

## **Region of Queens Municipality Regular Council**

**Tuesday, October 12, 2021**

### **Immediately Following Public Hearing**

#### **Agenda**

**1.0 Call to Order**

**2.0 Changes / Approval of Agenda**

**3.0 Tabling of Petitions**

**4.0 Public Question / Comment Session**

**5.0 Approval of Minutes**

5.1 Regular Council – September 28, 2021

5.2 Special Council – September 24, 2021

**6.0 Recommendations**

6.1 Queens Accessibility Advisory Committee Application

6.2 Rezoning of PID #70275185 from Fishing & Marine (M3) to Mixed Use Coastal Residential (R6)

6.3 Audit and Internal Control Committee Terms of Reference Amendments

6.4 Appointment to Audit & Internal Control Committee

6.5 Solid Waste Account Deactivation

6.6 Policy 84 – Flags

6.7 Application for Flying a Flag on the Special Purpose Flag Pole

## **7.0 Discussions**

- 7.1 Approval of Amended Policy 66 – Appointment of Traffic Authority
- 7.2 Agriculture Sector Review 2021 – Queens County

## **8.0 In-Camera Items**

- 8.1 Contract Negotiations

## **9.0 Adjournment**

**Region of Queens Municipality Regular Council                      5.1**  
**Tuesday, September 28, 2021, 6:00 p.m.**

**Minutes**

Present:                      Mayor Darlene Norman, Chair  
                                 Deputy Mayor Kevin Muise  
                                 Councillor Maddie Charlton  
                                 Councillor Ralph Gidney  
                                 Councillor Vicki Amirault  
                                 Councillor Jack Fancy  
                                 Councillor David Brown  
                                 Councillor Carl Hawkes  
                                 Chris McNeill, CAO  
                                 Christine Watson, Admin. Assistant – Planning & Development

**1.0 Call to Order**

Mayor Norman called the meeting to order at 6:00 p.m.

**2.0 Changes / Approval of Agenda**

**Add: 8.9 Provincial Mandate Policies**

**It was moved by Councillor Charlton and seconded by Councillor Gidney that the Agenda be approved as amended.**

**MOTION CARRIED unanimously.**

**3.0 Tabling of Petitions**

There were no petitions to come before this meeting.

**4.0 Public Question / Comment Session**

David Huskins, 160 Church Street – Mr. Huskins enquired if a walkway like the one recently installed at the Beach Meadows Beach could be installed at the beach in Hunts Point. Mayor Norman stated that beach is provincially and privately owned.

## **5.0 Approval of Minutes**

### 5.1 Regular Council – September 14, 2021

**It was moved by Councillor Hawkes and seconded by Councillor Brown:**

**THAT the minutes of the Regular Council meeting held September 14, 2021 be approved as circulated.**

**MOTION CARRIED unanimously.**

## **6.0 Presentations**

### 6.1 Agricultural Sector Review 2021

Richard Lane, Business Development Officer, provided an update on the Agricultural Sector Review 2021- Queens County. Some highlights included:

#### Farms and Farmland

- Currently 22 registered farms, down from 37 in 2011
- Average size 296 acres, but most common is between 10 - 69 acres
- Farm Registration Program – through Nova Scotia Department of Agriculture (fee application, state what you are doing). Some benefits would include farm-registered plates, untaxed fuel.

#### Available Agricultural Lands

- Canadian Land Inventory – Defines soil classes. No Class 1 soil in Queens. Classes 2, 3 and 4 are deemed suitable for agriculture.
- Suitable land for agriculture covers less than 1% of Queens County. No Class 2 soils.
- Smallest amount of arable (available for tillage) land in the province.

#### Farm Revenues, Employment and Economic Impact

- 4% of suitable land is in agriculture production in Queens; Nova Scotia is 13%
- In 2010, farm receipts report \$1.13 Million; 19 out of the 37 farms reported receipts under \$10,000
- In 2013, agriculture accounted for approximately 1.63% of all jobs in the Southern region (800).

