



**REGULAR MEETING  
MUNICIPAL COUNCIL  
MUNICIPALITY OF THE DISTRICT OF YARMOUTH  
Wednesday, April 23, 2025**

A Regular Meeting of the Municipal Council for the Municipality of the District of Yarmouth was held in Council Chambers on Wednesday, April 23, 2025.

1. The meeting was called to order at 6:12 p.m. by Warden John Cunningham with the following in attendance: Deputy Warden Trevor Cunningham, Councillor Jim Baxter, Councillor Daniel Muise, Councillor Loren Cushing, Councillor Trevor Perry, Councillor Phil Mooney, Victoria Brooks CAO, and Jenny Porter, Deputy Municipal Clerk.
2. **Land Acknowledgement** - I would like to begin by acknowledging that we are on the traditional lands of the Acadia First Nation, part of Mi'kma'ki (meeg-ma-gee), the ancestral territory of the Mi'kmaq people.
3. **Singing of O Canada**
4. **Approval of Agenda (Additions/Deletions)**

*It was moved by Councillor Jim Baxter, seconded by Councillor Loren Cushing to approve the agenda as circulated.*

*Motion carried.*

5. **Declarations of any conflicts of interest**

Deputy Warden Trevor Cunningham declared a conflict with item 9.1.1. Adapting the Additional Officer Program.

6. **Approval of Minutes**

6.1 **March 26, 2025 Regular Council**

6.2 **March 31, 2025 Special Council**

*With no amendments, the Chair declared the minutes approved as circulated.*

7. **Old Business**

8. **New Business**

## **8.1 Recommendations from COTW**

### **8.1.1 Request for Financial Assistance West Pubnico Golf Course**

*It was moved by Councillor Phil Mooney, seconded by Councillor Daniel Muise that the Municipality send a letter to the West Pubnico Golf Course congratulating them on their project; indicating Council is currently focused on strategic investments in the Municipality; their letter will be placed on file.*

*Motion carried.*

### **8.1.2 Paving of Subdivision (J-Class) Streets 25-26 Program**

*It was moved by Deputy Warden Trevor Cunningham, seconded by Councillor Phil Mooney that the Municipality participate in the Provincial Cost Sharing Program for Paving Subdivisions (J-Class) Streets for the fiscal year 2025-2026 for Park Drive with the Municipal Contribution of \$112,500.*

*Motion carried.*

*It was moved by Deputy Warden Trevor Cunningham, seconded by Councillor Jim Baxter that a letter be sent to MLA Nick Hilton thanking him for his efforts in collaboration with the Province to securing funding through the Provincial Cost Sharing Program for Paving Subdivision (J-Class) Streets for the 2025–2026 fiscal year, specifically for Park Drive.*

*Motion carried.*

### **8.1.3 Draft Low Income Exemption Policy L-068-09**

*It was moved by Councillor Daniel Muise, seconded by Councillor Loren Cushing that the threshold household income amount increase to \$50,000 on Low Income Exemption Policy L-068-09.*

*Motion carried.*

### **8.1.4 Low Income Exemption Policy - Exemption Options**

*It was moved by Councillor Phil Mooney, seconded by Councillor Trevor Perry that staff provide Council with exemption options for a household income bracket over \$50,000 that would operate and be administered in the Low Income Exemption Policy.*

*Motion carried.*

**8.1.5 Private Road Name Request in South Ohio**

*It was moved by Councillor Daniel Muise, seconded by Deputy Warden Trevor Cunningham that the Municipality approve the private road name of Legacy Lane, South Ohio for a subdivision on PID 90150616.*

*Motion carried.*

**8.1.6 Request for Decision - Flushing and Camera Inspection of Municipal Sewer Lines**

*It was moved by Councillor Phil Mooney, seconded by Councillor Loren Cushing that the Municipality of the District of Yarmouth accepts the quotation from Eastern Trenchless, as submitted under the Request For Quotations for flushing, camera, and inspection of municipal wastewater systems in Arcadia, Port Maitland and Hebron/Dayton, in the amount of \$218,983.00 (excluding non-refundable HST), over fiscal years 2025-26 to 2027-28; further that the CAO be authorized to execute appropriate contract accordingly.*

*Motion carried.*

**8.1.7 Summer Meeting Dates**

*It was moved by Councillor Phil Mooney, seconded by Councillor Jim Baxter that the Committee of the Whole and Regular Council meetings for July and August be combined and held on Wednesday, July 16, 2025, at 5:00 p.m. at the Rotary Centre, and Wednesday, August 20, 2025, at 5:00 p.m. at the Rotary Centre.*

*Motion carried.*

**8.1.8 Application for Flying a Flag**

*It was moved by Councillor Jim Baxter, seconded by Councillor Trevor Perry that the Municipality approves the application from The Galic Council of Nova Scotia and fly the Gaelic Community Flag for May 2025.*

*Motion carried.*

**8.1.9 UNESCO Biosphere/Cheboque Meadows Trail**

***It was moved by Councillor Phil Mooney, seconded by Councillor Jim Baxter that an invitation be sent to the Southwest Nova Biosphere and MLA Nick Hilton for a meeting to discuss the future of the Cheboque Meadows Trail.***

***Motion carried.***

**8.2 First Reading of Sewer By-Law S-084-25**

***It was moved by Deputy Warden Trevor Cunningham, seconded by Councillor Loren Cushing to approve First Reading of Sewer By-Law S-084-25.***

