Cape Breton Regional Municipality

Heritage Advisory Committee Agenda

Tuesday, November 24, 2026
4:30 p.m.

Council Chambers
Second Floor, City Hall
320 Esplanade, Sydney, Nova Scotia

Heritage Advisory Committee Members:

Councillor Eldon MacDonald, Chair

Deputy Mayor Glenn Paruch

Councillor Earlene MacMullin

Kyron Coombes, Citizen Appointee, Vice-Chair

Alynese Nightingale, Citizen Appointee

Richard Rose, Citizen Appointee

Saul MacNeil, Citizen Appointee

Spyro Trifos, Citizen Appointee

Thomas Ashford, Citizen Appointee

Ethan Paul, Citizen Appointee

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Land Acknowledgement

Roll Call

1. **Approval of Agenda:** (Motion Required)

2. **Approval of Minutes:** (Previously Circulated)
   - Heritage Advisory Committee Minutes – December 2, 2025
   - Heritage Advisory Committee Minutes – March 19, 2026

3. **Municipal Heritage Registration – 425 Smith Street, (PID 15480114, New Waterford):** Karen Neville, Heritage Officer / Senior Planner (See page **4**)

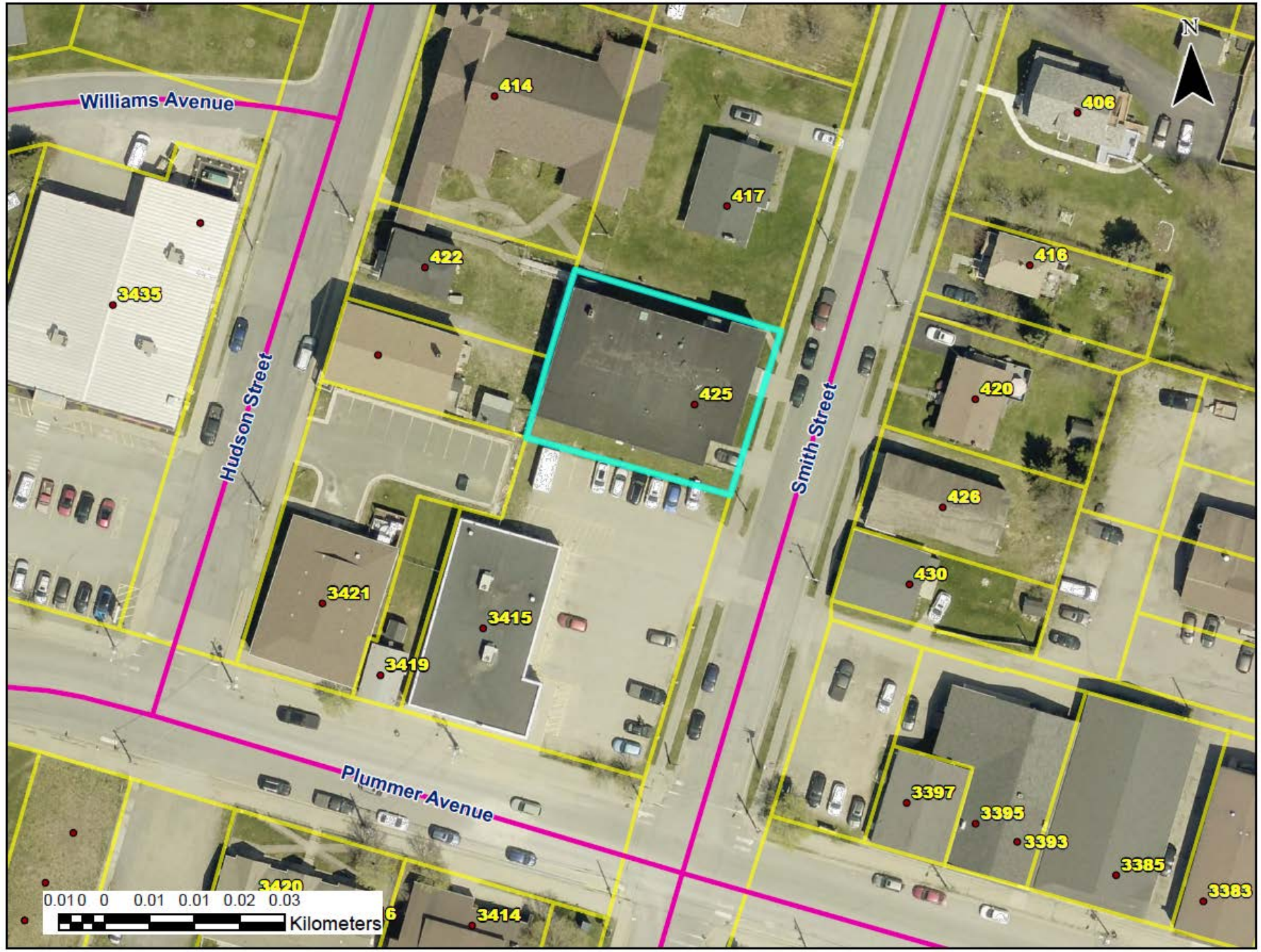
4. **Municipal Heritage Deregistration – 12 Meadow Street, (PID 15136088, Sydney):** Karen Neville, Heritage Officer / Senior Planner (See page **56**)

5. **CBRM Heritage Advisory Committee – Inactive Citizen Appointment:** Jenna MacQueen, Deputy Municipal Clerk (See page **80**)

Adjournment

Request for Municipal Heritage Registration – 425 Smith Street, New Waterford

Cape Breton Regional Municipality



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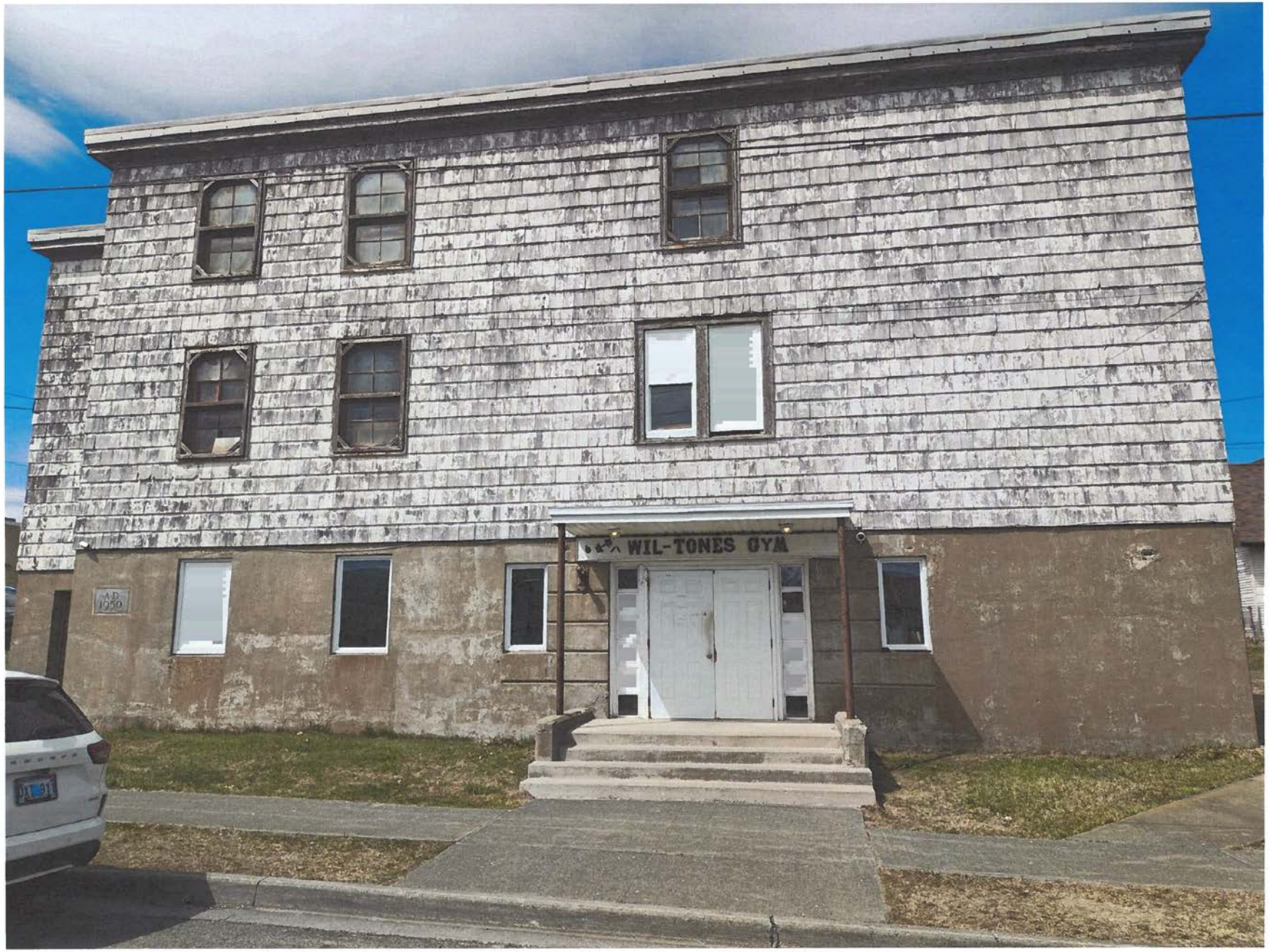

Cape Breton Regional Municipality

Recommendation

Council initiate the process to register 425 Smith Street (PID 15480114), New Waterford

Cape Breton Regional Municipality

Cape Breton Regional Municipality
320 Esplanade
Sydney, NS B1P 7B9

STAFF REPORT

To: **Heritage Advisory Committee**

Submitted by: **Karen Neville**

Date: **November 17, 2026**

Subject: **Municipal Heritage Registration – 425 Smith Street (PID 15480114), New Waterford**

Origin
Initiate by the Property Owner (Attachment A)

Legislation and Related Policies
Heritage Property Act

- Section 14 Recommendation as Municipal Heritage Property
- Section 15 Registration as Municipal Heritage Property (Attachment B)

CBRM's Policy Respecting Criteria for Heritage Property Registration

Recommendation
The Heritage Advisory Committee recommends Council initiate the process to register 425 Smith Street (PID 15480114), New Waterford.

Background
A request has been received from David R. Wilton (property owner), to register 425 Smith Street (PID 15480114), New Waterford as a Municipal Heritage Property (Attachment C). The documentation submitted to support Municipal Heritage Registration request can be found in Attachment A.

Discussion
The building located at 425 Smith Street in New Waterford is the former Calvin United Church Hall. The building is currently being used as a gymnasium. Based on the plaque on the exterior of the building, the building was constructed in 1950. According to the documentation provided by the applicant, the construction began in 1950, and the hall was officially opened in 1951.

Due to its size, it is a visually prominent building in New Waterford with a history spanning approximately 75 years. Over the decades, the building has hosted a wide variety of social, cultural, athletic and spiritual events.

The three-storey building features large open gathering spaces, numerous meeting rooms, original staircases, hardwood flooring, and some of the original windows. The building retains much of its original exterior construction and character. While some improvements are required, the structure remains fundamentally sound. The applicant proposes to restore the exterior in a manner consistent with the building's original 1950s appearance.

The combination of architecture features, historical significance, and cultural significance supports the request for Municipal Heritage Registration of the property. The scoring criteria from CBRM's Policy Respecting Criteria for Heritage Property Registration for this property can be found in Attachment D.

Financial Implications

Notice of Council's decision to register a property under the *Heritage Property Act* is required to be filed with the Land Registration Office. The Planning and Development Department has budget provisions for document registration costs.

Attachments

Attachment A – Applicant's submission
Attachment B – Excerpts from the *Heritage Property Act*
Attachment C – Property Map
Attachment D – CBRM's Policy Respecting Criteria for Heritage Property Registration - Scoring Criteria

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A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Karen Neville, Senior Planner and Heritage Officer

IN THE MATTER OF: An application by Wilrent Enterprises Ltd. For the designation of 425 Smith Street, New Waterford, formerly known as the Calvin United Church Hall as a CBRM Heritage Property; and

IN THE MATTER OF: The Heritage Property Act, c. 199, R.S.N.S. 1989;

Submitted to the CBRM Heritage Advisory Committee this 22nd day of May, 2026

Heritage is one of those concepts we take for granted, assuming its definition to be a well-known part of our vocabulary with a meaning largely self-evident . Yet, in the very particular case here of seeking designation of a community landmark as a Heritage property it is important to look more closely and outline more clearly what heritage actually means. In doing so this application makes reference to the meaning of heritage adopted by UNESCO. It reads as follows:

Heritage is the valued traditions, , culture, property and natural environments passed down from previous generations. It represents shared legacy- such as historic sites, languages, or customs-that defines identity, alongside tangible inherited assets. It includes both physical objects (buildings) and intangible customs (traditions).

It is with this interpretation of the concept of heritage in mind that this application is made to the Honourable CBRM Council. The Hall located at 475 Smith Street in New Waterford, formerly the Calvin United Church Hall, fits this meaning. It is a unique property, representative of a wide range of social, cultural and educational traditions in the New Waterford Community. It served all of her citizens without regard to sectarian beliefs Through its doors passed residents having a variety of mother, languages (French, English, Polish, Gaelic, Ukrainian, et .al). It may confidently be stated that it is the last building in the community still standing that can claim such a history. In terms of the building's style it is mid-2ot century modernist. Significantly, its structure and design remain much the same, requiring only renovation is in keeping with its original design.

Now, to the particulars of this application.

It is brought before you pursuant to the Heritage Property Act, C. 199, R.S.N.S., 1989, in particular sections 12, 13, 14 and 15.

The building is currently used as a gymnasium. Upon receiving heritage property status the Applicant wishes to renovate it and develop it as a location commemorating the community's

social, economic and cultural history. Such renovations will be in keeping with the style of architecture in place when the building was constructed. .

