

Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, FEBRUARY 27TH, 2018

6:00 P.M.

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

Cape Breton Regional Municipal Council

Tuesday, February 27th, 2018

6:00 p.m.

AGENDA ITEMS

➤ **ROLL CALL**

➤ ***O' Canada***

➤ **Moment of Silent Reflection**

1. PROCLAMATIONS & RESOLUTIONS:

1.1 Children's Wish Foundation:

Deputy Mayor Eldon MacDonald (See page 6)

1.2 100th Anniversary Celebration for CNIB:

Councillor Amanda McDougall (See page 7)

1.3 World Down Syndrome Day:

Councillor Kendra Coombes (See page 8)

**1.4 International Day for the Elimination of Racial Discrimination –
March 21, 2018:**

Councillor Kendra Coombes (See page 9)

**1.5 Request a Review on How the Provincial Budget for Homelessness is
Allocated Across Nova Scotian Communities:**

Councillor Kendra Coombes (See page 10)

1.6 Resolution in Support of Parental Accommodations:

Councillor Kendra Coombes (See page 11)

1.7 80th Anniversary – Epilepsy Association of Nova Scotia (EANS):

Councillor Darren Bruckschwaiger (See page 12)

Continued...

2. **PLANNING ISSUES:**

2.1 **FINAL APPROVAL:**

- a) **Zoning Amendment Application #1037: Chris Skidmore - East Bay Highway, Big Pond (PIDs 15327539, 15327547, 15327554, and 15327562):** Karen Neville, Planner

Note: Public Hearing for Case #1037 was held February 20, 2018.
Staff response to comments and submissions made at the February 20th Public Hearing will be provided in an Addendum.

2.2 **FINAL APPROVAL – PUBLIC HEARINGS:**

- a) **Zoning Amendment Application # 1039: Daniel Keough - 1086 Victoria Road, Whitney Pier (PID 15146699):** Karen Neville, Planner (See page 13)
- b) **Adjusting CBRM's Land Use Bylaws to Keep Relevant with the Continuing Care Industry – Case #1040:** Malcolm Gillis, Director of Planning and Development (See page 26)

- 2.3 **Appointing Planner Karen Neville as Development Officer:** Malcolm Gillis, Director of Planning and Development (See page 29)

3. **BY-LAWS & MOTIONS:**

3.1 **By-Laws:**

- a) **Second / Final Reading – Public Hearing:**
- i) **Proposed Amendments to the Solid Waste Resource Management By-Law No. S-300:** Francis Campbell, Manager Solid Waste (See page 30)
- b) **First Reading:** N/A

- 3.2 **Motions:** N/A

Continued...

4. **BUSINESS ARISING:**

4.1 **Council – February 6th, 2018:**

- a) **Charter Process – Direction Setting re: Working Committee:**
(See Page 58)
- b) **Set Meeting Date with Department of Municipal Affairs:**
Marie Walsh, Chief Administrative Officer (See page 59)

5. **CORPORATE SERVICES ISSUE:**

- 5.1 **Viability Study:** Marie Walsh, Chief Administrative Officer
(See page 61)

6. **FINANCIAL STATEMENTS:**

- 6.1 **CBRM to December 31, 2017:** Jennifer Campbell, Chief Financial Officer (See page 66) **For Information Only.**
- 6.2 **Port of Sydney Development Corporation to December 31, 2017:** (See page 92) **For Information Only.**

Adjournment

2018 PROCLAMATION

“Children’s Wish Foundation”

Whereas:

Children’s Wish Foundation of Canada is the largest and only all-Canadian wish granting charity and is dedicated to granting the single-most heartfelt wishes of Canadian children between the ages of 3 and 17 who are diagnosed with a life-threatening illness;

And Whereas:

Since 1984, the Children’s Wish Foundation has worked tirelessly to grant over 25,000 wishes, and to date, have never denied an eligible child their wish;

And Whereas:

Wishes work wonders and create priceless magical memories that live forever in the hearts of wish children and their families. Wish parents, along with medical referring partners, often share that wishes help with the healing process and provide a happy distraction from illness and treatment, bring families closer and inspire children in long-lasting ways;

And Whereas:

Children’s Wish Month will offer 31 days of awareness, fundraising and ways for the residents of CBRM to be a part of the magic of granting a wish and this proclamation would lend official recognition to their mission of providing children diagnosed with life-threatening illnesses the opportunity to realize their most heartfelt wish;

Be It Therefore Resolved:

That Mayor Cecil P. Clarke and CBRM Council members go on record in proclaiming the month of March 2018 as “Children’s Wish Month” and go on record in recognizing the dedication of the members of the Children’s Wish Foundation of Canada – Nova Scotia Chapter who are focused and dedicated to granting the single-most heartfelt wishes of Canadian children between the ages of 3 and 17 who have been diagnosed with a life-threatening illness.

Deputy Mayor Eldon MacDonald

Dated this 27th day of February, 2018

PROCLAMATION

“100th Anniversary Celebration for CNIB”

- Whereas:** CNIB was founded in 1918 by war blinded veterans from WWI and as a result of the Halifax explosion;
- And Whereas:** CNIB has provided vision loss rehabilitation therapy for people with sight loss for 100 years;
- And Whereas:** CNIB has provided programs and services to Canadians with sight loss so they could overcome barriers and join society as an equal;
- And Whereas:** CNIB has advocated for necessary changes in Canada so that people with sight loss can live better lives;
- And Whereas:** CNIB continues to change what it means to be blind today;
- Be It Therefore Resolved:** That Mayor Cecil P. Clarke and CBRM Council proclaim March 23rd, 2018 as CNIB's Centennial Birthday, a day to honour and celebrate those who have contributed to changing what it means to be blind today.

Councillor Amanda McDougall

District 8

February 27, 2018



PROCLAMATION

World Down Syndrome Day

- Whereas:** There are an estimated 6 million people with Down Syndrome, also known as Trisomy 21, in the world today. The date 3 – 21 is significant as it represents 3 copies of chromosome 21. World Down Syndrome Day is an opportunity to raise awareness and celebrate the many accomplishments, contributions and talents people with Down Syndrome bring to their communities.
- And Whereas:** Down Syndrome transcends borders, socioeconomics, colour, and ethnicity. Having an individual in your life with Down Syndrome enhances your life and instills greater compassion, patients, understanding and the importance of inclusiveness.
- And Whereas:** Individuals with Down Syndrome often face academic, economic, and social barriers because people often think individuals with Down Syndrome lack the intellectual capacity to further their academic career, maintain gainful employment, and participate in social activities. Due to these prejudices individuals with Down Syndrome and their families often feel removed from society. Over the past decades parents, activists and individuals with Down Syndrome are challenging the prejudices and demanding more inclusiveness and the resources needed in schools, the workforce, and in society.
- And Whereas:** The Cape Breton Down Syndrome Society is comprised of families and individuals who have come together to celebrate the lives of individuals with Down Syndrome, share information and resources, as well as advocate for those with special needs in our community.
- Be It Therefore** That the CBRM Mayor and Council proclaim March 21st, 2018 as World Down Syndrome Day in the Cape Breton Regional Municipality.

***Councillor
Kendra Coombes, District # 11
February 27, 2018***

Cape Breton Regional Municipality

Proclamation

International Day for the Elimination of Racial Discrimination

Whereas: In 1966, the United Nations declared March 21 as International Day for the Elimination of Racial Discrimination. Today, we commemorate the 69 anti-apartheid protestors killed and those wounded by police in Sharpeville, South Africa in 1960 during a peaceful protest against a system that segregated the black population;

And Whereas: Racism and discrimination continue to exist within our community and is a universal problem that divides communities, destroys lives and undermines the struggle for equity, equality, inclusiveness and social justice. Racial discrimination threatens human rights, equal access to jobs, healthcare, housing, education, and other essential and community services. Individual and institutionalized racism continues to oppress and exclude people while creating barriers to opportunities, equal participation, and democracy;

And Whereas: Today, we must renew our commitment to ending racial discrimination and acknowledge the struggles and challenges First Nation Peoples and racial minorities face due to racial discrimination and prejudice. To quote James Baldwin “Not everything that is faced can be changed, but nothing can be changed until it is faced.”

**Be It Therefore
Resolved:** That the CBRM Council proclaim Wednesday, March 21st, 2018 as “International Day for the Elimination of Racial Discrimination” in the Cape Breton Regional Municipality.

Councillor Kendra Coombes

District # 11 - CBRM

February 27, 2018

Cape Breton Regional Municipality

Resolution

Request a Review on How the Provincial Budget for Homelessness is Allocated Across Nova Scotian Communities

Whereas: We support the Affordable Housing and Homelessness Working Group's request for a review to be conducted on how the provincial budget for homelessness is allocated across Nova Scotian communities. Specifically, we are concerned about the small amount dedicated to address this problem in the Cape Breton Regional Municipality compared to the HRM. This is alarming, given the scale of the problem locally, as well as given the size of our municipality as the second-largest in Nova Scotia.

And Whereas: A period-prevalence count conducted in April of 2016 enumerated 304 individuals experiencing homelessness, including 93 people who were couch -surfing and 91 who used a shelter. Data on the socio-demographics of these individuals, matched with a large study on the rental housing stock in the CBRM, showed that people who are most in need in our communities (single, working age individuals) have the fewest options, including no access to rent supplements or public housing.

And Whereas: Data from Canada Mortgage and Housing Corporation also show that in the CBRM, 5580 individuals are in core housing need, which reflects 12% of the population of Nova Scotia citizens falling into this category (this is based on the 2011 National Household Survey, which is the most recent data available on core housing need). With the limited resources made available, however, local organizations are strained to offer services and, more importantly, to intervene in ways that prevent housing instability

And Whereas: The overall impact of housing on community health is clear, as is the cost effectiveness of helping people upstream. With sufficient and fair resources from the province, transparently allocated, we can plan and implement appropriate strategies targeted toward the most vulnerable in our region

Be It Therefore Resolved: Mayor Cecil P Clark and Council, on behalf of the Cape Breton Regional Municipality, support the Affordable Housing and Homelessness Working Group's request for a review to be conducted on how the provincial budget for homelessness is allocated across Nova Scotian communities and request a letter signifying our support be sent to the Honourable Kelly Regan, Minister of Community Services.

Councillor Kendra Coombes

District #11 – CBRM

February 27, 2018

Cape Breton Regional Municipality

Resolution

In Support of Parental Accommodations

Whereas: currently in Nova Scotia, elected officials are office-holders; therefore, they are not considered to be employees and do not qualify for the standard paternal accommodation available to all employees under the Provincial Labour Standards.

And Whereas: currently in Nova Scotia there is no specific legislation requiring municipalities to offer parental accommodation to elected officials, either paid or unpaid. However, there is also no legislation that prevents it either. Councils in Nova Scotia can currently grant leave, partial leave or some form of parental accommodation to elected officials via a motion of Council.

And Whereas: in accordance with existing legislation, a mayor or councillor who, without permission of council, is absent from three consecutive regular meetings of the council, ceases to be qualified to serve as mayor or as a councillor.

And Whereas: lack of guaranteed parental accommodation may discourage persons from pursuing elected office in Nova Scotia.

And Whereas: the Parental Accommodations Committee (PAC), consisting of representatives from the Union of Nova Scotia Municipalities (UNSM), Association of Nova Scotia Villages, Association of Municipal Administrators of Nova Scotia, the Nova Scotia Advisory Council on the Status of Women, and the Department of Municipal Affairs, was formed to research this issue, the focus of which was how councils can support new parents.

And Whereas: The PAC has now completed its research and their Final Report has been released, which includes the following recommendations:

- Amend legislation to allow exceptions for new parents and pregnant women to the "three meeting rules".
- Require municipalities and villages to adopt a parental accommodation policy, with regulated minimum content.
- Develop a model "Parental Accommodation Policy for Elected Officials".

And Whereas: The UNSM has forwarded the PAC's Final Report to the Minister of Municipal Affairs, noting that the UNSM Board supports the recommendations contained in the said Report.

Be It Therefore Resolved: that Mayor Cecil P. Clarke and Council direct staff to forward a letter to the Honourable Derek Mombourquette, Minister of Municipal Affairs, signifying Council's support for the recommendations contained in the Parental Accommodations Committee's Final Report.

Councillor Kendra Coombes
District #11

CBRM Resolution

80th Anniversary – Epilepsy Association of Nova Scotia (EANS)

- Whereas:** The Epilepsy Association of Nova Scotia (EANS) was created in 1980 and for 35 years has provided service and support as well as programming for all persons who live with epilepsy, their families and their communities in the Maritimes;
- And Whereas:** The Epilepsy Association of Nova Scotia has reached out to all Maritime Municipalities across the provinces to support Purple Day on March 26th celebrating the 10th Anniversary and encouraging all municipalities, towns and cities to participate;
- And Whereas:** Purple Day was founded by Cassidy Meagan, an 8 year old little girl who wanted one day every year where everyone would learn about epilepsy and support those that live with this neurological condition and on June 28th, 2012 the Government of Nova Scotia of Canada created the “*Purple Day Act*” which received royal assent;
- And Whereas:** March 26th is officially recognized as Purple Day in Canada and working with Cassidy Megan their organization approached the Anita Kaufman Foundation in the U.S. and together, Purple Day is now a global initiative and is recognized in over 70 countries and on every continent;
- And Whereas:** The Epilepsy Association of Nova Scotia is requesting that every municipality participate in the month of March and proclaim “Epilepsy Awareness Month” and show support for constituents who live with epilepsy;
- And Whereas:** This year is the 10th anniversary and the Epilepsy Association of Nova Scotia will hold their 1st Purple Day Ambassador Conference on June 9th, 2018;
- Be It Therefore Resolved:** That Mayor Cecil P. Clarke & Cape Breton Regional Council go on record in support of the efforts of the Epilepsy Association of Nova Scotia by wearing purple ribbons in support for all persons who live with epilepsy and forward a picture of Mayor and Council to their email address so they can upload to their Facebook and Website page to show support for all persons who live with epilepsy in the CBRM and know that we stand beside them to help increase awareness and promote inclusion.

Councillor Darren Bruckschwaiger – District #10 - CBRM

Dated this 27th day of February 2018

Zoning Amendment Application #1039: Daniel Keough – 1086 Victoria Road, Whitney Pier (PID 15146699)

Motion:

Moved by Councillor MacLeod, seconded by Councillor Coombes, approval to advertise notice of a Public Hearing to be held at the February 27, 2018 meeting of Council to consider the zoning amendment application to permit a limited range of sales and services uses on PID 15146699, located at 1086 Victoria Road, Whitney Pier.

Motion Carried.



TO: CBRM Council

FROM: Karen Neville

**SUBJECT: ZONING AMENDMENT APPLICATION – 1039
Daniel Keough
1086 Victoria Road, Whitney Pier
(PID 15146699)**

DATE: January 22nd, 2018

Introduction

The Planning and Development Department has received a zone amendment application from Daniel Keough for the former Whitney Pier Fire Station located at 1086 Victoria Road, Whitney Pier (PID 1S146699) [Attachment A]. At this time, Mr. Keough is using the building for personal storage, but would like the potential to establish a sales and service use at this location in the future.

Why a zoning amendment is necessary for this development?

When Mr. Keough purchased the property in question from the CBRM, he was instructed to contact the Planning and Development Department to ensure any proposed use of the building would comply with the Land Use By-law (LUB). Unfortunately, Mr. Keough did not contact the Planning and Development Department prior purchasing the property and utilizing the former fire station building for personal self-storage. Subsequently, Planning and Development Staff informed the applicant that a personal self-storage facility as main use was not a permitted use in the Residential Urban A (RUA) Zone (Attachment B).

In addition, while the Municipal Planning Strategy (MPS) and Land Use By-law (LUB) do provide provisions to allow for a range of optional uses to encourage the reuse of community service buildings, such as a fire station, current use of a personal self-storage facility and the range of uses proposed by the applicant exceeds those identified in the LUB (Attachment B). Given the fact proposed uses requested by Mr. Keough are not all permitted within the RUA Zone or Part 2 Section 6 (Conversion of former community, educational service, or municipal buildings) of the LUB, Mr. Keough is asking Council amend the zoning on PID 1S146699 to permit a personal self-storage facility along with a range of sales and service uses (Attachment C).

The Authority to consider this application

Part 2, Policy S.a. of the Municipal Planning Strategy (MPS) recognizes corridors where there is already a mix of land use types along a street (Attachment B). This policy permits existing sales and services

development and a variety of similar uses at site occupied by a sales and service developments. In addition, the policy states that Council may consider proposed sales and service developments elsewhere along a designated corridor by zone amendment. The property in question is located in the portion of Victoria Road recognized in Part 2 Policy S and is therefore eligible for a zone amendment.

Evaluation

The area surrounding the subject property is predominantly of low density residential with scattered higher density residential development and a range of sales and services uses. It should be noted that many of the uses proposed by the applicant are recognized as optional uses for site specific properties identified in designated corridor under Part 2 Policy S of the MPS.

The currently the building on the property is eligible to be converted to a range of sales and service uses under Section 6 of the General Provisions Section. If the applicant was undertaking any of these uses it would be permit subject to site plan approval. While some of the uses being proposed are listed under Section, not all of the uses proposed by the applicant are included in the range of optional uses.

