Cape Breton Regional Municipality

General Committee Meeting

AGENDA

TUESDAY, JANUARY 5TH, 2016

9:30 A.M.

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

Cape Breton Regional Municipality

General Committee Meeting

Tuesday, January 5th, 2016

9:30 a.m.

AGENDA ITEMS

Roll Call

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

   - **General Committee – November 2nd, 2015**

2. **PRESENTATION:**

   2.1 **Municipal Indicators Draft Governance Survey:** Ron Dauphinee, Senior Policy Analyst, Department of Municipal Affairs (See page 4)

3. **REPORT:**

   3.1 **Who Plows My Road:**
   John Phalen, Manager Public Works East Division (See page 9)
   Louis Ferguson, Manager Public Works North Division and (See page 13)

4. **PROTECTIVE SERVICES ISSUES:**

   4.I **Appeals - Dangerous and Unsightly Premises Orders:**

   i. **Roger and Sherry Taylor – 113 Peppett Street, North Sydney:**
   Paul Burt, Manager Building, Planning & Licensing Laws
   ***Appeal Book distributed separately**

   ii. **Elizabeth Hill – 53 Riverdale Street, Louisbourg:**
   Paul Burt, Manager Building, Planning & Licensing Laws
   ***Appeal Book distributed separately**

Continued…

Protective Services Issues Cont'd:

4.2 **Dangerous & Unsightly Premises (DUP) Statistical Complaint Report - October 29, 2015 to December 24, 2015:** Paul Burt, Manager Building, Planning & Licensing Laws (See page 30)

For Information Only.

5. PLANNING ISSUE:

5.1 **Municipal Planning Strategy Amendments:**

a) **Public Participation Program:**

i. **Zoning at the Site of Former Heavy Water Plant – Case #1013:** Malcolm Gillis, Director of Planning (See page 35)

6. BUSINESS ARISING:

6.1 **Council – October 20, 2015:**

i) **Proposed Changes to CBRM Policies and Bylaws:** Deborah Campbell, Municipal Clerk (See page 39)
(Appendix "A" distributed separately)

7. FINANCIAL STATEMENTS: For information only

Marie Walsh, Chief Financial Officer (See page 41)

- Corporate
- Fire Services (including EMO)
- Public Services:
  - Engineering & Public Works
  - Recreation
  - Water Utility
- Planning
- Police

ADJOURNMENT

NOVA SCOTIA
Municipal Affairs

14th Fl, Maritime Centre
1505 Barrington St.
PO Box 216
Halifax, NS B3J 2M4

Ron Dauphinee
14 N Maritime Centre
1505 Barrington Street
Halifax, NS B3K 3K5

December 31, 2015

Ms. Campbell
Municipal Clerk, CBRM
320 Esplanade
Sydney, NS B1P 7B9

Dear Ms. Campbell:

I would like to request permission to appear before the CBRM General Committee on Tuesday, January 5th at 9:30 a.m.

My intention is to share a draft copy of a governance survey that Municipal Affairs is developing in association with AMA and the UNSM. Similar to the Financial Conditions Index, we are looking to develop a set of indicators to measure Governance, and this survey (or some future version of it) will likely form the basis of these indicators.

Through my presentation, I hope to generate some discussion on the value CBRM Council might see in such a tool and its potential applications. I would also like to get a sense of whether or not your Council think the questions are appropriate, or if there are any gaps we may be missing with the survey.

Please find the draft survey attached for Council's consideration in advance of the discussion.

Sincerely,

ORIGINAL SIGNED BY

Ron Dauphine
Senior Policy Analyst

Municipal Governance Health Checklist

Governance refers to how decisions are made by government, the processes and interactions that go into those decisions, and the accountability of government for those decisions.

The Municipal Indicators Committee – comprised of representatives from the Union of Nova Scotia Municipalities (UNSM), Association of Municipal Administrators (AMA), and the Department of Municipal Affairs (DMA) – has developed a new tool to support strong governance in local government.

The objectives are to:

- Inform strategic decision-making and policy development;
- Prompt self-evaluation and discussion around areas of improvement
- Create informed citizens and good citizenship;
- Ensure adequate staff resources to implement decisions of Council and;
- Foster overall good municipal governance.

While voluntary, municipalities are strongly encouraged to complete the survey on an ongoing basis. The intention is to stimulate debate, identify challenges, find solutions, and implement best practices. Active involvement of Council, staff, and the public is highly recommended.

Facilitation support and tools are available through the Department of Municipal Affairs to complete the survey. Please contact your Municipal Advisor for more information.

***

Instructions: Please review the statements in each category. Each are considered a best practice in terms of good governance. Discuss whether they adequately reflect the situation in your municipality or not. Brainstorm ways to address any variances and identify resources your municipality could use from DMA, UNSM, AMA or other organizations to meet your goals.

ACCOUNTABILITY

Definition: Answerability to the public for decisions rendered by government.

Each councillor regularly attends council meetings (e.g. rarely misses more than two consecutive meetings).

Council makes the dates and times of public meetings known to residents with reasonable notice.

The municipality has effective procedures to manage Council meetings (e.g. Robert's rules of order).

All meetings are held in public except when authorized by legislation.

All decisions of Council are made in public meetings.

Council agendas reflect the strategic priorities of the municipality.

Council deals with matters of policy but not administration (e.g. whether a municipality should adopt clear garbage bags, vs. the scheduling of the public works department).

Questions and decisions of Council are always directed through the CAO, where applicable.

The CAO is the chief policy advisor for Council and provides clear, supporting documentation in inform Council decisions.

TRANSPARENCY

Definition: Accessibility of information to adequately understand and monitor government.

The municipality makes use of a website and/or other forms of information technology (e.g. social media) to actively reach and engage citizens.

The municipality has an effective process to engage citizens on the budget.

The municipality has an effective process to communicate the budget (e.g. plain language versions, highlights with brief rationales for major policy decisions, etc.).

The municipality regularly updates citizens on its progress towards reaching strategic priorities, such as in an Annual Report.

Requests for information (e.g. by the public, media, businesses, etc.) are acted upon within a reasonable timeframe.

Concerns from the public are reviewed within a reasonable timeframe.

Concerns from the public are acted upon within a reasonable timeframe.

ENGAGEMENT

Definition: Encouraging the public to constructively participate in government processes and institutions.

The municipality conducts an information session for people running for Council.

The municipality encourages citizens to run for Council.

Council has a mixture of first term and returning councillors.

The composition of Council is diverse and representative of the community at large.

Council meetings are generally well-attended by members of the public.

There is interest among the public in volunteering for citizen seats on committees of Council.

DIRECTION

Definition: Broad and long-term perspective on community development, along with a sense of what is needed for such development.

The municipality has an up-to-date and regularly reviewed:

- Strategic plan
- Multi-year budget
- 5 year Capital Plan
- Municipal Planning Strategy and Land Use Bylaw that are less than 10 years old
- Emergency Measures Plan

To the greatest extent possible, these plans are integrated with one another.

Council played a key role in creating these plans.

The municipality has a formal process to monitor the progress in implementing these community plans.

The municipality regularly evaluates programs and services to ensure that they are:

- Relevant
- Efficient
- Effective
- Aligned with strategic priorities

There are formal avenues for active citizen involvement in significant policy issues.

COLLABORATION

Definition: Working together cooperatively for the betterment of all members of the community.

The municipality works constructively with neighboring municipalities.

The municipality is actively involved in inter-municipal organization (e.g. Union of Nova Scotia Municipalities, Association of Municipal Administrators of Nova Scotia, Federation of Canadian Municipalities, Canadian Association of Municipal Administrators, etc).

Council considers shared services and/or other forms of partnerships before entering into any new services or building new infrastructure.

Members of Council respect the chair, colleagues, staff and members of the public during Council meetings.

PUBLIC ADMINISTRATION

Definition: The capacity of municipal administration to support policy development and implement policy decisions of Council.

Staff has the necessary skills to ensure that the policy advice to Council is based upon quality research and best practices.

The CAO (or equivalent) is unlikely to retire/leave in the next 3 years.

The municipality has a succession plan in place for key positions (e.g. CAO, Director of Finance, Wastewater Treatment Operator, etc.)

The municipality has an equitable hiring process and welcomes applications from Aboriginal People, African Nova Scotians and Other Racially Visible Persons, Persons with Disabilities and Women.

Council annually evaluates the performance of the CAO.

The CAO annually evaluates the performance of staff.

There is adequate professional development funding for Council (e.g. training, travel to conferences, etc).

There is adequate professional development funding for staff (e.g. training, travel to conferences, etc).

ETHICS

Definitions: Standards of integrity that uphold the public's confidence in their government.

The municipality has established a code of conduct that outlines standards that citizens should expect from their elected officials and staff.

The municipality adheres to a code of conduct that outlines standards that citizens should expect from their elected officials and staff.

Council has established a conflict of interest policy that requires any real or perceived conflicts to be publicly disclosed.

Council adheres to a conflict of interest policy that requires any real or perceived conflicts to be publicly disclosed.

Employees are protected from recrimination or other negative consequences when reporting issues (e.g. whistle-blowing).

Council is aware of their roles and responsibilities.

Council adheres to their roles and responsibilities.

Staff is aware of their roles and responsibilities.

Staff adheres to their roles and responsibilities.

WINTER OPERATIONS / PREPAREDNESS
JANUARY 2016

Environment Canada Winter Prediction – 2015 /16

Summary

- We are currently in a "strong" El Niño situation
- Strong El Niño conditions are expected to continue and in fact strengthen through the Northern Hemisphere early winter 2015-16 then weakening through spring and summer
- Assuming El Niño continues to be the dominant influence in our winter, average temperatures should be above normal during the winter (December, January and February)
- Expect less snowfall than average and fewer heavy snowfall events
- There will still be storms but more of those storm will produce snow changing to rain scenarios
- Based on large-scale pressure pattern predictions, December should be relatively quiet with February being the stormiest month of the winter
- Although snowfall may be less than average, there is a higher incidence of freezing rain episodes during El Niño years

7.50 in

Environment Canada Environnement Canada Canada

PREPAREDNESS

- Fleet Maintenance Operations
  - Equipment Preparedness begins late summer
  - Ready for winter operations late October
  - Fleet is currently fully prepared !

WINTER OPERATIONS

- WINTER OPERATIONS STRATEGY
  - Policy Adopted by CBRM Council – November 2003
  - General Operating Priorities for:
    - Plowing and Deicing Streets
    - Plowing Designated Sidewalks / Parking Lots
    - Clearing Hydrants
    - Snow Removal

JURISDICTION

- **CBRM**
  - Primarily urban roads within the former towns and City. Exception being designated unlisted roads and all sidewalks in the former County of Cape Breton
- **Nova Scotia Department of Transportation & Infrastructure Renewal (TIR)**
  - Primarily rural roads and highways within the former County of Cape Breton except those designated as CBRM's

WINTER OPERATIONS BUDGET

- Annual Budget – $ 2,500,000
  - Snow Plowing/Removal In-house
  - Snow Plowing Contracted
  - Salt

WINTER OPERATIONS

- CBRM FLEET
  - Loader Plows – 24
  - Graders – 6
  - Salt Trucks – 16
  - Sidewalk Plows – 18
  - Tractor Blowers - 2

- CONTRACTORS
  - Equipment to Service Urban and Rural Routes

WINTER OPERATIONS / PREPAREDNESS
January 2016

QUESTIONS ??

Snow and Ice Control

Who plows my road ?

