

Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, APRIL 9, 2024

6:00 P.M.

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

Cape Breton Regional Municipality

Council Meeting

Tuesday, April 9, 2024

6:00 p.m.

AGENDA ITEMS

Land Acknowledgement

6:00 p.m.

Roll Call

O' Canada

1. APPROVAL OF AGENDA: (Motion Required)

2. VOLUNTEER WEEK:

6:05 p.m.

2.1 Proclamation: 2024 Volunteer Week:

Deputy Mayor James Edwards (See page 4)

2.2 Presentation of 2024 Volunteer Awards: (See page 6)

a) **Anne Holland Memorial Award** – Paula Jacobs, Recreation Program Coordinator

Awarded in recognition of an outstanding community project.

b) **Gary McDonald Memorial Award** – Mitch MacDonald, Recreation Program Coordinator

Awarded in recognition of an outstanding community volunteer.

c) **Youth Volunteer Award** - Laura Goode, Recreation Program Coordinator

Awarded in recognition of an outstanding youth volunteer.

3. PROCLAMATIONS & RESOLUTIONS:

6:30 p.m.

3.1 National Public Safety Telecommunicator Week:

Councillor Steve Gillespie (See page 7)

3.2 Dangerous and Derelict Properties:

Councillor Darren Bruckschwaiger (See page 9)

Continued...

**Council Meeting Agenda
April 9, 2024 (Cont'd)**

4. BY-LAWS & MOTIONS: 6:35 p.m.

4.1 By-laws:

a) First Reading:

i) CBRM Licensing By-law for Shared Dwellings and Licence Fee Policy: Peter Vandermeulen, Planner (See page 11)

b) Second / Final Reading: N/A

5. CORPORATE SERVICES: 6:50 p.m.

5.1 NSCC Parking License: John MacKinnon, Deputy Chief Administrative Officer/Director of Technology (See page 26)

5.2 2024 Municipal and CSAP Elections – Polling Divisions: Christa Dicks, Municipal Clerk/Returning Officer; and Demetri Kachafanas, KC, Regional Solicitor/Assistant Returning Officer (See page 36)

For Information Only.

6. COUNCIL AGENDA REQUEST: 7:15 p.m.

6.1 Request for Advocacy – Nova Scotia Coastal Protection: Mayor McDougall-Merrill (See page 50)

7. COMMITTEE REPORTS:

N/A

**8. REVIEW OF ACTION ITEMS FROM THIS MEETING: 7:30 p.m.
Mayor Amanda M. McDougall-Merrill**

ADJOURNMENT



PROCLAMATION

2024 Volunteer Week

- WHEREAS:** We recognize and celebrate every volunteer and each contribution they're making to strengthen inclusivity and wellbeing in our communities. Now more than ever, Every Moment Matters! #NVW2024 #EveryMomentMatters
- WHEREAS:** The theme for National Volunteer Week 2024 is Every Moment Matters. It highlights the importance of every volunteer and each contribution they make at a moment when we need support more than ever. The sharing of time, skills, empathy, and creativity is vital to the inclusivity, strength, and wellbeing of our communities.
- WHEREAS:** Volunteers are fundamental to meeting this challenging moment. By coming together, committing support, and increasing our collective efforts and impact, we contribute exponentially to the quality of life we all strive for.
- WHEREAS:** It's in these moments, and the relationships between them, that we find greater purpose and a sense of belonging. By connecting and engaging with community, we come to know our importance. Volunteering matters. And by sharing these moments, we co-create the neighbourhoods, culture, and society we want to live in.
- WHEREAS:** Right now, whatever we can contribute is needed and valued. From assisting programs that feed and house Canadians or helping with recovery efforts after a climate emergency, to peer mentoring a refugee family or holding space for community grief – moment by moment we can move collectively from surviving to thriving again.
- WHEREAS:** During National Volunteer Week 2024, we come together to recognize and celebrate the importance of each and every volunteer's impact from coast to coast to coast. Now more than ever, Every Moment Matters.

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2024 Volunteer Week Continued

BE IT THEREFORE That CBRM Mayor Amanda M. McDougall-Merrill and
RESOLVED: Council proclaim April 14th to 20th, 2024 as “Volunteer Week” in
recognition of the splendid efforts of our volunteers who provide
service to our residents and communities.

Deputy Mayor James Edwards - District #8

April 9, 2024



Cape Breton Regional Municipality Special Volunteer Awards Criteria



Anne Holland Memorial Award

(in recognition of an Outstanding Community Volunteer)

To recognize an individual who has made an outstanding contribution to the inception and growth of community opportunities within the field of recreation/leisure.

Nominees must have made a significant contribution in one or more of the following criteria:

- exhibited high standards of voluntary performance (e.g. dedication, commitment, time, energy, attitude and motivation)
- contributed to a broad range of activities within the field of community volunteerism
- shown a unique and original leadership approach

Gary McDonald Memorial Award

(in recognition of an Outstanding Community Project)

Presented to a volunteer group to recognize an outstanding project that improves recreation/leisure opportunities, locally or regionally.

Projects must have accomplished one or more of the following:

- increased available opportunities that have proven to be innovative or unique
- included a significant number of participants
- endeavored to encompass all-inclusive services for community members

Youth Volunteer Award

(in recognition of an Outstanding Youth Volunteer)

Students throughout the Cape Breton Regional Municipality who attend area schools or post-secondary institutions will be considered for this Youth Volunteer Award. Open to students age 25 and younger.

The award is based on the following criteria:

- demonstrated a balance between volunteering for school, community projects and/or community organizations
- shown that his/her volunteer activities have taken place in a variety of areas or for a variety of purposes
- volunteers a significant number of hours on a regular basis for specific major projects
- shown that his/her leadership has had an impact through volunteering



PROCLAMATION

National Public Safety Telecommunicator Week

- WHEREAS:** The Cape Breton Regional Municipality (CBRM) is committed to the safety and well-being of its residents and recognizes the critical role played by emergency response services in ensuring public safety; and
- WHEREAS:** 911 Operators are the initial point of contact for individuals seeking emergency assistance, providing vital communication and support during crisis situations; and
- WHEREAS:** 911 Operators serve as the first link in the chain of emergency response, collecting crucial information, dispatching appropriate resources, and guiding callers through life-threatening situations with calmness and professionalism; and
- WHEREAS:** These dedicated professionals exhibit exceptional skills in stress management, active listening, and decision-making, often making split-second judgments that can save lives and protect property; and
- WHEREAS:** 911 Operators work tirelessly around the clock, handling a wide range of emergencies and demonstrating unwavering commitment to the well-being of the CBRM community; and
- WHEREAS:** 911 Operators often bear witness to distressing and traumatic incidents, displaying resilience and compassion while providing comfort and support to callers in distress; and
- WHEREAS:** The critical role of 911 Operators as First Responders is often overlooked, despite their invaluable contribution to emergency response systems.

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National Public Safety Telecommunicator Week Continued

**BE IT THEREFORE
RESOLVED:**

That CBRM Mayor Amanda M. McDougall-Merrill and Council hereby acknowledges and recognizes the vital work of 911 Operators as First Responders encouraging increased awareness and understanding of the indispensable role played by 911 Operators; and express its deepest gratitude and appreciation to all 911 Operators within our municipality for their unwavering dedication, professionalism, and commitment to public safety; and

**BE IT FURTHER
RESOLVED:**

That a copy of this resolution be transmitted, framed, and displayed at the 911 center recognizing their outstanding contributions and ensuring that their work is duly acknowledged.

Councillor Steve Gillespie - CBRM District #4

April 9, 2024



RESOLUTION

Dangerous and Derelict Properties

- WHEREAS:** CBRM has standards governing the condition, occupancy and maintenance of residential properties and while providing safeguards for the safety, health and welfare of the general public in and around such properties;
- WHEREAS:** CBRM has a system to regulate the condition and maintenance of vacant dwellings and non-residential buildings within the Cape Breton Regional Municipality;
- WHEREAS:** Cape Breton Regional Municipality faces a dire situation with dangerous and derelict properties that requires the attention and special consideration of the Province of Nova Scotia;
- WHEREAS:** According to CBRM staff, at present day there are 400 vacant properties, with approximately 80% of them being residential and 20% being commercial;
- WHEREAS:** CBRM Building and Property Maintenance Inspectors conduct inspections and take steps to administer and enforce CBRM By-laws and Policies while providing remedy to uphold standards regarding structural conditions and maintenance of residential and commercial properties;
- WHEREAS:** The number of vacant and derelict structures is growing within the CBRM, as are the constraints with staffing to address concerns, especially for the citizens that live, work, and play near these structures;
- WHEREAS:** The average cost to demolish a derelict residential property is approximately \$7500, the CBRM annual budget for the same is \$120,000, therefore only 16 vacant, derelict residential properties can be taken down each year. More support capacity is needed for the safety, health and well-being of our residents.

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Resolution - Dangerous and Derelict Properties (Continued)

WHEREAS: The number of derelict commercial properties create concern as a number of them are large, abut other occupied properties and pose a fire and or collapse hazard that presents risks to our dedicated emergency responders in the event an emergency response is required;

WHEREAS: The estimated cost is in the tens of thousands of dollars to demolish a single commercial structure and some cost over \$100,000. While these buildings continue to stand, they can degrade the assessment and economic value of all neighbouring properties while also they can also create fear for local residents;

WHEREAS: One of the most pressing issues facing the province today is housing; and assisting the CBRM in demolishing and repurposing the properties for Nova Scotian's housing needs is an investment that will pay significant dividends and help alleviate the housing deficit currently experienced in the CBRM.

BE IT THEREFORE RESOLVED: That Mayor Amanda M. McDougall-Merrill on behalf of Council and residents of the Cape Breton Regional Municipality, send a letter of request to Honourable John Lohr, Minister of Municipal Affairs and Housing and Honourable Tim Houston, Premier of Nova Scotia, to agree to provide financial assistance in the amount of \$1,000,000 annually for the next 3 fiscal years, to CBRM as a one-off situation for staffing and financial support for demolition of vacant and derelict properties, within the Cape Breton Regional Municipality, as discussed during the recent MOU negotiations, as the situation is dire in CBRM.

Councillor Darren Bruckschwaiger - CBRM District #10

April 9, 2024



TO: CBRM Mayor & Council

FROM: Peter Vandermeulen

SUBJECT: CBRM Licensing By-law for Shared Dwellings and Licence Fee Policy

DATE: April 2nd, 2024

1.0 Background

Context

Staff was directed to provide Council with an issue paper exploring the opportunity to licence Shared Dwellings following Council's motion to adopt the CBRM Forward Land Use By-law and Municipal Planning Strategy on July 20th, 2023. The development and adoption of this By-law also supports Initiative 5 – Infill & Gentle Density Initiative, outlined in CBRM's Housing Accelerator Fund Action Plan.

Shared Dwellings, also known as rooming, lodging, or boarding houses, play a crucial role in meeting the housing needs of our Municipality. A Shared Dwelling typically resembles rental accommodation where Sleeping Rooms are rented to separate individuals, sharing communal facilities such as kitchens and bathrooms.

While Shared Dwellings can offer affordable shelter, the current lack of regulation and oversight has led to various issues, including overcrowding, inadequate living conditions, and safety hazards. To address these concerns, this issue paper explores the opportunity to license Shared Dwellings within our Municipality.

Current Approach to Shared Dwellings

Currently, the only Municipal regulations related to Shared Dwellings are found in the CBRM Forward Land Use By-law. This document defines Shared Dwellings as:

Dwelling, Shared means a use where bedrooms are rented for remuneration as separate rooms for residential accommodation and include shared bathroom and kitchen facilities made available to all tenants. This does not include an accommodation business.