In terms of addressing the criteria for Heritage Property Designation, kindly consider the following submissions

Historic Significance

A) Historic Significance

- **Age and development of Property**: The Hall is approximately seventy (75) years old. Its building required a dedicated effort by the United Church congregation then numbering some 800 people. The idea of its construction took hold by early 1949, some approximate 4 years after the end of the second world -war, a time when people were looking forward to better lives and the community was still growing. After years of war and relative deprivation people were seeking more active lives. It may be said that this was a time of optimism and hope for better futures. By October of that year a special meeting of the congregation was convened with the specific purpose of discussing the plans for the new Hall. Then Reverend M.A. MacMillan B.A, D.D. provided a comprehensive proposed for the Hall's structure, discussing in detail the architectural design and seeking input from those present. Finally a motion was passed endorsing the plans. A second motion soon followed. It provided for the governance of the Hall. In this later motion was included the formation of a "Hall Building Committee." This body was to consist of five (5) persons who would determine the procedure and planning for construction of the building. By the time of the 1950 Church Annual Meeting the Committee reported that funding had been going so well that construction could actually get underway in the very near future. What remained of course was a specific location and quite conveniently one close at hand was soon found. By May of the same year, a special meeting of the congregation was again called. This time to discuss the acquisition of the land and building located next door owned by the then Maritime Telegraph and Telephone (MT&T) company. As reported by Rev. MacMillan the building on this property was in good shape. Yet, it did not meet the anticipated needs of Calvin Church and the surrounding community. For it is important to note that even at this early date church members wanted a Hall that could reach out and serve the broader needs of the area and not be restricted to sectarian or even single denominational interests. In this very important sense the founders of the Hall demonstrated an appreciation for the wide community, demonstrating a sense of inclusiveness not nearly so manifest then as it is today. All of this did not, however, merely happen by cancel or spontaneously. In coming to the point of purchasing the MT&T land the church had laid

an earlier groundwork. This had been achieved with church officials earlier acquiring from the MT&T Company a First Option or Right-of-First-Refusal respecting the property should the company ever elect to sell it. It was clear that one or more of the congregants were forward-looking enough to Forsee there possible future need of the land and why it would be a good notion to lay preparations for its acquisition. MacMillan went to Halifax; met with company officials and secured the option. Soon thereafter MT& T put the property up for sale and the church exercised its option, buying the property for the purchase price of three-thousand dollars ($3,000.00). A copy of the deed providing ownership is attached. Yet, the matter did not end there. Far from it in fact. For while there was a building on the property it was unsuitable for the purposes intended for the Hall. As a consequence the existing building had to be torn down in favour of the construction of anew one. While it was hoped all of this would get underway in 1949 there were several delays. As is the norm the first issue was financial. The church was faced with the need to raise funds. It had $15,000.00 (fifteen -thousand dollars on hand) and more was needed. Initial contacts with banks and other mortgage lenders proved fruitless. An innovative approach was necessary and the church membership came up with one. Drawing on advice from St. Andrew's Church in Sydney they arrived at the following solution. A Trust deed was drawn up. It allowed for the issue of $100,000.00 (one-hundred thousand dollars) in Bonds for a term of 15 (fifteen) years at 4 ½%. $75,000.00 (seventy-five thousand dollars) to be issued and $50,000 (fifty-thousand dollars) to be sold , with $25,000.00 (twenty-five thousand dollars) to be used as collateral with the Royal Bank for a loan of that amount spread t over five years. The $50,000.00 bond issue sold quite easily. Construction could go ahead. Tenders were then called with J.W. Stephens oof Sydney presenting the winning bid. The first sod was turned on 31 July 1950 Less than a year later, on 3 June 1951 the Hall was officially opened.

- Association **of the property with the community's economic, social, political, athletic or cultural history**.: Since its inception Calvin Hall has played a vital and prominent role in the life of the New Waterford and extended community. 'From a variety of perspectives and including a multitude of events of every description it constituted an active venue for a diversity of social, cultural, athletic and spiritual events, all contributing to the vitality and growth of the community Program offerings throughout the week included all ages and backgrounds, Volunteerism was the spirit of the day and most groups and associations were guided by numerous persons giving feely of their respective time. This was clearly an easier task in the early days of the Hall when the Calvin Church alone had a membership approaching 700 (seven-hundred) in number.

Participants included: adult couples club, Junior Badminton Club, C.G.IT. Boy Scouts, Explorers, Sea Cadets, lLadiies Aid, Grant Guild, Mission Band, Senior's Badminton, The Mixed Choir, Young People's Union, Wolf Cubs and an assortment of religious activities, including Sunday School, Male Choir and the Women's Missionary Society. Special events included plays and suppers/teas. Wedding receptions were commonplace. Political and community support meetings used the Hall regularly, without regard to partisanship. It is fair to say the Hall became a meeting place like no other in the town and its immediate area. It was open to all and quite literally active on a daily basis. It was in essence of a nature and character similar to what was once described as the ' town square,' a place where people came together to celebrate, participate and share.

- **Association of the property with a significant event in the community's history**: There is no one singular event that identifies or defines the Hall. Instead it is the combined effect of the multitude of activities that have taken place within its walls over the years. This is the true identity of the Hall. It stood out as a place for celebration, remembrance, recreation, social & cultural activities, all in an effort to allow people to meet and participate. We want to restore it to such a place once more.

B) Architectural Significance:

- **Presence of rare or unique architectural features on the building's exterior.** The building's exterior is wood and concrete, typical of the period. Both remain in place. Should Heritage Property status be achieved, it will be renovated to meet the exterior style of the period.

- **Exceptional example of a particular architectural style:** The building featured the mid-20th century modernist style design, stressing functionality and efficiency. As with similar period design it has a rectangular frame, with strong vertical and horizontal lines. Durability as opposed to decorative is demonstrated in all aspects of its construction. Its assortment of large and smaller rooms is also a feature of the period. This building shared with others of the period a sense of permanence and stability. It has three levels, including numerous rooms of various sizes and descriptions. Its first floor features a large room approximately 83 feet by 38 ' presently used as part of a gymnasium. In addition this floor has several smaller rooms and bathroom facilities. The second floor has another large room, this one approximately 66'by 38' together with a large stage facility. Beyond this there are several other rooms of various sizes., all suitable for smaller meetings or other dedicated functions. The third-floor features

seven meeting rooms and an overlook of the second floor's large room. Throughout the building are the original woodwork, most predominantly in the several series of hardwood stairwells leading from one floor to another. The building's size is extraordinary when one considers its location. This is a big building, the biggest in town as a matter of fact. It has excellent- possibilities (plays, dinner theatres, interpretive center et. al) and the space to make them happen.

- **Exterior:** Primarily of wood construction with the first floor having a concrete exterior. Both are typical of the time of its construction.

- **Alterations:** the Hall has a new roof; it having been installed more than twenty years ago. As with the remainder of the building's exterior , with Heritage status, we plan to renovate the entire exterior in keeping with the style of the day. . Beyond this its design and construction materials are original. What they require is refurbishment and renovation , again in keeping with their original design.

- **Is property in a deteriorated state:** The building requires cosmetic alterations but not significant structural work. It is solid, composed of its original elements and construction materials. Provided with his submission are a series of photographs demonstrating its current state.

- **Presence of unique interior features :** It has classic mid-2oth century hardwood stairwells, original windows throughout, fireplaces and hardwood floors.

C) Cultural significance

- **Association of the property with a particular religious or ethnic group within the CBRM;** , Calvin Hall was most associated with Calvin United Church. Not exclusively mind you as neither the Hall nor the Church restricted its use to adherents of its particular religious denomination. Most activities hosted by the Hall, particularly recreational and social ones , were open to all community members. In being associated with Calvin Church, however, it had a certain uniqueness. Among religious persons, in the New Waterford Community at least, the predominantly dominant faith group is and was from the Hall's beginning Roman Catholic. While no firm statistics are available it is fair to suggest that upwards of 90% of the area's Christians were then and remain to this

day members of that faith. Yet, membership for the Calvin Church was strong and dynamic. As noted, it numbered approximately 700 when the Hall was built and throughout the 1950's and well into the 1960's remained the same. Participation and attendance only dropped off in later years, this being common among all faith groups. The strength and stability of Calvin Church was largely encouraged by the leadership qualities of its Ministers.: Each brought a particular strength to the Church and its mission activities when it was most required. They were true community builders and promoters and shared in leaving this legacy. These Ministers are as follows: First, the Rev. Malcolm Alexander MacMillan, a native of Big Baddeck. Fluent in Gaelic he began his ministerial career in the Baddeck Forks and Margaree area where he spent three years. Following this he ministered in both Malpeque PEI and Westville NS. During the height of World War 2 he received a call from Calvin Church and he and his wife Flora and their two daughters opted to return to Cape Breton. Clearly the war years were difficult and stressful, with many of the community's young men enlisted to fight overseas. It was a time when every message of hope and inspiration from both the pulpit and in more intimate settings was beset with news of tragedy and loss. There were occasions when Rev. Macmillan himself delivered the telegram informing a family of the loss of a son, brother or husband. It was said he consoled the bereaved with tenderness and kindness. Calvin Church alone saw fourteen (14) of its young men killed in the war. Similar losses and grievous injuries were suffered throughout the community beyond Calvin's doors, each of them being felt with the same intense sadness. The end of the war saw a rejuvenated spirit among Calvin's members, much of it inspired by Rev. Macmillan who labored tirelessly to promote the people's and community morale. Youth group sessions were well-attended. Three choirs were thriving. The Wolf Cubs were a fixed presence with Rev. MacMillan leading the group. His wife Flora took part in many of Calvin's activities. By 1949, as discussed earlier, Rev. MacMillan was spearheading efforts to plan for the new Hall. After its completion in 1951, he moved on to a ministry in Moncton, N.B., leaving not only a legacy of active community involvement but as well the presence of a new Church Hall. Succeeding Rev. MacMillan was Rev. Ian MacIntosh, a Sydney native. Ordained in 1938 he served variously at St. Andrew's Church in Halifax, Milford United Church in Hant's County and St. Matthew's in Inverness. Shortly after Christmas in 1958 he was inducted as Minister at Calvin United. He is remembered as being pleasant and approachable, at ease with all groups and easy to talk with on a variety of subjects. It may be as well said that two pursuits of his were most noteworthy: first, the pursuit of Christian education and education in general. Next, his passion in developing a multitude of activities hosted by Calvin Hall. He truly believed in opening its doors to a variety of community social, recreation, educational, cultural and other activities (plays, special events et .al). It was largely

through the drive of Rev. MacMillan that the Hall came to being. Then, Rev. MacIntosh opened its doors to the public, encouraging its many earlier mentioned activities. j Prince Edward Island native-son Frances Elwood MacPherson(in 1957) was the next Calvin Minister. A gifted scholar he took on ministerial duties in 1938 after a period of academic study in Scotland. His career in new Waterford began with an aspect of community life unfortunately all too familiar to its people, a mine accident. In No. 18 Pitt. Rev. MacPherson took his first journey into a coal mine after learning of the accident. He was too late to provide comfort to the young man involved; he sadly already having died from the injuries he sustained. Soon thereafter the Rev. was entrusted to bring the tragic news to the young fellow's widow and two small children. Such was the life of a clergyperson in a mining community as Rev. MacPherson was soon to find out. By 1958 Calvin had a membership of 716, with 417 families. 2079 persons had received pastoral care. These numbers astound when one considers the declining rate of church participation today. The new Hall continued to be the center of most all activities. All of the activities already underway saw growth in participation rates and new activities such as Jig's Dinners and Lobster Suppers became community favorites. Rev. MacPherson would often make mention of the architecture of the church building. He was especially impressed with its Gothic design, which adorned the windows and continued in the arch above k the choir loft and pulpit area. The quality of the woodwork throughout the structure also impressed him. All of this was unfortunately lost with the fire in 1987. Rev. MacPherson wrote a personal memoir, including much of his experience at Calvin. As if by design, though merely fortuitously, these initial three Ministers formed an ideal triumvirate; Rev. MacMillan being the driving inspirational force behind the building of the Hall, Rev. MacIntosh setting the standard for its use and development and then, Rev. MacPherson bringing to it strong organization and laying the foundation for its continuing growth. This set the stage for the most recent memorable Minister, Duncan Edward Roach. A Glace Bay native he began his ministry in 1966, coming to Calvin in 1970. He was 29 at the time. Rev. Roach stressed widespread community involvement, developing ecumenical activities with neighboring religions and churches. Reverend Roach will fondly be remembered as the person with the most significant influence on the church and, more important, its role int e community. He was a uniter, a friend to all and one who brought people together. His more than 50-year tenure at Calvin Curc is demonstrative of the respect he had among the people. He represents a modern-day iconic figure throughout the town. His recent passing brought about a great sense of loss throughout the community.

The Hall remained extremely active, all of its functions and activities thriving, at least into the 1980's. in the mid-1970's more than 1400 persons received pastoral care each year. Inexorably, however, that figure diminished as attendance diminished. Rev. Roach

managed the seemingly inevitable situation well, maintaining, for example, the Halls' function as a focal point in the community. It is to be noted that church membership overall was declining. This led to the three Roman Catholic Parishes: St. Agnes, St. Michaels and Mount Carmel all closing with the sole and new Parish of St. Leonard's taking their place. This overall effect was, of course, felt by Calvin United as well.

- **Association of the property with social or sports events within a community over a period of time:** As discussed above the Hall hosted and encouraged a wide variety of sports, cultural, religious, educational and other activities. Their specific nature has been outlined earlier in this submission. Quite literally the facility was busy each day. The following schedule represented the regimen of times and activities taking place: Junior Beginners Sunday school- Sunday-11:00am; General Sunday School- Sunday-2:00p; Male Choir-Sunday-2:00ppm; Ethel Nicholson Mission Circle-First Monday of each month; United Church Men-Monday-7:30 pm; Wolf Cubs- Tuesday-6;30 Young People's Union- Tuesday-8:00pm; Women's Missionary Society-first Tuesday of each month; the Church session-Second Tuesday of each month; Calvin Women's Auxiliary-Third Tuesday of each month; The Mixed Choir- Wednesday 7;00 mentor Badminton Club-Wednesday-8;00pm;; Mission band-every second Wednesday' Grant Guild-every second Wednesday; Ladies aid-Fourth Wednesday of each month; Explorers- Thursday-4:00pm; Boy scouts-Thursday 7:00 Board of stewards-first Thursday of each month;C.G.I.T.-Friday-7:00pm;junior badminton Club-Saturday evening; Couples Club-Last Saturday of each month; these were scheduled events. In addition there were regular plays, games of basketball, floor-hockey, special meetings, suppers and the like held on numerous occasions. The building is big, being three stories in all with numerous rooms, some big enough for group sports and recreation, others smaller for meetings and the like.

Conclusion:

Seeking Heritage status for this building is as much about the community's future as its past. In fact our plan is to bring both together, commemorating the past and , in doing so, provide a sense of community pride for future achievement in keeping with ably demonstrated achievements from that past. Should such Heritage status be ranted we have in mind a refurbishment of the building in keeping with its 1950's construction period, incorporating elements and demonstrations of the community's past. Included here would be its economic history, chief among this category, its mining past. We would like a permanent exhibit portraying the town's mines, businesses and residences during the various periods of its history. There would be a place for both access to written and visual materials and a visitor's

interpretive center located permanently in one of the buildings bigger floor spaces. In addition we would commemorate other economic influences in the town, including the fishery and small businesses. A space would be made available for demonstration of the various ethnic and national diasporas who populated our town. The property across the road on smith Street is owned by us and, with Heritage status, we will develop it as a parking lot dedicated to providing such spaces to visitors to the site. We have in mind a place devoted to the evolution of the role of women in the community, a history of its religions, schools and service groups. We want it to be a place where the visitor can walk through and develop a full appreciation of our past, our strengths, challenges and how we faced and , in some cases, overcame, difficulties. New Waterford has nothing like this now and this building is big enough in size and with a history supportive of such an effort. Today the town suffers from decline, instances of drug and alcohol abuse and lack of focus. In bringing to life our past in the manner we envisage we can do some part in helping it bridge to a more positive future. We can , at least in some measure, help reinstall a sense of local prude and desire for achievement. Our community needs this now more than ever before. As well, and as much as history is worth commemorating , there is the present and future to consider. A heritage designation will assist in making this building a place to incorporate the old with the new. We have in mind using it as a venue for plays and performances, dinner theaters and the like....all functions that will give new life to the community. Heritage status will greatly assist in the development of the hall for these purposes. We approach the opportunity enthusiastically.

