



CBRM *A Community of Communities*

Cape Breton Regional Municipality

Office of Deborah Campbell, BBA, MPA
Municipal Clerk/FOIPOP Administrator

320 Esplanade
Sydney, Nova Scotia
B1P 7B9
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www.cbrm.ns.ca

July 29, 2016

Ms. Mary Campbell
7 Yorke Street
Sydney, NS B1P 6A9

Re: Request for Information under Part XX of the MGA - FOIPOP Application #102

Dear Ms. Campbell:

Further to my letter to you of June 30, 2016, I am now writing with CBRM's Decision regarding your request for access to the following record:

"I would like details of the financial relationship between the CBRM and Business Cape Breton. I would like to see documentation showing how much money the CBRM has provided BCB since 2013, including sustainability grants. I would like to know how much of the money it receives for the Blossoming CBRM program is paid to BCB for administering the program. I would also like to see documentation of the "thousands of dollars" in HST Mayor Cecil Clarke claims were paid on services provided by BCB."

Enclosed please find the following:

1. Correspondence from Jennifer Campbell, CBRM Manager of Finance dated July 29, 2016 which references the financial relationship between CBRM and Business Cape Breton, as well as the money CBRM has provided to BCB since 2013, the Blossoming Project and the administration fees for same. (see page 3)
2. Reference to HST: CBRM's Chief Administrative Officer has provided a note regarding the Mayor's reference to the HST paid by BCB and the Cape Breton Partnership (CBP), and an excerpt from the Minutes of the Joint Meeting of the Liaison and Oversight Committee/REN Board of Directors of April 11, 2016 (see page 5)

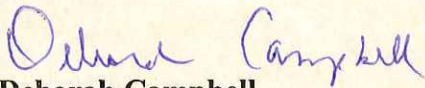
You have the right to ask, within 60 days of being notified of this decision, for a review of the decision by a Review Officer. If you wish to ask for a review, you must do so on Form 7; a copy is attached. (see page 7)

This completed form should then be sent to:

Ms. Catherine Tully, Review Officer
NS Freedom of Information and Protection of Privacy Review Office
P.O. Box 181
Halifax, NS B3J 2M4
Tel: 902-424-4684; Fax: 902-424-8303;
Toll-free: 1-866-243-1564; TTD/TTY: 1-800-855-0511

You may contact me at the address above or by telephone if you have any questions about this decision.

Yours truly,



Deborah Campbell
Municipal Clerk/FOIPOP Administrator

Encls.

copy: Michael Merritt, Chief Administrative Officer



CBRM *A Community of Communities*

Cape Breton Regional Municipality

Office of Jennifer Campbell
Manager of Finance

320 Esplanade
Sydney, Nova Scotia
B1P 7B9
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Fax: 902-563-0884
e-mail: jlcampbell@cbrm.ns.ca

July 29, 2016

Re: FOIPOP File 102

CBRM's financial relationship with BCB is limited to funding for core operations and REN activities, as approved by mayor and council in February 2013. Ongoing funding is included in the CAO's budget and approved annually by council. BCB is engaged for other projects on an as needed basis.

Below is a summary of items paid to Business Cape Breton (BCB) (formerly Cape Breton Small Business Development Centre) by Cape Breton Regional Municipality for the period January 1, 2013 – July 28, 2016.

In summary, the Municipality provided funding for the following projects/initiatives:

Port Consultant Services	\$ 376,601.25
Core Funding	\$ 471,684.00
Downtown Blossoming Project (Sustainability Funding)	\$ 125,360.00
RELAYS (Resiliency Education Leadership Adventure and Youth Service) Project (Sustainability Funding)	\$ 75,000.00
CBRM REN Funding	\$ 111,977.50
Other cost reimbursement	\$ 13,313.00

The Downtown Blossoming Project fees include a 10% administration fee. In 2015/16, the Municipality paid the contractor directly and did not advance money to BCB for this project. The RELAYS project funding included \$8,170 in administration costs paid to BCB which included rent and related office costs for project staff.

Excluded from the above is CBRM's contribution for start up funding and operating funding for the Regional Enterprise Network totaling \$279,240. This funding was issued to, administered, and dispersed by the Municipality of the County of Victoria.