The site specific zone that has been created for this proposal includes those permitted uses found in the RUA zone and the optional uses for the conversion of community service buildings (Part 2, Section 6 LUB). In addition, those uses requested by the applicant not included in the RUA Zone or Section 6 of the LUB are permitted in the site specific zone subject to development standards. The development standards provision are intended to protect adjacent residential properties.

Next Steps

If Council agrees to schedule a Public Hearing at their January meeting, the earliest date of the Public Hearing would be at their February Council Meeting. 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 15146699 encouraging them to contact the Planning and Development Department if they have any questions and of their opportunity to attend the Public Hearing.

Recommendation

Given the content of Part 2, Policy 5.a. of the MPS it is reasonable for Council to at least consider the request to amend the zoning to permitted a limited range of sales and service uses on PID 15146699 I recommend that Council schedule a Public Hearing to consider this amendment at the February Council Meeting.

The Draft Amending By-law can be found in Attachment D.

Submitted by:

Originally Signed by

Karen Neville
Planning and Development Department



Municipal Planning Strategy Policies

Part 2, Policy 5.a

Along urban and rural Level 1 and Level 2 public streets/roads, or the central business districts of small urban communities, where there already is a mix of land use types along the streetscape, it shall be a policy of Council to:

- permit the existing sales/service developments and a variety of similar uses, or uses more compatible with the surrounding land uses, at the site presently occupied by these developments and at the scale existing at the time this Municipal Planning Strategy comes into effect; and to
- permit expansion by site plan approval, including expansion onto adjacent lots to be consolidated into the larger site.

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.

This policy directive is implemented in Part 51 of the Land Use By-law.

Any sales/service development not identified in the list of similar or more compatible uses, or any sales/service development proposed to be located elsewhere along these designated corridors shall be by zoning amendment.

The purpose of the zoning amendment shall be to ensure:

- the site itself;
- the site plan; and
- management of the facility

mitigate any adverse affects the development will have on low density residential development in proximity.

Council shall use the following criteria to evaluate such zoning amendment proposals:

- 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.*)
- The development proposal must include a traffic plan (*both on-site and along the public street/road accessing it*) implementing improvements that
- compensate for the increase in traffic expected. A traffic impact analysis report financed by the developer may be requested by Council, or the planner responsible for reporting to Council in consultation with the Traffic Authority, to support the development proposal and to ensure this criteria is adhered.

- The development proposal must respect the potential adverse affects any significant buildings will have on much smaller scale low density residential buildings.

Part 2, Policy 5.b.5

The following corridors shall be designated as subject to this policy statement. Their extent is illustrated on the Municipal Planning Strategy Map. The sector of Victoria Road in Whitney Pier from the central business district designation to the Sydney community boundary.

Part 2, Policy 9.d

It shall be a policy of Council to facilitate the re-use of abandoned community, educational, or municipal service buildings located in urban/suburban neighbourhoods outside business districts/corridors. The building and site of these former facilities may be converted, by site plan approval, into one or more of the following service businesses:

- studios of artists or artisans;
- business offices; and
- personal care and service businesses.

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.

Land Use By-law Provisions

Section 6 Conversion of former community, educational service, or municipal buildings

- a. The conversion of a former community, educational service or municipal building into any combination of the uses listed below by site plan approval (pursuant to Sections 231 and 232 of the *Municipal Government Act*) shall be permitted in any zone where the uses themselves are not included in the list of uses permitted.
 - apartment buildings
 - artist/artisan establishment
 - arts/entertainment studio
 - business hall
 - business office
 - clothes cleaning business
 - day care facility
 - dwelling units within a mixed use building
 - funeral home
 - hotel
 - indoor recreational business establishment
 - medical clinic
 - personal service business
 - repair service
 - scientific establishment
 - townhouse

- tourist information center
- b. The Development Officer shall approve a site plan where the following matters have been addressed. The Development Officer shall measure the degree of stringency in interpreting the criteria so that it correlates with the scale of the development and each and every feature of the development (e.g. buildings, parking area etc.), and the proximity of the development, or any specific feature of it, to any other development or streetscape intended to be protected by the criteria.
- Utility structures and the parking spaces of a new parking area to be constructed shall be screened from a public street/road and any single detached dwellings to soften their starkness by a combination of vegetation and fencing. Where there is land available, landscaping that meets the definition of landscaped open space in this Bylaw, or fencing improvements, shall be introduced between existing parking spaces and any abutting yard on an adjacent property occupied by a residential use to soften the starkness of the parking spaces from that yard.
 - All existing significant vegetation shall be retained except where its removal is necessary for the construction of the development.
 - Signs advertising the business shall be of a scale and style and so located that they will not conflict with the streetscape.
- c. To facilitate the inclusion of additions demanded by other regulations or by-laws, and/or design improvements volunteered by the conversion proponent, for purposes of interpreting this Section, the construction work involved in the conversion may include an addition no greater than 5% of the floor area of the building.
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Part 16 Residential Urban A (RUA) Zone

Section 1 RUA Uses Permitted

Development Permits shall only be issued in the RUA Zone for one or more of the following uses in compliance with any relevant section of the General Provisions Part, and any specific section of this Part devoted to the use.

- **recreational - only the following**
 - public indoor and outdoor
- **residential - only the following**
 - apartment buildings at a density of 1 dwelling unit per 1,500 sq. ft. of land on the lot parcel *in compliance with the site plan approval provisions of Section 2*
 - single detached dwellings *that do not have the dimensions of a mobile home as defined by this By-law*
 - townhouses at a density of 1 dwelling unit per 1,500 sq. ft. of land on the lot parcel *in compliance with Section 2*
 - two unit dwellings
- **service - only the following**
 - community service *in compliance with the site plan approval provisions of Section 3 (except day care facilities and community service residences which are listed below as not subject to the referenced Site Plan Approval provisions).*
 - community service residences
 - cultural service

- day care
- educational *in compliance with the provisions of Section 4*
- inns *in compliance with the site plan approval provisions of Section 3*
- protective *only the following*
 - coast guard stations
 - fire
 - judicial
 - police
- residential care dwelling

Section 2 Apartments and Townhouses - site plan approval

All apartment buildings and townhouses are subject to approval of a site plan (pursuant to Sections 231 and 232 of the Municipal Government Act). The Development Officer shall approve a site plan where the following matters have been addressed. The Development Officer shall measure the degree of stringency in interpreting the criteria so that it correlates with the scale of the development and each and every feature of the development (e.g. buildings, parking area etc.), and the proximity of the development, or any specific feature of it, to any other development or streetscape intended to be protected by the criteria.

- a. Utility structures and the parking spaces of a new parking area to be constructed shall be screened from a public street/road and any single detached dwellings to soften their starkness by a combination of vegetation and fencing. Where there is land available, landscaping that meets the definition of landscaped open space in this Bylaw, or fencing improvements, shall be introduced between existing parking spaces and any abutting yard on an adjacent property occupied by a residential use to soften the starkness of the parking spaces from that yard.
- b. All existing significant vegetation shall be retained except where its removal is necessary for the construction of the development.
- c. Measures, including lot parcel grading, shall be required to adequately dispose of storm and surface water.
- d. A minimum equivalent to 1/3rd of the floor area of the building shall be in compliance with the definition for landscaped open area. That percentage may be reduced to as low as 1/10th where the Development Officer is satisfied with the design of a Certified Horticultural Technician or Architect.
- e. For new construction and additions, the setbacks shall either meet the setback requirement of 20 ft. or be screened (as defined in this Bylaw) from adjacent lot parcel boundaries to soften the starkness of the building where the development on the adjacent lot parcel warrants protection e.g. residential development with an attractive façade, or a managed landscaped yard, or a business development that uses either an attractive façade e.g. professional office or a managed landscaped yard to promote their establishment e.g. bed and breakfast establishment. For existing buildings proposed to be converted because of a change in use and development on the adjacent lot parcel warrants protection for the reasons given above, only the setback is waived.
- f. Any new buildings of a significantly larger scale (i.e. either higher or greater floor area) than dwellings on an adjacent lot parcel shall be so located on the lot parcel to lessen the impact on dwellings on an adjacent lot parcel.
- g. Ingress and egress points where the parking area is to be accessed from any public/street/road shall be designed to ensure that any known significant traffic problem identified by the Traffic Authority is not further exacerbated.

Section 3 Inns and Community Services— site plan approval

- a. All new inns and community service uses that reference this Section and expansions of existing inns and community service uses that increase the floor area by more than 10%, are subject to approval of a site plan. The Development Officer shall measure the degree of stringency in interpreting the criteria so that it correlates with the scale of the development and each and every e.g. bed and breakfast establishment. For existing buildings proposed to be converted because of a change in use and development on the adjacent lot parcel warrants protection for the reasons given above, only the setback is waived.
 - b. Signs advertising the business shall be of a scale and style and so located that they will not conflict with the streetscape.
 - c. Ingress and egress points where the parking area is to be accessed from any public/street/road shall be designed to ensure that any known significant traffic problem identified by the Traffic Authority is not further exacerbated.
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Section 4 Storage and Use of Equipment Outdoors

Storage and use of equipment and machinery outdoors which is associated with the educational instruction other than playground equipment shall not be permitted within 200 ft. of a dwelling.

Section 5 Landscaping Provisions

There is no requirement to provide a minimum landscaped open area. However, all exposed ground shall comply with the definition of this By-law for landscaped open area.

List of proposed uses for 1086 Victoria Road, Whitney Pier (PID 15146699)

- apartment building
- bakery sales
- convenience stores
- pharmacy and convenience sales
- retail
- contractor specialized trades
- fitness center
- indoor recreational business establishment
- machine shop
- medical clinic
- micro brewery, distillery or winery
- motor vehicle and related
- nursing home
- personal service business
- repair service
- restaurant
- personal self-storage facility

By-law
of the Cape Breton Regional Municipality
amending the
Cape Breton Regional Municipality's
Land Use Bylaw

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

THAT: Council Renumbers Part 97 Definitions to Part 98

THAT: Council amends the text of the Land Use By-law by creating the following Zone.

PART 97 VICTORIA ROAD BUSINESS (VRB) ZONE

Section 1 VRB Uses Permitted

Development Permits shall only be issued in the VRB Zone for one or more of the following uses in compliance with any relevant section of the General Provisions Part, and any specific section of this Part devoted to the use.

- **manufacturing – only the following**
 - metal wares small manufacturing
- **sales – only the following**
 - alcohol beverage sales
 - bakery sales
 - boutiques
 - convenience stores
 - pharmacy and convenience sales
 - recreational vehicle sales
 - retail sales of furniture and appliances
- **service – only the following**
 - artist/artisan establishment
 - arts/entertainment studio
 - business hall
 - business office
 - contractor specialized trades
 - fitness center
 - indoor recreational business establishment
 - medical clinic
 - micro brewery, distillery or winery
 - motor vehicle and related
 - personal service business
 - repair service
 - restaurants
 - personal self-storage facility

- all uses permitted in the RUA Zone subject to the RUA Zone
-

Section 2 Outdoor Display and Storage

- a. Outdoor display is permitted.
 - b. Outdoor storage shall be permitted in all yards except between the public street/road and the nearest main building.
 - c. Outdoor storage of derelict motor vehicles not displaying a valid Province of Nova Scotia Vehicle Permit or displaying a valid safety inspection sticker, used bodies or parts of motor vehicles, or used bodies or parts of other vehicles, machinery or equipment, shall not be permitted.
 - d. Outdoor storage shall be screened (as defined in this By-law) from residential uses within 30m (99ft) and the sector of any public street/road abutting the lot parcel where the outdoor storage is taking place.
 - e. The material associated with the outdoor storage shall not exceed the height of the above referenced screening.
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Section 3 Parking Area Provisions for a Change in Use

- a. Where any sales or service use is established in the existing building that generates customer traffic (i.e. excluding 'personal self-storage facility'), the entrance to the existing parking area shall be redesigned in order to comply with the following parking area standards:
 - i. entrance and exit ramps shall not exceed two in total and each such ramp shall be a maximum width of 26 ft. at the public street/road boundary for one way traffic or 36 ft. for two way traffic
 - ii. no ramp shall be closer than 30 ft. to another ramp serving the same lot parcel
 - iii. the parking area shall be separated from the public street/road boundary by a distance of at least 3 ft. measured from the public street/road boundary and this area shall be raised or separated by curbs or otherwise made inaccessible to motor vehicles and comply with this By-law's definition for landscaped open area.
 - iv. the applicant shall extend the sidewalk between the lot and Victoria Road to the specifications of CBRM's Engineering and Public Works Department
 - b. Where a new main building is constructed, or the existing main building is reconstructed, the development shall be in compliance with the entire General Provision section of this Bylaw titled "Parking Area Standards" in addition to sub-section iv. above.
-

Section 4 Screening Provision adjacent Residential Zones

Any new construction of a sales or service development, and/or the establishment of any outdoor activity associated with a sales or service use, shall be screened (as defined in this Bylaw) from residential uses within 30m (99ft).

Section 5 Landscaping Provisions

There is no requirement to provide a minimum landscaped open area. However,

- a. all existing significant vegetation shall be retained except where its removal is necessary for the construction of the development, and
- b. all exposed ground shall comply with the definition of this By-law for landscaped open area.

THAT: Council amends the Land Use Bylaw map by deleting the Residential Urban A (RUA) Zone in effect for PID 15146699 and replacing it with the Victoria Road Business (VRB) Zone.

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

MAYOR

CLERK

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

Deborah Campbell Ryan, CLERK

**Adjusting CBRM's Land Use Bylaws to Keep Relevant with the Continuing Care Industry
– Case #1040**

Motion:

Moved by Councillor George MacDonald, seconded by Councillor McDougall, approval to advertise notice of a Public Hearing to be held at the February 27, 2018 meeting of Council to consider adopting amendments to both land use bylaws to keep relevant with the continuing care industry, as outlined in the staff report dated January 12, 2018.

Motion Carried.



ISSUE PAPER

TO: Council

From: Malcolm Gillis

**RE: ADJUSTING CBRM'S LAND USE BYLAWS TO KEEP
RELEVANT WITH THE CONTINUING CARE
INDUSTRY – case 1040**

Date: December 29th, 2017

CBRM Planning Strategy policy states that establishments providing nursing or personal care services to the older population, infirm, or chronically ill are an essential health service, whether or not they are provided privately or as a not-for-profit agency (Part 2, Policy 22). That Policy goes on to declare such facilities are therefore to be permitted in all zones, including residential, with the scale of the facility regulated to correlate the importance of the street accessing it in the CBRM public street/road network hierarchy and the size of the lot parcel to be developed (e.g. much larger scale nursing homes are permitted on Kings Road in Sydney than on a small building lot on a minor residential street).

The purpose of this issue paper is not to advocate changing that broadminded policy. The purpose of this issue paper is to advocate for amendments to the Land Use Bylaws to ensure that policy is implemented correctly in the regulatory documents that must be adhered when applications for Development Permits are submitted in the face of evolving Provincial definitions and service standards.

The Province currently licences and regulates the continuing care/long term care industry by dividing it into two defined categories; i.e. nursing homes and residential care facilities. But the Province respects the land use bylaw provisions of the municipality having jurisdiction. It is clear that the above referenced Planning Strategy policy intended to regulate both categories the same. Because of evolving Provincial categories and how they are defined and previous amendments to the CBRM land use bylaws that separated nursing homes and residential care

facilities by parking standards, the current land use bylaws no longer correctly implement Planning Strategy policy. That needs to be rectified.

Recommendation:

Planning and Development Department staff is therefore recommending that schedule a Public Hearing to consider adopting amendments to both land use bylaws to be as follows:

- replacing the words “nursing homes” with the words “long term care facilities”;
- and by replacing the definition for “nursing home” to read “long term care facilities means any nursing home or residential care facility licenced by the Province as a long term care facility”; by
- revising the Parking Requirements table from the way it currently reads i.e. ...

nursing homes dormitory style floor plan	1 per 4 beds
Nursing homes apartment style floor plan	Same as apartment buildings

to read as follows:

nursing homes/residential care facility dormitory style floor plan	1 per 4 beds
Nursing homes/residential care facility apartment style floor plan	Same as apartment buildings

- and by amending the definition of residential care dwelling that currently reads as follows ...

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

with the following version ...

Residential care dwelling means a building that complies with the definition of a single detached dwelling with a maximum floor area of 3,000 sq. ft. where long term care as defined by the Province is provided to individuals.

Respectfully submitted by:

Malcolm Gillis
Director of Planning and Development



TO: CBRM COUNCIL

FROM: Malcolm Gillis

SUBJECT: APPOINTING PLANNER KAREN NEVILLE AS DEVELOPMENT OFFICER

DATE: February 15th, 2018

Introduction

The position of development officer is responsible for the administration of CBRM's Land Use Bylaws and Subdivision Bylaw and processing all applications for Development Permits and subdivision approval in compliance with those Bylaws. CBRM has one development officer and one assistant development officer. Assistant Development Officer Sandra Bobyk is temporarily on sick leave for several weeks after medical surgery. As we approach the beginning of this year's building season it may be too much to ask of our one development officer to perform the functions of two positions.

The position of development officer is an appointment made by Motion of Council. The education and experience it takes to be a planner are excellent credentials to be a development officer.

