	7,554	6,074	12,950	11,470
6070 PHOTOCOPY SUPPLIES	-	292	292	500	500
6080 ADVERTISING	6,061	5,350	(711)	5,350	(711)
6100 COURIER	169	263	94	451	282
6110 TELEPHONE/FAX	21,818	26,249	4,431	44,999	23,181
6120 PUBL./SUBSCRIPTIONS	724	1,575	851	2,700	1,976
6130 COMPUTER HARDWARE	935	935	-	11,507	10,572
6140 COMPUTER SOFTWARE	-	-	-	16,006	16,006
6150 MEETING EXPENSES	2,015	2,569	554	4,404	2,389
6170 PROMOTION	15,996	15,996	-	39,000	23,004
7000 HEAT	24,295	26,705	2,410	102,351	78,056
7010 ELECTRICAL	32,347	36,736	4,389	64,536	32,189
7020 WATER	17,446	15,296	(2,150)	24,523	7,077
7030 BLDG/FACILITY MAINT	29,858	31,175	1,317	63,729	33,871
7040 BLDG/FACILITY REPAIR	17,919	31,583	13,664	225,571	207,652
7050 BLDG/FACILITY INS	8,176	4,793	(3,383)	8,217	41
7060 BLDG/FACILITY RENOV	-	5,833	5,833	10,000	10,000
7080 PLANT MAINTENANCE	-	233	233	400	400
7500 VEH/EQUIP MAINT.	140,202	99,167	(41,036)	170,000	29,798
7505 GASOLINE/DIESEL	41,960	46,351	4,391	79,459	37,499
7510 VEH/EQUIP REPAIRS	215	2,333	2,118	4,000	3,785
7520 VEH/EQUIP INSURANCE	32,438	42,615	10,177	84,848	52,410
7530 VEH/EQUIP REPLACEMENT	12,643	12,643	-	85,000	72,357
7540 VEH/EQUP RENTAL	1,201	204	(997)	204	(997)
7550 VEH/EQUIP TOWING	540	1,167	627	2,000	1,460
7560 VEH/EQUIP GEN SUPPLY	5,973	9,333	3,360	16,000	10,027
8000 OPERATIONAL EQUIP	148,052	209,417	61,365	359,000	210,948
8010 OPERATIONAL MAT/SUPP	30,538	27,246	(3,292)	45,870	15,332
8020 MAINTENANCE EQUIP	21,805	30,683	8,878	52,599	30,794
8040 COMM EQUIPMENT LINES	3,769	23,333	19,564	40,000	36,231
8090 UNIFORMS/CLOTHING	28,769	58,597	29,828	100,452	71,683
8100 PROFESSIONAL SERVICE	2,947	5,281	2,334	19,338	16,391
8110 CONTRACTS/AGREEMENTS	39,039	136,745	97,706	234,420	195,381
8120 LEASES	170,308	72,941	(97,367)	125,041	(45,267)
8130 LICENSES/PERMITS	16,348	17,335	987	17,335	987
8150 GRANTS/SUBS TO ORG	1,707,939	1,707,939	-	1,711,051	3,112
8195 WATER SUPPLY & HYDR	4,159,762	4,159,762	-	7,131,023	2,971,261
Total expended to date	**$ 10,765,992**	**$ 11,057,042**	**$ 291,050**	**$ 18,201,998**	**$ 7,436,006**

Departmental **Finance**

Fire Services **Statement of Revenue** **October 31, 2018**

Fire Services Revenue	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	$ 93,942	$ 93,512	$ 430	$ 160,306	$ 66,364
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	261,634	261,634	-	448,515	186,881
Total Revenue to date	**$ 355,576**	**$ 355,146**	**$ 430**	**$ 608,821**	**$ 253,245**

