

## **Cape Breton Regional Municipality**

Council Meeting Minutes

August 19, 2025

1:59 p.m. at City Hall Council Chambers

### **Council**

Mayor Cecil P. Clarke

Councillor Gordon MacDonald

Councillor Earlene MacMullin

Councillor Esmond "Blue" Marshall (Left at 4:35 p.m.)

Councillor Steve Gillespie

Deputy Mayor Eldon MacDonald

Councillor Glenn Paruch

Councillor Steven MacNeil (Left at 4:35 p.m.)

Councillor Dave MacKeigan

Councillor Paul Nickituk

Councillor Darren O'Quinn

Councillor Kim Sheppard-Campbell

### **Staff**

Demetri Kachafanas, KC, Chief Administrative Officer

Christa Dicks, Municipal Clerk / Director of Corporate Information Services

Robert Sampson, KC, Solicitor

Tyson Simms, Director of Planning and Development

John Phalen, Director of Public Works

Jennifer Campbell, Chief Financial Officer

Raymond Boudreau, P.Eng., Director of Water and Wastewater

Bruce MacDonald, Manager of Emergency Management

Karen Neville, Senior Planner

Sheila Kolanko, Property Manager

Sean Tobin, Chief of Staff

Toni Delorenzo, Principal Secretary, Mayor's Office

Jenna MacQueen, Communications Advisor

Christina Lamey, Communications Manager

Spencer Merrill, Information Technology Technician

Kathy Donovan, Transit Manager

Jarret Gosbee, Development Officer

Aidan Connors, Public Policy Intern

Clair Connors, Summer Intern, Mayor's Office

Kelly McDonald, Administrative Assistant

Yuecong Cao, Recording Secretary

### **Absent**

Councillor Steve Parsons (Regrets)

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](http://www.cbrm.ns.ca).

**Mayor Cecil P. Clarke called the meeting to order.**

**Land Acknowledgement**

**Roll Call**

**O' Canada**

**1. Approval of Agenda**

**Motion**

Moved by Councillor Marshall, seconded by Councillor Paruch, to approve the August 19, 2025, council agenda and addendum as presented.

**Motion Carried**

**2. Public Hearings**

**2.1 Request for Municipal Heritage Registration – 5 Court Street / 312 Commercial Street, North Sydney**

Karen Neville, Heritage Officer / Senior Planner, reviewed the staff report and recommendation included in the agenda package. The Mayor provided an opportunity for Council to ask clarifying questions; Council had no questions. The Mayor then opened the floor for the public hearing and asked three times if anyone was present to speak, no speakers came forth. The Mayor then closed the public hearing. The following motion was then put forward:

**Motion**

Moved by Councillor MacMullin, seconded by Councillor Gordon MacDonald, to register 5 Court Street / 312 Commercial Street, North Sydney (PID 15028640) as a Municipal Heritage Property.

**Motion Carried**

**2.2 Request for Municipal Heritage Registration – Bethel****Presbyterian Church (9 Brookland Street, Sydney)**

Karen Neville, Heritage Officer / Senior Planner, reviewed the staff report and recommendation included in the agenda package. The Mayor provided an opportunity for Council to ask clarifying questions; Council had no questions. The Mayor then opened the floor for public hearing. The property owner requested to speak. The property owner expressed gratitude for assistance with the application process. Then, the property owner gave background of his family history in the Bethel Presbyterian Church. The Mayor closed the public hearing. The following motion was then put forward:

**Motion**

Moved by Councillor Gillespie, seconded by Deputy Mayor Eldon MacDonald, to register the Bethel Presbyterian Church located at 9 Brookland Street, Sydney (PID 15066780) as a Municipal Heritage Property.

**Motion Carried****3. Proclamations and Resolutions****3.1 Pride Week**

Moved by Councillor Sheppard-Campbell, seconded by Councillor O’Quinn, that CBRM Mayor Cecil P. Clarke and Council proclaim August 8th to 17th, 2025, as Pride Week in the Cape Breton Regional Municipality, and encourage all residents to show their support, participate in local Pride events, and continue to build a community where everyone is welcome, respected, and celebrated.

**Motion Carried****3.2 Wetlands Appreciation Week****Motion**

Moved by Councillor MacNeil, seconded by Councillor Paruch, that CBRM Mayor Cecil P. Clarke and Council proclaim the week of August 9 to August 17, 2025, as Wetlands Appreciation Week in the Cape Breton Regional

Municipality and encourage all residents to participate in events and initiatives that protect our wetlands.

**Motion Carried**

**3.3 Acadian Day / Journée de l'Acadie**

**Motion**

Moved by Councillor O'Quinn, seconded by Councillor Nickituk, that CBRM Mayor Cecil P. Clarke and Council proclaim Friday, August 15<sup>th</sup>, 2025, as Acadian Day and encourage all residents to celebrate the rich heritage and culture of all Acadians in Nova Scotia and Canada.