THE STREETS LISTED BELOW ARE PLOWED BY CBRM PUBLIC WORKS.

CBRM

"A Community of Communities"

CBRM CENTRAL DIVISION

563-5255

COMMUNITY	STREETS*	
Sydney	all streets	
Pine Tree Park	all streets	

COMMUNITY	STREETS**	
Big Pond	MacNeil Ln	
Coxheath	Knightswood Ln, Noseworthy Ln	Irenes Ln
Dutch Brook	MacDougall Dr, Cranberry Lake Rd	Mira Lee Dr, Taylor Ln
East Bay	Blarney Rd	
Gabarus	Memory Ln	
Grand Lake Road	Old Doalans Ln, Burke St, Bennett St	Grace St, Young St
Grand Mira North	Roberts Ln	
Howie Center	McCharles Ln, Weeks Ln	Williams Ln
Lingan Road	Tower Ln	
Mira Road	Tower Heights, Weatherbee Rd, Edgar St, Stuart St, Champlain Av, Mullers Ln, Melody Ln, Ferguson Dr, Parkview Dr	Terry Way, Edgewood Dr, Martha Blvd, Gerards Ln, Beverly Dr, MacDonalds Ln, Scottlynn Dr, Rotary Dr, Barney Dr
Portage	Youngs Dr	
Prime Brook	Sunset Dr Ext, MacArthurs Rd Ext, Doncaster Dr	Vogue St, Reids Ln
South Bar	Seaview Dr, Fourwheel Dr, MacLeans Ln, Polar Bear Ln, Uscomb Point Dr	Philips St, Hiscock Dr, Kennel Ln, Barrington St
Sydney Forks	Mackley Pt. Dr, Hayden Rd	Hilltop Dr, Levattes Ln
Sydney River	Oceanview Dr Ext, Elizabeth St, Hayman Dr, Meadowood Ct, Hampton Dr, Nursery St	Rose St, Harriet St, Stoneybrook Ln, Hemlock Dr, Roundwood Ct
Westmount	Victoria Hill	Corbett Ln

CBRM EAST DIVISION

842-1171

COMMUNITY	STREETS*	
Glace Bay	all streets	
New Waterford	all streets	
Dominion	all streets	
Louisbourg	all streets	

COMMUNITY	STREETS**	
Albert Bridge	IslandView Ln, Pleasant Walk, Mason Pt. Rd, Malcolms Rd, Oyster Cove Rd, Sangaree Rd. Ext., Gessner Point Rd, Shore Ln	Cemetary Ln, Ken Tom Ln, Mason Rd, Paradise Rd, Sangaree Rd, Hanson Rd, Waterpark Dr
Donkin	Briffett Ln	
Homeville	Ferguson Ln	
Marion Bridge	MacGillivary Ln	
New Victoria	Webbs Ln, Waterford Lake Rd	MacNeils Ln, Sampson Ln
Port Caledonia	Arbuckle St	
Port Morien	MacLeods Ln	Hanway St
River Ryan	Queen St Ext, Christy Ln	Ratchford St
Round Island	MacQueen Ln, Scottsdale Ln	Ocean Cr
Scotchtown Area	all streets except May Street	
Tower Road	Campbell Ln	

CBRM NORTH DIVISION

794-5692

COMMUNITY	STREETS*	
North Sydney	all streets	
Sydney Mines	all streets	

COMMUNITY	STREETS**	
Alder Point	Arsenault Ln, Stubberts Shore Rd	Gracie Ln
Boisdale:	Stagecoach Rd	
Bras d'Or	MacLeod Ln, MacDonald Ln, Meadowbrook Dr, Barshelmar Dr	Laffin Ln, Marmac St, Rodan St, Kilmuir Dr
Florence	Simpson Ln, Highball St, 2nd Av Ext., Beech Rd	Howard St, Fifth Av, Gears Ln
Frenchvale	Keagan Ln	
Georges River	Jessome Ln, Almond Rd, Riverside Dr	Allen Ln, Park Rd
Groves Point	Hawley Rd, Off Marsh Ln, Boutilier Dr	Mayo Ln, Cox Ln, White Dr, McInnis Rd
Little Pond	Bonnar Ln	
Upper North Sydney		Lemoines Ln, Farm Rd

** Plowing can be expected within 12 hours after the end of the storm.*

*** Plowing can be expected on these roads AFTER the Department of Transportation has plowed the connecting road or highway.*

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

SAFETY

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

EMERGENCIES

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

YOU CAN HELP

Do not put snow from your property onto the street or sidewalk.

Unexpected piles of snow and ice are extremely dangerous to snow removal activities and it is *prohibited by CBRM Traffic*

FOR MORE INFORMATION

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

CBRM Winter Operations Strategy

The general operating priority for winter conditions is as follows:

1. Plowing and de-icing of streets

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

Divisional Examples – Arterial Routes

CENTRAL	EAST	NORTH
Kings Rd	Reserve St	King St

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

Divisional Examples – Collector Routes

CENTRAL	EAST	NORTH
Whitney Av	Beacon St	Regent St

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

Divisional Examples – Residential Streets

CENTRAL	EAST	NORTH
Henry St	Lake Rd	Vickers Ln

2. Plowing designated sidewalks

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

3. Clearing Hydrants

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

4. Snow removal and clearing

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


Search
Residents
Business
City Hall
CAPE BRETON
REGIONAL MUNICIPALITY
Simple and straightforward — Find the information you're looking for quickly and easily. Welcome to the ne
CBRM website.
Popular Pages
Online Services
Pay tax & water bills, book facilities, parking tickets
Garbage & Recycling
Schedules and regulations
Getting around CBRM
Buses, Cycling, Active Transportation
Forms
From A to Z
Tax Sales
Tenders and Proposals
Council Video Stream
Meeting schedule and archive
FAQ
Popular questions and answers
Water
CBRM Water Utility
Job Opportunities
Meetings & Conventions
Events Cape Breton Website
Cape Breton Tourism
Destination Cape Breton
Topical Information
Tell us how we are doing!
Take the survey
Who plows my road?
Simply enter your civic address
Contact Us
Cape Breton Regional Municipality
320 Esplanade
Sydney, Nova Scotia
B1P 7B9
Phone:
(902) 563-5005
Fax:
(902) 564-0481

Contact Information

For more information, please email spw@cbrm.ns.ca, or call 902-563-5180 (Administration).

Central Division: 902-563-5255
East Division: 902-842-1171
North Division: 902-794-5692

The provincial Department of Transportation and Infrastrucutre Renewal: 902-563-2245

Follow us on Twitter @CBRMgov and "like" CBRM Official Site on Facebook.

Who plows my road?

Download this "Who Plows My Road" list OR search below by civic address.

Click here to see CBRM's snow and ice control procedures STEP-BY-STEP.

Check our Frequently Asked Questions for answers to your questions about snow and ice control.

Enter your civic address to find out who is responsible to plow your street.

House# Street / Community Submit

--- While every reasonable effort is made to ensure that the information provided on this site is accurate, no guarantees for the currency or accuracy of information are made ---

Thee Ways You Can Help

1. Remove parked vehicles from the street during snow clearing times. Your vehicle can be ticketed and towed away.
2. Do not plow or shovel snow from your property onto the street or sidewalk. This is a serious danger to plow operators.
3. You can help by clearing the snow away from a hydrant on your street, but please becareful and don't stand on the street while shoveling!

CBRM Snow Removal FAQ

CBRM Snow and Ice Control STEP-BY-STEP

CBRM has a Winter Operations Strategy that outlines the procedure for snow plowing, de-icing of streets, plowing of sidewalks, clearing of hydrants and finally removal of the snow. Here are the steps:

1. Plowing and de-icing of streets

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

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

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

2. Plowing designated sidewalks

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

3. Clearing Hydrants

Snow clearing around hydrants will take place as quickly as resources can be made available. Residents may clear the snow away from a hydrant, however caution is advised and any shoveling should be done from the sidewalk side, not while standing on the street.

4. Snow removal and clearing

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

Other Frequently Asked Question:

How much plowing and snow removal is required?

CBRM crews are responsible for the winter maintenance of all streets within the former Towns of Glace Bay, New Waterford, Dominion, Louisbourg, North Sydney, Sydney Mines and the City of Sydney, as well as designated unlisted roads in the former County of Cape Breton (approximately 1000 lane kilometers). In addition the CBRM public works department maintains approximately 310 kilometers of sidewalks region wide. The Nova Scotia Department of Transportation and Public Works provides winter maintenance for all streets/roads in the former County of Cape Breton except those unlisted roads designated as being maintained by the CBRM.

What is the process for plowing streets?

For the most part, the intensity and duration of a storm dictates when the plows are called out. Whenever possible the plows are called out just before the storm ends for reasons of efficiency. Generally the municipality is broken up into "plow routes" with a snowplow unit assigned to each route. Within each route, the priority streets, being those that are considered collector streets that tend to provide access to hospitals, business areas and main routes in and out of a community, are plowed first, followed then by residential streets.
In the event that a plow unit assigned to a "plow route" breaks down, plow units from other areas would provide mutual aid as they become available. In the case of a storm of extended duration, sufficient plows to maintain priority streets will be engaged initially, until conditions allow for normal "plow routes" to be followed.

Should weather conditions deteriorate to the point that plowing becomes dangerous, plowing may be suspended until conditions improve. A plow and operator may be stationed on standby at an appropriate location within the community, such as a fire department, until conditions allow it to begin plowing again.

Sometimes it seems to take longer to get the streets plowed, why is this?

On occasion snowstorms last for extended periods or are more difficult due to wet snow or drifting snow. A more significant factor is when a storm actually occurs. A storm during the day is complicated by heavier traffic, that is the Public Works crews lose the advantage of getting streets plowed when the general public is sleeping and no traffic is present and/or obstructing the operation.

What if there is an emergency?

Every effort will be made to respond to medical and fire emergencies. Requests authorized by appropriate personnel, will be processed through the 911 protocol. Unfortunately, plow routes cannot be changed to accommodate appointments of any kind.

How much snow does the Cape Breton Regional Municipality receive each winter?

On average the municipality receives approximately 300 centimeters (ten feet) of snow each winter. The most in a season is in the vicinity off 600 centimeters (20 feet). A major snowfall can produce accumulation exceeding 60 centimeters (24 inches) of snow.

My garbage is buried by the plow. What can be done?

The municipality encourages residents during the winter season to place their bags and bins far enough back on their driveway to avoid being buried.

What happens if the plow damages my property?

Damage from snow plowing does occur from time to time. Snowplow operators face many challenges in performing their work including limited lighting and/or poor visibility, pedestrians, parked cars and slippery conditions. Sometimes one or more of these factors could cause damage to lawns, etc. For the most part damages are minor and property owners make the necessary repairs themselves. However, in the event you are unable to do so report the damage to your local Public Works office. A staff member will take your name and address and enter this information into the database for spring restoration work. The repair process begins in the spring and is dependant on the weather, availability of material and its' priority set within the database. The CBRM does not repair or replace private items such as garbage containers or shrubbery placed within the street right of way (public property). Fences, ornaments, shrubberies, driveway edges, driveway curbs, mailboxes and walkways should be placed far enough back from the street right of way so that plow damage is avoided.

I've shoveled my driveway and a day or two later a plow has it filled back In, Why?