Departmental

Finance

Engineering and Public Works Actuals to October 31, 2018

REVENUE	Actual & Committed Y-T-D Oct 31, 2018	Budget Y-T-D Oct 31, 2018	Variance Y-T-D Oct 31, 2018	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	$551,214	$453,542	$97,673	$792,500	-$241,286	69.55%
SOLIDWASTE TIP FEES	$1,247,543	$1,166,667	$80,876	$2,000,000	-$752,457	62.38%
SOLIDWASTE COST RECOVERIES	$238,078	$225,000	$13,078	$300,000	-$61,922	79.36%
SEWER PERMIT FEES	$66,072	$58,333	$7,739	$100,000	-$33,928	66.07%
WATER UTILITY ADMIN FEE	$2,888,381	$2,888,381	$0	$4,951,510	-$2,063,129	58.33%
TOTAL PW REVENUES	$4,991,288	$4,791,922	$199,366	$8,144,010	-$3,152,722	61.29%

EXPENDITURES						
ADMINISTRATION	$2,393,405	$2,519,208	$125,803	$4,342,402	$1,948,997	55.12%
ENGINEERING	$429,659	$432,959	$3,300	$743,283	$313,624	57.81%
CENTRAL DIVISION	$3,842,804	$3,815,579	-$27,225	$7,116,467	$3,273,663	54.00%
EAST DIVISION	$3,637,818	$3,726,706	$88,888	$6,495,118	$2,857,300	56.01%
NORTH DIVISION	$1,617,321	$1,808,118	$190,797	$3,183,761	$1,566,440	50.80%
SOLID WASTE	$7,469,608	$7,460,829	-$8,780	$12,658,643	$5,189,035	59.01%
MECHANICAL FLEET	$2,666,218	$2,311,357	-$354,862	$4,180,336	$1,514,118	63.78%
TRANSIT	$2,268,747	$2,231,669	-$37,078	$3,941,501	$1,672,754	57.56%
QUALITY CONTROL	$1,661,338	$1,600,846	-$60,492	$2,916,317	$1,254,979	56.97%
TOTAL PW EXPENDITURES	$25,986,919	$25,907,270	-$79,649	$45,577,828	$19,590,909	57.02%

Signature: ORIGINAL SIGNED BY

Director of Engineering & Public Works

ORIGINAL SIGNED BY

Chief Financial Officer

Planning/Bylaw/Fire Inspection **Statement of Expenditures** **October 31, 2018**

Planning / ByLaw / Fire Inspection	Year to date Expanded	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 755,694	$ 778,768	$ 23,074	$ 1,349,864	$ 594,170
6010 BENEFITS	153,369	155,348	1,979	280,542	127,173
6020 TRAINING/EDUCATION	12,986	8,000	(4,986)	14,000	1,014
6030 TRAVEL/CONFERENCES	32,890	24,250	(8,640)	33,000	110
6040 PROF MEM/DUES & FEES	1,677	2,784	1,106	7,500	5,823
6050 OFFICE SUPPLIES	9,725	11,375	1,650	19,500	9,775
6060 OFFICE EOUIPMENT	5,054	6,125	1,071	12,500	7,446
6080 ADVERTISING	8,642	8,967	324	26,500	17,858
6110 TELEPHONE/FAX	8,106	11,375	3,269	19,500	11,394
6120 PUBL./SUBSCRIPTIONS	445	583	138	1,300	855
6130 COMPUTER HARDWARE	2,776	2,696	(80)	10,500	7,724
6140 COMPUTER SOFTWARE	151	151	-	6,500	6,349
6150 MEETING EXPENSE	1,126	1,867	741	3,200	2,074
6170 PROMOTION	19,087	19,087	-	30,000	10,913
7130 DEMOLITIONS	1,658	1,658	0	120,000	118,342
8000 OPERATIONAL EQUIPMENT	14,470	19,250	4,780	33,000	18,530
8010 OPERATIONAL MAT/SUPP	1,539	2,333	794	4,000	2,461
8090 UNIFORMS / CLOTHING	6,553	6,000	(553)	8,500	1,947
8100 PROFESSIONAL SERVICE	21,360	21,417	57	53,000	31,640
8110 CONTRACTS/AGREEMENTS	225,400	225,400	0	421,400	196,000
8130 LICENSES/PERMITS	65,700	65,700	(0)	74,500	8,800
8135 REGULATORY FEES	33,786	34,333	547	43,000	9,214
8150 GRANTS /SUBS TO ORG	75,583	74,583	(1,000)	85,000	9,417
Total expended to date	**$ 1,457,777**	**$ 1,482,049**	**$ 24,271**	**$ 2,656,806**	**$ 1,199,029**