**Motion Carried**

**3.4 Indian Independence Day**

**Motion**

Moved by Deputy Mayor Eldon MacDonald, seconded by Councillor Paruch, that CBRM Mayor Cecil P. Clarke and Council proclaim Friday, August 15th, 2025, as India's Independence Day in Cape Breton Regional Municipality. It is our honour to extend best wishes to all the Indians celebrating the 79th anniversary of India's Independence.

**Motion Carried**

**3.5 Atlantic Burn Camp Week**

**Motion**

Moved by Councillor MacMullin, seconded by Councillor Gillespie, that CBRM Mayor Cecil P. Clarke and Council proclaim the week of August 17 to August 24, 2025, as Atlantic Burn Camp Week in the Cape Breton Regional Municipality and encourage all residents to support burn survivors and the life-changing work of the Atlantic Burn Camp.

**Motion Carried**

### **3.6 World Suicide Prevention Day**

#### **Motion**

Moved by Councillor Nickituk, seconded by Councillor Gordon MacDonald, that CBRM Mayor Cecil P. Clarke and Council proclaim September 10, 2025, as World Suicide Prevention Day in the Cape Breton Regional Municipality, and urge all citizens to join in raising awareness, supporting those who are struggling, and promoting healing, hope, and community resilience.

#### **Motion Carried**

#### **Addendum**

### **3.7 World Lymphoma Awareness Month**

#### **Motion**

Moved by Deputy Mayor Eldon MacDonald, seconded by Councillor Paruch, that CBRM Mayor Cecil P. Clarke and Council proclaim September 2025, as World Lymphoma Awareness Month in the Cape Breton Regional Municipality and encourage all citizens to learn more about lymphoma and support those affected in our community.

#### **Motion Carried**

## **4. Planning Issues**

### **4.1 Appeal of Site Plan Approval at PID 15025828 (61 Pleasant Street, North Sydney)**

This item proceeded at 6:00 p.m. as scheduled.

## **5. Corporate Services Issues**

### **5.1 Request for Municipal Property PID 15231111, Munroe Street, Reserve Mines (District 8)**

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

#### **Motion**

Moved by Councillor MacNeil, seconded by Councillor MacKeigan, to deem the subject property surplus and sell to the applicant subject to an existing sewer line easement until such time it can be released with a relocated sewer line.

**Motion Carried**

Councillor O’Quinn was not present for the above vote.

**5.2 Drought Update**

Bruce MacDonald, Manager of Emergency Management, provided an update on the ongoing drought in CBRM, noting current a 200-millimeter precipitation deficit and noted that while recent rainfall helped, long-range models predict continued dryness into September. Manager MacDonald informed that there are water stations set up located throughout the municipality for residents to fill water containers. Manager MacDonald also informed of facilities open for residents to take showers. Dates and time of these services were included in the discussion. Council expressed gratitude for the effective emergency management staff efforts.

Information Only

**5.3 Increased Project Cost – George Street Watermain Replacement**

Raymond Boudreau, P.Eng., Director of Water and Wastewater, reviewed the staff report and recommendations included in the agenda package. The following motion was then put forward:

**Motion**

Moved by Deputy Mayor Eldon MacDonald, seconded by Councillor Paruch, to approve the revised project cost of \$2,006,149 for the George Street Water Main Replacement; and to approve the proposed funding plan, reallocating available savings from the Cost Shared Watermain project; and additional borrowing; and, direct staff to apply to the Nova Scotia Regulatory and

Appeals Board for approval of the revised project cost in accordance with the Accounting and Reporting Handbook.

Discussion:

- Scope change
- Criticality of the project
- Project timelines
- Other infrastructure project statuses

**Motion Carried**

**5.4 Sydney Filter Media Replacement - Funding From Special Reserve Fund**

Raymond Boudreau, P.Eng., Director of Water and Wastewater, reviewed the staff report and recommendations included in the agenda package. The following motion was then put forward:

**Motion**

Moved by Councillor Paruch, seconded by Deputy Mayor Eldon MacDonald, to approve the use of \$864,395 from the Water Utility's Special Reserve Fund to advance the replacement of GreensandPlus filter media at the Sydney Water Treatment Plant to the current fiscal year; and direct staff to apply to the Nova Scotia Regulatory and Appeals Board for approval of the project and for approval to access reserve funds to cover the cost.

Discussion:

- Nature of the Reserve Fund
- Budget
- Funding Strategy

**Motion Carried**

**5.5 Policy Review Update**

Christa Dicks, Municipal Clerk, reviewed the information report regarding the policy review update included in the agenda package. Council expressed gratitude for staff's continuous work updating policies.

For Information Only

### **5.6 Transit Cape Breton Access-A-Bus Policy**

John Phalen, Director of Public Works, reviewed the staff report and recommendation included in the agenda package. Discussion took place regarding registration and booking the Access-A-Bus, user costs, and user guide.

For Information Only

### **5.7 Requests for Proposals – Space**

Demetri Kachafanas, KC, Chief Administrative Officer, reviewed the memo to inform council of recent developments related to the procurement of space to support our operational requirements. The council will be kept informed as the process moves forward.

