



# **Cape Breton Regional Municipality**

Committee of the Whole Agenda

Tuesday, March 3, 2026

10:00 a.m.

Council Chambers

Second Floor, City Hall

320 Esplanade, Sydney, Nova Scotia

**Page Left Intentionally Blank**

**Land Acknowledgement****Roll Call**

1. **Approval of Agenda:** (Motion required)
2. **Approval of Minutes:** (Previously circulated)
  - Committee of the Whole Minutes – December 2, 2025
3. **Presentations**
  - 3.1 **CBRM REN Economic Development Updates:** Tyler Cole, Economic Development Officer; Lan Zheng, Economic Development Officer, Cape Breton Partnership  
(See page 5)
  - 3.2 **The Donkin Mine Noise – Six Years of Harm: A Request for Council Action:** Catherine Fergusson, Founding Member of the Cow Bay Environmental Coalition  
(See page 17)
  - 3.3 **Sydney Harbour Governance Modernization:** Lorna Campbell, CEO, Port of Sydney Development Corporation; David Bellefontaine, Port Consultant, Bellefontaine Consulting Services (See page 19)
4. **Corporate Services Issues**
  - 4.1 **Proposed Amendments to Building By-law (B-300) for E-permitting:** Tyson Simms, Director of Planning and Development (See page 28)
  - 4.2 **Public Works Winter Operations:** John Phalen, Director of Public Works (See page 61)
  - 4.3 **Implementation of Solid Waste Collection Update:** John Phalen, Director of Public Works (See page 69)

**5. Council Agenda Requests**

- 5.1 Sidewalk Snow Clearing Priority:** Councillor Kim Sheppard-Campbell (See page 73)

**6. Committee Report**

- 6.1 CBRM REN Q3 Report:** Councillor Steve Gillespie  
(See page 74)

**7. Correspondence**

- 7.1 Catalone Lake Restoration Update:** Mayor Cecil P. Clarke  
(See page 84)
- 7.2 Provision of a Blood Donation Service for the CBRM:**  
Mayor Cecil P. Clarke (See page 96)
- 7.3 Destination Cape Breton Briefing regarding Closure of Port Hasting Visitor Information Centre:** Destination Cape Breton (See page 104)
- 7.4 Budget 2026-2027 – Defending Nova Scotia:** Paul LaFleche Deputy Minister (See page 107)

**Adjournment**



# CBRM REN Presentation to CBRM Council

March 3, 2026

Cape Breton  
Partnership

Regional  
Enterprise  
Network





# CBRM Economic Development Officers

Lan Zheng

[Lan@capebretonpartnership.com](mailto:Lan@capebretonpartnership.com)



Tyler Cole

[TCole@capebretonpartnership.com](mailto:TCole@capebretonpartnership.com)



# Presentation Contents

## Topics:

1. **Highlights from the Business Insights Program**
2. **New workforce development program for the film & TV industry**
3. **New immigration services program offered by the Partnership**
4. **Q3 Report completed & submitted as information**

# Business Insights Program - Statistics

- 25 interviews have been conducted around the CBRM this year, with businesses in various sectors, varied ownership structures, and of varying sizes
  - Restaurants, retail, and warehousing/storage have been the 3 most surveyed sectors
- Interview questions look at current economic climate, successes, challenges, and growth opportunities
- Businesses are located in different communities around the CBRM to give geographical comparison



# Business Insights Program - Results

- Many businesses highlighted high property taxes as a major problem for them, difficult to do business with these
- US and international tariffs were a major impact on some businesses and had zero or a positive impact on others
- Construction costs came up often as making projects uncompetitive here
- Labour costs and availability have made finding employees very difficult, this is a barrier to expansion and growth



# Workforce Development Program for Film Industry

- Seeking to enhance the film industry in Cape Breton through a more robust and skilled workforce
- Provides educational opportunities through NSCC Sydney Waterfront and on-set training experiences
- Students will be gaining experience in highly in-demand jobs in the sector including skilled trades, Production Assistants, and Audio Technicians



# Workforce Development Program for Film Industry

- This program has been championed and developed by Bill Culp, the Partnership's Creative Economy Development Officer
- Funding for this new program has come from Nova Scotia Labour, Skills & Immigration and the Department of Communities, Culture, Tourism & Heritage
- For specific questions, contact our Creative Economy Development Officer:



Bill Culp

[Bill@capebretonpartnership.com](mailto:Bill@capebretonpartnership.com)



# Immigration Access+

- A new paid tier of enhanced immigration services available to Partnership Investors
  - Support for employers navigating specific immigration pathways:
    - Atlantic Immigration Program (AIP)
    - Labour Market Impact Assessment (LMIA)
    - Nova Scotia Nominee Program (NSNP)
- Entrepreneur Streams

## Lunch & Learn FOR EMPLOYERS

Workforce Solutions with:  
**Immigration+**  
Access+

Join the Cape Breton Partnership for an engaging Lunch & Learn session explore Immigration Access+, our newly launched full-service immigration support and representation program, designed specifically to help Unama'ki - Cape Breton employers address workforce and hiring challenges.

➤ **TUESDAY, MARCH 24**  
Horizon Achievement Centre,  
Sydney  
Noon - 2 p.m.

➤ **WEDNESDAY, MARCH 25**  
Port Hawkesbury Civic Centre,  
Shannon Studio  
Noon - 2 p.m.



**FEATURING:**  
**Kelly MacKinnon,**  
Labour Market & Immigration Advisor  
**Dani Mombourquette,**  
Immigration Engagement Coordinator



Regional  
Enterprise  
Network





# Immigration Access+

- Employers across the Island are still encouraged to come to the Partnership for Immigration Advisory Services and to ask straightforward questions
- Immigration Access+ is aimed at offering more tailored services for complex immigration files, and is an added perk of becoming an Investor in the Cape Breton Partnership
- To learn more about this new program, a Lunch & Learn is being hosted by the Partnership's Labour Market & Immigration Advisor, Kelly MacKinnon, and our Immigration Engagement Coordinator, Dani Mombourquette, on **March 24<sup>th</sup>** at **Horizon Achievement**

## Centre



Kelly MacKinnon  
[Kelly@capebretonpartnership.com](mailto:Kelly@capebretonpartnership.com)



Dani Mombourquette  
[Dani@capebretonpartnership.com](mailto:Dani@capebretonpartnership.com)



# Q3 Report Highlights

- CBRM REN's Q3 Report has been completed and shared in your agenda packages as information
- Councillor Gillespie, a member of the CBRM REN's Liaison Oversight Committee, has a few highlights to share
- All CBRM REN reports are available on our website: **[capebretonpartnership.com/cbrmren](https://capebretonpartnership.com/cbrmren)**



# Contact Us

For additional information or to reach out to any of our team members:



902-562-0122



[info@capebretonpartnership.com](mailto:info@capebretonpartnership.com)



[www.capebretonpartnership.com](http://www.capebretonpartnership.com)



Regional  
Enterprise  
Network







Regional  
Enterprise  
Network

CBR



Cape Breton  
Partnership



## Six Years of Harm — A Request for Council Action

Thank you, Mayor and Councillors, for the opportunity to speak again.

My name is Catherine Fergusson, and I am here on behalf of the Cow Bay Environmental Coalition regarding the ongoing harmful noise from the Donkin Mine.

For over six years, residents living near the mine have been reporting the same experience:

- We cannot sleep and we cannot escape the penetrating noise that enters their homes and keeps them awake at night.

This is not typical industrial noise. **We have reported the issue many times** to the provincial Department of Environment.

The mine's ventilation fan produces pure tonal noise - sound that experts recognize as especially intrusive and harmful .

Unlike general broadband industrial noise, pure tone noise:

- Penetrates structures more easily
- Causes sleep disruption at lower decibel levels
- Is associated with stress and adverse health effects

### The Critical Issue Before Us

**The Province now going to initiate a noise monitoring assessment.**

However, the proposed method relies on broad-band measurements. But, tonal noise requires narrow-band frequency analysis to isolate and measure the pure tonal noise.

If the testing does not isolate the tone, the tone will not appear in the data. If it does not appear in the data, the mine will appear compliant. And residents will continue to suffer. This has been the case for the past 6-years.

We're advocating for a transparent testing approach in which the data can be verified, and the method includes narrow band frequencies that measure pure tonal noise.

Additionally, residents report that:

- **Monitoring is controlled and paid for by the company.**

Without independent oversight and event-based testing, the daily lived reality of this community will not be captured.

### **The Public Health Obligation**

Nova Scotia's Health Protection Act recognizes noise and vibration as potential health hazards and gives the Province authority to act in the interest of public health.

Six years of sleep disruption is a serious public health issue.

### **Our Request to Council**

We are asking Council to go beyond simply acknowledging the health harms associated with this noise and to take meaningful formal action.

Specifically, we respectfully request that Council adopt the following motion:

### **Proposed Motion**

WHEREAS residents living near the Donkin Mine have reported ongoing sleep disruption and health impacts associated with persistent tonal noise for over 6-years;

AND WHEREAS acoustic experts recognize pure tonal noise as especially intrusive and requiring narrow-band frequency analysis for accurate assessment;

AND WHEREAS Nova Scotia's Health Protection Act recognizes noise and vibration as potential health hazards and provides authority to protect public health;

BE IT RESOLVED THAT the Cape Breton Regional Municipality writes the Province of Nova Scotia: Minister of Environment and climate Change, the Minister of Health and wellness

Regarding the residents experienced harm from the ongoing noise exposure.

### **Closing**

Council's support would send a clear message that this municipality stands with its residents and expects science-based, transparent, and independent oversight when public health is at stake.

Six years is too long to lose sleep in your own home.

We are asking for proper measurement, independent oversight, and meaningful protection.

Thank you for your time and consideration.

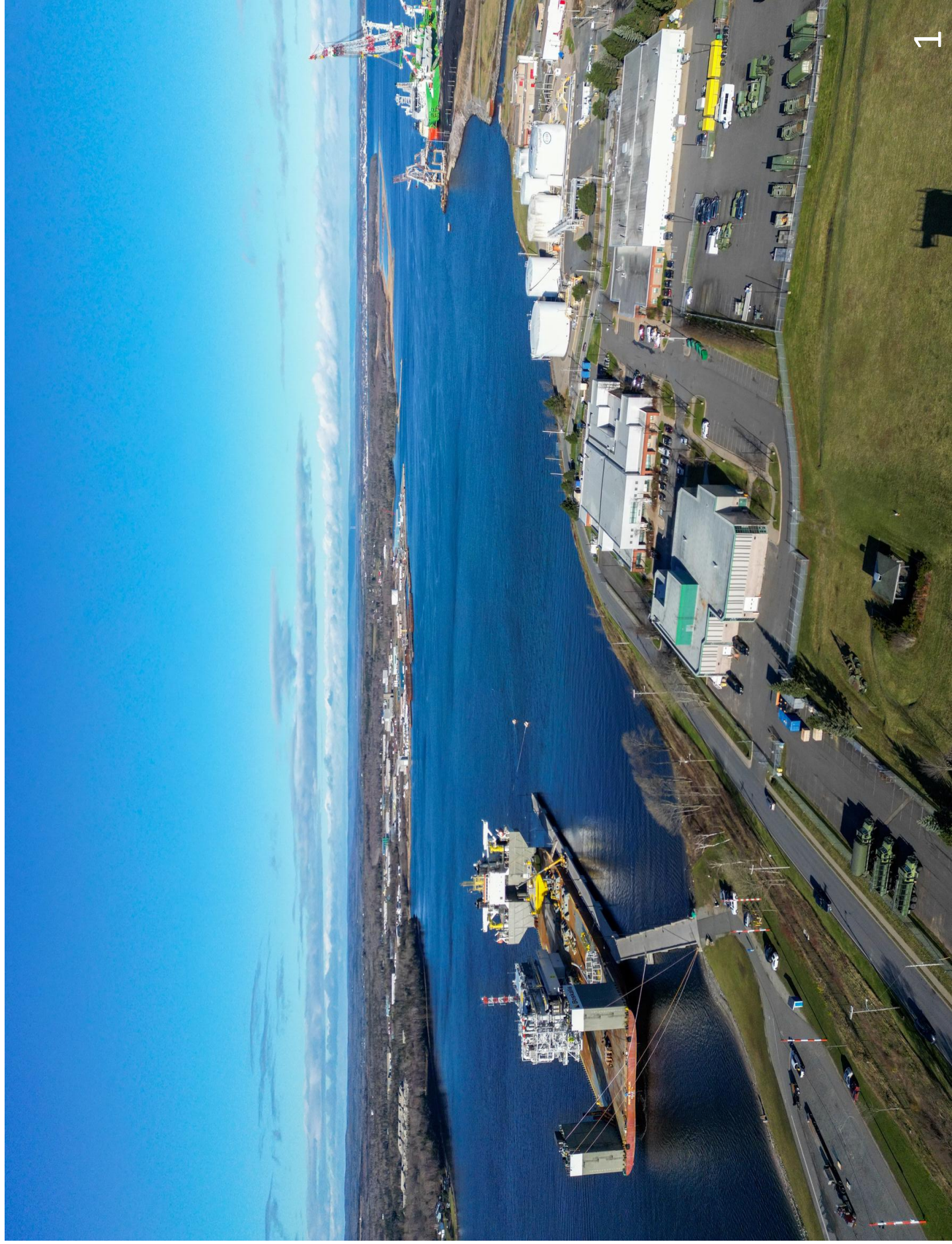




Port of  
Sydney  
CANADA

## CBRM Council Meeting

March 3<sup>rd</sup>, 2026





# DECISION REQUESTED

The Port of Sydney Development Corporation (PSDC) respectfully requests that Cape Breton Regional Municipality (CBRM) Council adopt the following resolution:

**“ THAT CBRM Council support PSDC’s initiative to establish a local harbour authority to strengthen governance and management of Sydney Harbour;  
AND FURTHER THAT CBRM Council recognize PSDC as the unifying proponent to advance discussions with Transport Canada respecting harbour governance and management modernization.”**

Page 2



# BACKGROUND / THE ISSUE

## 1. Fragmented Governance:

- Transport Canada as owner of the submerged lands is responsible for the control, operations and management of Sydney Harbour.
- There is no local authority; management is handled by TC Québec region.
- Non-delivery of TC Service Agreement Standards – Absentee Landlord
  - i.e., No harbour-wide Emergency Response Plan

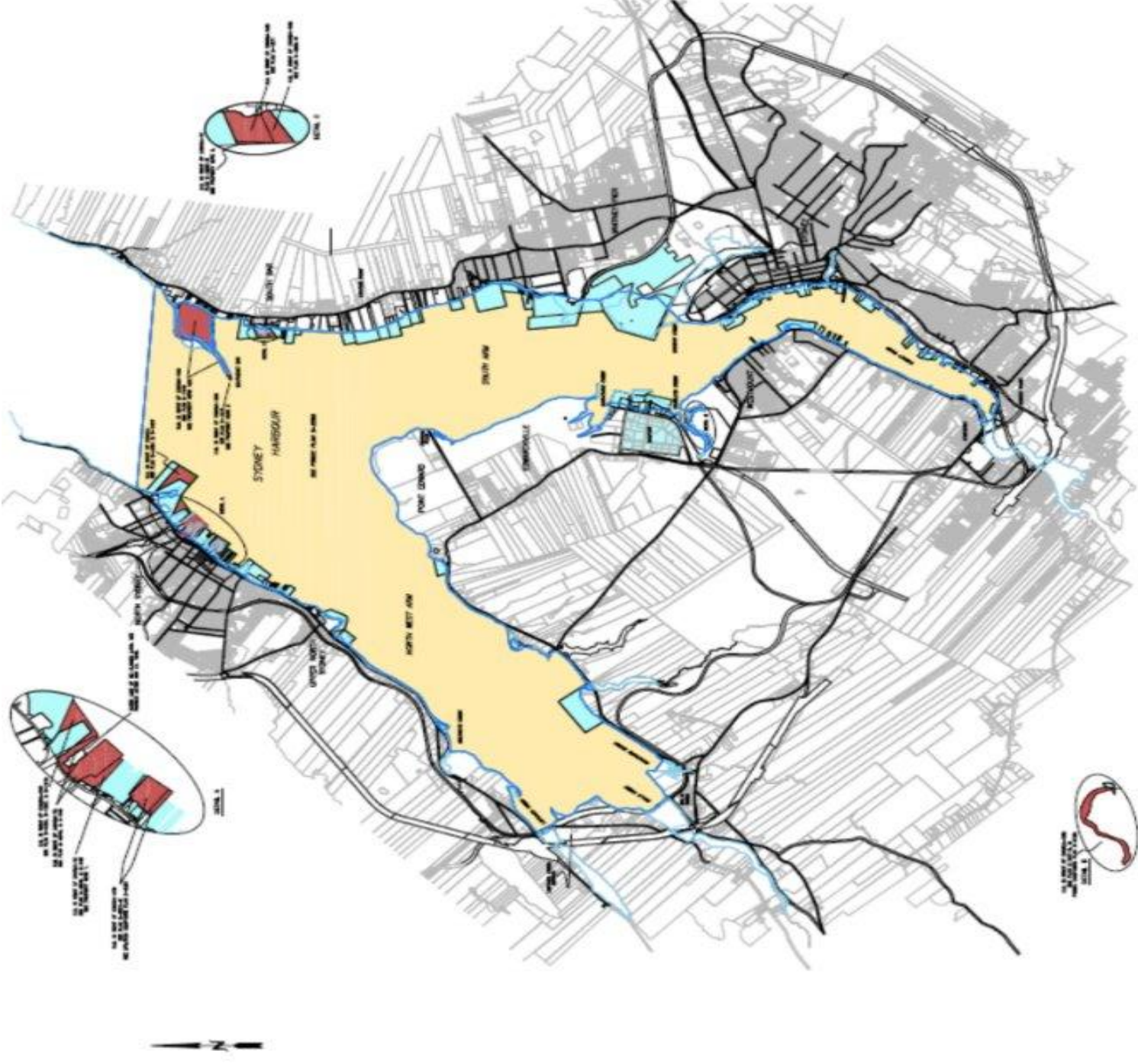
## 2. Multiple entities representing various Harbour interests - creates confusion within industry and lost business opportunities.