Departmental **Finance**

	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	$ 10,600	$ 8,167	$ 2,433	$ 14,000	$ 3,400
5113 Animal Licenses	3,320	6,417	(3,097)	11,000	7,680
5114 Taxi Licenses	12,170	10,500	1,670	18,000	5,830
5115 Vending Machine Licenses	6,770	4,375	2,395	7,500	730
5301 Parking Meter Revenue	214,978	212,917	2,062	365,000	150,022
Total Bylaw Revenue	$ 247,839	$ 242,375	$ 5,464	$ 415,500	$ 167,661
Development / Plannning Revenue					
5496 Mapping Sales	$ 253	$ 1,167	$ (914)	$ 2,000	$ 1,747
5495 Other Sales	1,940	2,333	(393)	4,000	2,060
5101 Building Permits	131,782	116,667	15,115	200,000	68,218
5102 Subdivision Fees	27,100	23,333	3,767	40,000	12,900
5103 Development Permits	-	-	-	-	-
Total Develop / Planning Rev	$ 161,075	$ 143,500	$ 17,575	$ 246,000	$ 84,925
Total Bylaw / Dev / Planning Revenue	$ 408,913	$ 385,875	$ 23,038	$ 661,500	$ 252,587

Departmental

Finance

Facilities (C200, County / Centennial Arenas)

Statement of Expenditures

October 31, 2018

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 780,479	$ 800,182	$ 19,703	$ 1,347,213	$ 566,734
6010 BENEFITS	139,410	143,444	4,034	241,497	102,087
6020 TRAINING	3,869	3,500	(369)	6,000	2,131
6030 TRAVEL/CONFERENCES	11,765	8,000	(3,765)	8,000	(3,765)
6040 PROF MEM/DUES & FEES	763	1,292	529	1,500	737
6050 OFFICE SUPPLIES	4,027	3,208	(819)	5,500	1,473
6060 OFFICE EQUIPMENT	1,574	1,167	(407)	2,000	426
6080 ADVERTISING	3,237	2,917	(320)	5,000	1,763
6100 COURIER	697	583	(114)	1,000	303
6110 TELEPHONE/FAX	11,516	11,958	442	20,500	8,984
6130 COMPUTER HARDWARE	2,769	2,500	(269)	2,500	(269)
6140 COMPUTER SOFTWARE	2,660	2,500	(160)	2,500	(160)
6150 MEETING EXPENSES	1,315	1,000	(315)	1,000	(315)
6160 LIABILITY INSURANCE	7,301	16,333	9,032	28,000	20,699
7000 HEAT	20,747	28,311	7,564	48,000	27,253
7010 ELECTRICAL	241,707	246,667	4,960	500,000	258,293
7020 WATER	18,012	20,417	2,405	35,000	16,988
7030 BLDG/FACILITY MAINT	49,831	49,583	(248)	85,000	35,169
7040 BLDG/FACILITY REPAIR	25,791	39,583	13,793	65,000	39,209
7050 BLDG/FACILITY INS	20,316	12,658	(7,658)	21,700	1,384
7060 BLDG/FACILITY RENOV	853	-	(853)	-	(853)
7080 PLANT MAINTENANCE	26,239	39,750	13,511	71,000	44,761
7110 SECURITY	57,283	37,917	(19,367)	65,000	7,717
7500 VEH/EQUIP MAINT	6,314	-	(6,314)	-	(6,314)
7510 VEH/EQUIP REPAIRS	426	7,292	6,866	12,500	12,074
7520 VEH/EQUIP INSURANCE	1,211	1,167	(44)	2,000	789
7540 VEH/EQUIP RENTAL	1,002	2,500	1,498	2,500	1,498
8000 OPERATIONAL EQUIPMENT	12,516	5,000	(7,516)	5,000	(7,516)
8010 OPERATIONAL MAT/SUPP	72,270	80,833	8,564	130,000	57,730
8040 COMM EQUIPMENT LINES	530	-	(530)	-	(530)
8050 COST OF SALES	268,444	288,750	20,306	615,000	346,556
8090 UNIFORMS/CLOTHING	8,689	4,958	(3,730)	8,500	(189)
8100 PROFESSIONAL SERVICE	9,542	5,833	(3,709)	10,000	458
8110 CONTRACTS/AGREEMENTS	10,025	13,167	3,141	50,000	39,975
Total expended to date	**$ 1,823,131**	**$ 1,882,970**	**$ 59,839**	**$ 3,398,410**	**$ 1,575,279**