Shared Dwellings are permitted in most residential zones, excluding the R6, Mobile Home Park Zone. The RR5, One and Two Unit Rural Residential Zone, and the Rural Zone limit the number of Sleeping Rooms in a Shared Dwelling to four. Shared Dwellings are also permitted in most commercial zones, excluding the BP, Business Park Zone.

Aside from zoning conformity, building code, and fire safety regulations, CBRM does not provide or enforce any further By-law or Municipal Policy that regulates Shared Dwellings specifically.

Shared Dwellings Licencing Goals

1. **Improved Safety and Living Conditions:** Licensing Shared Dwellings can establish enforceable standards, ensuring that the buildings meet the Building Code, Fire Code, Plumbing Code, electrical standards, and other health and safety requirements. Annual inspections at the time of renewal would help identify and address potential hazards, reducing the risk of accidents or injuries.
2. **Community Stability:** Licensing can prevent the unchecked expansion of Shared Dwellings, preserving the character and stability of the community. As well as helping to prevent disturbances to neighbouring residents. This can contribute to harmonious coexistence between Shared Dwelling occupants and the larger community.
3. **Enhanced Accountability:** Licensing encourages Shared Dwelling owners to adhere to Municipal regulations and standards. Non-compliance can result in fines or the revocation of licences, motivating Owners/Operators to maintain their properties.

2.0 Municipal Review of Shared Dwelling Licensing

Research has been completed to compile information from various Canadian Municipalities on their practices regarding the licencing of Shared Dwellings, and similarly defined forms of rental accommodations.

Key Trends

Through this municipal scan, the following three key trends have emerged:

1. Definition and Classification

Most Municipalities have varying definitions for “Shared Dwellings”. However, these definitions usually define similar concepts. Generally, “Shared Dwellings” often referenced as rooming, boarding, or lodging houses, are defined as the rental of a Dwelling on a per unit basis, with shared bathroom and kitchen facilities. This most often resembles buildings containing Sleeping Rooms rented by unrelated individuals, not acting as a household unit, with individual leases. Some Municipalities consider any Dwelling with more than a certain number of unrelated occupants as Shared Dwellings, while others have more specific criteria, such as available facilities.

Ex. Antigonish Lodging Home Registry By-law

“Lodging Home” Means a Dwelling unit with a set of living quarters containing 5 or more lodging units, which is not open to the public and does not include special care.

“Lodging Unit” refers to one or more rooms provided in return for remuneration used or designed for sleeping accommodation. Lodging units may contain cooking or sanitary facilities, but not both.

2. Licensing and Application Requirements

Licensing requirements vary slightly between Municipalities but generally require the collection of the same basic information through the licence application process. Some Municipalities require Shared Dwellings to obtain a specific licence, while others may require a standard rental property licence. In all cases where a form of licencing is in place, an application must be completed to obtain the licence. Common application requirements and prerequisites include;

- Labeled floor plans - Shared Dwelling Operators must provide and adhere to labelled floor plans designating each Dwelling unit that will be rented as well as all common areas. No changes can be made without resubmitting an updated floor plan to the Municipality for approval.
- Land Use By-law compliance - The building must meet all zoning requirements outlined in the respective Land Use By-law, subject to inspection.
- Meeting Building Code, Fire Code, Plumbing Code, Electrical standards, and other health and safety requirements.

A fee is often required to be paid before a licence is issued. The average cost of an annual licence across the Municipalities reviewed is ~\$450.00. Overall, the application fees reviewed ranged from \$160.00 to \$1200.00. Renewal fees are also required to be paid upon the annual renewal of licences. Renewal fees tend to be less expensive than initial licensing fees. A summary of reviewed fees can be found attached in Appendix A.

3. Inspection and Compliance

Inspections are common in most licensing practices reviewed. Inspections are frequently found to be scheduled annually during the licencing renewal process as well as triggered by complaints. Inspections often serve a dual purpose to both verify the physical living conditions of the properties, as well as to ensure that unchecked expansion beyond the submitted floor plan does not occur. Furthermore, premises are inspected for continued compliance with building code and fire safety regulations as well as Land Use By-law conformity.

Non-compliance with licensing requirements can result in penalties such as fines, licence suspension, or revocation of the licence. Notices of non-compliance are commonly issued across licencing practices reviewed. A notice of noncompliance intends to notify and inform an Operator that their premises do not meet compliance standards and what steps can be taken to rectify the identified issue(s). Non-compliance orders often contain the following information:

- Description of which licencing requirements that are out of compliance;
- Any penalties the Operator will face if the premises are not brought to compliance, and;
- The date of the offence, as well as the date of re-inspection to ensure requirements are met.

The practice of revoking Shared Dwelling licences upon the determination that an Operator is out of compliance is universal across all Municipal licencing practices reviewed. However, fines and suspensions are more frequently issued before a licence is revoked.

Considerations for By-law Development

Addressing the challenges posed by Shared Dwelling's while harnessing their benefits will help to provide improved living conditions and minimize disturbances across CBRM. After research and analysis, staff recommends considering the following:

Strengthen Enforcement Mechanisms:

Develop an enforcement mechanism to monitor compliance with licensing requirements and regulations, ensuring timely responses to complaints and taking appropriate actions against non-compliant Operators.

Periodic Inspections:

Set up a system for regular inspections of Shared Dwellings to ensure ongoing compliance with the licensing By-law. Annual inspections should be completed during the licence renewal process.

Occupancy Expectations:

Establishing occupancy limits for each Shared Dwelling property, aimed at maintaining safety standards, minimizing noise disturbances, and preserving neighbourhood tranquillity. This can be achieved through the submission of floor plans to staff for approval, as well as through compliance inspections.

Feedback and Review:

Establish a system for periodic review and evaluation of the implemented policies and regulations. Solicit feedback from residents, businesses, and other stakeholders to continually refine and improve the licensing framework.

3.0 Discussion of By-law Implementation

Enforcement & Administration

All Shared Dwellings must comply with the proposed CBRM Licencing By-law for Shared Dwellings (Attachment B). Notwithstanding any other applicable safety regulations and By-laws, including but not limited to Building Code, Fire Code, Plumbing Code, electrical standards, and the CBRM Minimum Standards By-law.

Intake of licence applications will be conducted at the City Hall Customer Service Centre. Administration of licence applications will be directed to the Planning and Development Department, specifically to the Building Services Branch and subsequently carried out by permitting staff.

Enforcement and inspection related to this By-law would be carried out by the Municipal Building Officials. Through the development of a Licencing By-law for Shared Dwellings, the Building Official will have the power to suspend or revoke licences. Licences will be suspended or revoked in any case where the Building Official becomes aware of an Owner/Operator contravening provisions of the By-law.

Inspections

The implementation of a Shared Dwelling licensing By-law will provide the Municipality with the opportunity to mandate inspection of these types of rental properties in the event of non-compliance.

Inspections will provide the Municipality with the ability to periodically monitor the conditions of licenced properties. Inspections can be triggered through the initial licence application process and when complaints are received.

Fee Policy

In addition to adoption of the CBRM Licencing By-law for Shared Dwellings, staff is recommending Council adopt CBRM Fee Policy: Licencing (Attachment C).

It is our understanding there is Council direction to have fees associated with municipal applications and licences are to be within policy as opposed to inclusion in municipal by-laws. Policy provides Council more flexibility in administration and amendments of fees.

Next Steps

Before a motion can be passed on the adoption of a By-law, the *Municipal Government Act* requires Council to receive notice at least seven days prior to making a decision. This issue paper could be considered notice to Council.

If Council wishes to proceed with the adoption of the Licencing By-law for Shared Dwellings, a Public Hearing should be scheduled at an upcoming meeting of Council. Along with the public hearing, the attached CBRM Fee Policy: Licencing should also be presented to Council for consideration during this upcoming meeting.

Recommendation

As there are two documents being presented for Council's consideration, there are two motions required:

1. Staff recommends Council give First Reading of the new CBRM Licencing By-law for Shared Dwellings found in Attachment B and pass a motion to schedule a Public Hearing to consider adoption of the CBRM Licencing By-law for Shared Dwellings.
2. Staff recommends Council to pass a motion directing staff to bring the CBRM Fee Policy: Licencing to an upcoming Council meeting for their consideration.

A draft of the CBRM Fee Policy: Licencing can be found in Attachment C

Submitted by:

ORIGINAL SIGNED BY

Peter Vandermeulen
Planning and Development Department

Appendix A – Municipal Licensing Fee Review

Location	Base New Licence Fee	Per Room Fee	Renewal Fee	Inspection	Late Fee	Application Fee	Compliance Fee	TOTAL
Antigonish	\$ 200.00							\$ 200.00
Toronto	\$ 175.00	\$25.00	\$ 175.00	\$ 150.00				\$ 350.00
Calgary	\$ 172.00		\$ 131.00					\$ 172.00
Oshawa	\$ 250.00		\$ 250.00		\$ 300.00	\$ 100.00		\$ 350.00
Vancouver	\$ 200.00	\$40.00	\$200					\$ 440.00
St. Johns	\$ 100.00							\$ 100.00
Kingston	\$ 162.00		\$ 162.00					\$ 162.00
Barrie	\$ 245.80		\$ 245.80					\$ 245.80
Hamilton	\$ 524.00		\$ 280.89	\$ 280.89			\$ 308.85	\$ 1,113.74
Kitchener	\$ 1,121.00		\$ 910.00		\$1,030.00			\$ 1,121.00
Waterloo	\$ 669.50		\$ 669.50					\$ 1,339.00
Brantford	\$ 651.00		\$ 325.50					\$ 651.00
Average	\$ 372.53	\$ 32.50	\$ 340.98	\$ 215.45	\$ 665.00	\$ 100.00	\$ 308.85	\$ 520.38

**CAPE BRETON REGIONAL MUNICIPALITY
LICENCING BY-LAW FOR SHARED DWELLINGS**

Made pursuant to Sections 174(a) and 172(e)(i) of the Municipal Government Act of Nova Scotia

1.0 Title, Scope and Interpretation

Pursuant to Section 174(a) of the *Municipal Government Act*, BE IT ENACTED by the Council of the Cape Breton Regional Municipality (CBRM) as follows:

- (1) This By-law shall be known as the “Licencing By-law for Shared Dwellings”
- (2) Where a provision of this By-law conflicts with the provisions of another By-law in force within the Municipality, the more stringent provision prevails.

WHEREAS the Cape Breton Regional Municipality intends to regulate Shared Dwellings:

- To streamline communication and compliance for Shared Dwelling Owners/Operators within the CBRM in a cost-effective manner.
- To ensure the safe operation of all Shared Dwellings within the Municipality by enforcing established licencing requirements.
- To minimize disturbances to neighbouring residents through proper practice of property maintenance.

the Council of the Cape Breton Regional Municipality hereby adopts this By-law.

1.1 Authority

Under Section 174(a) of the *Municipal Government Act*, a Council may make By-laws respecting the regulation and licensing of persons owning or operating rooming houses or boarding houses and regulating the maintenance, administration, operation and occupancy of buildings used as rooming houses or boarding houses and the land on which they are located.

For the purposes of this By-law, lodging, boarding and rooming houses are synonymous with the defined term Shared Dwellings.

1.2 Interpretation

- (1) The objective of this By-law is to define and enforce licencing requirements for the operation of Shared Dwellings. These licensing requirements are intended to ensure the continued safety of such properties.
- (2) The provisions set forth within this By-law represent the baseline requirements for licencing, this By-law does not diminish the obligations stipulated for structures,

constructions, repairs, and modifications as outlined in any other applicable By-law.