#### Climate Data Study

- In 2011-2015, a climate data study was completed for Southwest Nova Scotia by CBDC's of Yarmouth, Shelburne, Lunenburg/Queens, AGRG and Perennia that involved 74 weather stations.
- Investigated the number of frost-free periods, growing degree-days, winter minimum, solar radiation consistency and precipitation. The winter minimum days was higher in SW Nova than in the Valley region. This was more favourable than previously thought. The Climate Data Study is available on RQM website.

#### Training, Advice and Funding

- ThinkFarm – website developed by Department of Agriculture
- Nova Scotia Department of Agriculture – Have 5 regional offices
- Perennia Food and Agriculture Inc. – A good place to look at if looking for specific information, i.e. topsoil, market research data
- Nova Scotia Business Inc. – Export and markets
- Community Business Development Corp. – Provides business advice and small loans.
- Farmworks – Information on concerns about Nova Scotia food security

#### Current Agricultural Enterprises in Queens County

- Based on registered farms in Queens. There are others that grow agriculture output and are not registered, as there are registered farmers that do not produce agriculture output.
- Christmas trees are considered an agriculture enterprise because of their temporary nature whereas forestry is not.

#### SWOT Analysis

- Strengths
  - Affordable Land
  - Available Land
  
- Weaknesses
  - Unsuitable Topography
  - Seasonal Climate
  - Aging Infrastructure
  - Aging Demographics
  - Distance to Market Centres
  
- Opportunities
  - No major Competition Locally
  - Agri-tourism and Experiential
  - Lifestyle
  
- Threats
  - Global Food Systems
  - Other NS Competitors
  - Home Production

#### Recommendations

- Annual Agriculture Day and / or promotion video series. The annual day was very popular with a series of speakers and 150 attendees.
- Support and promote agricultural events hosted by others, i.e. open farm day, agricultural conferences
- Evaluate commercial and agricultural property mapping system – rarely listed with realtors.

Mayor Norman thanked Mr. Lane for his presentation and encouraged Council to read the Climate Data Study.

## **7.0 Recommendations**

### **7.1 Pre-Approved Borrowing - Brooklyn**

**It was moved by Councillor Charlton and seconded by Councillor Brown:**

**THAT Council of Region of Queens Municipality approves the Pre Approval Form as attached – File 21/22-01 in the amount of \$507,757 for the Brooklyn Sewer/Water project.**

Joanne Veinotte, Director of Corporate Services, stated the request to participate in the fall debenture process was passed by Council in July. This was a budgeted item and will be repaid over a ten-year period.

Due to a recent change in government, the approval of the Temporary Borrowing Resolution is delayed. Council can approve the Pre-approval form and once the Minister has approved the Resolution the issuance of the debenture will proceed.

**MOTION CARRIED unanimously.**

### **7.2 Privateer Farmers' Market for Waiver of Policy 58 – Consumption of Alcohol on Municipal Property**

**It was moved by Councillor Gidney and seconded by Councillor Amirault:**

**THAT the Council of Region of Queens Municipality agree to waive Policy 58 – Consumption of Alcohol on Municipally Owned Properties at the request of Privateer Farmers' Market at Centennial Park, Liverpool on Saturdays from October 1 to October 9, 2021.**

**AND THAT the applicant be required to submit proof of insurance in no less than \$2,000,000 per occurrence with the Region of Queens Municipality as additional insured, and copy of the in effect liquor license from the Province of Nova Scotia to the Region, and that all municipal, provincial, and federal laws be strictly adhered to.**

Mayor Norman stated in conversations with Brian Seville, member of the Privateer Farmers' Market, he would like to see the market continue for as long as the weather allows. Councillor Fancy stated that he too has had discussions along the same line.