Departmental

Finance

Facilities (C200, County / Centennial Arenas) **Statement of Revenue** **October 31, 2018**

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	$ 90,851	$ 138,333	$ (47,483)	$ 830,000	$ 739,149
GL 5002 Public Skating	1,048	-	1,048	-	(1,048)
GL 5004 Arena Rental	6,443	75,833	(69,390)	130,000	123,557
GL 5005 Gym Rental	7,717	-	7,717	-	(7,717)
GL 5006 Canteen Sales	127,216	142,500	(15,284)	855,000	727,784
GL 5009 Major Events	77,408	94,737	(17,329)	125,000	47,592
GL 5010 Other Revenue	140,304	38,438	101,866	85,000	(55,304)
GL 5033 Program Equipment	23,121	-	23,121	-	(23,121)
GL 5034 Facility Rentals	58,228	-	58,228	15,000	(43,228)
GL 4808 Advertising Revenue	5,650	8,750	(3,100)	-	(5,650)
Total Revenue To Date	**$ 537,986**	**$ 498,591**	**$ 39,395**	**$ 2,040,000**	**$ 1,502,014**

Departmental

Finance

Parks and Grounds Operations

Statement of Expenditures

October 31, 2018

Parks & Grounds	Year to date Expended	7 Month Budget	7 Month Budget Varience	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 1,060,584	$ 1,057,153	$ (3,431)	$ 1,517,075	$ 456,491
6010 BENEFITS	213,199	212,476	(723)	334,819	121,620
6011 MISC BENEFITS	30	1,633	1,603	2,800	2,770
6020 TRAINING/EDUCATION	2,915	5,733	2,819	10,000	7,085
6030 TRAVEL/CONFERENCES	6,193	7,292	1,098	12,500	6,307
6040 PROF MEM/DUES & FEES	-	100	100	200	200
6050 OFFICE SUPPLIES	842	1,200	358	2,000	1,158
6060 OFFICE EQUIPMENT	-	350	350	500	500
6080 ADVERTISING	-	225	225	300	300
6110 TELEPHONE/FAX	4,687	3,485	(1,202)	5,750	1,063
6130 COMPUTER HARDWARE	-	-	-	250	250
7000 HEAT	2,583	2,343	(240)	3,866	1,283
7010 ELECTRICAL	56,063	42,369	(13,694)	82,500	26,437
7020 WATER	27,284	22,600	(4,684)	22,600	(4,684)
7030 BLDG/FACILITY MAINT	3,126	2,500	(626)	5,000	1,874
7040 BLDG/VACILITY REPAIR	4,307	-	(4,307)	-	(4,307)
7060 BLDG/FACILITY RENOV	104	-	(104)	-	(104)
7080 PLANT MAINTENANCE	3,618	-	(3,618)	-	(3,618)
7110 SECURITY	-	4,602	4,602	7,100	7,100
7500 VEH/EQUIP MAINT.	143	-	(143)	-	(143)
7510 VEH/EQUIP REPAIRS	89	788	698	1,350	1,261
7530 VEH/EQUIP REPLACEMENT	-	-	-	25,000	25,000
7540 VEH/EQUIP RENTAL	2,115	8,750	6,635	15,000	12,885
8000 OPERATIONAL EQUIP	15,336	4,583	(10,752)	27,500	12,164
8010 OPERATIONAL MAT/SUPP	270,824	250,674	(20,150)	362,000	91,176
8020 MAINTENANCE EQUIP	25,726	26,000	274	32,000	6,274
8040 COMM EQUIP LINES (GPS)	7,698	-	(7,698)	-	(7,698)
8080 STREET LIGHTS	2,570	-	(2,570)	-	(2,570)
8090 UNIFORMS/CLOTHING	9,085	4,505	(4,580)	12,200	3,115
8100 PROFESSIONAL SERV	-	204	204	350	350
8110 CONTRACTS & AGRMNT	228,330	216,667	(11,663)	350,000	121,670
Total expended to date	**$ 1,947,451**	**$ 1,876,230**	**$ (71,221)**	**$ 2,832,660**	**$ 885,209**