## 3. Harbour revenue remitted to TC Ottawa since 2002 - no local reinvestment

## 4. Lack of local authority results in inefficiencies, miscommunications and fragmented decision-making.

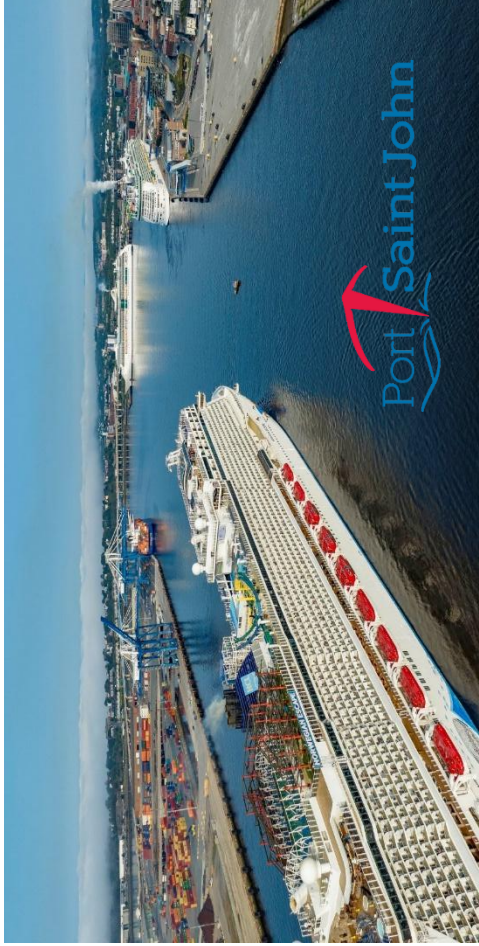
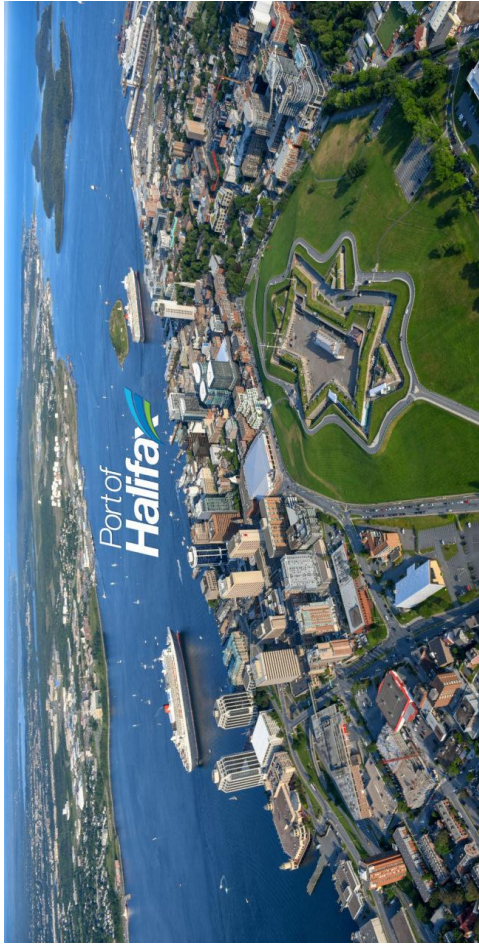
**A unified local authority would provide:**

**Clear accountability, improved coordination, greater efficiency, stronger safety oversight and alignment with other Atlantic Canadian Ports.**





# COMMON GOVERNANCE MODELS



Canada Port Authorities (CPAs)



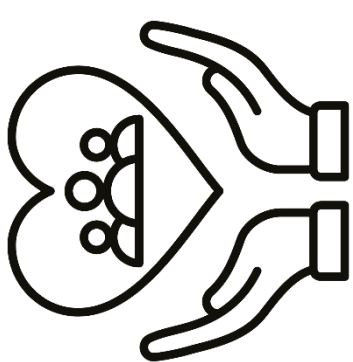
Fully Divested IMPAC Ports

## Management Agreement



The St. Lawrence  
Seaway Management  
Corporation

Corporation de Gestion  
de la Voie Maritime  
du Saint-Laurent



ALL ARE NOT-  
FOR-PROFIT  
ENTITIES



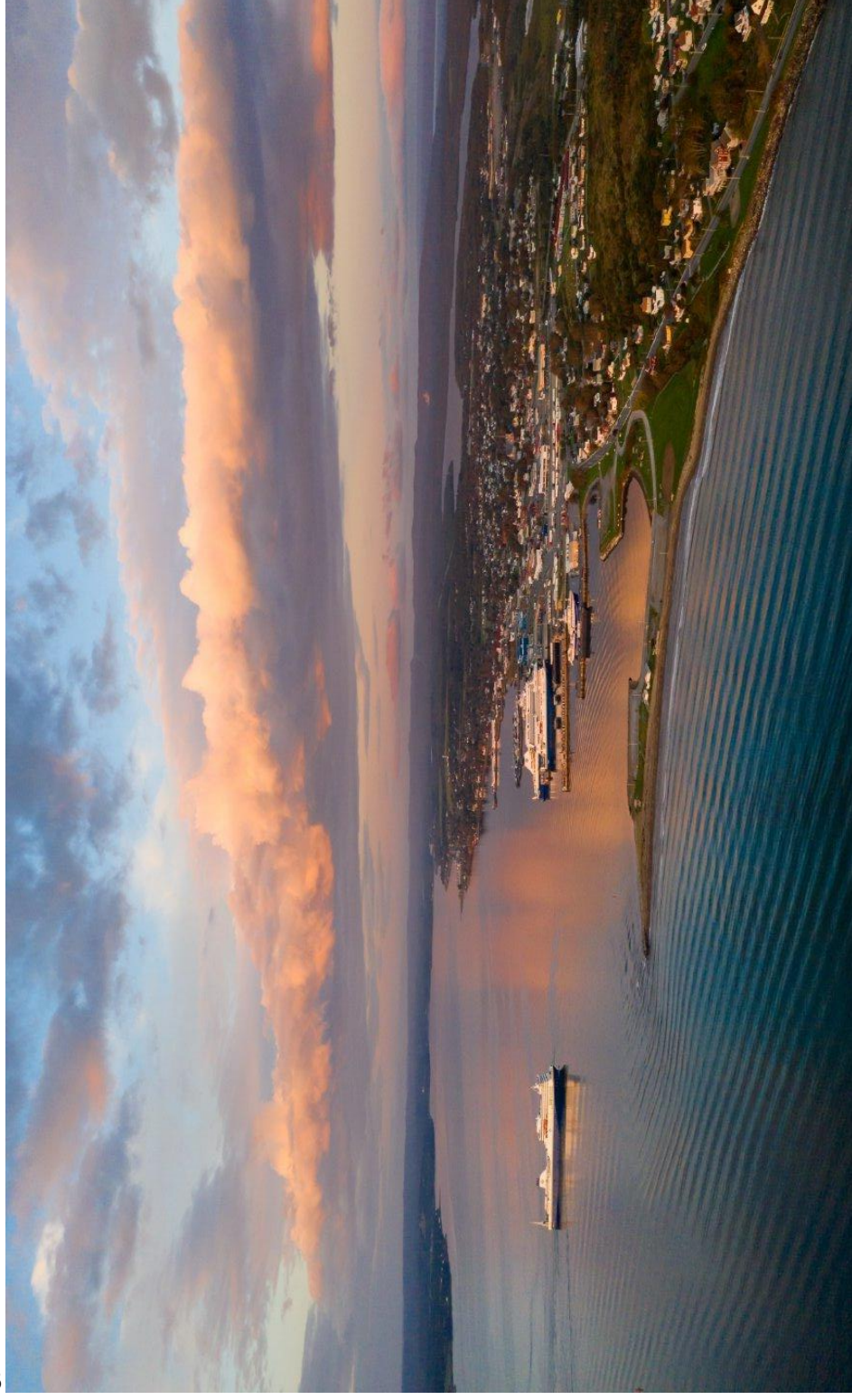


# MANAGEMENT AGREEMENT

## *Preferred Governance Model*

- Submerged lands in Sydney Harbour remain property of TC
- TC enters binding Management Agreement under s. 70 of the CMA and s. 31 of the Public Port & Public Port Facility Regulations to empower SHA to manage and operate the Port of Sydney.
- Resolve governance inefficiencies, unlock economic potential
- SHA retains 100% of Harbour Dues for Port reinvestment
- TC provides transitional funds to address deferred maintenance of South Dock
- TC retains liability for existing contamination

Page 23





# LETTERS OF SUPPORT – to date



**M.V. OSPREY LTD.**

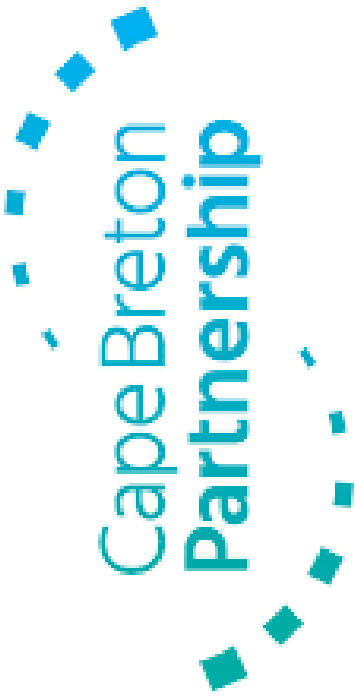
Signed by: Jeff Simms, COO



Signed by:  
Tyler Mattheis, President & CEO  
Ron Blinkhorn, Chair,



Signed by:  
Mary Senecal – Macpherson, Chair

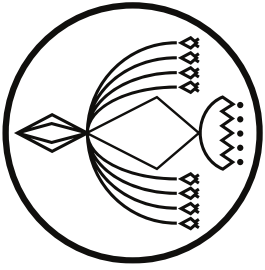


Signed by:  
Tyler Mattheis, President & CEO  
Brian Purchase, Chair,



**Eskasoni**  
MI'KMAW NATION  
L'NUE'KATI

Signed by:  
Saqmaw Leroy Denny, Chief of Eskasoni



**Memberton**  
WELCOMING THE WORLD

Signed by:  
Chief Terry Paul, OC



Signed by:  
Myles Tuttle, CEO



Signed by:  
Richard Morykat, Vice President





# DECISION REQUESTED

The Port of Sydney Development Corporation (PSDC) respectfully requests that Cape Breton Regional Municipality (CBRM) Council adopt the following resolution:

**“ THAT CBRM Council support PSDC’s initiative to establish a local harbour authority to strengthen governance and management of Sydney Harbour;  
AND FURTHER THAT CBRM Council recognize PSDC as the unifying proponent to advance discussions with Transport Canada respecting harbour governance and management modernization.”**

Page 2

A low-risk, practical opportunity for CBRM Council to resolve a decades-old governance gap and strengthen economic development, marine coordination, safety, and long-term sustainability for Sydney Harbour.



**Sydney Harbour Governance Modernization**  
**Why Port of Sydney Development Corporation (PSDC) is Seeking CBRM Council Support**

**Decision Requested**

The Port of Sydney Development Corporation (PSDC) respectfully requests that Cape Breton Regional Municipality (CBRM) Council adopt the following resolution:

**“THAT CBRM Council support PSDC’s initiative to establish a local harbour authority to strengthen governance and management of Sydney Harbour;**

**AND FURTHER THAT CBRM Council recognize PSDC as the unifying proponent to advance discussions with Transport Canada respecting harbour governance and management modernization.”**

**Background**

Sydney Harbour is a federally owned Public Port. The submerged lands remain under federal ownership, while other port assets have been transferred or sold. Transport Canada (TC) Quebec Region manages vessel activity within the Harbour pursuant to the *Public Ports and Public Port Facilities Regulations*.

Revenue generated by vessel activity is collected by TC and remitted to the federal government. These revenues are not reinvested locally. Individual port asset owners remain responsible for their own properties and operations.

**The Issue**

Given the above background, Sydney Harbour is one of the few major harbours in Atlantic Canada without a single, unified local authority responsible for its overall coordination, planning, and management.

Today, responsibilities are divided among multiple parties, resulting in:

- no local “single point” of contact (causes confusion in the marine industry)
- limited local reinvestment of Harbour revenue
- delayed decision-making & operational inefficiencies
- fragmented planning and coordination
- reduced ability to respond to opportunities

**Why a Unified Local Harbour Authority Is Needed**

A unified local authority would provide:

- Clear accountability – one recognized point of responsibility
- Improved coordination – operations, safety, planning, development
- Greater efficiency – timely, informed local decision-making
- Stronger safety oversight – locally driven coordination
- Alignment with other Atlantic Canadian Ports where governance was placed in local hands, uniting Harbour management with community, economic, and regional priorities.

**Why the Model Must Be Not-For-Profit**

Across Canada, local harbour authorities commonly operate as not-for-profit, community-based organizations.

This model ensures:

- local decision-making in the public interest
- revenues reinvested locally
- transparency and accountability
- regional competitiveness, in alignment with other Atlantic ports
- long term strategic planning and sustainable growth
- balanced stakeholder representation

### **Why PSDC Is the Appropriate *Foundational* Entity**

As a Not-for-Profit corporation, the PSDC already provides:

- established governance structure
- Indigenous, municipal, and community representation
- marine asset management experience
- industry representation and leadership
- immediate operational capacity

### **Financial Sustainability & Transitional Funding**

Governance modernization strengthens long-term sustainability by improving overall operational efficiency, retention and reinvestment of Harbour revenue, and facilitating coordinated and unbiased investments that strengthen marine services and Port investment opportunities for the benefit of all users.

Consistent with precedents across Atlantic Canada, PSDC plans to seek transitional federal funding for universal marine support initiatives and to address legacy infrastructure liabilities.

### **Preferred Governance Model - Management Agreement**

PSDC's preferred approach is to establish a local harbour authority through a management agreement with Transport Canada. Under this model:

- federal ownership and jurisdiction remain unchanged
- Transport Canada retains regulatory oversight
- the local authority manages day-to-day coordination, planning, and operations
- Harbour revenues are retained and reinvested locally
- accountability and reporting obligations are clearly defined

This model reflects governance arrangements successfully used in other federally administered ports and provides a practical pathway to modernized harbour management

This Initiative Does NOT Change:

- municipal funding or resource commitments
- choice of future governance models, (i.e. Canada Port Authority).
- Federal ownership and jurisdiction
- Federal regulatory authority
- existing property rights

This initiative modernizes governance, is aligned with the National Marine Policy and can be implemented immediately.

### **The Opportunity for CBRM**

A unified governance model strengthens Sydney Harbour's ability to support:

- local investment and community economic development
- marine safety and coordination
- cruise and tourism growth
- commercial and industrial activity growth
- emerging marine opportunities
- harbour-wide strategic vision for long-term, sustainable growth – generational decision making.

*A low-risk, practical opportunity for CBRM Council to resolve a decades-old governance gap and strengthen economic development, marine coordination, safety, and long-term sustainability for Sydney Harbour.*



**CBRM Committee of the Whole**

**March 3, 2026**

**TO:** CBRM Committee of the Whole

**FROM:** Demetri Kachafanas, Chief Administrative Officer

**DATE:** February 25, 2026

**SUBJECT:** Proposed Amendments to the Building By-law for E-permitting

---

**ORIGIN**

June 19, 2023, CBRM Council motion (Item No. 2):  
MOVED by Councillor Paruch, seconded by Councillor Bruckschwaiger:

To direct staff to submit a Housing Action Plan, including the initiatives listed in Appendix A of the Issue Paper dated June 15, 2023, and any other required documentation to the Canada Mortgage and Housing Corporation as part of the Municipality's application for the Housing Accelerator Fund (HAF).

MOTION PUT AND CARRIED.

On July 15, 2025, CBRM Council motion (Item No. 3.1):  
MOVED by Councillor MacMullin, seconded by Councillor Paruch:

THAT CBRM Council adopt the CBRM Housing Strategy, which is included in the Attachment A of the agenda package, and to direct staff to evaluate the recommended actions and present options for Council's consideration at a future session of Council.

MOTION PUT AND CARRIED.

**RECOMMENDATION**

It is recommended that Committee of the Whole recommend that CBRM Council:

1. Give first reading to the Building By-law(B-300), and schedule a public hearing to consider amendments, as generally set out in Attachment A at an upcoming meeting of Council; and
2. Direct staff to review the corresponding fee policy: CBRM Fee Policy: Planning, Development and Building to be returned to Council prior to launch of e-permitting.

## **BACKGROUND**

As part of its agreement with the Canadian Mortgage and Housing Corporation (CMHC), under the Housing Accelerator Fund (HAF) program, CBRM is committed to adopting an online permitting system. A Request for Proposal (RFP) was awarded to Avocette for the design and integration of Accela, a digital permitting system aligned with HAF objectives. As a part of its development, it was identified that the Building By-law (B-300) requires amendments to allow for launch and successful operation of the online permitting system.

## **DISCUSSION**

Through the development and review of current standards of practice for the e-permitting system, a number of components of the Building By-law were identified for realignment. Additionally, it was determined that current building permit procedures could be simplified for more efficient processing and for an improved user experience when applying for permits.

The following discussion section outlines several proposed amendments with the rationale for each change. A full revision is provided in Attachment A, and an in-line revision is attached in Attachment B. A revised version of the by-law with all recommendations included for your reference as Attachment C.

### **Definitions for Commercial and Residential Projects**

**Proposed Change:** Section 1 Definitions of the Building By-law is hereby repealed and replaced with the following:

“commercial” (see residential) A commercial project is set out as any major occupancy classification excluded from residential definition.

“non-structural repair permit” means any work of a non-structural nature to a value not exceeding \$10,000.00 including but not limited to:

- i. removing and replacing cladding with similar materials,
- ii. replacement or repair of drywall or other interior finish,
- iii. installation of additional insulation or replacement of insulation,
- iv. replacement of a furnace or boiler,
- v. installation or replacement of an air-conditioning unit or heat pump,
- vi. replacement of windows or doors provided there is no change in location or size of the window or door and the structural support for the opening is not affected,
- vii. installation or replacement of cabinets, shelving, millwork, or flooring,
- viii. waterproofing or damp proofing of foundation walls or repair/replacement of foundation drainage,
- ix. replacement or installation of a new plumbing fixture that does not increase the hydraulic load of the drainage system or require alterations to an existing water distribution system or drainage system.

“residential” A residential project is set out as any major occupancy classification of exclusive Group C within the *National Building Code of Canada* in buildings where the number of units contained in the building is less than (4) four.

**Rationale:** Two additional definitions to clarify the distinction between commercial and residential permits. This proposed amendment aligns definitions with requirements under the Nova Scotia Building



Code Act and regulations that require additional documentation for residential construction greater than three units.

Removal of item i. removing and replacing roofing with similar materials. Was removed from the definition of “non-structural repair permit” as no inspections pertain to roofing materials.

#### Requirement for Digital Building Plans

##### **Proposed Change:**

Section 3 Permits Subsection 3.3 of the Building By-law is hereby repealed and replaced with the following:

Every application for a building permit shall be accompanied by one complete set of digital building plans containing sufficient information to show that the proposed work will conform to the Building Code. Accommodations will be available for extenuating circumstances.

##### **Rationale:**

With the introduction of the e-permitting system, physical plans will no longer be required for review and instead replaced with direct digital upload to the e-permitting platform by the applicant and/or their agents.

#### Quality of Submissions and Plans

##### **Proposed Change:**

Section 3 Permits Subsection 3.4 of the Building By-law is hereby repealed and replaced with the following:

Building plans shall be drawn to scale and indicate the nature and extent of the work proposed in enough detail to determine compliance with the National Building Code of Canada as adopted by Nova Scotia Building Code Regulations at the time of permit application.

##### **Rationale:**

Timestamping an application at the time of review allows for clear communication of what version of National Building Code, Nova Scotia Building Code Act and Regulations will be used during review. Where changes are anticipated over the next several years related to energy efficiency this sets clear expectations for applicants in how reviews are completed.

#### Building Plans for Demolition Permits

##### **Proposed Change:**

Section 3 Demolition Permits Subsection 3.5 of the Building By-law is hereby repealed and replaced with the following:

Building plans that must be submitted include (but are not limited to):

- site plans;
- foundation plans;
- floor plans;
- elevation plans;
- structural plans; and
- mechanical plans including heating, air conditioning, plumbing, electrical and fire protection.

##### **Rationale:**

Text amendments for consistency of pluralization of plans. Multiple versions, iterations, and pages of types of plans may be required

#### Residential Permits Valid for 24 Months

##### **Proposed Change:**

Section 3 Permits Subsection 3.17 of the Building By-law is hereby repealed and replaced with the following:

A building permit shall be valid for (24) twenty-four months only from the date of issuance.

##### **Rationale**

Residential permits are currently issued for a 12-month period. An adjustment to a 2-year period recognizes that issues outside an applicants' control may impede a project and delay or miss a construction season such as draught, wildfires, or other unexpected circumstances. These renewals represent 168 administrative interactions since 2021. This aligns permit duration with commercial permits and other Building By-laws in other jurisdictions, including but not limited to Halifax Regional Municipality, creating a more consistent approach across the province.

#### Renewal of Permits within 30 Days of Expiration

##### **Proposed Change:**

Section 3 Permits Subsection 3.18 of the Building By-law is hereby repealed and replaced with the following:

A permit that has expired in accordance with Subsection 3.17 may be renewed within 30 days of expiration at the discretion of the Building Official and subject to the conditions set forth in Subsection 3.19 and provided there has been no change made to the Building Code, Cape Breton Regional Municipality Land Use By-Law or any other by-law of the Cape Breton Regional Municipality that would affect compliance with the Code and/or the by-laws and provided that all By-Laws, regulations, standards and codes can be complied with and an inspection discloses that the project may safely be continued.

##### **Rationale:**

Text amendment to correct subsections referenced. Subsections identified in previous version did not reflect expiration conditions.

#### Requirement for Building Permit

##### **Proposed Change:**

Section 3 Permits Subsection 3.21 of the Building By-law is hereby repealed and replaced with the following:

In addition to the permit requirements of the *Nova Scotia Building Code Act* and Regulations, a building permit is required for:

- (a) all accessory buildings greater than 100 Sq/ft in area; *and*
- (b) non-structural alterations and repairs in excess of \$10,000 in value as may be determined by the Building Official.

##### **Rationale:**

Text amendment; definition for non-structural alterations and repairs is provided in definitions and was previously repeated again in this subsection.

#### Minor Text Amendments and Renumbering

##### **Proposed Change:**

Section 3 Permit Subsection 3.21 of the Building By-law is hereby renumbered to 3.22.