Best regards,

ORIGINAL SIGNED BY
Jennifer Campbell, CPA, CA
Manager of Finance

DocumentNo	Doc. Date	Amount in LC	Text
1900198573	2013.07.23	-75,000.00	Re: Port/Professional Services
1900200316	2013.09.11	-100,000.00	Final 2013/14 Allotment CBSBDC
1900201841	2013.10.30	-51,601.25	balance owing/services for Sydney Port
1900207994	2014.04.28	-50,000.00	Re: Port File/Advance/Expenses to May 31/14
1900210231	2014.06.04	-23,000.00	Re: Downtown Blossoming Contribution
1900209419	2014.06.10	-100,000.00	Advance Re: Port File
1900209420	2014.06.10	-50,000.00	Port Consultant Services
1900210786	2014.07.15	-50,000.00	advance Port File
1900212932	2014.09.10	-100,000.00	Core Operations 2014/15
1900215643	2014.11.27	-150,000.00	2014/15 Core Funding CBSBDC 2nd Installment
1900224177	2015.03.31	-13,313.00	Costs/Ottawa/CB Event Jan 27-29
1900222108	2015.05.26	-58,122.00	Costs/Small Business Dev Ctr Fiscal Yr 2015/16
1900225608	2015.09.09	-75,000.00	2015-16 Municipal Contribution to RELAY
1900233151	2016.04.11	-15,890.00	1st 3 Months Funding Small Business Dev Fund
1900234444	2016.05.13	-47,672.00	Balance of Funding/Small Business Dev Fund
1900235391	2016.06.10	-111,977.50	50% of Business Plan Funding 2016-17
1900235478	2016.06.13	-102,360.00	BCB/CBRM Blossoming/Sustainability Grant

The reference that the Mayor is speaking to is in regard to potential CRA interpretation. With regard to the HST implications of the overall project for the CB REN, the following is an estimate based on figures presented at the end of February for projected expenditures to March 31/16 for the fiscal year 15/16:

BCB - \$17,416.14

CBP - \$16,993.24

Total (CB REN) \$34,409.38

The \$34,409.38 is the impact on the overall REN budget with regard to HST expense after all rebates were taken in to consideration and allocated to each entity.

We have not received an official ruling (in writing) with regard to CRA and HST.

JOINT MEETING
LIAISON AND OVERSIGHT COMMITTEE/ REN BOARD OF DIRECTORS
April 11, 2016

The 2016-2017 proposed project budget was reviewed.

Mayor Clarke indicated that there were three budget line areas he felt needed addressed. The first was the HST for the two fiscal years – 2015-2016 and 2016-2017. He indicated he would like to see the Ottawa/Cape Breton Day renamed to Advocacy, as he felt there should be flexibility for this budget item. Also he questioned on the Victoria County Administration fee.

BCB and CBP had not included the HST component in the initial budget, but after that learned it could be significant in their contract roles with the Board.

Discussion took place on the HST matter. It was felt a legal/accounting opinion should be requested on this issue.

The Committee felt that before moving forward, further clarity on this issue is needed.

Mark Peck agreed to look into this matter and report back on the information received. It was felt as it was a Canada Revenue requirement; an opinion should be obtained from CRA.

Form 7

Request for Review
Part XX - Freedom of Information and Protection of Privacy -
Municipal Government Act
Subsection 487(1)
(Applicant)

TO: Review Officer

*(Specify name and address of
Review Officer.)*

1. This Request for Review arises out of an Application for Access to a Record or Request for Correction of Personal Information submitted to _____ *(specify municipality)* on the ____ day of _____, ____, a copy of which Application or Request is attached to this Request for Review.
2. The applicant requests that the review officer review the following decision, act or failure to act of the responsible officer of the municipality;

Check where applicable

_____ (a) decision dated or made on the ____ day of _____, ____, a copy of which is attached to this Request for Review;

_____ (b) *(specify act or failure to act)* _____

_____.

3. The applicant requests that the review officer recommend that

Check where applicable

_____ (a) the responsible officer of the municipality give access to the record as requested in the Application for Access to a Record;

_____ (b) the responsible officer of the municipality correct the personal information as requested in the Request for Correction of Personal Information;

_____ ~~(b)~~[c] *(specify other recommendation or recommendations, if any, you consider appropriate)* _____

Date: _____

Signature of Applicant: _____

Print Full Name of Applicant: _____

Mailing Address of Applicant: _____
(Street/Apartment No./R.R. No.)

(Community/County)

(Postal Code)

Telephone Numbers of Applicant: _____

(Residence) (Business)

Fax Number of Applicant: _____