Departmental

Finance

Building Operations Statement of Expenditures October 31, 2018

Buildings	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 785,963	$ 769,732	$ (16,231)	$ 1,334,202	$ 548,239
6010 BENEFITS	174,839	171,411	(3,428)	297,112	122,273
6020 TRAINING/EDUCATION	6,928	6,980	52	10,000	3,072
6030 TRAVEL/CONFERENCES	-	-	-	2,500	2,500
6040 PROF MEM/DUES & FEES	-	-	-	100	100
6050 OFFICE SUPPLIES	1,669	1,792	123	2,000	331
6060 OFFICE EQUIPMENT	1,721	2,070	349	3,700	1,979
6080 ADVERTISING	-	-	-	-	-
6110 TELEPHONE/FAX	4,901	4,744	(158)	8,150	3,249
6130 COMPUTER HARDWARE	1,601	2,192	591	4,000	2,399
6140 COMPUTER SOFTWARE	10,011	8,000	(2,011)	8,000	(2,011)
6150 MEETING EXPENSE	36	-	(36)	-	(36)
7000 HEAT	30,800	57,717	26,916	105,000	74,200
7010 ELECTRICAL	214,044	241,042	26,997	462,500	248,456
7020 WATER	14,911	13,172	(1,739)	23,550	8,639
7030 BLDG/FACILITY MAINT	2,517	18,358	15,842	33,500	30,984
7040 BLDG/VACILITY REPAIR	3,830	-	(3,830)	-	(3,830)
7050 BLDG/FACILITY INS	151,333	93,333	(58,000)	160,000	8,667
7060 BLDG/FACILITY RENOV	102,668	102,783	115	271,400	168,732
7070 BLDG/FACILITY RENTAL	-	2,302	2,302	4,200	4,200
7080 PLANT MAINTENANCE	-	10,138	10,138	18,500	18,500
7100 MAINT. TOOLS/EQUIP	11,650	3,500	(8,150)	3,500	(8,150)
7110 SECURITY	60,248	69,825	9,577	119,700	59,452
7540 VEH/EQUIP RENTAL	-	2,333	2,333	4,000	4,000
7570 VEH/EQUIP TOOLS	-	263	263	450	450
8000 OPERATIONAL EQUIP	2,235	4,918	2,683	9,000	6,765
8010 OPERATIONAL MAT/SUPP	76,047	64,182	(11,865)	100,000	23,953
8020 MAINTENANCE EQUIP	-	2,192	2,192	4,000	4,000
8040 COMM EQUIP LINES (GPS)	3,134	-	(3,134)	-	(3,134)
8090 UNIFORMS/CLOTHING	14,563	3,014	(11,549)	5,500	(9,063)
8100 PROFESSIONAL SERVICE	44,384	43,467	(918)	70,000	25,616
8110 CONTRACTS/AGREEMENTS	90,208	145,833	55,625	250,000	159,792
8150 GRANTS/SUBS TO ORG	35,000	35,000	-	60,000	25,000
Total expended to date	**$ 1,845,242**	**$ 1,880,291**	**$ 35,049**	**$ 3,374,564**	**$ 1,529,322**