This submission (together with the accompanying attachments) is respectfully submitted to your municipality in support of this application for Heritage property status. Your consideration is deeply appreciated,

Yours truly,

[redacted]

David R. Wilton

per: Wil-Rent Enterprises Ltd.

C.c.

* Schedule A- Photos, Deeds, LRIS map

Schedule "A"

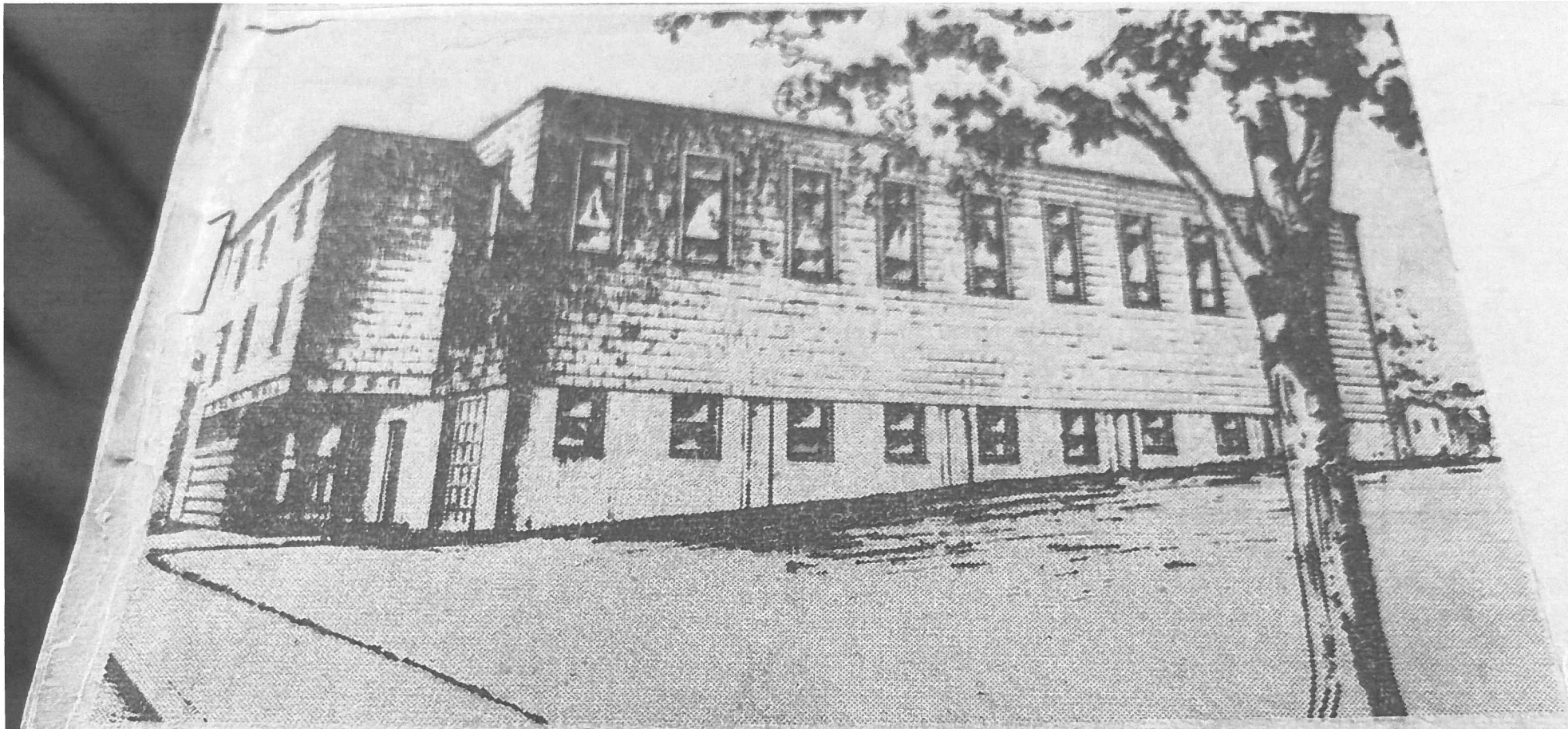
(to Heritage property application respecting 425 Smith Street, New Waterford, NS)

Unfortunately, the church was destroyed by fire in January ojf 1987. As a consequence, many records, including photographs, were lost. Some , however , remain. The first seven (7) were obtained from New Waterford Vintage Photos and Stories. The remainder provided by the applicant.

1. Picture depicting the projected design of the Hall (circa 1950)
2. Picture of the 1957 Calvin United 1957 Badminton Club, illustrative of one of the many activities` hosted by the Hall.
3. A picture of the cast of a 1934 play put on by Calvin Church. This demonstrates the church" s ongoing commitment to community activities.
4. A picture of the old Calvin Church. Later destroyed in the 1987 fire.
5. A picture, presumably from the 1950: s of the men's choir;
6. Newspaper article noting the 100th year anniversary of Calvin Church
7. Smith Street view of Hall (circa 1990s)

8. Exterior photo of property; this is a side view, with part of the existing Calvin United Church in the background. Should Heritage property status be achieved the Applicant will be renovating the exterior in keeping with its original look.
9. Exterior photo showing front of building, facing Smith Street.
10. Photos 3, 4, 5 and 6 demonstrating the lay-out and design of the building's various hallways;
11. Photos 7, 8, 9 and 10 illustrating stairwell construction;
12. Photos 11 and 12 illustrating 2nd floor large room currently used as exercise area;
13. Photo 13 showing location of Display case on 2nd floor
14. Photo 14 demonstrating one of typical smaller rooms;
15. Photo 15 illustrating look-off view from 3rd to 2nd floor;

16. LRIS map showing location of building on Smith street, New Waterford;(marked as 16)
17. Copy of Deed of Conveyance from MT&T to Calvin united Church (marked as 17)
18. Copy of Applicant's deed (marked as 18)j



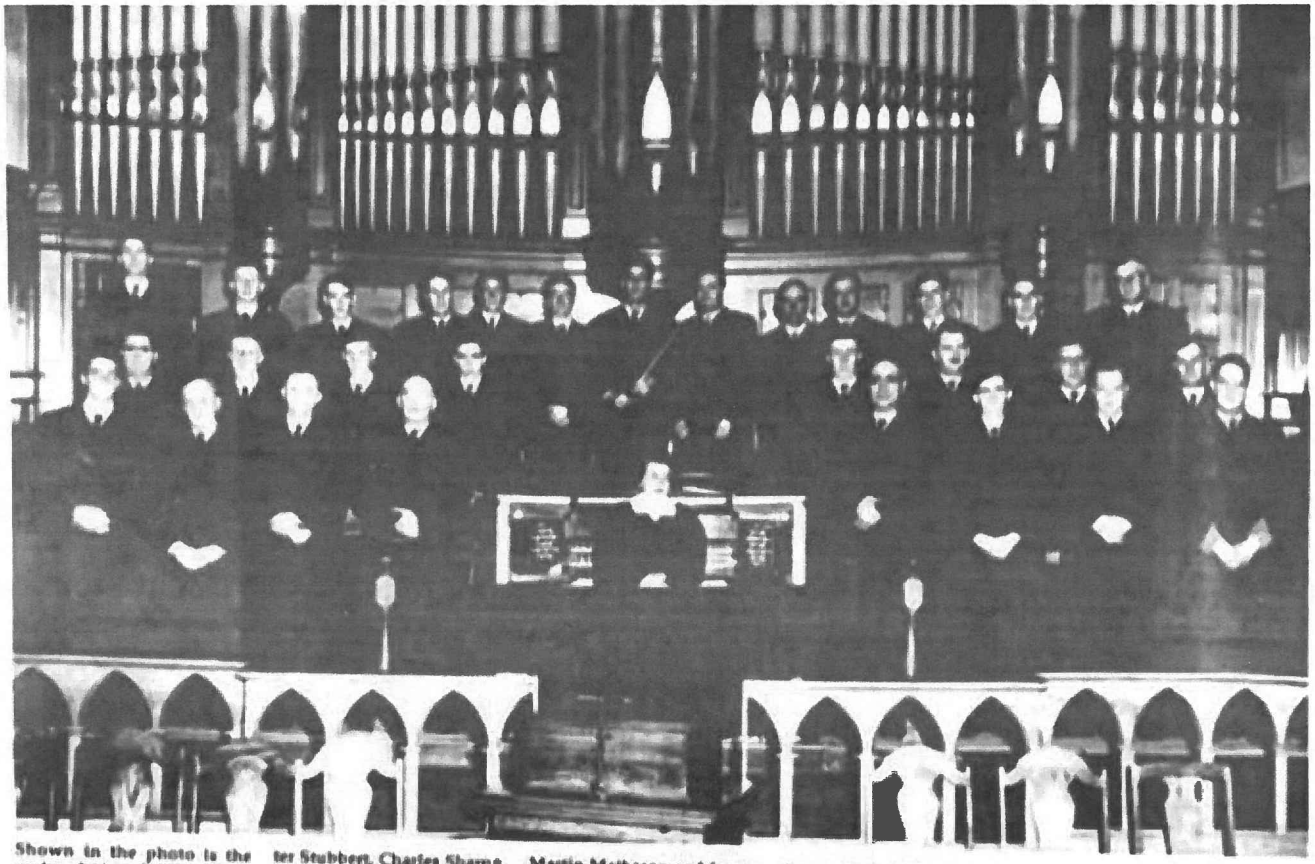
PROPOSED NEW CHURCH HALL—Pictured above is the new proposed church hall to be erected by the congregation of Calvin United Church. A financial campaign is now under way to raise funds to assist in the construction of the hall. If present plans materialize construction of the new hall will get under way this spring.



This photo shows the Calvin United Badminton Club of 1957 (?). Shown in the Front Row from left to right: Marie Dickson, Jean Harvey, Lottie Matheson, Vangie Ratchford, Betty Campbell, Betty Reid and Kay (Campbell) Fletcher. Second Row from left to right: Allister (Gush) Campbell, Charlie Reid, Raoul Deiltgens, Billy Marshall, Charles (Chuck) Dickson, Roy Cumming, Rev. D.I. MacIntosh and Ken Abbot. Back Row from left to right: Avis Matheson, Mrs. Walter Chant, Myrtle MacIntosh, Edna Darroch, Eunice Fraser, Phemie Campbell and Tena Morrison.

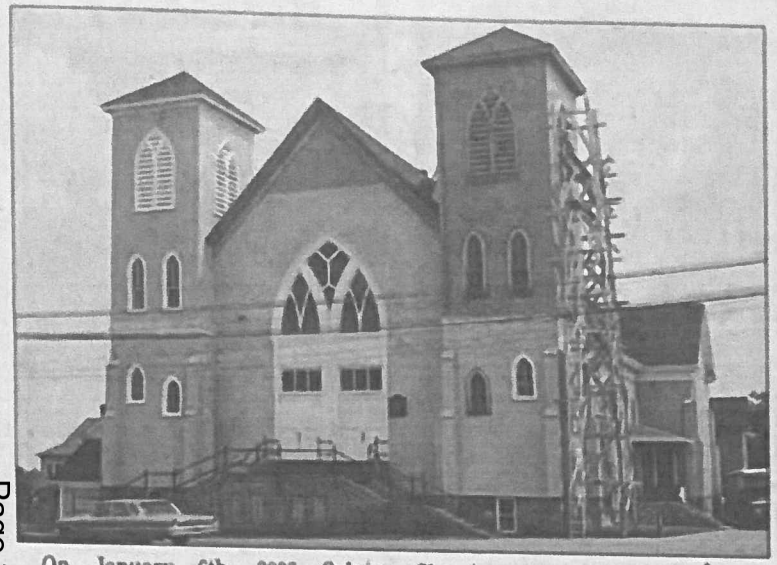


Calvin Church, New Waterford, 1934 "Good Morning Teacher" - This is the cast of a play put on by Calvin Church in 1934. Those who took part were, front row: Mrs. D.M. Matheson, Ruth Cameron, Catherine Slessor Morrison, Evelyn Purdy, Marion MacDonald, and Mrs. George Walker. Second Row: Elizabeth MacKay, Vera Gregor, Dorothy MacIntyre, Caroline LeDrew, Tory (MacLeod) Bert, Irene Cameron, Edith MacIntyre, Winnie (Purdy) Bingham, and Clara Dieltgens. Third Row: Audrey Weatherbee, "Mike" (Dickson) Lewis, Betty (McPherson) McSavaney, Josie (Matheson) Copeland, Vera (Hughes) Phiefer, Erma Pushie, and Beatrice Darroch.



Shown in the photo is the male choir of the Calvin United Church, New Waterford, around 1948. Back row left to right are: Cameron Burchill, James Gregor, Walter Stubbert, Charles Sharpe, Herb Stubbert, Elmer MacDonald, Thomas Gadd (Director), Cecil MacPherson, Joe Lovatt, Charles Harvey, Leslie Lewis, Martin Matheson and James Johnston. Second row, left to right are: Danny MacLean, Raymond Fitt, Billy Marshall, Andrew Harvey, Ian (Rusty) MacLean, Ken MacLean, Adam Forsythe and Fred Marshall. Front row, left to right are: Porter Stubbert, Kenneth Robertson, John MacLeod, "Mac" MacLellan, Walter MacDonald, Ken Bruleigh, Earl Hamilton and Gordon Hillier. At the organ, Mildred Holmes, accompanist.

Calvin United Church celebrates 100 years





On January 6th, 2008 Calvin launched its Centennial Year with a Special Service followed by a Congregational Luncheon. The Centennial Banner and Bulletins were introduced and will be used throughout the year.

A Committee has been struck to plan the year's activities and there will be at least one event a month. Many are congregational events while others will be open to friends from near and far.

Upcoming events that will be of interest are:

March 30th.....Memorial Hymn Sing followed by fellowship in the Church Hall

April 27th.....Men of the Deeps with special appearance by BEC Jazz Band.

May 18th.....Ecumenical Service with Local Congregations

Fashion Show

Variety Concert

June.....Anniversary of New Church

July.....Youth Group Reunion

August...Family Picnic

September....Hallmark Anniversary Weekend

October.....Cape Breton Chorale in Concert

November....Remembrance Day Event

December...Advent Carol Sing - Special Services

Friends of Calvin are invited to join in any of our services, programs and special events.

Watch the Community Press for dates and times or contact the Church Office.

CALVIN UNITED

Antedating the community by five years, Calvin Presbyterian Church was established in the future town of New Waterford in September of 1908, with 37 adult members. The congregation has since grown to nearly 600 members and includes both the Town of surrounding areas.