Before issuing a building permit, a complete application shall be filed with a Building Official.

##### **Rationale:**

Text amendment to correct numbering of By-Law subsections.



**Proposed Change:**

Section 3 Permit Subsection 3.22 of the Building By-law is hereby renumbered to 3.23.

Before issuing a building permit, where required, a Building Official shall be satisfied that a development permit has been issued pursuant to any Land Use By-Law of the Cape Breton Regional Municipality.

**Rationale:**

Text amendment to correct numbering of By-Law subsections.

**Proposed Change:**

Section 3 Permit Subsection 3.23 of the Building By-law is hereby renumbered to 3.24.

Before issuing a building permit or a demolition permit a Building Official shall be satisfied that the building is not designated pursuant to the *Heritage Property Act*, or, if it is subject to the *Heritage Property Act*, that necessary permission has been obtained.

**Rationale:**

Text amendment to correct numbering of By-Law subsections.

**Proposed Change:**

Section 3 Permits Subsection 3.25 of the Building By-law is hereby added:

No deviation from a working drawing, as accepted, shall be made without the approval in writing of a Building Official of the CBRM.

**Rationale:**

Reordered from Section 5 Plumbing Permits to be reflected in Section 3 Permits.

**Removal of Reference to Chief Building Official****Proposed Change:**

Section 3 Permits Subsection 3.22 of the Building By-law is hereby repealed and replaced with the following:

Before issuing a building permit, a complete application shall be filed with a Building Official.

**Rationale:**

The role of Chief Building Official was changed in bylaw due to changes in the Building Code Act SNS 2005 c 47 to adjust for changes in roles to Building Officials instead of Building Inspectors.

**Proposed Change:**

Section 3 Permits Subsection 3.23 of the Building By-law is hereby repealed and replaced with the following:

Before issuing a building permit, where required, a Building Official shall be satisfied that a development permit has been issued pursuant to any Land Use By-Law of the Cape Breton Regional Municipality.

**Rationale:**

Role of Chief building official was changed in bylaw due to changes in the Building Code Act SNS 2005 c 47 to adjust for changes in roles to Building Officials instead of Building Inspectors.

**Proposed Change:**

Section 3 Permits Subsection 3.24 of the Building By-law is hereby repealed and replaced with the following:

Before issuing a building permit or a demolition permit a Building Official shall be satisfied that the building is not designated pursuant to the *Heritage Property Act*, or, if it is subject to the *Heritage Property Act*, that necessary permission has been obtained.

**Rationale:**

Role of Chief building official was changed in bylaw due to changes in the Building Code Act SNS 2005 c 47 to adjust for changes in roles to Building Officials instead of Building Inspectors.

**Proposed Change:**

Section 6 Other Permits Subsection 6.1 of the Building By-law is hereby repealed and replaced with the following:

A permit for a tent, air supported or other types of structures when intended for temporary use:

- (a) shall state the date after which and the conditions under which the permit is no longer valid;
- (b) may be extended in writing by the Manager of Building Services;
- (c) shall be posted on the building.

**Rationale:**

Role of Chief building official was changed in bylaw due to changes in the Building Code Act SNS 2005 c 47 to adjust for changes in roles to Building Officials instead of Building Inspectors. Role of Manager of Building Services better attributes the responsibility of requirements not held within Nova Scotia Building Code Act and Regulations.

Conditions on Permits**Proposed Change:**

Section 3 Permits Subsection 3.26 of the Building By-law is hereby added:

3.8 All conditions as listed on the permit documents shall be adhered to. Conditions may range from project specific conditions to general provisions stipulated within *Nova Scotia Building Code Act* and Regulations and notation of other applicable By-Laws

**Rationale:**

Conditions on permits have previously been communicated with applicants through letters and other supporting documents in relation to building permits; with revamped e-permitting system conditions can be applied directly by each relevant department onto the permit to ensure clear communication between applicants and staff.

Inspections in Accordance with Building Code Act**Proposed Change:**

Section 4 Inspections of the Building By-law is hereby repealed and replaced with the following:

The authority having jurisdiction shall be notified and given an opportunity to inspect listed inspections as set out in the capacity under the *Nova Scotia Building Code Act* and Regulations or as stated on the permit documents.

**Rationale:**

Section 4 was simplified to reflect regulatory capacity of building officials to complete inspections as outlined in the Nova Scotia Building Code Act.

Reference to Licensed Plumbers**Proposed Change:**

Section 5 Plumbing Permits Subsection 5.3 of the Building By-law is hereby repealed and replaced with the following:

Applications for permits and all work carried out may only be made by a qualified licenced red seal certified plumber on the forms prescribed.

**Rationale:**

Text amendment to more modern language related to licensing.



#### Requirement for Engineered and Architectural Designs for Projects with 3 or More Units

##### **Proposed Change:**

Section 5 Plumbing Permits Subsection 5.5 of the Building By-law is hereby repealed and replaced with the following:

Every application with respect to both commercial and residential projects of three (3) units or greater shall be accompanied by a plumbing working drawing of the proposed work, showing the size and location of the house drain and any traps and inspection pieces thereon and a schematic section showing the size of all the soil and water pipe with the size and location of branch connections and all necessary pipes and traps.

##### **Rationale:**

Update to the number of units required to align with other requirements outlined in Nova Scotia Building Code Act where engineered and architectural designs are required for (3) units or greater for residential projects.

#### Reference to Plumbing Permits Moved to Reflect Application with all Permit Types

##### **Proposed Change:**

Section 5 Plumbing Permits Subsection 5.6 of the Building By-law is hereby repealed.

##### **Rationale:**

Subsection was moved into section 3 to better reflect its application across all permit types.

#### Other Notable Considerations

With the launch of e-permitting, one additional identified issue has been payment processing. While enabling applicants to apply at their own convenience at any location with an internet connection, current payment processing procedures continue to require in-person payment with our citizen service centre.

One remedy identified for this issue is online payment processing through credit card payment. While not referenced in the bylaw, or the proposed changes, the noted remedy would allow for citizens to complete their full application process remotely. Accessibility of permits is improved through this change in processing. The financial impact of this change is outlined in the financial implication of this report.

Alternative remedies include continued status quo requiring in person payment, or payment via mail through cheque. Concerns with these remedies stem from delays in permit processing while awaiting payment to complete an application.

Staff are seeking direction on how to handle the proposed increased costs associated with these services through a review of the corresponding building bylaw fee policy.

#### **FINANCIAL IMPLICATIONS**

The e-permitting system development and initial years rollout has been financed as part of the HAF initiative. Licensing costs of the system beyond the HAF project will need to be considered for the 2027-2028 fiscal year.

The extension of residential permit duration, from 12 months to 24-months, would reduce the number of fees collected through permit renewal. Each renewal represents \$50.00 charge currently collected. Revenues for this line item would see a reduction. If all renewals were eliminated it would represent 67 renewals in 2025 or a \$3,350 reduction in revenue.

Staff analyzed the anticipated additional service costs associated with enabling credit card payments as the proposed remedy as outlined in the discussion. Service charges by payment processors and credit card companies will have a financial impact. These charges, which vary by provider, range from 0.69% to 3.0% of the transaction amount. Further consideration of the impact of these additional fees being included in the cost of permits is reflected in the recommendation to review the corresponding fee policy associated with this bylaw.

| <b>Year</b> | <b>Permitting Revenue (gross)</b> | <b>Cost of Credit Card Charges (3%)</b> |
|-------------|-----------------------------------|-----------------------------------------|
| 2020        | \$335,724                         | \$10,071.71                             |
| 2021        | \$239,280                         | \$7,178.40                              |
| 2022        | \$335,031                         | \$10,050.92                             |
| 2023        | \$340,183                         | \$10,205.49                             |
| 2024        | \$375,127                         | \$11,253.82                             |

The table above showcases the financial impact by year of these fees. Changes to fees and changes in permit volume would further vary these approximate cost estimates.

## **COMMUNITY ENGAGEMENT**

No community engagement was required.

## **ALTERNATIVES**

CBRM Committee of the Whole could choose not to recommend approval of the staff recommendation to CBRM Council.

## **LEGISLATIVE AUTHORITY**

*Municipal Government Act*, Section 47 – Resolution Policies and Bylaws

This policy derives its authority from Sections 49, 211, 220 (4)(l), 221 (2), 232 (4), 237 (3), 270 (3) (e), 271 (3) (f) and 282 (1) (b) of the *Municipal Government Act* and Section 7 of the *Building Code Act* of the Province of Nova Scotia.

## **ATTACHMENTS**

**Attachment A:** Amendments to the Building By-law B-300  
**Attachment B:** In line Repeal and Replace of Building By-law B-300  
**Attachment C:** Revised version of Building By-law B-300 with all recommendations

---

Report Prepared by: Travis Radtke/Housing Coordinator/ Planning Department 902-574-5301

---



**Attachment A: Amendments to the Building By-law B-300**

**By-law**

of the Cape Breton Regional Municipality

amending the

**Cape Breton Regional Municipality's  
Building By-law**

---

Pursuant to Section 168 of the *Municipal Government Act* of Nova Scotia and Section 7 of the *Nova Scotia Building Code Act, RSNS 1989, c. 46* and amendments thereto, the Council of the Cape Breton Regional Municipality hereby amends the text of the Cape Breton Regional Municipality's Building By-Law, No. B-300, 2026 in the following manner:

**THAT:** Bylaw description of the Building By-law is hereby updated to reflect the current year, 2026.

**THAT:** Section 1 Definitions of the Building By-law is hereby repealed and replaced with the following:

All words not defined in this By-Law have the same meaning as in the *Nova Scotia Building Code Act* and the Regulations prescribed thereunder.

- (b) "architect" means a member or licensee of the Nova Scotia Association of Architects;
- (c) "building area" means the total area of all floors in a building based on the gross exterior dimensions of a building or addition;
- (d) "building official" means those qualified individuals appointed by Council of the Cape Breton Regional Municipality to administer and enforce the requirements of the *Nova Scotia Building Code Act* and Regulations.
- (e) "commercial" (see residential) A commercial project is set out as any major occupancy classification excluded from residential definition.
- (f) "construct" means to do anything in the erection, installation, extension, relocation, material alteration or material repair of a building and includes the installation of a factory-made building fabricated or moved from elsewhere;
- (g) "demolition" means the doing of anything in the removal of a building or any material part thereof;

- (h) “full bathroom”, in the case of a single detached dwelling, means a room containing three or more plumbing fixtures;
- (i) “non-structural repair permit” means any work of a non-structural nature to a value not exceeding \$10,000.00 including but not limited to:
  - i. removing and replacing cladding with similar materials,
  - ii. replacement or repair of drywall or other interior finish,
  - iii. installation of additional insulation or replacement of insulation,
  - iv. replacement of a furnace or boiler,
  - v. installation or replacement of an air-conditioning unit or heat pump,
  - vi. replacement of windows or doors provided there is no change in location or size of the window or door and the structural support for the opening is not affected,
  - vii. installation or replacement of cabinets, shelving, millwork, or flooring,
  - viii. waterproofing or damp proofing of foundation walls or repair/replacement of foundation drainage,
  - ix. replacement or installation of a new plumbing fixture that does not increase the hydraulic load of the drainage system or require alterations to an existing water distribution system or drainage system.
- (j) “occupancy” or “occupancy classification” means the use or intended use of a building, as defined in the Building Code;
- (k) “owner” includes a person controlling the property under consideration, and also includes *prima facie* the assessed owner of the property;
- (l) “plumbing fixture” means any water-supplied appliance connected to a plumbing fixture, but does not include a roof or floor drain, hot water tank or dishwasher;
- (m) “professional engineer” means a member or licensee of the Association of Professional Engineers of the Province of Nova Scotia;
- (n) “residential” A residential project is set out as any major occupancy classification of exclusive Group C within the *National Building Code of Canada* in buildings where the number of units contained in the building is less than (4) four.
- (o) “tent and air supported structures permit” shall include any tent, air supported structure or other membrane structures, erected or located;

**THAT:** Section 3 Permits Subsection 3.3 of the Building By-law is hereby repealed and replaced with the following:



Every application for a building permit shall be accompanied by one complete set of digital building plans containing sufficient information to show that the proposed work will conform to the Building Code. Accommodations will be available for extenuating circumstances.

**THAT:** Section 3 Permits Subsection 3.4 of the Building By-law is hereby repealed and replaced with the following:

Building plans shall be drawn to scale and indicate the nature and extent of the work proposed in enough detail to determine compliance with the National Building Code of Canada as adopted by Nova Scotia Building Code Regulations at the time of permit application.

**THAT:** Section 3 Demolition Permits Subsection 3.5 of the Building By-law is hereby repealed and replaced with the following:

Building plans that must be submitted include (but are not limited to):

- site plans
- foundation plans
- floor plans
- elevation plans
- structural plan
- mechanical plans including heating, air conditioning, plumbing, electrical and fire protection

**THAT:** Section 3 Permits Subsection 3.17 of the Building By-law is hereby repealed and replaced with the following:

A building permit shall be valid for (24) twenty-four months only from the date of issuance.

**THAT:** Section 3 Permits Subsection 3.18 of the Building By-law is hereby repealed and replaced with the following:

A permit that has expired in accordance with Subsection 3.17 may be renewed within 30 days of expiration at the discretion of the Building Official and subject to the conditions set forth in Subsection 3.19 and provided there has been no change made to the Building Code, Cape Breton Regional Municipality Land Use By-Law or any other by-law of the Cape Breton Regional Municipality that would affect compliance with the Code and/or the by-laws and provided that all By-Laws, regulations, standards and codes can be complied with and an inspection discloses that the project may safely be continued.

**THAT:** Section 3 Permits Subsection 3.21 of the Building By-law is hereby repealed and replaced with the following:

In addition to the permit requirements of the *Nova Scotia Building Code Act* and Regulations, a building permit is required for:

- (c) all accessory buildings greater than 100 Sq/ft in area; *and*

- (d) non-structural alterations and repairs in excess of \$10,000 in value as may be determined by the Building Official.

**THAT:** Section 3 Permit Subsection 3.21 of the Building By-law is hereby renumbered to 3.22.

Before issuing a building permit, a complete application shall be filed with a Building Official.

**THAT:** Section 3 Permits Subsection 3.22 of the Building By-law is hereby repealed and replaced with the following:

Before issuing a building permit, a complete application shall be filed with a Building Official.

**THAT:** Section 3 Permit Subsection 3.22 of the Building By-law is hereby renumbered to 3.23.

Before issuing a building permit, where required, a Building Official shall be satisfied that a development permit has been issued pursuant to any Land Use By-Law of the Cape Breton Regional Municipality.

**THAT:** Section 3 Permits Subsection 3.23 of the Building By-law is hereby repealed and replaced with the following:

Before issuing a building permit, where required, a Building Official shall be satisfied that a development permit has been issued pursuant to any Land Use By-Law of the Cape Breton Regional Municipality.

**THAT:** Section 3 Permit Subsection 3.23 of the Building By-law is hereby renumbered to 3.24.

Before issuing a building permit or a demolition permit a Building Official shall be satisfied that the building is not designated pursuant to the *Heritage Property Act*, or, if it is subject to the *Heritage Property Act*, that necessary permission has been obtained.

**THAT:** Section 3 Permits Subsection 3.24 of the Building By-law is hereby repealed and replaced with the following:

Before issuing a building permit or a demolition permit a Building Official shall be satisfied that the building is not designated pursuant to the *Heritage Property Act*, or, if it is subject to the *Heritage Property Act*, that necessary permission has been obtained.

**THAT:** Section 3 Permits Subsection 3.25 of the Building By-law is hereby added:

No deviation from a working drawing, as accepted, shall be made without the approval in writing of a Building Official of the CBRM.

**THAT:** Section 3 Permits Subsection 3.26 of the Building By-law is hereby added:

All conditions as listed on the permit documents shall be adhered to. Conditions may range from project specific conditions to general provisions stipulated within *Nova Scotia Building Code Act* and Regulations.



**THAT:** Section 4 Inspections of the Building By-law is hereby repealed and replaced with the following:

The authority having jurisdiction shall be notified and given an opportunity to inspect listed inspections as set out in the capacity under *Nova Building Code Act* and Regulations or as stated on the permit documents.

**THAT:** Section 5 Plumbing Permits Subsection 5.3 of the Building By-law is hereby repealed and replaced with the following:

Applications for permits and all work carried out may only be made by a qualified licenced red seal certified plumber on the forms prescribed.

**THAT:** Section 5 Plumbing Permits Subsection 5.5 of the Building By-law is hereby repealed and replaced with the following:

Every application with respect to both commercial and residential projects of three (3) units or greater) shall be accompanied by a plumbing working drawing of the proposed work, showing the size and location of the house drain and any traps and inspection pieces thereon and a schematic section showing the size of all the soil and water pipe with the size and location of branch connections and all necessary pipes and traps.

**THAT:** Section 5 Plumbing Permits Subsection 5.6 of the Building By-law is hereby repealed.

**THAT:** Section 6 Other Permits Subsection 6.1 of the Building By-law is hereby repealed and replaced with the following:

A permit for a tent, air supported or other types of structures when intended for temporary use:

- (a) shall state the date after which and the conditions under which the permit is no longer valid;
- (b) may be extended in writing by the Manager of Building Services;
- (c) shall be posted on the building.

**PASSED AND ADOPTED:** by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on \_\_\_\_\_.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

***THIS IS TO CERTIFY*** that the attached is a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on \_\_\_\_\_ to amend the Cape Breton Regional Municipality's Building By-law.

---

***CHRISTA DICKS, MUNICIPAL CLERK***



**Attachment B: In line Repeal and Replace of Building By-law B-300****Cape Breton Regional Municipality****Building By-law****By-law No. B-300****A BY-LAW TO PRESCRIBE & PROVIDE FOR CERTAIN ASPECTS OF PERMITS, APPLICATIONS, AND  
INSPECTIONS ASSOCIATED WITH CONSTRUCTION**

NOW THEREFORE the Municipal Council of the Cape Breton Regional Municipality, under the authority of vested in it by the *Municipal Government Act*, SNS 1998, c. 18, the *Nova Scotia Building Code Act*, RSNS 1989, c. 46 and amendments thereto, as well as regulations passed pursuant to the *Nova Scotia Building Code Act* and any amendments thereto, hereby adopts the following By-law:

This Bylaw shall be known as the “Building By-law “and may be cited as the “Building By-Law, No. B-300, 2026”.

**WHEREAS** Any person planning to carry out any form of construction in this municipality is governed by the extensive provisions of the Provincial statute known as the Building Code Act and the Regulations promulgated pursuant to that Act and shall therefore be responsible to make themselves aware of all relevant provisions contained therein

**Section 1. Definitions**

All words not defined in this By-Law have the same meaning as in the *Nova Scotia Building Code Act* and the Regulations prescribed thereunder.

- (a) “architect” means a member or licensee of the Nova Scotia Association of Architects;
- (b) “building area” means the total area of all floors in a building based on the gross exterior dimensions of a building or addition;
- (c) “building official” means those qualified individuals appointed by Council of the Cape Breton Regional Municipality to administer and enforce the requirements of the *Nova Scotia Building Code Act* and Regulations.
- (d) “commercial” (see residential) A commercial project is set out as any major occupancy classification excluded from residential definition.
- (e) “construct” means to do anything in the erection, installation, extension, relocation, material alteration or material repair of a building and includes the installation of a factory-made building fabricated or moved from elsewhere;

- (f) “demolition” means the doing of anything in the removal of a building or any material part thereof;
- (g) “full bathroom”, in the case of a single detached dwelling, means a room containing three or more plumbing fixtures;
- (h) “non-structural repair permit” means any work of a non-structural nature to a value not exceeding \$10,000.00 including but not limited to:
  - i. removing and replacing roofing with similar materials,
  - ii. removing and replacing cladding with similar materials,
  - iii. replacement or repair of drywall or other interior finish,
  - iv. installation of additional insulation or replacement of insulation,
  - v. replacement of a furnace or boiler,
  - vi. installation or replacement of an air-conditioning unit or heat pump,
  - vii. replacement of windows or doors provided there is no change in location or size of the window or door and the structural support for the opening is not affected,
  - viii. installation or replacement of cabinets, shelving, millwork, or flooring,
  - ix. waterproofing or damp proofing of foundation walls or repair/replacement of foundation drainage,
  - x. replacement or installation of a new plumbing fixture that does not increase the hydraulic load of the drainage system or require alterations to an existing water distribution system or drainage system.
- (i) “occupancy” or “occupancy classification” means the use or intended use of a building, as defined in the Building Code;
- (j) “owner” includes a person controlling the property under consideration, and also includes *prima facie* the assessed owner of the property;
- (k) “plumbing fixture” means any water-supplied appliance connected to a plumbing fixture, but does not include a roof or floor drain, hot water tank or dishwasher;
- (l) “professional engineer” means a member or licensee of the Association of Professional Engineers of the Province of Nova Scotia;
- (m) “residential” A residential project is set out as any major occupancy classification of exclusive Group C within the *National Building Code of Canada* in buildings where the number of units contained in the building is less than (4) four.
- (n) “tent and air supported structures permit” shall include any tent, air supported structure or other membrane structures, erected or located;

## Section 2. Interpretation

All relevant definitions are contained in either the *Nova Scotia Building Code Act* or the associated Regulations. All other interpretation will be in accordance with the Interpretation Act, RSNS 1989, c 235.