For Information Only

## **6. Council Agenda Requests**

### **6.1 Consideration of Stand-Alone By-law for Recreational Modes of Transportation**

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

#### **Motion**

Moved by Councillor Sheppard-Campbell, seconded by Councillor Gordon MacDonald, to direct staff in collaboration with the Police Traffic Department, to investigate and draft a stand-alone By-law addressing the safe operation of bicycles, skateboards, electric scooters, and off-road recreational vehicles on municipal roads.

Discussion:

- Clarification on scope
- Safety and regulation

#### **Motion Carried**

## **6.2 Litter By-Law**

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

### **Motion**

Moved by Councillor Sheppard-Campbell, seconded by Councillor O’Quinn, to direct staff to create a new stand-alone Litter By-law.

Discussion:

- Littering volumes within the municipality
- Commercial waste receptacles
- Municipal garbage cans
- The need to enforce the forth coming litter By-law consistently

### **Motion Carried**

## **6.3 E-Scooters/Bikes**

Councillor Gillespie reviewed the council agenda request form included in the agenda package. Councillor Gillespie clarified a typo in the councillor agenda request form under outcome sought, report back to council with recommendations within five months. The following motion was then put forward:

### **Motion**

Moved by Councillor Gillespie, seconded by Deputy Mayor Eldon MacDonald, to direct the Chief Administrative Officer to direct staff to explore the potential development of new regulations and supporting implementation tools, to manage and regulate the use of e-scooters, e-bikes, and other forms of micromobility, and to report back to Council within five months of this motion with a staff report outlining potential recommendations.

Discussion:

- Safety regulations
- Operational details
- External business operations

**Motion Carried****6.4 CBRM Land Use Bylaw – Supportive Housing Exceeding the 9-bed Maximum**

Councillor MacMullin reviewed the council agenda request form included in the agenda package. The following motion was then put forward:

**Motion**

Moved by Councillor MacMullin, seconded by Councillor Gordon MacDonald, to direct staff to draft an amendment to the CBRM Land Use Bylaw to include council and senior staff's input when an application is made to expand beyond the maximum of nine beds.

Discussion:

- Planning strategy
- Site plan approval process

**Motion Carried****7. Committee Report****7.1 Police Commission Update June 2025**

Chair Paruch commended the Chief of Police for his strong availability and responsiveness, encouraging colleagues to reach out directly on community issues. Councillor Sheppard-Campbell echoed this praise, noting the approachability and prompt follow-up from both the Chief and police staff. Mayor Clark announced that a future joint session of Council and the Police Commission will be scheduled to review the Deloitte Report on comprehensive policing in Nova Scotia, which will include a presentation and a document for Council's consideration.

For Information Only

**7.2 REN Liaison Oversight Committee**

Mayor Clarke informed that Tyler Mattheis, President and CEO of the Cape Breton Partnership is present, if council has any questions regarding the information and Activity Report. Councillor Gillespie informed he has taken

over as chair of the REN Liaison Oversight committee, and reported the outline changes to the committee's operations, stating it will now meet quarterly instead of twice a year. These meetings will be held directly after the Partnership's Board of Directors meetings. Councillor Gillespie stated that the new structure has improved rapport with the board and will enable the committee to bring regular updates and as much information as possible back to Council.

For Information Only

## **8. Financial Statements**

### **8.1 CBRM Financial Statements to June 30, 2025**

For Information Only

## **9. Correspondence**

### **9.1 Welton Street Housing Project**

### **9.2 CBRM Resolution - Impact of Structural Fires at**

### **9.3 NSP Update on Reliability Work in Glace Bay Area**

### **9.4 Efficiency Nova Scotia**

For Information Only

Council recessed at 4:34 p.m.

Council reconvened at 6:06 p.m.

## **4. Planning Issues**

### **4.1 Appeal of Site Plan Approval at PID 15025828 (61 Pleasant St, North Sydney)**

Mayor Clarke provided information on the process to appeal a site plan, in terms of process for this notice of appeal which has been received by the Clerk's Office regarding the development officer's decision on site plan approval included in the agenda package.

Karen Neville, Senior Planner, explained the evolution of supportive housing regulations in the CBRM, and the site plan approval processes.

Jarret Gosbee, Development Officer, reviewed the staff report and recommendation included in the agenda package. Discussion took place regarding traffic levels, parking area, grounds for appeal, site plan approval provisions, and public safety. Mayor Clarke asked three times if anyone was present to speak, no speakers came forth. Mayor Clarke opened the podium to provide developer representatives an opportunity to speak.

A planner and consultant representing the John Howard Society of Nova Scotia spoke regarding the project about creating a sixteen-bed supportive housing facility in North Sydney. Discussion took place regarding building ingress and egress, clarification on funding, clarification on fencing, and operations. Following a consultation with the Robert Sampson, KC, Solicitor, Mayor Clarke concluded that the concerns raised in the appeal did not meet requirements of an appeal test. Mayor Clarke indicated that the appropriate action was to deny the appeal; council agreed. Mayor Clarke then closed the public hearing.

**Meeting adjourned at 7:12 p.m.**

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**Cecil P. Clarke**

**Mayor**

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**Christa Dicks**

**Municipal Clerk**

**/yc**