2.0 Definitions

"Building Official" means those qualified individuals appointed by Council of the Cape Breton Regional Municipality to administer and enforce the requirements of the *Nova Scotia Building Code Act* and Regulations.

"Dwelling" means a residential building, or portion thereof, occupied, or capable of being occupied as a residence by one or more persons, containing one or more Dwelling Units. A Dwelling may include a One-unit Dwelling, mobile home, Converted Dwelling, duplex, semi-detached, Apartment Dwelling, townhouse, a recreational vehicle with a service connection to the Nova Scotia Power Inc. power grid, or a Dwelling Unit(s) within a business or institutional building.

"Dwelling, Apartment" means a building containing three or more Dwelling Units and includes a converted Dwelling.

"Dwelling, Converted" means a building originally constructed as a one-unit Dwelling or two-unit Dwelling that has been lawfully converted into a two-unit Dwelling or Apartment Dwelling.

"Dwelling, One-Unit" means a detached Dwelling containing one Dwelling Unit and may include a secondary suite. This does not include a recreational vehicle.

"Dwelling, Semi-detached" means a building containing two dwelling units arranged side by side and separated vertically by a common wall extending from the foundation to the roof.

"Dwelling, Shared" means a use where Sleeping Rooms are rented for remuneration as separate rooms for residential accommodation and include shared bathroom and kitchen facilities made available to all tenants. This does not include an accommodation business such as a hotel, motel, or dormitory operated by a university rented to students who are enrolled full-time.

"Dwelling, Townhouse" means a building containing three or more dwelling units arranged side-by-side each with a separate exterior entrance and separated vertically by a common wall extending from the foundation to the roof located on a lot abutting a public street.

"Dwelling, Two-unit" means a building containing two dwelling Units and may include a duplex, semi-detached Dwelling, or a converted one-unit Dwelling.

"Dwelling Unit" means one or more habitable rooms intended for use by one or more individuals as an independent residential establishment in which separate kitchen and sanitary facilities are provided for the exclusive use of such individual or individuals. This

does not include an accommodation business but does include individual units located above the ground floor of a mixed-use building.

"Enforcement Officer" includes a CBRM Building Official, or any other person as appointed by the Director of Planning and Development.

"Habitable Room" means a room, other than a non-habitable room, designed for or which may be used for living, sleeping, eating or cooking.

"Licencing Authority" means employee or agent of the Municipality as designated by the Director of Planning and Development to receive applications for a licence under this By-law;

"Municipality" means the Cape Breton Regional Municipality

"Non-Habitable Room" means an area of a building other than a Habitable Room in a Dwelling or Dwelling Unit, and includes:

- (a) a bathroom or shower room;
- (b) a toilet room;
- (c) a laundry room;
- (d) a boiler room;
- (e) a furnace room;
- (f) a pantry;
- (g) a closet;
- (h) a corridor;
- (i) a foyer;
- (j) a stairway;
- (k) a lobby; or,
- (l) other space for services or maintenance of the Dwelling or access to and vertical travel between stories.

"Operator" the person managing or receiving the rent from the land or premises, whether on his account or as agent or trustee of any other person;

"Owner" includes:

- (a) a part Owner, joint Owner, tenant in the common or joint tenant of the whole or any part of the land or a building or a person who is entitled to possession as a tenant in fee simple, for life, or a term of not less than twenty years;
- (b) in the case of the absence or incapacity of the person having title to the land or building, a trustee, an executor, a guardian, an agent, a mortgagee in possession or a person having the care or control of the land or building;
- (c) where the mortgagee of land is not in possession, the person entitled to the equity of redemption;
- (d) in the absence of proof to the contrary, the person assessed for the property;

- (e) a person who is assessed for the building as of the date of any alleged violation;
- (f) the person who is entitled to possession by reason of an agreement of sale between that person and the Owner of the property.

"Owner Occupied" means the Owner continuously occupies the property as one's primary residence and does not rent out more than 3 Habitable Rooms.

"Sleeping Room" means a single private room occupied by no more than two people which is intended for use as a residential premises within a Shared Dwelling, separated from other rooms by a door. This may include a kitchen or bathroom facility but not both.

3.0 General Provisions

- (1) It is an offence under this By-law for any person to operate a Shared Dwelling unless it is in compliance with all provisions of this By-law.
- (2) It is an offence to operate a shared dwelling without first obtaining a licence subject to the provisions of this By-law.
- (3) A licence under issued this By-law is not transferable.
 - (a) In the event that the Owner of a Shared Dwelling should change, the new Owner shall be required to submit a new licence application along with all applicable fees within 90 days of ownership.

3.1 Owner/Operator Obligations

- (1) The Owner of a building utilized for the purpose of a Shared Dwelling is obligated to conduct the building's operations in accordance with the provisions outlined within this By-law as well as the By-law M-100 Minimum Standards By-law.
- (2) It is an offence for any individual to engage in the operation, or rental, of a Shared Dwelling whether in whole or in part, unless a license has been obtained.
- (3) It is an offence to operate a Shared Dwelling outside compliance with all applicable CBRM By-laws along with *Novo Scotio Building Code Regulations, National Building Code, and Fire Safety Regulations*.
- (4) A copy of the approved Shared Dwelling Licence must be posted conspicuously in a common room accessible to all occupants.

3.2 Shared Dwelling Licence Application

- (1) The Owner of a Shared Dwelling is obligated to obtain a license annually in accordance with the provisions outlined within this By-law.
- (2) Every Shared Dwelling Licence application must include the following information for the appointed Licencing Authority to consider the operation for licensing:

- (a) Owner contact information;
 - i. Name
 - ii. Address
 - iii. Phone number
 - iv. Email
- (b) If not the same as Owner, Operator contact information;
 - i. Name
 - ii. Address
 - iii. Phone number
 - iv. Email
- (c) Applicant Property Information
 - i. Street Address of Property
 - ii. Labelled Floor Plan
 - 1. # of Sleeping Rooms;
 - 2. # of toilets;
 - 3. # of showers/bathtubs;
 - 4. # of parking spaces and location (if provided)
- (d) Proof of liability insurance for the proposed use
- (e) A copy of the CBRM issued occupancy permit.
- (f) Signed acknowledgement from the applicant that Municipal and all other appropriate authorities with jurisdiction may enter the property, including all buildings and Dwellings, in order to complete initial and annual inspections, as well as in the instance of determining compliance with this By-law.
- (g) Shared Dwelling Licence fee payment, subject to CBRM Licence Fee Policy

(3) It is an offence under this By-law to provide the Enforcement Officer with false information.

3.3 Shared Dwelling Licence Requirements

- (1) No Shared Dwelling Licence shall be issued or renewed unless;
 - (a) the Shared Dwelling Licence application is complete;
 - (b) the applicant property conforms to the Land Use By-law;
 - (c) an Occupancy Permit has been obtained for the building;
 - (d) the property is in compliance with the Minimum Standards By-law;
 - (e) if applicable, any outstanding development and subdivision applications are approved.

4.0 Licence Renewal

- (1) A Shared Dwelling Licence is only valid for one year from the date of issuance and must be renewed a minimum of 30 days before the expiry date of the Shared Dwelling Licence.
- (2) Shared Dwelling Licences past their expiry date or within 30 days of expiry will not be renewed and are void.

- (3) Shared Dwelling Licence renewal applications must meet all provisions set out in Subsections 3.3 and 3.4 of this By-law.
- (4) At the time of renewal, the Owner must provide the most current information, floor plans do not need to be re-submitted if no changes have been made.

5.0 Inspections and Orders of the Enforcement Officer

- (1) Where an inspection is required pursuant to this By-law, it shall be conducted in accordance with CBRM's M-100 Minimum Standards By-law;
- (2) Under this By-law, inspections are mandatory prior to a Shared Dwelling Licence being issued or renewed.
- (3) Properties may be exempt from an inspection if a Building and Development Permit was approved to establish a Shared Dwelling within 6 months of the date to request a Shared Dwelling Licence.
- (4) It is an offence under this By-law to refuse access or to interfere with an Enforcement Officer performing their duties.

6.0 Enforcement

- (1) This By-law may be enforced by any Enforcement Officer appointed by the Director of Planning and Development.
- (2) The Enforcement Officer may order the Owner of a Shared Dwelling to remedy the condition of the premises when any of the provisions of this By-law has been violated.

6.1 Revocation or Suspension of a Shared Dwelling Licence

- (1) An Enforcement Officer may revoke or suspend an issued license at any time where;
 - (a) the Owner/Operator attached to the license has violated any provisions of this By-law;
 - (b) the officer has been provided false or incorrect information by the Owner/Operator;
 - (c) the Shared Dwelling Licence was issued in error.
- (2) Shared Dwelling Licence suspension may not exceed a period of 90 days, at which point the Shared Dwelling Licence will be revoked and void.

6.2 Penalties

- (1) Any item in this by-law which is determined by the inspector to be in non-compliance is deemed an offence.

- (2) For each offence, imposing a fine not less than \$250.00 (two hundred and fifty dollars) and not exceeding \$ 10,000.00 (ten thousand dollars) or imprisonment for not more than one year or both, including the imposition of a minimum fine.
- (3) Every day during which an offence pursuant to this by law continues is a separate offence
- (4) Any person who removes, defaces or makes illegible a notice or order posted pursuant to this By-law is guilty of an offence and is liable, on summary conviction, to a penalty of not less than one hundred dollars (\$100.00) nor more than five thousand dollars (\$5,000.00) and in default of payment, to imprisonment for a period of not more than ninety (90) days.

7.0 Severability

If a court of competent jurisdiction should declare any section or part of a section of this By-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the By-law and it is hereby declared that the remainder of the By-law shall be valid and shall remain in force.

PASSED AND ADOPTED by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipality held on XXX, 2024.

MAYOR XXX

MUNICIPAL CLERK XXX

THIS IS TO CERTIFY that the attached is a true and correct copy of the Licencing By-Law for Shared Dwellings of the Cape Breton Regional Municipality.

CHRISTA DICKS, MUNICIPAL CLERK

Publication Date: XXX, 2024



CBRM FEE POLICY: LICENCING

1. LEGISLATIVE AUTHORITY

- (1) This policy derives its authority from Sections 49(c)(i) and 172(2)(e)(i) of the *Municipal Government Act*.

2. PURPOSE

- (1) The purpose of this policy is to outline fees for Licenses offered by the Planning and Development Department.
- (2) The purpose of this policy is to ensure a fair and consistent approach when setting parameters for refunding fees for the various services identified in Schedule A.

3. STATEMENTS OF POLICY

- (1) The *Municipal Government Act* provides clear direction for establishing fees for licences, permits or approvals, including fees for licences, permits and approvals that may be in the nature of a reasonable tax for the activity authorized or for the purpose of raising revenue, which fees may be set or altered by the policy.

4. REMISSION OF FEES

- (1) If a person submits a written request to withdraw or discontinue an application for a planning service identified in Schedule A, refunds of application fees are available in accordance with the following:
 - (a) For Shared Dwelling Licence Applications (which may or may not include a Land Use By-law Amendment or Development Agreement):
 - i. 70% refund within 30 days of licence issuance;
 - ii. No refund shall be available 30 days after the licence is issued

Approved by Council:

Amended by Council:

Schedule A
Fee Schedule – Shared Dwellings

Category	Fee	
Shared Dwelling Licence Application	\$200*	Plus, \$50/ Sleeping Room*
Shared Dwelling Licence Renewal	\$100*	Plus, \$25/ Sleeping Room*

* Only applicable to Shared Dwellings with more than 4 Sleeping Rooms

NSCC Sydney Waterfront Campus:

Motion

Moved by Councillor MacMullin, seconded by Councillor Cyril MacDonald, to direct staff to proceed with negotiations with NSCC Sydney Waterfront Campus regarding the potential of a 5-year parking lease at Centre 200.