Calvin was one of the pioneer United Church congregations in Canada being formed in 1918 by members of the Methodist congregation and the congregation of Calvin Presbyterian Church.

Calvin congregation has had ten ministers since its formation. Former Ministers include: Very Rev. C.M. Nicholson a former Moderator of the United Church of Canada, Rev. Norman McQueen, Rev. J.H. Hamilton, Rev. G.E. Whidden, Rev. D.M. Matheson, Rev. M.A. McMillan, Rev. D.I. McIntosh, New Waterford Methodist congregation was formed in 1908 and was supplied from Sydney until 1911, when Rev. Percy Johnson came to the community. In 1913, the Church counted 40 adult members, 116 in the Sunday School.

In 1918, during the pastorate of Rev. J. Jefferson Neil the members of the Methodist congregation in anticipation and effected Church union in New Waterford, seven years before the United Church of Canada was formed in 1925. During the pastorate of Rev. M.A. McMillan, Calvin United Church, built a large new hall and this has served as the focal point for an expanding program of social activities and religious education.

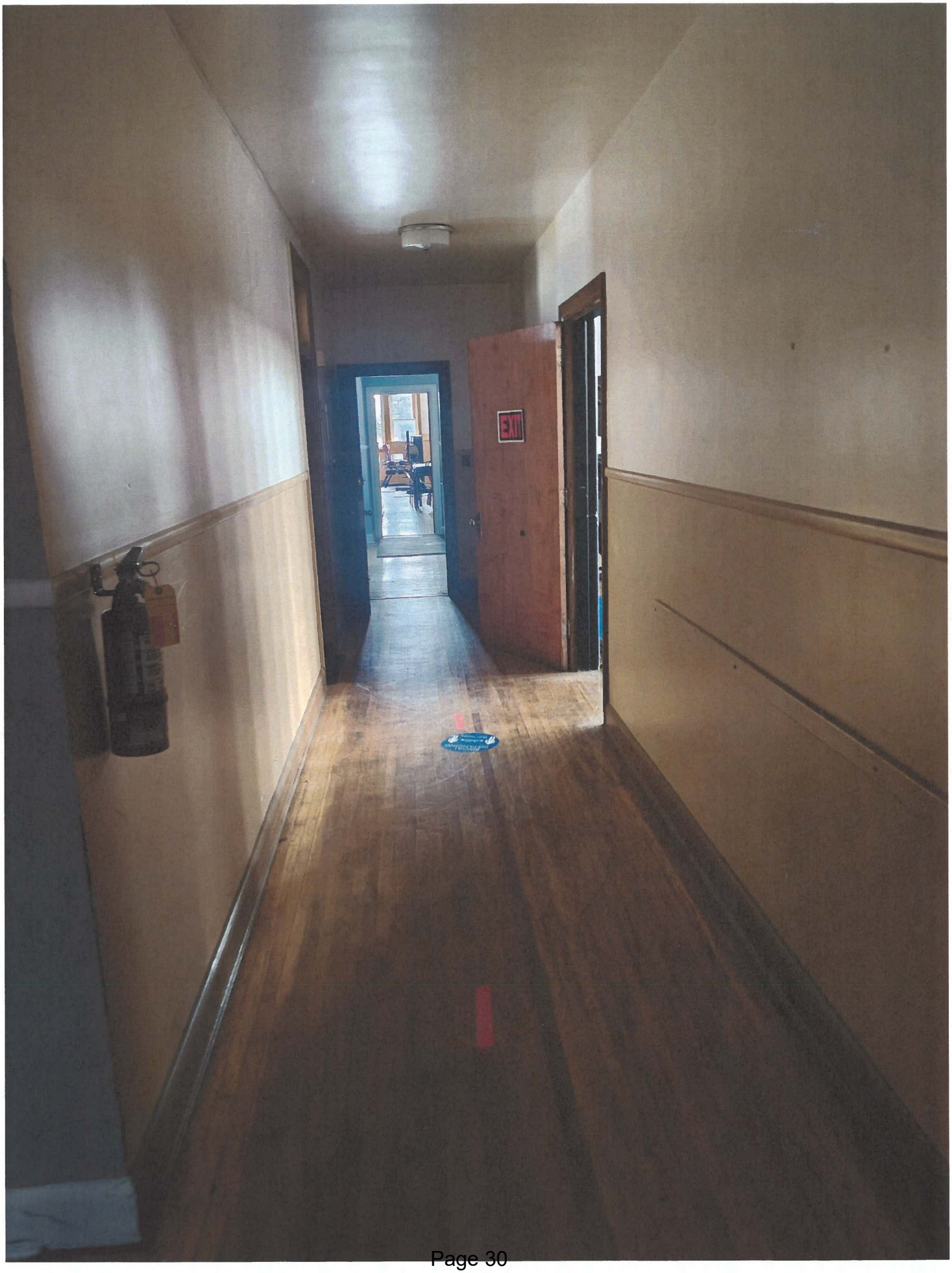
Calvin has given a number of native sons to the Christian ministry and one of its daughters has been serving for many years as a missionary in India. The present pastor is Rev. Duncan Roach a native of Glace Bay who succeeded Rev. D.K. MacLeod in 1971.

In 1972, a former Calvin Pastor Rev. D.I. McIntosh was named Moderator of the Maritime Presbytery of The United Church of Canada. In recent years the Church has directed increasing attention to Youth and its problems and has been a leader with other local churches in a greatly increased Ecumenical Movement.

OLIVE CHURCH HALL


WIL-TONES GYM

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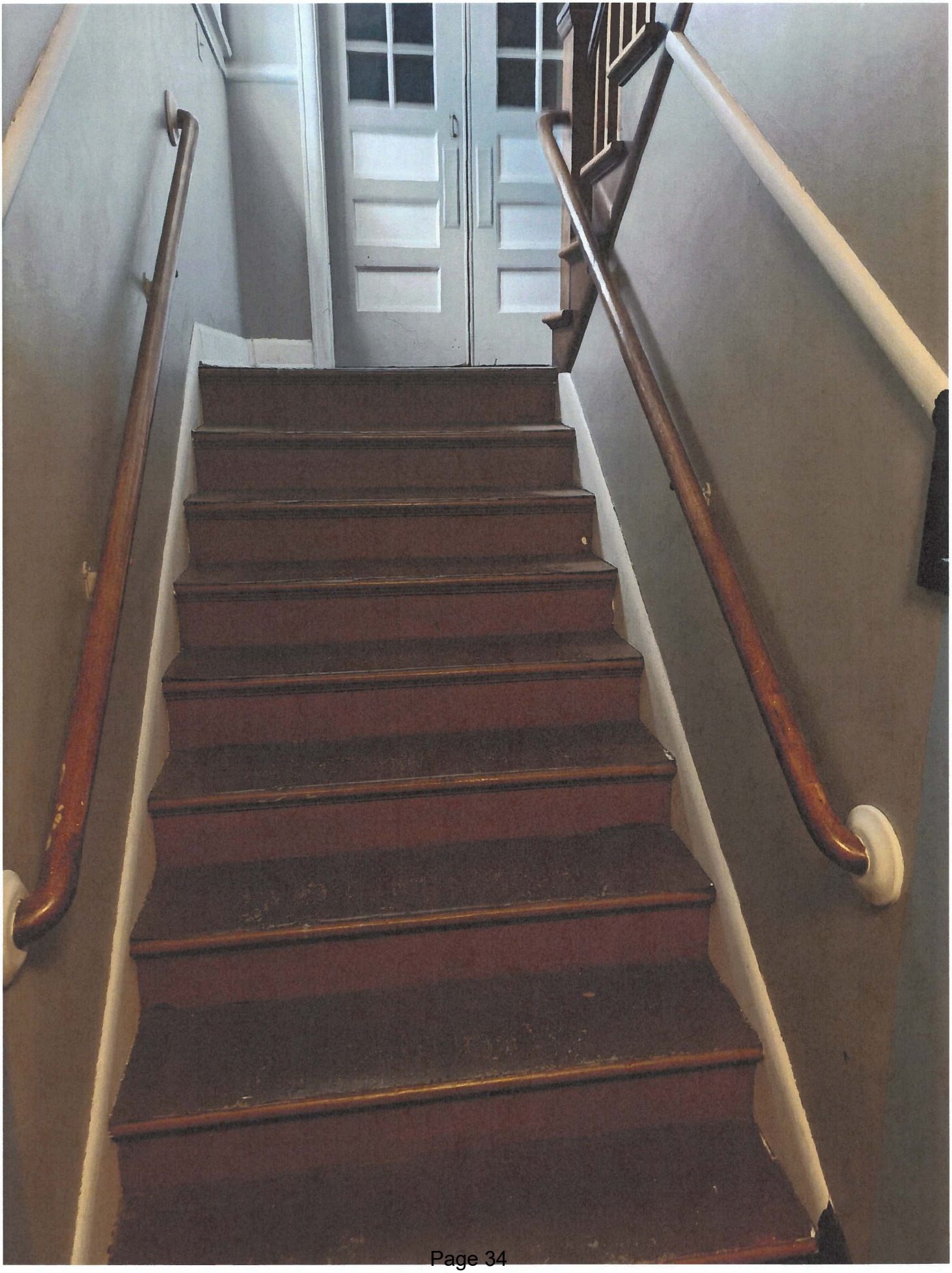





SOCIAL
DISTANCING
6 FEET
Wil-Tones





SCHEDULE "A"

2014-02-13 14:29:36

PDCA: NOTIFICATION OF APPROVAL

This is to confirm that we have approved a Parcel Description Certification Application for the following parcel: 15479918

The Type of Application is AMENDING PDCA.

The Application Number is 512842.

The User Supplied Reference is CALVIN HUDSON ST.

Parcel Description:
ALL that certain lot, piece or parcel of land situate, lying and being at New Waterford, in the County of Cape Breton, and described as follows;
BEGINNING: at a point or stake 183.5 feet from a point or corner of Lot #1 on Dominion Coal Company Street, now known as Plummer Avenue, which street runs North 47 degrees 30 minutes West at New Waterford aforesaid on a plan signed A. A. S. June 1910, and recorded and filed in the Registrar of Deeds Office, Sydney, C.B.;

THENCE: from said point running South 46 degrees 30 minutes East 100 feet until it reaches corner or intersection of lots on Plan A.A.S. June 1910;

THENCE: along the rear of Lot 42 on said plan, North 43 degrees, 30 minutes East 40 feet;

THENCE: parallel with said first named line of the lot hereby conveyed 100 feet until it meets a street or proposed street, now known as Hudson Street, 60 feet wide on said plan;

THENCE: along said Hudson Street 40 feet to the place of beginning.

SUBJECT TO an easement in favor of the Grantor, its successors and assigns, to continue the encroachment of the overhanging roof (pergola) and brick wall onto the said lands described above and the right to enter upon the said lands if necessary to repair or maintain the said roof and brick wall.

Being Lot #8 on said plan signed A.A.S. June, 1910 and filed or recorded in the Office of the Registrar of Deeds, Sydney, CB. (The said lands and premises having been conveyed to the Grantor by one Neil D. Smith et ux by Deed dated the 29th day of January, 1919, recorded in the Office of the Registrar of Deeds for the County of Cape Breton in Book 229, Page 754.)

*** Municipal Government Act, Part IX Compliance ***

Compliance:

The parcel originates with an instrument (registration details below) and the subdivision is validated by Section 291 of the Municipal Government Act

Registration District: CAPE BRETON COUNTY
Registration Year: 1950
Book: 511 Page: 476 Document Number: 1578

CAPE BRETON COUNTY Land Registration Office

2013-10-09 15:57:22 SCHEDULE "A"

PDCA: NOTIFICATION OF APPROVAL

This is to confirm that we have approved a Parcel Description Certification Application for the following parcel: 15480114

The Type of Application is INITIAL PDCA.

The Application Number is 504048.

The User Supplied Reference is CALVIN HALL

Parcel Description:
ALL that certain lot, piece or parcel of land situate, lying and being in the Town of New Waterford, in the County of Cape Breton, and more particularly bounded and described as follows:

BEGINNING: at a point on the northwestern boundary of Smith Street, said point being distant 140 feet measured northeasterly from the intersection of said boundary of Smith Street with the northeastern boundary of Plummer Avenue, said point being also at the most easterly corner boundary of Lot No. 44 on the plan of Hudson and Smith lands signed A.A.S. June 1910, and filed in the Registry of Deeds, Sydney, Nova Scotia;
THENCE: in a northwesterly direction along the northeast boundary of said Lot No. 44 and parallel with said boundary of Plummer Avenue a distance of 100 feet to the most northerly corner boundary of Lot No. 44 on said plan;

THENCE: in a northeasterly direction and parallel with said boundary of Smith Street a distance of 80 feet to the most westerly corner boundary of Lot No. 41 on said plan;

THENCE: in a southeasterly direction along the southwestern boundary of Lot No. 41 on said plan and parallel with Plummer Avenue a distance of 100 feet to the said boundary of Smith Street; and

THENCE: in a southwesterly direction along Smith Street a distance of 80 feet to the place of beginning.

The same being Lots Nos. 43 and 42 on said plan signed A.A.S. June, 1910.
And being also the lands conveyed to Mary C. Nicholson by David Hudson et al by deed dated July 27, 1911 recorded in the Registry of Deeds, at Sydney, N.S. in Book 171, Page 609 et seq., and the lands conveyed to Mary C. Nicholson by Henry B. Leahy by deed dated February 27, 1919, recorded in the Registry of Deeds in Book 235, Page 511 et seq.

