

Cape Breton Regional Municipality
Committee of the Whole Meeting Minutes
October 14, 2025
10:01 a.m. at City Hall Council Chambers

Council

Mayor Cecil P. Clarke
Councillor Gordon MacDonald
Councillor Esmond "Blue" Marshall
Councillor Steve Gillespie
Deputy Mayor Eldon MacDonald
Councillor Glenn Paruch
Councillor Steve Parsons
Councillor Steven MacNeil (Left at 12:16 p.m.)
Councillor Dave MacKeigan
Councillor Darren O'Quinn
Councillor Kim Sheppard-Campbell

Staff

Christa Dicks, Municipal Clerk / Director of Corporate Information Services
Wayne MacDonald, Acting Chief Administrative Officer, P.Eng., Chief Engineer / Director of Strategic Partnerships
Robert Sampson, KC, Solicitor
Tyson Simms, Director of Planning and Development
John Phalen, Director of Public Works
Kirk Durning, Director of Parks, Recreation, Building and Facilities
Raymond Boudreau, P.Eng., Director of Water and Wastewater
Toni Delorenzo, Principal Secretary, Mayor's Office
Sean Tobin, Chief of Staff
Sheila Kolanko, Property Manager
Karen Neville, Senior Planner
Jenna MacQueen, Communications Advisor
Mandy Nguyen, Communications Officer Senior and Vulnerable Persons Navigator
Evan Baillie, Finance Manager
Spencer Merrill, Information Technology Technician
Kelly McDonald, Administrative Assistant, Clerk's Office
Yuecong Cao, Recording Secretary

Absent

Councillor Earlene MacMullin (Regrets)
Councillor Paul Nickituk (Leave of absence)

The following does not represent a word for word record of the proceedings of this meeting. The agenda, reports, supporting documents, information items circulated, and video (if available) are online at www.cbrm.ns.ca.

Mayor Cecil P. Clarke called the meeting to order.

Land Acknowledgement

Roll Call

1. Approval of Agenda

Motion

Moved by Councillor Paruch, seconded by Councillor O'Quinn, to approve the October 14, 2025, committee of the whole agenda as presented.

Motion Carried

2. Approval of Minutes

Moved by Councillor Parsons, seconded by Councillor Sheppard-Campbell, to approve the CBRM minutes from:

- Committee of the Whole Minutes – September 9, 2025

Motion Carried

Mayor Clarke noted that item number six will be deferred to the end of the meeting for the in camera session.

3. Presentations

3.1 Nova Scotia Federation of Municipalities

Representatives of Nova Scotia Federation of Municipalities (NSFM) provided the presentation titled, "NSFM Update to CBRM". The presentation included topics such as NSFM By-law changes, transportation planning, MGA updates, and Policing and Fire Services. Discussion took place regarding NSFM board composition, provincial and municipal relations, Property Valuation Services

Corporation, drought responses, the former *Coastal Protection Act* and NSFM engagement and communication.

For Information Only

Deputy Mayor Eldon MacDonald assumed the Chair at 10:52 a.m.

Mayor Clarke resumed the Chair at 11:12 a.m.

4. Planning Issues

4.1 Housing Strategy: Land Banking and Surplus Lands Strategy

Karen Neville, Senior Planner, provided a presentation titled, "Land Banking and Surplus Lands Strategy", and reviewed the recommendations included in the agenda package. The presentation included topics such as housing strategy, surplus land banking research, surplus land analysis, surplus land banking framework, municipal land banking policy, a funding strategy, creation of a property division, partnerships, surplus lands for housing, previous surplus inventory review, current disposal of land, and financial implications. Discussion took place regarding federal and provincial housing infrastructure grants, financial situation, return on investment, land and building inventory, staff and resource requirements. The following motion was then put forward:

Motion

Moved by Deputy Mayor Eldon MacDonald, seconded by Councillor Paruch, that Committee of the Whole recommend to Council to direct the CAO to prepare a draft Municipal Land Banking Policy, including a surplus land improvement section, for Council consideration; establish a funding strategy for surplus land improvements and property acquisitions; and return to Council with a staff report outlining the required steps for establishing a

property division to manage land banking functions, with details on staffing and budget requirements.