If drifting conditions persist after the normal plowing is accomplished or if streets become restricted due to snow accumulation, it is sometimes necessary to wing back the snow to further to improve safety, obtain maximum traffic flows, create storage for future snow and to clear catchbasins for potential storm water runoff. Unfortunately, this is a necessary procedure in our climate and is only taken when considered essential.

What sidewalks are plowed?

The Municipality does provide sidewalk winter maintenance. However due to physical constraints, such as the width of some streets and/or the sidewalk itself as well as fiscal limitations, the Municipality cannot plow and/ or salt all sidewalks. The Municipality therefore maintains only designated sidewalks that service areas with high volumes of traffic or are within areas that have schools, hospitals and commercial districts. Generally the sidewalks are cleared utilizing snow blades while effective. However when the amount of snow becomes so great that plowing is not effective, blower attachments are used. This method takes more time. Even though every effort is made to do so, the equipment and site conditions do not always allow clearing sidewalks down to a bare surface.

Why do plows push snow into driveways?

This is annoying but, unfortunately, the plow operators do not have control over the direction of the snow coming off the blades. For obvious reasons, plows are designed to discharge snow to the side of the street. Plow operators do not enjoy plugging driveways, it just can't be avoided.

When is salt applied?

De-icing of the streets and sidewalks is one of the most expensive aspects of winter maintenance. Furthermore recent studies have indicated that salt can be harmful to the environment. Therefore it is imperative that the use of salt is managed appropriately. Not all streets are salted every time there is a snow or ice event, nor can bare pavement be guaranteed.
Generally, Class I streets (high volume collector streets) are given priority followed by the Class II streets with hills, major intersections, etc. Salt is often applied at the beginning of a snowfall to create "salt brine" which breaks the bond between the street and snow or ice this is called anti-icing. Sand is used primarily on gravel roads. When temperatures are too low for salt to be effective sand is used in its' place.

Can I place snow on the sidewalk or street?

We realize that it is often difficult to find a place to shovel snow from your driveway. However, we ask for your cooperation in clearing the snow without placing it on the sidewalk or street, as it is can be dangerous for the public and our operators. Not to mention it is contrary to our Traffic Bylaws.

I live on a corner lot, why do I end up with more snow piled at the bottom of my driveway or walkway?

Being within the radius of a turn, corner lots do tend to get more snow deposited as a result of street plowing.
This is not intentional but the result of the laws of physics. Although unavoidable, plow operators make every effort to minimize this problem. Properly locating driveways and walkways in relation to the intersection will minimize the problem.

Do winter conditions vary across the CBRM?

Believe it or not, they do. Because of the close proximity to large bodies of water, we can be impacted by varied weather patterns that result in several mini-climates within our boundaries. It is often common to have drifting snow and whiteout conditions in one part of a community and fine weather in another part of the same community. The CBRM is also subject to frequent freeze/thaw cycles, which play havoc on the condition of our streets and our maintenance efforts.

Can I park my car on the street in the winter?

Parked vehicles not only impede the snow clearing operation, but also leave large amounts of snow on the road after the car is removed. This is an inconvenience for everyone and in some cases can be quite dangerous. Regulations specific to winter parking are in place in the Cape Breton Regional

Municipality. Failure to comply could result in the vehicle being ticketed and/or towed at the owner's expense.

Contact Information

For more information, please email epw@cbrm.ns.ca, or call 902-563-5180 (Administration).

Central Division: 902-563-5255

East Division: 902-842-1171

North Division: 902-794-5692

The provincial Department of Transportation and Infrastrucutre Renewal: 902-563-2245

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- Winter Operations Plan
- CBRM Snow Removal FAQ

Cape Breton Regional Municipality

WINTER OPERATIONS STRATEGY

Approved by Council – November 25, 2003

CONTENTS

PART 1

MISSION STATEMENT

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

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

RESPONSIBILIITY

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

OBJECTIVES

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

JURISDICTIONS

Cape Breton Regional Municipality

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

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

STREET CLASIFICATIONS

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

OPERATING PROCEDURES

A-----STREET PLOWING

A-1 General Objective
1.1 As soon as a snowstorm subsides, the first priority is to plow all streets in a practical and cost efficient manner. However, should a snowstorm persist for an extended period, efforts will be to maintain emergency routes reasonably passable.

A-2 Policy

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

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

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

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

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

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

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

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

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

B-----SNOW REMOVAL

B -1 General Objective – The process of plowing streets results in snow accumulation, which restricts lane widths and sight distances. Also, fire hydrants become obscured, due to excessive snowfall and/or the plowing procedure.

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

B-2 Policy

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

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

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

C----SALTING/SANDING STREETS

C-1 General Objective

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

C-2 Policy

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

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

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

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

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

2.4 See Appendix II for responsible agency.

D----SIDEWALK PLOWING/DE-ICING

C-1 General Objectives

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

C-2 Policy

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

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

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

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

2.5 Sidewalk plowing will commence:

A/ When street plowing permits.

B/ When snow conditions permit.

C/ As per the priority and working hours indicated below:

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

E-----SNOW CLEARING

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

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

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

D - 2 Policy

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

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

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

GENERAL OPERATING PRIORITY

Priority Level	*Task*
1.	Plowing and De-icing of Streets
2.	Plowing Designated Sidewalks and Parking Lots
3.	Clearing Hydrants
4.	Snow Removal
5.	Snow Clearing

PART 2 - APPENDICES

APPENDIX 1 - STREET PLOWING

Overview

Generally, plows will be dispatched from central operations sites as close to the end of the storm as possible, recognizing that during major snow events plows will be dispatched during the storm to maintain emergency routes.

Initially the major routes will be plowed providing access to hospitals, fire stations, police stations and large segments of the communities. After the major routes are accomplished, plows will proceed to the secondary or residential streets.

In order to be as efficient and consistent as possible, each plow will be assigned designated routes within their area of responsibility.

Should equipment breakdown the remaining equipment shall provide mutual aid as they become available. In some locations, backhoes and bucket equipped loaders will be utilized to clear snow from streets where the larger plows cannot manoeuvre.

Salt trucks with plow blade attachments will be utilized to supplement the main plows until they are required for salting operations, weather permitting.

Paul Burt,
Manager Building, Planning &
Licensing Laws

CBRM *A Community of Communities*

Cape Breton Regional Municipality

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

Memo

TO: General Committee

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

DATE: December 24, 2015

RE: DUP Statistical Complaint Report

Attached is the statistical report to the General Committee which outlines all the complaints files opened since the last report that was presented at the November 2, 2015 meeting.

Respectfully Submitted,

Original Signed By

Paul Burt,
Manager Building, Planning & Licensing Laws

Dangerous & Unsightly Premises
Report to Council
Oct 29, 2015 - Dec 24, 2015

FILE #	Date Received	PID	District	Property Address	Inspector	Complaint Category	Status
8773	Nov 13, 2015				Carol Ranni		Closed
8840	Nov 13, 2015				Carol Ranni		Closed
B945	Nov 13, 2015				Carol Ranni		Closed
8956	Nov 13, 2015				Carol Ranni		Closed
9157	Oct 30, 2015	15380611	10	4 Breigh Park, Dominion, B1G1C9	Jason MacDonald	Unsightly Premises	Closed
9158	Oct 30, 2015	1543479B	9	10 Norwood Street, Glace Bay, B1A3M5	Jason MacDonald	Unsightly Premises	New
9159	Oct 30, 2015	15087240	6	141 Brookland Street, Sydney, B1P5B5	Richard Wadden	Unsightly Premises	Active
9160	Oct 30, 2015	15207640	4	40 Halliday Street, Westmount, B1R2A9	Richard Wadden	Unsightly Premises	Active
9161	Oct 30, 2015	15533276	4	837 Westmount Road, Westmount, B1R1K3	Richard Wadden	Unsightly Premises	Active
9162	Nov 02, 2015	15446610	10	37 David Street, Glace Bay, B1A3Y7	Jason MacDonald	Unsightly Premises	New
9163	Nov 05, 2015	15276868	11		Jason MacDonald	Minimum Standards	New
9164	Nov 06, 2015	154088B3	9	500 Main Street, Glace Bay	Richard Wadden	Structure Fire	Active
9165	Nov 06, 2015	15056484	5	42 Fairview Street, Sydney, B1P1P9	Richard Wadden	Unsightly Premises	New
9166	Nov 09, 2015	15086721	6	293 Townsend Street, Sydney, B1P5E7	Richard Wadden	Structure Fire	Active
9167	Nov 09, 2015	15221278	4	472 Keltic Drive, Westmount, B1L1B8	Richard Wadden	Unsightly Premises	Active
9168	Nov 10, 2015	15131469	12	21 Francis Street, Sydney, B1N0A6	Richard Wadden	Structure Fire	Active
9169	Nov 12, 2015	15044407	7	12 Fourth Street, Howie Center, B1L1C9	Richard Wadden	Unsightly Premises	New

Dangerous & Unsightly Premises

Report to Council

Oct 29, 2015 - Dec 24, 2015

9170	Nov 12, 2015	15265291	11	106 Kaneville Road, New Victoria, B1H5T1	Richard Wadden	Unsightly Premises	Closed
9171	Nov 14, 2015	15274194	11	21 George Street, Scotchtown, B1H1C2	Richard Wadden	Structure Fire	Active
9172	Nov 15, 2015	15487481	11	494 Second Street, New Waterford, B1H3A5	Richard Wadden	Structure Fire	Active
9173	Nov 17, 2015	15284508	7	4 Paul Street, Mira Road, B1P3H4	Jason MacDonald	Unsightly Premises	New
9174	Nov 1B, 2015	15144355	12	B9B Kitchener Street, Sydney, B1N1X7	Jason MacDonald	Unsightly Premises	New
9175	Nov 20, 2015	1547B977	11	3483 Spruce Avenue, New Waterford, B1H4S1	Jason MacDonald	Unsightly Premises	New
9176	Nov 20, 2015	15404015	9	12 May Street, Glace Bay, B1A3G7	Jason MacDonald	Unsightly Premises	New
9177	Nov 24, 2015	15484926	11	734 Heelan Street, New Waterford, B1H3EB	Greg MacPhee	No Building Permit	Active
917B	Nov 25, 2015	1541220B	9	265 Brookside Street, Glace Bay, B1A1M3	Jason MacDonald	Unsightly Premises	New
9179	Nov 25, 2015	15103039	5	26 Colby Street, Sydney	Richard Wadden	Unsightly Premises	New
91B0	Nov 26, 2015	15050321	4	72 Macrae Avenue, Sydney River, B151M2	Richard Wadden	Unsightly Premises	New
9181	Nov 27, 2015	15269574	11	135 Mahon Road, Lingan, B1H5J2	Richard Wadden	Unsightly Premises	Closed
9182	Dec 01, 2015	15443286	10	191 West Avenue, Glace Bay, B1A5P8	Richard Wadden	Unsightly Premises	New
9183	Dec 01, 2015	1543163B	B	192 Mansfield Street, Glace Bay, B1A3NB	Richard Wadden	Unsightly Premises	New
9184	Dec 02, 2015	15B39285	1	1179 Main Street, Sydney Mines, B1V2N1	Richard Wadden	Unsightly Premises	New
9185	Dec 03, 2015	15413420	9	27 Dragatis Street, Glace Bay, B1A1B4	Richard Wadden	Unsightly Premises	New