Departmental

Finance

Recreation Cultural Services **Statement of Expenditures** **October 31, 2018**

Recreation/Cultural Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	$ 683,664	$ 819,666	$ 136,002	$ 1,158,084	$ 474,420
6020 TRAINING/EDUCATION	4,845	4,960	115	16,000	11,155
6030 TRAVEL/CONFERENCES	13,093	13,417	323	35,000	21,907
6040 PROF MEM/DUES & FEES	685	800	115	3,500	2,815
6050 OFFICE SUPPLIES	1,455	5,458	4,003	8,000	6,545
6060 OFFICE EQUIPMENT	1,800	8,000	6,200	8,000	6,200
6080 ADVERTISING	32,324	43,305	10,981	70,000	37,676
6110 TELEPHONE/FAX	6,220	6,417	197	11,000	4,780
6120 PUBL./SUBSCRIPTIONS	-	149	149	200	200
6130 COMPUTER HARDWARE	7,027	7,000	(27)	7,000	(27)
6160 LIABILITY INSURANCE	7,189	5,833	(1,356)	10,000	2,811
7070 BLDG/FACILITY RENTAL	21,422	26,833	5,412	46,000	24,578
8000 OPERATIONAL MAT/SUPPLY	117,451	102,083	(15,368)	175,000	57,549
8025 COMMUNITY EVENTS	198,407	195,192	(3,215)	334,615	136,208
8150 SCHOLORSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	331,110	356,562	25,452	356,562	25,452
8170 OPERATING GRANTS POLICY	404,011	380,500	(23,511)	380,500	(23,511)
Total expended to date	**$ 1,850,704**	**$ 1,996,176**	**$ 145,472**	**$ 2,639,461**	**$ 788,757**

Departmental **Finance**

Recreation / Cultural Services

Statement of Revenue

October 31, 2018

Recreation/Cultural Services	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	$ 24,000	$ 24,000	$ -	$ 30,000	$ 6,000
5034 FACILITY RENTALS	7,836	5,833	2,003	10,000	2,164
Total Revenue To Date	**$ 31,836**	**$ 29,833**	**$ 2,003**	**$ 40,000**	**$ 8,164**

Departmental

Finance

Cape Breton Regional Municipality Water Utility
Statement of Operations - period ending October 31,2018

	Actual October 31,2018	Budget October 31,2018	Variance October 31,2018	Total Annual Budget 2018-2019
Revenue				
Operating:				
Metered Sales	10,492,442	10,811,191	(318,749)	18,533,470
Public Fire Protection	4,159,762	4,159,763	(1)	7,131,023
Interest on Overdue Accounts	256,792	199,181	57,611	341,453
Other Operating Revenue	-	40,833	(40,833)	70,000
Total Operating Revenue	14,908,996	15,210,969	(301,972)	26,075,946
Expenditures				
Operating Expenses				
Souce of Supply	214,227	307,125	92,898	526,500
Power and Pumping	929,446	1,206,922	277,476	2,069,009
Water Treatment	2,136,052	2,140,681	4,629	3,669,738
Transmission & Distribution	2,542,505	2,717,054	174,549	4,657,806
Administration & General	1,464,448	1,745,834	281,386	2,992,859
Depreciation	2,339,330	2,339,330	-	4,010,280
Taxes	1,151,138	1,343,369	192,231	2,302,919
Total Operating Expenses	10,777,146	11,800,315	1,023,169	20,229,111
Operating Profit/(Loss)	**4,131,851**	**3,410,654**	**721,197**	**5,846,835**

Cape Breton Regional Municipality Water Utility
Statement of Operations - period ending October 31,2018