Recommendation

I'm asking that Council pass a Motion appointing Planner Karen Neville to act as development officer when either of the two individuals currently in these positions are away from the civic centre.

Submitted by:

Original Signed By

Malcolm Gillis
Director of the Planning and Development Department



CAPE BRETON REGIONAL MUNICIPALITY

NOTICE

By-Law for Second (Final) Reading by Council

TAKE NOTICE that the following By-Law will be brought to Council for second (final) reading on Tuesday, February 27, 2018 at 6:00 p.m., Council Chambers, 2nd Floor, City Hall, 320 Esplanade, Sydney, NS:

By-law	Intent
Amendments to the Solid Waste Resource Management By-law	• Update by-law to include current collection practices. • Update, revise and expand the section on Illegal Dumping and Littering. • Include the requirement for the Industrial, Commercial, and Institutional (ICI) Sector to maintain a Waste Management Plan. • Requirement for Waste Containers in Drive-Thru establishments. • Revise/update the section on Vehicle Registration. • Revise/add definitions. • Update penalties from \$150.00 to \$650.00 a day.

The above By-law amendments may be inspected at the Clerk's Office, 4th Floor, Room 405, City Hall, 320 Esplanade, Sydney, N.S.

Signed: Deborah Campbell Ryan
Municipal Clerk
February 12, 2018

7606451

Proposed Amendments to the Solid Waste Resource Management By-Law No. S-300:

Motion:

Moved by Councillor MacLeod, seconded by Councillor Coombes, to approve for first reading the proposed amendments to the Solid Waste Resource Management By-Law as outlined in the staff Issue Paper dated November, 2017.

Motion Carried.



A Community of Communities

Issue Paper

TO: GENERAL COMMITTEE

November 2017

RE: Solid Waste Resource Management By-Law No. S-300

BACKGROUND

The current Solid Waste By-Law was last amended June 2006. Many changes have occurred in the department since and need to be reflected in the by-law.

PURPOSE

The updating of the by-law will more accurately reflect the current operations of the solid waste department. As well litter and illegal dumping definitions and infractions have been more clearly identified.

The by-law will be registered under the provincial summary offence regulations which will streamline the ability to enforce the penalty section of the updated by-law.

LEGISLATIVE AUTHORITY

Pursuant to part XIII of the municipal Government Act of Nova Scotia the council of Cape Breton Regional Municipality has the authority to make by-laws respecting solid waste as follows:

(Excerpt from MGA)

PART XIII

SOLID-WASTE RESOURCE MANAGEMENT

By-law regarding solid waste

325 The council may make by-laws respecting solid waste, including, but not limited to,

- (a) prohibiting persons from depositing any solid waste except at a solid-waste management facility;
- (b) regulating the disposal, collection and removal of solid waste;
- (c) regulating the use of containers for solid waste;

- (d) licensing persons engaged in the business of removing or collecting solid waste, regulating the operation of the business and prohibiting, in whole or in part, the operation of such a business by a person not holding a licence;
- (e) prescribing the materials that may or may not be deposited at a solid-waste management facility of the municipality or in which the municipality participates;
- (f) prescribing the terms and conditions under which a deposit may be made at a solid-waste management facility of the municipality or in which the municipality participates, including the amount and manner of payment of any fees and charges to be paid for the deposit;
- (g) requiring the separation of solid waste prior to collection;
- (h) setting fees or charges for removal of solid waste;
- (i) requiring compliance with a waste resource diversion strategy;
- (j) respecting anything required to implement the integrated solid-waste resource management strategy of the municipality.

1998, c. 18, s. 325.

Solid-waste management

326 (1) A municipality may provide compensation to an area, to the property owners in an area or to the residents of an area in which a solid-waste management facility is located in amounts, and under the conditions, determined by the council.

(2) A municipality may contract with other municipalities or persons for the

DISCUSSION

The changes being proposed to the by-law are not associated nor do they overlap with any other bylaws. There are references in the solid waste by-law to provincial legislation (Solid Waste-Resource Management Regulations) as well as the CBRM Subdivision By-Law.

PROS/CONS

Pros:

- Clearly reflects current curbside collection requirements
- Eligible premises updated (i.e. condominiums)
- Bluebag storage containers requirements added
- Illegal dumping identified
- Litter plans now required by IC&I sector
- Drive thru waste containers now required
- Clearer requirements for vehicle registration at waste management facility
- Tipping fee schedule can now be updated as an attachment to the bylaw

FINANCIAL IMPLICATIONS

The proposed amendments will not require a change to the current operating budget of the solid waste department.

IMPLEMENTATION CONTROL

The Solid Waste Department will oversee the changes required. Once amendments are approved we will need to work with the legal department to implement the registration of the by-law under the summary offence regulations.

ENFORCEMENT

Enforcement of the by-law will be the responsibility of the solid waste department. Enforcement will be done by CBRPS officer assigned to the solid waste department. This position is currently partially funded through a program administered by Divert NS.

TIMELINE

When amends are presented to council and approved this will constitute 1st reading. 2nd reading can proceed 14 days after the 1st reading.

RECOMMENDATIONS

1. Council approve proposed amendments.

Francis Campbell
Manager Solid Waste

**CAPE BRETON REGIONAL MUNICIPALITY
“SOLID WASTE RESOURCE MANAGEMENT
BY-LAW”**

1. TITLE

- 1.1 This By-Law shall be known and may be cited as the “Solid Waste Resource Management By-Law”.

2. DEFINITIONS

- 2.1 In this By-law the following words and phrases shall have the following meanings:

Items appearing in red are changes from previous version of bylaw

- a. “containers recyclables” means glass bottles and jars; aluminum, steel and tin cans; high density polyethylene, low density polyethylene, and polyethylene terephthalate plastic bottles, containers and bags; milk and juice cartons; beer and liquor containers; tetra packs and mini-sip containers; or other items as designated from time to time.
- b. “box board” means cereal, shoe, tissue, detergent, cracker, cookie, baking product and frozen food boxes, toilet paper rolls and paper towel rolls or other similar items.
- c. “collectible waste” means material originating from eligible premises and placed curbside by the owner or occupant for collection by a collection contractor or **by** an agent of the Municipality. These materials include mixed waste, recyclable materials **and organic materials**.
- d. “collection contractor” means any company, person or persons **and** the agents of such persons under contract with the Municipality to collect collectible waste from eligible premises.
- e. “collection day” means any day which is scheduled by the Municipality for municipal collection of collectible waste.
- f. “commercial container” means any container used for the storage of **ICI** waste materials **or any container used for the storage of organic materials or recyclable materials originating from industrial, commercial or institutional premises on** properties located in the Municipality for collection **by a hauler**.
- g. “commercial enterprise” means an enterprise which is assessed a business occupancy tax by the Municipality.
- h. “commercial premises” means any lot of land which contains one or more commercial enterprises.

- i. “condominium” means the division of land and buildings intended to be used as condominiums in Nova Scotia and is registered under the Condominium Act, revised statutes of Nova Scotia, 1989. Chapter 85.
- j. “construction and demolition waste” means material generated as a result of construction, demolition, or renovation activities. This includes materials normally used in the construction of buildings, structures, roadways, walls and other landscaping material such as asphalt, brick, mortar, concrete, drywall, plaster, cellulose, fiberglass fibers, lumber, wood, asphalt shingles and metals.
- k. “Container recyclables” means
- l. “Council” or “council” means the Council of the Cape Breton Regional Municipality.
- m. “dwelling” means a building, or a unit in a building, occupied or intended to be occupied as a home, residence or sleeping place by one or more persons but does not include a hotel, motel, guesthouse or inn.
- n. “eligible premises” means those properties within the Municipality which are eligible for municipal curbside collection as defined in Section 6 of this By-law.
- o. “Fiber recyclables” means mixed paper, corrugated cardboard, box board, newsprint, magazines, catalogues, flyers, telephone and other soft cover books and paper egg cartons or other similar items designated by Council from time to time.
- p. Green cart means an aerated cart supplied to eligible premises by the Municipality for the collection of organic materials.
- q. “hauler” means any company, person or persons who transports waste materials including, without limitation, ICI waste, mixed waste, recyclable materials, or organic materials to waste management facilities approved for operation with the CBRM. This does not include infrequent users of these facilities such as residents of eligible premises hauling materials in an unregistered vehicle from their premises.
- r. “household special waste” or “HSW” means waste-resource materials of a potentially hazardous nature generated in households including, but not restricted to solvents, glues, cleaners, paints and finishes, asphalt sealers, kerosene, pesticides, lawn and garden chemicals, poisons, propane tanks, roofing tar, pool chemicals, batteries, etc. For the purposes of this bylaw, household special waste does not include PCB’s, radioactive materials,

- explosives, fireworks, pathological wastes, ammunition, oil, gas, oil gas mixes, etc.
- s. “industrial, commercial, institutional waste” or “ICI” waste” means material of similar composition as mixed waste collected within the Municipality other than waste generated in an eligible premise.
- t. “international waste” means waste imported into Canada from any country other than the United States which contains or is suspected of containing an animal product or animal by-product and which was intended to be served or was served for consumption by the passengers or crew of an aircraft or ship.
- u. “leaf and yard waste” means sods, grass clippings, leaves, branches, brush, bushes, twigs less than 1 inch in diameter, house and garden plants, sawdust and wood shavings or other similar items and natural Christmas trees (without decorations and tree stands).
- v. “litter” means any intentionally or accidentally discarded waste not placed in a proper receptacle, or container for recycling, organics, collection or for disposal.
- w. “manager” or Manager” means the Manager of Solid Waste for the Cape Breton Regional Municipality, the successor to such position, or a person designated by the Manager to act in place of the Manager.
- x. “materials recovery facility” means a facility designed to receive, sort, process, store and ship to market recyclable materials.
- y. “mini bins” means a small container supplied to eligible premises by the Municipality for the collection of organic materials. The mini bin is intended for household use only, not curbside use.
- z. “mixed waste” means and includes all collectible waste other than that which is collected as recyclable materials or organic materials including:
- i. broken bottles, crockery, glassware, floor sweepings, discarded clothing, cloth, leather, jute, non-recyclable plastic and metal, non-recyclable packaging, non-repairable household goods and other household waste.
 - ii. glass that is tightly wrapped in cardboard or other suitable material and clearly marked to prevent injury to collection personnel.

- iii. ashes and soot that is completely cold placed in **clear** plastic disposable watertight bags securely tied and marked "ashes" or "soot".
 - iv. manure, excretes or litter from companion pets residing in an eligible premise where the material is double bagged and securely tied in **clear** watertight bags and then placed in an eligible container.
 - v. other items not specifically designated as mixed waste except as excluded by this by-law.
- aa. **"mixed waste regulation container" means a container as specified in Section 8 for the collection of mixed waste.**
- bb. "municipal collection" means the scheduled **curbside** collection of collectible waste from eligible premises made by or on behalf of the Municipality, at the expense of the Municipality.
- cc. "Municipality" or "municipality" means the Cape Breton Regional Municipality.
- bb. "non-collectible waste" means all material not eligible for curbside collection and without limitation includes:
- i. residential bulk waste
 - ii. white goods
 - iii. oil tanks
 - iv. liquid waste or material that has attained a fluid consistency and has not been drained.
 - v. highly combustible or explosive materials, including without limitation, celluloid cuttings, motion picture film, oil or gasoline soaked rags, gas containers, chemicals, acids or other combustible residues, fine dry dust, ammunition, dynamite, or other similar material.
 - vi. material that is considered pathogenic or biomedical including, without limitation, dressings, bandages or other potentially infected material or hypodermic needles discarded in the course of the practice of physicians, surgeons, dentists or veterinarians.
 - vii. carcasses or parts of any animal except food waste.

- viii. waste listed or characterized as hazardous by any federal or provincial law.
 - ix. sheet iron, large pieces of scrap metal or machine parts, automobile parts, fuel tanks and bodies.
 - x. septic tank pumping, raw sewage or industrial sludge;
 - xi. radioactive materials.
 - xii. soil, rock, stumps, and trees greater than 1 inch in diameter.
 - xiii. waste materials resulting from construction, demolition or renovation activities.
 - xiv. industrial waste material from factories or other manufacturing processes.
 - xv. manure, kennel waste, excreta, fish processing waste.
 - xvi. lead-acid automotive batteries and propane tanks/cylinders.
 - xvii. waste material from commercial containers.
 - xviii. waste material which has not been placed for collection in accordance with the provisions of this by-law.
 - xix. materials banned from landfill disposal by the Nova Scotia Department of the Environment unless such materials are recyclable materials or organic materials from eligible premises.
- cc. "oil tanks" means residential oil tanks to a maximum size of 200 gallons.
- dd. "organic materials" means food waste, boxboard, soiled and non-recyclable paper, and other material of plant or animal origin as designated by Council from time to time.
- ee. "organic materials regulation container" means a cart or other container as specified in Section 8 for the collection of organic materials.
- ff. "provincial disposal bans" means materials banned from disposal in landfills and incinerators under the Solid Waste – Resource Management Regulations of the Environment Act of the Province of Nova Scotia as updated and amended from time to time.

- gg. “private road” is a road as defined by the **Subdivision By-law of CBRM.**
- hh. “recyclable materials” means fiber recyclables, **containers** recyclables and other materials of a recyclable nature.
- ii. “residential bulk items” means large items of a household nature including but not limited to furniture, stoves, mattresses, bed springs, barrels, water tanks, and dishwashers.
- jj. “residential food waste” means fruit and vegetable peelings, table scraps, bread, grain, rice and pasta, egg shells, coffee grounds and filters, tea leaves and tea bags or other similar items suitable **for disposal in a green cart.**
- kk. “soiled and non-recyclable paper” means napkins, paper towel & fast food wrappers, wax paper, wrapping paper, paper plates and cups, soiled newspaper and flyers, sugar, flour & potato paper bags or other similar items.
- ll. “source separated composting facility” means a facility designed to receive, process and compost organic materials.
- mm. “transfer station” means a facility operated by or on behalf of the Municipality for unloading and consolidating waste, recyclables or **organics** from vehicles for transport to another waste management facility in larger loads.
- nn. “treasurer” means the Director of Finance for the Municipality, the successor to this position or a person designated by the Director to act in his/her place.
- oo. “unlisted bungalow road” is an unlisted bungalow road as defined by the **Subdivision By-law of CBRM.**
- pp. “unlisted road” is an unlisted road as defined by the CBRM **Subdivision By-law of CBRM.**
- qq. “unit” means a self-contained portion of a building occupied as a separate residence.
- rr. “waste disposal fees” means per tonne fees, or per load fees, charged by the Municipality for the acceptance of waste, mixed waste, recyclable materials, and organic materials within the municipal waste disposal system.
- ss. “waste management facilities” means facilities for the management of mixed waste, recyclable materials, and organic materials operated within

the Municipality, its contractors or its agents and includes, without limitation, the landfill, materials recovery facility(s), source-separated composting facility(s), transfer stations(s) and construction and demolition recycling disposal facilities.

- ii. “white goods” means any large household appliance including but not limited to refrigerators, freezers, air conditioners, stoves, washers, and dryers.

3. THE COUNCIL

3.1. The council may by policy:

- a. designate the hours of operation for waste management facilities owned and operated by the CBRM.
- b. set rules for placement of mixed waste and of recyclable waste for municipal collection.
- c. set collection frequency and times for municipal collection of mixed waste and of recyclable waste.
- d. set fees and charges for the depositing of materials by haulers and persons who transport waste materials for disposal at any waste management facility operated by the Municipality, its contractors or its agents.

4. THE MANAGER

4.1. The manager or his designate shall administer the provisions of this By-Law and, for this purpose, may:

- a. divide the Municipality into areas for the purposes of curbside collection of collectible waste from eligible premises on various days of the week.
- b. designate a particular day of the week for curbside collection of collectible waste in each designated collection area.
- c. alter the boundaries of curbside collection areas as deemed necessary on reasonable notice to the public.
- d. administer and liaise with any collection contractor who may be hired by the Municipality to carry out curbside collection of collectible waste within the Municipality.
- e. designate the conditions and guidelines relating to the acceptance of curbside waste materials at waste management facilities owned and

operated by the CBRM in compliance with applicable provincial regulations and this by-law.

- f. administer a system for collection of “ bulk waste” and “ white goods”, from eligible premises.
- g. administer the **residential** household special waste system.

5. THE PUBLIC

5.1 The owner or occupier of an eligible premises shall:

- a. provides sufficient and adequate containers to contain waste generated at the eligible premises.
- b. provide separate containers for mixed waste, **organic waste** and for recyclable waste.
- c. ensure that each container is covered and secured at all times except when being emptied or filled.
- d. store collectible waste outside the main building on the eligible premises only in secured regulation containers made inaccessible to pests or animals.
- e. ensure the proper preparation of all collectible waste in accordance with this by-law.
- f. ensure that collectible waste is placed for collection in accordance with this by-law.
- g. ensure that collectible waste remains within adequate containers.

5.2 No owner or occupier of any eligible premises shall permit any waste to accumulate upon any premises so owned or occupied, and shall provide for the removal of all waste from the premises at times designated by Municipality.