9186	Dec 04, 2015	15025604	2	42 Summer Street, North Sydney, B2A1J1	Richard Wadden	Structure Fire	Active
9187	Dec 04, 2015	15443666	10	157 West Avenue, Glace Bay, B1A5R1	Richard Wadden	Unsightly Premises	New
9188	Dec 07, 2015	15243843	1	3 Simpsons Street, Florence, B1Y1R6	Richard Wadden	Fire Hazard	New
9189	Dec 07, 2015	15409840	12	453 Prince Street, Sydney, B1P5L3	Roger Rose	No Building Permit	New
9190	Dec 07, 2015	15451776	7	12 Oceanview Road, French Road, B1K2A2	Richard Wadden	Structure Fire	New
9191	Dec 08, 2015	15299779	2	115 Point Aconi Road, Mill Creek	Richard Wadden	Unsightly Premises	Closed
9192	Dec 08, 2015	15114440	6	519 Atlantic Street, Sydney, B1P3S4	Richard Wadden	Unsightly Premises	New
9193	Dec 08, 2015	15052038	4	21 MacDougall Heights, Sydney River, B153A8	Richard Wadden	Unsightly Premises	Active
9194	Dec 08, 2015	15677446	4	20 Lessi Street, Coxheath, B1R1T6	Richard Wadden	Unsightly Premises	New
9195	Dec 09, 2015	15230501	9	106 Wilson Road, Reserve Mines, B1E1K9	Richard Wadden	Unsightly Premises	Active
9196	Dec 10, 2015	15220619	4	76 Coxheath Road, Coxheath, B1R1R3	Richard Wadden	Unsightly Premises	Active
9197	Dec 12, 2015	15166838	1	26 Barrington Street, Sydney Mines, B1V1R2	Richard Wadden	Structure Fire	New
9198	Dec 16, 2015	15061500	5	384 George Street, Sydney, B1P1K1	Richard Wadden	Unsightly Premises	New
9199	Dec 16, 2015	15103724	5	142 Hillside Street, Sydney, B1P6N8	Richard Wadden	Unsightly Premises	Active
9200	Dec 16, 2015	15103732	5	150 Hillside Street, Sydney, B1P6N8	Richard Wadden	Unsightly Premises	Closed
9201	Dec 16, 2015	15252331	5	162 Hillside Street, Sydney, B1P6N8	Richard Wadden	Unsightly Premises	Closed
9202	Dec 16, 2015	15103765	5	174 Hillside Street, Sydney, B1P6NB	Richard Wadden	Unsightly Premises	Closed

Dangerous & Unsightly Premises

Report to Council

Oct 29, 2015 - Dec 24, 2015

9203	Dec 16, 2015	15103773	5	182 Hillside Street, Sydney, B1P6NB	Richard Wadden	Unsightly Premises	Closed
9204	Dec 16, 2015	15103989	5	23 Millview Drive, Sydney, B1P6N6	Richard Wadden	Unsightly Premises	Closed
9205	Dec 16, 2015	15104037	5	20 Millview Drive, Sydney, B1P6N7	Richard Wadden	Unsightly Premises	Closed
9206	Dec 16, 2015	15038425	5	24 Millview Drive, Sydney, B1P6N7	Richard Wadden	Unsightly Premises	Closed
9207	Dec 16, 2015	15104045	5	28 Millview Drive, Sydney, B1P6N7	Richard Wadden	Unsightly Premises	Closed
9208	Dec 16, 2015	15039274	5	32 Millview Drive, Sydney, 81P6N7	Richard Wadden	Unsightly Premises	Closed
9209	Dec 21, 2015	15135296	12	30 Wesley Street, Sydney, B1N2M6	Richard Wadden	Unsightly Premises	New
9210	Dec 21, 2015	15058928	5	3 Ritchie Street, Sydney, B1P5Y7	Richard Wadden	Structure Fire	New
9211	Dec 23, 2015	15793532	12	30 Grant Street, Sydney, B1N3C7	Richard Wadden	Unsightly Premises	New

My

Requests for Municipal Planning Strategy Amendments – Zoning at the Site of the Former Heavy Water Plant – Case #1013:

Motion:
Moved by Councillor George MacDonald, seconded by Councillor Flynn, to adopt, by resolution, a Public Participation Program to be held at the January 2016 meeting of General Committee to explore the possibility of amending the Municipal Planning Strategy concerning the site of the Former Heavy Water Plant currently zoned for Industrial and Business development, to include residential zoning development.
Motion Carried.

CBRM A Community of Communities

TO: **CBRM Council**

FROM: **Malcolm Gillis**

SUBJECT: **ZONING AT THE SITE OF THE FORMER HEAVY WATER PLANT – case 1013**

DATE: **December 2nd, 2015**

Introduction

When the CBRM Municipal Planning Strategy and its implementing Land Use Bylaw came into effect in 2004 there was a policy in the Planning Strategy and a Zone in the Bylaw that identified the highest and best use of all of the lands originally acquired by Deuterium Canada Ltd and the Province when they originally established the long since abandoned and dismantled heavy water plant to be for future industrial and business developments. Responsibility for these assembled lands went to Atomic Energy of Canada, then DEVCO, then ECBC and finally to Public Works Canada. Currently the Federal Government is conveying portions of the former heavy water plant lands to those who make an offer, and that includes the CBRM (the water utility has interest in some of the lands) and private owners wishing to purchase building lots for residential housing.

Clearly the Federal Government has no interest in preserving these lands for industrial or commercial purposes since they are entertaining any and all requests to purchase portions of the site. The plant was closed approximately 30 years ago and now we are getting requests from individuals asking for a zoning amendment just for the small part of this large real estate they are in the process of acquiring from the Federal Government. Chipping away at this designation in such a piecemeal way is not the appropriate response. It is time to change land use policy.

Recommendation:

I recommend that:

- the CBRM Planning Strategy be amended by deleting Policy 19 of Part 3, including its preamble; and
- the CBRM Land Use Bylaw be amended by deleting the Donkin Highway Business and Manufacturing (DBM) Zone from the text and Land Use Bylaw Map.

The reference on the Land Use Bylaw map should be replaced with the zoning in effect in the surrounding area i.e. the Rural Cape Breton (RCB) Zone.
The 1st step in this process is to conduct a Public Participation Program. I recommend that the General Committee of Council ask Council to meet CBRM's obligation under the Municipal Government Act by instructing the General Committee to conduct a public meeting regarding this during its January meeting.

Policy 19 of Part 3 and its preamble are included at the end of this issue paper.

Submitted by:

Malcolm Gillis
Planning and Development Department

The following is from Part 3 of the Municipol Plonning Strategy ...

The former AECL site

The site of the former heavy water plant along the shore of Big Glace Bay Lake is comprised of nearly 370 acres of primarily undeveloped, topographically level land. Located on the fringe of the community of Glace Bay, much of the site is isolated from any concentration of residential development.

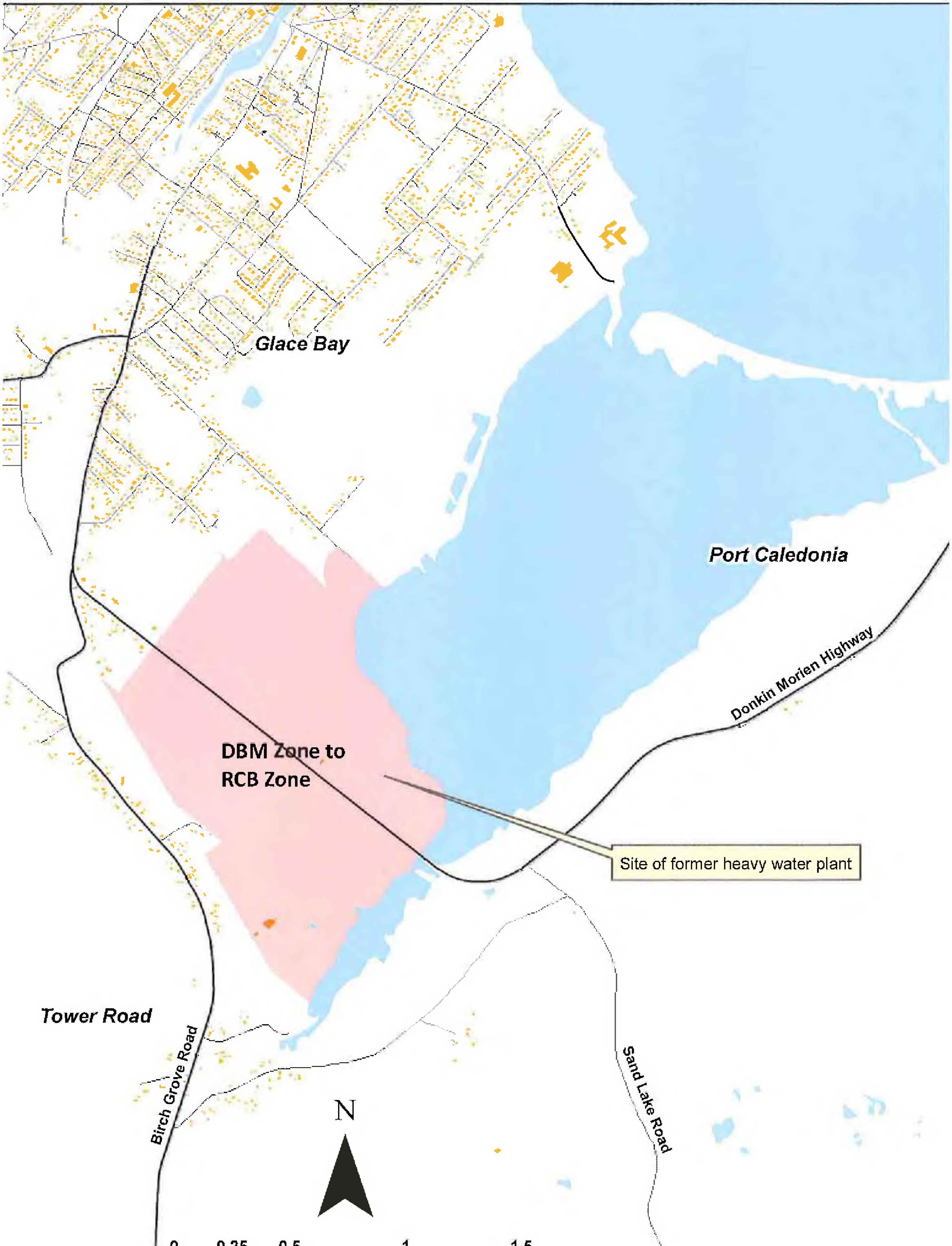
However, it is not well positioned geographically to service the regional market. Situated in the eastern fringe of Glace Bay, it is only accessed via a Level 3 rural road (*Donkin Highway - refer to Charts on pages 7.3 and 7.4)* and a Level 5 urban street (*Lake Street*). To get to a Level 1 public street/road, a vehicle must traverse through urban neighbourhoods. The closest Level 1 regional road is the Sydney Road in Reserve Mines. It can only be reached via Brookside and Dominion Streets within Glace Bay.

As well, the land slopes down to the shore of Big Glace Bay Lake, a body of salt water separated from the Atlantic Ocean by a beautiful sand dune beach. The Lake and its shoreline are a habitat for wildfowl.

The remaining buildings and site should only be designated for sales and service business development and assembly product manufacturing of already processed materials.

POLICY

19. It shall be a policy of Council to designate the site formerly occupied by the AECL facility in Glace Bay for sales and service business development and manufacturing assembly of materials already processed into a new product. It shall be zoned the Donkin Highway Business and Manufacturing (DBM) Zone.