**It was moved by Councillor Charlton and seconded by Councillor Amirault:**

**THAT the motion be amended to read Saturdays from October 1, 2021 to end of the 2021 season.**

**AMENDMENT CARRIED unanimously.**

**MOTION AS AMENDED CARRIED unanimously and reads as follows:**

**THAT the Council of Region of Queens Municipality agree to waive Policy 58 – Consumption of Alcohol on Municipally Owned Properties at the request of Privateer Farmers' Market at Centennial Park, Liverpool on Saturdays from October 1, 2021 to end of 2021 season.**

**AND THAT the applicant be required to submit proof of insurance in no less than \$2,000,000 per occurrence with the Region of Queens Municipality as additional insured, and copy of the in effect liquor license from the Province of Nova Scotia to the Region, and that all municipal, provincial, and federal laws be strictly adhered to.**

### 7.3 Road Naming – Edith's Point Road

**It was moved by Councillor Hawkes and seconded by Councillor Brown:**

**THAT Council of Region of Queens Municipality approve the naming of an existing driveway off Peters Point Road in South Brookfield as Edith's Point Road.**

**MOTION CARRIED unanimously.**

7.4 Request for Memorial Bench at Privateer Park

**It was moved by Councillor Brown and seconded by Councillor Charlton:**

**THAT the Council of Region of Queens Municipality agree to accept a donation from Jennifer Inglis of a granite memorial bench;**

**AND THAT the bench be placed in a mutually agreeable location at Privateer park with the future maintenance being the responsibility of the Municipality.**

**MOTION CARRIED unanimously.**

7.5 Queens Accessibility Advisory Committee Application

**It was moved by Councillor Gidney and seconded by Councillor Brown:**

**THAT Council of Region of Queens Municipality appoint Janine Stewart to the Accessibility Advisory Committee.**

**MOTION CARRIED unanimously.**

7.6 Community Investment Fund Application – PAC Autism Nova Scotia Society

**It was moved by Councillor Gidney and seconded by Councillor Amirault:**

**THAT the Council of Region of Queens Municipality provide grant funding to PAC Autism Nova Scotia Society up to the amount of \$111,773 from the 2021-2022 Community Investment Fund as per their submitted application.**

Dana Henley, Community Development Coordinator, stated an application for funding under the Capital Investment Fund was received from PAC Autism Nova Scotia Society.

All required documentation was provided and meets Policy 11 – Community Investment Fund's criteria.

**MOTION CARRIED unanimously.**

7.7 Community Investment Fund Application – Liverpool Curling Club

**It was moved by Councillor Charlton and seconded by Councillor Gidney:**

**THAT the Council of Region of Queens Municipality provide grant funding to Liverpool Curling Club in the amount of \$9,000 from the 2021-2022 Community Investment Fund as per their submitted application.**

Mrs. Henley stated a funding request under the Capital Investment Fund has been received from the Liverpool Curling Club to assist in the purchase of textile lines and circles from one end of a curling sheet to the other.

**MOTION CARRIED unanimously.**

7.8 Proposed Civic Holiday

**It was moved by Councillor Amirault and seconded by Councillor Charlton:**

**THAT Council of Region of Queens Municipality give first reading to a Bylaw Respecting a Civic Holiday.**

**MOTION CARRIED with 7 in favour and 1 against.**

## **8.0 Discussions**

8.1 Nova Scotia Federation of Municipalities – Interim Resolutions Report  
September 8, 2021

1. Removing the CAP on property assessment, while continuing to protect low-income homeowners.

Councillors voiced their concern over this resolution and agreed that they did not agree with removing the CAP.

Councillors further agreed to recommending that this resolution be removed and adding housing for discussion instead.

2. Implementing Extended Producer Responsibility (EPR) for printed-paper and packaging.

Councillors agreed with this resolution; that it would be an opportunity for RQM to get something back out of the program.

3. Addressing inadequacies in funding levels and formulas for Municipal Funding.

No discussion on topic.

4. Enabling Municipal Modernization, including support for new governance and collaboration models.

No discussion on topic.

5. Funding for Roads, including equitable distribution to towns and former towns for shared arterial and collector roads.