6. ELIGIBLE PREMISES

6.1 Eligible premises include the following:

- a. single family dwellings including mobile homes.
- b. multi-unit residential dwellings that constitute a unit in a duplex, row house or townhouse where every unit has street or road frontage.

- c. multi-unit apartment **buildings to a maximum of six (6) units.** (limited to 5 bags per unit to a total 30 bags)
- d. fire halls
- e. **condominium buildings**

6.2 Owners and occupants of properties not defined herein as eligible premises shall not place any waste materials at the curbside of such properties for municipal collection.

7. COLLECTIBLE MATERIAL – PREPARATION AND RESTRICTIONS

- 7.1 No material shall be placed out or caused to be placed out for municipal **curbside** collection by any person except in accordance with the following:
- a. for eligible premises as outlined in **section 6.1 of this by-law** a maximum of five (5) mixed waste regulation containers.
 - b. ashes or soot generated by eligible premises **are** not eligible for municipal collection, except ashes and soot that **are** completely cold, and double bagged in **clear** plastic disposable watertight bags, meeting the requirements of section 8.2 (a). The bag must be securely tied and marked “ashes” or “soot”. This container is considered an eligible container as per section 7.1 (a), (b) or, (c).
 - c. there shall be no limit to the amount of blue bags recyclables and **blue bag** fiber recyclables eligible for municipal collection from eligible premises.
 - d. no person shall place for municipal collection any non-collectible waste.
 - e. **where the Municipality establishes separate municipal curbside collection of organic materials, the following conditions and restrictions shall apply to all such collection:**
 - i. **a maximum of one (1) green cart may be placed for curbside collection.**

8. REGULATION CONTAINERS FOR MUNICIPAL COLLECTION

- 8.1 The owner or occupant of each eligible premise shall be responsible to contain designated collectible waste so as to prevent the escape of waste materials into the environment. The owner or occupant of each eligible premise is responsible to gather waste material placed for **curbside** collection that has escaped from its container.

- 8.2 Only containers which meet the following specifications and requirements shall be utilized for the purposes of municipal collection.

a. Plastic Bag Specifications Mixed Waste: Clear Garbage Bags

- i. bags must be watertight and securely tied with an overall length of between 0.5 meters and 1 meter when empty.
- ii. bag weight not to exceed 12 kilograms including contents.
- iii. bags must have a thickness sufficient to prevent breakage, tearing or splitting upon collection.
- iv. bags must be clear, translucent in color when placing more than one (1) bag of garbage curbside. The one dark bag used curbside can be dark, colored or tinted. The bag must not be yellow, red, orange or transparent blue in color for mixed waste.

b. Container Specifications Mixed Waste: Garbage Cans

- i. containers must be watertight, secured with a cover, equipped with handles in good repair and tapered to be as large or larger at the top as at the bottom.
- ii. the weight of the container including contents shall not exceed 24 kilograms, the height shall be not less than 46 and not more than 76 centimeters, and the diameter shall be between 38 and 51 centimeters.
- iii. containers shall be made of metal, plastic or other impermeable material of sufficient thickness to prevent breakage or splitting upon collection.
- iv. containers must be maintained in a neat and sanitary and waterproof condition and kept in good repair

c. Storage Containers: Roadside Boxes

- i. outdoor, roadside boxes or bins are acceptable for storing containers or bags for mixed waste provided they meet the following specifications:
 1. a box or bin constructed of wood or other material suitable for storing containers or bags or mixed waste as long as the box or bin is rodent and animal proof.

2. boxes or bins must be affixed with a lid weighing not more than 5 kilograms.
3. boxes or bins shall at all times be maintained in a neat and sanitary condition and kept in good repair.
4. waste collectors will remove waste from storage containers located consistent with section 9.2, however, the municipality or collector is indemnified against damage to bins or containers resulting from collection activity.

d. Organic Materials: Green Carts and Mini Bins

- i. where the Municipality establishes a separate collection for organic materials, the following organic materials regulation containers shall be used:
 1. eligible premises that receive curbside collection will be delivered and assigned one green cart and one mini bin by the Municipality. The Municipality will establish the number of cart(s) and mini bin(s) assigned to types of eligible premises.
 2. green cart(s) and mini bin(s) assigned to eligible premises are to remain with that eligible premises.
 3. owners or occupants of eligible premises are responsible for the care and cleaning of each green cart and mini bin which have been assigned to their eligible premises.
 4. repair to damage green cart(s) or replacement of green cart(s) or mini-bin(s) assigned to eligible premises due to misuse, alterations or abuse involving the owner or occupant of the eligible premises shall be the responsibility of the owner or occupant of the eligible premises to which the cart(s) or mini-bin(s) is assigned.
 5. owners or occupants of eligible premises shall make the green cart(s) assigned to eligible premises available to the Municipality or its contractors or agents within reasonable time frame upon request for inspection or repair purposes or for identification of the serial number.

6. owners or occupants of eligible premises are responsible for the green cart(s) and mini bin(s) assigned to the eligible premises and used by tenants who are renting or leasing the premises.

c. **Plastic Bag Specifications Blue Bags: Blue Transparent Plastic Bags**

- i. blue bag recyclable containers must be placed in watertight transparent blue bags with a thickness sufficient to prevent breakage, tearing or splitting upon collection. These bags shall have an overall length of between 0.5 meters and 1 meter when empty. These bags shall be securely tied.
- ii. blue bag recyclable fiber must be placed in watertight transparent blue bag with a thickness sufficient to prevent breakage, tearing or splitting upon collection. These bags shall have an overall length of between 0.5 meters and 1 meter when empty. These bags shall be securely tied.
- iii. all materials must be securely contained so as to prevent material from escaping into the environment.
- iv. corrugated cardboard may be tied in bundles not greater than 0.65 meters x 1-meter x 0.20 meters (2 ft. x 3 ft. x 8 in.) or may be placed in the blue bag for fiber.
- v. the weight of each blue bag, including contents, placed for blue bag collection must not exceed 12 kilograms.

f. **Storage Containers: Roadside Boxes Blue Bags**

- i. outdoor, roadside boxes or bins are acceptable for storing fiber and container recyclable materials provided they meet the following specifications:
 1. blue box or blue bin constructed of wood or other material suitable for storing blue bags as long as the box or bin is rodent and animal proof.
 2. blue boxes or blue bins must be affixed with a lid weighing not more than 5 kilograms.
 3. blue boxes or blue bins shall at all times be maintained in a neat, sanitary condition and kept in good repair.

4. blue bag collectors will remove waste from storage containers located consistent with section 9.2, however, the municipality or collector is indemnified against damage to bins or containers resulting from collection activity.

9. PLACEMENT OF MATERIALS

- 9.1. Collectible waste shall be placed for municipal collection in accordance with this By-Law.
- 9.2. Collection is at the curb only. All regulations containers must be placed at end of a driveway and/or at the edge of a property abutting the street, road or highway without obstructing the street, road or highway.
- 9.3. Materials must be placed for municipal collection with approximately 1-meter spacing between each waste stream
- 9.4. Green carts must be placed at the curb in an upright position with the lid closed and the front of the green cart facing the street, road or highway.
- 9.5. Owners or occupants of eligible premises on private roads, unlisted roads, unlisted bungalow roads and in trailer parks are eligible for curbside collection on these roads if the road is safely passable by a collection vehicle. If these roads are not safely passable by a collection vehicle, the collectible waste must be brought to the nearest intersection with a public street or road and placed in accordance with this By-Law, where it shall be collected.

10. COLLECTION TIMES & FREQUENCIES

- 10.1. Collection will commence at the following times on the collection days designated in the following areas of the municipality:
 - a. 8:00 a.m. in all areas of the Municipality having daytime collection.
 - b. 12 midnight in all areas of the Municipality having overnight collection.
- 10.2. No person shall place collectible waste out for collection before 7:00 p.m. the evening of the day prior to the collection day applicable in that area of the Municipality.
- 10.3. Where an area is designated to receive bi-weekly recyclable collection, no person shall place blue bag material out for curbside collection on the week not designated for the area's recyclable collection week applicable in that section of the Municipality.

- 10.4. Any materials not collected must be removed from curbside by 9:00 p.m. on the day of collection.
- 10.5. Collectible waste must be placed for collection by the designated commencement time for collection in the area.
- 10.6. When a regularly scheduled day for collection falls on a Federal, Provincial or Civic holiday, the collection day may be modified to occur on an alternate day as designated by the Manager.

11. HOUSEHOLD SPECIAL WASTE

- 11.1. The Manager may designate the place and time, including the days and hours of operation and the materials eligible for the disposal of household special waste in the Municipality. This includes the operation of a permanent household special waste depot in the Municipality.
- 11.2. The household special waste depot(s) may only be used by residents of the Municipality for the proper disposal of household special waste originating within the Municipality.
- 11.3. All persons are prohibited from disposing of industrial, commercial and institutional waste at the permanent household special waste depot.

12. ILLEGAL DUMPING/LITTER

- 12.1. No owner or occupier of property in the Municipality shall permit the accumulation of solid waste in or around the property to the extent that it is likely to become a nuisance or hazard to the public health.
- 12.2. Owners and occupants are responsible to provide for the lawful collection and disposal of all solid waste that is not subject to municipal collection.
- 12.3. No person shall place waste for curbside collection on a property other than a property owned and occupied by such person or in respect of which the person has obtained the consent of the owner or occupier for that purpose.
- 12.4. No person shall dump, abandon or dispose of waste-resources at any public or private place unless that place is duly licensed to receive and dispose of the particular category of waste-resources.
- 12.5. No person shall dispose of or cause the disposal of the following materials at any licensed solid waste-resource management facility, or deposit any such materials in a storage area, storage container or collection container, intended for residual waste disposal in an incinerator or landfill nearby, namely:
 - a. material banned from disposal by provincial regulations:

materials banned from disposal by provincial regulation are those materials listed in Schedule B of the Solid Waste Resource Management Regulations as amended from time to time.

- 12.6. No person shall dump, dispose of or abandon at or near a Waste-Resource Management Centre or any other facility licensed to receive any category of waste-resources when the Facility is not open or when the operator or staff of the facility refuses to accept waste – resources at that time or from that person.
- 12.7. Depositing solid waste materials contrary to the above, where the quantity, volume, weight, nature, kind or character of the solid waste or the location of the deposit, in the opinion of the Solid Waste Manager, causes injury, damage, hazard or potential hazard to persons, property or the environment or requires removal by vehicle transport or environmental clean-up and / or remediation to restore the site to reasonable condition, constitutes “Illegal Dumping” under this By-Law.
- 12.8. No person shall illegal dump or cause or allow illegal dumping.
- 12.9. Each day that illegal dumping materials remain shall constitute a separate offense under this By-law.

13. INDUSTRIAL, COMMERCIAL, INSTITUTIONAL WASTE

- 13.1. The property owner, agent of an owner of an Industrial, Commercial, or Institutional Business shall provide sufficient and adequate, containers for any waste that may accumulate from time to time in or from the business.
- 13.2. The property owner or agent of an owner of an owner of an Industrial, Commercial, or Institutional Business shall maintain a Waste Management plan. This plan must identify the solid waste generated and the method for storing, recycling and disposing of the solid waste generated by the business. This plan must also include a litter management section. This plan must comply with the provisions of the Provincial Solid Waste Resource Regulations and this by-law. This plan must be provided to the manager within 1 business day following a verbal and/or written request.
- 13.3. The property owner or agent of an owner of an Industrial, Commercial, or Institutional Business which generate waste shall, either personally or by employees, contractors or agents, and in compliance with all applicable Federal, Provincial and Municipal laws, remove and dispose or recycle such waste in accordance with the waste management plan of section 14.2
- 13.4. No owner or agent of an owner of an Industrial, Commercial, or Institutional Business shall permit the accumulation of waste in or around a premises to the extent that it is likely to become a nuisance or is likely to endanger the public health.

- 13.5. The property owner or agent of a food service business offering a drive-thru service shall provide sufficient and adequate containers for any waste generated as a result of the said service.
- 13.6. The placement of containers required in section 13.5 shall be in such a manner as to provide access to those customers utilizing the drive-thru lane.
- 13.7. The person or agent of a person who organizes or is responsible for a public event held in open spaces or in temporary shelters shall maintain a written litter management plan which complies with the provisions of the Provincial Solid Waste Resource Regulations Section III – Litter Abatement.

14. CONSTRUCTION AND DEMOLITION WASTE

- 14.1. The property owner or agent of an owner of an Industrial, Commercial, or Institutional Business or of an eligible premises undergoing construction and/or demolition activity shall provide sufficient and adequate, containers for any waste that may accumulate from time to time in or from the construction or demolition activity.

15. COMMERCIAL CONTAINERS

15.1. The following provisions apply to commercial containers:

- a. any person who makes use of a commercial container for the temporary storage of waste shall ensure that such commercial container:
 - i. is sturdily constructed of weather-proof and animal proof material and is capable of containing the material deposited within.
 - ii. is equipped with a tight-fitting lid with a positive closing device which shall be kept closed except when the container is being loaded or unloaded or the container shall be kept in a locked compound.
 - iii. is cleaned out regularly and periodically, as necessary, to avoid the build-up of odours.
 - iv. has only those materials for which the container is intended deposited therein.
 - v. are easily accessible to the occupants.

16. VEHICLES CARRYING WASTE

16.1 The following provisions apply to vehicles carrying waste materials:

- a. persons who collect, transport and dispose of waste materials, ICI waste, mixed waste, organic materials and recyclable materials shall do so in a sanitary manner; any fluid matter shall be transported in watertight containers having tight-fitting covers.
- b. persons who collect, transport and dispose of waste materials, ICI waste, mixed waste, organic materials and recyclable materials shall be responsible to ensure all wastes are delivered to approved waste management facilities and in compliance with the policies and procedures set out by the operators of the waste management facility, this bylaw and with provincial regulations.
- c. every vehicle used for the collection and transportation of waste materials, ICI waste, mixed waste, organic materials, and recyclable materials shall have a tailgate or other restraining device and shall be completely closed or equipped with a tarpaulin, and such tarpaulin shall be used to cover such waste materials, ICI waste, mixed waste, organic materials and/or recyclable materials while the same is being transported.
- d. all waste materials, ICI waste, mixed waste, organic materials and recyclable materials shall be transported in such a manner that materials shall not spill or scatter from the vehicle containing the same.
- e. the manager may inspect vehicles used for the collection or carriage of waste materials at all reasonable times to ensure compliance with this by-law.

16.2 Persons who collect and transport waste materials, ICI waste, mixed waste, organic materials and recyclable materials that have been placed for collection in accordance with Section 16 (1) at industrial, commercial or institutional premises or properties shall transport waste materials, ICI waste, mixed waste, organic materials and recyclable materials in a source separated condition and deliver the same material in a source-separated condition to the appropriate receiving facility in accordance with the Municipality's waste-resource management system. ICI waste contained in bags must be placed in clear, translucent in color bags.

17. PROHIBITIONS

17.1. No person shall:

- a. pick over, remove, disturb or otherwise interfere with any waste material that has been set out for municipal collection.

- b. remove, collect waste material placed for municipal collection.
- c. shall remove a container or organics collection cart placed at curbside.

17.2. The prohibitions in Section 17.1 do not apply to the person who placed the waste material for collection or to the Municipality, its contractors or authorized Municipal collection contractors.

18. WASTE DISPOSAL FEE STRUCTURE

- 18.1. The fees and charges for the depositing of materials by haulers and persons who transport waste materials acceptable for disposal at any waste management facility operated by the Municipality, its contractors or its agents as part of the Municipality's waste management system shall be as prescribed from time to time by motion of Council and shall appear in this By-law as Appendix A, Schedule 1.
- 18.2. No waste disposal fee shall apply to collectible waste from eligible premises collected through municipal collection and deposited by collection contractors engaged by the Municipality at waste management facilities operated by the Municipality, its contractors or its agents.

19. VEHICLE REGISTRATION

- 19.1 Haulers using the Municipality's waste management facilities shall comply with the registration requirements of the Municipality including vehicle registration for such haulers.
- 19.2 The following provisions apply to vehicle registration for hauler using the Municipality's waste management facilities:
- a. haulers (other than those users of cars, station wagons, mini-vans, sport utility vehicles) using the Municipality's waste management facilities shall pre-register identifying information and the tare weight for each vehicle to be used in scheduled waste collection services operated on behalf of the Municipality (if the hauler is also a collection contractor).
 - b. haulers who wish to be granted credit privileges with the Municipality must register adequate identifying information with the Municipality. Each hauler and/or each hauler's vehicle will be assigned a unique identification code and/or issued appropriate physical identifying property. The physical identifying property issued shall remain the sole property of the Municipality and shall be returned promptly at the expiration of its use as determined by the Municipality at its sole discretion.

- c. each hauler and hauler's vehicle using the Municipality's waste management facilities which have been granted credit privileges and must present the assigned and/or issued identification to the scale operator upon entering the facility. The hauler to whom the assigned and/or issued identification is registered to will be invoiced for all materials delivered under his/her identification.