Glace Bay
Port Caledonia
Donkin Morien Highway
DBM Zone to
RCB Zone
Site of former heavy water plant
Tower Road
Birch Grove Road
Sand Lake Road
N
0
0.25
0.5
1
1.5

Clerk's Office

CBRM

M·E·M·O

320 Esplanade | Sydney, Nova Scotia, B1P 7B9 | 902-563-5010

To: General Committee

From: Deborah Campbell, Municipal Clerk

Date: December 30, 2015

Subject: **Proposed Changes to Policies and Bylaws (reference to General Committee)**

Further to the recent amendments to CBRM Policy RC4 Committees which were approved by Council on October 20, 2015, attached please find a list (Appendix "A") of the CBRM Policies and Bylaws which require amendments to change reference to any former standing committees (i.e. Corporate Services, Public Services, Water Utility, Protective Services or the Planning Advisory Committee) to the "General Committee". The full documents with the proposed amendments are attached separately.

I would note that the Planning staff is currently drafting amendments to the Vendors and Traders of Goods By-law which will be presented to Committee at a later date. During that process they will also make the necessary changes to reference the General Committee.

Staff Recommendation:

I recommend that the proposed amendments to the attached CBRM Policies and Bylaws (i.e. with reference to the "General Committee") be recommended to Council for approval, noting that the amendments to the By-laws will require two readings by Council.

Yours truly,

ORIGINAL SIGNED BY

Deborah Campbell
Municipal Clerk

Attachments

Appendix "A"

CBRM Policies and By-laws requiring amendments
re: reference to General Committee

Policies

- Constructive Discipline Policy
- Employee Assistance Program Policy
- Reporting of Accidents WCB Policy
- Civic Addressing Policy
- Get Well & Bereavement Acknowledgement Policy
- Meeting Rooms Usage Policy
- Photocopier Service Policy
- CBRM Planning Fees Policy
- Property Management Policies

By-laws

- Building By-Law
- Civic Addressing By-law
- Parking Meter By-law
- Taxi By-law
- Vending Machines By-law

~~Vendors and Traders of Goods By-law~~

Statement of Revenue

Revenue	Year To Date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	$ 68,329,907	$ 67,922,637	$ 407,271	$ 101,883,955	$ 33,554,048
Total Federal Government	1,690,704	1,690,704	-	2,536,056	845,352
Total Federal Government Agencies	792,463	785,007	7,457	1,177,510	385,047
Total Provincial Government	883,264	883,265	(1)	1,324,898	441,634
Total Provincial Government Agencies	2,133,442	1,952,047	181,395	2,928,070	794,628
Total Services to Other Local Government	286,520	286,519	1	429,779	143,259
Total Transit	409,617	420,000	(10,383)	630,000	220,383
Total Environmental Development Services	229,645	173,445	56,199	260,168	30,523
Total Licenses & Permits	121,418	119,333	2,085	179,000	57,582
Total Fines & Fees	357,365	368,902	(11,537)	553,353	195,988
Total Rentals	391,930	366,667	25,264	550,000	158,070
Total Concessions & Franchises	268,360	244,345	24,016	366,517	98,157
Total Return on Investments/Interest on Taxes	980,043	833,667	146,376	1,250,500	270,457
Total Finance Revenue	20,925	20,333	592	30,500	9,575
Total Solid Waste Revenue	1,777,216	1,480,750	296,466	2,267,000	489,784
Total Recreation & Cultural Service Programs	890,660	861,520	29,140	1,789,105	898,445
Total Water Utility Charges	3,301,007	3,301,007	(0)	4,951,510	1,650,503
Total Unconditional Transfers	10,582,268	10,614,305	(32,037)	15,921,458	5,339,190
Total Conditional Transfers	2,481,344	2,481,347	(3)	4,178,021	1,696,677
Year To Date Assigned	**$ 95,928,099**	**$ 94,805,800**	**$ 1,122,300**	**$ 143,207,400**	**$ 47,279,301**

Departmental

Reviewed

Statement of Expenditures

November 30, 2015

Expenditures	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	$ 966,681	$ 950,959	$ (15,722)	$ 1,415,714	$ 449,033
Administration	716,966	774,838	57,871	995,609	278,643
Finance	1,668,258	1,817,287	149,029	2,739,607	1,071,349
Legal	302,641	378,428	75,787	565,444	262,803
Human Resources	981,494	1,077,811	96,317	1,600,549	619,055
Technology & Communications	594,287	633,153	38,866	1,153,099	558,812
Municipal Clerk	224,616	257,917	33,301	480,466	255,850
Fiscal Services	28,391,386	28,492,050	100,664	34,772,031	6,380,645
Occupational Health & Safety	129,057	145,022	15,965	215,532	86,475
Facilities: Centre 200 & Arenas	2,137,926	2,104,751	(33,175)	3,127,620	989,694
Police Services	16,671,125	17,137,215	466,090	25,110,074	8,438,949
Fire Services (Incl EMO)	11,111,334	11,624,078	512,744	16,550,728	5,439,394
Engineering & Public Works	32,287,770	32,543,331	255,561	48,849,744	16,561,975
Planning	1,592,081	1,742,947	150,866	2,650,361	1,058,280
Recreation	2,534,637	2,529,600	(5,038)	2,980,821	446,184
Total expended to date	**$ 100,310,261**	**$ 102,209,386**	**$ 1,899,125**	**$ 143,207,400**	**$ 42,897,139**

Departmental **Reviewed**

Legislative	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 595,109	$ 589,955	$ (5,154)	$ 876,474	$ 281,365
6010 BENEFITS	69,918	86,588	16,669	128,640	58,722
6030 TRAVEL/CONFERENCES	170,981	139,333	(31,648)	209,000	38,019
6040 PROF MEM/DUES & FEES	38,770	36,883	(1,887)	55,325	16,555
6050 OFFICE SUPPLIES	10,738	13,333	2,595	20,000	9,262
6060 OFFICE EOUIPMENT	6,394	4,367	(2,028)	6,550	156
6080 ADVERTISING	7,128	9,667	2,539	14,500	7,372
6100 COURIER	337	417	79	625	288
6110 TELEPHONE/FAX	28,521	34,600	6,079	51,900	23,379
6120 PUBL./SUBSCRIPTIONS	1,960	3,317	1,357	4,700	2,740
6130 COMPUTER HARDWARE	2,125	2,500	375	3,000	875
6150 MEETING EXPENSES	10,403	15,333	4,931	23,000	12,597
6170 PROMOTION	21,297	14,667	(6,630)	22,000	703
6180 COST RECOVERY	3,000	-	(3,000)	-	(3,000)
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICES	-	-	-	-	-
Total expended to date	**$ 966,681**	**$ 950,959**	**$ (15,722)**	**$ 1,415,714**	**$ 449,033**

Departmental

Finance

Administration **Statement of Expenditures** **November 30, 2015**

Administration	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 193,513	$ 222,178	$ 28,665	$ 330,082	$ 136,569
6010 BENEFITS	26,626	37,752	11,126	56,087	29,461
6020 TRAINING/EDUCATION	2,756	1,500	(1,256)	1,500	(1,256)
6030 TRAVEL/CONFERENCES	19,314	13,667	(5,647)	20,500	1,186
6040 PROF MEM/DUES & FEES	667	770	103	945	278
6050 OFFICE SUPPLIES	774	1,603	830	2,405	1,631
6060 OFFICE FURNITURE	-	-	-	-	-
6100 COURIER	19	200	181	300	281
6110 TELEPHONE/FAX	1,613	1,967	354	2,950	1,337
6120 PUBL./SUBSCRIPTIONS	-	-	-	-	-
6130 COMPUTER HARDWARE	-	1,280	1,280	1,920	1,920
6150 MEETING EXPENSES	956	1,280	324	1,920	964
6170 PROMOTION	16,334	19,767	3,433	20,000	3,666
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICES	65,936	84,416	18,480	126,624	60,688
8150 GRANTS/SUBS TO ORG	388,458	388,458	-	430,376	41,918
Total expended to date	**$ 716,966**	**$ 774,838**	**$ 57,871**	**$ 995,609**	**$ 278,643**

Departmental **Finance**

Finance	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 1,184,626	$ 1,237,858	$ 53,231	$ 1,839,038	$ 654,412
6010 BENEFITS	234,321	243,028	8,707	361,059	126,738
6020 TRAINING/EDUCATION	5,166	17,005	11,840	24,630	19,464
6030 TRAVEL/CONFERENCES	14,727	19,191	4,464	24,000	9,273
6040 PROF MEM/DUES & FEES	4,888	5,330	442	5,330	442
6050 OFFICE SUPPLIES	6,898	12,333	5,435	18,500	11,602
6060 OFFICE EQUIPMENT	1,893	9,667	7,774	14,500	12,607
6080 ADVERTISING	25,811	29,348	3,537	42,000	16,189
6090 POSTAGE	131,793	135,590	3,797	157,300	25,507
6100 COURIER	13,813	15,133	1,321	22,700	8,887
6110 TELEPHONE/FAX	11,516	13,200	1,684	19,800	8,284
6130 COMPUTER HARDWARE	7,116	14,850	7,734	19,800	12,684
6140 COMPUTER SOFTWARE	-	-	-	57,000	57,000
6160 LIABILITY INSURANCE	186,135	204,458	18,323	299,600	113,465
6180 COST RECOVERY	(270,308)	(293,850)	(23,542)	(347,150)	(76,842)
8010 OPERATIONAL MAT/SUPP	2,118	4,667	2,549	7,000	4,882
8100 PROFESSIONAL SERVICE	45,182	55,000	9,818	55,000	9,818
8110 CONTRACTS/AGREEMENTS	36,983	49,512	12,529	63,800	26,817
8120 LEASES	7,080	10,467	3,387	15,700	8,620
8180 TAX EXEPT/WRITE OFF	18,500	34,500	16,000	40,000	21,500
Total expended to date	**$ 1,668,258**	**$ 1,817,287**	**$ 149,029**	**$ 2,739,607**	**$ 1,071,349**

Departmental **Finance**

Legal **Statement of Expenditures** **November 30, 2015**

Legal	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 191,755	$ 197,319	$ 5,564	$ 293,150	$ 101,395
6010 BENEFITS	34,013	39,978	5,965	59,394	25,381
6020 TRAINING/EDUCATION	626	4,333	3,708	6,500	5,874
6030 TRAVEL/CONFERENCES	6,449	6,467	18	8,500	2,051
6040 PROF MEM/DUES & FEES	5,778	6,333	556	6,200	423
6050 OFFICE SUPPLIES	428	2,333	1,905	3,500	3,072
6060 OFFICE EQUIPMENT	1,708	2,800	1,092	4,200	2,492
6070 PHOTOCOPY SUPPLIES	2,032	1,667	(365)	2,500	468
6080 ADVERTISING	-	667	667	1,000	1,000
6100 COURIER	242	667	425	1,000	758
6110 TELEPHONE/FAX	3,055	3,333	278	5,000	1,945
6120 PUBL./STATUTES	4,865	7,333	2,469	14,000	9,135
6130 COMPUTER HARDWARE	-	2,000	2,000	3,000	3,000
6140 COMPUTER SOFTWARE	-	1,667	1,667	2,500	2,500
6150 MEETING EXPENSE	20	333	313	500	480
6180 COST RECOVERY		-	-	-	-
8100 PROFESSIONAL SERVICE	51,672	101,198	49,526	154,500	102,828
Total expended to date	$ 302,641	$ 378,428	$ 75,787	$ 565,444	$ 262,803