*** Municipal Government Act, Part IX Compliance ***

Compliance:

The parcel originates with an instrument (registration details below) and the subdivision is validated by Section 291 of the Municipal Government Act

Registration District: CAPE BRETON COUNTY
Registration Year: 1947
Book: 468 Page: 22 Document Number: 4500

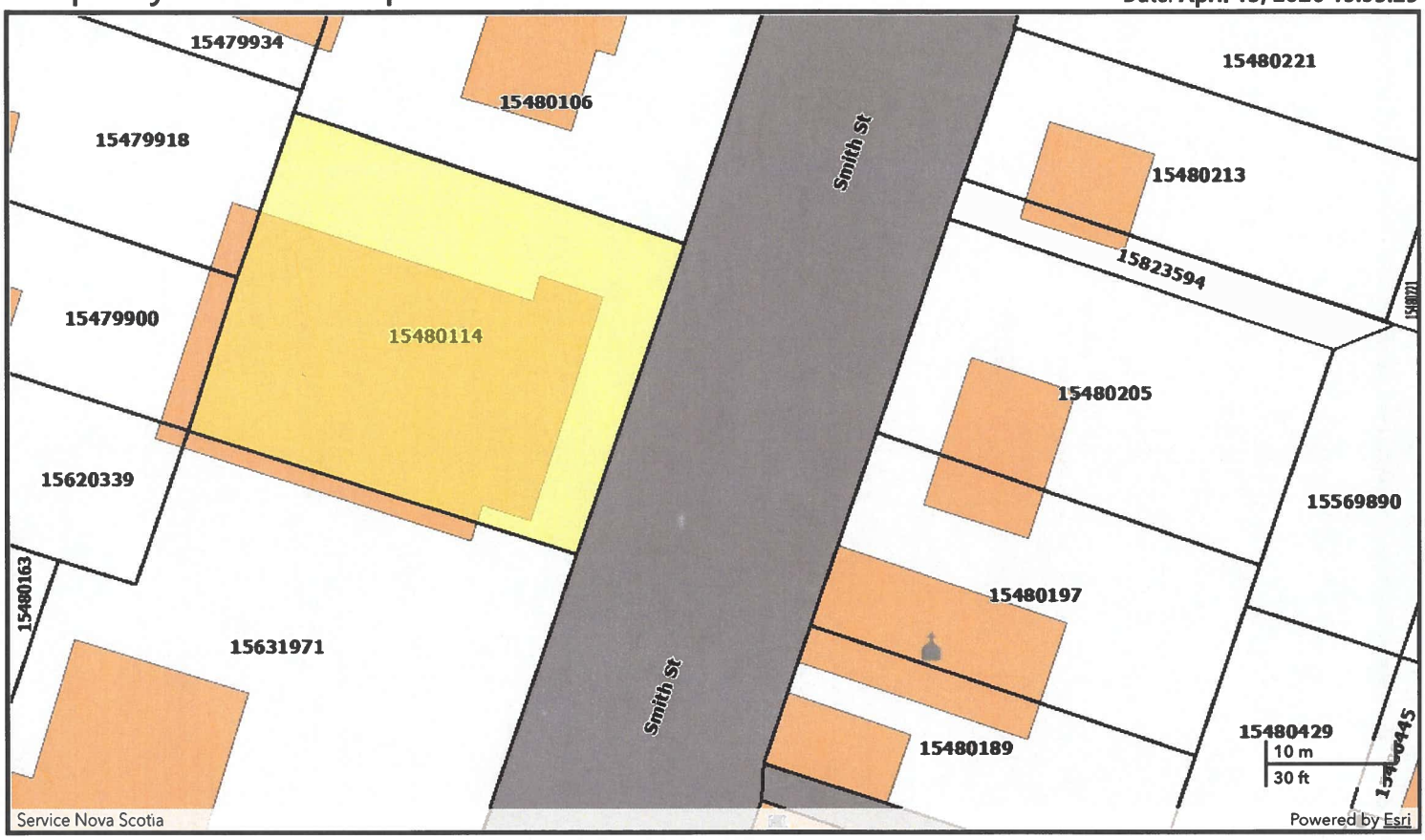
CAPE BRETON COUNTY Land Registration Office

PROPERTY Online NOVA SCOTIA Service Nova Scotia

Property Online Map

-16-

Date: **April 13, 2026 15:55:29**



PID:	15480114 Details	**Address:**	425 SMITH STREET NEW WATERFORD	**AAN:**	00597481
County:	CAPE BRETON COUNTY	**Owner:**	WIL-RENT ENTERPRISES LIMITED	**Value:**	$87,900.00 (2026 COMMERCIAL TAXABLE)
LR:	LAND REGISTRATION				

The Provincial mapping is a graphical representation of property boundaries which approximate the size, configuration and location of parcels.Care has been taken to ensure the best possible quality, however, this map is not a land survey and is not intended to be used for legal descriptions or to calculate exact dimensions or area.The Provincial mapping is not conclusive as to the location, boundaries or extent of a parcel [Land Registration Act subsection 21(2)]. THIS IS NOT AN OFFICIAL RECORD.

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Please feel free to Submit Problems you find with the Property Online web site.

been by me duly sworn made oath and said that Canada Permantnt Mortgage Corporation, therein named, duly executed the same in her presence by affixint thereto its corporate seal, identified by the signatures of its Director seal, identified by the signatures of its Director and Assistant General Manager. IN TESTIMONY WHEREOF I have hereunto subscribed my hand and affixed my official seal, this 23rd day of March in the year of our Lord One Thousand Nine Hundred and Fifty. 22

(LS) Edward B. Kendall A Notary Public in and for the Province of Ontario.

Entered on record at 11-20 o'clock afternoon, on this second day of June A. D. 1950, on faith of the foregoing certificate by Me.

1576 WARRANTY DEED

THIS INDENTURE made this 22nd day of May, in the year of Our Lord One Thousand Nine Hundred and Fifty. BETWEEN MARITIME TELEGRAPH AND TELEPHONE COMPANY LIMITED a body corporate under the Laws of the Province of Nova Scotia and having its Head Office and chief place of business at Halifax in the County of Halifax (hereinafter called the "GRANTOR") of the One Part and THE TRUSTEES OF CALVIN UNITED CHURCH OF NEW WATERFORD a body corporate under the Laws of the Province of Nova Scotia (hereinafter called the "GRANTEE") of the Other Part WHEREAS the Grantor is seized of and in possession of the lands and premises hereinafter described subject only to mortgage thereon; the mortgage being a Trust Indenture and Mortgage dated the 1st day of January A. D. 1926 made between the Grantor of the One part and The Eastern Trust Company, a body corporate, organized and existing under the Laws of Canada, and having its Head Office or chief place of business in the City of Halifax, in the County of Halifax, Trustee under the provisions of the said Indenture and Mortgage (and the supplemental Trust Deed thereto dated the 12th day of February A. D. 1926 between said parties) and also the supplemental Trust Indentures and Mortgages dated the first day of April 1941, the first day of July 1946 and the 2nd day of July 1947 made between the same parties creating the outstanding First Mortgage Bonds series "D", the

of said Indenture and without release by the said trustee any of the property at any time subject to the fixed and specific lien thereon not exceeding in any one case Fifty Thousand Dollars ($50,000.00) in value; provided that in each case such property as in the judgment of the Board of Directors of the Grantor is are of equal value and utility shall be or shall have been acquired by the Grantor in lieu of the property so sold, and that all such substitited properties shall forthwith become subject to the said lien; AND there being no continuing default, or any other default whatsoever, on the part of the Grantor under the provisions of the said Trust Indenture and Mortgage nor under the said supplemental Trust Indentures and Mortgages, and the Company having sold the said lands and premises to the Grantee ~~for the said lands and premises to the Grantee for~~ the consideration hereinafter specified and having acquired other property as in the judgment of the Board of Directors of the Grantor is or are of equal value and utilitity in lieu of the said lands and premises so sold, which substituted property has become subject to the said lien: AND the Grantor now desires to convey the said lands and premises to the Grantee free from all lien of the said Trust Indenture and Mortgage and of the said supplemental Trust Indentures and Mortgages and without releass by the said Trustee. AND WHEREAS by Chapter 178 of the Acts of Nova Scotia for the year 1914 certain named Trustees and their successors in office were thereby created a body corporate by the name of "The Trustees of Calvin Presbyterian Congregation of New Waterford" with power to purchase, take, hold and enjoy real estate as is more fully set out said Chapter 178. AND WHEREAS under the provisions of Chapter 122 of the Acts of Nova Scotia for the year 1924 entitled "An Act respecting the Union of Certain Churches Therein Names" The Grantee became one of the United Churches of Canada which said Church, as a body, has power and the congregation of the Grantee under said Chapters has power to acquire by purchase real property in the Province of Nova Scotia, or any estate or interest therein, either

ALL that certain lot, piece or parcel of land situate lying and being at New Waterford in the County of Cape Breton aforesaid, and described as follows:- BEGINNING at a point or stake One Hundred and Eighty-three and one-half feet from a point or corner of lot number one on Dominion Coal Company's street, which street runs North forty-seven degrees thirty minutes West at New Waterford aforesaid on a plan signed A. A. S., June 1910 and recorded and filed in the Registrar of Deeds Office, Sydney, C. B., THENCE from said point running South forty-six degrees thirty minutes East One Hundred feet,until it reaches corner or intersection of lots on Plan A. A. S. June 1910; THENCE along the rear of Lot 42 on said plan , North forty-three degrees, thirty minutes East forty feet ; THENCE parallel with said first named line of the lot hereby conveyed One Hundred feet until it meets a street or proposed street Sixty feet wide on said plan; THENCE along said proposed sixty foot street on said plan forty feet to the place of beginning being Lot Number eight on said plan signed A. A. S. June 1910 and filed or recorded in the Office of the Registrar of Deeds, Sydney, C. B. (The said lands and premises having been conveyed to the Grantor by One Neil D. Smith et ux by Deed dated the 29th day of January, 1919 recorded in the office of the Registrar of Deeds for the County of Cape Breton in Book 229, Page 754) TOGETHER WITH all and singular the Buildings, Easements, Tenements, Hereditaments and Appurtenances to the same belonging, or in anywise appertaining, with the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim, property and demand, both at law and in Equity of the Grantor of, in, to or out of the same, or any part thereof. TO HAVE AND TO HOLD, the said Land and Premises, with the appurtenances, and every part thereof, unto the Grantees, their successors and assigns, to their sole use, benefit and behoof forever. AND the Grantor for itself, its successors and assigns hereby covenants, promises and agrees to and with the Grantees, in manner following, that is to say: That it shall be lawful for the Grantees

-17-

intended so to be, and that the same are free from encumbrances. AND that it the Grantor, its successors and assigns, at the request and at the charges of the Grantee shall and will from time to time and all times hereafter execute or cause to be executed such further and other acts, conveyance and assurances in the law for the better assuring to the Grantees their successors and assigns of the land and premises above described in manner as abeve conveyed and mentioned or intended so to be as by the Grantees their successors and assigns or their counsel learned in the law shall be reasonably advised or required. AND lastly that the Grantor for itself, its successors and assigns the said Land and Premises, and every part thereof, unto the Grantees, their successors and assigns against the lawful claims of all persons whomsoever, shall and will by these presents WARRANT and forever DEFEND. IN WITNESS WHEREOF the Grantor has hereunto affixed its corporate seal attested by the hands of its President and its Secretary they being duly authorized in that behalf on the day and year first above mentioned.

SIGNED SEALED AND DELIVERED) MARITIME TELEGRAPH AND TELEPHONE COMPANY
) LIMITED (LS)
in the presence of) J. E. Richardson Secretary
) W. A. Winfield President
Agnes S. Mulholland) MARITIME TELEGRAPH AND TELEPHONE COMPANY
) J. E. Richardson Secretary (LS)

PROVINCE OF NOVA SCOTIA COUNTY OF HALIFAX SS.

On this 22nd day of May, A. D., 1950, before me, the subscriber personally came and appeared Agnes S. Mulholland a subscribing witness to the foregoing Indenture who, having been by me duly sworn, made oath and said that MARITIME TELEGRAPH AND TELEPHONE COMPANY LIMITED, a party thereto, executed the same in her presence by affixing its corporate seal thereto attested by the hands of W. A. Winfield its President and J. E. Richardson its Secretary thereunto duly authorized in its behalf.

E. F. Cragg A Barrister of the Supreme Court of Nova Scotia.

Entered on record at 11-35 o 'clock forenoon, on this second day of June A. D. 1950. on faith of the foregoing certificate By Me.

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Warranty Deed

This Indenture made this 31st day of December, 2013.

Between:

THE TRUSTEES OF CALVIN UNITED CHURCH OF NEW WATERFORD, of New Waterford, in the County of Cape Breton, Province of Nova Scotia, being the Owner of the lands described in Schedule "A" herein,

(hereinafter called the "GRANTOR")

Of The One Part

-and-

WIL-RENT ENTERPRISES LIMITED, a body corporate with its registered office at 437 Heelan Street in New Waterford, County and Province aforesaid,

(hereinafter called the "GRANTEE")

Of The Other Part

WITNESS THAT in consideration of One Dollar and other good and valuable consideration:

THE GRANTOR hereby conveys to the GRANTEE, the lands described in Schedule "A" to this Warranty Deed and hereby consents to this disposition, pursuant to the Matrimonial Property Act of Nova Scotia.

THE GRANTOR covenants with the GRANTEE, that the GRANTEE shall have quiet enjoyment of the lands, that the GRANTOR has good title in fee simple to the lands and the right to convey them as hereby conveyed, that they are free from encumbrances and that the GRANTOR will procure such further assurances as may be reasonably required and it is agreed and declared that the terms "GRANTOR" and "GRANTEE" used in this Deed shall be construed to include the plural as well as singular and the masculine, feminine or neuter genders where the context so requires.

IN WITNESS WHEREOF, the GRANTORS have signed and sealed these presents on the day and year first above written.

SIGNED, SEALED AND DELIVERED
in the presence of

[redacted]

Brian Stanford ~~(as to all signatures)~~

[redacted]

M. SWEENEY Hinchey, Q.C.

THE TRUSTEES OF CALVIN UNITED CHURCH OF NEW WATERFORD

[redacted]

Reverend Duncan Roach

[redacted]

William Durdle

[redacted]

Hugh Morrison

[redacted]

Linda Dieltgens

[redacted]

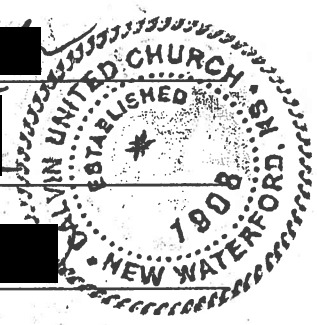
Hazel Fraser

[redacted]

Jean Basso

[redacted]

Bruce Clyburn



CANADA
PROVINCE OF NOVA SCOTIA
CAPE BRETON REGIONAL MUNICIPALITY

AFFIDAVIT

I, **Reverend Duncan Roach,** of New Waterford, in the County of Cape Breton, Province of Nova Scotia, make oath and say as follows:

1. **THAT** I am the chairperson of THE TRUSTEES OF CALVIN UNITED CHURCH OF NEW WATERFORD (the "Church") the Grantor in the attached Indenture and as such have a personal knowledge of the matters herein deposed to.

2. **THAT** I acknowledge that the CALVIN UNITED CHURCH OF NEW WATERFORD executed the foregoing Instrument by its proper officers duly authorized in that regard under seal on the date of this affidavit.

3. **THAT** for the purposes of this my affidavit, "matrimonial home" means a dwelling and real property occupied by a person and that person's spouse as their family residence and in which either or both of them have a property interest other than a leasehold interest.

4. **THAT** the lands described in the within instrument are not occupied by any of the Trustees of Calvin United Church of New Waterford as a "matrimonial home" as defined in paragraph 3 of this my affidavit, nor is any Trustee of the Calvin United Church of New Waterford entitled to use the lands as a dwelling and the lands have never been so occupied while the lands have been owned by the Calvin United Church of New Waterford.

5. **THAT** the Grantor is a resident of Canada under the *Income Tax Act* (Canada).

SWORN TO, before me at New Waterford, in the County of Cape Breton, Province of Nova Scotia, this 31 day of December 2013

[redacted]

A BARRISTER OF THE SUPREME COURT OF NOVA SCOTIA
M. SWEENEY HINCHEY, Q.C.

