

Cape Breton Regional Municipality

Council Meeting Minutes

February 27, 2024

9:30 a.m. at City Hall Council Chambers

Council

Mayor Amanda M. McDougall-Merrill

Councillor Gordon MacDonald

Councillor Earlene MacMullin

Councillor Cyril MacDonald

Councillor Eldon MacDonald

Deputy Mayor James Edwards

Councillor Ken Tracey

Councillor Darren Bruckschwaiger

Councillor Darren O'Quinn

Councillor Lorne Green

Staff

Marie Walsh, Chief Administrative Officer

Jennifer Campbell, Chief Financial Officer

Christa Dicks, Municipal Clerk

Wayne MacDonald, Director of Engineering and Public Works

Demetri Kachafanas, KC, Regional Solicitor

John MacKinnon, Deputy Chief Administrative Officer/Director of Technology

Karen Neville, Senior Planner/Acting Director of Planning and Development

Greg Campbell, Manager of Technical Support Services – Utilities

Matt Viva, Waste Water Manager

Sheila Kolanko, Property Manager

Rob MacNamara, Communications Advisor – Mayor's Office

Sharon MacSween, Senior Administrative Assistant

Kelly McDonald, Recording Secretary

Absent

Councillor Steve Gillespie (regrets)

Councillor Glenn Paruch (regrets)

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.

The Council met In Camera on January 23, 2024, pursuant to Section 22 (2)(e) of the *Municipal Government Act*.

Mayor Amanda M. McDougall-Merrill called the meeting to order.

Land Acknowledgement

Roll Call

O' Canada

1. Approval of Agenda

Motion

Moved by Councillor O'Quinn, seconded by Deputy Mayor Edwards, to approve the February 27, 2024, council agenda as presented.

Motion Carried

2. Approval of Minutes

Motion

Moved by Councillor Green, seconded by Councillor Cyril MacDonald, to approve the CBRM minutes from:

- Council – January 9, 2024
- Council – January 23, 2024
- Emergency Council – February 4, 2024

Motion Carried

3. Proclamations

3.1 Amyloidosis Awareness Month

Motion

Moved by Councillor Cyril MacDonald, seconded by Councillor Eldon MacDonald, that CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim the month of March 2024, as Amyloidosis Awareness Month in the Cape Breton Regional Municipality.

Motion Carried

3.2 International Women’s Day

Motion

Moved by Councillor MacMullin, seconded by Councillor Gordon MacDonald, that CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim March 8th, 2024, as “International Women’s Day” in the Cape Breton Regional Municipality and ask the residents of CBRM to stand as allies for women and show that together we can forge women’s equality.

Motion Carried

4. Planning Issue

4.1 Approval to Advertise

a) Text Amendments to CBRM’s Land Use By-Law

Karen Neville, Acting Director/Senior Planner of Planning and Development, reviewed the issue paper and recommendation in the agenda package. The following motion was then put forward:

Motion

Moved by Councillor O’Quinn, seconded by Councillor Cyril MacDonald, to schedule a Public Hearing for an upcoming meeting of Council to consider the proposed amendments to the Land Use By-law.

Motion Carried

5. By-Laws and Motions

5.1 By-laws

a) Second / Final Reading – Public Hearing: N/A

b) First Reading

i) Wastewater Discharge By-Law # W-100

Greg Campbell, Manager of Technical Support Services – Utilities, reviewed the proposed amendments to the Wastewater Discharge By-Law # W-100 in the agenda package. Discussion took place regarding building permits and tax rates. The following motion was then put forward:

Motion

Moved by Councillor Eldon MacDonald, seconded by Councillor MacMullin, to approve for first reading the proposed amendments to the Wastewater Discharge By-Law # W-100 and schedule a Public Hearing for an upcoming meeting of Council.