Departmental **Finance**

Human Resources **Statement of Expenditures** **November 30, 2015**

Human Resources	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 349,923	$ 375,973	$ 26,051	$ 558,570	$ 208,647
6010 BENEFITS	492,501	493,651	1,150	733,399	240,898
6020 TRAINING/EDUCATION	3,121	4,000	879	6,000	2,879
6030 TRAVEL/CONFERENCES	6,242	10,833	4,592	16,250	10,008
6040 PROF MEM/DUES & FEES	862	1,153	291	1,730	868
6050 OFFICE SUPPLIES	3,453	10,467	7,014	15,700	12,247
6060 OFFICE EQUIPMENT	2,375	2,467	92	2,500	125
6080 ADVERTISING	4,127	5,000	873	5,000	873
6110 TELEPHONE/FAX	4,677	6,667	1,990	10,000	5,323
6120 PUBL./SUBSCRIPTIONS	488	1,600	1,112	2,400	1,912
6130 COMPUTER HARDWARE	2,020	2,667	647	4,000	1,980
6150 MEETING EXPENSE	188	1,333	1,146	2,000	1,812
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	108,157	153,667	45,509	230,500	122,343
8110 CONTRACTS/AGREEMENTS	3,362	8,333	4,972	12,500	9,139
Total expended to date	**$ 981,494**	**$ 1,077,811**	**$ 96,317**	**$ 1,600,549**	**$ 619,055**

Departmental **Finance**

Technology/ Communications | **Statement of Expenditures** | **November 30, 2015**

Technology/Communications	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 260,105	$ 269,122	$ 9,017	$ 399,824	$ 139,719
6010 BENEFITS	53,027	53,831	804	79,975	26,948
6020 TRAINING/EDUCATION	1,274	12,000	10,726	18,000	16,726
6030 TRAVEL/CONFERENCES	7,992	13,333	5,341	20,000	12,008
6040 PROF MEM/DUES & FEES	626	667	41	1,000	374
6050 OFFICE SUPPLIES	2,567	3,000	433	3,000	433
6060 OFFICE EQUIPMENT	1,884	2,000	116	3,000	1,116
6080 ADVERTISING	-	333	333	500	500
6100 COURIER	31	200	169	300	269
6110 TELEPHONE/FAX	41,352	50,000	8,648	75,000	33,648
6120 PUBL./SUBSCRIPTIONS	-	667	667	1,000	1,000
6130 COMPUTER HARDWARE	59,712	60,667	955	130,000	70,288
6140 COMPUTER SOFTWARE	140,329	140,667	338	190,000	49,671
6150 MEETING EXPENSE	91	333	243	500	409
8110 CONTRACTS/AGREEMENTS	13,554	14,000	446	42,000	28,446
8120 LEASES SAP	11,744	12,333	589	95,000	83,256
8130 LICENSES/PERMITS	-	-	-	94,000	94,000
Total expended to date	**$ 594,287**	**$ 633,153**	**$ 38,866**	**$ 1,153,099**	**$ 558,812**

Departmental

Finance

Municipal Clerk	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 164,663	$ 171,810	$ 7,147	$ 255,252	$ 90,589
6010 BENEFITS	34,392	36,660	2,267	54,464	20,072
6020 TRAINING/EDUCATION	1,374	3,667	2,292	5,500	4,126
6030 TRAVEL/CONFERENCES	4,036	4,333	297	6,500	2,464
6040 PROF MEM/DUES & FEES	641	700	59	700	59
6050 OFFICE SUPPLIES	1,072	6,667	5,595	10,000	8,928
6060 OFFICE EQUIPMENT	1,707	9,833	8,127	14,750	13,043
6070 PHOTOCOPY SUPPLIES	6,308	12,000	5,692	18,000	11,692
6080 ADVERTISING	-	667	667	1,000	1,000
6100 COURIER	-	667	667	1,000	1,000
6110 TELEPHONE/FAX	2,214	3,000	786	4,500	2,286
6120 PUBL./SUBSCRIPTIONS	1,812	1,400	(412)	1,800	(12)
6140 COMPUTER SOFTWARE	4,549	4,667	117	7,000	2,451
8110 CONTRACTS/AGREEMENTS	1,848	1,848	(0)	100,000	98,152
Total expended to date	**$ 224,616**	**$ 257,917**	**$ 33,301**	**$ 480,466**	**$ 255,850**

Departmental **Finance**

Fiscal Services	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	$ 171,853	$ 250,000	78,147	$ 375,000	$ 203,147
9020 INT ON DEBT	2,359,742	2,359,742	-	2,386,672	26,930
9051 PRINC ON DEBT	13,626,208	13,626,208	-	13,626,208	-
9090 BANK CHARGES	43,458	57,333	13,875	86,000	42,542
9430 APPROP TO B.I.D.C.	60,776	60,069	(707)	90,105	29,329
9600 PROV. CORRECTIONS	729,312	739,247	9,935	1,108,871	379,559
9610 CB REG. HOUSING	1,360,782	1,376,392	15,610	2,064,588	703,806
9620 REGIONAL LIBRARY	440,308	446,667	6,359	670,000	229,692
9630 CB/VIC. SCHOOL BOARD	8,689,219	8,666,667	(22,552)	13,000,000	4,310,781
9640 PROPERTY ASSESSMENT	909,728	909,725	(3)	1,364,587	454,859
Total expended to date	**$ 28,391,386**	**$ 28,492,050**	**$ 100,664**	**$ 34,772,031**	**$ 6,380,645**

Departmental **Finance**

Occupational Health / Safety **Statement of Expenditures** **November 30, 2015**

Occupational Health & Safety	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 96,107	$ 98,660	$ 2,553	$ 146,575	$ 50,468
6010 BENEFITS	18,665	19,989	1,324	29,697	11,032
6020 TRAINING/EDUCATION	3,123	3,900	777	5,850	2,727
6030 TRAVEL/CONFERENCES	2,538	7,333	4,795	11,000	8,462
6040 PROF MEM/DUES & FEES	-	357	357	535	535
6050 OFFICE SUPPLIES	965	2,000	1,035	3,000	2,035
6060 OFFICE EQUIPMENT	-		-	-	-
6110 TELEPHONE/FAX	2,190	2,250	60	3,375	1,185
6120 PUBL/SUBSCRIPTIONS	644	1,333	690	2,000	1,356
6130 COMPUTER HARDWARE	-	1,333	1,333	2,000	2,000
6140 COMPUTER SOFTWARE	-	333	333	500	500
6150 MEETING EXPENSES	1,821	1,867	46	2,500	679
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	1,317	3,667	2,349	5,500	4,183
8120 CONTRACTS & AGREEMENT	1,688	2,000	312	3,000	1,312
Total expended to date	**$ 129,057**	**$ 145,022**	**$ 15,965**	**$ 215,532**	**$ 86,475**

Departmental

Finance

Facilities (C200, County / Centennial Arenas) **Statement of Expenditures** **November 30, 2015**

	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 937,991	$ 877,319	$ (60,672)	$ 1,303,400	$ 365,409
6010 BENEFITS	167,076	163,812	(3,264)	243,370	76,294
6020 TRAINING	883	1,667	784	2,500	1,617
6030 TRAVEL/CONFERENCES	6,620	6,667	46	6,000	(620)
6040 PROF MEM/DUES & FEES	569	500	(69)	500	(69)
6050 OFFICE SUPPLIES	2,323	3,667	1,343	5,500	3,177
6060 OFFICE EQUIPMENT	2,337	1,667	(670)	2,500	163
6080 ADVERTISING	3,147	6,667	3,519	10,000	6,853
6100 COURIER	109	1,000	891	1,500	1,391
6110 TELEPHONE/FAX	11,942	20,000	8,058	30,000	18,058
6130 COMPUTER HARDWARE	3,448	2,000	(1,448)	2,000	(1,448)
6140 COMPUTER SOFTWARE	2,229	3,333	1,104	5,000	2,771
6160 LIABILITY INSURANCE	10,592	18,667	8,075	28,000	17,408
7000 HEAT	13,752	30,417	16,665	45,000	31,248
7010 ELECTRICAL	304,897	280,000	(24,897)	420,000	115,103
7020 WATER	17,793	28,333	10,541	42,500	24,707
7030 BLDG/FACILITY MAINT	45,655	90,336	44,680	135,000	89,345
7040 BLDG/FACILITY REPAIR	40,611	58,267	17,656	85,000	44,389
7050 BLDG/FACILITY INS	14,392	12,867	(1,525)	19,300	4,908
7060 BLDG/FACILITY RENOV	2,828	10,000	7,172	15,000	12,172
7080 PLANT MAINTENANCE	28,738	17,333	(11,405)	31,000	2,262
7110 SECURITY	43,938	43,333	(604)	65,000	21,062
7500 VEH/EQUIP MAINT	-	667	667	1,000	1,000
7510 VHE/EQUIP REPAIRS	10,851	8,333	(2,517)	12,500	1,649
7520 VEH/EQUIP INSURANCE	1,648	2,367	719	3,550	1,902
7540 VEH/EQUIP RENTAL	6,354	2,500	(3,854)	2,500	(3,854)
8000 OPERATIONAL EQUIPMENT	2,282	3,333	1,052	5,000	2,718
8010 OPERATIONAL MAT/SUPP	53,010	82,533	29,524	115,000	61,990
8050 COST OF SALES	378,348	277,667	(100,681)	416,500	38,152
8090 UNIFORMS/CLOTHING	1,923	7,667	5,743	11,500	9,577
8100 PROFESSIONAL SERVICE	16,824	13,333	(3,491)	20,000	3,176
8110 CONTRACTS/AGREEMENTS	4,083	28,000	23,917	42,000	37,917
8130 LICENSES/PERMITS	732	500	(232)	500	(232)
Total expended to date	**$ 2,137,926**	**$ 2,104,751**	**$ (33,175)**	**$ 3,128,120**	**$ 990,194**

Departmental

Finance

Facilities (C200, County / Centennial Arenas) **Statement of Revenue** **November 30, 2015**

	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	$ 173,974	$ 182,600	$ (8,626)	$ 600,000	$ 426,026
GL 5002 Public Skating	3,680	4,700	(1,020)	18,500	14,820
GL 5003 High School Hockey	1,739	15,758	(14,018)	32,000	30,261
GL 5004 Arena Rental	12,107	20,875	(8,768)	29,000	16,893
GL 5005 Gym Rental	9,739	12,000	(2,261)	18,000	8,261
GL 5006 Canteen Sales	212,436	139,716	72,719	333,500	121,064
GL 5009 Major Events	112,811	77,158	35,653	100,000	(12,811)
GL 5010 Other Revenue	204,875	178,277	26,598	350,000	145,125
GL 5033 Program Equipment	15,763	24,242	(8,479)	28,500	12,737
GL 5034 Facility Rentals	89,586	80,938	8,648	125,000	35,414
Total Revenue To Date	**$ 836,710**	**$ 736,263**	**$ 100,447**	**$ 1,634,500**	**$ 797,790**