Councillors agreed with this resolution.

## 8.2 Coastal Protection Act: Proposed Regulations

Mayor Norman stated the province passed a Coastal Protection Act. The report circulated contains the proposed regulations. The intent is to have a boundary all around the province 80 – 100 meters from the high tide mark that is called the coastal protection zone. Within the zone, there will be restrictions on attaining building permits.

When submitting a building permit that is within the coastal protection zone, you will be required, with some exceptions, to submit a signed and stamped report from a geoscientist, land

surveyor or engineer that states it meets the minimum elevation height and will be safe from coastal erosion for 80 years.

Infilling will no longer be permitted on submerged coastal lines.

One concern in RQM is the lack of surveyors, engineers and geoscientists required to perform these reports and the costs associated with them as it is estimated that they would need to be onsite for at least one day to gather the required information.

RQM's comments on this issue are due to Department of Environment the end of this month, which has already been extended. They are anticipating the proposed regulations to be approved and in place by next building season. This is a political decision; all three parties from past governments supported these regulations.

Mr. McNeill noted and asked Council to keep in mind that in the Municipal Planning Strategy Land Use Bylaw that will be coming forward for approval that we are encouraging infilling, which is opposite of what these proposed regulations are stating.

Consensus given to Mayor Norman to respond by the deadline outlining our concerns with the proposed regulations:

1. Slow down of the building process.
2. Availability of professionals and the fees associated.
3. Delay in issuance of permits.

### 8.3 Cost Sharing of J-Class Roads – 2022 – 2023 Fiscal Year

Mayor Norman stated at the last Council meeting a couple Councillors asked to have Oliver Street in Milton and Pleasant Avenue to Shore Road added to the list for repaving at a cost of \$150,000/km.

Councillor Brown stated he was not in favour of paving any, especially since the process may be changing.

Councillor Hawkes agreed with Councillor Brown and further stated these roads are not our roads.

Deputy Mayor Muise and Councillors Amirault and Gidney stated they were not in favour.

Mayor Norman stated she would notify the province that we are not interested in taking part in this program next year.

Chris McNeill, CAO, commented that if each Councillor would like to submit a list of two in their district in the next few weeks. RQM could meet with members of Department of Public Works or Minister and advocate to have them included on their list of roads to repave.

#### 8.4 NSFM 2021 Virtual Conference November 3-4, 2021

Mayor Norman stated that the Nova Scotia Federation of Municipalities conference will be held virtually again this year on November 3 and 4, 2021.

Councillor Charlton stated she took part of the conference held in May and it was very informative. Although held via Zoom, the attendees were broken down into smaller groups that made it easier for attendees to share ideas and make connections. She encouraged others to participate.

Mayor Norman stated that she will be attending and if any other Councillors would like to take part to advise staff so that they can be registered.

#### 8.5 Policy 84 – Flags

Councillor Amirault enquired about the change in location of the special purpose flag pole being at the Town Hall Arts and Cultural

Centre. Mayor Norman stated she has had many requests to have special purposes flags flown at this location, which has more visibility than at the waterfront.

Councillor Gidney asked that when there are no special purposes flags flying to include the statement that the Canadian Flag will be flown. As well, under the standard flags, it should be noted that if there is one flag flying that it should be the Canadian flag.

He further stated he felt that Council should be involved with the decision-making on special purposes flag requests.

**It was moved by Councillor Gidney and seconded by Councillor Charlton:**

**THAT this issue be referred to the next Council meeting for a recommendation.**

**MOTION CARRIED unanimously.**

#### 8.6 Appointment to Audit and Internal Control Committee

Mayor Norman stated there is one vacancy on this committee and two people have submitted applications; Patricia Purcell from Hunts Point who recently retired after 40 years at a trust company and Melissa Thiele from Brooklyn who is working on her CPA designation and is currently a cost accountant.

Councillor Brown stated he felt Ms. Purcell would add value to the committee with investment experience.