### Section 3. Permits

- 3.1 A building permit shall be in accordance with the form approved by the Manager of Building Services.
- 3.2 Every application for a permit shall identify and describe in detail the work and occupancy to be covered by the permit for which application is made.
- 3.3 Every application for a building permit shall be accompanied by one complete set of digital building plans containing sufficient information to show that the proposed work will conform to the Building Code. Accommodations will be available for extenuating circumstances.
- 3.4 Building plans shall be drawn to scale and indicate the nature and extent of the work proposed in enough detail to determine compliance with the National Building Code of Canada as adopted by Nova Scotia Building Code Regulations at the time of permit application.
- 3.5 Building plans that must be submitted include (but are not limited to):
- site plans
  - foundation plans
  - floor plans
  - elevation plans
  - structural plan
  - mechanical plans including heating, air conditioning, plumbing, electrical and fire protection
- 3.6 In addition to Subsection 3.5, every application for a mobile home that does not contain a Canadian Standards Association number must include
- Manufacture information
  - Model number
  - Serial number
  - Year Built
  - Heating type
  - Number of Bedrooms
  - Number of plumbing fixtures
  - Floor area
- 3.7 Site plans required for new construction or additions should describe the land on which the work is to be done by an up-to-date plan of the lot certified by a Nova Scotia Land Surveyor that the lot has been surveyed in the manner required by the *Nova Scotia Land Surveyors Act* and the regulations made hereunder, adequate to identify and locate the lot and determine setback lines, building separations, and building locations, and containing the following information.
- (a) the Land Information Management Service Property Identity Number of the lot;
- (b) the name of the owner of the land;



- (c) a location map, drawn to a scale not smaller than 1:50,000 with the same orientation as the lot;
  - (d) the length of the boundary lines of the lot including the length of arcs and chords, points of curvature and radius in the case of curved lines;
  - (e) the dimensions and total area of the lot;
  - (f) the location of the proposed and existing buildings on the lot and the relationship between the proposed building or structure and other buildings on the same or adjacent properties, indicating the distance from all property lines, the distances between buildings and the heights of the buildings;
  - (g) the width, location and nature of any easements or rights-of-way affecting the lot;
  - (h) if a lot is on a registered plan of subdivision, the date on which the final plan of subdivision was certified with all revisions to be identified, dated and initialed;
  - (i) north point;
  - (j) the scale to which the plan is drawn;
  - (k) the names of existing and proposed public streets or highways or private roads shown on the plan;
  - (l) the civic address number for the property and adjacent properties;
  - (m) location of all existing and proposed curb cuts.
- 3.8 The survey plan may be waived and substituted by a Land Information property map with the lot number when, by calculation of the building official, spatial separation distances are complied with and property is more than one (1) acre in area.
- 3.9 Prior to the approval of any foundation for new construction or additions beyond the footing stage, and before foundation work begins, a plan showing the location of the building footings on the lot, certified by a Nova Scotia Land Surveyor that the installed footings have been surveyed in relation to the lot in the summer required by the *Nova Scotia Land Surveyors Act* and Regulations hereunder, must be provided.
- 3.10 An application for building permit shall include plans and specifications as required by the Building Code and show the occupancy of all parts of the building including existing conditions for change of use or renovations.
- 3.11 An application shall state the valuation and area in square metres of the proposed work and be accompanied by the required fee outlined in CBRM Fee Policy: Planning, Development and Building.

- 3.12 An application shall state the names, addresses and telephone numbers of the owner, architect, professional engineer or other designer and the constructor.
- 3.13 An application shall show a drainage plan indicating the surface drainage pattern for the proposed site.
- 3.14 An application for a building permit for the construction of a building requiring a new private sewage disposal system shall require a copy of a valid on-site sewage disposal system, before the application for building permit may be accepted for approval.
- 3.15 An application for a building permit for the construction of a building requiring a Road Access Permit from the Province of Nova Scotia, shall require a copy of a valid Access Permit, before the application for building permit may be accepted for approval.
- 3.16 When an application for a permit has not been completed in conformance with the requirements of the By-Law within (30) days after it is filed, the application may be deemed to have been abandoned by the Building Official.
- 3.17 A building permit shall be valid for (24) twenty-four months only from the date of issuance.
- 3.18 A permit that has expired in accordance with Subsection 3.17 may be renewed within 30 days of expiration at the discretion of the Building Official and subject to the conditions set forth in Subsection 3.19 and provided there has been no change made to the Building Code, Cape Breton Regional Municipality Land Use By-Law or any other by-law of the Cape Breton Regional Municipality that would affect compliance with the Code and/or the by-laws and provided that all By-Laws, regulations, standards and codes can be complied with and an inspection discloses that the project may safely be continued.
- 3.19 A permit that is renewed pursuant to Subsection 3.17 is provisional and subject to the following conditions:
- (a) Work on the subject property must begin within thirty (30) days from the time the permit is renewed and shall reasonably and seriously continue until completion.
  - (b) A person applying for a permit to be renewed shall provide to the building official a progress schedule which includes the completion date of the work.
  - (c) Any revised plans deemed necessary or required as a result of any change in the scope of the work are to be submitted to and approved by the Building Official prior to commencement of any work.
  - (d) A fee for renewal of the permit is paid in accordance with CBRM Fee Policy: Planning, Development and Building.
- 3.20 If any of the above conditions are not met or having been met are subsequently violated, the renewed permit may be suspended or cancelled at the sole discretion of the Building Official.
- 3.21 In addition to the permit requirements of the *Nova Scotia Building Code Act* and Regulations, a building permit is required for:
- (a) all accessory buildings greater than 100 Sq/ft in area; and

- (b) non-structural alterations and repairs in excess of \$10,000 in value as may be determined by the Building Official.
- 3.22 . Before issuing a building permit, a complete application shall be filed with a Building Official.
- 3.23 Before issuing a building permit, where required, a Building Official shall be satisfied that a development permit has been issued pursuant to any Land Use By-Law of the Cape Breton Regional Municipality.
- 3.24 Before issuing a building permit or a demolition permit a Building Official shall be satisfied that the building is not designated pursuant to the *Heritage Property Act*, or, if it is subject to the *Heritage Property Act*, that necessary permission has been obtained.
- 3.25 No deviation from a working drawing, as accepted, shall be made without the approval in writing of a Building Official of the CBRM.
- 3.26 All conditions as listed on the permit documents shall be adhered to. Conditions may range from project specific conditions to general provisions stipulated within *Nova Scotia Building Code Act* and Regulations and notation of other applicable By-Laws

#### **Section 4 Inspections**

The authority having jurisdiction shall be notified and given an opportunity to inspect listed inspections as set out in the capacity under *Nova Building Code Act* and Regulations or as stated on the permit documents.

#### **Section 5 Plumbing Permits**

- 5.1 No connection shall be made with a common public sewer, and no construction, reconstruction, or extension of any plumbing or private sewage disposal system or any part thereof shall be commenced until a permit to do so have been obtained from the building official.
- 5.2 Plumbing permits are required for all plumbing work covered under the scope of the *Nova Scotia Building Code Act* and Regulations and shall be done in accordance with the National Plumbing Code of Canada.
- 5.3 Applications for permits and all work carried out may only be made by a qualified licenced red seal certified plumber on the forms prescribed.
- 5.4 Plumbing permits are not required to repair or replace any old fixture, tap or drain with a new one (to be used for the same purpose), to force out stoppages, to repair leaks or to relieve frozen pipes or fittings.
- 5.5 Every application with respect to both commercial and residential projects of three (3) units or greater) shall be accompanied by a plumbing working drawing of the proposed work, showing the size and location of the house drain and any traps and inspection pieces thereon and a schematic



section showing the size of all the soil and water pipe with the size and location of branch connections and all necessary pipes and traps.

## **Section 6 Other Permits**

- 6.1 A permit for a tent, air supported or other types of structures when intended for temporary use:
- (a) shall state the date after which and the conditions under which the permit is no longer valid;
  - (b) may be extended in writing by the Manager of Building Services;
  - (c) shall be posted on the building.
- 6.2 (1) A permit may be issued by the Building Official of the Cape Breton Regional Municipality at the risk of the owner, with conditions to ensure compliance with the Building Code, to excavate or to construct a portion of a building before all the plans of the project have been submitted or accepted.
- (2) The permit shall be clearly marked "At Owner's Risk".
- 6.3 (1) Should a permit be issued for part of a building, the holder of the permit may proceed, but without any assurance that the permit for the entire building will be granted.
- (2) Any permit issued for part only of a building shall be clearly marked as for part only, and shall also indicate that a permit for the entire building is not assured.
- 6.4 (1) A permit for a whole project may be issued by the Building Official of the CBRM conditional upon the submission of additional information prior to commencing the work for which the information is pertinent, provided that the information is of such a nature that withholding the permit until the information was available would delay the work unreasonably.
- (2) The condition shall be set out on the face of the permit.
- 6.5 (1) A final occupancy permit, as well as an inspection and approval, shall be required to allow the initial occupancy in accordance with the requirements of the *Nova Scotia Building Code Act*. Such permit shall be issued within twelve (12) months of substantial completion of the building as determined by the building official.
- (2) The Building Official may issue an occupancy permit, subject to compliance with provisions to safeguard persons in or about the premises, to allow the occupancy of a building or part thereof for the accepted use, prior to commencement or completion of the construction work where the application is of such a nature that no unsafe condition exists and that withholding of the permit would be unreasonable.

## **Section 7 Demolition Permits**

- 7.1 No demolition of a building, portion of a building, or other structure shall take place until a demolition permit has been issued.
- 7.2 An application for a demolition permit shall be completed and all prescribed fees, outlined CBRM Fee Policy: Planning, Development and Building, be submitted before any demolition permit is issued.
- 7.3 Every application for a demolition permit shall set out in detail the precautions to be taken to ensure that no person is exposed to undue risk. Precautions shall include (but are not limited to) provisions for fencing, barricades, covered way, fire safety and vehicular traffic.
- 7.4 A demolition permit shall state the date on which work is to commence and the date on which demolition will be completed, the method of demolition and the place of disposal for debris.
- 7.5 Demolition sites, upon completion of the demolition, shall be left in a safe and neat condition to the satisfaction of the building official.
- 7.6 Every owner is responsible for the costs of any damage to public property or works that may occur as a result of any demolition.

## **Section 8 Permit Fees**

- 8.1 The Scale of Fees for permits shall appear in CBRM Fee Policy: Planning, Development and Building.

## **Section 9 Severability**

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

## **Section 10 Previous By-laws Repealed**

By-law No. B – 300, cited as the Cape Breton Regional Municipality Building By-law S-4 and all amendments thereto are hereby repealed.

**PASSED AND ADOPTED** by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipality held on XXX XX<sup>th</sup>, 20XX and as amended on XXX XX, 20XX.

---

CECIL P. CLARKE  
MAYOR

---

CHRISTA DICKS  
MUNICIPAL CLERK

***THIS IS TO CERTIFY*** that the attached is a true and correct copy of the Building By-law of the Cape Breton Regional Municipality including amendments to November 14, 2023.

---

**CHRISTA DICKS, MUNICIPAL CLERK**

**Publication Date: March 12, 2022**  
**First Reading: January 24, 2022**  
**Second (Final) Reading: March 8, 2022**

**Amendment 1**

**Publication Date: November 22, 2023**  
**First Reading: September 26, 2023**  
**Second (Final) Reading: November 14, 2023**

**Amendment 2**

**Publication Date:**  
**First Reading:**  
**Second (Final) Reading:**



## CAPE BRETON REGIONAL MUNICIPALITY

### Building By-law

### By-law No. B-300

A BY-LAW TO PRESCRIBE & PROVIDE FOR CERTAIN ASPECTS OF PERMITS, APPLICATIONS, AND  
INSPECTIONS ASSOCIATED WITH CONSTRUCTION

NOW THEREFORE the Municipal Council of the Cape Breton Regional Municipality, under the authority of vested in it by the *Municipal Government Act*, SNS 1998, c. 18, the *Nova Scotia Building Code Act*, RSNS 1989, c. 46 and amendments thereto, as well as regulations passed pursuant to the *Nova Scotia Building Code Act* and any amendments thereto, hereby adopts the following By-law:

This Bylaw shall be known as the “Building By-law “and may be cited as the “Building By-Law, No. B-300, 2026”.

WHEREAS Any person planning to carry out any form of construction in this municipality is governed by the extensive provisions of the Provincial statute known as the Building Code Act and the Regulations promulgated pursuant to that Act and shall therefore be responsible to make themselves aware of all relevant provisions contained therein

### Section 1. Definitions

All words not defined in this By-Law have the same meaning as in the *Nova Scotia Building Code Act* and the Regulations prescribed thereunder.

- (a) “architect” means a member or licensee of the Nova Scotia Association of Architects;
- (b) “building area” means the total area of all floors in a building based on the gross exterior dimensions of a building or addition;
- (c) “building official” means those qualified individuals appointed by Council of the Cape Breton Regional Municipality to administer and enforce the requirements of the *Nova Scotia Building Code Act* and Regulations.
- (d) “commercial” (see residential) A commercial project is set out as any major occupancy classification excluded from residential definition.

- (e) “construct” means to do anything in the erection, installation, extension, relocation, material alteration or material repair of a building and includes the installation of a factory-made building fabricated or moved from elsewhere;
- (f) “demolition” means the doing of anything in the removal of a building or any material part thereof;
- (g) “full bathroom”, in the case of a single detached dwelling, means a room containing three or more plumbing fixtures;
- (h) “non-structural repair permit” means any work of a non-structural nature to a value not exceeding \$10,000.00 including but not limited to:
  - i. removing and replacing roofing with similar materials,
  - ii. removing and replacing cladding with similar materials,
  - iii. replacement or repair of drywall or other interior finish,
  - iv. installation of additional insulation or replacement of insulation,
  - v. replacement of a furnace or boiler,
  - vi. installation or replacement of an air-conditioning unit or heat pump,
  - vii. replacement of windows or doors provided there is no change in location or size of the window or door and the structural support for the opening is not affected,
  - viii. installation or replacement of cabinets, shelving, millwork, or flooring,
  - ix. waterproofing or damp proofing of foundation walls or repair/replacement of foundation drainage,
  - x. replacement or installation of a new plumbing fixture that does not increase the hydraulic load of the drainage system or require alterations to an existing water distribution system or drainage system.
- (i) “occupancy” or “occupancy classification” means the use or intended use of a building, as defined in the Building Code;
- (j) “owner” includes a person controlling the property under consideration, and also includes *prima facie* the assessed owner of the property;
- (k) “plumbing fixture” means any water-supplied appliance connected to a plumbing fixture, but does not include a roof or floor drain, hot water tank or dishwasher;
- (l) “professional engineer” means a member or licensee of the Association of Professional Engineers of the Province of Nova Scotia;
- (m) “residential” A residential project is set out as any major occupancy classification of exclusive Group C within the *National Building Code of Canada* in buildings where the number of units contained in the building is less than (4) four.

- (n) “tent and air supported structures permit” shall include any tent, air supported structure or other membrane structures, erected or located;

## **Section 2. Interpretation**

All relevant definitions are contained in either the *Nova Scotia Building Code Act* or the associated Regulations. All other interpretation will be in accordance with the Interpretation Act, RSNS 1989, c 235.

## **Section 3. Permits**

- 3.1 A building permit shall be in accordance with the form approved by the Manager of Building Services.
- 3.2 Every application for a permit shall identify and describe in detail the work and occupancy to be covered by the permit for which application is made.
- 3.3 Every application for a building permit shall be accompanied by one complete set of digital building plans containing sufficient information to show that the proposed work will conform to the Building Code. Accommodations will be available for extenuating circumstances.
- 3.4 Building plans shall be drawn to scale and indicate the nature and extent of the work proposed in enough detail to determine compliance with the National Building Code of Canada as adopted by Nova Scotia Building Code Regulations at the time of permit application.
- 3.5 Building plans that must be submitted include (but are not limited to):
- site plans
  - foundation plans
  - floor plans
  - elevation plans
  - structural plan
  - mechanical plans including heating, air conditioning, plumbing, electrical and fire protection
- 3.6 In addition to Subsection 3.5, every application for a mobile home that does not contain a Canadian Standards Association number must include
- Manufacture information
  - Model number
  - Serial number
  - Year Built
  - Heating type
  - Number of Bedrooms



- Number of plumbing fixtures
- Floor area

3.7 Site plans required for new construction or additions should describe the land on which the work is to be done by an up-to-date plan of the lot certified by a Nova Scotia Land Surveyor that the lot has been surveyed in the manner required by the *Nova Scotia Land Surveyors Act* and the regulations made hereunder, adequate to identify and locate the lot and determine setback lines, building separations, and building locations, and containing the following information.

- (a) the Land Information Management Service Property Identity Number of the lot;
- (b) the name of the owner of the land;
- (c) a location map, drawn to a scale not smaller than 1:50,000 with the same orientation as the lot;
- (d) the length of the boundary lines of the lot including the length of arcs and chords, points of curvature and radius in the case of curved lines;
- (e) the dimensions and total area of the lot;
- (f) the location of the proposed and existing buildings on the lot and the relationship between the proposed building or structure and other buildings on the same or adjacent properties, indicating the distance from all property lines, the distances between buildings and the heights of the buildings;
- (g) the width, location and nature of any easements or rights-of-way affecting the lot;
- (h) if a lot is on a registered plan of subdivision, the date on which the final plan of subdivision was certified with all revisions to be identified, dated and initialed;
- (i) north point;
- (j) the scale to which the plan is drawn;
- (k) the names of existing and proposed public streets or highways or private roads shown on the plan;
- (l) the civic address number for the property and adjacent properties;

(m) location of all existing and proposed curb cuts.

- 3.9 The survey plan may be waived and substituted by a Land Information property map with the lot number when, by calculation of the building official, spatial separation distances are complied with and property is more than one (1) acre in area.
- 3.10 Prior to the approval of any foundation for new construction or additions beyond the footing stage, and before foundation work begins, a plan showing the location of the building footings on the lot, certified by a Nova Scotia Land Surveyor that the installed footings have been surveyed in relation to the lot in the summer required by the *Nova Scotia Land Surveyors Act* and Regulations hereunder, must be provided.
- 3.11 An application for building permit shall include plans and specifications as required by the Building Code and show the occupancy of all parts of the building including existing conditions for change of use or renovations.
- 3.12 An application shall state the valuation and area in square metres of the proposed work and be accompanied by the required fee outlined in CBRM Fee Policy: Planning, Development and Building.
- 3.13 An application shall state the names, addresses and telephone numbers of the owner, architect, professional engineer or other designer and the constructor.
- 3.14 An application shall show a drainage plan indicating the surface drainage pattern for the proposed site.
- 3.15 An application for a building permit for the construction of a building requiring a new private sewage disposal system shall require a copy of a valid on-site sewage disposal system, before the application for building permit may be accepted for approval.
- 3.16 An application for a building permit for the construction of a building requiring a Road Access Permit from the Province of Nova Scotia, shall require a copy of a valid Access Permit, before the application for building permit may be accepted for approval.
- 3.17 When an application for a permit has not been completed in conformance with the requirements of the By-Law within (30) days after it is filed, the application may be deemed to have been abandoned by the Building Official.
- 3.18 A building permit shall be valid for (24) twenty-four months only from the date of issuance.