Motion Carried



M·E·M·O

320 Esplanade

Sydney, Nova Scotia, B1P 7B9

902-563-0839

To: CBRM Regional Council
Subject: NSCC Parking License
Date: April 4, 2024

At the November 14th Council Meeting, CBRM Council directed staff to proceed with negotiations with NSCC Sydney Waterfront Campus regarding the potential of a 5-year parking lease at Centre 200. Carla Arsenault, Principal of NSCC Marconi, presented to Council their vision for the waterfront campus and their desire to work with the CBRM on the viability of using surplus daytime parking around Centre 200 for NSCC student parking.

Meetings were conducted with the various internal CBRM stakeholders including Planning, Recreation, Centre 200 manager, and Engineering and Public Works to discuss their internal requirements. As well, conversations were had with existing tenants - Cape Breton University and the Cape Breton Eagles - to confirm their longer-term parking needs. Currently CBU leases 50 spaces and the Eagles use 20 spaces.

The Engineering Department reconfigured and expanded parking allocation to net approximately 390 parking spaces around Centre 200, an increase of approximately 100 parking spaces, 50 of which will be developed in the future. This reconfiguration can support the 250 spaces NSCC requires along with CBU, the Eagles, and Centre 200's internal requirements with some spaces left over for potential downtown public parking. The CBRM is currently conducting a downtown parking study and the requirements will include how additional public parking around Centre 200 can be leveraged for the public good. The additional 100 parking spaces will also be beneficial during nighttime events where parking is also at a premium.

Attached is the general location of where the NSCC parking spots would be provided.

The highlights of the License Agreement between the CBRM and NSCC are as follow:

- The CBRM will provide 250 parking spaces around Centre 200 for a monthly fee of \$60/month per space. This equates to \$15,000/month or \$180,000/year.
- Period is for 3 years, with potential for 2 additional 3-year terms.
- CBRM can use the parking during the daytime with 30 days notice to NSCC; the responsibility to find alternative parking rests with NSCC.
- NSCC Parking times are from 8AM to 4PM, Monday to Friday; CBRM will be responsible for parking enforcement.
- CBRM will provide snow removal and salting as necessary.

Proposed Motions

1. The CBRM enter into a License Agreement with NSCC to provide 250 monthly parking spaces around Centre 200 for a period of 3 years with two (2) 3-year renewal options.

Sincerely,

ORIGINAL SIGNED BY

John F. MacKinnon, P.Eng
Deputy Chief Administrative Officer

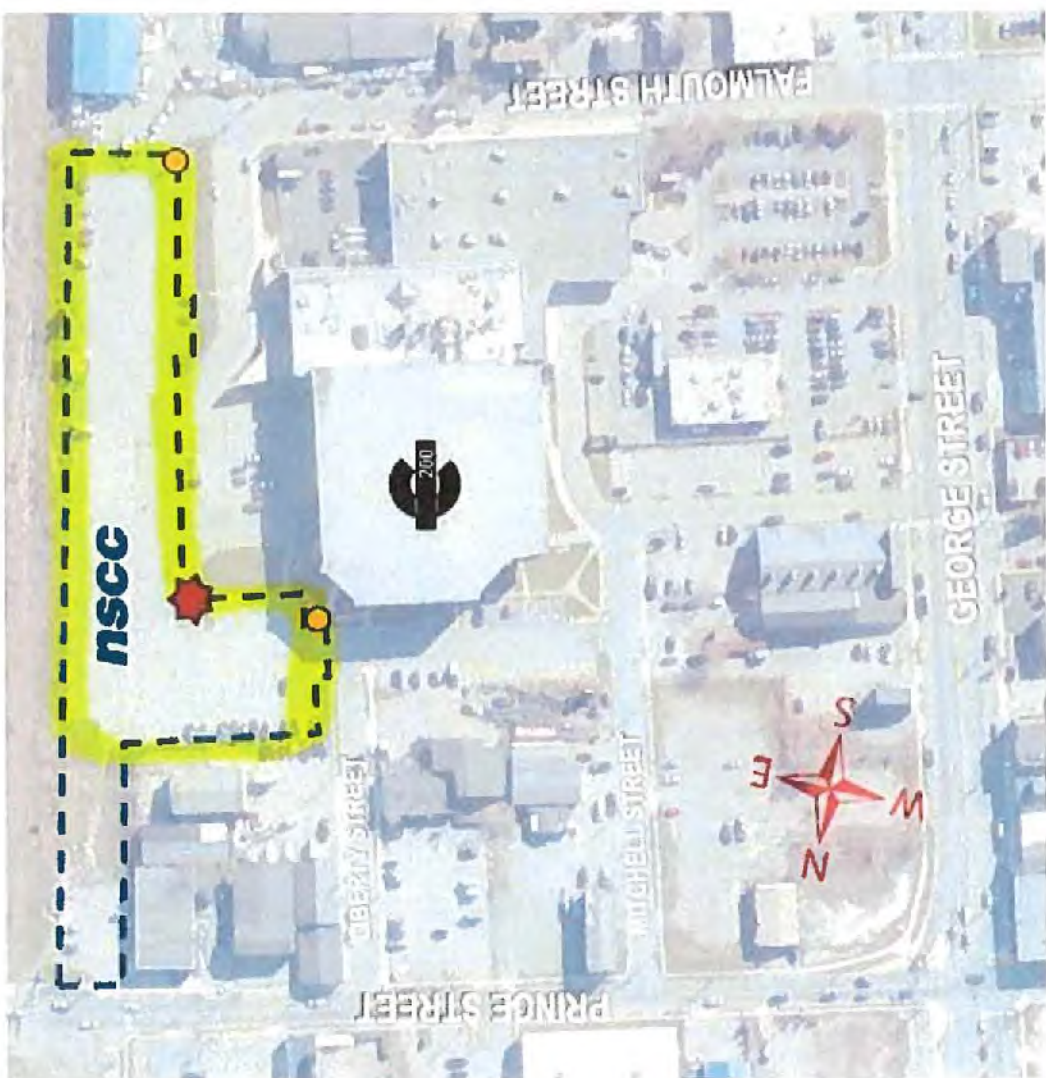
**PROPOSED LEASED PARKING
CENTRE 200**



250 PARKING STALLS

-  FUTURE SHUTTLE STOP
-  SIGNAGE

Approximately 300 parking spaces in the dotted area



The Licensor agrees to pay to the Licensee a monthly licence fee of \$15,000.00 plus HST (based on the calculation of 250 parking spots at \$60.00 per individual parking spot) (the "License Fee"), subject to any deductions in accordance with the terms of this Agreement. The Licence Fee shall be payable on the 1st day of [INSERT DATE] and on the 1st day of each month during the Term.

LICENSEE'S COVENANTS:

The Licensee covenants and agrees with the Licensor as follows:

1. To pay the Licence Fee punctually at the time above stated.
2. Not to assign or transfer this Agreement without the express written consent of the Licensor, not to be unreasonably withheld.
3. On the termination or expiry of this Agreement, to give up possession of the said Property to the Licensor.
4. Not to construct any structures or buildings of any kind on the Property without the prior written consent of the Licensor.
5. The Licensee shall use the Property for the purpose of parking spaces and no other purpose.
6. The Licensee agrees that the Licensor shall not be liable or responsible for any loss or damage to vehicles parked on the Property unless such loss or damage is caused by the act or omission of the Licensor, its agents, employees, contractors, or subcontractors, as the case may be.
7. Notwithstanding anything to the contrary contained herein, the Licensee agrees that the Licensor retains the right to use the Property for the purposes of accommodating parking for occasional events and/or municipal programming. The Licensor shall give the Licensee 30 days' prior written notice of its intention to use the Property for this purpose and shall advise the Licensee of the duration for which the Property is required. If the Licensor exercises its right under this section, the License Fee shall be reduced by \$750 for each day or part thereof that the Property cannot be accessed and used by the Licensee for student and staff parking. The Licensee has sole responsibility for arranging for alternative parking arrangements for students and staff while the Property is being used for municipal purposes pursuant to this section.

LICENSOR'S COVENANTS:

The Licensor covenants and agrees with the Licensee as follows:

1. To grant the Licensor sole occupation and possession of the Property except as described in this Agreement;
2. To periodically monitor the Property between the hours of 8 a.m. and 4 p.m., Monday to Friday, and arrange for the removal of vehicles parked on the Property which are not displaying an appropriate parking pass issued by the Licensee.
3. To provide snow removal and salting as required to ensure the requisite 250 parking spots are available for use.
4. To maintain the Property for the Licensee's use.
5. To complete grading and paving on the Property as required by the Licensee and to the Licensee's sole satisfaction prior to September 1, 2024.
6. To paint lines for parking spots on the Property as required by the Licensee and to the Licensee's sole satisfaction prior to September 1, 2024.

BREACH:

Failure by the Licensee to promptly pay the Licence Fee under this Agreement or to honor any of the covenants herein shall constitute breach of a material term of this Agreement and shall, at the

option of the Licensor, render this Agreement immediately terminated if such breach is not cured within thirty days' written notice of the alleged breach to the Licensee.

IT IS AGREED between the parties hereunto that the expressions "Licensor" and "Licensee" used in this Indenture shall include and be binding upon the parties hereto and their and each of their successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed the day and year first above written.

SIGNED, SEALED AND DELIVERED
in the presence of :

) *Licensor:*
)
) CAPE BRETON REGIONAL
) MUNICIPALITY
)
)
)
) per: _____

Witness

)
)
) *Licensee:*
)
) NOVA SCOTIA COMMUNITY
) COLLEGE
)
)
)
) per: _____

Witness

SCHEDULE "A"

The parking spaces numbered # 1 to 250 in the Centre 200 Parking Area at the rear of the Centre 200 in Sydney, Nova Scotia.

AFFIDAVIT OF EXECUTION

PROVINCE OF NOVA SCOTIA
COUNTY OF CAPE BRETON

ON THIS _____ day of _____, A.D. 2024 before me, the subscriber personally came and appeared _____, a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that _____, one of the parties thereto, signed, sealed, and delivered the same in his/her presence.

A Barrister/Commissioner of the
Supreme Court of Nova Scotia

AFFIDAVIT OF EXECUTION

PROVINCE OF NOVA SCOTIA
COUNTY OF CAPE BRETON

ON THIS _____ day of _____, A.D. 2024 before me, the subscriber personally came and appeared _____, a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that _____, one of the parties thereto, signed, sealed, and delivered the same in his/her presence.

A Barrister/Commissioner of the
Supreme Court of Nova Scotia



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

To: CBRM Mayor and Council

From: Christa Dicks, Municipal Clerk/Returning Officer
Demetri Kachafanas, K.C., Regional Solicitor/Assistant Returning Officer

Date: March 30, 2024

Subject: 2024 Municipal and CSAP Elections – Polling Divisions

Polling Divisions: For Information Only

Section 9(1) of the *Municipal Elections Act* states that on or before the 31st day of March in a regular election year, the Returning Officer shall divide the polling districts in the Municipality into divisions for better taking the vote as (s)he deems necessary and shall report the divisions to Council without delay.

The boundaries for polling districts have changed since the 2020 Election and are included in this package along with maps indicating polling divisions within each district.

Additionally, following Section 9(4) of the Act, any nursing homes licensed under the *Homes for Special Care Act* with ten or more residents will be included in the corresponding District as a separate polling division.

This memo is in accordance with Section 9(1) of the *Municipal Elections Act* and requires no action from Council.