20. FEE PAYMENT:

20.1. The following applies to the payment of fees:

- a. at Cape Breton Regional Municipality waste management facilities haulers will be required to obtain credit privileges. Haulers who transport acceptable material to a facility operated by the Municipality, its contractors or its agents will be required to pay upon invoice in accordance with sections (i) to (iii) below:
 - i. where only one scale is in operation and the tare has not been predetermined, the vehicle will be weighed upon entering the facility and again upon leaving. The hauler will pay the fee upon invoice in accordance with the fee structure prescribed in schedule 1.
 - ii. where both inbound and outbound scales are in operation, the vehicle will be weighed upon entering the facility and again upon leaving. The hauler will pay the fee upon invoice in accordance with the fee structure prescribed in schedule 1.
 - iii. where both scales are not functioning the hauler will be charged according to the fee prescribed in **Appendix A, Schedule 1.**

20.2 The following provisions apply to haulers who have been granted credit privileges at any waste management facility operated by the Municipality, its contractors or its agents:

- a. haulers granted credit privileges will receive a monthly Statement of Accounts and payment is due within thirty (30) days of the end of the statement month.
- b. where an account for material disposal fees remains unpaid for more than thirty (30) days, a notice of non-payment will be sent by the Municipality. The Municipality may advise that if payment is not received within a specified period of time after mailing of such notice, the hauler shall be refused admittance to all facilities and/or credit privileges withdrawn until

such time as the outstanding amounts, interest and service charges are paid. Scale operators will be notified of all haulers on refused admittance status or credit privileges withdrawn status and will be instructed to deny access to the facilities as applicable. The Municipality may require the posting of a performance bond or any other security acceptable to the Municipality in the event that accounts continue from time to time to be unpaid.

21. DUTY TO NAME PERSON RESPONSIBLE

- 21.1 When a person is identified as owner of any materials dump or deposited on a premise in violation of this by-law, the owner of the materials on the request of a peace officer shall, within forty-eight hours of the request, supply the peace officer with the name and address of the person(s) responsible of the illegal dumping of materials. When a materials owner, who refuses, fails, neglects or is unable to supply the name and address of the person(s) responsible for the illegal dumping of materials within forty-eight hours after being requested, shall be liable for the infraction under section 12.0 of this By-law.
- 21.2 Where under this section of the by-law a motor vehicle is operating in violation of this By-Law, the registered owner of the vehicle on request of any peace officer shall, within forty-eight hours of the request, supply the peace officer with the name of address of the person in charge of the vehicle at the time of such violation. When a motor vehicle register owner, who refuses, fails, neglects or is unable to supply the name and address of the person(s) responsible infraction of this By-Law within Forty-eight hours after being requested, shall be liable for the infraction under section 19.0 of this By-Law.

22. PENALTIES

- 22.1 Any person who contravenes any provision of this by-Law shall be liable upon summary conviction for every such offense to a penalty of not less than six hundred and fifty dollars (650.00) and not exceeding fifty thousand dollars (\$50,000) or in default of payment, to imprisonment for a term not exceeding ninety days (90 days) and each day that the offence continues shall constitute a new offence.
- 22.2 A person who is alleged to have violated this By-Law and where the notice so provides, may pay a penalty in the amount of \$650.00 provided that said payment is made within a period of fourteen (14) days following the day on which the alleged violation was committed and where the said notice so provides for a voluntary payment, said payment shall be in full satisfaction, releasing and discharging all penalties and imprisonments incurred by the person for said violation.

- 22.3 In addition to any fine or imprisonment imposed pursuant to subsection 21.1, the court or judge may order the person convicted to pay all expenses incurred in correcting the contravention of the By-law or any damages associated with such contravention.
- 22.4 Where any person is in contravention of any provision of this By-law, the Manager may direct in writing that the contravention be remedied by that person in the manner and within the time specified in the written direction.

21 REPEAL

- 21.1 The following are hereby repealed:

Cape Breton Regional Municipality Garbage Collection By-Law.

Passed and adopted by the Cape Breton Regional Municipal Council on the 8th day of July, 2003 and amended on the 15th day of November, 2005, the 20th day of June, 2006, and the day of , 20__.

Publication Date: July 12, 2003

Amendments:

November 15, 2005 (published Nov. 19, 2005)

June 20, 2006 (published June 27, 2006)

MAYOR CECIL P. CLARKE

MUNICIPAL CLERK
DEBORAH CAMPBELL RYAN

Appendix A:**Waste Disposal Tipping Fee Schedule 1 - Effective date October 1, 2005**

PRODUCT	TIPPING FEE	COMMENTS
(Residual Mixed Waste - RMW)	ICI sector = \$80.00/tonne over 80 Kg	Residual mixed waste - RMW (Garbage) tip fee will be charged to the ICI (Institutional/Commercial/Industrial) sectors only. Quantities of RMW 80 Kg or less per daily visit will not be charged.
	Residential - no charge	
C&D Unsorted (Construction & Demolition)	ICI sector = \$80.00/tonne over 80 Kg	Construction and Demolition (C&D) waste tip fee will be charged to the ICI (Institutional/Commercial/Industrial) sectors only. Quantities of C&D waste 80 Kg or less per daily visit will not be charged.
	Residential - no charge	
C&D Sorted (Construction & Demolition)	ICI sector = \$40.00/tonne over 80 Kg	Construction and Demolition (C&D) waste tip fee will be charged to the ICI (Institutional/Commercial/Industrial) sectors only. Quantities of C&D waste 80 Kg or less per daily visit will not be charged.
	Residential - no charge	
Contaminated Soil	ICI sector = \$30.00/tonne	Contaminated soil waste tip fee will be charged to the ICI (Institutional/Commercial/Industrial) sectors only.
	Residential - no charge	
Scrap Metal	ICI sector = \$30.00/tonne	Scrap Metal waste tip fee will be charged to the ICI (Institutional/Commercial/Industrial) sectors only. Quantities of Scrap Metal waste 80 Kg or less per daily visit will not be charged.
	Residential - no charge	
Organics	ICI sector = \$50.00/tonne	Organics waste tip fee will be charged to the ICI (Institutional/Commercial/Industrial) sectors only. * effective date to be determined
	Residential - no charge	
Organics - Unsorted/Contaminated	ICI sector = \$75.00/tonne	Unsorted or Contaminated Organics waste tip fee will be charged to the ICI (Institutional/Commercial/Industrial) sectors only. * effective date to be determined
	Residential - no charge	
Freon Items	ICI sector = \$10.00/item	Freon Item waste (fridges/freezers/Dehumidifiers etc) tip fee will be charged by the per item disposed.
	Residential - no charge	

Solid Waste Resource Management By-Law

PRODUCT	TIPPING FEE	COMMENTS
Asbestos	ICI sector = Friable \$30.00/regulation bag - minimum charge = \$500.00 Non-Friable \$80.00/tonne	Prior notice and approval is required before material arrival. Phone Waste Management Facility site 563-5590.
	Residential - no charge	
Biomedical Waste	ICI sector = minimum charge = \$15.00, \$3.00/Kg up to 100 Kg, \$1.50 per Kg over 100 Kg, NSDept of Health as per contract	Prior notice is required before material arrival. Phone Waste Management Facility site 563-5590.
	Residential - no charge	
Leaf & Yard Waste	ICI sector = no charge	No charge for Leaf & Yard Waste
	Residential - no charge	
Weights: Normally the net weight to be charged will be the weight on the inbound scale less the weight on the outbound scale. Should the outbound scale not be working, the weight to be charged will be the weight upon entering the facility less the recorded tare weight of the vehicle. Should both scales be inoperative the tip fee charges will be on a per load basis for which fees apply as follows:(1/2 ton truck or small trailer = \$25.00 ; Single Axle = \$50.00 ; Tandem truck = \$75.00 ; Tractor trailer = \$100.00) This per load fee does not apply to biomedical waste or asbestos waste where the charge will as per the waste manifest weight.		

Charter Process: Direction-Setting

Motion:

Moved by Councillor Coombes, seconded by Councillor Gillespie, to establish a special working committee of Council on the proposed Charter with the option of either expanding that mandate and/or establish a commission that will report back to Council.

Discussion:

During the discussion, some of the matters raised included:

- Suggestion that the working committee membership be open to all Council with a quorum set at five;
- Concerns re: continuity with a quorum of five, thus suggestion for a smaller committee size;
- Committee selection process (i.e. Nominating Committee);
- Defining benchmarks;
- Timeframe for reporting back to Council;
- Minutes of Charter Public Consultation Sessions to be distributed to the working committee;
- Public participation to be permitted at committee meetings, including input and involvement from those with Charter expertise i.e. Political Science Professors;
- Framework to be established by working committee prior to public participation;
- Committee resource challenges.

It was agreed that the Committee parameters and composition be brought to Council at the February 27, 2018 meeting for discussion.

Motion Carried.

DMA Roles & Responsibilities Training for CBRM Council

IT WAS AGREED that the Chief Administrative Officer (CAO) contact the Department of Municipal Affairs to schedule a training session in April or May, 2018 with respect to Roles and Responsibilities of Council, Municipal Staff and the Department of Municipal Affairs, and that an invitation be extended to all Municipal Councils on Cape Breton Island, with the session to be held in a central location.

It was requested that the session include discussion on the CBRM Charter process and parameters. The CAO also indicated that an email would be sent to CBRM Council members requesting suggestions for agenda items as well.



A Community of Communities

MEMO

DATE: January 18, 2018

TO: Deborah Campbell Ryan, Municipal Clerk

FROM: Marie Walsh, CAO

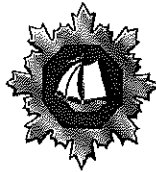
RE: DMA Roles & Responsibilities Training for CBRM Council

The Department of Municipal Affairs is interested in providing training for the CBRM Council with respect to Roles and Responsibilities of Council, Municipal Staff, and the Department of Municipal Affairs. DMA will also talk about In-Camera meetings or any other topic requested by Council. Please place this on the agenda for Council discussion.

ORIGINAL SIGNED BY

Marie J. Walsh
Chief Administrative Officer

/emd



Issue Paper

DATE: February 21st, 2018

TO: Council

FROM: Marie Walsh, CAO

RE: **Viability Study**

Background

The Cape Breton Regional Municipality received a letter from Derek Mombourquette, Minister of Municipal Affairs, dated January 25th 2018 indicating the Province of Nova Scotia Department of Municipal Affairs is offering to provide funding to the amount of \$224,000 to support CBRM's economic development efforts. This was to include how the CBRM can address the various issues that are impacting the long term viability in response to **Recommendation 17** of Fiscal Review.

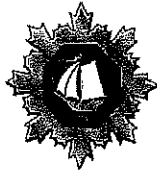
Recommendation 17 states:

"Noting concerns over CBRM's viability, and noting that many options for improved viability available to most of the other municipalities in Nova Scotia (such as shared servicing, structural changes, etc.) are not realistic options for CBRM, it is recommended that the municipality and the Province conduct an immediate joint review to assess the viability issues facing CBRM. This review will make recommendations on how to best address the specific issues facing CBRM, including recommendations on appropriate provincial grants for the municipality."

Along with identifying Recommendation 17, the letter also suggests that the CBRM should look at establishing itself within the Regional Enterprise Network (REN) in order to ensure funding for economic development initiatives for the 2018/19 year. Additional potential deliverables are provided in the attached letter.

Recommendation

The Municipality would establish a steering committee to create a terms of reference and to be an oversight committee for the study. This committee would be made up of DMA, CBRM and strategic members of the community. The study would review items such as taxation, infrastructure pressures, fiscal capacity or any items identified by the committee that affect the viability of CBRM.



Detailed Recommendations:

1. That CBRM undertake a study to satisfy the requirements of Recommendation 17 of the Fiscal Review committee and approved by the Department of Municipal Affairs.
2. That a portion of the funding be used to continue to support the designated economic development agency, Business Cape Breton (BCB), to provide secretariat and support services to the project. BCB would support CBRM in the viability study around public consultation and other logistical requirements. Allocation for this would approximately \$34,000 and would keep BCB operational until March 31st as per attached.

Suggested Motion

The CBRM agree with the above recommendations and direct staff to undertake the viability study based on the terms described.

Respectfully,

ORIGINAL SIGNED BY

Marie Walsh, CAO
CBRM



**Municipal Affairs
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

JAN 25 2018

Mr. Cecil Clarke
Mayor
Cape Breton Regional Municipality
320 Esplanade
Sydney, NS B1P 7B9

Dear Mayor Clarke: 

I am writing in response to our discussions regarding funding to support economic development efforts with the CBRM. The Department is prepared to work with you to address issues that are impacting the long-term viability of the Municipality in response to recommendation 17 of the Fiscal Review.

There are key initiatives underway in CBRM that are essential to the viability discussion; the development of a municipal charter; the Municipality's involvement in the Smart Cities Challenge; a plan for addressing large infrastructure demands; and finding a path forward to ensure transparent, accountable and reliable economic development funding. I am sure you and your Council can agree that action on these initiatives is essential to the long-term viability and strength of CBRM.

As such, the Department of Municipal Affairs will provide a maximum amount of \$224,000 to CBRM to achieve the following deliverables:

1. A review of the existing taxation and assessment system in CBRM that would provide recommendations for tools necessary to address identified issues. These recommendations, among others, will help inform the development of the CBRM Charter.
2. As part of the Smart Cities Challenge, develop and implement a plan to make downtown Sydney wireless, which will help attract economic development into the downtown Sydney core and which will result in a blueprint for surrounding communities.
3. Engage consultants to develop a plan to address the infrastructure pressures facing CBRM, in particular the water/waste water infrastructure needed to meet federal regulations.
4. Establish CBRM in the Regional Enterprise Network program in order to secure funding for economic development initiatives for the 2018/19 fiscal year. This will ensure that there can be continued transparent and accountable economic development funding provided to the Municipality.
5. Establish a Viability Commission to oversee implementation.

I understand that community cooperation and engagement will be necessary to deliver on these Initiatives. Given the public interest in the charter consultation sessions the Municipality hosted last week, there appears to be no shortage of willing participants in the community to work at making CBRM a viable community where people want to work, play, and live.

Therefore, in order to ensure community engagement and accountability for these outcomes, I believe it is essential for Council to establish a Viability Commission. This Commission would develop and oversee the implementation of the above noted initiatives, and would be comprised of representatives from CBRM, the Department of Municipal Affairs, First Nation communities, and community leaders (such as the universities, nonprofit sector, the business community, and others as appropriate). Staff at DMA are committed to working with your CAO to establish a Terms of Reference for this group, appropriate accountability reporting, timelines, and implementation of deliverables.

While I know this is not an exhaustive list of the issues facing CBRM, I am sure we can agree that addressing these important areas of work will begin to mitigate outstanding risks to the long term sustainability of the Municipality. I look forward to working with you on this important project.

Sincerely,

ORIGINAL SIGNED BY

Derek Mombourquette
Minister

February 16, 2018

Mr. John Phalen
CBRM
320 Esplanade Sydney, NS

Dear John:

RE: Business Cape Breton

With respect to a request of funds to allow BCB to continue operations until March 31, 2018, the following amount required to operate until March 31st would be **\$33,913.00.**

The following is a highlight of Business/Community Development activities in which BCB will be involved for March.

- *Development of Business Plans and provision of Advisory Services for Business Clients (business start-ups and expansions)*
- *Promotion of Think Cape Breton First program for CBRM businesses through Social Media*
- *Development of profiles for new business start-ups and/or expansions for future promotion*
- *Provision of Administration for BCB programs*
- *Revitalization Planning - working with partners: Bay It Forward, Sydney DT Waterfront Assoc, provincial/federal reps.*
- *Partnership with 1st Nations community of Membertou/Eskasoni - collaboration of projects*
- *Projects: Indian Beach, Whitney Pier Monument, Assess-ability program*
- *Assess-ability program - client assistance with application process*
- *Planning for Business Assess-ability Information Session March 23/18 (BCB - Co-host)*
- *Chris Skidmore RV project*
- *Shannon Forrester project*
- *Meetings planned with NS Business Inc, North Sydney Mall (NL reps),*
- *Women Entrepreneurs presentation*
- *Sydney Mines Memorial project*
- *Identification of funding programs for inquiring clients*

If you have any questions, or require further clarification, please do not hesitate to contact me. Many thanks.