Discussion:

- Projected policy timeline
- Possible staffing requirements
- Tax sale processes
- Land inventory

Motion Carried

Councillor Gordon MacDonald was not present for the above vote.

5. Corporate Services Issues

5.1 Temporary Building Closure Due to HVAC Replacement Update

Wayne MacDonald, Acting Chief Administrative Officer, reviewed the memo to inform Council and public that the HVAC system at City Hall has been delayed until the spring due to a supply chain issue. Updates will continue to be provided as the project progresses.

For Information Only

5.2 Request For Municipal Property PID 15128903 - 111 Victoria Road, Sydney (District 12)

Sheila Kolanko, Property Manager, reviewed the memo and recommendations included in the agenda package. The following motion was then put forward:

Motion

Moved by Councillor Sheppard-Campbell, seconded by Councillor O'Quinn, that Committee of the Whole recommend to Council to declare the subject property (PID 15128903) surplus to the needs of the municipality; and to authorize staff to initiate the sale process in accordance with Municipal Policy and the *Municipal Government Act*.

Discussion:

- Lot consolidation process

Motion Carried

Councillor Gordon MacDonald was not present for the above vote.

5.3 Leave of Absence

Wayne MacDonald, Acting Chief Administrative Officer, reviewed the memo to inform Council that Councillor Nickituk will require treatment due to illness. Councillor Nickituk will be required to be absent more than three consecutive regular council meetings. The following motion was then put forward:

Motion

Moved by Deputy Mayor Eldon MacDonald, seconded by Councillor Parsons, that Committee of the Whole recommend to Council that a leave of absence be granted to Councillor Nickituk consistent with Section 17(4) of the *Municipal Government Act* and the CBRM Council Remuneration Policy.

Motion Carried

Councillor Gordon MacDonald was not present for the above vote.

6. In Camera

6.1 Library Contract

(In accordance with Section 22(2)(e) of the *Municipal Government Act*.)

6.2 C200 Update

(In accordance with Section 22(2)(e) of the *Municipal Government Act*.)

6.3 Expense Update

This item has been deferred to future meeting.

(In accordance with Section 22(2)(g) of the *Municipal Government Act*.)

In Camera items proceeded at 12:55 p.m.

7. Council Agenda Requests

7.1 Speed Humps vs Bumps

Councillor Sheppard-Campbell reviewed the council agenda request form and recommendation included in the agenda package. The following motion was then put forward:

Motion

Moved by Councillor Sheppard-Campbell, seconded by Councillor Paruch, that Committee of the Whole recommend to Council to direct the Public Works Department to explore the feasibility of installing speed humps on residential side streets where excessive speeding and dangerous driving have been reported.

Discussion:

- Community safe
- Operational and maintenance considerations
- Establishment of equitable criteria for selecting pilot streets.
- Alternative traffic calming measures

Motion Carried

8. Financial Statements

8.1 Draft CBRM Financial Statements to August 31, 2025

For Information Only

9. Correspondence

9.1 Honourable Kim Masland, Department of Emergency Management

Councillor Gillespie discussed the ongoing issue of drought conditions and low wells. It was recognized that the issue of drought conditions is a province-wide issue, not just a local issue. A proposal was made to elevate

the matter to a higher level for more effective advocacy. The following motion was then put forward:

Motion

Move by Councillor Gillespie, seconded by Councillor Gordon MacDonald, that Committee of the Whole recommend to Council to refer the matter of drought conditions and Emergency Management Office of the Minister response to the Nova Scotia Federation of Municipalities (NSFM) for a province-wide discussion.

Motion Carried

Council recessed at 12:16 p.m.

Following recess, Council proceeded to in camera session at 12:55 p.m.

Cecil P. Clarke

Mayor

Christa Dicks

Municipal Clerk

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