- 3.19 A permit that has expired in accordance with Subsection 3.17 may be renewed within 30 days of expiration at the discretion of the Building Official and subject to the conditions set forth in Subsection 3.19 and provided there has been no change made to the Building Code, Cape Breton Regional Municipality Land Use By-Law or any other by-law of the Cape Breton Regional Municipality that would affect compliance with the Code and/or the by-laws and provided that all By-Laws, regulations, standards and codes can be complied with and an inspection discloses that the project may safely be continued.
- 3.20 A permit that is renewed pursuant to Subsection 3.17 is provisional and subject to the following conditions:
- (a) Work on the subject property must begin within thirty (30) days from the time the permit is renewed and shall reasonably and seriously continue until completion.
  - (b) A person applying for a permit to be renewed shall provide to the building official a progress schedule which includes the completion date of the work.
  - (c) Any revised plans deemed necessary or required as a result of any change in the scope of the work are to be submitted to and approved by the Building Official prior to commencement of any work.
  - (d) A fee for renewal of the permit is paid in accordance with CBRM Fee Policy: Planning, Development and Building.
- 3.21 If any of the above conditions are not met or having been met are subsequently violated, the renewed permit may be suspended or cancelled at the sole discretion of the Building Official.
- 3.22 In addition to the permit requirements of the *Nova Scotia Building Code Act* and Regulations, a building permit is required for:
- (a) all accessory buildings greater than 100 Sq/ft in area; *and*
  - (b) non-structural alterations and repairs in excess of \$10,000 in value as may be determined by the Building Official.
- 3.23 . Before issuing a building permit, a complete application shall be filed with a Building Official.
- 3.24 Before issuing a building permit, where required, a Building Official shall be satisfied that a development permit has been issued pursuant to any Land Use By-Law of the Cape Breton Regional Municipality.
- 3.25 Before issuing a building permit or a demolition permit a Building Official shall be satisfied that the building is not designated pursuant to the *Heritage Property Act*, or, if it is subject to the *Heritage Property Act*, that necessary permission has been obtained.



- 3.26 No deviation from a working drawing, as accepted, shall be made without the approval in writing of a Building Official of the CBRM.
- 3.27 All conditions as listed on the permit documents shall be adhered to. Conditions may range from project specific conditions to general provisions stipulated within *Nova Scotia Building Code Act* and Regulations and notation of other applicable By-Laws

## **Section 4 Inspections**

The authority having jurisdiction shall be notified and given an opportunity to inspect listed inspections as set out in the capacity under *Nova Building Code Act* and Regulations or as stated on the permit documents.

## **Section 5 Plumbing Permits**

- 5.1 No connection shall be made with a common public sewer, and no construction, reconstruction, or extension of any plumbing or private sewage disposal system or any part thereof shall be commenced until a permit to do so have been obtained from the building official.
- 5.2 Plumbing permits are required for all plumbing work covered under the scope of the *Nova Scotia Building Code Act* and Regulations and shall be done in accordance with the National Plumbing Code of Canada.
- 5.3 Applications for permits and all work carried out may only be made by a qualified licenced red seal certified plumber on the forms prescribed.
- 5.4 Plumbing permits are not required to repair or replace any old fixture, tap or drain with a new one (to be used for the same purpose), to force out stoppages, to repair leaks or to relieve frozen pipes or fittings.
- 5.5 Every application with respect to both commercial and residential projects of three (3) units or greater) shall be accompanied by a plumbing working drawing of the proposed work, showing the size and location of the house drain and any traps and inspection pieces thereon and a schematic section showing the size of all the soil and water pipe with the size and location of branch connections and all necessary pipes and traps.

## **Section 6 Other Permits**

- 6.1 A permit for a tent, air supported or other types of structures when intended for temporary use:
- (a) shall state the date after which and the conditions under which the permit is no longer valid;

- (b) may be extended in writing by the Manager of Building Services;
  - (c) shall be posted on the building.
- 6.2 (1) A permit may be issued by the Building Official of the Cape Breton Regional Municipality at the risk of the owner, with conditions to ensure compliance with the Building Code, to excavate or to construct a portion of a building before all the plans of the project have been submitted or accepted.
- (2) The permit shall be clearly marked "At Owner's Risk".
- 6.3 (1) Should a permit be issued for part of a building, the holder of the permit may proceed, but without any assurance that the permit for the entire building will be granted.
- (2) Any permit issued for part only of a building shall be clearly marked as for part only, and shall also indicate that a permit for the entire building is not assured.
- 6.4 (1) A permit for a whole project may be issued by the Building Official of the CBRM conditional upon the submission of additional information prior to commencing the work for which the information is pertinent, provided that the information is of such a nature that withholding the permit until the information was available would delay the work unreasonably.
- (2) The condition shall be set out on the face of the permit.
- 6.5 (1) A final occupancy permit, as well as an inspection and approval, shall be required to allow the initial occupancy in accordance with the requirements of the *Nova Scotia Building Code Act*. Such permit shall be issued within twelve (12) months of substantial completion of the building as determined by the building official.
- (2) The Building Official may issue an occupancy permit, subject to compliance with provisions to safeguard persons in or about the premises, to allow the occupancy of a building or part thereof for the accepted use, prior to commencement or completion of the construction work where the application is of such a nature that no unsafe condition exists and that withholding of the permit would be unreasonable.

## **Section 7 Demolition Permits**

- 7.1 No demolition of a building, portion of a building, or other structure shall take place until a demolition permit has been issued.

- 7.2 An application for a demolition permit shall be completed and all prescribed fees, outlined CBRM Fee Policy: Planning, Development and Building, be submitted before any demolition permit is issued.
- 7.3 Every application for a demolition permit shall set out in detail the precautions to be taken to ensure that no person is exposed to undue risk. Precautions shall include (but are not limited to) provisions for fencing, barricades, covered way, fire safety and vehicular traffic.
- 7.4 A demolition permit shall state the date on which work is to commence and the date on which demolition will be completed, the method of demolition and the place of disposal for debris.
- 7.5 Demolition sites, upon completion of the demolition, shall be left in a safe and neat condition to the satisfaction of the building official.
- 7.6 Every owner is responsible for the costs of any damage to public property or works that may occur as a result of any demolition.

## **Section 8 Permit Fees**

- 8.1 The Scale of Fees for permits shall appear in CBRM Fee Policy: Planning, Development and Building.

## **Section 9 Severability**

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

## **Section 10 Previous By-laws Repealed**

By-law No. B – 300, cited as the Cape Breton Regional Municipality Building By-law S-4 and all amendments thereto are hereby repealed.

**PASSED AND ADOPTED** by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipality held on XXX XX<sup>th</sup>, 20XX and as amended on XXX XX, 20XX.

---

CECIL CLARKE  
MAYOR

---

CHRISTA DICKS  
MUNICIPAL CLERK

***THIS IS TO CERTIFY*** that the attached is a true and correct copy of the Building By-law of the Cape Breton Regional Municipality including amendments to November 14, 2023.

---

***CHRISTA DICKS, MUNICIPAL CLERK***

**Publication Date: March 12, 2022**

**First Reading: January 24, 2022**

**Second (Final) Reading: March 8, 2022**

**Amendment 1**

**Publication Date: November 22, 2023**

**First Reading: September 26, 2023**

**Second (Final) Reading: November 14, 2023**

**Amendment 2**

**Publication Date:**

**First Reading:**

**Second (Final) Reading:**



# Winter Operations 2026

Report to Council



# Jurisdiction

## **CBRM**

Primarily urban roads within the former towns and City. Exception being designated unlisted roads and all sidewalks in the former County of Cape Breton

## **Nova Scotia Department of Public Works (NSDPW)**

Primarily rural roads and highways within the former County of Cape Breton except those designated as CBRM's



# Jurisdiction

## **CBRM**

Primarily urban roads within the former towns and City. Exception being designated unlisted roads and all sidewalks in the former County of Cape Breton

## **Nova Scotia Department of Public Works (NSDPW)**

Primarily rural roads and highways within the former County of Cape Breton except those designated as CBRM's



# Operations

## 5 Major Winter Operations

- Roadway Salting
- Roadway Plowing
- Sidewalk Plowing and Ice Control
- Snow Clearing / Removal
- Hydrant Clearing

## Levels of Service



Page 64





# Winter Parking Ban

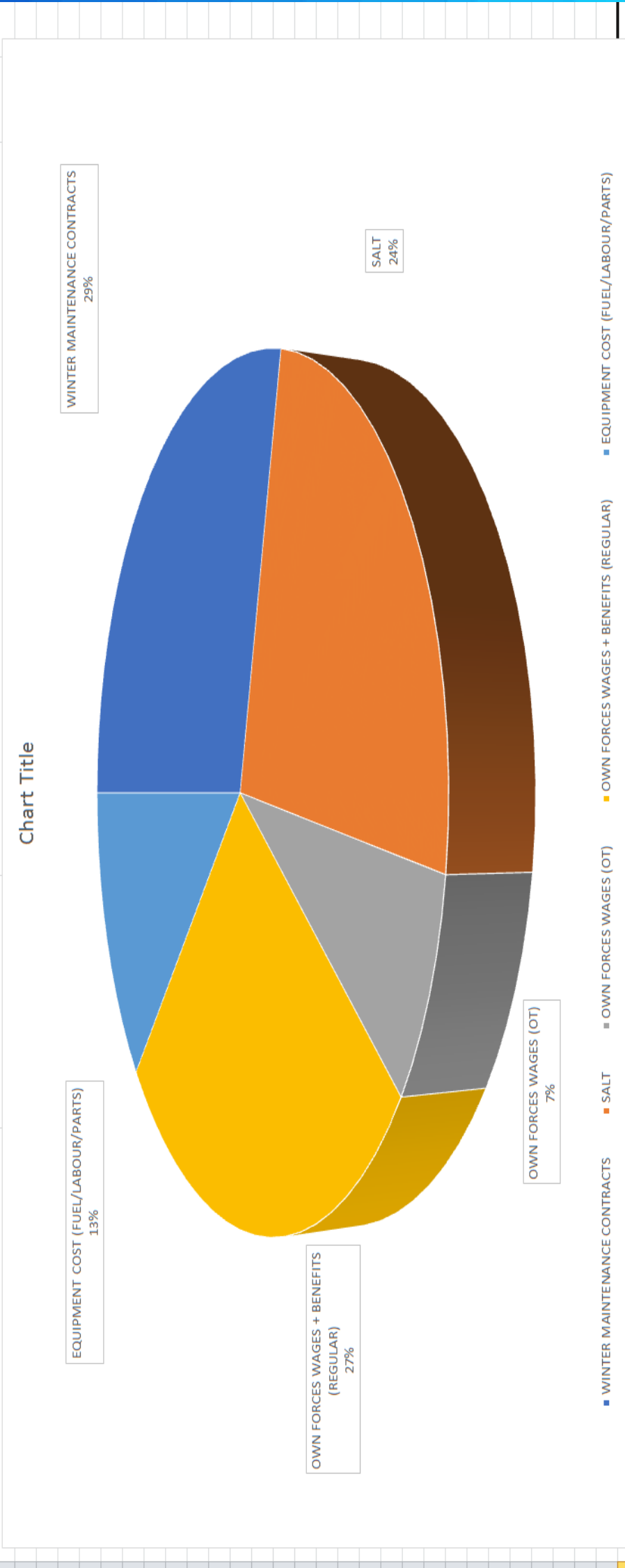
## ***CBRM has a winter parking ban***

- Effective December 15 – March 31 Winter Parking Regulations are in place to help Public Works crews keep our streets clear.
- This means NO street parking between 1-6 a.m. every night, ***as well as during and within two hours of snowfall.***
- Any vehicles obstructing snow removal efforts will be ticketed and towed.



# Winter Maintenance Cost

| ESTIMATED COST OF WINTER MAINTENANCE  |                 | NOTES                                                                           |
|---------------------------------------|-----------------|---------------------------------------------------------------------------------|
| WINTER MAINTENANCE CONTRACTS          | \$ 1,208,770.00 | Urban Roads, Unlisted Roads, Alleyways, Rural Sidewalks, Snow Removal           |
| SALT                                  | \$ 1,000,000.00 | Approx. 10,000 tonnes @ ~ 100 / tonne                                           |
| OWN FORCES WAGES (OT)                 | \$ 321,464.00   | Based on Historical Trends                                                      |
| OWN FORCES WAGES + BENEFITS (REGULAR) | \$ 1,141,512.00 | 1/3 of PW Wages/Benefits allocated to Winter Maintenance for 4 months / year    |
| EQUIPMENT COST (FUEL/LABOUR/PARTS)    | \$ 540,000.00   | Estimated from known costs for sidewalk gear. (Need to update with better info) |
| TOTAL \$ 4,211,746.00                 |                 |                                                                                 |



# Equipment

Maintained in 4 public works garages with a team of automotive and heavy equipment mechanics

## FLEET

- Graders
- Loaders with wing blades
- Loaders with buckets
- Salt trucks with blades
- Salt trucks
- Backhoes (some with blades)
- Ton trucks with blades and salters
- Sidewalk Plows (with blades/blowers)
- Tractors with blowers
- Blowers for Loaders



# Questions





**Solid Waste Collection**

**Motion**

Moved by Councillor Gillespie, seconded by Councillor Parsons, to proceed with the proposed changes for this budget year.

Discussion:

- Possible future cost increases
- Service areas and tax rates
- Heavy garbage collection
- Equipment strategy

**Motion Carried**



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

---

**To:** Mayor Clarke and Council

**Submitted by:** John Phalen, Director of Public Works

**Date:** February 24, 2026

**Subject:** Solid Waste Collection

---

### **History**

- Since amalgamation, CBRM has had its collection of solid waste divided between own forces and contractors.
- The collection for the most part in the urban areas has been done by CBRM and mostly the former county done by contractors.
- Routes and contractors have changed over the years.

### **Present Day**

- CBRM has continued successfully dividing our collection of municipal solid waste and recyclables between local forces and contracted companies.
- Our current contracts for the contracted portion expire on December 31.
- We have issued a request for proposal through our tendering process, and we only received one submission.
- Costing for the contract for the areas that we currently do outside of our own forces was substantially over budget, causing us to cancel the request for proposal.

### **What is the Way Forward**

- CBRM solid waste staff have reviewed our current costs done by our own forces. These cost estimates based on current expenditures are included with this report.
- Our estimates show that CBRM can take over the contracted areas with our own forces and realize a cost saving from our current operations.
- Since our operation would require us to take over in January, we require council approval to change our operation, which would require:
  - o Lease of equipment to be able to service the new areas
  - o Hiring of heavy equipment operators and necessary supervisory staff to facilitate the change.
- Staff have investigated and will be able to get the necessary equipment, and we will be able to hire operators in sufficient time to implement the change, using our current HR hiring process.

- We don't foresee any additional operating cost for the remainder of the budget year.
- Upcoming operating costs for 2026/27 budget would be included for Council consideration as per normal process.
- We will be able to eliminate any budget pressure that would happen if we were forced to use the current proposed contracted cost.
- We will discuss the implications with CUPE local 759 and would be hiring operators that would become part of the membership.

#### **RECOMMENDATION**

CBRM staff recommend a motion to proceed with the proposed changes for this budget year.

| Contractor Costs  |           | 2024                | 2023                | 2022                | 2021                | 2020                |
|-------------------|-----------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Block 1           | \$        | 1,098,020.10        | \$ 1,062,428.76     | \$ 1,018,252.05     | \$ 951,088.32       | \$ 73,517.96        |
| Block 2           | \$        | 797,499.84          | \$ 790,470.90       | \$ 759,802.81       | \$ 584,408.66       | \$ 1,273,792.42     |
| Block 3           | \$        | 473,106.71          | \$ 450,833.27       | \$ 431,783.65       | \$ 404,764.01       | \$ 383,061.84       |
| <b>Total cost</b> | <b>\$</b> | <b>2,368,626.65</b> | <b>2,303,732.93</b> | <b>2,209,838.51</b> | <b>1,940,260.99</b> | <b>1,730,372.22</b> |

| Heavy Garbage Costs      |           | 2024              | 2023              | 2022              | 2021              | 2020              |
|--------------------------|-----------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Block 1                  | \$        | 108,304.70        | \$ 104,844.83     | \$ 100,211.55     | \$ 93,857.40      | \$ 127,280.65     |
| Block 2                  | \$        | 64,667.75         | \$ -              | \$ 66,807.76      | \$ 40,572.47      | \$ -              |
| Block 3                  | \$        | 63,454.73         | \$ 60,535.27      | \$ 57,862.04      | \$ 54,228.72      | \$ 109,670.70     |
| Syd&area                 | \$        | 91,807.99         | \$ 168,926.74     | \$ 63,155.17      | \$ 42,533.07      | \$ -              |
| Glac Bay \$ area         | \$        | 145,972.40        | \$ 122,001.85     | \$ 70,175.87      | \$ 52,239.27      | \$ 53,479.13      |
| <b>Total cost for HG</b> | <b>\$</b> | <b>474,207.57</b> | <b>456,308.69</b> | <b>358,212.39</b> | <b>283,430.93</b> | <b>290,430.48</b> |

#### CBRM Cost Appox Based on 2024

|                           |           |                     |
|---------------------------|-----------|---------------------|
| Garbage collections costs | \$        | 386,364.35          |
| Maintenance               | \$        | 14,400.00           |
| Truck rental (8 Truckss)  | \$        | 1,027,200.00        |
| Operators (8)             | \$        | 667,004.04          |
| Forman                    | \$        | 91,950.17           |
| 10% of all admin wages    | \$        | 67,773.51           |
| <b>Total</b>              | <b>\$</b> | <b>2,254,692.07</b> |





City Hall  
320 Esplanade  
Sydney, NS B1P 7B9

### Council Agenda Request Form

- |                                                                                                                                        |                                                                                                                         |                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> <b>Included on Agenda</b><br>(Submitted to Municipal Clerk's Office by 4:30 pm seven days before the meeting) | <input type="checkbox"/> <b>Late Item</b><br>(Submitted to Municipal Clerk's Office by Noon the day before the meeting) | <input type="checkbox"/> <b>Request from the Floor: (New Business)</b> <ul style="list-style-type: none"><li>- <b>Announcement</b></li><li>- <b>Referral</b></li><li>- <b>Submit Petition</b></li><li>- <b>Notice of Motion</b></li></ul> |
|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Date of Council Meeting:** March 3/2026

**Subject:** Sidewalk Snow Clearing Priority

**Motion for Council to Consider:**

That Cape Breton Regional Municipality add streets containing active churches and recognized places of worship to the municipal priority list for sidewalk snow clearing.

**Reason:**

Churches and places of worship within CBRM host regular spiritual services, many of which are attended primarily by seniors and individuals with mobility concerns. In addition to religious services, these facilities function as important community hubs, hosting senior socials, Girl Guides, Scouts, 4-H meetings, community gatherings, and other local events. When sidewalks in these areas are not cleared in a timely manner, residents, particularly seniors, are unable to safely access these services and programs. This limits participation, increases isolation, and negatively impacts community engagement during the winter months. Socializing is an important factor in our mental health.

**Outcome Sought:**

That CBRM include streets with active churches and places of worship on its sidewalk snow clearing priority list in order to improve accessibility, enhance public safety, and support community participation throughout the winter season.

*Councillor  
Kim Sheppard-Campbell*

*District 12*

*Date:  
Feb 24/26*

*Received by Clerk's Department (date):  
Feb 24/26*

# Information and Activity Report

*CBRM Regional Enterprise Network*

Q3 – FY 2025/26  
(October- December 2025)

**Subject:** .....CBRM REN Information and Activity Report  
**To:** .....Cape Breton Regional Municipality  
**Date Prepared:** ..... February 11, 2026  
**Prepared by:** ..... Tyler Cole, Economic Development Officer, CBRM  
..... Lan Zheng, Economic Development Officer, CBRM

---

## Background:

The Cape Breton Partnership (CBP) provides economic development support to the Cape Breton Regional Municipality under the Regional Enterprise Network (REN) model in partnership with the Province of Nova Scotia.

The Cape Breton Regional Municipality Regional Enterprise Network (CBRM REN) serves all of the communities of the CBRM from the CBP offices in Sydney.

The CBRM REN is part of a larger network of Regional Enterprise Networks across Nova Scotia.

The CBP maximizes the value of the CBRM REN's funding partners, leverages that investment to have a greater impact, and collaborates with other partners, funders, and projects that it is responsible for (like the Cape Breton Local Immigration Partnership) to deliver operational synergies across Unama'ki – Cape Breton and to benefit the CBRM.