Discussion:

- Clarification of new structure - user pay system

Motion Carried

6. Corporate Services Issues

6.1 Request for Street Closure (PID 15750912) Portion of Undeveloped Road Reserve Off Maple Street, New Waterford (District 11)

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

Motion

Moved by Councillor O'Quinn, seconded by Councillor Green, to direct the Legal Department to initiate a formal street closure pursuant to Section 315 of the *Municipal Government Act*, for the undeveloped road reserve with the intention of deeming it surplus and sold at market value to the applicants.

Discussion:

- Property subject to survey

Motion Carried**6.2 2024 Municipal and CSAP Elections – Various Matters**

Christa Dicks, Municipal Clerk / Returning Officer, reviewed the letter and recommendations in the agenda package. Discussion took place regarding voting methods, costs, and help stations. The following motions were then put forward:

Motion

Moved by Councillor MacMullin, seconded by Councillor Eldon MacDonald, to move forward with the hybrid method of voting, indicated in the agenda package as option 3, for the 2024 Municipal and CSAP Elections.

Motion Carried**Motion**

Moved by Councillor Bruckschwaiger, seconded by Councillor Tracey, to grant the CAO and Clerk authority to establish the tariff of fees and expenses as per Section 139(1A) of the *Municipal Elections Act*.

Motion Carried

Motion

Moved by Councillor Cyril MacDonald, seconded by Councillor Gordon MacDonald, to authorize staff to utilize the Provincial permanent register of electors as outlines in Section 30(1)(c) of the *Municipal Elections Act* and that the Mayor and Clerk be authorized to sign the required information Sharing Agreement as per Section 30(B) of the *Municipal Elections Act*.

Motion Carried**Motion**

Moved by Councillor MacMullin, seconded by Councillor Eldon MacDonald, that in addition to the methods mandated by the *Municipal Elections Act* to notify the public of the preliminary list of electors and revision methods, the Returning Officer will have discretion to determine additional notification mechanisms to improve the accuracy of the electors' list.

Motion Carried**Motion**

Moved by Councillor MacMullin, seconded by Councillor Cyril MacDonald, to set the dates for the advance polling period from Thursday, October 10, 2024, to the end of polling day Tuesday, October 15, 2024, to allow for the finalization of the voters' list.

Motion Carried**Motion**

Moved by Councillor O'Quinn, seconded by Councillor Tracey, that Council authorizes election staff to amend the electors' list database in conjunction with the electronic voting system up to and including Tuesday, October 15, 2024.

Motion Carried

6.3 Low Income Property Tax Exemption – Deadline Extension 2023-24

Jennifer Campbell, Chief Financial Officer, reviewed the issue paper and recommendation included in the agenda package. The following motion was then put forward:

Motion

Moved by Councillor Green, seconded by Councillor Tracey, to authorize a one-time extension to the Low-Income Property Tax Exemption application deadline from December 31 to March 31 for the 2023-24 fiscal year.

Motion Carried

7. Councillor Agenda Request

Councillor Gordon MacDonald reviewed the Councillor Agenda Request Form and recommendation included in the agenda package. The following motion was then put forward:

Motion

Moved by Councillor Gordon MacDonald, seconded by Councillor MacMullin, to rescind the CBRM Covid Policy.

Discussion:

- Covid Vaccine Policy was previously rescinded Federally and Provincially
- Organizations who previously rescinded Covid Vaccine Policies.

Motion Carried

8. Committee Reports

8.1 Fire & Emergency Services Committee

Deputy Mayor James Edwards reviewed the Fire and Emergency Services Committee Report included in the agenda package.

For Information Only

9. Financial Statements

9.1 CBRM to December 31, 2023

For Information Only

9.2 Port of Sydney Development Corporation to December 31, 2023

For Information Only

10. Review of Action Items from this Meeting

Mayor Amanda McDougall-Merrill noted the following action items from this meeting:

- Send a letter to the province to inquire on efforts to determine communities that acquire a second access escape route.
- Extend invitations to NSFM and AMANS to present to Council.

Meeting adjourned at 11:17 a.m.

Amanda M. McDougall-Merrill
Mayor

Christa Dicks
Municipal Clerk
/km