[redacted]

REVEREND DUNCAN ROACH

PROVINCE OF NOVA SCOTIA
COUNTY OF CAPE BRETON

ON THIS 31st day of December, 2013, the subscriber BRIAN STANFORD appeared before me in person, a subscribing witness to the foregoing Indenture, who, having been by me duly sworn, made oath and said that Linda Dieltgens and Hazel Fraser, two of the Trustees of Calvin United Church of New Waterford, signed, sealed and delivered the same in his presence.

[redacted]
A BARRISTER OF THE SUPREME
COURT OF NOVA SCOTIA
M. SWEENEY HINCHEY, Q.C.

PROVINCE OF NOVA SCOTIA
COUNTY OF CAPE BRETON

ON THIS 31st day of December, 2013, the subscribers, Reverend Duncan Roach, William Durdle, William Cadden, Hugh Morrison, Jean Basso and Bruce Clyburn, some of the Trustees of Calvin United Church of New Waterford, appeared before me in person, some of the parties mentioned in the foregoing and annexed Indenture, signed, and executed the said Indenture in my presence and I have signed as a witness to such execution.

[redacted]
A BARRISTER OF THE SUPREME
COURT OF NOVA SCOTIA
M. SWEENEY HINCHEY, Q.C.

B

Excerpts from the *Heritage Property Act*

Recommendation as municipal heritage property

14 (1) A heritage advisory committee may recommend to the municipality that a building, public-building interior, streetscape, cultural landscape or area be registered as a municipal heritage property in the municipal registry of heritage property.

(2) The municipality shall cause notice of the recommendation to be served upon each registered owner of the building, public-building interior, streetscape, cultural landscape or area that is the subject of the recommendation at least thirty days prior to registration of the building, public building interior, streetscape, cultural landscape or area in the municipal registry of heritage property.

(3) The notice shall contain

(a) a statement that the building, public-building interior, streetscape, cultural landscape or area described in the notice has been recommended for registration in the municipal registry of heritage property;

(b) a brief statement of the reasons for the recommendation;

(c) a summary of the consequences of registration;

(d) a statement that no person shall substantially alter the exterior appearance of or demolish the building, public-building interior, streetscape, cultural landscape or area for one hundred and twenty days after the notice is served unless the municipality sooner refuses to register the property; and

(e) notification of the right of the owner to be heard and of the time and place for the hearing.

(4) No person shall substantially alter the exterior appearance of or demolish a building, public-building interior, streetscape, cultural landscape or area for one hundred and twenty days after a notice respecting the building, public building interior, streetscape, cultural landscape or area has been served pursuant to subsection (2) except in those cases where, prior to the expiration of one hundred and twenty days, the municipality refuses to register the property.

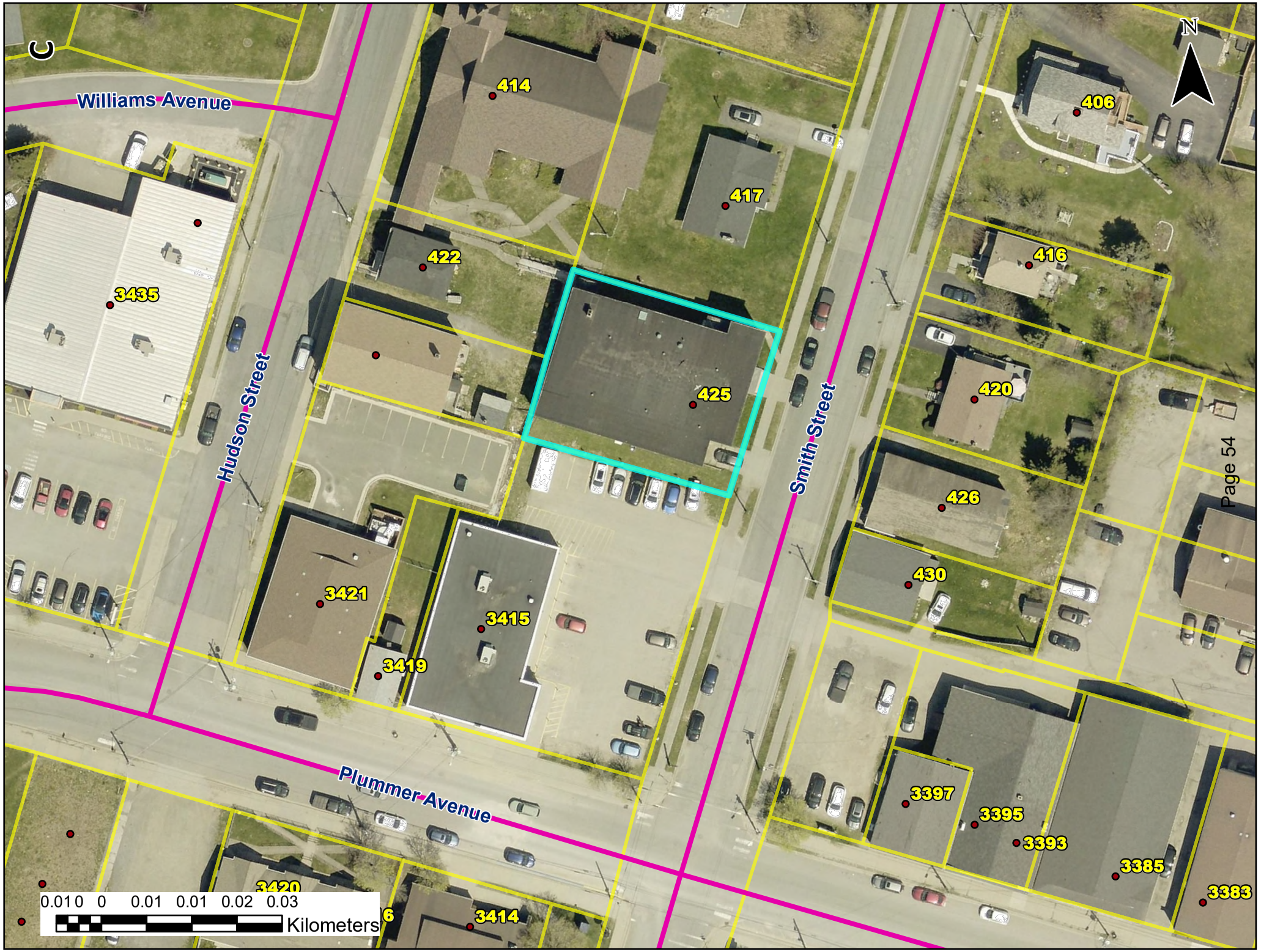
(5) A copy of the notice served pursuant to subsection (2) shall be deposited in the registry of deeds for the registration district in which the building, public-building interior, streetscape, cultural landscape or area is situate.

Registration as municipal heritage property

15 (1) At any time not less than thirty days nor more than one hundred and twenty days after service of the notice pursuant to Section 14 and on the advice of the heritage advisory committee, the municipality may register the building, public-building interior, streetscape, cultural landscape or area as a municipal heritage property in the municipal registry of heritage property.

(2) No registration pursuant to subsection (1) shall take place until the council has given the owner of the property an opportunity to be heard and such opportunity shall be given not earlier than three weeks after service of the notice pursuant to subsection (2) of Section 14.

(3) Notice of the registration shall be sent to each registered owner of the building, public-building interior, streetscape, cultural landscape or area and a copy thereof shall be deposited in the registry of deeds for the registration district in which the building, streetscape or area is situate.


Williams Avenue
Hudson Street
Smith Street
Plummer Avenue
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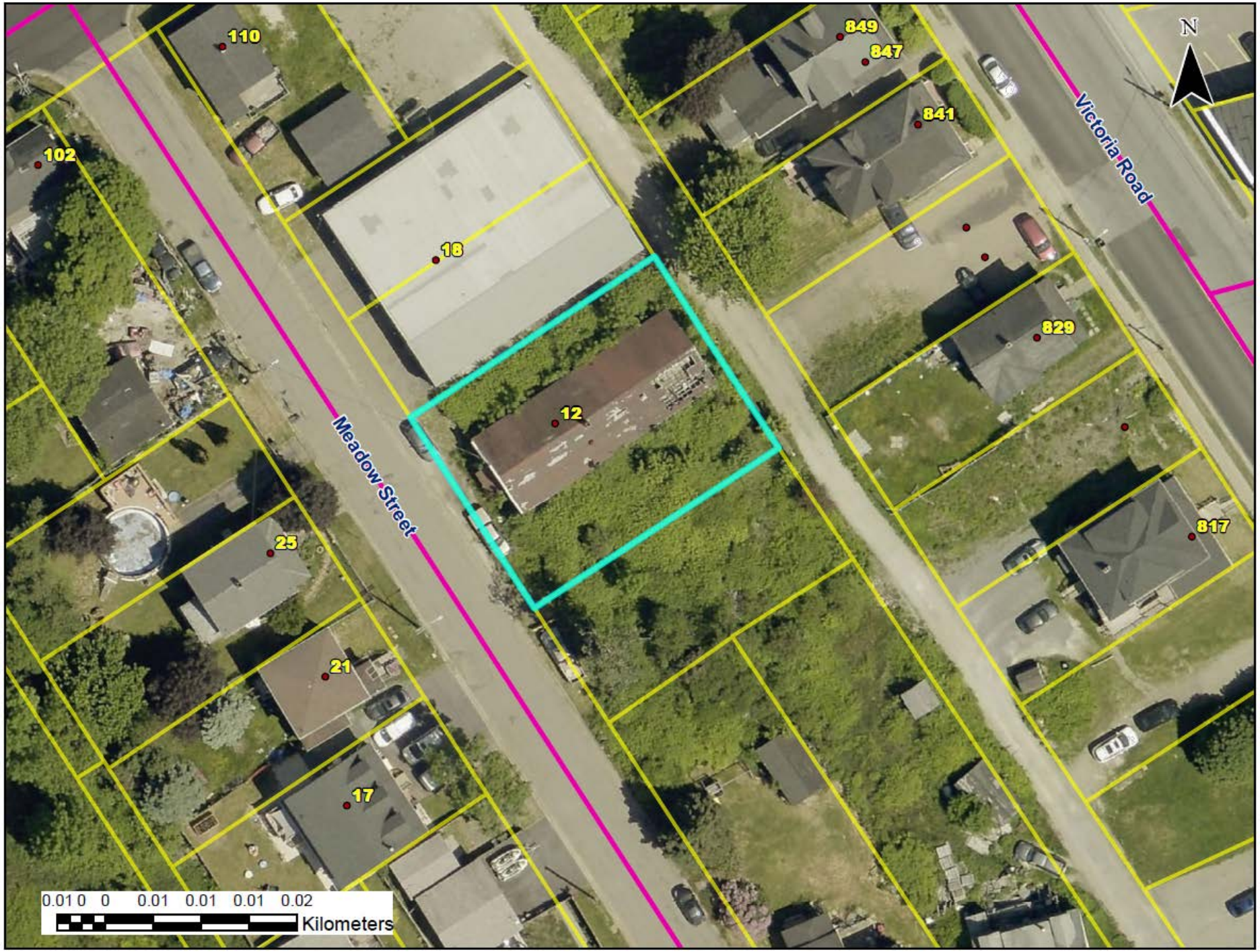
Kilometers

Historic Significance		
Age of Property 1950	30 points	20 points
Association of the property with the community's economic, social, political, athletic or cultural history	20 points	10 points
Association of the property with a well-known person locally, provincially or nationally	10 points	0 points
Association of the property with a significant event in a community's history (such as incorporation of a former municipal unit, a famous labour dispute, a famous court case)	10 points	0 points
Architectural Significance		
Presence of rare or unique architectural features on the exterior (such as stained glass windows, Scottish dormers, turrets, unique pre-fabricated features on modern buildings, etc.)	20 points	10 points
Exceptional example of a particular architectural style; in order to score high in this category a structure need not be old or elaborately designed [(a modern building that is unique or is a particularly good example of a particular style could score high in this category, as could a modest, relatively unornamented structure if it is a very good example of a particular style (such as a semi- detached coal company house)]	50 points	30 points
Exterior is wood, clay brick or natural stone	10 points	10 points
Has been very substantially altered in recent years; most or all original features (dormers, windows, doors, verandahs, etc.) have been changed in size and/or style or have been removed	-25 points	-10 points
Property is in a deteriorated state, requiring major repairs	-15 point	0 points
Presence of unique interior features (such as a Casavant Freres organ, exceptional interior wood work, unique light fixtures) - *points to be awarded only in cases where the building is open to the public on a regular basis (places of faith, theatres, public buildings)*	5 points	0 points
Cultural Significance		
Association of the property with the history of a particular religious or ethnic group in the CBRM	25 points	15 points
Association of the property with social or sports events within a community over a long period of time	25 points	0 points
*Total	165 points	85 points

*** It is intended that this scoring criteria will be used as a guide; it is not recommended that a specific score in each category would be required in order for registration to proceed. However, it is assumed that in order to be registered a property should score at least 50 points overall.**

Municipal Heritage Deregistration – 12 Meadow Street, Whitney Peir

Cape Breton Regional Municipality



ape Breton
egional
lunicipality





Cape Breton Regional Municipality



Recommendation

Council initiate the process to deregister 12 Meadow Street (PID 15136088) as a Municipal Heritage Property.

Cape Breton Regional Municipality

Cape Breton Regional Municipality
320 Esplanade
Sydney, NS B1P 7B9

STAFF REPORT

To: **Heritage Advisory Committee**

Submitted by: **Karen Neville**

Date: **November 17, 2026**

Subject: **Municipal Heritage Deregistration of 12 Meadow Street (PID 15136088), Whitney Peir**

Origin
Appeal Standing Committee April 21. 2026:

To find the property located at 12 Meadow Street, Sydney (PID 15136088), to be dangerous or unsightly as per Section 3(r) of the MGA, and as per Section 346 of the MGA, order demolition of the structure including but not limited to, the removal of all demolition debris, backfilling of any foundation or crawl space, and disconnecting any and all utility connections to the standard set by each respective utility service provider, so as to leave the property in a neat, tidy and safe condition within six (6) months after the Order is posted in a conspicuous place upon the property or personally served upon the owner. Otherwise, the Municipality will exercise its rights as set forth under Part XV (15) of the MGA; and to advise the Heritage Advisory Committee of their decision to place an order to demolish a municipal heritage property and request the Heritage Advisory Committee consider the deregistration of this property at an upcoming meeting of the Heritage Advisory Committee; and that the property grounds are to be maintained during the compliance period (Attachment A).

Motion Carried

Legislation and Related Policies
Heritage Property Act

- Section 16: Deregistration of Municipal Heritage Property
- Section 17: Approval To Alter or Demolish Municipal Heritage Property
- Section 18: Consideration By Municipality of Application to Alter or Demolish (Attachment B)

CBRM's Policy Respecting Criteria for Heritage Property Registration

Recommendation
The Heritage Advisory Committee recommends Council initiate the process to deregister 12 Meadow Street (PID 15136088) as a Municipal Heritage Property.