Yours truly,

Original signed by:

Original signed by:

Christa Dicks
Municipal Clerk/Municipal Returning Officer

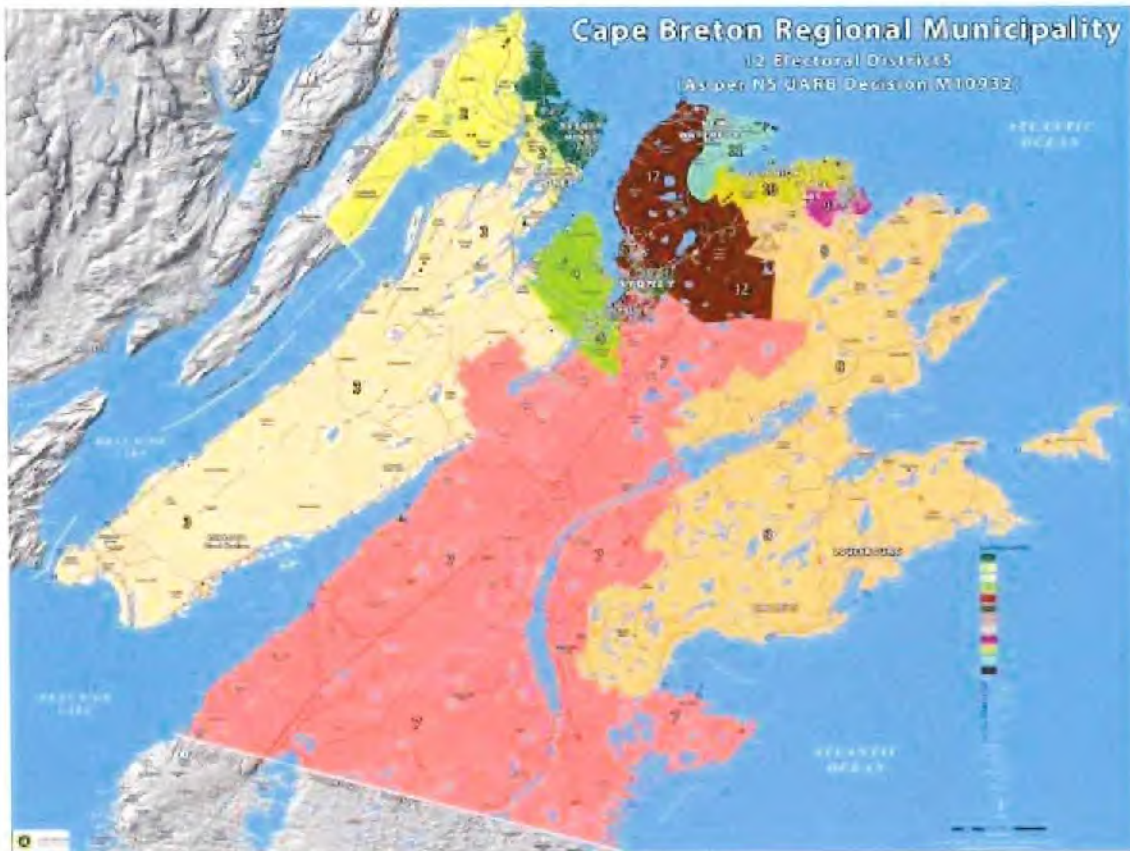
Demetri Kachafanas, K.C.
Regional Solicitor/Assistant Municipal Returning Officer

Attachment

**Polling Division Descriptions by District
CBRM Municipal Election October 2024
Maps & Descriptions**



CBRM Electoral Districts Overall



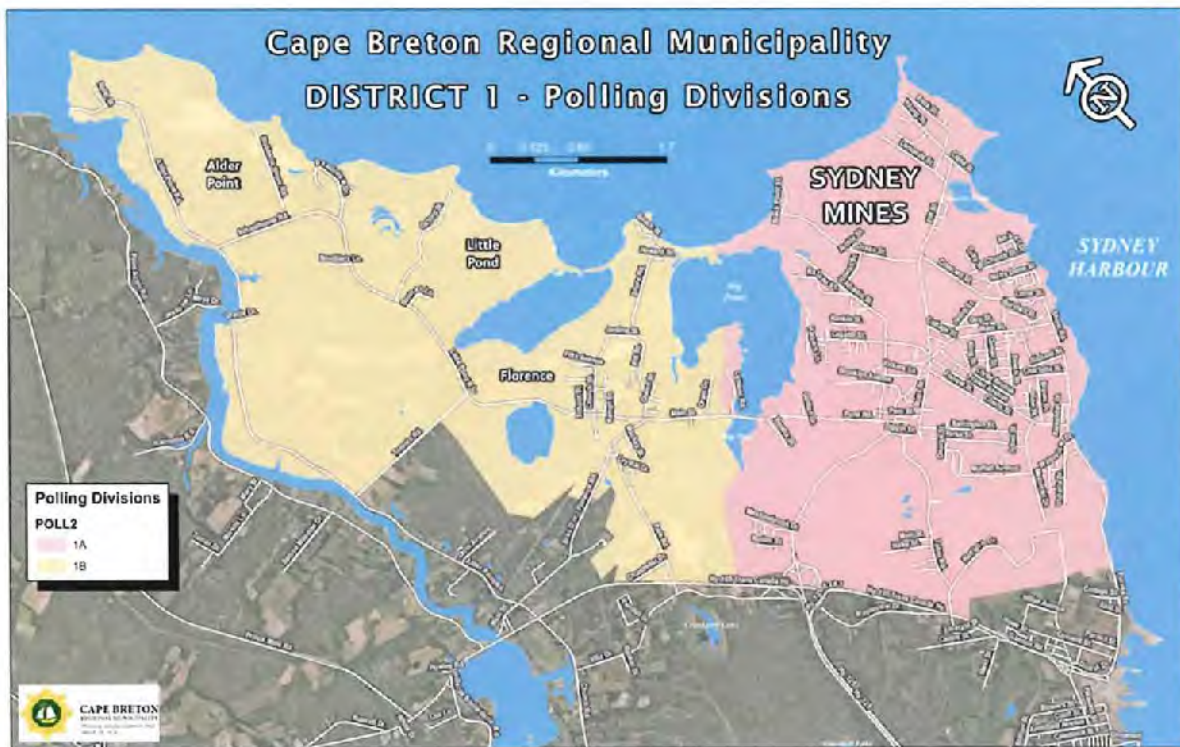
District 1 Polling Divisions

District 1 is divided into two Polling Divisions:

1. Polling Division 1A is the community of Sydney Mines
2. Polling Division 1B is comprised of the communities of Florence, Little Pond and Alder Point

Additionally, there are two mobile polling divisions:

1. Miners' Memorial Manor
15 Lorne Street, Sydney Mines, NS B1V 3B9
2. Harbour View Facility
22 Richard Street, Sydney Mines, NS B1V 2H7



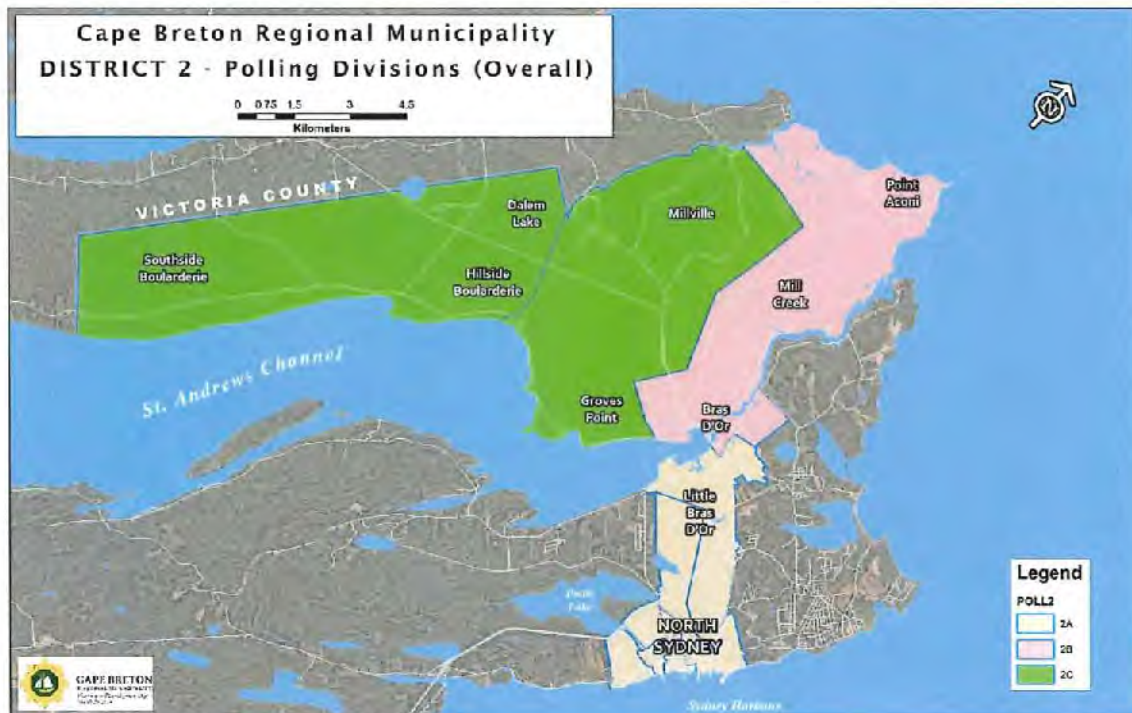
District 2 Polling Divisions

District 2 is divided into three Polling Divisions:

1. Polling Division 2A includes the communities of North Sydney and Little Bras D'Or.
2. Polling Division 2B includes Bras D'Or, Millcreek and Point Aconi.
3. Polling Division 2C includes Millville, Hillside Boularderie, Dalem Lake, Groves Point and Southside Boularderie.

Additionally, there are three mobile polling divisions:

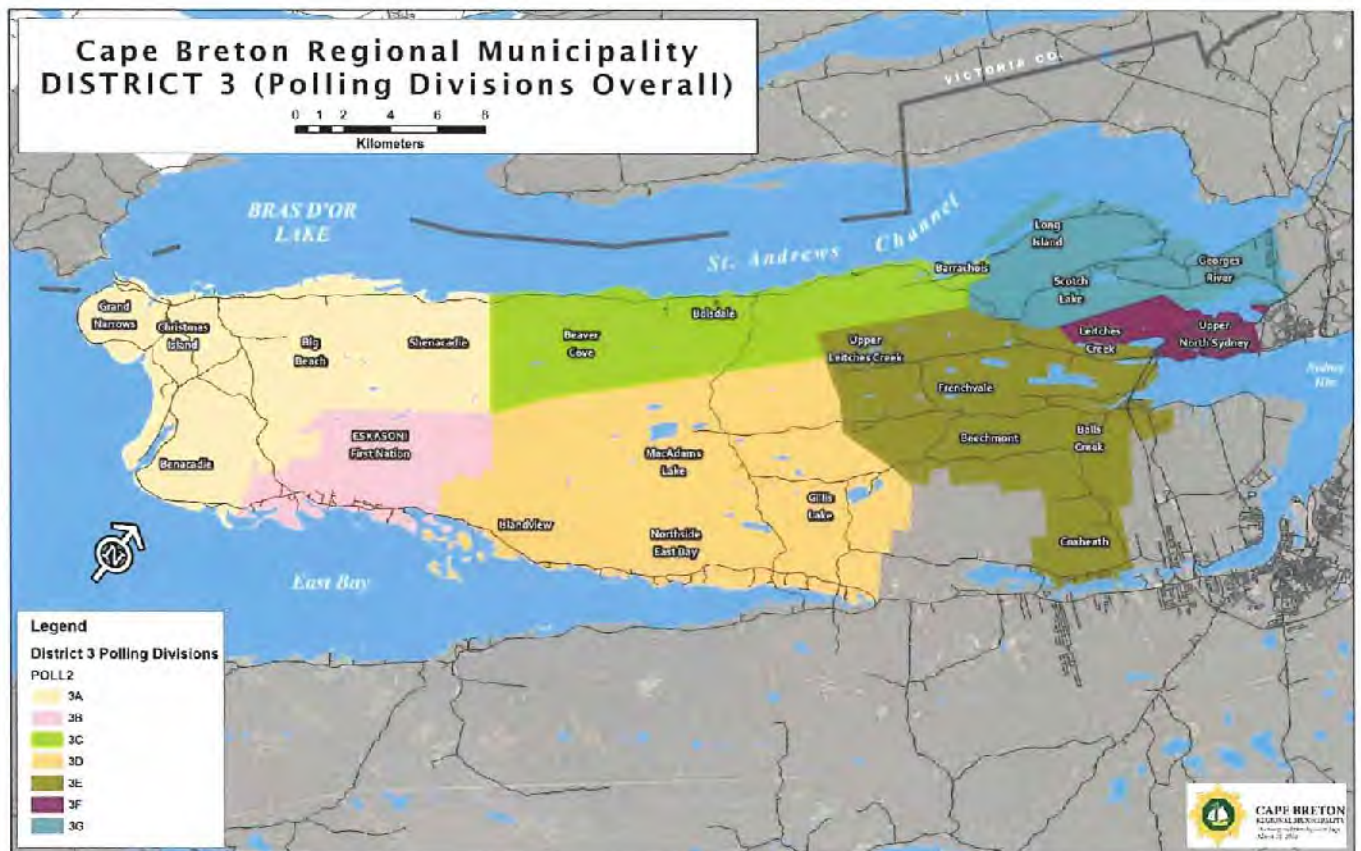
1. Northside General Hospital & Taigh Solas (in Northside General Hospital)
520 Purves Street, North Sydney, NS B2A 3M4
2. My Cape Breton Home for Seniors (North Sydney)
77 Campbell Street, North Sydney, NS B2A 2C8
3. Northside Community Guest Home
11 Queen Street, North Sydney, NS B2A 1A2
and
Enriched Housing Apartments (CB Regional Housing)
9 Queen Street, North Sydney, NS B2A 1A2



District 3 Polling Divisions

District 3 is divided into seven Polling Divisions:

1. Polling Division 3A includes the communities of Grand Narrows, Christmas Island, Benacadie, Big Beach, and Shenacadie.
2. Polling Division 3B includes the community of Eskasoni.
3. Polling Division 3C includes the communities of Beaver Cove, Boisdale into Barrachois
4. Polling Division 3D includes the communities of Islandview, Northside East Bay, MacAdams Lake, and Gillis Lake.
5. Polling Division 3E includes the communities of Upper Leitches Creek, Frenchvale, Beechmont, Balls Creek and Coxheath.
6. Polling Division 3F includes Leitches Creek and Upper North Sydney
7. Polling Division 3G includes the communities of Long Island, Scotch Lake, and Georges River



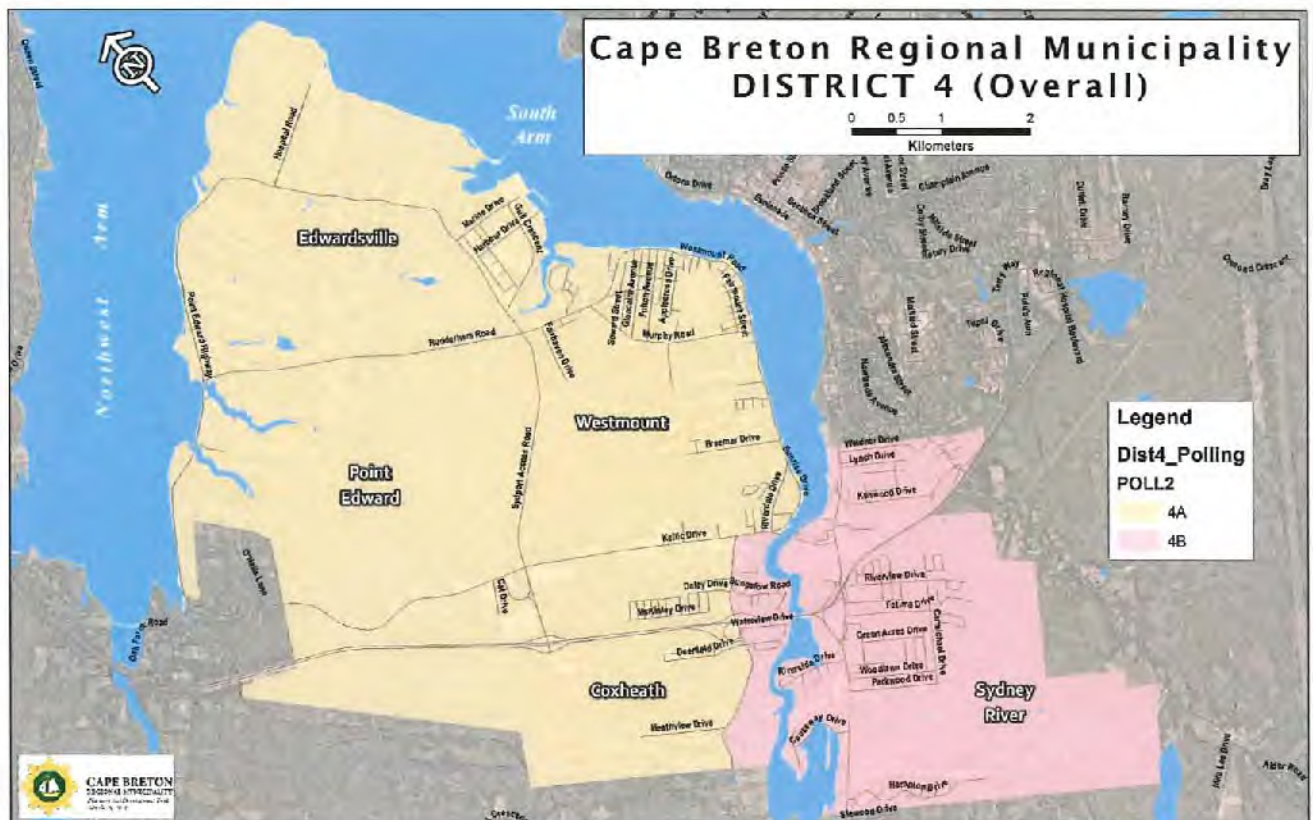
District 4 Polling Divisions

District 4 is divided into two Polling Divisions and three mobile Polling Divisions.

1. Polling Division 4A includes the communities of Westmount, Point Edward and Edwardsville.
2. Polling Division 4B is comprised of Sydney River.

Mobile polling divisions include:

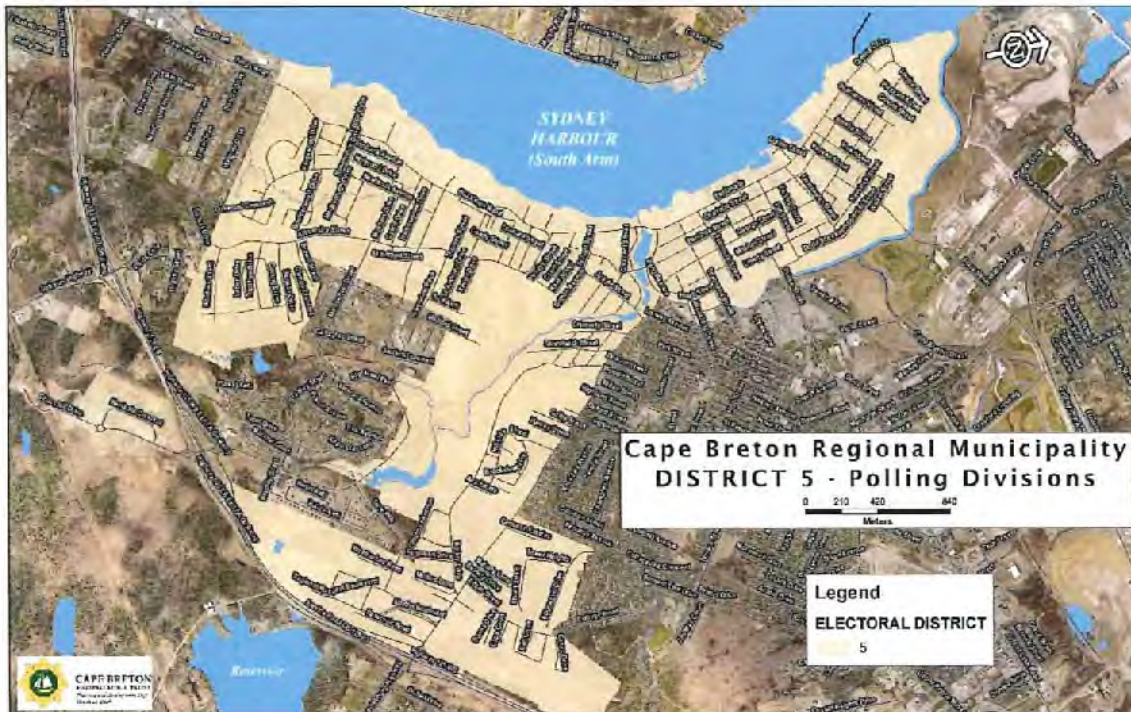
1. Breton Ability Center
130D Kings Road, Sydney River NS, B1S DH3
2. My Cape Breton Home for Seniors (Sydney)
137 Riverdale Drive, Sydney River, NS B1R 0A9
3. Harbourstone Enhanced Care and Parkland Retirement Living
84 and 118 Kenwood Drive, Sydney, NS B1S 0H2



District 5 Polling Divisions

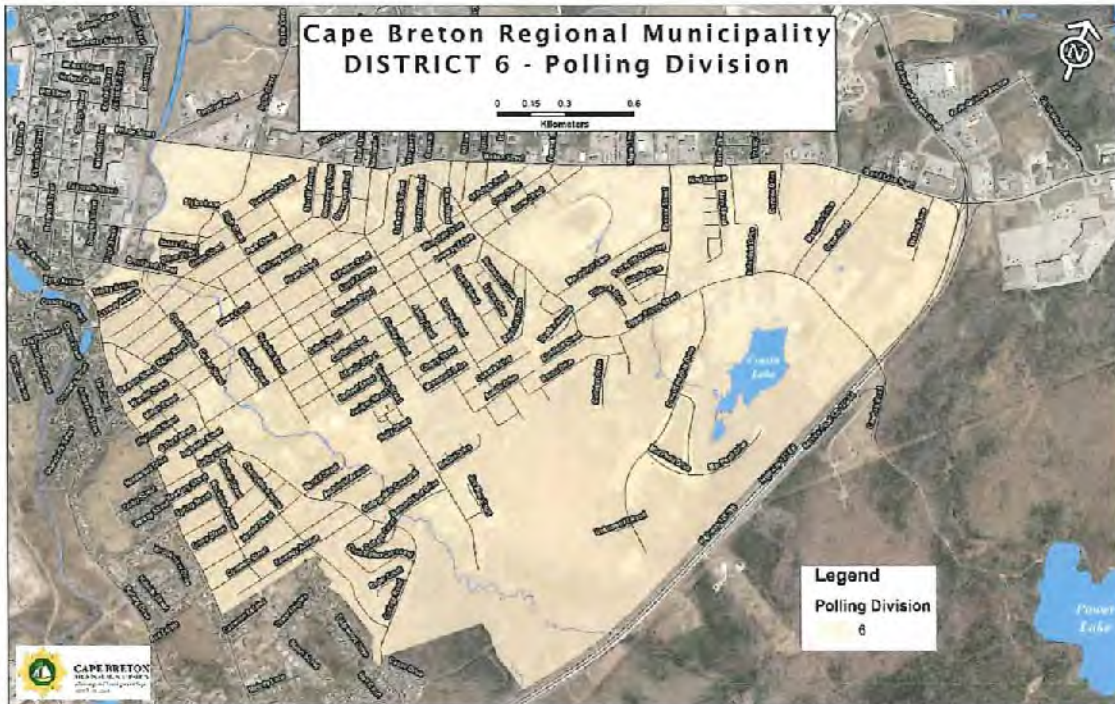
District 5 is comprised of one Polling Division that includes the entire district and three mobile polling divisions including:

1. Celtic Court
16 St. Anthony Drive, Sydney, NS B1S 2RS
2. MacGillivray Guest Home
25 Xavier Drive, Sydney, NS B1S 2R9
and
RC Hines Manor
27 Xavier Drive, Sydney, NS B1S 2G1
3. The Cove Guest Home
320 Alexandra Street, Sydney, NS B1S 2G1
and
Williston House
65 Churchill Drive, Sydney, NS B1S 3N6
and
Carl E. Rideout House
49 Churchill Drive, Sydney, NS B1S 3N6



District 6 Polling Divisions

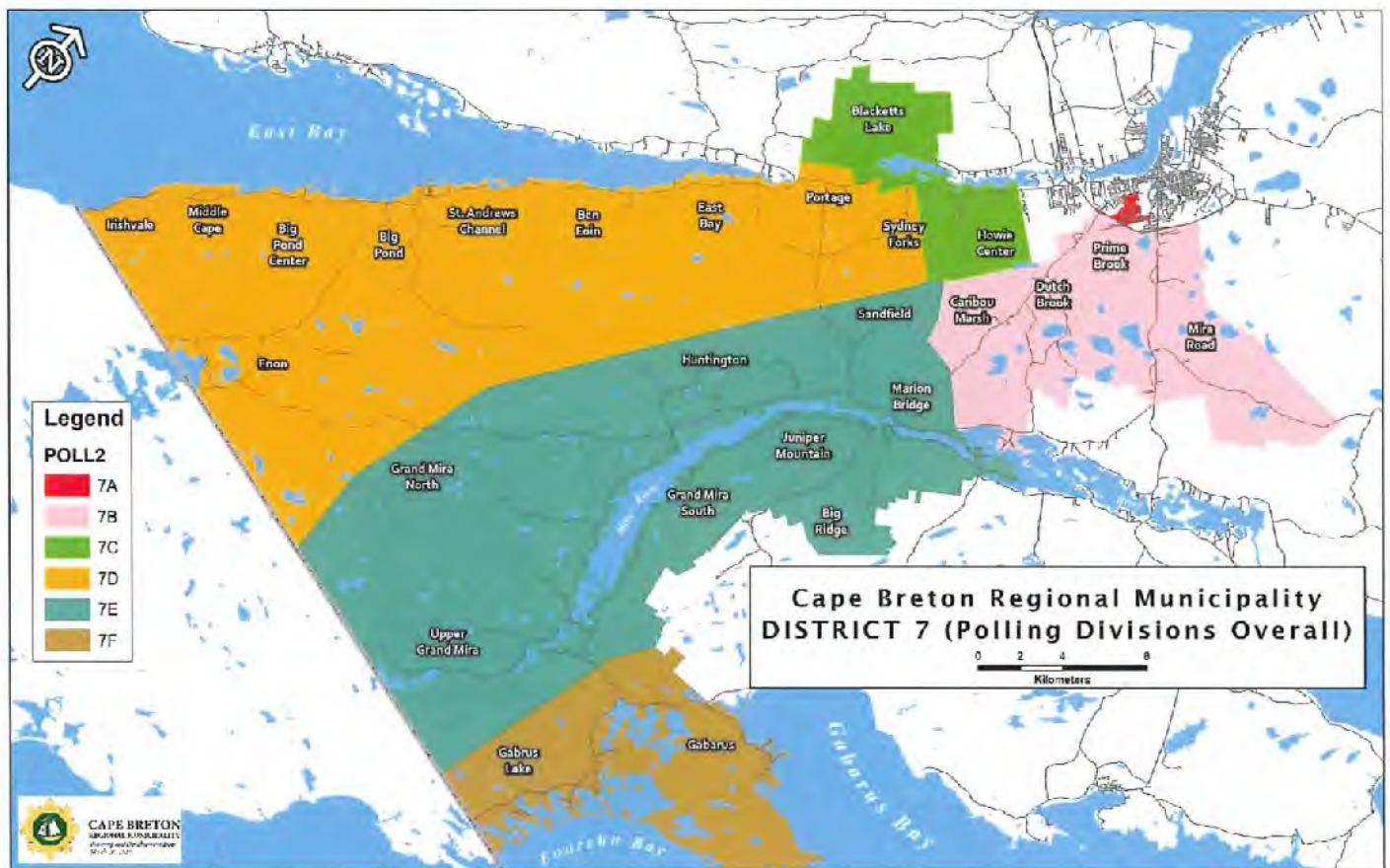
District 6 is comprised of only one Polling Division which includes the entire district.



District 7 Polling Divisions

District 7 is divided into six Polling Divisions including:

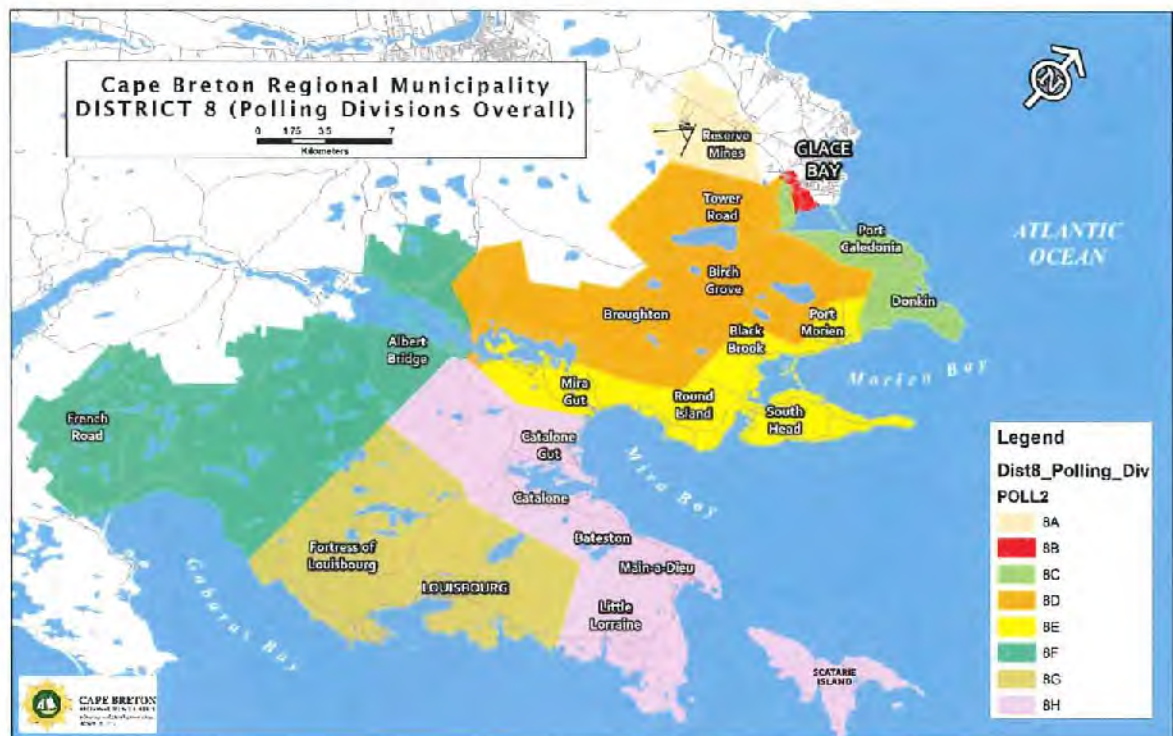
1. Polling Division 7A includes the community of Membertou
2. Polling Division 7B includes the communities of Caribou Marsh, Dutch Brook, Prime Brook and Mira Road
3. Polling Division 7C includes Howie Center and Blackett's Lake
4. Polling Division 7D includes the communities of Enon, Irish Vale, Middle Cape, Big Pond Center, Big Pond, St. Andrew's Channel, Ben Eoin, East Bay, Portage, and Sydney Forks
5. Polling Division 7E includes Upper Grand Mira, Grand Mira North, Huntington, Sandfield, Marion Bridge, Grand Mira South, Juniper Mountain, Big Ridge, and Marion Bridge
6. Polling Division 7F includes Gabarus and Gabarus Lake



District 8 Polling Divisions

District 8 is divided into eight polling divisions:

1. Polling Division 8A includes Reserve Mines.
2. Polling Division 8B includes a portion of Glace Bay
3. Polling Division 8C includes Port Caledonia and Donkin
4. Polling Division 8D includes communities of Tower Road, Birch Grove and Broughton
5. Polling Division 8E includes Port Morien, Black Brooke, South Head, Round Island to Mira Gut
6. Polling Division 8F includes communities from French Road to Albert Bridge
7. Polling Division 8G includes Louisbourg
8. Polling Division 8H includes communities from Little Lorraine, Main-a-Dieu, Bateston, Catalone and Catalone Gut



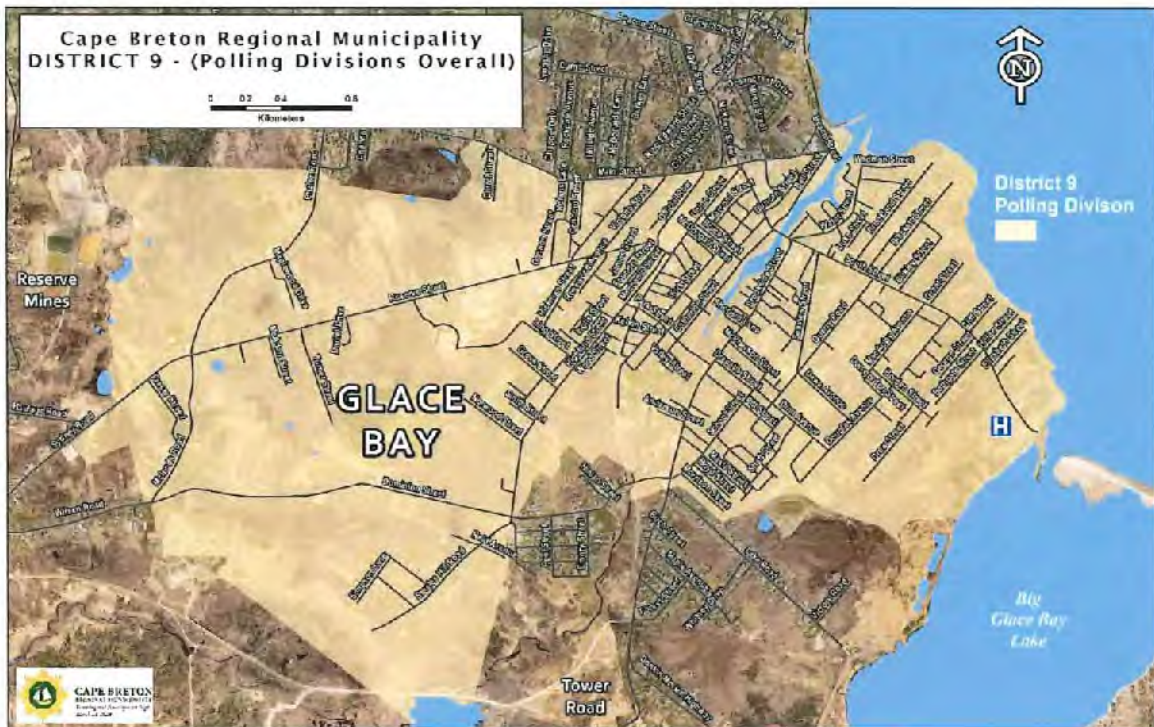
This map is inaccurate

District 9 Polling Divisions

District 9 is comprised entirely within the community of Glace Bay.