***Motion carried.***

**8.3 Second Reading of LUB Amendment for RV Site Plan Approvals**

***It was moved by Deputy Warden Trevor Cunningham, seconded by Councillor Phil Mooney to approve Second Reading of the Municipality's Land Use By-Law amendments for the RV Site Plan Approvals.***

***Motion carried.***

**8.4 Second Reading of LUB Amendment for Rezoning of Wyman Road**

***It was moved by Councillor Jim Baxter, seconded by Councillor Trevor Perry to approve Second Reading of the Municipality's Land Use By-Law amendments for the Rezoning of PIDs 90177270 and 90179276.***

***Motion carried.***

**8.5 Request for Decision - Funding & Procurement Analyst Position**

***It was moved by Councillor Phil Mooney, seconded by Councillor Jim Baxter;***

***WHEREAS staff has identified a growing need to increase internal capacity to identify, apply for, and manage external funding opportunities to support infrastructure and strategic projects;***

***AND WHEREAS a dedicated position will ensure improved procurement oversight and compliance with municipal policies and trade obligations;***

**BE IT RESOLVED THAT the Council of the Municipality of the District of Yarmouth approve the creation of a Funding and Procurement Analyst position as outlined in the Request for Decision, with implementation to proceed in alignment with the current organizational structure and budget.**

**Motion carried.**

**8.6 Deadline Amendment to Low Income Exemption Policy L-068-09**

**It was moved by Councillor Daniel Muise, seconded by Councillor Jim Baxter to extend the deadline, as a one-time occurrence, for Low Income Exemption Policy L-068-09 applications to May 30, 2025.**

**Motion carried.**

**9. Correspondence**

**9.1 For Action**

**9.1.1 Adapting the Additional Officer Program**

*Deputy Warden Trevor Cunningham declared a conflict and stepped out at 7:03 p.m.*

**It was moved by Councillor Phil Mooney, seconded by Councillor Jim Baxter that a letter be sent to the Nova Scotia Federation of Municipalities asking the Public Safety Advisory Committee to engage with the Attorney General & Justice Minister's Office to better understand the scope of the program review, and that the letter include a parent testimonial regarding the importance of the School Liaison Officer position.**

**Motion carried.**

**It was moved by Councillor Daniel Muise, seconded by Councillor Jim Baxter that the correspondence from the Attorney General & Justice Minister's Office be forwarded to the Joint Police Advisory Committee requesting additional information Staff Sgt. Eady may be able to provide regarding the scope, intent, and future of the Additional Officer Program.**

**Motion carried.**

*Deputy Warden Trevor Cunningham returned to the meeting at 7:06 p.m.*

### **9.1.2 Fire Service Governance Review**

*It was moved by Deputy Warden Trevor Cunningham, seconded by Councillor Jim Baxter that a letter be sent to The Fire Services Association of NS indicating that the Municipality wishes to participate in the engagement phase of the Fire Service Review.*

*Motion carried.*

### **9.2 For Information**

#### **9.2.1 Nova West Regional Business Park Phase 2 - Waste Water Collection System April 2025**

#### **9.2.2 Portrait of His Majesty King Charles III**

*It was moved by Councillor Phil Mooney, seconded by Councillor Loren Cushing to accept the correspondence for information and place it on file.*

*Motion carried.*

### **10. Reports**

#### **10.1 CAO's Report**

*It was moved by Councillor Daniel Muise, seconded by Councillor Trevor Perry to accept the CAO's report as presented.*

*Motion carried.*

#### **10.2 Warden's Report**

The Warden provided a verbal report.

#### **10.3 Legal Entities**

##### **10.3.1 Mariners Centre Expansion Board**

**10.3.2 Mariners Centre Management Authority** – Councillor Muise provided a verbal update.

##### **10.3.3 Regional Solid Waste Authority**

##### **10.3.4 Western Counties Regional Library**

##### **10.3.5 Yarmouth Area Industrial Commission**

##### **10.3.6 Yarmouth and Acadian Shores Tourism Association**

**10.3.7 Yarmouth International Airport Corporation** – Deputy Warden Cunningham provided a verbal update.

##### **10.3.8 Wester Regional Enterprise Network Liason and Oversight Committee**

#### **10.4 Advisory**

- 10.4.1 **Audit Committee**
- 10.4.2 **Accessibility Advisory Committee**
- 10.4.3 **CAO Committee**
- 10.4.4 **Diversity, Equity, and Inclusion Advisory Committee**
- 10.4.5 **Doctor Recruitment and Retention Committee**
- 10.4.6 **REMO Executive Committee**
- 10.4.7 **Heritage Advisory Committee**
- 10.4.8 **Joint Green Energy Committee**
- 10.4.9 **Joint Police Advisory Committee** – Councillor Muise provided a verbal update.
- 10.4.10 **Planning Advisory Committee**
- 10.4.11 **Marketing Promotions Levy Advisory Committee**
- 10.4.12 **Yarmouth Recreation Committee**

## 10.5 **Ad-Hoc**

- 10.5.1 **Fence Arbitration Committee**

## 11. **Public Comments**

There were no comments from the public.

## 12. **In-Camera**

There were no in-camera items for discussion.

## 13. **In-Camera Recommendations**

## 14. **Adjournment**

*The Chair adjourned the meeting at 7:37 p.m.*

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Warden John Cunningham

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Victoria Brooks, CAO

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Jenny Porter, Deputy Municipal Clerk