Departmental

Finance

Fire Services **Statement of Expenditures** **November 30, 2015**

Fire Services Including EMO	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 3,323,271	$ 3,460,838	$ 137,567	$ 5,141,640	$ 1,818,369
6010 BENEFITS	614,075	649,989	35,914	965,665	351,590
6011 MISC. BENEFITS	16,771	22,066	5,294	33,098	16,326
6020 TRAINING/EDUCATION	65,644	66,080	436	148,270	82,626
6030 TRAVEL/CONFERENCES	31,490	37,248	5,758	51,100	19,610
6040 PROF MEM/DUES & FEES	7,803	8,100	297	11,734	3,931
6050 OFFICE SUPPLIES	6,220	8,067	1,847	12,100	5,880
6060 OFFICE EQUIPMENT	2,316	4,300	1,984	6,450	4,134
6070 PHOTOCOPY SUPPLIES	-	333	333	500	500
6080 ADVERTISING	4,226	3,567	(659)	5,350	1,124
6100 COURIER	262	300	38	450	188
6110 TELEPHONE/FAX	25,484	34,523	9,038	51,784	26,300
6120 PUBL./SUBSCRIPTIONS	77	1,800	1,723	2,700	2,623
6130 COMPUTER HARDWARE	6,639	10,340	3,701	14,007	7,368
6140 COMPUTER SOFTWARE	1,712	8,171	6,458	12,006	10,294
6150 MEETING EXPENSES	1,586	2,936	1,350	4,404	2,818
6160 LIABILITY INSURANCE	-	-	-	-	-
6170 PROMOTION	17,846	25,333	7,488	38,000	20,154
6180 COST RECOVERY	-	-	-	-	-
7000 HEAT	27,292	77,141	49,849	115,711	88,419
7010 ELECTRICAL	34,067	43,317	9,250	68,100	34,033
7020 WATER	11,054	17,554	6,500	27,108	16,054
7030 BLDG/FACILITY MAINT	33,277	38,667	5,389	58,000	24,723
7040 BLDG/FACILITY REPAIR	12,722	14,267	1,545	21,400	8,678
7050 BLDG/FACILITY INS	6,064	5,477	(586)	8,216	2,152
7060 BLDG/FACILITY RENOV	-	-	-	-	-
7070 BLDG/FACILITY RENTALS	-	-	-	-	-
7080 PLANT MAINTENANCE	-	267	267	400	400
7500 VEH/EQUIP MAINT.	56,518	61,549	5,031	89,824	33,306
7505 GASOLINE/DIESEL	35,334	72,538	37,204	91,507	56,173
7510 VEH/EQUIP REPAIRS	1,210	12,667	11,457	19,000	17,790
7520 VEH/EQUIP INSURANCE	42,000	50,625	8,625	64,036	22,036
7530 VEH/EQUIP REPLACEMENT	19,332	53,333	34,002	70,000	50,668
7540 VEH/EQUP RENTAL	320	204	(116)	204	(116)
7550 VEH/EOUIP TOWING	-	1,333	1,333	2,000	2,000
7560 VEH/EQUIP GEN SUPPLY	2,061	10,667	8,606	16,000	13,939
8000 OPERATIONAL EOUIP	166,125	224,000	57,875	336,000	169,875
8010 OPERATIONAL MAT/SUPP	30,147	30,967	821	45,870	15,724
8020 MAINTENANCE EQUIP	14,677	35,067	20,390	52,600	37,923
8040 COMM EQUIPMENT LINES	17,443	26,133	8,691	39,200	21,757
8090 UNIFORMS/CLOTHING	20,159	51,634	31,475	77,452	57,293
8100 PROFESSIONAL SERVICE	23,051	2,000	(21,051)	2,000	(21,051)
8110 CONTRACTS/AGREEMENTS	24,330	23,855	(475)	35,782	11,453
8120 LEASES	60,308	65,948	5,640	98,922	38,614
8130 LICENSES/PERMITS	4,879	17,335	12,456	5,187	308
8135 REGULATORY FEES	-	-	-	-	-
8150 GRANTS/SUBS TO ORG	1,699,704	1,699,704	-	1,741,193	41,489
8195 WATER SUPPLY & HYDR	4,643,839	4,643,839	0	6,965,758	2,321,919
Total expended to date	**$ 11,111,334**	**$ 11,624,078**	**$ 512,744**	**$ 16,550,728**	**$ 5,439,394**

Departmental **Finance**

Fire Services **Statement of Revenue** **November 30, 2015**

Fire Services Revenue	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROT. SERV. MEMBERTOU	286,520	286,520	0	429,779	143,259
Total Revenue to date	**$ 286,520**	**$ 286,520**	**$ 0**	**$ 429,779**	**$ 143,259**

Departmental **Finance**

Engineering and Public Works Actuals to November 30, 2015

	Actual & Committed Y-T-D Nov 30, 2015	Budget Y-T-D Nov 30, 2015	Variance Y-T-D Nov 30, 2015	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
REVENUE						
TRANSIT	$ 409,617.00	$ 420,000.05	$ (10,383.05)	$ 630,000.00	$ (220,383.00)	65.02%
SOLIDWASTE TIP FEES	$ 1,422,083.00	$ 1,266,666.67	$ 155,416.33	$ 1,900,000.00	$ (477,917.00)	74.85%
SOLIDWASTE COST RECOVERIES	$ 355,133.33	$ 214,083.33	$ 141,050.00	$ 367,000.00	$ (11,866.67)	96.77%
SEWER PERMIT FEES	$ 86,413.30	$ 95,333.34	$ (8,920.04)	$ 143,000.00	$ (56,586.70)	60.43%
BUILDINGS	$ 391,930.28	$ 366,666.68	$ 25,263.60	$ 550,000.00	$ (158,069.72)	71.26%
MISCELLANEOUS REVENUE	$ -	$ -	$ -	$ -	$ -	0.00%
WATER UTILITY ADMIN FEE	$ 3,301,006.64	$ 3,301,006.67	$ (0.03)	$ 4,951,510.00	$ (1,650,503.36)	66.67%
TOTAL PW REVENUES	$ 5,966,183.55	$ 5,663,756.74	$ 302,426.81	$ 8,541,510.00	$ (2,575,326.45)	69.85%
EXPENDITURES						
ADMINISTRATION	$ 4,220,694.48	$ 4,140,019.93	$ (80,674.55)	$ 6,135,856.72	$ 1,915,162.24	68.79%
ENGINEERING	$ 472,342.75	$ 467,702.02	$ (4,640.73)	$ 697,833.78	$ 225,491.03	67.69%
CENTRAL DIVISION	$ 3,996,494.21	$ 3,798,493.24	$ (198,000.97)	$ 6,311,531.17	$ 2,315,036.96	63.32%
EAST DIVISION	$ 3,645,730.89	$ 3,764,730.89	$ 119,000.00	$ 5,701,095.20	$ 2,055,364.31	63.95%
NORTH DIVISION	$ 1,887,466.55	$ 1,960,743.89	$ 73,277.34	$ 2,967,782.90	$ 1,080,316.35	63.60%
SOLID WASTE	$ 8,223,113.96	$ 7,998,993.36	$ (224,120.60)	$ 11,426,284.72	$ 3,203,170.76	71.97%
MECHANICAL FLEET	$ 2,349,911.31	$ 2,851,138.26	$ 501,226.95	$ 4,236,266.12	$ 1,886,354.81	55.47%
TRANSIT	$ 1,978,301.15	$ 2,163,553.78	$ 185,252.63	$ 3,227,780.14	$ 1,249,478.99	61.29%
PARKS & GROUNDS	$ 1,844,519.48	$ 1,617,827.03	$ (226,692.45)	$ 2,391,897.46	$ 547,377.98	77.12%
BUILDINGS	$ 1,807,741.85	$ 2,103,793.90	$ 296,052.05	$ 3,239,634.64	$ 1,431,892.79	55.80%
QUALITY CONTROL	$ 1,801,025.39	$ 1,625,200.84	$ (175,824.55)	$ 2,436,831.53	$ 635,806.14	73.91%
LIBRARIES	$ 60,427.79	$ 51,133.36	$ (9,294.43)	$ 76,950.00	$ 16,522.21	78.53%
TOTAL PW EXPENDITURES	$ 32,287,769.81	$ 32,543,330.50	$ 255,560.69	$ 48,849,744.38	$ 16,561,974.57	66.10%

Signature:

ORIGINAL SIGNED BY

Director of Engineering & Public Works

ORIGINAL SIGNED BY

Chief Financial Officer

Recreation Cultural Services **Statement of Expenditures** **November 30, 2015**

Recreation/Cultural Services	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	755,989	827,174	71,185	1,089,369	333,380
6020 TRAINING/EDUCATION	7,909	11,310	3,401	16,965	9,056
6030 TRAVEL/CONFERENCES	19,952	24,000	4,048	36,000	16,048
6040 PROF MEM/DUES & FEES	2,830	2,833	4	3,500	670
6050 OFFICE SUPPLIES	8,697	8,000	(697)	8,000	(697)
6060 OFFICE EQUIPMENT	3,100	5,333	2,234	8,000	4,900
6080 ADVERTISING	31,229	66,667	35,438	100,000	68,771
6110 TELEPHONE/FAX	14,877	12,667	(2,211)	19,000	4,123
6120 PUBL./SUBSCRIPTIONS	-	333	333	500	500
6130 COMPUTER HARDWARE	8,632	7,100	(1,532)	7,100	(1,532)
6140 COMPUTER SOFTWARE	-	-	-	-	-
6160 LIABILITY INSURANCE	5,112	6,667	1,555	10,000	4,888
7070 BLDG/FACILITY RENTAL	26,978	26,667	(311)	40,000	13,022
8000 OPERATIONAL MAT/SUPPLY	167,392	150,000	(17,392)	150,000	(17,392)
8025 COMMUNITY EVENTS	190,612	223,077	32,465	334,615	144,003
8150 SCHOLORSHIPS	20,710	20,710	-	20,710	-
8160 SPECIAL EVENTS & FESTIVALS	356,562	356,562	-	356,562	-
8170 OPERATING GRANTS POLICY	914,057	780,500	(133,557)	780,500	(133,557)
Total expended to date	**$ 2,534,637**	**$ 2,529,600**	**$ (5,038)**	**$ 2,980,821**	**$ 446,184**

Departmental **Finance**

Recreation / Cultural Services | **Statement of Revenue** | **November 30, 2015**

Recreation/Cultural Services	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	$ 24,450	$ 58,697	$ (34,247)	$ 88,045	$ 63,595
5034 FACILITY RENTALS	12,625	-	12,625	-	(12,625)
5526 STUDENT FUNDING	16,875	66,560	(49,685)	66,560	49,685
Total Revenue To Date	**$ 53,950**	**$ 125,257**	**$ (71,307)**	**$ 154,605**	**$ 100,655**

Departmental **Finance**

ɪ Breton Regional Municipality Water Utility
ɪment of Operations to November 2015