Background
12 Meadow Street (PID 15136088) was registered as a Municipal Heritage Property on December 8th, 2020 (Attachment C). At the time of registration, the building was in poor condition; however, the applicant had an immediate plan to undertake restoration of the property. The proposed restoration did not proceed, and the building has continued to deteriorate.

Staff presented a report to the Appeal Standing Committee on April 21, 2026, regarding the building located on PID 15136088 (Attachment D). At that meeting, the Committee passed a motion declaring PID 15136088 to be dangerous and unsightly and ordering the demolition of the structure within six months. The motion also requested that the Heritage Advisory Committee consider the deregistration of PID 15136088 as a Municipal Heritage Property.

Discussion
Given the Appeal Standing Committee's April 21st motion and the current condition of the building, it is reasonable to deregister the property as a Municipal Heritage Property.

Financial Implications
Notice of Council's decision to deregister a property under the *Heritage Property Act* is required to be filed with the Land Registration Office. The Planning and Development Department has budget provisions for document registration costs.

Any costs associated with demolition will form a debt against the property and may be collected in the same manner as taxes pursuant to the *Municipal Government Act*.

Attachments
Attachment A – Moton of the Appeal Standing Committee
Attachment B – Excerpts from the *Heritage Property Act*
Attachment C – Property Map
Attachment D – Appeal Standing Committee Staff Report (dated April 14, 2026)

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Karen Neville, Senior Planner and Heritage Officer

CBRM

Clerk's Office

M·E·M·O

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

To: **Tyson Simms, Director of Planning and Development**

From: **Christa Dicks, Municipal Clerk / Director of Corporate Information Services**

Date: **May 20, 2026**

Subject: **Dangerous and Unsightly Properties – Notice of Intent to Demolish**
File #15661; PID #15136088 – 12 Meadow Street, Sydney, District 12

At the appeals standing committee meeting on April 21, 2026, the following motion was passed:

Motion
Moved by Councillor Gordon MacDonald, seconded by Councillor Parsons, to find the property located at 12 Meadow Street, Sydney (PID 15136088), to be dangerous or unsightly as per Section 3(r) of the MGA, and as per Section 346 of the MGA, order demolition of the structure including but not limited to, the removal of all demolition debris, backfilling of any foundation or crawl space, and disconnecting any and all utility connections to the standard set by each respective utility service provider, so as to leave the property in a neat, tidy and safe condition within six (6) months after the Order is posted in a conspicuous place upon the property or personally served upon the owner. Otherwise, the Municipality will exercise its rights as set forth under Part XV (15) of the MGA; and to advise the Heritage Advisory Committee of their decision to place an order to demolish a municipal heritage property and request the Heritage Advisory Committee consider the deregistration of this property at an upcoming meeting of the Heritage Advisory Committee.

Amendment
Moved by Councillor Sheppard-Campbell, seconded by Councillor Parsons, to amend the motion by adding the requirement that the property grounds be maintained in a clean and safe condition during the compliance period.

Amended Motion
To find the property located at 12 Meadow Street, Sydney (PID 15136088), to be dangerous or unsightly as per Section 3(r) of the MGA, and as per Section 346 of the MGA, order demolition of the structure including but not limited to, the removal of all demolition debris, backfilling of any foundation or crawl space, and disconnecting any and all utility connections to the standard set by each respective utility service provider, so as to leave the property in a neat, tidy and safe condition within six (6) months after the Order is posted in a conspicuous place upon the property or personally served upon the owner. Otherwise, the Municipality will exercise its rights as set forth under Part XV (15) of the MGA; and to advise the Heritage Advisory Committee of their decision to place an order to demolish a municipal heritage property and request the Heritage Advisory Committee consider the deregistration of this property at an

upcoming meeting of the Heritage Advisory Committee; and that the property grounds are to be maintained during the compliance period.
Amended Motion Carried

The Clerk's Office will place this motion on the pending list with respect to the municipal heritage property component.

I would ask that you please take the action noted in the above motion.

Thank you,

[redacted]

_____

Christa Dicks
Municipal Clerk
/km

C: John Crane, Manager of Bylaws and Building Inspections
Scott Parker, Bylaw Enforcement Supervisor

Excerpts from the *Heritage Property Act*

Deregistration of municipal heritage property

16 (1) On the application of an owner of a municipal heritage property or on its own motion, the council may deregister a municipal heritage property where

(a) the property has been destroyed or damaged by any cause; or

(b) the continued registration of the property appears to the council to be inappropriate as a result of the loss of the property's heritage value, as identified in the property's heritage file or notice of recommendation, unless the loss of the heritage value was caused by neglect, abandonment or other action or inaction of the owner,

after holding a public hearing to consider the proposed deregistration.

(2) Such a public hearing shall be held not less than thirty days after a notice of the hearing is served on the registered owner of the municipal heritage property and published in a newspaper circulating in the area.

(3) Where a municipal heritage property is deregistered, the council shall cause notice of the deregistration to be sent to the registered owner of the property and a copy thereof to be deposited in the registry of deeds for the registration district in which the property is situate.

Approval to alter or demolish municipal heritage property

17 (1) Municipal heritage property shall not be substantially altered in exterior or public-building interior appearance or demolished without the approval of the municipality.

(2) An application for permission to substantially alter the exterior or public-building interior appearance of or demolish municipal heritage property shall be made in writing to the municipality.

(3) Upon receipt of the application, the municipality shall refer the application to the heritage advisory committee for its recommendation.

(4) Within thirty days after the application is referred by the municipality, the heritage advisory committee shall submit a written report and recommendation to the municipality respecting the municipal heritage property.

(5) The municipality may grant the application either with or without conditions or may refuse it.

(6) The municipality shall advise the applicant of its determination.

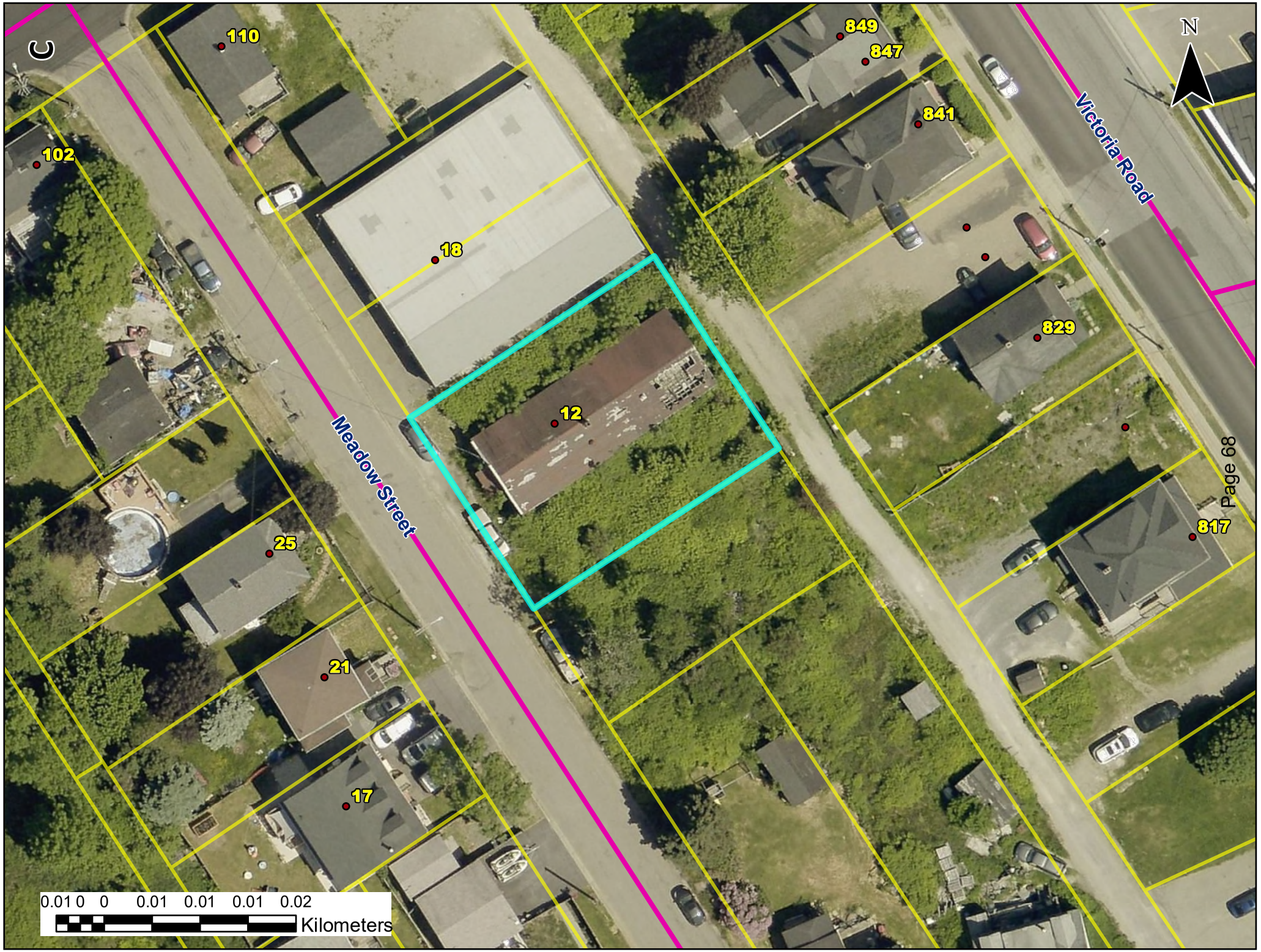
Consideration by municipality of application to alter or demolish

18 (1) The municipality may take up to three years to consider an application under Section 17.

(2) In its consideration of the application, the municipality may require public notice of the application and information meetings respecting the application to be held.

(3) Where the municipality does not approve the application, the property owner may, notwithstanding Section 17, make the alteration or carry out the demolition at any time after three years from the date of the application but not more than four years after the date of the application.

(4) Where the property owner has made the alteration or carried out the demolition in accordance with this Section, the municipality may deregister the property if the municipality determines that the property has lost its heritage value.


C
110
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18
12
25
21
17
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847
841
829
817
Meadow Street
Victoria Road
N
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Kilometers

Cape Breton Regional Municipality
320 Esplanade
Sydney, NS B1P 7B9

STAFF REPORT

To: CBRM Mayor and Council
Submitted by: Tyson Simms, Director, Planning and Development
Date: April 14, 2026
Subject: File #15661, Order to Demolish Structure 12 Meadow Street, Sydney, N.S.

Origin

Staff, pursuant to the *Municipal Government Act* (MGA).

Legislation and Related Policies

Sections 3(r), 345 and 346 of the *Municipal Government Act*.

Recommendation

It is recommended that the Appeals Standing Committee:

1. Find the property to be dangerous or unsightly as per Section 3(r) of the MGA, and as per Section 346 of the MGA, **order demolition** of the structure including but not limited to, the removal of all demolition debris, backfilling of any foundation or crawl space, and disconnecting any and all utility connections to the standard set by each respective utility service provider, so as to leave the property in a neat, tidy and safe condition within thirty (30) days after the Order is posted in a conspicuous place upon the property or personally served upon the owner. Otherwise, the Municipality will exercise its rights as set forth under Part XV (15) of the MGA.

2. Advise the Heritage Advisory Committee of their decision to place an order to demolish a Municipal Heritage Property and request the Heritage Advisory Committee consider the deregistration of this property at an upcoming meeting of the Heritage Advisory Committee.

Background

The building located at 12 Meadow Street, Sydney is registered as a Municipal Heritage Property, having been registered in 2020. In accordance with the *Heritage Property Act*, the Heritage Advisory Committee must advise Council on the demolition of a Municipal

Heritage Property. Council would need to de-register this building prior to demolition taking place. If the Appeal Standing Committee (ASC) agrees to place an order to demolish this building, the ASC should also forward this decision to the Heritage Advisory Committee to initiate the deregistration process.

The history of this property being dangerous or unsightly dates to 2002 when the first complaint was received that it was vacant. However, this property was the source of community attention in 2023 when a complaint was received stating that the property has been vacant for nearly 20 years and is deteriorating, while appearing very "unsightly". A second complaint was received by voicemail in February 2026 where a male stated the building continues to be vacant, is in a severe deteriorating state with half the roof collapsed in as well as being a home for many pests. The complainant went on further to state that a neighbour who lives across the street from this vacant building has been telling people in the community that he is willing to pay someone to burn it down. CBRM staff investigated the complaint and found it was substantiated. The property is in a severe deteriorating state, with a large portion (approximately 20ft by 20ft) of the roof collapsed, exposing broken trusses. While on sight, the investigating officer noted numerous raccoons and rats present. To conclude, the greenery to the right of the structure was extremely overgrown and unkept, very visible even with a volume of snow. This property is at risk of further damage and presents safety concerns to the community.

Chronology of Events

October 26, 2023 – Complaint received stating building has been vacant for nearly 20 years, with no work done to it in this time. It is very "unsightly".

February 18, 2026 – Complaint received that the building is vacant and derelict with half the roof falling in and partially collapsed this winter. Complainant also states it is the home to many pests. A community member (neighbouring resident across the street) has offered to pay someone to go burn it down and "they" will hold CBRM accountable.

February 20, 2026 – CBRM staff investigated, complaint was found to be substantiated. Property was noted to be in severe deterioration with obvious structural concerns.

April 07, 2026 – Notice of Intent to Demolish was placed securely on the front of the structure.

April 07, 2026 – Owner unable to be located, Notice of Intend to Demolish was sent via registered mail to the mailing address listed on the tax account.

Financial Implications

There are no financial implications if the owner complies with the Order or repairs the structure in accordance with their active building permit. If the Municipality is required to complete the demolition work, the costs will form a debt against the property which may be collected in the same manner as taxes pursuant to the MGA.