Regards,

ORIGINAL SIGNED BY

Eileen Lannon Oldford
CEO

Summary

Statement of Revenue

December 31, 2017

Revenue	Year To Date Assigned	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 79,805,447	\$ 80,300,677	\$ (495,230)	\$ 107,067,569	\$ 27,262,122
Total Federal Government	2,308,387	2,308,387	0	3,077,849	769,462
Total Federal Government Agencies	577,487	577,487	0	769,983	192,496
Total Provincial Government	1,506,619	1,506,619	(0)	2,008,825	502,206
Total Provincial Government Agencies	2,289,810	2,182,349	107,461	2,909,799	619,989
Total Services to Other Local Government	457,558	457,559	(0)	610,078	152,520
Total Transit	465,055	498,000	(32,945)	664,000	198,945
Total Environmental Development Services	199,401	155,528	43,874	207,370	7,969
Total Licenses & Permits	116,648	111,000	5,648	148,000	31,352
Total Fines & Fees	438,459	415,028	23,432	553,370	114,911
Total Rentals	416,469	388,717	27,752	680,079	263,610
Total Concessions & Franchises	289,758	274,436	15,322	365,915	76,157
Total Interest on Taxes	1,272,322	992,324	279,998	1,323,098	50,776
Total Finance Revenue	22,815	25,117	(2,302)	33,489	10,674
Total Solid Waste Revenue	1,797,824	1,725,000	72,824	2,300,000	502,176
Total Recreation & Cultural Service Programs	1,066,097	1,088,040	(21,943)	1,862,000	795,903
Total Water Utility Charges	3,713,632	3,713,633	(0)	4,951,510	1,237,878
Total Unconditional Transfers	11,895,212	11,883,713	11,498	15,844,951	3,949,739
Total Conditional Transfers	2,597,220	2,597,220	-	3,512,960	915,740
Year To Date Assigned Before Cost Recovery 2016 Flood Claims	\$ 111,236,220	\$ 111,200,831	\$ 35,389	\$ 148,890,845	\$ 37,654,625
Cost Recovery 2016 Flood Claim	184,390	-	184,390	-	(184,390)
Year To Date Assigned After Cost Recovery 2016 Flood Claims	\$ 111,420,610	\$ 111,200,831	\$ 219,779	\$ 148,890,845	\$ 37,470,235

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Departmental

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Reviewed

Summary

Statement of Expenditures

December 31, 2017

Expenditures	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 1,104,131	\$ 1,137,299	\$ 33,167	\$ 1,470,936	\$ 366,805
Administration	1,035,532	1,037,345	1,813	1,237,093	201,561
Finance	1,884,988	2,151,730	266,742	2,897,017	1,012,029
Legal	556,884	544,522	(12,362)	664,515	107,631
Human Resources	1,109,178	1,133,033	23,855	1,650,262	541,084
Technology & Communications	683,218	714,365	31,147	1,244,687	561,469
Municipal Clerk	300,426	308,757	8,331	527,594	227,168
Fiscal Services	30,186,934	30,583,718	396,784	35,570,603	5,383,669
Occupational Health & Safety	157,827	167,106	9,279	222,183	64,356
Police Services	20,308,413	20,121,018	(187,395)	26,231,264	5,922,851
Fire Services (Incl EMO)	13,188,444	13,713,590	525,145	17,977,844	4,789,400
Engineering & Public Works	32,852,773	33,091,873	239,100	44,367,637	11,514,864
Planning	2,092,606	1,833,461	(259,145)	2,599,518	506,912
Facilities C200 & Arenas	2,659,081	2,261,664	(397,418)	3,306,912	647,831
Parks & Grounds	2,288,227	2,331,334	43,107	2,893,786	605,559
Buildings	2,423,249	2,506,092	82,843	3,346,211	922,962
Recreation	2,342,372	2,275,927	(66,445)	2,686,533	344,161
Total expended to date excluding 2016 Flood Costs	\$ 115,174,284	\$ 115,912,833	\$ 738,549	\$ 148,894,595	\$ 33,720,311
2016 Flood Costs	184,390	-	(184,390)	-	(184,390)
Total expended to date including 2016 Flood Costs	\$ 115,358,673	\$ 115,912,833	\$ 554,160	\$ 148,894,595	\$ 33,535,922

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Departmental

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Reviewed

Legislative	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 731,686	\$ 712,626	\$ (19,061)	\$ 926,330	\$ 194,644
6010 BENEFITS	80,625	82,241	1,616	145,900	65,275
6030 TRAVEL/CONFERENCES	139,236	174,236	35,000	210,000	70,764
6040 PROF MEM/DUES & FEES	58,113	55,931	(2,182)	55,931	(2,182)
6050 OFFICE SUPPLIES	18,471	18,500	29	20,000	1,529
6060 OFFICE EQUIPMENT	5,920	6,550	630	6,550	630
6080 ADVERTISING	10,805	11,846	1,041	14,500	3,695
6100 COURIER	358	375	17	375	17
6110 TELEPHONE/FAX	17,654	30,165	12,511	39,600	21,946
6120 PUBL./SUBSCRIPTIONS	1,018	1,313	294	1,750	732
6130 COMPUTER HARDWARE	4,478	4,478	-	5,000	522
6150 MEETING EXPENSES	16,768	20,040	3,272	23,000	6,232
6170 PROMOTION	18,999	18,999	-	22,000	3,001
Total expended to date excluding 2016 Flood Costs	\$ 1,104,131	\$ 1,137,299	\$ 33,167	\$ 1,470,936	\$ 366,805
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,104,131	\$ 1,137,299	\$ 33,167	\$ 1,470,936	\$ 366,805

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Departmental

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Finance

Administration	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 276,010	\$ 273,496	\$ (2,514)	\$ 355,513	\$ 79,503
6010 BENEFITS	38,943	39,863	920	57,017	18,074
6020 TRAINING/EDUCATION	725	1,850	1,125	4,800	4,075
6030 TRAVEL/CONFERENCES	32,986	35,434	2,448	40,250	7,264
6040 PROF MEM/DUES & FEES	1,522	1,525	3	1,675	153
6050 OFFICE SUPPLIES	1,023	2,496	1,473	2,800	1,777
6100 COURIER	41	-	(41)	-	(41)
6110 TELEPHONE/FAX	2,647	2,550	(97)	3,400	753
6120 PUBL./SUBSCRIPTIONS	563	200	(363)	200	(363)
6140 COMPUTER SOFTWARE	-	-	-	1,000	1,000
6150 MEETING EXPENSES	3,943	2,920	(1,023)	2,920	(1,023)
6170 PROMOTION	20,118	20,000	(118)	20,000	(118)
8100 PROFESSIONAL SERVICES	209,489	209,489	-	280,000	70,511
8150 GRANTS/SUBS TO ORG	447,521	447,521	-	467,518	19,997
Total expended to date excluding 2016 Flood Costs	\$ 1,035,532	\$ 1,037,345	\$ 1,813	\$ 1,237,093	\$ 201,561
8165 FLOOD COSTS	-	0	0	0	0
Total expended to date including 2016 Flood Costs	\$ 1,035,532	\$ 1,037,345	\$ 1,813	\$ 1,237,093	\$ 201,561

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Departmental

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Finance

Finance	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,339,452	\$ 1,500,098	\$ 160,646	\$ 1,949,952	\$ 610,500
6010 BENEFITS	241,207	274,371	33,164	356,650	115,443
6020 TRAINING/EDUCATION	4,444	6,468	2,024	23,290	18,846
6030 TRAVEL/CONFERENCES	15,925	18,825	2,900	25,100	9,175
6040 PROF MEM/DUES & FEES	4,486	4,581	95	5,175	689
6050 OFFICE SUPPLIES	10,142	11,625	1,483	15,500	5,358
6060 OFFICE EQUIPMENT	6,050	6,250	200	14,000	7,950
6080 ADVERTISING	27,826	31,988	4,162	42,650	14,824
6090 POSTAGE	120,078	120,900	822	161,200	41,122
6100 COURIER	19,164	17,850	(1,314)	23,800	4,636
6110 TELEPHONE/FAX	10,496	14,025	3,529	18,700	8,204
6130 COMPUTER HARDWARE	2,243	4,850	2,607	19,800	17,557
6140 COMPUTER SOFTWARE	1,088	1,750	662	57,000	55,912
6160 LIABILITY INSURANCE	204,327	250,988	46,661	334,650	130,323
6180 COST RECOVERY	(229,270)	(241,613)	(12,343)	(322,150)	(92,880)
8000 OPERATIONAL EQUIP	-	-	-	-	-
8010 OPERATIONAL MAT/SUPP	1,453	6,375	4,922	8,500	7,047
8100 PROFESSIONAL SERVICE	44,843	41,250	(3,593)	55,000	10,157
8110 CONTRACTS/AGREEMENTS	36,021	42,450	6,429	56,600	20,579
8120 LEASES	8,638	8,700	62	11,600	2,962
8180 TAX EXEPT/WRITE OFF	16,375	30,000	13,625	40,000	23,625
Total expended to date excluding 2016 Flood Costs	\$ 1,884,988	\$ 2,151,730	\$ 266,742	\$ 2,897,017	\$ 1,012,029
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,884,988	\$ 2,151,730	\$ 266,742	\$ 2,897,017	\$ 1,012,029

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Departmental

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Finance

Legal	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 288,591	\$ 293,006	\$ 4,414	\$ 380,873	\$ 92,282
6010 BENEFITS	52,799	53,637	839	72,842	20,043
6020 TRAINING/EDUCATION	4,646	5,428	781	6,500	1,854
6030 TRAVEL/CONFERENCES	8,314	8,500	186	8,500	186
6040 PROF MEM/DUES & FEES	7,338	7,100	(238)	7,100	(238)
6050 OFFICE SUPPLIES	2,120	2,625	505	3,500	1,380
6060 OFFICE EQUIPMENT	-	-	-	4,200	4,200
6070 PHOTOCOPIER LEASE	3,242	3,100	(142)	3,100	(142)
6080 ADVERTISING	1,491	1,000	(491)	1,000	(491)
6100 COURIER	377	1,000	623	1,000	623
6110 TELEPHONE/FAX	2,508	4,050	1,542	5,400	2,892
6120 PUBL./STATUTES	9,375	9,436	61	10,000	625
6130 COMPUTER HARDWARE	765	765	-	3,000	2,235
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	104	375	271	500	396
8100 PROFESSIONAL SERVICE	175,212	154,500	(20,712)	154,500	(20,712)
Total expended to date excluding 2016 Flood Costs	\$ 556,884	\$ 544,522	\$ (12,362)	\$ 664,515	\$ 107,631
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 556,884	\$ 544,522	\$ (12,362)	\$ 664,515	\$ 107,631

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Departmental

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Finance

Human Resources	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 453,583	\$ 461,520	\$ 7,937	\$ 599,922	\$ 146,339
6010 BENEFITS	509,929	511,636	1,707	741,760	231,831
6020 TRAINING/EDUCATION	6,017	6,000	(17)	6,000	(17)
6030 TRAVEL/CONFERENCES	9,142	9,329	187	16,250	7,108
6040 PROF MEM/DUES & FEES	1,881	1,730	(151)	1,730	(151)
6050 OFFICE SUPPLIES	11,404	11,775	371	15,700	4,296
6060 OFFICE EQUIPMENT	1,512	1,875	363	2,500	988
6080 ADVERTISING	2,503	2,616	113	5,000	2,497
6110 TELEPHONE/FAX	5,165	7,500	2,335	10,000	4,835
6120 PUBL./SUBSCRIPTIONS	829	2,152	1,323	2,400	1,571
6130 COMPUTER HARDWARE	151	151	-	4,000	3,849
6150 MEETING EXPENSE	-	1,500	1,500	2,000	2,000
8100 PROFESSIONAL SERVICE	100,590	105,875	5,285	230,500	129,910
8110 CONTRACTS/AGREEMENTS	6,472	9,375	2,903	12,500	6,028
Total expended to date excluding 2016 Flood Costs	\$ 1,109,178	\$ 1,133,033	\$ 23,855	\$ 1,650,262	\$ 541,084
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2018 Flood Costs	\$ 1,109,178	\$ 1,133,033	\$ 23,855	\$ 1,650,262	\$ 541,084

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Departmental

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Finance

**Technology/
Communications**

Statement of Expenditures

December 31, 2017

Technology/Communications	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 365,155	\$ 376,505	\$ 11,350	\$ 489,413	\$ 124,258
6010 BENEFITS	72,288	74,602	2,314	96,974	24,686
6020 TRAINING/EDUCATION	7,280	7,800	520	18,000	10,720
6030 TRAVEL/CONFERENCES	9,431	10,000	569	20,000	10,569
6040 PROF MEM/DUES & FEES	344	750	406	1,000	656
6050 OFFICE SUPPLIES	1,122	1,433	311	3,000	1,878
6060 OFFICE EQUIPMENT	935	1,200	265	3,000	2,065
6080 ADVERTISING	1,027	500	(527)	500	(527)
6100 COURIER	111	225	114	300	189
6110 TELEPHONE/FAX	40,752	48,750	7,998	65,000	24,248
6120 PUBL./SUBSCRIPTIONS	-	-	-	1,000	1,000
6130 COMPUTER HARDWARE	53,825	54,500	675	130,000	76,175
6140 COMPUTER SOFTWARE	99,501	101,250	1,749	175,000	75,499
6150 MEETING EXPENSE	99	375	276	500	401
8110 CONTRACTS/AGREEMENTS	31,348	36,475	5,126	42,000	10,652
8120 LEASES SAP	-	-	-	100,000	100,000
8130 LICENSES/PERMITS	-	-	-	99,000	99,000
Total expended to date excluding 2016 Flood Costs	\$ 683,218	\$ 714,365	\$ 31,147	\$ 1,244,687	\$ 561,469
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 683,218	\$ 714,365	\$ 31,147	\$ 1,244,687	\$ 561,469

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Departmental

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Finance

Municipal Clerk	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 201,185	\$ 205,002	\$ 3,817	\$ 266,478	\$ 65,293
6010 BENEFITS	39,244	40,162	919	53,766	14,522
6020 TRAINING/EDUCATION	4,702	4,715	13	5,500	798
6030 TRAVEL/CONFERENCES	5,669	6,500	831	6,500	831
6040 PROF MEM/DUES & FEES	636	750	114	1,000	364
6050 OFFICE SUPPLIES	1,545	2,275	730	5,700	4,155
6060 OFFICE EQUIPMENT	10,072	10,000	(72)	10,000	(72)
6070 PHOTOCOPY SUPPLIES	17,843	18,250	407	21,000	3,157
6080 ADVERTISING	-	-	-	750	750
6100 COURIER	-	-	-	750	750
6110 TELEPHONE/FAX	1,678	3,000	1,322	4,000	2,322
6120 PUBL./SUBSCRIPTIONS	1,387	1,500	113	1,800	413
6130 COMPUTER HARDWARE	409	409	-	6,750	6,341
6140 COMPUTER SOFTWARE	5,287	5,287	-	11,000	5,713
6150 MEETING EXPENSES	9,311	9,450	139	12,600	3,289
8010 OPER. MATERIAL/SUPPLY	-	-	-	-	-
8110 CONTRACTS/AGREEMENTS	1,458	1,458	(0)	120,000	118,542
Total expended to date excluding 2016 Flood	\$ 300,426	\$ 308,757	\$ 8,331	\$ 527,594	\$ 227,168
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 300,426	\$ 308,757	\$ 8,331	\$ 527,594	\$ 227,168

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Departmental

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Finance

Fiscal Services	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 241,518	\$ 225,000	\$ (16,518)	\$ 300,000	\$ 58,482
9020 INT ON DEBT	1,679,713	1,679,713	-	1,704,972	25,259
9050 PRINC ON DEBT	13,749,140	13,749,140	-	13,659,145	(89,995)
9052 DEBT/CAP BOND DISC	71,250	71,250	-	95,000	23,750
9090 BANK CHARGES	77,223	64,500	(12,723)	86,000	8,777
9200 ALLOWANCE FOR UNCOL. TAXES	300,000	300,000	-	400,000	100,000
9420 APPROP TO CAPITAL FUND	67,500	67,500	-	90,000	22,500
9430 APPROP TO B.I.D.C.	73,035	72,898	(137)	97,197	24,162
9600 PROV. CORRECTIONS	813,332	825,000	11,668	1,100,000	286,668
9610 CB REG. HOUSING	1,366,128	1,602,000	235,872	2,136,000	769,872
9620 REGIONAL LIBRARY	494,958	502,500	7,542	670,000	175,042
9630 CB/VIC. SCHOOL BOARD	10,233,405	10,404,060	170,655	13,872,080	3,638,675
9640 PROPERTY ASSESSMENT	1,019,732	1,020,157	425	1,360,209	340,477
Total expended to date	\$ 30,186,934	\$ 30,583,718	\$ 396,784	\$ 35,570,603	\$ 5,383,669

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Departmental

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Finance

**Occupational Health /
Safety**

Statement of Expenditures

December 31, 2017

Occupational Health & Safety	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 116,447	\$ 117,722	\$ 1,275	\$ 153,025	\$ 36,578
6010 BENEFITS	22,788	23,001	212	29,898	7,110
6020 TRAINING/EDUCATION	3,796	4,388	592	5,850	2,054
6030 TRAVEL/CONFERENCES	6,223	7,250	1,027	11,000	4,777
6040 PROF MEM/DUES & FEES	-	-	-	535	535
6050 OFFICE SUPPLIES	1,280	2,250	970	3,000	1,720
6110 TELEPHONE/FAX	1,969	2,531	562	3,375	1,406
6120 PUBL/SUBSCRIPTIONS	-	-	-	2,000	2,000
6130 COMPUTER HARDWARE	1,715	1,715	-	2,000	285
6140 COMPUTER SOFTWARE	-	-	-	500	500
6150 MEETING EXPENSES	1,479	1,875	396	2,500	1,021
8100 PROFESSIONAL SERVICE	2,130	4,125	1,995	5,500	3,370
8120 LEASES	-	2,250	2,250	3,000	3,000
Total expended to date excluding 2016 Flood Costs	\$ 157,827	\$ 167,106	\$ 9,279	\$ 222,183	\$ 64,356
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 157,827	\$ 167,106	\$ 9,279	\$ 222,183	\$ 64,356