There are two mobile Polling Divisions:

1. Glace Bay Hospital
300 South Street, Glace Bay, NS B1A 1W5
2. Seaview Manor
275 South Street, Glace Bay, NS B1A 1W6



This map is inaccurate

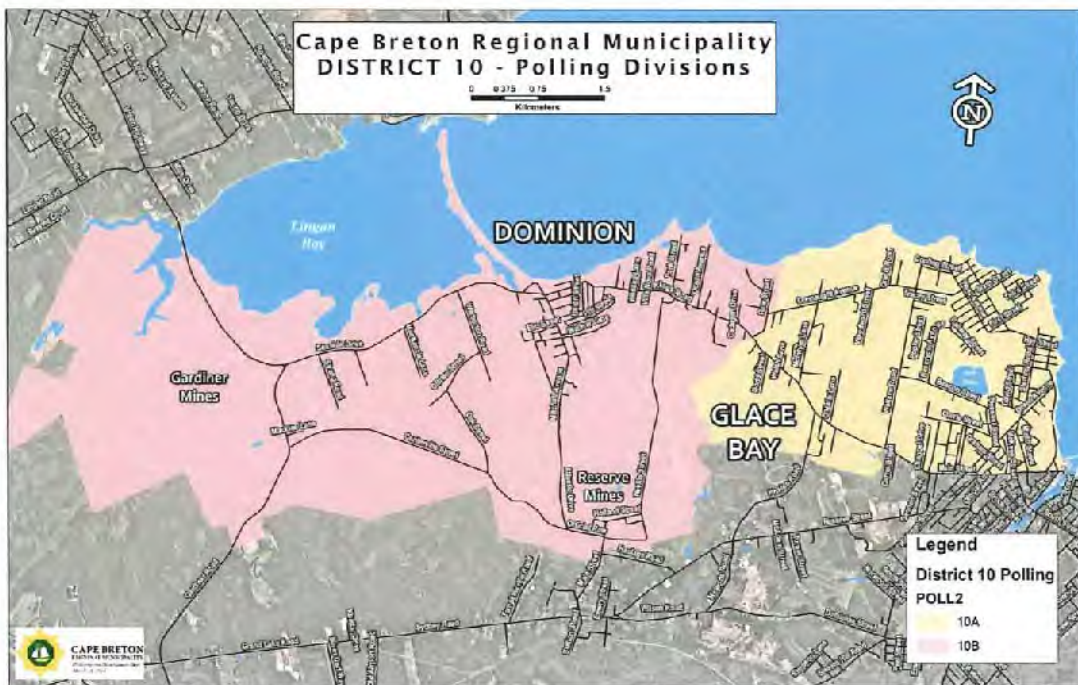
District 10 Polling Divisions

District 10 is divided into two Polling Divisions and two mobile Polling Divisions.

1. Polling Division 10A includes the remainder of the community of Glace Bay not within District 9
2. Polling Division 10B includes the communities of Dominion and Gardiner Mines, and a portion of Reserve Mines

The two mobile polling divisions include:

1. Victoria Haven Nursing Home
5 Third Street, Glace Bay, NS B1A 5V2
2. Taigh Na Mara
974 Main Street, Glace Bay, NS B1A 4Z8



This map is inaccurate

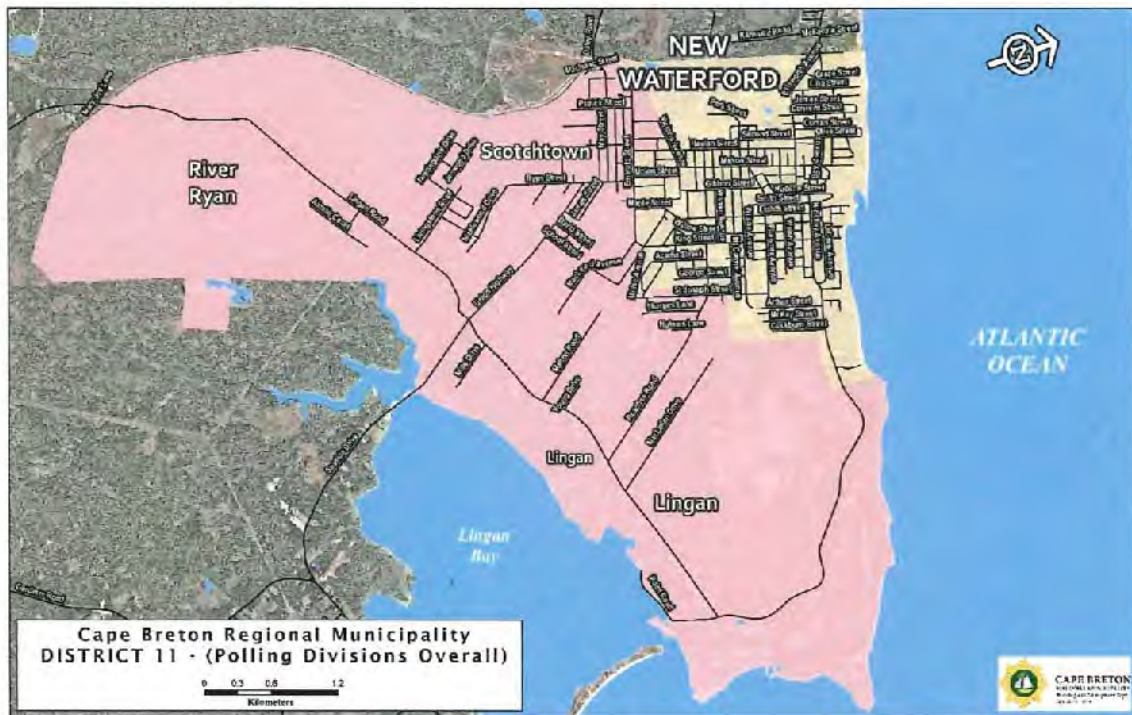
District 11 Polling Divisions

District 11 is divided into two Polling Divisions and two mobile Polling Division:

1. Polling Division 11A is the community of New Waterford
2. Polling Division 11B is comprised of River Ryan, Lingan and Scotchtown

The mobile Polling Divisions are:

1. Maple Hill Manor
700 King Street, New Waterford, NS B1H 3Z5
2. Waterford Heights (New Waterford Consolidated Hospital)
716 King Street, New Waterford, NS B1H 3Z5



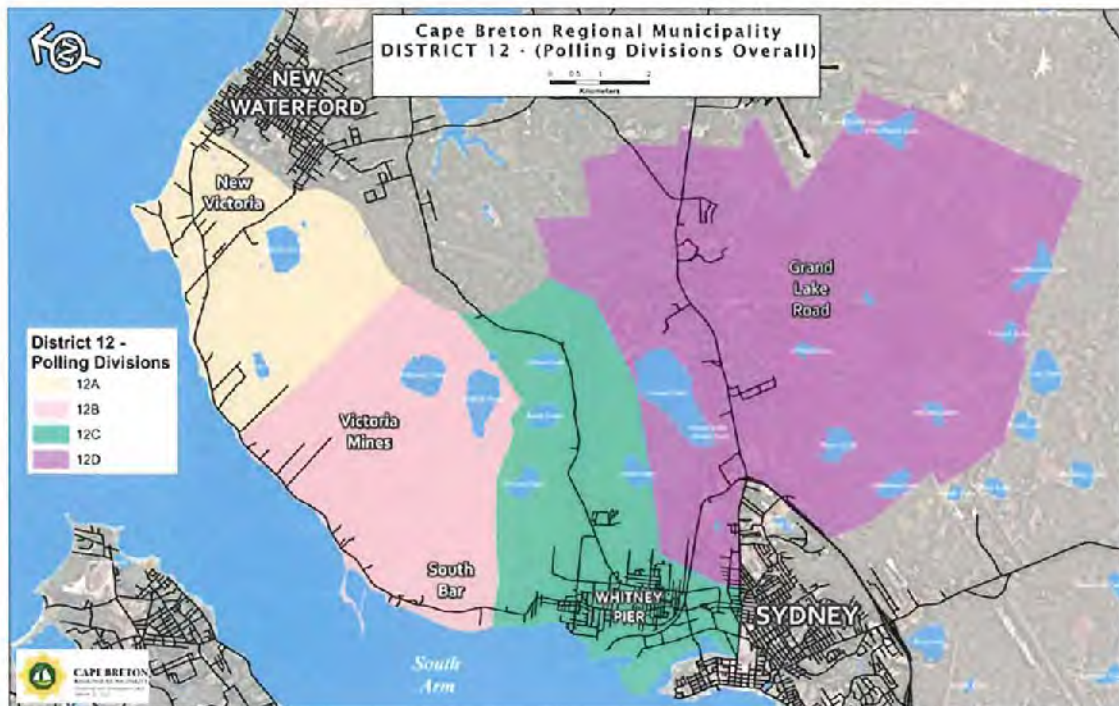
District 12 Polling Divisions

District 12 is divided into four Polling Divisions and one mobile Polling Division.

1. Polling Division 12A includes the community of New Victoria
2. Polling Division 12B includes the communities of Victoria Mines and South Bar
3. Polling Division 12C is comprised of the neighbourhood of Whitney Pier and Lingan Road
4. Polling Division 12D includes Grand Lake Road and surrounding areas

The mobile Polling Division includes:

1. Carefield Manor
1 Dryden Avenue, Sydney, NS B1N 3K4



End.

memo

Cape Breton Regional Municipality, Office of the Mayor

Date: April 9th, 2024
To: Cape Breton Regional Municipality Council
From: Mayor McDougall-Merrill
Subject: Request for Advocacy – Nova Scotia Coastal Protection

Dear Council colleagues,

Last month the Nova Scotia Government decided to not proceed with proclamation of the Nova Scotia Coastal Protection Act and instead move forward with a series of environment-related legislation, plans and tools. Their intention is to educate residents about climate change and coastal erosion impacts on personal property and to encourage municipalities to develop region-specific coastal planning policies and by-laws.

Some municipal units have since expressed concern with the lack of provincial standards and enforcement mechanism for coastline protection because of this step-back in legislation. Others feel that it is burdensome to place oversight and enforcement of Coastal Protection solely on the shoulders of municipalities. CBRM is the most easterly point in Nova Scotia, lined by the powerful Atlantic Ocean and is home to large inland bodies of water such as the Mira River and Bras d'Or Lake. The need for strong and enforceable coastal protection regulation is imperative to sustainable and safe development for now and the future.

By way of engaging the newly formed Nova Scotia Federation of Municipalities (NSFM) Climate Change Advisory Committee, I ask Council today to support the following motion:

“The Cape Breton Regional Municipality request the NSFM Board of Directors to consider Nova Scotia Coastal Protection an advocacy priority for NSFM and that the issue be reviewed by the Climate Change Advisory Committee”.

Respectfully Submitted,

ORIGINAL SIGNED BY

Mayor Amanda McDougall-Merrill