	Actual October 31,2018	Budget October 31,2018	Variance October 31,2018	Total Annual Budget 2018-2019
Non Operating Revenue				
Debt Charge Income	-	-	-	-
Interest Income	-	-	-	-
Amorization of Deferred Capital contribution	82,936	40,833	42,103	70,000
Total Non Operating Revenue	82,936	40,833	42,103	70,000
Non Operating Expenses				
Short term interest charges	79,964	79,971	7	137,094
Debt Charges				
Principal	2,091,024	2,079,292	(11,732)	3,564,500
Interest	967,519	865,224	(102,295)	1,483,241
Amortization of Debt Discount	18,669	18,667	(2)	32,000
Capital Expenditures out of operations	87,500	87,500	-	150,000
Total Non Operating Expenses	3,244,676	3,130,654	(114,022)	5,366,835
Non- Operating Profit/(Loss)	**(3,161,740)**	**(3,089,821)**	**(71,919)**	**(5,296,835)**
TOTAL UTILITY REVENUES (OPERATING & NON-OPERATING)	14,991,932	15,251,802	(259,869)	26,145,946
TOTAL UTILITY EXPENSES (OPERATING & NON-OPERATING)	14,021,821	14,930,969	909,147	25,595,946
CBRM WATER UTILITY PROFIT/(LOSS)	**970,111**	**320,833**	**649,278**	**550,000**

Prepared by ____________________

Review by ____________________

Date ____________________

Port of Sydney Development Corporation

Income Statement for 7 Month Period Ended October 31, 2018

	YTD Actual	YTD Budget	Variance to Budget	Annual Budget
Wharfage & Berthage	374,899.36	332,155.64	42,743.72	475,529.08
Event Revenue	37,188.71	39,000.00	(1,811.29)	57,450.00
Miscellaneous Revenue	17,878.95	4,250.00	13,628.95	5,500.00
Storage & Rental	239,944.58	220,466.80	19,477.78	258,817.72
Passenger tax	1,026,824.00	934,768.00	92,056.00	936,880.00
Security/Traffic Control	142,716.27	139,276.03	3,440.24	160,212.21
Transport Canada	0.00	35,000.00	(35,000.00)	35,000.00
Craft Market Revenue	80,821.76	83,030.00	(2,208.24)	83,780.00
	1,920,273.63	1,787,946.47	132,327.16	2,013,169.01
Wages & Salaries	422,983.67	521,591.97	(98,608.30)	846,816.13
Professional Fees	21,849.96	56,500.00	34,650.04	78,500.00
Advertising & Promotions	26,155.25	29,980.00	(3,824.75)	54,680.00
Cruise activities	49,247.17	35,810.00	13,437.17	54,105.00
Dues & Membership Fees	19,614.38	27,284.00	(7,669.62)	45,591.00
Event Expense	12,407.02	12,770.00	(362.98)	14,085.00
Insurance	51,595.40	34,811.00	16,784.40	67,311.00
Interest & Bank Charges	7,328.85	3,720.00	3,608.85	6,220.00
Office & Admin	18,711.60	47,855.00	(29,143.40)	72,165.00
Miscellaneous	2,563.57	5,000.00	(2,436.43)	7,500.00
Repairs & Maintenance	115,921.79	140,621.00	(24,699.21)	212,398.00
Capital Repairs	16,776.49	60,000.00	(43,223.51)	100,000.00
Travel	6,730.28	21,856.65	(15,126.37)	40,040.00
Utilities	95,618.17	103,509.00	(7,890.83)	200,464.00
Bad Debts	580.32	250.00	330.32	500.00
Security Expense	138,254.55	151,823.57	(13,569.02)	168,988.33
Bus Development Transport Can	14,917.89	0.00	14,917.89	0.00
Leasehold Improvements	629.00	10,000.00	(9,371.00)	10,000.00
	1,021,885.36	1,263,382.19	(241,496.83)	1,979,363.46
	898,388.27	524,564.28	373,823.99	33,805.55
ACOA Marina Proceeds	150,446.00	0.00	150,446.00	0.00
Less Amortization	(171,738.00)	(171,738.00)	0.00	(294,405.00)
Net Income (Loss)	877,096.27	352,826.28	524,269.99	(260,599.45)