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Departmental

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Finance

Police Services

Statement of Expenditures

December 31, 2017

Police Services	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 17,626,399	\$ 17,294,348	\$ (332,051)	\$ 22,386,035	\$ 4,759,636
6020 TRAINING/EDUCATION	79,045	116,110	37,065	145,927	66,882
6030 TRAVEL/CONFERENCES	89,422	78,750	(10,672)	105,000	15,578
6040 PROF MEM/DUES & FEES	1,793	3,750	1,957	5,000	3,207
6050 OFFICE SUPPLIES	37,720	39,975	2,255	53,000	15,280
6060 OFFICE EQUIPMENT	40,163	37,500	(2,663)	50,000	9,837
6070 PHOTOCOPY SUPPLIES	9,362	13,500	4,138	18,000	8,638
6080 ADVERTISING	334	3,780	3,416	5,000	4,666
6090 POSTAGE & 6100 COURIER	7,004	7,000	(4)	7,000	(4)
6110 TELEPHONE/FAX	186,622	195,630	9,008	260,840	74,218
6120 PUBL./SUBSCRIPTIONS	3,855	4,500	645	6,000	2,145
6130 COMPUTER HARDWARE	113,114	152,500	39,386	200,000	86,886
6140 COMPUTER SOFTWARE	135,539	115,000	(20,539)	115,000	(20,539)
6150 MEETING EXPENSES	17,133	17,000	(133)	17,000	(133)
6160 LIABILITY INSURANCE	3,949	3,000	(949)	4,000	51
6170 PROMOTION	8,225	8,250	25	11,000	2,775
7000 HEAT	18,337	37,500	19,163	50,000	31,663
7010 ELECTRICAL	68,116	74,738	6,621	99,650	31,534
7020 WATER	5,263	6,000	737	8,000	2,737
7030 BLDG/FACILITY MAINT	44,701	59,285	14,584	71,000	26,299
7040 BLDG/FACILITY REPAIR	5,310	36,750	31,440	49,000	43,690
7050 BLDG/FACILITY INSURANCE	12,398	10,438	(1,961)	12,500	102
7060 BLDG/FACILITY RENOV	5,631	15,000	9,369	20,000	14,369
7070 BLDG/FACILITY RENTAL	43,584	51,000	7,416	68,000	24,416
7110 SECURITY	478	2,775	2,297	3,700	3,222
7505 GASOLINE & DIESEL	277,814	281,250	3,436	375,000	97,186
7510 VEH/EQUIP REPAIRS	230,870	215,788	(15,082)	287,717	56,847
7520 VEH/EQUIP INSURANCE	40,795	45,000	4,205	60,000	19,205
7530 VEH/EQUIP REPLACEMENT	476,767	476,767	-	580,000	103,233
7540 VEH/EQUIP RENTAL	157	6,750	6,593	9,000	8,843
7550 VEH/EQUIP TOWING	1,030	3,750	2,720	5,000	3,970
7560 VEH/EQUIP GEN SUPPLY	4,764	7,500	2,736	10,000	5,236
8000 OPERATIONAL EQUIP	31,945	45,338	13,393	193,784	161,839
8010 OPERATIONAL MAT/SUPP	103,148	107,047	3,899	181,373	78,225
8020 MAINTENANCE EQUIP	1,278	2,945	1,668	3,570	2,292
8030 MAINTENANCE MAT/SUPP	-	14,250.00	14,250	19,000	19,000
8040 COMM EQUIPMENT LINES	4,373	7,500	3,127	10,000	5,627
8090 UNIFORMS/CLOTHING	62,274	65,000	2,726	220,000	157,226
8100 PROFESSIONAL SERVICE	91,488	95,000	3,512	95,000	3,512
8110 CONTRACTS/AGREEMENTS	168,185	102,000	(66,185)	102,000	(66,185)
8125 MAJOR INVESTIGATIONS	90,302	96,876	6,574	129,168	38,866
8130 LICENSES/PERMITS	518	5,000	4,482	10,000	9,482
8150 GRANTS/SUBS TO ORG	159,209	159,209	-	170,000	10,791
Total expended to date excluding 2016 Flood Costs	\$ 20,308,413	\$ 20,121,018	\$ (187,395)	\$ 26,231,264	\$ 5,922,851
8165 2016 FLOOD COSTS	469	-	(469)	-	(469)
Total expended to date including 2016 Flood Costs	\$ 20,308,882	\$ 20,121,018	\$ (187,865)	\$ 26,231,264	\$ 5,922,382

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Departmental

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Finance

Police Services Revenue	Year to date Assigned	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 70,972	\$ 11,106	\$ 59,866	\$ 14,808	\$ (56,164)
5151 FINES	232,487	268,922	(36,434)	358,562	126,075
Total Revenue to date	\$ 303,459	\$ 280,028	\$ 23,432	\$ 373,370	\$ 69,911

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Departmental

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Finance

Fire Services

Statement of Expenditures

December 31, 2017

Fire Services Including EMO	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 4,088,825	\$ 4,345,799	\$ 256,974	\$ 5,649,030	\$ 1,560,205
8010 BENEFITS	744,195	790,880	46,684	1,054,049	309,854
6011 MISC. BENEFITS	93,063	93,063	-	123,165	30,102
6020 TRAINING/EDUCATION	27,595	29,197	1,601	177,539	149,944
6030 TRAVEL/CONFERENCES	30,030	40,581	10,551	51,100	21,070
6040 PROF MEM/QUES & FEES	7,597	8,580	963	11,732	4,135
6050 OFFICE SUPPLIES	6,011	9,075	3,064	12,100	6,089
8080 OFFICE EQUIPMENT	3,456	9,713	6,256	12,950	9,494
6070 PHOTOCOPY SUPPLIES	-	375	375	500	500
6080 ADVERTISING	2,591	4,013	1,421	5,350	2,759
6100 COURIER	-	338	338	451	451
6110 TELEPHONE/FAX	23,428	33,749	10,321	44,999	21,571
6120 PUBL./SUBSCRIPTIONS	-	2,025	2,025	2,700	2,700
8130 COMPUTER HARDWARE	2,334	11,632	9,298	14,007	11,673
6140 COMPUTER SOFTWARE	849	12,130	11,280	16,006	15,157
6150 MEETING EXPENSES	2,544	3,303	759	4,404	1,860
6170 PROMOTION	26,409	28,500	2,091	38,000	11,591
6180 COST RECOVERY	-	-	-	-	-
7000 HEAT	33,473	69,263	35,791	92,351	58,878
7010 ELECTRICAL	47,189	48,402	1,214	64,536	17,347
7020 WATER	17,216	19,642	2,427	24,523	7,307
7030 BLDG/FACILITY MAINT	31,199	47,797	16,598	63,729	32,530
7040 BLDG/FACILITY REPAIR	21,654	29,178	7,524	225,571	203,917
7050 BLDG/FACILITY INS	8,239	6,163	(2,076)	8,217	(22)
7080 PLANT MAINTENANCE	-	300	300	400	400
7500 VEH/EQUIP MAINT.	136,734	107,476	(29,258)	107,476	(29,258)
7505 GASOLINE/DIESEL	51,614	60,569	8,955	80,758	29,144
7510 VEH/EQUIP REPAIRS	507	3,000	2,493	4,000	3,493
7520 VEH/EQUIP INSURANCE	53,094	45,082	(8,012)	60,109	7,015
7530 VEH/EQUIP REPLACEMENT	3,669	3,669	(0.00)	85,000	81,331
7540 VEH/EQUIP RENTAL	-	204	204	204	204
7550 VEH/EQUIP TOWING	-	1,500	1,500	2,000	2,000
7560 VEH/EQUIP GEN SUPPLY	15,358	12,000	(3,358)	16,000	642
8000 OPERATIONAL EQUIP	262,585	266,250	3,665	355,000	92,415
8010 OPERATIONAL MAT/SUPP	37,325	34,689	(2,637)	45,870	8,545
8020 MAINTENANCE EQUIP	17,182	39,449	22,267	52,599	35,417
8040 COMM EQUIPMENT LINES	6,669	30,000	23,331	40,000	33,331
8090 UNIFORMS/CLOTHING	43,686	59,589	15,903	79,452	35,766
8100 PROFESSIONAL SERVICE	6,300	7,154	853	9,538	3,238
8110 CONTRACTS/AGREEMENTS	47,380	67,229	19,849	89,638	42,258
8120 LEASES	200,263	243,895	43,632	325,193	124,930
8130 LICENSES/PERMITS	17,355	17,335	(20)	17,335	(20)
8150 GRANTS/SUBS TO ORG	1,683,074	1,683,074	-	1,726,594	43,520
8195 WATER SUPPLY & HYDR	5,387,752	5,387,752	-	7,183,669	1,795,917
Total expended to date excluding 2016 Flood Costs	\$ 13,188,444	\$ 13,713,590	\$ 525,145	\$ 17,977,844	\$ 4,789,400
8165 2016 FLOOO COSTS	8,569	-	(8,569)	-	(8,569)
Total expended to date including 2016 Flood Costs	\$ 13,197,014	\$ 13,713,590	\$ 516,576	\$ 17,977,844	\$ 4,780,830

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Finance

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

Fire Services Revenue	Year to date Assigned	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	121,172	121,172	(0)	161,563	40,391
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	336,386	336,386	-	448,515	112,129
Total Revenue to date	\$ 457,558	\$ 457,559	\$ (0)	\$ 610,078	\$ 152,520

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Engineering and Public Works Actuals to December 31, 2017

REVENUE	Actual & Committed Y-T-D Dec 31, 2017	Budget Y-T-D Dec 31, 2017	Variance Y-T-D Dec 31, 2017	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	\$458,055	\$498,000	-\$39,945	\$664,000	-\$205,945	68.98%
SOLIDWASTE TIP FEES	\$1,493,063	\$1,500,000	-\$6,937	\$2,000,000	-\$506,937	74.65%
SOLIDWASTE COST RECOVERIES	\$304,762	\$225,000	\$79,762	\$300,000	\$4,762	101.59%
SEWER PERMIT FEES	\$68,285	\$75,000	-\$6,715	\$100,000	-\$31,715	68.28%
BUILDINGS	\$416,469	\$388,712	\$27,756	\$680,079	-\$263,610	61.24%
MISCELLANEOUS REVENUE			\$0	\$0	\$0	0.00%
WATER UTILITY ADMIN FEE	\$3,713,632	\$3,713,633	\$0	\$4,951,510	-\$1,237,878	75.00%
TOTAL PW REVENUES	\$6,454,266	\$6,400,345	\$53,921	\$8,695,589	-\$2,241,323	74.22%
EXPENDITURES						
ADMINISTRATION	\$3,257,785	\$3,635,718	\$377,933	\$4,848,377	\$1,590,592	67.19%
ENGINEERING	\$543,568	\$560,080	\$16,512	\$726,956	\$183,388	74.77%
CENTRAL DIVISION	\$4,777,206	\$4,646,318	-\$130,888	\$6,632,216	\$1,855,010	72.03%
EAST DIVISION	\$4,799,878	\$4,806,383	\$6,505	\$6,392,426	\$1,592,548	75.09%
NORTH DIVISION	\$2,306,670	\$2,424,721	\$118,051	\$3,128,159	\$821,489	73.74%
SOLID WASTE	\$9,597,055	\$9,129,459	-\$467,596	\$11,997,594	\$2,400,539	79.99%
MECHANICAL FLEET	\$2,990,509	\$3,143,139	\$152,630	\$4,119,178	\$1,128,669	72.60%
TRANSIT	\$2,550,591	\$2,798,521	\$247,930	\$3,677,162	\$1,126,571	69.36%
QUALITY CONTROL	\$2,029,511	\$1,947,533	-\$81,978	\$2,845,569	\$816,058	71.32%
TOTAL PW EXPENDITURES	\$32,852,773	\$33,091,873	\$239,099	\$44,367,637	\$11,514,864	74.05%

Signature:

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Director of Engineering & Public Works

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Chief Financial Officer

	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
Planning / ByLaw / Planning Inspection					
6000 WAGES/SALARIES	\$ 952,486	\$ 990,791	\$ 38,305	\$ 1,287,913	\$ 335,427
6010 BENEFITS	190,009	193,802	3,794	255,950	65,941
6020 TRAINING/EDUCATION	5,625	8,250	2,625	17,000	11,375
6030 TRAVEL/CONFERENCES	28,891	23,000	(5,891)	31,000	2,109
6040 PROF MEM/DUES & FEES	2,803	3,250	447	7,000	4,197
6050 OFFICE SUPPLIES	12,007	13,625	1,618	19,500	7,493
6060 OFFICE EQUIPMENT	5,247	8,875	3,628	14,500	9,253
6070 PHOTOCOPY SUPPLIES	-	-	-	-	-
6080 ADVERTISING	5,672	8,250	2,578	32,000	26,328
6100 COURIER	-	-	-	-	-
6110 TELEPHONE/FAX	11,026	18,000	6,974	24,000	12,974
6120 PUBL./SUBSCRIPTIONS	-	225	225	1,300	1,300
6130 COMPUTER HARDWARE	2,786	3,911	1,125	13,000	10,214
6140 COMPUTER SOFTWARE	5,112	5,500	388	7,000	1,888
6150 MEETING EXPENSE	1,291	2,775	1,484	4,200	2,909
6170 PROMOTION	10,218	10,218	-	30,000	19,782
7130 DEMOLITIONS	323,615	-	(323,615)	120,000	(203,615)
7500 VEH/EQUIP MAINT.	-	-	-	-	-
7505 GASOLINE & DIESEL	-	750	750	11,000	11,000
8000 OPERATIONAL EQUIPMENT	21,218	22,250	1,032	23,000	1,782
8010 OPERATIONAL MAT/SUPP	5,887	4,000	(1,887)	4,000	(1,887)
8090 UNIFORMS / CLOTHING	5,883	6,475	592	8,500	2,617
8100 PROFESSIONAL SERVICE	26,067	26,250	183	53,000	26,933
8110 CONTRACTS/AGREEMENTS	291,067	295,112	4,045	436,795	145,728
8130 LICENSES/PERMITS	74,166	73,860	(306)	73,860	(306)
8135 REGULATORY FEES	35,987	38,750	2,763	45,000	9,013
8150 GRANTS /SUBS TO ORG	75,541	75,541	-	80,000	4,459
Total expended to date excluding 2016 Flood Costs	\$ 2,092,606	\$ 1,833,461	\$ (259,145)	\$ 2,599,518	\$ 506,912
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,092,606	\$ 1,833,461	\$ (259,145)	\$ 2,599,518	\$ 506,912

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Finance

	Year to date Assigned	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 14,791	\$ 9,750	\$ 5,041	\$ 13,000	\$ (1,791)
5113 Animal Licenses	8,931	5,250	3,681	7,000	(1,931)
5114 Taxi Licenses	15,834	13,500	2,334	18,000	2,167
5115 Vending Machine Licenses	8,807	7,500	1,307	10,000	1,193
5301 Parking Meter Revenue	289,758	274,436	15,322	365,915	76,157
Total Bylaw Revenue	\$ 338,121	\$ 310,436	\$ 27,685	\$ 413,915	\$ 75,794
Development / Planning Revenue					
5426 911 Call Answer Transfers	\$ 32,242	\$ -	\$ 32,242	\$ -	\$ (32,242)
5496 Mapping Sales	460	1,500	(1,040)	2,000	1,540
5495 Other Sales	5,618	2,100	3,518	2,800	(2,818)
5101 Building Permits	166,024	127,928	38,096	170,570	4,546
5102 Subdivision Fees	27,300	24,000	3,300	32,000	4,700
5103 Development Permits	-	-	-	-	-
Total Develop / Planning Rev	\$ 231,643	\$ 155,528	\$ 76,116	\$ 207,370	\$ (24,273)
Total Bylaw / Dev / Planning Revenue	\$ 569,764	\$ 465,964	\$ 103,800	\$ 621,285	\$ 51,521