NOVA SCOTIA



## 2025/26 CBRM REN Board of Directors

- **Chair:** Ron Blinkhorn - Casino Nova Scotia
- Shaowei Xu - SW East Trading & Consulting
- Howie Doiron - Lindsay Construction
- Darrell Gallant - Marine Atlantic
- Nicole Morrison - Mabel Systems
- Douglas MacLennan – TierToo Properties
- Mary Jane Morrison - Cape Breton University

### *Other Invited CBRM REN Board Meeting Attendees:*

- LOC Co-Chair Steve Gillespie
- LOC Co-Chair Jennifer Campbell

## 2025/26 CBRM REN Liaison Oversight Committee:

- **Co-Chair:** Steve Gillespie – CBRM Councillor
- Dave MacKeigan – CBRM Councillor
- **Co-Chair:** Demetri Kachafanas – CBRM Chief Administrative Officer
- Tyson Simms – CBRM Director of Planning and Development
- Evan Williams - Nova Scotia Department of Growth and Development
- Donald Ferguson - Nova Scotia Department of Labour, Skills & Immigration

### *Other Invited CBRM REN LOC Meeting Attendees:*

- CBRM REN Board Chair, Ron Blinkhorn
- CBRM CAO Demetri Kachafanas

## Additional information about the CBRM REN

Full information on the CBRM REN, including the CBRM Forward Strategic Plan, annual business plan, quarterly reports and more is located on the [CBRM REN webpage](#).

## Reporting Period

Your CBRM REN team and the CBP are pleased to share highlights, milestones achieved, and metrics from **October 1 – December 31, 2025**.

## Highlights and Events

- **Business & Breakfast: The Path to Succession Planning: October 7** – The Cape Breton Partnership and CBRM REN hosted a two-hour in-person *Business & Breakfast* session, The Path to Succession Planning, on October 7, 2025, at the Holiday Inn – Sydney Waterfront. The session featured expert insights from MacMullin Law, IG Private Wealth Management, and ViewPoint Realty, covering key legal, financial, and real estate considerations for business succession. Approximately 25 local business owners attended.
- **Cape Breton Partnership’s Annual Investor Summit: October 23** - The annual Investor Summit brought together more than 200 business, community, and government leaders from across Nova Scotia to network and discuss economic opportunities in Unama’ki – Cape Breton. Hosted at the Inverary Resort in Baddeck, the event included pre-summit activities, a full day of presentations, business updates, and networking opportunities. The summit featured a keynote address by Michelle Cederberg, a recognized leader in health and productivity, and attracted approximately 220 attendees.
- **Perseverance & Prosperity: Imagining a Vibrant Future for Our Island: October 29**– Cape Breton University, in partnership with the Cape Breton Regional Chamber of Commerce and the Cape Breton Partnership, hosted a luncheon titled *Perseverance and Prosperity: Imagining a Vibrant Future for Our Island* at the Holiday Inn in Sydney. The event brought together approximately 150 business leaders to hear updates on CBU’s current position, key lessons learned, and its vision for the future.
- **Business & Breakfast: Federal Budget Outlook – Updates & Insights: November 17**- The Cape Breton Partnership and Doane Grant Thornton LLP hosted a *Business & Breakfast* session at the Port of Sydney featuring Patrick Lahey and Nick MacNeil, who provided an overview of key highlights from the Canadian Federal Budget. The session attracted approximately 60 attendees and focused on how new policies, tax updates, and incentives may impact business planning and growth in 2026 and beyond.
- **Cape Breton Winter Reception: December 5**- The Cape Breton Partnership hosted its Annual Winter Reception at the Nova Scotia Community College Sydney Waterfront Campus, bringing investors and business leaders together for an afternoon of celebration and collaboration. Approximately 35 attendees participated, with appreciation extended to co-hosts and partners for their support and shared holiday wishes for the year ahead.
- **Elisk+Nweyek - Weaving Together: CBLIP Partner Update: December 12** - The Cape Breton Local Immigration Partnership (CBLIP) hosted its sixth annual partner update event, *Elisk+Nweyek – Weaving Together*, on December 12, 2025, at the Membertou Trade and Convention Centre and online. The event brought together organizations supporting newcomers and featured updates on CBLIP’s work alongside reflections from Mi’kmaq, newcomer, and service provider perspectives. Approximately 100 participants attended in person, with an additional 25 joining online.

## Select Project Updates

### Economic Development Project Updates:

- **Women+ Microloan Program** - In Q3, the program was concluded due to internal capacity constraints among partner organizations. Over its six years of operation, the program was successfully delivered by the Cape Breton Partnership, supporting 42 women entrepreneurs across sectors including retail, food, agriculture, consulting, and professional services, with approximately \$400,000 in funding provided to women-led businesses.



- **Northside Business Park Land Sales** - In Q3, interest in the available lots within the Northside Business Park (NBP) remained high. The CBRM Regional Enterprise Network (REN) staff received two complete applications for the lots and were now collaborating with CBRM municipal staff to review them and provide recommendations.
  - [Northside Business Park](#) is now listed on the Atlantic Certified Site platform, a strategic move to enhance its visibility to national and international companies seeking shovel-ready industrial properties in Atlantic Canada
- **Insights from Seafood Expo Asia 2025 (Singapore) and China Fisheries & Seafood Expo 2025 (Qingdao)** - The CBRM REN staff attended Seafood Expo Asia 2025 in September and the China Fisheries & Seafood Expo 2025 in October in Qingdao. During these events, discussions were held with Cape Breton seafood companies to assess market opportunities and understand the potential impacts of tariffs and free trade agreements. Key insights from these discussions are documented in this report and will be made available for further review. This work supports local seafood businesses in preparing for changes in international trade policies.
- **Insights from Solar Energy Supply Chain and Opportunity**- This report presents insights gathered by CBRM REN staff through direct engagement in the solar panel sourcing and supply-chain assessment process. CBRM REN staff examined market availability, supplier readiness, and potential risks related to tariffs, trade policy, and global supply constraints within the context of Nova Scotia's Community Solar Program. Key insights from this work are documented in the report and will be available for further review. This initiative supports CBRM's preparedness to advance community solar projects while strengthening local economic development and supply-chain resilience.
- **Community Solar Project Procurement Support**- CBRM REN staff supported a local solar company by identifying and assessing solar panel manufacturers to support procurement planning for an upcoming solar project. This work included supplier shortlisting, business communication support, and coordination of quotations to help evaluate availability, pricing, and supply-chain risks. Although site visits were cancelled, the engagement strengthened project readiness and informed procurement decision-making.
- **NSNP Entrepreneur Stream Support:** In Q4 2025, CBRM REN staff members provided direct support to an immigrant entrepreneur under the NSNP Entrepreneur Stream to successfully identify and pursue a business opportunity. By Q3 2026, the ownership transaction was completed, and the purchaser is currently awaiting a work permit before relocating to Canada to assume operations. This work supported business succession, investment attraction, and long-term economic stability in the region.
- **Design Cube Project – Nova Scotia Community Economic Development Fund** – Additional project funding support has been applied for from Mitacs, through a representative from Cape Breton University. Mitacs is a non-profit academia research organization. Work is underway by the project team to develop the back-end e-learning platform and some other online infrastructure for the Cubes, two essential elements of the project. Other project work to ensure a seamless rollout of the cubes to yet-to-be-specified locations is underway as well.
- **The Unama'ki – Cape Breton Business Insights Program (BIP)** – This program was launched in April 2025 and aims to gather insights into the challenges and opportunities faced by businesses across Cape Breton. **17** interviews have been completed in the CBRM through the end of Q3. A range of businesses have been interviewed, in different communities around the region, and from a variety of sectors.
- **Foreign Direct Investment Strategy for Unama'ki – Cape Breton** – The CBRM REN team and the CB REN team have been working with a consultant to develop a new Foreign Direct Investment attraction strategy for the

Island. The strategy will highlight emerging and existing opportunities for the Island, with comparables to other communities and a roadmap for how to pursue investment attraction in those markets. The strategy is underway and will be completed later in 2026.

### Green Energy Sector:

- Working with Forward Creative on the Partnership's new Island-wide **Foreign Direct Investment Attraction Strategy**, with energy listed as a priority investment sector for the Island.
- **Canada Nova Scotia Offshore Energy Regulator workshop: October 16** - Participated in the CNSOER workshop on the Call for Information NS25 – 1R.
- Participated in **Community of Practice** with NS Dept. of Energy, Net Zero Atlantic (NZA), COVE, Discovery Centre, Atlantica Centre for Energy, and Skills NS, to discuss engagement efforts related to the energy transition across Nova Scotia.
- Working with the **Nova Scotia Department of Energy** to amend grant programs to focus on supply chain and workforce development activities related to the energy sector; wrapped up the Indigenous Engagement piece of our grant funding.
- Wrapped up the **Women and Youth Technical Capacity for the Blue Economy (WYTEC Blue)** with the DOTCAN Institute at the end of October, with final workshops being held at CBU.

### Events:

- **Cape Breton Partnership Investor Summit: October 23** – The Green Energy Engagement Coordinator participated in the annual Investor's Summit as a key part of the event operations team. The event was another success with more than 200 attendees from across the Island and across Nova Scotia.
- **Marine Renewables Canada Conference: November 12-14** – Hosted in Halifax with over 700 attendees, this conference highlighted the importance of clear policy, streamlined permitting, grid readiness and offtake.
  - The Premier and Minister of Justice Sean Fraser both emphasized government commitments to creating conditions for private investment in the energy sector. Discussions about supply chain gaps, workforce development needs, port capacity, and the importance of meaningful Indigenous participation were also noted during the event.
- **CEPI/UINR Sustainable Futures Youth Forum: November 18-20** - Presented to Indigenous Youth at the Forum in Membertou, with a focus on how the GEEP has been undertaking engagement with communities about offshore wind energy. Participated in panel discussion with Efficiency NS and Cape Breton University.

### Creative Economy Projects and Sector Initiatives:

- In the development, planning and negotiation stages with **11 different film/TV producers** from Nova Scotia, Ontario, LA, the UK, and Bollywood who are looking at CBRM as a potential location for their productions.
  - Potential locations include Sydney, North Sydney, Louisbourg, Glace Bay, New Waterford, Point Edward, and Membertou.

- Total project budgets exceed **\$25 million**.
- First production for 2026 is currently scheduled for April-May-June, a horror film called “Feed” to be shot primarily in Sydney.
- **Cape Breton Creative Awards: November 6** – These awards, the first annual, were hosted in partnership with CBU. Nominees and award winners came from communities across the Island.
- Partnering with Will Roy, CBRM’s Community Development Officer, on the Island-wide **Local Heritage Celebration Initiative** which seeks to highlight local museums in the CBRM.
- **CBU’s Boardmore Theatre** hosted 2 Cape Breton independent film screenings in Q3.
- A film industry training program is in development, in partnership with **NSCC** and the **Nova Scotia Department of Labour, Skills, and Immigration**.
- Advising the **Louisbourg Playhouse** social media director on a podcast/recording studio project and connecting the venue to new entertainment leads for 2026.
- Working with the CBRM team on a new event in **May 2026**, based around Performing Arts.

### People and Labour Force Attraction:

Our **Immigration Engagement Coordinator** was out on medical leave for a period of time in Q3. This resulted in fewer files being completed and less event engagement during this quarter. Despite this, we are still meeting targets across our immigration programs. See Appendix 1 for statistics on active and completed projects.

The **Connector Program** and **Welcome Network** underwent staffing changes: the Connector Program Coordinator role was filled internally by hiring **Sumayya Mullassery** from the Welcome Network role, and a new Welcome Network Coordinator, **Cesar Betancourt**, began on December 22nd, 2025. Both positions currently end in March 2026, pending extension with funders.

### Cape Breton Local Immigration Partnership (CBLIP) Updates:

In Q3, the CBLIP implemented and moved forward with a number of events and initiatives, including:

- Finalizing the design and printing of the new **CBLIP Theory of Change, Evaluation Pathway tool**, and **Year in Review** document. The Year in Review can be found at [capebretonpartnership.com/cblip](https://capebretonpartnership.com/cblip).
- **Pathways to Prosperity National Conference: November 27** - Hosted in Halifax, the CBLIP team lead and participated in workshops on topics including:
  - reconciliation in Mi'kma'ki
  - the CBLIP's work in Mi'kmaw-newcomer relationship building
  - collaborative strategies in LIP evaluation
  - building connection between francophone and anglophone service providers
- The quarterly meeting of the CBLIP Council, held at the Port Hawkesbury Civic Centre, with a presentation from YREACH language services about the programs they offer.

- **CBLIP Partner Update Event: December 12** – The sixth annual partner update event was hosted in Membertou. The event name and theme was **Elisk+Nweyek – Weaving Together – Tisser Ensemble**. Event recording is available at [welcometocapebreton.ca/weaving-together](http://welcometocapebreton.ca/weaving-together)

### Connector Program Updates:

- Supported youth pathways into registered apprenticeships with presentations at Glace Bay High School, Sydney Academy, and Memorial High School.
- Engaged in stakeholder collaboration and networking at regional events, including Better Building for Unama'ki, Safety in the Strait Learn at Breakfast, and MACB Solar Garden.
- Continued partnership with organizations such as YREACH, CBICI, MACB, CBLIP, SSCC, Cape Breton Influencers, and ISANS to promote skilled trades and secure placements for underrepresented individuals.

### Immigration Services Updates:

- **Immigration Access +** was soft-launched in Q3 as a fee-for-service immigration representation option, promoted through event materials and direct outreach to employers referred by the Cape Breton Partnership. In Q4, advertising and outreach will be expanded, including two planned employer-focused events in Unama'ki–Cape Breton to provide updates on immigration changes, hiring and retention options, and to further promote Immigration Access+.
- A total of 20 applications were submitted on behalf of employers, with 17 currently underway; seven accompanying dependents (spouses and children) were included in completed applications this quarter, and advisory services were provided in 48 cases.
- **September 18:** A Coffee & Connect for Newcomers event was hosted at the Holiday Inn Sydney, welcoming 50 attendees and providing information and one-on-one support related to immigration services.

### Cape Breton Welcome Network Updates:

- Strengthened volunteer engagement through multicultural socials, service fairs, and recurring programs such as Coffee & Connect and Around the World in One Kitchen.
- Launched the **Buddy Program**, creating one-on-one connections to support newcomer integration.
- Partnered with Hockey Canada for newcomer participation in the IIHF U18 WWC, including Hockey 101 orientation and complimentary tickets.
- Increased visibility through media coverage (CBC Radio, digital story, Rogers TV) and promotional materials.
- Continued collaboration with municipal and island-wide partners to enhance engagement and community awareness.

### Networking & Community Connections:

- Coffee & Connect – September 19



- Community Connections Vendor Fair – September 3
- CBU Orientation Service Fair – September 4
- Around the World in One Kitchen – September 11
- CBU Fall Career Fair – October 22
- Community Resource Fair – October 25
- Community Assets for Older Adults Project – November 7
- Hello Unama’ki – November 8
- Community Compass – Newcomer Info Series – November 22

## Upcoming Events in Q4 of 2025-26:

- **MORE EVENTS** - To be kept informed of all upcoming events as they unfold, follow the Cape Breton Partnership’s social channels or [subscribe to the Pulse Newsletter](#).

## Metrics Overview:

*(Full Metrics are available in Addendum 1: CBRM REN Metrics (October 1 – December 31, 2025))*

Your Economic Development Officers, and CBRM REN team members, continue to provide business support and advisory services to entrepreneurs, business clients, and individuals throughout the CBRM. These projects are reflected in the Addendum below.

Additional Information:



**CBRM REN Website:** Additional information on the CBRM REN, including the CBRM Forward Strategic Plan, annual business plan, quarterly reports and more is located on the [CBRM REN webpage](#).



**Welcome to Cape Breton Website:** Additional Information on Living, Working, Investing, Studying and Moving to the CBRM - including community profiles and economic data - can be found on the [Welcome to Cape Breton website](#).

- **News and Updates** – Elevate Magazine, and articles from Pulse Newsletter, new podcasts, news releases and more can be found on the [Partnership News section of our website](#).



**Want news in your inbox?** [Subscribe to the Pulse Newsletter!](#)

Signatures:

Respectfully submitted by:

---

Tyler Cole  
Economic Development Officer - CBRM  
CBRM REN, Cape Breton Partnership

Lan Zheng  
Economic Development Officer - CBRM  
CBRM REN, Cape Breton Partnership

Tyler Mattheis  
President and CEO  
CBRM REN, Cape Breton Partnership

Addendum(s):

- **CBRM REN Metrics (October 1 – December 31, 2025)**

---end report---

## Addendum I - CBRM REN Metrics: October 1 – December 31, 2025

|                                                        | <b>Q3 Metrics</b><br><i>Q3 October 1st - December 31st,<br/>2025</i> |                  | <b>YTD</b><br><i>Since April 1</i> |
|--------------------------------------------------------|----------------------------------------------------------------------|------------------|------------------------------------|
| <b>Activities</b>                                      | <b>In Progress</b>                                                   | <b>Completed</b> | <b>Total Completed</b>             |
| <b>Business Support, Sustainability, &amp; Growth</b>  | <b>Total: 19</b>                                                     | <b>Total: 8</b>  | <b>Total: 31</b>                   |
| Business Retention & Expansion (BRE) Surveys Completed |                                                                      | 3                | 17                                 |
| Continuous Improvement & Business Advisory Services    | 7                                                                    | 2                | 10                                 |
| Business Quick Support                                 |                                                                      | 1                | 4                                  |
| Succession Planning & Support                          | 2                                                                    | 1                | 1                                  |
| New Businesses Supported in Navigating Resources       | 10                                                                   | 1                | 2                                  |
| Microloan Participants                                 | 0                                                                    | 0                | 2                                  |
| Other Business Support Services                        | 0                                                                    | 0                | 0                                  |

|                                                      |                  |                 |                 |
|------------------------------------------------------|------------------|-----------------|-----------------|
| <b>Major Projects &amp; Strategic Sector Support</b> | <b>Total: 25</b> | <b>Total: 1</b> | <b>Total: 9</b> |
| Sector Development Projects                          | 17               | 0               | 5               |
| Major Economic Development Projects                  | 8                | 1               | 4               |

|                                                          |                  |                  |                   |
|----------------------------------------------------------|------------------|------------------|-------------------|
| <b>Addressing Talent Needs (Labour &amp; Population)</b> | <b>Total: 20</b> | <b>Total: 55</b> | <b>Total: 326</b> |
| Projects Assessing Local Labour Market                   | 0                | 0                | 0                 |
| Cape Breton Job Board Advertisements                     |                  | 0                | 105               |
| Immigration Advisory Services                            | 5                | 24               | 93                |
| Immigration Applications Submitted                       | 15               | 16               | 40                |
| Business Immigration Quick Support                       |                  | 15               | 88                |

|                                                 |                  |                  |                   |
|-------------------------------------------------|------------------|------------------|-------------------|
| <b>Newcomer &amp; Talent Retention Programs</b> | <b>Total: 10</b> | <b>Total: 84</b> | <b>Total: 499</b> |
| Connector Program Matches                       | 2                | 6                | 47                |
| Newcomers Welcomed Through the Welcome Network  | 8                | 75               | 193               |
| Local Immigration Partnership Members           |                  | 0                | 217               |
| Events Aimed at Talent Attraction & Retention   |                  | 3                | 42                |
| Other Activities Addressing Talent Needs        | 0                | 0                | 0                 |

**Note on Addendum 1:** The data provided is sourced from our Insightly CRM software and, at times, CBRM REN metrics may not be complete due to data availability from all programs and projects at the time of report preparation. Year-to-date data will be adjusted accordingly in subsequent quarterly reports to ensure accuracy.

**Catalone Lake Restoration Update**

**Motion**

Moved by Councillor MacNeil, seconded by Councillor O'Quinn, to request Mayor to write letters to the Honourable Minister of Public Works, the Honourable Minister of Environment, and the Honourable Premier Tim Houston in support of the dredging and restoration of Catalone Lake and Catalone Gut in conjunction with the Catalone Gut bridge project.