Options

1. The state of the property suggests no viable alternative to the recommendation by Staff

2. The appeals committee could refuse the recommendation in part or in whole, allowing the building to stand as is.

Attachments

1. Attachment A - Copy of the Nova Scotia Property Records Map
2. Attachment B - Photographs of Structure, 12 Meadow Street, Sydney, N.S.
3. Attachment C - Copy of the Legislative Authority - Municipal Government Act
4. Attachment D - CBRM Parcel Fact Sheet

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Shannen Kinnon, Bylaw Enforcement Officer 902-563-4289

Attachment A - Copy of the Nova Scotia Property Records Map

Property Details

PID	15136088	Parcel Type	STANDARD PARCEL	Status	ACTIVE
Area	8000 SQUARE FEET (UNKNOWN)	Parcel Access		Manag. Unit	MU0307
Lot		Created	Aug 30, 1982 12:00:00AM		
PDCA Status	No Description	Municipal Unit	CAPE BRETON REGIONAL MUNICIPALITY	Manner of Tenure	NOT APPLICABLE

Location	County	Primary Location	Source
12 MEADOW STREET SYDNEY	CAPE BRETON COUNTY	Yes	Not Assigned by Municipality

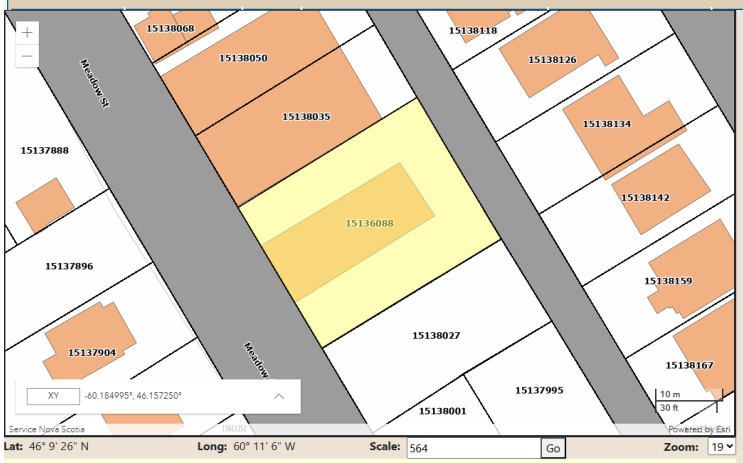
Comments
LOCL-D-18 & 19
MAP-04N09555W

Assessment Account	Value	Tax District	Tax Ward	Tax Sub
02390582	$11,500.00 (2026 COMMERCIAL TAXABLE)	070	000	

View All Related PIDs History | Back to property search results | Map View

Owner Name	Interest Holder Type	Qualifier	Province	Country
KOKOSZKA INTERNATIONAL TRADING & TECHNO (KITTS)	FEE SIMPLE			

Inst Type	Inst No	Year	Type	Book/Page	Registration System	Registration Date
Document	117630716 View Doc	2020	DESIGNATION / REGISTRATION			Dec 11, 2020
Document	117443870 View Doc	2020	NOTICE (ALL OTHERS)			Nov 17, 2020
Document	115934938 View Doc	2020	NOTICE (ALL OTHERS)			Feb 21, 2020
Document	9370 View Doc	2001	DEED	Book 2235 Page 913		Dec 03, 2001
Document	1522 View Doc	2001	NOTICE OF TAX SALE	Book 2187 Page 646		Mar 13, 2001
Document	13055 View Doc	1995	MORTGAGE	Book 1928 Page 445		Nov 01, 1995
Document	2074 View Doc	1982	DEED	Book 1303 Page 575		Jan 01, 1982



Search Location

Location

Search | Reset

Property Information

PID: 15136088 Details
AAN: 02390582
Value: $11,500.00 (2026 COMMERCIAL TAXABLE)
Address: 12 MEADOW STREET SYDNEY
County: CAPE BRETON COUNTY
Owner: KOKOSZKA INTERNATIONAL TRADING & TECHNO (KITTS)
LR: NOT LAND REGISTRATION

Lat: 46° 9' 26" N **Long:** 60° 11' 6" W **Scale:** 564 Go **Zoom:** 19

Attachment B - Photographs of Structure, 12 Meadow Street, Sydney, N.S.






MAGLIARO
PLUMBING & HEATING
NO PARKING





MGA, subsection 3(r) as follows:
Interpretation

3 In this Act,
(r) "dangerous or unsightly" means partly demolished, decayed, deteriorated or in a state of disrepair so as to be dangerous, unsightly or unhealthy, and includes property containing
(i) ashes, junk, cleanings of yards or other rubbish or refuse or a derelict vehicle, vessel, item of equipment or machinery, or bodies of these or parts thereof,
(ii) an accumulation of wood shavings, paper, sawdust, dry and inflammable grass or weeds or other combustible material,
(iia) an accumulation or collection of materials or refuse that is stockpiled, hidden or stored away and is dangerous, unsightly, unhealthy or offensive to a person, or
(iii) any other thing that is dangerous, unsightly, unhealthy or offensive to a person, and includes property or a building or structure with or without structural deficiencies
(iv) that is in a ruinous or dilapidated condition,
(v) the condition of which seriously depreciates the value of land or buildings in the vicinity,
(vi) that is in such a state of non-repair as to be no longer suitable for human habitation or business purposes,
(vii) that is an allurement to children who may play there to their danger,
(viii) constituting a hazard to the health or safety of the public,
(ix) that is unsightly in relation to neighbouring properties because the exterior finish of the building or structure or the landscaping is not maintained,
(x) that is a fire hazard to itself or to surrounding lands or buildings,
(xi) that has been excavated or had fill placed on it in a manner that results in a hazard, or
(xii) that is in a poor state of hygiene or cleanliness.

MGA, subsection 345 as follows:
Authority to delegate and requirement to report
345 (1) The council may, by policy, delegate some or all of its authority pursuant to this Part, except the authority to order demolition, to the administrator.
(2) The council may, by policy, delegate its authority pursuant to this Part, or such of its authority as is not delegated to the administrator, to a community council or to a standing committee, for all or part of the municipality.
(3) The administrator shall at least twice per year table a public report to the council describing the status of dangerous or unsightly property orders including remedial progress made regarding properties for which orders were issued pursuant to this Part.
1998, c. 18, s. 345; 2011, c. 4, s. 7.

MGA, subsection 346 as follows:
Order to remedy condition
346 (1) Where a property is dangerous or unsightly, the council may order the owner to remedy the condition by removal, demolition or repair, specifying in the order what is required to be done.
(2) An owner may appeal an order of the administrator to the council or to the committee to which the council has delegated its authority within seven days after the order is made.
(3) Where it is proposed to order demolition, before the order is made not less than seven days notice shall be given to the owner specifying the date, time and place of the meeting at which the order will be considered and that the owner will be given the opportunity to appear and be heard before any order is made.
(3A) Where the council or the committee varies or overturns the order of the administrator, the council or committee shall provide reasons to be recorded in the

minutes of the council or committee meeting.
(4) The notice may be served by being posted in a conspicuous place upon the property or may be served upon the owner. 1998, c. 18, s. 346; 2000, c. 9, s. 51; 2011, c. 4, s. 8.

PID: 15136088 **Area:** 8000 F **Status:** Active **Date Updated:**

OWNER NAME(S)
KOKOSZKA INTERNATIONAL TRADING & TECHNO (KITTS)

LOCATION ADDRESS	Type	LOT
12 MEADOW STREET, SYDNEY	P	

MAILING ADDRESS
25 FERRIS ST, SYDNEY, NS, B1N6M9

ZONE NAME
Medium Density Urban Residential

Documents:

BOOK	PAGE	INSTRUMENT #	INSTRUMENT	REG DATE
		117630716	DESIGNATION / REGISTRATION	20201211
		117443870	NOTICE (ALL OTHERS)	20201117
		115934938	NOTICE (ALL OTHERS)	20200221
2235	913	9370	DEED	20011203
2187	646	1522	NOTICE OF TAX SALE	20010313
1928	445	13055	MORTGAGE	19951101
1303	575	2074	DEED	19820101

Related PID(s):

RELATED PID	RELATIONSHIP	REGISTRATION DATE
15138027	INFANT PARCEL	

Permits from LDO:

PID	Permit No	Permit Date	Permit Description	Permit Type	Status
15136088	A-10322	Mar 30, 1992	RENOVATIONS TO EXISTING BAKERY - NEW WINDOWS, DOORS, PANELLING, DROP CEILING, LIGHT FIXTURES & SERVICE	BUILDING	COMPLETE
15136088	A-15309	Sep 27, 1995	ADD TO REAR OF EXISTING BAKERY TO EXPAND BAKERY - 30F X 30F	BUILDING	COMPLETE
15136088	G-820	Jun 05, 2001	AMENDMENTS TO THE TEXT OF LOUISBOURG BYLAW SO AS TO STANADRDIZE LOT SIZE REQUIREMENTS FOR HOTELS, MOTELS, AND INNS IN THE C1 ZONE	PLANNING	COMPLETE
15136088	I-3549	Jun 05, 2001	WOOD PILED ON PROPANE TANK/ NO SIGN OF COMPLAINT	VIOLATIONS/COMPLAINTS	COMPLETE
15136088	I-4202	Aug 15, 2002	VACANT BUILDING AND LONG GRASS	VIOLATIONS/COMPLAINTS	COMPLETE

Complaints on PID:

File Number	Date	Natureof Complaint	Order Issued	Case Closed	Conclusion
I-3549	May 10, 2001	PILE OF WOOD NEAR PROPANE TANKS AT BERNIES BAKERY KIDS TRIED TO BURN THE WOOD		6/4/2001 12:00:00 AM	NO WOOD BY TANKS SAID ALEX SEE REPORT
3163	Jun 23, 2005	Unsightly property - high grass and weeds (see letter in file)		8/16/2005 12:00:00 AM	
13311	Oct 26, 2023	Vacant Bldg for over 20 years and very unsightly		10/21/2024 12:00:00 AM	
15661	Feb 18, 2026	Complainant called and left VM. Building is derelict, roof is completely open and falling apart. Collpased during the winter at one point. Allegedly complainant has offered to assist and owner has stated he has no interest in doing that at this time. Building is a hazard and housing pests such as raccoons. Complainant has reported this property before in the past 5 years and has seen nothing done to take care of the building. VM uploaded to file - states the name of a community member offering money to people to burn it down. Complainant also has stated that they will take their own action and hold CBRM accountable.			

NOT FOR LEGAL PURPOSES

Cape Breton Regional Municipality

STAFF REPORT

TO:	**CBRM Heritage Advisory Committee**
SUBMITTED BY:	**Jenna MacQueen, Deputy Municipal Clerk**
DATE:	**November 24, 2026**
SUBJECT:	**Inactive Citizen Appointment- Heritage Advisory Committee**

ORIGIN

On February 11, 2025, Council appointed citizen representatives to the CBRM Heritage Advisory Committee. One appointed citizen member has not attended any meetings of the Committee since appointment. Multiple attempts have been made by the Clerk's Office to contact the member regarding participation; however, no response has been received.

As the current citizen appointment term expires on February 11, 2027, the Committee may wish to consider whether any action should be recommended to Council respecting the inactive appointment.

LEGISLATIVE AUTHORITIES AND RELATED POLICIES

Municipal Government Act
CBRM Policy: Appointment of Citizens to CBRM Committees
Heritage Incentive Program Policy
Heritage Property Policy
Heritage Property Registration Criteria Policy
Travel Policy for Citizen Appointees – Heritage Advisory Committee
Heritage Conservation District Plan – North End Sydney
Heritage Conservation District By-law – North End Sydney
Heritage Property By-law

RECOMMENDATIONS

That the Heritage Advisory Committee consider the information contained in this report and determine whether to recommend that Council:

1. Declare the inactive citizen appointment vacant and direct staff to advertise for applications to fill the position through the Municipality’s citizen appointment process; or

2. Leave the appointment unchanged until the expiration of the current term on February 11, 2027, at which time applications for citizen appointments will be sought through the regular appointment process.

PURPOSE

The purpose of this report is to advise the Heritage Advisory Committee of an inactive citizen appointment and to seek direction respecting whether any action should be recommended to Council prior to the expiration of the current term.

BACKGROUND

Council appointed citizen representatives to the Heritage Advisory Committee on February 11, 2025.

Since that time, one citizen appointee has not attended any meetings of the Committee. The Clerk's Office has made reasonable efforts to contact the individual regarding participation on the Committee; however, no response has been received.

The CBRM Policy: Appointment of Citizens to CBRM Committees identifies attendance as a factor to be considered in citizen appointments; however, neither the policy nor any governing documents of the Heritage Advisory Committee establish a process for the automatic removal of a citizen appointee due to non-attendance.

The current term of other citizen appointments to the Heritage Advisory Committee is scheduled to expire on February 11, 2027. Given the timing of this report and any subsequent consideration by Council, a limited period would remain in the current term should Council choose to recruit and appoint a replacement member.

Should the Committee recommend that Council declare the position vacant, the matter would first require Council consideration. If Council chooses to proceed, staff will undertake a recruitment process and return a recommendation to Council for consideration and appointment. Given the timing needed for the recruitment and appointment process combined with the remaining term of the current appointment cycle, it is anticipated that any resulting appointment process would extend into the new year.

The Committee also currently has another citizen appointment with a differing term expiration date. Should Council declare the position vacant and appoint a replacement to a new two-year term, an additional appointment cycle would be created. This would result in future recruitment and appointment processes, including any associated advertising costs, occurring at different times rather than through a more coordinated recruitment cycle.

The Committee may therefore wish to consider whether any action is warranted at this time or whether the appointment should remain unchanged until the next recruitment process for citizen appointments.

OPTIONS

Option 1 – Declare the Position Vacant and Recruit a Replacement

Recommend that Council declare the inactive appointment vacant and direct staff to advertise for applications to fill the position.

Advantages:

- Provides an opportunity to recruit an active citizen representative.
- Provides additional public representation and participation in the Committee's work.
- Demonstrates the importance of active participation by appointed members.

Disadvantages:

- Requires additional administrative resources to conduct a recruitment and appointment process.
- An appointment could not be made until a future Council meeting following completion of the recruitment process.
- Given the timing of the current appointment cycle, the recruitment and appointment process may overlap with or occur shortly before the next regular appointment process.
- Appointment of a replacement member to a new two-year term would create an additional term expiration date for the Committee.
- Multiple appointment cycles may increase future administrative requirements and advertising costs.

Option 2 - Leave the Position Unchanged Until the Next Recruitment Process

Take no action at this time and allow the appointment to remain unchanged until the expiration of the current term on February 11, 2027.

Advantages:

- Avoids the administrative requirements associated with a recruitment and appointment process.
- Allows future citizen appointments to be considered through a more coordinated recruitment process.
- Avoids the creation of an additional appointment cycle and associated advertising requirements.
- Reflects the limited time remaining before the next regular appointment cycle.

Disadvantages:

- The Committee would continue to operate with one inactive citizen member for the remainder of the current term.

- Any opportunity for additional participation would not be realized during the remainder of the current term.

LEGAL CONSIDERATIONS

No legal concerns have been identified.

Neither the Municipal Government Act, the CBRM Policy: Appointment of Citizens to CBRM Committees, nor any governing documents of the Heritage Advisory Committee establish a process for the automatic removal of a citizen appointee due to non-attendance.

Any decision to declare the position vacant would therefore require Council consideration.

FINANCIAL CONSIDERATIONS

No significant financial implications have been identified.

Should Council direct staff to recruit applicants for the position, minor advertising and administrative costs would be incurred in connection with the recruitment and appointment process. Maintaining the current appointment until the next regular recruitment cycle would avoid these additional costs.

ACCESSIBILITY CONSIDERATIONS

No accessibility considerations have been identified.

COMMUNITY ENGAGEMENT

Should the Committee recommend declaring the position vacant and recruiting a replacement, the position would be publicly advertised through the Municipality's standard recruitment process for citizen appointments to boards and committees.

ATTACHMENTS

None.

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Jenna MacQueen, Deputy Municipal Clerk