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Finance

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

Statement of Expenditures

December 31, 2017

	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES	\$ 1,066,769	\$ 920,299	\$ (146,469)	\$ 1,218,168	\$ 151,399
6010 BENEFITS	167,465	160,178	(7,287)	211,944	44,479
6020 TRAINING	983	1,500	517	6,000	5,017
6030 TRAVEL/CONFERENCES	6,499	6,600	101	8,000	1,501
6040 PROF MEM/DUES & FEES	1,030	1,375	345	1,500	470
6050 OFFICE SUPPLIES	6,727	5,000	(1,727)	5,000	(1,727)
6060 OFFICE EQUIPMENT	288	1,500	1,212	2,000	1,712
6080 ADVERTISING	27,911	10,000	(17,911)	10,000	(17,911)
6100 COURIER	699	1,125	426	1,500	801
6110 TELEPHONE/FAX	12,229	18,375	6,146	24,500	12,271
6130 COMPUTER HARDWARE	3,724	3,724	-	4,000	276
6140 COMPUTER SOFTWARE	2,137	2,137	-	3,000	863
6150 MEETING EXPENSES	471	750	279	1,000	529
6160 LIABILITY INSURANCE	10,046	21,000	10,954	28,000	17,954
7000 HEAT	64,716	41,500	(23,216)	41,500	(23,216)
7010 ELECTRICAL	307,042	240,000	(67,042)	520,000	212,958
7020 WATER	10,654	12,000	1,346	44,000	33,346
7030 BLDG/FACILITY MAINT	51,894	67,500	15,606	90,000	38,106
7040 BLDG/FACILITY REPAIR	46,784	46,000	(784)	60,000	13,216
7050 BLDG/FACILITY INS	20,414	19,700	(714)	19,700	(714)
7060 BLDG/FACILITY RENOV	322	750	428	25,000	24,678
7080 PLANT MAINTENANCE	82,691	45,000	(37,691)	45,000	(37,691)
7110 SECURITY	42,798	48,750	5,952	65,000	22,202
7500 VEH/EQUIP MAINT	455	750	295	1,000	545
7510 VEH/EQUIP REPAIRS	13,161	12,500	(661)	12,500	(661)
7520 VEH/EQUIP INSURANCE	1,971	2,700	729	3,600	1,629
7540 VEH/EQUIP RENTAL	(2,225)	2,500	4,725	2,500	4,725
8000 OPERATIONAL EQUIPMENT	12,175	5,000	(7,175)	5,000	(7,175)
8010 OPERATIONAL MAT/SUPP	114,012	111,575	(2,437)	142,500	28,488
8050 COST QF SALES	538,836	423,750	(115,086)	565,000	26,164
8090 UNIFORMS/CLOTHING	2,941	5,625	2,684	7,500	4,559
8100 PROFESSIONAL SERVICE	30,927	2,500	(28,427)	2,500	(28,427)
8110 CONTRACTS/AGREEMENTS	12,535	20,000	7,465	130,000	117,465
Total expended to date excluding 2016 Flood Costs	\$ 2,859,081	\$ 2,261,864	\$ (397,418)	\$ 3,306,912	\$ 647,831
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,859,081	\$ 2,261,864	\$ (397,418)	\$ 3,306,912	\$ 847,831

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Finance

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

Statement of Revenue

December 31, 2017

	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 272,282	\$ 433,143	\$ (160,861)	\$ 758,000	\$ 485,718
GL 5002 Public Skating	6,975	-	6,975	-	(6,975)
GL 5004 Arena Rental	14,198	-	14,198	-	(14,198)
GL 5005 Gym Rental	225	-	225	-	(225)
GL 5006 Canteen Sales	254,018	481,847	(227,829)	870,000	615,982
GL 5009 Major Events	31,838	57,868	(26,030)	75,000	43,162
GL 5010 Other Revenue	293,055	79,931	213,125	120,000	(173,055)
GL 5033 Program Equipment	13,261	-	13,261	-	(13,261)
GL 5034 Facility Rentals	140,713	-	140,713	-	(140,713)
GL 4808 Advertising Revenue	7,000	-	7,000	-	(7,000)
Total Revenue To Date	\$ 1,033,563	1,052,790	\$ (19,226)	\$ 1,823,000	\$ 789,437

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Finance

**Parks and Grounds
Operations**

Statement of Expenditures

December 31, 2017

Parks & Grounds	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,088,763	\$ 1,282,100	\$ 193,337	\$ 1,666,580	\$ 577,817
6010 BENEFITS	248,235	265,774	17,539	345,475	97,240
6020 TRAINING/EDUCATION	11,586	2,387	(9,199)	2,387	(9,199)
6030 TRAVEL/CONFERENCES	11,083	8,104	(2,979)	8,104	(2,979)
6040 PROF MEM/DUES & FEES	-	140	140	200	200
6050 OFFICE SUPPLIES	900	1,722	823	2,153	1,253
6060 OFFICE EQUIPMENT	-	450	450	500	500
6080 ADVERTISING	-	300	300	300	300
6110 TELEPHONE/FAX	4,629	4,468	(162)	5,750	1,121
6130 COMPUTER HARDWARE	-	188	188	250	250
7000 HEAT	2,537	3,004	467	3,866	1,330
7010 ELECTRICAL	69,339	52,500	(16,839)	75,000	5,661
7020 WATER	18,700	17,560	(1,140)	22,600	3,900
7030 BLDG/FACILITY MAINT	3,386	2,550	(836)	5,100	1,714
7040 BLDG/FACILITY REPAIR	5,475	3,875	(1,600)	7,750	2,275
7060 BLDG/FACILITY RENOV	239	5,674	5,435	7,303	7,064
7080 PLANT MAINTENANCE	606	1,160	553	1,664	1,058
7100 MAINT. TOOLS/EQUIP	-	-	-	-	-
7110 SECURITY	469	6,311	5,842	7,100	6,631
7510 VEH/EQUIP REPAIRS	274	1,013	738	1,350	1,076
7530 VEH/EQUIP REPLACEMENT	-	-	-	25,000	25,000
7540 VEH/EQUIP RENTAL	842	11,250	10,408	15,000	14,158
7560 VEH EQUIP SUPPLY	365	-	(365)	-	(365)
8000 OPERATIONAL EQUIP	22,738	5,932	(16,806)	25,423	2,685
8010 OPERATIONAL MAT/SUPP	352,562	345,000	(7,562)	345,000	(7,562)
8020 MAINTENANCE EQUIP	27,690	24,000	(3,690)	32,000	4,310
8080 STREET LIGHTS	-	-	-	-	-
8090 UNIFORMS/CLOTHING	10,146	10,303	156	12,283	2,137
8100 PROFESSIONAL SERV	-	235	235	313	313
8110 CONTRACTS & AGRMNT	407,381	275,335	(132,046)	275,335	(132,046)
8140 EASEMENTS/ROW CQST	280	-	(280)	-	(280)
Total expended to date excluding 2016 Flood Costs	\$ 2,288,227	\$ 2,331,334	\$ 43,107	\$ 2,893,786	\$ 605,559
8165 2016 FLOOD COSTS	162,621	-	(162,621)	-	(162,621)
Total expended to date including 2016 Flood Costs	\$ 2,450,848	\$ 2,331,334	\$ (119,514)	\$ 2,893,786	\$ 442,938

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Finance

Buildings	Year to date Expended	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 964,550	\$ 1,065,317	\$ 100,767	\$ 1,384,787	\$ 420,237
6010 BENEFITS	221,438	242,325	20,887	314,994	93,556
6011 MISC BENEFITS	-	-	-	-	-
6020 TRAINING/EDUCATION	2,632	2,500	(132)	2,500	(132)
6030 TRAVEL/CONFERENCES	-	1,748	1,748	2,500	2,500
6040 PROF MEM/DUES & FEES	-	70	70	100	100
6050 OFFICE SUPPLIES	1,376	675	(701)	800	(576)
6060 OFFICE EQUIPMENT	2,185	2,648	462	3,700	1,515
6080 ADVERTISING	-	-	-	-	-
6110 TELEPHONE/FAX	6,284	6,097	(186)	8,150	1,866
6130 COMPUTER HARDWARE	1,794	2,796	1,002	4,000	2,206
6140 COMPUTER SOFTWARE	173	3,000	2,827	4,000	3,827
7000 HEAT	41,085	38,900	(2,185)	100,000	58,915
7010 ELECTRICAL	333,406	339,167	5,760	465,000	131,594
7020 WATER	17,682	17,669	(13)	17,980	298
7030 BLDG/FACILITY MAINT	454	9,990	9,536	14,000	13,546
7040 BLDG/VACILITY REPAIR	4,059	39,383	35,324	56,250	52,191
7050 BLDG/FACILITY INS	152,637	107,995	(44,642)	154,500	1,863
7060 BLDG/FACILITY RENOV	21,728	69,900	48,172	100,000	78,272
7070 BLDG/FACILITY RENTAL	135,686	131,066	(4,620)	175,000	39,314
7080 PLANT MAINTENANCE	221	15,932	15,710	22,500	22,279
7100 MAINT. TOOLS/EQUIP	4,246	3,500	(746)	3,500	(746)
7110 SECURITY	78,202	79,686	1,484	114,000	35,798
7505 GASOLINE & DIESEL	-	2,796	2,796	4,000	4,000
7510 VEH/EQUIP REPAIRS	-	1,500	1,500	2,000	2,000
7540 VEH/EQUIP RENTAL	2,959	750	(2,209)	750	(2,209)
7570 VEH/EQUIP TOOLS	-	2,250	2,250	3,000	3,000
8000 OPERATIONAL EQUIP	1,520	2,574	1,054	3,650	2,130
8010 OPERATIONAL MAT/SUPP	95,218	79,000	(16,218)	80,500	(14,718)
8020 MAINTENANCE EQUIP	-	2,796	2,796	4,000	4,000
8030 MAINTENANCE MAT/SUPP	-	4,544	4,544	6,500	6,500
8090 UNIFORMS/CLOTHING	4,482	4,520	38	4,750	268
8100 PROFESSIONAL SERVICE	-	-	-	48,800	48,800
8110 CONTRACTS/AGREEMENTS	284,230	180,000	(104,230)	180,000	(104,230)
8150 GRANTS/SUBS TO ORG	45,000	45,000	-	60,000	15,000
Total expended to date excluding 2016 Flood Costs	\$2,423,249	\$2,508,092	\$82,843	\$3,346,211	\$922,962
8165 2016 FLOOD COSTS	392	-	(392)	-	(392)
Total expended to date including 2016 Flood Costs	\$ 2,423,641	\$ 2,506,092	\$ 82,451	\$ 3,346,211	\$ 922,570

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Finance

Recreation Cultural Services

Statement of Expenditures

December 31, 2017

	Year to date Expended	9 Month Budget	9 Month Budget	Annual Budget	Annual Budget
Recreation/Cultural Services			Variance		Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 1,062,001	\$ 955,408	\$ (106,593)	\$ 1,145,956	\$ 83,955
6020 TRAINING/EDUCATION	11,661	13,545	1,884	16,000	4,339
6030 TRAVEL/CONFERENCES	13,136	14,250	1,114	35,000	21,864
6040 PROF MEM/DUES & FEES	3,381	3,500	119	3,500	119
6050 OFFICE SUPPLIES	5,321	6,474	1,153	8,000	2,679
6060 OFFICE EQUIPMENT	9,347	8,000	(1,347)	8,000	(1,347)
6080 ADVERTISING	41,423	57,648	16,225	75,000	33,577
6110 TELEPHONE/FAX	7,249	11,250	4,001	15,000	7,751
6120 PUBL./SUBSCRIPTIONS	111	338	227	400	289
6130 COMPUTER HARDWARE	2,741	2,741	-	7,000	4,259
6160 LIABILITY INSURANCE	7,251	7,500	249	10,000	2,749
7070 BLDG/FACILITY RENTAL	25,512	34,500	8,988	46,000	20,488
8000 OPERATIDNAL MAT/SUPPLY	164,386	165,250	864	175,000	10,614
8025 COMMUNITY EVENTS	238,366	238,461	95	384,615	146,249
8150 SCOLORSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	335,010	356,562	21,552	356,562	21,552
8170 OPERATING GRANTS POLICY	395,476	380,500	(14,976)	380,500	(14,976)
Total expended to date excluding 2016 Flood Costs	\$ 2,342,372	\$ 2,275,927	\$ (66,445)	\$ 2,686,533	\$ 344,161
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,342,372	\$ 2,275,927	\$ (66,445)	\$ 2,686,533	\$ 344,161

ORIGINAL SIGNED BY

Departmental

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Finance

Recreation/Cultural Services	Year to date Assigned	9 Month Budget	9 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	\$ 30,000	\$ 24,000	\$ 6,000	\$ 24,000	\$ (6,000)
5034 FACILITY RENTALS	9,534	11,250	(1,716)	15,000	5,466
Total Revenue To Date	\$ 39,534	\$ 35,250	\$ 4,284	\$ 39,000	\$ (534)

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

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

Revenue	Actual Y-T-D Dec 31, 2017	Budget Y-T-D Dec 31, 2017	Variance Y-T-D Dec 31, 2017	Total Annual Budget 2017-2018
Operating:				
Metered Sales	\$ 12,792,931.00	13,566,707.00	\$ 773,776.00	18,088,943.00
Public Fire Protection	\$ 5,387,756.00	5,387,756.00	\$ -	7,183,675.00
Interest on Overdue Accounts	\$ 292,923.00	\$ 249,844.00	\$ (43,079.00)	333,125.00
Other Operating Revenue	\$ 94,379.00	\$ 156,134.00	\$ 61,755.00	208,178.00
Total Operating Revenue	\$ 18,567,989.00	\$ 19,360,441.00	\$ 792,452.00	25,813,921.00
Expenditures				
Operating Expenses				
Source of Supply	\$ 229,514.00	\$ 423,750.00	\$ 194,236.00	565,000.00
Power and Pumping	\$ 1,058,586.00	\$ 1,531,898.00	\$ 473,312.00	2,042,530.00
Water Treatment	\$ 2,680,916.00	\$ 2,793,143.00	\$ 112,227.00	3,724,190.00
Transmission & Distribution	\$ 3,004,890.00	\$ 3,436,024.00	\$ 431,134.00	4,581,366.00
Administration & General	\$ 2,333,116.00	\$ 2,210,455.00	\$ (122,661.00)	2,947,273.00
Depreciation	\$ 2,905,485.00	\$ 2,905,485.00	\$ -	3,873,980.00
Taxes	\$ 1,480,064.00	\$ 1,685,062.00	\$ 204,998.00	2,246,750.00
Total Operating Expenses	\$ 13,692,571.00	\$ 14,985,817.00	\$ 1,293,246.00	19,981,089.00
Operating Profit/(Loss)	\$ 4,875,418.00	\$ 4,374,624.00	\$ (500,794.00)	\$ 5,832,832.00

Non Operating Revenue	Actual Y-T-D Dec 31,2017	Budget Y-T-D Dec 31,2017	Variance Y-T-D Dec 31,2017	Total Annual Budget 2017-18
Debt Charge Income				
Interest Income				
Transfer from Depreciation				
Non Operating Expenses				
Short term interest charges	\$ 96,094.00	\$ 96,094.00	\$ -	128,125.00
Debt Charges				
Principal	\$ 2,819,493.00	\$ 2,923,375.00	\$ 103,882.00	3,897,833.00
Interest	\$ 1,249,792.00	\$ 1,218,655.00	\$ (31,137.00)	1,624,874.00
Amortization of Debt Discount	\$ 24,000.00	\$ 24,000.00	\$ -	32,000.00
Capital Expenditures out of operations	\$ 112,500.00	\$ 112,500.00	\$ -	150,000.00
Appropriation - Rolling stock -Fleet			\$ -	
Total Non Operating Expenses	\$ 4,301,879.00	\$ 4,374,624.00	\$ 72,745.00	5,832,832.00
Non- Operating Profit/Loss	\$ 4,301,879.00	\$ 4,374,624.00	\$ 72,745.00	5,832,832.00
TOTAL UTILITY REVENUES (OPERATING & NON-OPE	\$ 18,567,989.00	\$ 19,360,441.00	\$ 792,452.00	25,813,921.00
TOTAL UTILITY EXPENSES (OPERATING & NON-OPE	\$ 17,994,450.00	\$ 19,360,441.00	\$ 1,365,991.00	25,813,921.00
CBRM WATER UTILITY PROFIT/(LOSS)	\$ 573,539.00	\$ -	\$ (573,539.00)	-

Prepared by Judy Sampson

Review by Greg Penney

Date 31-Jan-18

Port of Sydney Development Corporation

Income Statement for 9 Month Period Ended December 31, 2017

	YTD Actual	YTD Budget	Variance to Budget	Annual Budget
Wharfrage & Berthage	381,974	390,186	(8,212)	473,762
Event Revenue	61,056	61,230	(174)	66,930
Miscellaneous	19,737	3,900	15,837	4,200
Storage & Rental	237,227	220,674	16,553	241,984
Passenger tax	944,540	936,691	7,849	936,691
Craft Market Revenue	90,389	102,300	(11,911)	102,300
Security/Traffic Control	141,174	128,676	12,498	138,416
Business Development - Harbour	125,553	153,000	(27,447)	204,000
Government Funding	66,366	0	66,366	0
	2,068,016	1,996,657	71,359	2,168,283
Wages & Salaries	535,390	659,543	(124,153)	823,821
Professional Fees	59,701	50,332	9,369	63,000
Advertising & Promotions	31,557	44,799	(13,242)	49,599
Cruise activities	29,348	31,360	(2,012)	40,485
Dues & Membership Fees	36,214	43,757	(7,543)	45,187
Port Event Expense	3,603	3,500	103	3,585
Port Insurance	46,055	38,721	7,334	63,228
Interest & Bank Charges	4,707	3,620	1,087	4,760
Office & Admin	21,676	25,508	(3,832)	29,085
Miscellaneous	13,022	32,150	(19,128)	35,400
Repairs & Maintenance	175,930	224,538	(48,608)	275,824
Travel	23,659	42,520	(18,861)	56,090
Utilities	141,062	147,010	(5,948)	199,085
Security Expense	141,069	140,176	893	155,091
Business Development - Harbour	133,583	153,000	(19,417)	204,000
Office Rent	2,644	0	2,644	0
Leasehold Improvements	71,067	50,000	21,067	50,000
	1,470,287	1,690,534	(220,247)	2,098,240
Surplus Before Amortization	597,729	306,122	(148,888)	70,043
Less Amortization	(268,059)	0	(268,059)	0
Surplus	\$ 329,670	\$ 306,122	(416,947)	70,043