Discussion:

- Environmental concerns
- Ducks Unlimited funding commitment
- Timing critical for cost savings

**Motion Carried**





**CAPE BRETON REGIONAL MUNICIPALITY**  
*OFFICE of the MAYOR*

February 19, 2026

Honourable Tim Houston  
Premier of Nova Scotia  
Email: [premier@novascotia.ca](mailto:premier@novascotia.ca)

Honourable Fred Tilley  
Minister of NS Public Works  
Email: [publicworksminister@novascotia.ca](mailto:publicworksminister@novascotia.ca)

Honourable Tim Halman  
Minister of NS Environment & Climate Change  
Email: [minister.environment@novascotia.ca](mailto:minister.environment@novascotia.ca)

RE: Catalone Lake Restoration Request

Dear Premier and Ministers:

I am writing at the request, by motion, of the Cape Breton Regional Municipality Council to request the Province's support for the dredging and restoration of Catalone Lake and Catalone Gut in conjunction with the Catalone Gut Bridge project.

Attached please find the record of motion as well as the associated supporting documentation received.

Sincerely,

Cecil P. Clarke  
Mayor

CPC/tfd  
Attachments - 2

c: Honourable Brian Comer, MLA  
Toni DeLorenzo, Principal Secretary-Mayor's Office, CBRM  
John Phalen, Director of Public Works, CBRM  
Christa Dicks, Municipal Clerk, CBRM

## CBRM Municipal Council Briefing 3 Feb 2026- An Update

Catalone Lake Restoration Committee Email: [catalonelakerestoration@gmail.com](mailto:catalonelakerestoration@gmail.com)

The committee briefed CBRM Council on June 03 2025. This briefing is intended to provide a quick review of the situation, activities and milestones achieved since that point, the present situation and where we hope to go from here.

Background: The Committee was formed in November 2024. One of several that have been formed by concerned residents over the last 40 years to address this problem.

(Slide 1) At issue is “Catalone Gut”, which is the confluence of the Catalone Lake Estuary system and Mira Bay. Catalone Lake is not a lake but an estuary, and as such is critically reliant on a healthy tidal exchange of salt ocean water to sustain it’s wildlife and ecosystems.

(Slide 2) Around the year 1900, the S&L Railway built a causeway across what was historically known as the “Barachois de Mirè”, which had a wide, clear channel connecting the estuary to Mira Bay. This causeway effectively closed the opening and was provided with a small deep 30 meter channel with a trestle over it to provide for drainage and tidal exchange. Obviously no environmental impact studies were done at that time. In the early 1920’s a provincial road and adjacent bridge was constructed on the causeway.

(Slide 3) In the subsequent 125 years, the “gut”, as it has become known, has gradually become increasingly restricted by silt and sand such that the essential tidal exchange has been restricted and sometimes cut off completely. Without this exchange, the consequences are profound.

(Slide 4) Water levels are erratic, with substantial and regular flooding. Erosion along the shoreline has dramatically increased, affecting residents properties, and having a disastrous effect on shoreline nesting birds such as Loons.

(Slide 5) When blocked, without the flushing action of a regular tidal exchange, the chemistry of the water changes from pristine clear salt water, chemically close to identical to the Brasdor Lakes, to black, dead fresh water heavily contaminated with runoff from erosion, development, septic runoff, etc. This water change results in wholesale die off of the estuarial wildlife system, such that the once abundant salmon, cod, hake, flounder, clams, mussels, oysters, etc, etc are no longer existent, replaced by muddy sediment and invasive fresh water weeds and leeches.

(Slide 6) Our committee represents the ratepayers in the area, those who use and appreciate Catalone Lake as the superb recreational attraction it is, and all those with the larger scope of interest in protecting nature and our environment. What we aim to achieve as our goal is to ensure proper tidal flow through “the gut”, reestablishing a healthy estuary ecosystem and thus stop the ongoing environmental degradation occurring. This goal can essentially be accomplished by simply “digging a better ditch”.

## Activities and Milestones:

Phase 1 of our activities occurred in the first year, where extensive efforts were made to review the scientific literature, engineering reports, historical data and resident testimony and collate all of this into a central library. Meanwhile, a letter writing campaign was started to describe the issue and enlist the engagement of various government bodies, including this one. Specifically, Councillor McNeil and Mayor Clark, MLA Brian Comer, MP Jiamie Battiste, MP Mike Kelloway, NS Minister of Environment, NS Minister of Public Works, NS Minister of Natural Resources, Federal Department of Fisheries and Oceans (Fish and Fish Habitat Protection Program), Canadian Wildlife Foundation, Ducks Unlimited, CBC News and Information Morning, and Cape Breton Post.

## Some milestones:

- several public meetings held in Catalone with Councilor MacNeil and MLA Comer,
- the briefing to this council in June 2025,
- a CBC Radio Information Morning interview in June,
- a scientific water testing program throughout the summer produced by ACAP
- a presentation for Public Works planning staff in Sept 2025
- an interview with Cape Breton post in December

## Results:

-Engagement by the various levels we have approached have been mixed. We would like to acknowledge the efforts, interest and support of Councillor MacNeil. Of all the folks we have contacted, he has been our biggest supporter and stands out in his efforts to help us resolve this issue. Thank you Steven.

-The water testing carried out by ACAP through the summer provided us with scientific analysis of the water chemistry for ongoing reference. The “gut” through natural processes like storms, rain events, etc, somewhat cleared this summer, with a deeper channel by about 1.5 feet. This reestablished tidal flow and the results were astounding. An explosion of sea life occurred, water clarity was restored and many of the invasive weed species died, clearing silt and mud and reestablishing clean gravel bottom. Unfortunately, September storms plugged the gut again and we are back to square one. We did, however, with the ACAP testing, establish an excellent baseline analysis of what the water chemistry should look like when we finally get the problem fixed.

-In the spring a new bridge spanning Catalone Gut was announced by MLA Comer. This became an exciting opportunity for the gut remediation as we felt it could be done most efficiently with the bridge project. We were invited to the public works engineering planning session in September with MLA Comer in attendance and made a presentation on what our vision was of the proper fix, specifically, a straight deep armour rock channel connecting Catalone Lake proper to Mira Bay. Public Works staff seemed supportive, but their mandate and scope was restricted to bridge replacement. They promised to investigate offset funding for an

expanded project. In December we received the initial engineering plan for the bridge replacement. No accommodation whatsoever was made for remediation of the channel. Bridge replacement only.

-We engaged with Samuel Andrews of Ducks Unlimited who have expressed interest in helping with the project. He was provided info to contact the Public Works Engineering Staff to offer support. He did so in October, but has yet to hear back from them. Let's be clear, there is interest in funding partnerships available, but inertia in the provincial bureaucracy is not helping. Samuel continues to liaise with our committee exploring estimates and engineering considerations, but cannot really do much more without the engagement of the provincial team.

-Our federal correspondence to Fisheries met with no results other than they would be regulatory only, and would not provide any funding or initiative. Nor have we heard anything from our Federal MP, despite being copied on all our correspondence.

-Letters to Provincial DNR, ENV, and Public Works were acknowledged, but offered no concrete assistance. Essentially, it is the same multijurisdictional scenario that has played out over the years... "that's the other guy's problem...". We have been contacted by [redacted], provincial funding navigator NSECC Climate Change Team. A meeting in Halifax with him assured us that he would research funding avenues for the project, but we have not heard back from him.

-In November, in response to a request from Councillor MacNeil, we approached industry experts for a cost estimate of a proper solution to the gut. A 180 meter long armour rock channel extending into Mira Bay by 50 meters, 15 meters wide and 8 meters deep was suggested. Total cost \$5.7 million. The majority of the cost was for the rock and core material, trucking, etc. The cost of the dredging itself is only \$300,000. This info was forwarded to Councillor MacNeil in his search for funding avenues. There is a large scope of accommodation we can consider to reduce the costs if required by minimizing the transport and placing of armour rock and core material. Obviously, engineering expertise must be brought into play for these considerations.

#### Summary:

As our "Phase 1" closes, we are no further ahead. Indeed, with the announcement of the new bridge replacement, we are in very real danger of never getting this issue fixed at all, as any dredging or remediation work on the channel after a new bridge is installed would enormously increase the cost and complexity of such a project.

It is therefore our stated position as a committee that any initiative to replace the bridge must be coincident with a project to remediate the channel and establish proper tidal flow.

Going Forward: Phase 2 of our initiative involves a more open dialogue with the community by using our facebook page (CATALONE LAKE (ESTUARY) PAST,PRESSENT 7 FUTURE). We will



be sharing correspondence etc to keep the community more informed. We will be moving forward with a more aggressive exposure to the press. We will pursue more contact with the post, CBC news, CTV,etc.

We will continue to press the provincial bureaucracy for accountability, responsibility and action. Although not forthcoming thus far, we hope to see some engagement shortly.

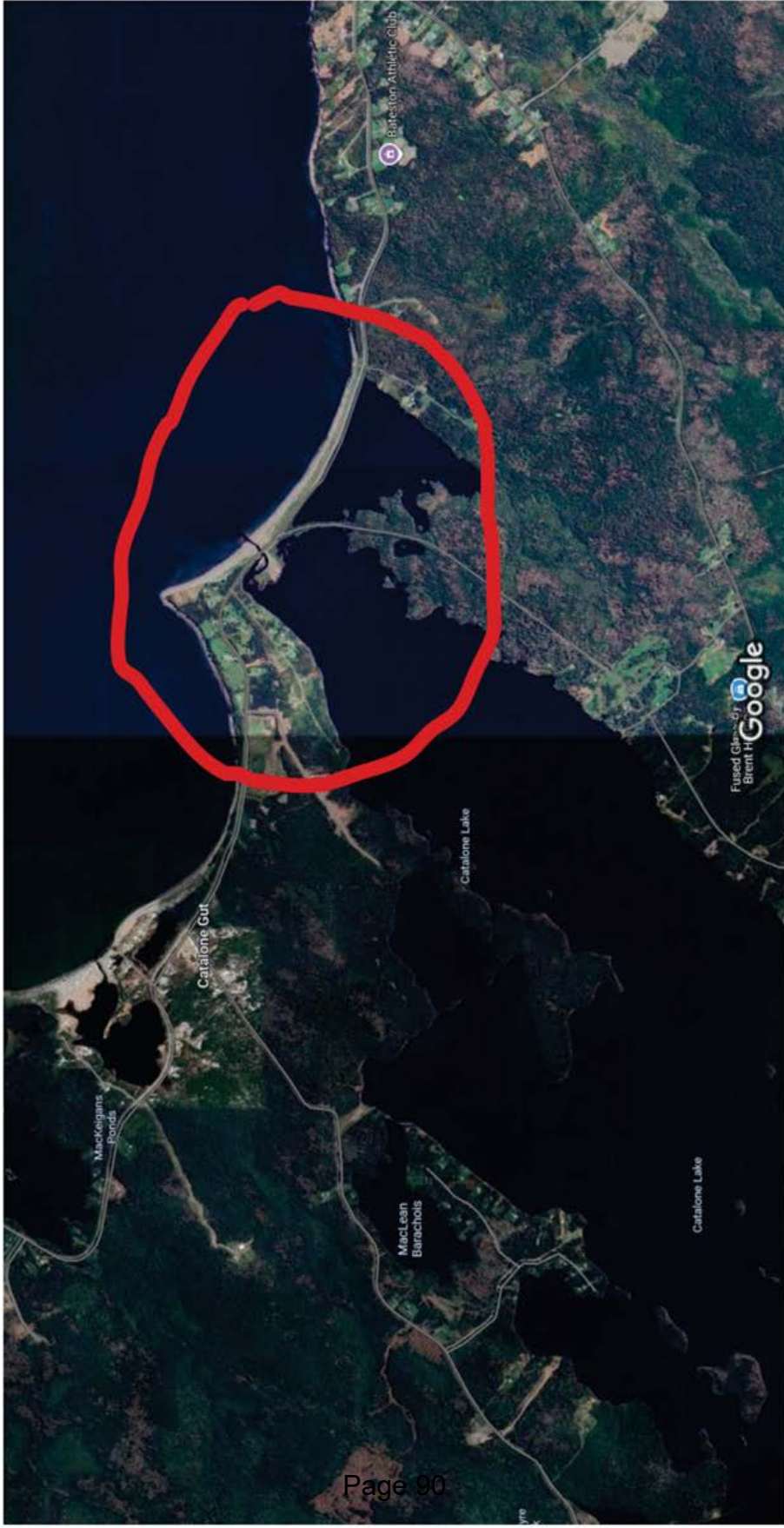
We hope to never progress to phase three, which will explore the legal liability realm of this issue. Now that we have the science, the documentation, the correspondence with all parties, it is impossible for anyone to plead ignorance.

This environmental tragedy is caused by a man made causeway owned by the Provincial Dept of Natural Resources, complicated by an inadequately drained bridge construction owned by the provincial Department of Public Works while supposedly monitored and policed by the provincial Dept of Environment and Climate Change.

..."There is a trend here..."

# Google Maps View Of Mira Bay and Catalone Gut

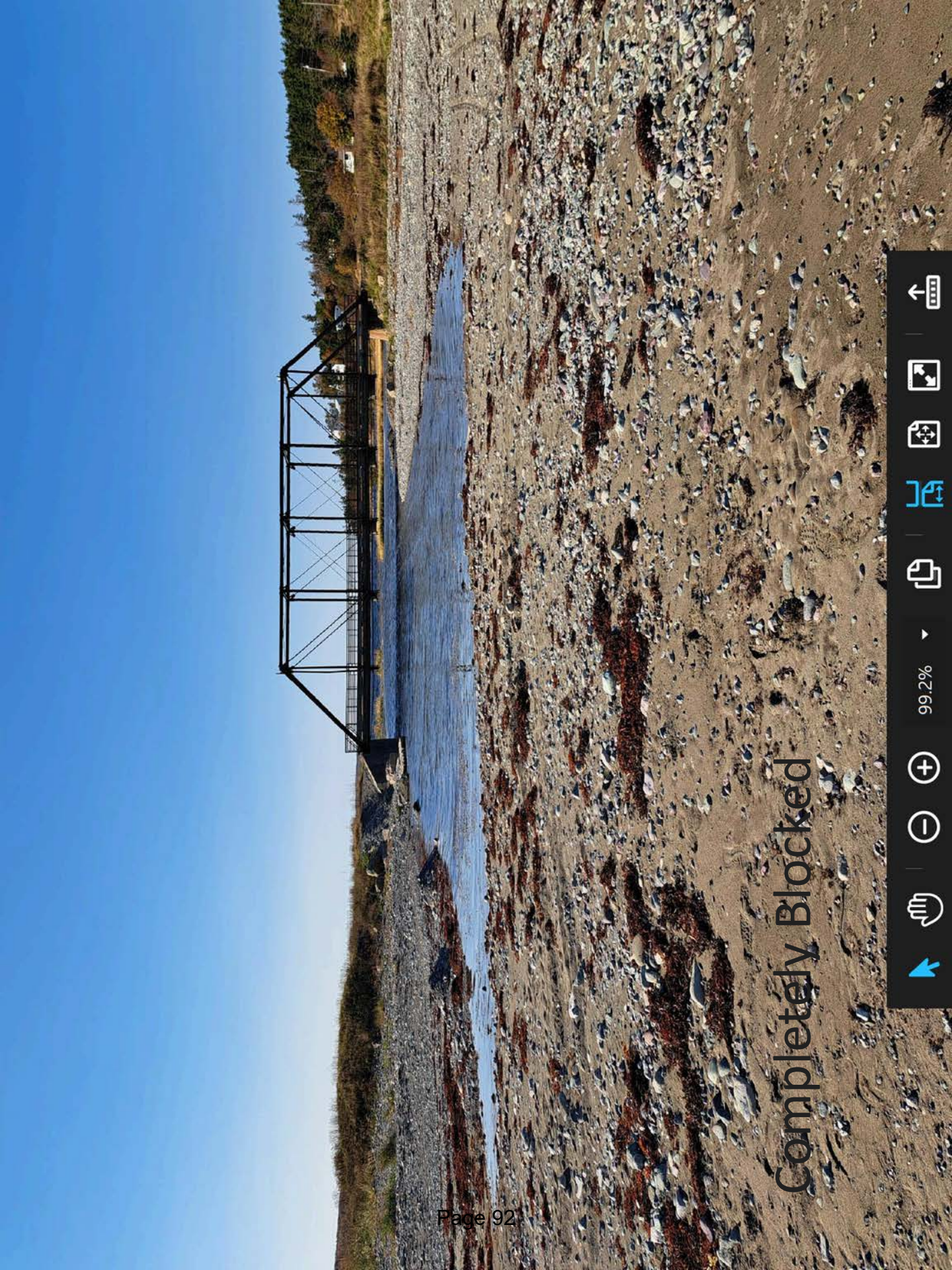
Google Maps  
Google Maps screenshot of Catalone Lake



Imagery ©2025 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2025 200 m







Completely Blocked



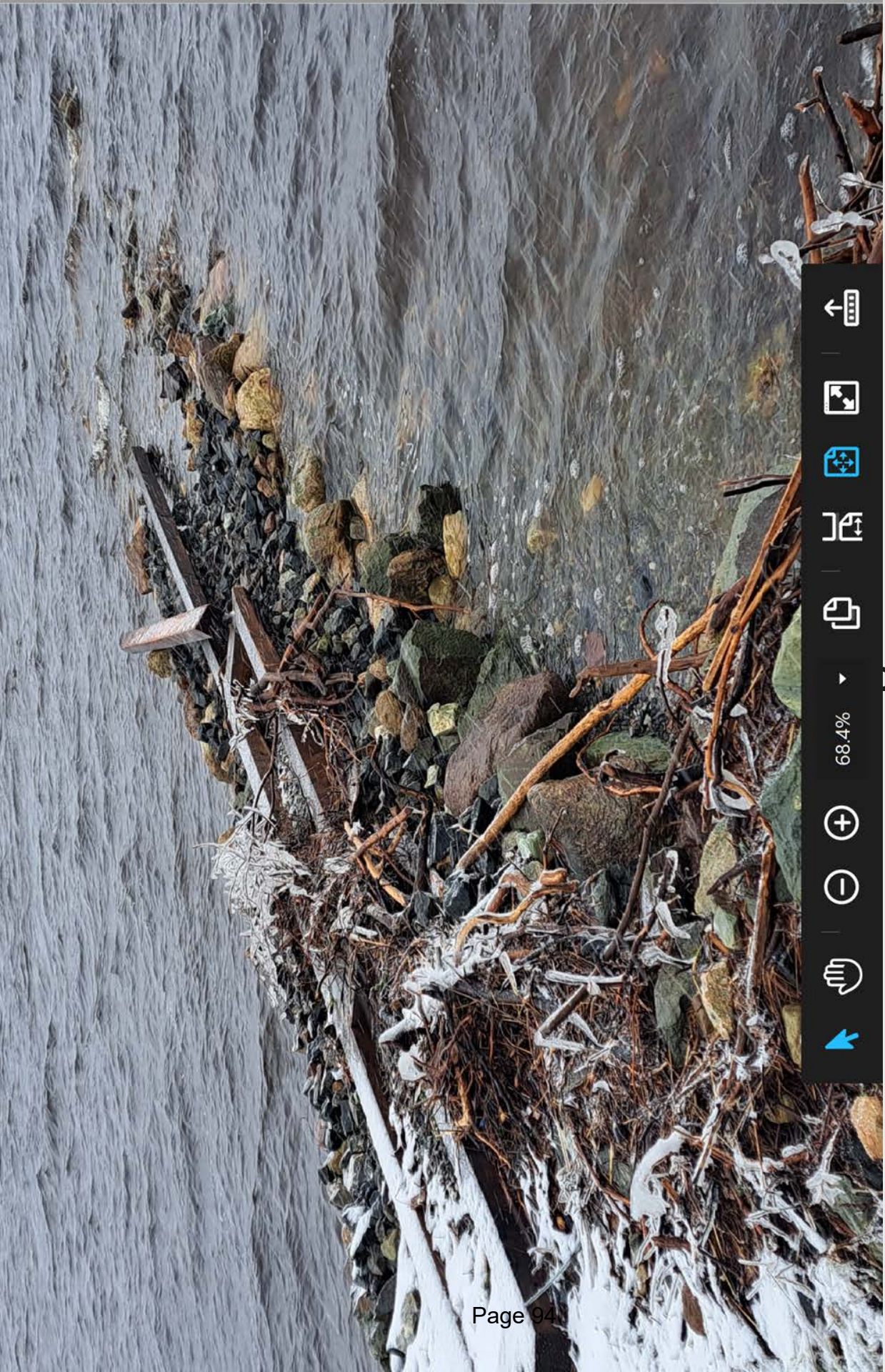


## Pre Fiona Shoreline Erosion



Pre Fiona Shoreline Erosion





68.4%







**Provision of a Blood Donation Service for the CBRM**

**Motion**

Moved by Councillor Parsons, seconded by Councillor Eldon MacDonald, that Council adopt the Antigonish Diocesan Catholic Women's League of Canada Association resolution and authorize the Mayor to write to the Premier and the Minister of Health advocating for a blood donor service in the Cape Breton Regional Municipality.