	Actual Y-T-D November 30,2015	Budget Y-T-D November 30,2015	Variance Y-T-D November 30,2015	Total Annual Budget 2015-2016
ɪnue				
ating:				
Metered Sales	$ 10,651,982.00	$ 11,366,667.00	$ 714,685.00	17,050,000.00
Public Fire Protection	$ 4,643,839.00	$ 4,643,838.00	$ (1.00)	6,965,758.00
Interest on Overdue Accounts	$ 237,381.00	$ 183,333.00	$ (54,048.00)	275,000.00
Other Operating Revenue	$ 102,045.00	$ 14,667.00	$ (87,378.00)	22,000.00
Operating Revenue	$ 15,635,247.00	$ 16,208,505.00	$ 573,258.00	**24,312,758.00**
ɪnditures				
ating Expenses				
Souce of Supply	$ 197,267.00	$ 305,333.00	$ 108,066.00	458,000.00
Power and Pumping	$ 1,066,644.00	$ 1,304,667.00	$ 238,023.00	1,957,000.00
Water Treatment	$ 2,331,435.00	$ 2,456,667.00	$ 125,232.00	3,685,000.00
Transmission & Distribution	$ 2,601,503.00	$ 2,954,667.00	$ 353,164.00	4,432,000.00
Administration & General	$ 1,761,993.00	$ 1,902,667.00	$ 140,674.00	2,854,000.00
Depreciation	$ 1,732,000.00	$ 1,732,000.00	$ -	2,598,000.00
Taxes	$ 1,342,535.00	$ 1,500,000.00	$ 157,465.00	2,250,000.00
Operating Expenses	$ 11,033,377.00	$ 12,156,001.00	$ 1,122,624.00	$ **18,234,000.00**
			$ -	
ɪating Profit/(Loss)	$ **4,601,870.00**	$ **4,052,504.00**	$ **(549,366.00)**	$ **6,078,758.00**

Operating Revenue	Actual Y-T-D November 30,2015	Budget Y-T-D November 30,2015	Variance Y-T-D November 30,2015	Total Annual Budget 2015-2016
Debt Charge Income				
Interest Income				
Transfer from Depreciation				
Non Operating Revenue				
Operating Expenses				
Short term interest charges	$ 124,667.00	$ 124,667.00	$ -	187,000.00
Debt Charges				
Principal	$ 2,531,897.00	$ 2,331,889.00	$ (200,008.00)	3,497,834.00
Interest	$ 1,240,736.00	$ 1,059,014.00	$ (181,722.00)	1,588,521.00
Amortization of Debt Discount	$ 21,333.00	$ 21,333.00	$ -	32,000.00
Capital Expenditures out of operations	$ 100,000.00	$ 100,000.00	$ -	150,000.00
New Debt				
Principal	$ 66,667.00	$ 66,667.00	$ -	100,000.00
Interest	$ 43,333.00	$ 43,333.00	$ -	65,000.00
Appropriation - Rolling stock -Fleet			$ -	
Total Non Operating Expenses	$ 4,128,633.00	$ **3,746,903.00**	$ **(381,730.00)**	$ **5,620,355.00**
Non- Operating Profit/Loss	$ **4,128,633.00**	$ **3,746,903.00**	$ **(381,730.00)**	$ **5,620,355.00**
\L UTILITY REVENUES (OPERATING & NON-OPERAT	$ 15,635,247.00	$ 16,208,505.00	$ 573,258.00	$ **23,854,355.00**
\L UTILITY EXPENSES (OPERATING & NON-OPERAT	$ 15,162,010.00	$ 15,902,904.00	$ 740,894.00	$ **23,854,355.00**
M WATER UTILITY PROFIT/(LOSS)	$ **473,237.00**	$ **305,601.00**	$ **(167,636.00)**	$ **458,403.00**

ared by Judy Sampson

ew by Mike MacKeigan

21-Dec-15

Planning/Bylaw/Fire Inspection **Statement of Expenditures** **November 30, 2015**

Planning / ByLaw / Fire Inspection	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	$ 835,228	$ 883,724	$ 48,496	$ 1,312,918	$ 477,690
6010 BENEFITS	175,060	180,161	5,101	267,657	92,597
6020 TRAINING/EDUCATION	14,417	14,000	(417)	21,000	6,583
6030 TRAVEL/CONFERENCES	19,735	21,000	1,265	31,500	11,765
6040 PROF MEM/DUES & FEES	2,237	4,733	2,496	7,100	4,863
6050 OFFICE SUPPLIES	8,017	14,667	6,650	22,000	13,983
6060 OFFICE EQUIPMENT	8,287	9,667	1,380	14,500	6,213
6070 PHOTOCOPY SUPPLIES	600	667	66	1,000	400
6080 ADVERTISING	70,285	48,500	(21,785)	48,500	(21,785)
6100 COURIER	-	333	333	500	500
6110 TELEPHONE/FAX	12,121	16,000	3,879	24,000	11,879
6120 PUBL./SUBSCRIPTIONS	469	867	398	1,300	831
6130 COMPUTER HARDWARE	8,822	9,667	845	14,500	5,678
6140 COMPUTER SOFTWARE	3,176	10,667	7,490	16,000	12,824
6150 MEETING EXPENSE	1,498	3,133	1,636	4,700	3,202
6180 COST RECOVERY	-	-	-	-	-
7040 BLDG/FACILITY REPAIR	-	-	-	-	-
7130 DEMOLITIONS	5,188	5,188	-	120,000	114,812
7500 VEH/EQUIP MAINT.	6,844	9,000	2,156	13,500	6,656
7505 GASOLINE & DIESEL	6,045	9,333	3,289	14,000	7,955
8000 OPERATIONAL EQUIPMENT	4,669	12,000	7,331	18,000	13,331
8010 OPERATIONAL MAT/SUPP	3,565	2,667	(898)	4,000	435
8090 UNIFORMS / CLOTHING	4,610	5,667	1,057	8,500	3,890
8100 PROFESSIONAL SERVICE	8,843	23,333	14,490	35,000	26,157
8110 CONTRACTS/AGREEMENTS	294,913	341,757	46,845	512,636	217,723
8130 LICENSES/PERMITS	59,443	65,550	6,107	65,550	6,107
8135 REGULATORY FEES	14,444	16,000	1,556	20,000	5,556
8150 GRANTS /SUBS TO ORG	23,567	34,667	11,100	52,000	28,433
Total expended to date	$ **1,592,081**	$ **1,742,947**	**$ 150,866**	$ **2,650,361**	**$ 1,058,280**

Departmental

Finance

Planning | Statement of Revenue | November 30, 2015

	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	$ 9,575	$ 5,333	$ 4,242	$ 8,000	$ (1,575)
5113 Animal Licenses	4,410	-	4,410	-	(4,410)
5114 Taxi Licenses	13,190	12,000	1,190	18,000	4,810
5115 Vending Machine Licenses	7,830	6,667	1,163	10,000	2,170
5301 Parking Meter Revenue	268,360	244,345	24,016	366,517	98,157
Total Bylaw Revenue	$ 303,365	$ 268,345	$ 35,021	$ 402,517	$ 99,152
Development / Plannning Revenue					
5496 Mapping Sales	7,530	1,333	6,197	2,000	(5,530)
5495 Other Sales	2,300	1,867	433	2,800	500
5101 Building Permits	184,954	140,397	44,557	210,595	25,641
5102 Subdivision Fees	34,861	29,849	5,012	44,773	9,912
Total Develop / Planning Rev	$ 229,645	$ 173,445	$ 56,199	$ 260,168	$ 30,523
Total Bylaw / Dev / Planning Revenue	$ 533,010	$ 441,790	$ 91,220	$ 662,685	$ 129,675

Departmental **Finance**

Police Services	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY	$ 14,200,610	$ 14,304,436	$ 103,825	$ 21,216,115	$ 7,015,505
6020 TRAINING/EDUCATION	104,577	106,175	1,598	145,927	41,350
6030 TRAVEL/CONFERENCES	70,166	70,000	(166)	105,000	34,834
6040 PROF MEM/DUES & FEES	3,070	3,333	263	5,000	1,930
6050 OFFICE SUPPLIES	35,523	35,558	36	53,000	17,477
6060 OFFICE EQUIPMENT	33,850	33,333	(516)	50,000	16,150
6070 PHOTOCOPY SUPPLIES	8,759	12,000	3,241	18,000	9,241
6080 ADVERTISING	2,034	3,333	1,299	5,000	2,966
6090 POSTAGE / COURIER	3,833	4,666	834	7,000	3,167
6100 COURIER	-	-	-	-	-
6110 TELEPHONE/FAX	228,585	220,267	(8,319)	330,400	101,815
6120 PUBL./SUBSCRIPTIONS	3,878	4,000	122	6,000	2,122
6130 COMPUTER HARDWARE	75,290	154,559	79,269	226,838	151,548
6140 COMPUTER SOFTWARE	84,829	79,367	(5,462)	115,000	30,171
6150 MEETING EXPENSES	11,494	11,333	(160)	17,000	5,506
6160 LIABILITY INSURANCE	2,400	2,667	267	4,000	1,600
6170 PROMOTION	9,576	9,576	-	11,000	1,424
6180 OTHER COST RECOVERY - MEMBERTOU	-	-	-	-	-
7000 HEAT	24,599	33,333	8,735	50,000	25,401
7010 ELECTRICAL	62,712	66,433	3,721	99,650	36,938
7020 WATER	1,986	5,333	3,347	8,000	6,014
7030 BLDG/FACILITY MAINT	63,818	55,380	(8,438)	71,000	7,182
7040 BLDG/FACILITY REPAIR	2,238	32,667	30,428	49,000	46,762
7050 BLDG/FACILITY INS.	8,736	9,750	1,014	12,500	3,764
7060 BLDG/FACILITY RENOV	15,853	13,333	(2,519)	20,000	4,147
7070 BLDG/FACILITY RENTAL	43,412	45,333	1,921	68,000	24,588
7110 SECURITY	3,045	2,467	(579)	3,700	655
7500 VEH/EQUIP MAINT/GAS/DIESEL	252,655	333,333	80,679	500,000	247,345
7510 VEH/EQUIP REPAIRS	229,975	191,811	(38,164)	287,717	57,742
7520 VEH/EQUIP INSURANCE	34,360	36,667	2,307	55,000	20,640
7530 VEH/EQUIP REPLACEMENT	545,196	545,196	-	620,000	74,804
7540 VEH/EQUIP RENTAL	867	6,000	5,133	9,000	8,133
7550 VEH/EQUIP TOWING	(452)	3,333	3,785	5,000	5,452
7560 VEH/EQUIP GEN SUPPLY	452	6,667	6,215	10,000	9,548
8000 OPERATIONAL EQUIP	37,076	129,189	92,113	193,784	156,708
8010 OPERATIONAL MAT/SUPP	129,795	142,282	12,487	181,373	51,578
8020 MAINTENANCE EQUIP	1,491	2,737	1,246	3,570	2,079
8030 MAINTENANCE MAT/SUPP	13,690	12,667	(1,023)	19,000	5,310
8040 COMM EQUIPMENT LINES	2,392	6,667	4,275	10,000	7,608
8090 UNIFORMS/CLOTHING	87,508	161,667	74,159	242,500	154,992
8100 PROFESSIONAL SERVICE	103,935	95,000	(8,935)	95,000	(8,935)
8110 CONTRACTS/AGREEMENTS	18,566	18,700	134	21,000	2,434
8120 LEASES	-	-	-	-	-
8125 MAJOR INVESTIGATIONS	65,954	66,667	713	100,000	34,046
8130 LICENSES/PERMITS	11,401	10,000	(1,401)	10,000	(1,401)
8150 GRANTS/SUBS TO ORG	31,391	50,000	18,609	50,000	18,609
Total Expended to date	**$ 16,671,125**	**$ 17,137,215**	**$ 466,090**	**$ 25,110,074**	**$ 8,438,949**

Departmental **Finance**

Police Services **Statement of Revenue** **November 30, 2015**

Police Services Revenue	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	$ 18,166	$ 16,667	$ 1,499	$ 25,000	$ 6,834
5151 FINES	236,106	260,000	(23,894)	390,000	153,894
Total Revenue to date	**$ 254,271**	**$ 276,667**	**$ (22,395)**	**$ 415,000**	**$ 160,729**

Departmental

Finance