Discussion:

- Support for the blood clinic
- Strong local need

**Motion Carried**



**CAPE BRETON REGIONAL MUNICIPALITY**  
*OFFICE of the MAYOR*

February 19, 2026

Honourable Tim Houston  
Premier of Nova Scotia  
Email: [premier@novascotia.ca](mailto:premier@novascotia.ca)

Honourable Michelle Thompson  
Minister of Department of Health & Wellness  
Email: [health.minister@novascotia.ca](mailto:health.minister@novascotia.ca)

RE: Blood Donation Service for the CBRM

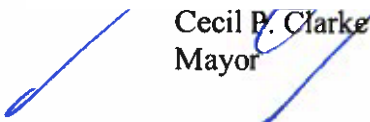
Dear Premier and Minister:

Attached please find a copy of the motion of Council requesting the Province to advocate on the community's behalf to the Canadian Blood Collection Service. Also attached is the supporting resolution by the Antigonish Diocesan Catholic Women's League of Canada Association.

Your support to engage the Canadian Blood Collection Service would be greatly appreciated as locally-led efforts have not garnered the outcome sought for a CBRM blood donation program. Even a quarterly schedule would enable donors to help fellow citizens with lifegiving and sustaining blood.

Thank you for your consideration of this meaningful request.

Warm and kind regards.

  
Cecil P. Clarke  
Mayor

CPC/tfd  
Attachments – 2

c: Christa Dicks, Municipal Clerk, CBRM



**The Catholic Women's League of Canada**



**Antigonish Diocesan Council**

---

***Ignite Your Passion, Empower His Mission***

921 Centerdale Road  
Millstream, NS B0K 1B0

February 9, 2026

CBRM Mayor Cecil Clarke & Members of Council  
320 Esplanade, Suite 400  
Sydney, NS B1P 7B9

Dear Mayor Clarke & Members of Council:

On behalf of the Antigonish Diocesan Council of the Catholic Women's League of Canada, I wish to extend our sincere thank you for the opportunity given to diocesan and provincial executive members to present Resolution 2025.01 Provision of a Blood Donation Service for the Cape Breton Regional Municipality at a recent meeting of Council.

We are most appreciative of the time and thoughtful comments shared by Councillors, and we gratefully acknowledge the unanimous support extended for our resolution. Your endorsement is greatly appreciated and the support of Council in lending its voice to this concern will contribute significantly to increased awareness and positive action for the return of a blood donation clinic within our municipality.

Thank you for your leadership and commitment to public service. We look forward to continued collaboration in service to our community.

Yours sincerely,

Debbie White  
Antigonish Diocesan CWL Council Secretary

**2025.01      Provision of a Blood Donation Service for the Cape Breton Regional Municipality.**

- Resolved,      that the Antigonish Diocesan Council of the Catholic Women’s League of Canada in 103<sup>rd</sup> annual diocesan meeting and convention assembled, urge Canadian Blood Services, in collaboration with community partners, to provide a blood donation service for the Cape Breton Regional Municipality; and be it
- Resolved,      that the Antigonish Diocesan Council of the Catholic Women’s League of Canada in 103<sup>rd</sup> annual diocesan meeting and convention assembled, urge the Cape Breton Regional Municipality to urge Canadian Blood Services, in collaboration with community partners, to provide a blood donation service for the Cape Breton Regional Municipality; and be it
- Resolved,      that the Antigonish Diocesan Council of the Catholic Women’s League of Canada in 103<sup>rd</sup> annual diocesan meeting and convention assembled, through the provincial council of the Catholic Women’s League of Canada, urge the Nova Scotia provincial government to urge Canadian Blood Services, in collaboration with community partners, to provide a blood donation service for the Cape Breton Regional Municipality; and be it
- Resolved,      that this resolution be forwarded through national council to the provincial councils, urging them to become aware of this topic as it pertains to their province/territory, and to act on it as deemed necessary/prudent; and be it
- Resolved,      that this resolution be forwarded to the Nova Scotia Provincial Council of the Catholic Women’s League of Canada for consideration at its 2025 annual meeting of members/convention.

## **Brief: Provision of a Blood Donation Service for the Cape Breton Regional Municipality**

The need for blood, plasma, and platelets is constant as many rely on these donations every day (Callum). Recently Canadian Blood Services (CBS), which manages the Canadian blood system, has been facing significant challenges in meeting Canada's blood supply. More than 100,000 new donors are needed every single year ("Canadian Blood Services") and bookings are not keeping pace with the rise in demand for blood products ("Rapid Growth in Demand"). Decreased blood donations have resulted in advisories of low blood inventory since May 2019 ("Inventory Advisories", "National Blood Shortages Plan"). One Nova Scotia family experienced this firsthand in October 2023 when their young son, diagnosed with Acute Myeloid Leukemia and in early treatment, received only half of his required platelet transfusion (MacDonald). Since closure of the blood donation clinic in Sydney in 2015, donors in the Cape Breton Regional Municipality (CBRM) must travel to Port Hawkesbury to donate, a round trip of approximately four to five hours. The time and distance involved make this impractical, costly and inefficient. This could be resolved by the provision of a blood donation service for the CBRM.

Donation, retention of donors and frequency of donations are negatively affected as donation time and inconvenience increase due to clinic inaccessibility (Charbonneau et al 3-5; Cimaroli 6, 23, 25-27; Paez et al 93-95; Haw et al 1328). Community support for a blood donation service has been expressed through media, a petition (Porter) with over 6000 household signatures, and letters to CBS.

CBS prioritizes location (Letter) and diversification ("This is Why We Need") in planning donation events. CBRM, the second largest municipality in Nova Scotia, with a population of over 109,000 (Nova Scotia Canada), two First Nations communities and an increased international presence, offers density and diversity. A mobile clinic operates in Yarmouth, NS. The distances from CBRM and Yarmouth's mobile clinic to CBS's manufacturing site in Dartmouth are comparable.

The CBS website reads: "Engaging the next generation of blood, plasma and stem cell donors and advocates is important to sustain **Canada's Lifeline** into the future" (Walsh). Cape Breton University (CBU) has a current enrollment of approximately 6700 students from 70 countries. CBU will house the province's second medical school in August 2025 and an expanded health and counselling centre. The newly constructed campus of the Nova Scotia Community College (NSCC), currently has approximately 1200 students and staff, with potential for growth. Mobile collection venues, accessible to students, would provide an opportunity for CBS to acquire an increased blood and stem cell donor base and leaders for the Next Gen Lifeline program.

Phlebotomy provides therapeutic benefit to those with hemochromatosis. This inherited disorder is most common in people of Celtic descent, such as the CBRM demographic, and affects 1 in 300 people. Without access to a CBS donation clinic, this iron rich blood is being disposed as medical waste instead of making "a lifesaving difference to a patient in need" ("Partners for Life").

Organizations, community groups, universities, and colleges across Canada have been participating in the *Partners for Life* program with CBS for many years. Participation in this worthy program by our residents, known for their legacy of giving and dedication to supporting health care needs, is hampered by lack of a local clinic.

Every minute of every day, someone in Canada needs blood. A blood donation service in the CBRM would provide residents with the accessibility and opportunity to strengthen Canada's blood supply and to give the gift of life through the miracle of blood and blood products. We urge Canadian Blood Services to work with community partners to provide a blood donation service for the Cape Breton Regional Municipality.

## Provision of a Blood Donation Service for the Cape Breton Regional Municipality

### Works Cited

1. Callum, Jeannie. "Paying It Forward: Why We Need You to Give Blood." *Canadian Blood Services*, 19 Nov. 2021, [www.blood.ca/en/node/999122](http://www.blood.ca/en/node/999122).
2. "Canadian Blood Services Is Rallying People across the Country to Shine a Light on the Need for New Donors." *Canadian Blood Services*, 15 May 2023, [www.blood.ca/en/about-us/media/newsroom/canadian-blood-services-rallying-people-across-country-shine-light-need-new](http://www.blood.ca/en/about-us/media/newsroom/canadian-blood-services-rallying-people-across-country-shine-light-need-new).
3. "Letter." *Canadian Blood Services*. 2023-03-09.
4. Charbonneau Joanne, et al. "Why Do Blood Donors Lapse or Reduce Their Donation's Frequency?" *Transfusion Medicine Reviews*, vol 30, issue 1, January 2016, pp. 1-5, [www.sciencedirect.com/science/article/pii/S0887796315001169?via%3Dihub](http://www.sciencedirect.com/science/article/pii/S0887796315001169?via%3Dihub).
5. Cimaroli, Kristina. "The Frequency of Blood Donation in Canada: An Exploration of Individual and Contextual Determinants." *MacSphere*, 19 Sept. 2012, [macsphere.mcmaster.ca/handle/11375/12512](http://macsphere.mcmaster.ca/handle/11375/12512).
6. Haw, Jennie, et al. "Sickle Cell Disease and the Need for Blood: Barriers to Donation for African, Caribbean, and Black Young Adults in Canada." *Transfusion*, vol 63, issue 7, 23 Apr. 2023, pp. 1324 – 1332, [onlinelibrary.wiley.com/doi/epdf/10.1111/trf.17396](https://onlinelibrary.wiley.com/doi/epdf/10.1111/trf.17396).
7. "Inventory Advisories." *Canadian Blood Services*, [www.blood.ca/en/hospital-services/customer-service/communications/inventory-advisories](http://www.blood.ca/en/hospital-services/customer-service/communications/inventory-advisories).
8. "Join Canada's Lifeline." *Canadian Blood Services*, [nextgen.blood.ca/en](http://nextgen.blood.ca/en).
9. MacDonald, April. "Community Desperate to Find Ways to Help Boy Diagnosed with Leukemia." *The Inverness Oran*, 1 Nov. 2023.
10. "National Blood Shortages Plan – A Summary." *Canadian Blood Services*, 2022, [www.blood.ca/en/node/99938](http://www.blood.ca/en/node/99938).
11. Nova Scotia Canada, "Economics and Statistics", 22 May 2024 [www.novascotia.ca/finance/statistics/archive\\_news.asp?id=19934&dg=&df=&dto=0&dti=3](http://www.novascotia.ca/finance/statistics/archive_news.asp?id=19934&dg=&df=&dto=0&dti=3).
12. Paez, Antonio, et al. "Exploring Resource Allocation and Alternate Clinic Accessibility Landscapes for Improved Blood Donor Turnout." *Applied Geography*, vol 45, pp. 89-97, 18 Sept. 2013, [www.sciencedirect.com/science/article/pii/S0143622813001999](http://www.sciencedirect.com/science/article/pii/S0143622813001999).
13. "Partners for Life." *Canadian Blood Services*, [www.blood.ca/en/ways-donate/partners-life](http://www.blood.ca/en/ways-donate/partners-life).



14. Porter, Diane. "Sign the Petition Reopen Blood Donation Clinic in Sydney, N.S." *Change.Org*, 29 Aug. 2023, [www.change.org/p/reopen-blood-donation-clinic-in-sydney-nova-scotia](http://www.change.org/p/reopen-blood-donation-clinic-in-sydney-nova-scotia).
15. "Rapid Growth in the Demand for Blood Products Could Cause National Supply to Dwindle." *Canadian Blood Services*, 26 June 2024, [www.blood.ca/en/about-us/media/newsroom/rapid-growth-demand-blood-products-could-cause-national-supply-dwindle](http://www.blood.ca/en/about-us/media/newsroom/rapid-growth-demand-blood-products-could-cause-national-supply-dwindle).
16. "This Is Why We Need a Diverse Donor Base." *Canadian Blood Services*, 2 June 2023, [www.blood.ca/en/stories/why-we-need-diverse-donor-base](http://www.blood.ca/en/stories/why-we-need-diverse-donor-base).
17. Walsh, Geraldine. "Student Advocates, Plasma Donation and the Pandemic." *Canadian Blood Services*, 24 Feb. 2022, [www.blood.ca/en/research/our-research-stories/research-education-discovery/student-advocates-plasma-donation-and](http://www.blood.ca/en/research/our-research-stories/research-education-discovery/student-advocates-plasma-donation-and).

### **Action Plan: Provision of a Blood Donation Service for the Cape Breton Regional Municipality**

1. Encourage CWL members to write letters to Canadian Blood Services to support action on the resolution.
2. Raise awareness of the resolution to gather support from parishioners, community members and community partners.
3. Encourage members to write letters to the premier, provincial minister of health, local MLAs, and mayor and councillors of the Cape Breton Regional Municipality urging support of the resolution.
4. Monitor Canadian Blood Services' response to the resolution and keep members informed.

## BRIEFING NOTE

### Re: Announced closure of Port Hastings Visitor Information Centre February 20, 2026

#### 1. PURPOSE

To provide an evidence-based assessment of the Government of Nova Scotia's decision to close the Port Hastings Visitor Information Centre (VIC) and to outline the critical role this facility plays in the estimated \$700+ million tourism economy of Cape Breton Island - Unama'ki.

#### 2. DATA ANALYSIS: THE SURGE IN COUNSELLING DEMAND

While general long-term trends showed a decline in VIC traffic since 2009, recent post-pandemic data reveals a significant and accelerating rebound in the demand for in-person counselling that far outpaces general visitation growth:

- ***Growing Demand for Personal Guidance:***  
In 2025 (January–September), while overall visitation to the province increased by 1%, the number of visitors seeking counselling at provincial VICs increased by 13%, reaching 235,000 visitors counselled.
- ***A Multi-Year Trend:***  
This follows a 14% increase in visitors counselled in 2024, even as general visitation growth was down 1%.
- ***The "Conversion" Reality:***  
This data confirms that modern travellers use digital tools for initial booking but increasingly rely on high-touch, in-person hospitality to curate their on-Island experience, discover hidden gems and navigate real-time conditions.

#### 3. THE ECONOMIC "MULTIPLIER" OF THE FRONT DOOR

The Port Hastings VIC is not merely an information booth; it is a critical piece of economic infrastructure located at the Island's primary road entry point.

- ***Cape Breton's Economic Punch:*** The Island attracts 20% of all Nova Scotia visitors despite having only 13.6% of the population.



- **Higher Impact Per Dollar:**

Every \$1 spent by a visitor in Cape Breton generates \$2.62 in total output for the local economy – a significantly higher impact than the \$2.20 generated in the rest of the province.

- **The Power of Referrals:**

The single greatest lever for growing the tourism economy is increasing the length of stay. Adding one day to the average trip has the potential to add \$125M annually to the Cape Breton Island – Unama'ki economy. The Port Hastings VIC is the primary referral engine that encourages visitors to explore all areas of the Island, particularly into many rural communities that lack high-visibility marketing budgets.

#### 4. STRATEGIC RISKS OF CLOSURE

##### A. **The Dispersal Crisis**

Almost every vehicle entering the Island crosses the Canso Causeway. The Port Hastings roundabout is the only point where visitors can be influenced to take the Ceilidh Trail, Highway 4 or the Trans-Canada Highway. Without this "front door" intervention, visitors will likely default to the primary highways, starving many rural small businesses and of traffic.

##### B. **Brand Erosion**

The Cape Breton Island – Unama'ki brand is built on authentic hospitality and personal connection. Removing the first human welcome point sends a message of disinvestment to visitors. A closed building at the "Front Door" of the Island weakens the very identity Destination Cape Breton strives to promote.

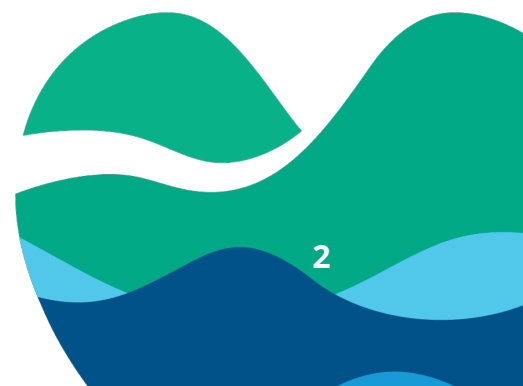
##### C. **Rural Economic Sustainability**

Staff at Port Hastings act as rural concierges, directing visitors to local accommodations, craft shops, independent restaurants and other small businesses. In-person staff are essential for achieving a balanced tourism industry that supports resident well-being across the entire Island.

#### 5. FISCAL CONTEXT vs. ECONOMIC LOSS

The seasonal operating cost (May–October) of the Port Hastings VIC is estimated at \$144,000 – \$193,000 for five full-time equivalent staff.

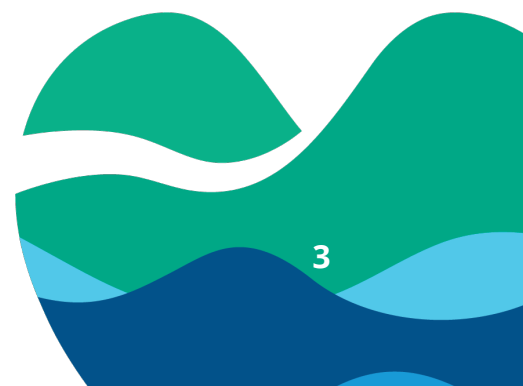
While the need to cut costs is understandable in the current fiscal situation for the province, **losing even 1% of the Island's \$700+ million tourism GDP due to poor visitor dispersal or shortened stays would result in a \$7 million loss to the provincial economy – far dwarfing the savings to the Government of Nova Scotia from the closure.**





## 6. RECOMMENDATIONS

- **Advocate for Reversal of Decision:**  
Request the Province pause the closure of the Port Hastings VIC.
- **Collaborative Funding:**  
If a pause is not possible, explore a co-management or co-funding model between the Province, Destination Cape Breton, municipalities and Mi'kmaw communities to maintain this essential "Front Door" service.
- **Emphasize the Critical Value of Human Interaction to the Nova Scotia Brand:**  
While Destination Cape Breton and Tourism Nova Scotia are both investing in AI-driven trip planning tools, these MUST be viewed as supplements to, rather than replacements for, the high-conversion human touchpoints that drive rural tourism spending. Human interaction is within the DNA of our brand and is expected by visitors, as evidenced by the growing numbers using the VICs.



February 24, 2025

To Mayors, Wardens, Village Chairs:

Yesterday, February 23, the Government of Nova Scotia released Budget 2026-27 - Defending Nova Scotia (<https://novascotia.ca/budget>).

Over the past five years, Government has made significant investments in programs and services to improve healthcare, strengthen our communities and support those who need it most.

In the face of continuing global uncertainty and slower revenue growth, we need to manage expenses carefully. Government is undertaking a number of measures including reducing the size of the civil service by 5%, reducing the size of the broader public service by 3% and reducing Government operating costs. We have also made the difficult decision to reduce discretionary grants.

For the Department of Municipal Affairs, the following programs will end:

- Flood Risk Infrastructure Investment Program (FRIIP)
- Provincial Capital Assistance Program (PCAP)
- Municipal Innovation Program (MIP)
- Growth & Renewal for Infrastructure Development (GRID)

Since 2021, this Government has committed nearly \$500 million to municipalities to support critical projects such as drinking water, wastewater, disaster mitigation, accessibility, and transit. Today, the Department continues to support more than 250 active projects in communities across the province, bringing real value and ongoing benefits to municipalities.

I appreciate this may be concerning and I want you to know we continue to be focused on working with municipalities to drive growth.

Many of the projects that would have been eligible under these provincial grant programs will also be eligible for consideration under other programs.

As well, these program changes do not affect funding agreements in place for previous fiscal years. Should you have questions, I encourage you to contact Hardy Stuckless, Executive Director, at [hardy.stuckless@novascotia.ca](mailto:hardy.stuckless@novascotia.ca) for further information.

Sincerely,

Paul LaFleche  
Deputy Minister

c: Chief Administrative Officers  
Village Clerk Treasurers  
Juanita Spencer, NSFM  
Jeff Sunderland, AMANS