Councillor Charlton suggested offering them both seats on the committee as they both would be an asset and whereas it is difficult to find people to sit on committees. Mr. McNeill stated the Terms of Reference would need to be amended to allow this request.

**It was moved by Councillor Gidney and seconded by Councillor Brown:**

**THAT this issue be referred to the next Council meeting for a recommendation.**

**MOTION CARRIED unanimously.**

8.7 Queens Accessibility Advisory Committee Application

Mayor Norman stated that Makenzie Colp has applied to participate on this committee and would be an asset. She had previously applied but due to family issues pulled her application.

**It was moved by Councillor Gidney and seconded by Councillor Amirault:**

**THAT this issue be referred to the next Council meeting for a recommendation.**

**MOTION CARRIED unanimously.**

8.8 Council Implementation Report

There were no issues to be brought forward from this report.

8.9 Provincial Mandate

Mr. McNeill provided Council an update on the recently announced provincial mandate on Covid policies.

Any members of the public wishing to attend Council meetings will be required to show proof of vaccination effective October 4, 2021.

Any members of the public wishing to attend Queens Place Emera Centre will be required to show proof of vaccination as well. We are presently working on a strategy for entry and are in the hiring process to have people stationed to verify compliance before allowing entry.

## **9.0 In-Camera Items**

**It was moved by Councillor Gidney and seconded by Councillor Charlton that the proceedings go In-Camera at 8:50 p.m. to discuss the following:**

- 9.1 Potential Litigation**
- 9.2 Sale of Municipal Property**

**MOTION CARRIED unanimously.**

**It was moved by Councillor Charlton and seconded by Councillor Gidney that the proceedings exit In-Camera at 9:25 p.m.**

**MOTION CARRIED unanimously.**

## **10.0 Adjournment**

The meeting adjourned at 9:26 p.m.

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Mayor Darlene Norman, Chair

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Chris McNeill, CAO

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Christine Watson, Administrative Assistant – Planning & Development

Date Approved: \_\_\_\_\_

**Region of Queens Municipality Special Council  
Friday, September 24, 2021, 10:00 a.m.**

**5.2**

**Minutes**

Present: Mayor Darlene Norman, Chair  
Deputy Mayor Kevin Muise  
Councillor Maddie Charlton  
Councillor Ralph Gidney  
Councillor Vicki Amirault  
Councillor Jack Fancy  
Councillor David Brown  
Councillor Carl Hawkes  
Chris McNeill, CAO  
Christine Watson, Admin. Assistant – Planning & Development

**1.0 Call to Order**

Mayor Norman called the meeting to order at 10:00 a.m.

**2.0 Policy 84 - Flag Flying Policy – Proposed Amendment**

**It was moved by Councillor Amirault and seconded by Councillor Charlton:**

**THAT Council of Region of Queens Municipality amend Appendix A – Inventory of Flag Poles, of Policy 84 – Flag Flying Policy, by changing number of poles from 3 to 4, and add Mi'kmaq Grand Council to the list of Flag(s) Flown at Region of Queens Administration Building, Liverpool.**

Councillor Gidney called a Point of Order. He stated as per Administrative Policy 4 – Respecting Notice to Council Members for Policies, the policy states that seven days notice be given before a policy is passed, amended or repealed; and shall not include the day of the notice is sent or the day of the meeting and this motion contravenes the policy.

Mayor Norman thanked Councillor Gidney for his comments. She stated that following emails that were circulated, Council were all aware of this coming forward and she is allowing the matter to proceed.

**MOTION CARRIED with 7 in favour and 1 against.**

### **3.0 Adjournment**

The meeting adjourned at 10:03 a.m.

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Mayor Darlene Norman, Chair

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Chris McNeill, CAO

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Christine Watson, Administrative Assistant – Planning & Development

Date Approved: \_\_\_\_\_

## **Region of Queens Municipality Staff Report**

**6.1**

**To:** Council

**From:** Elise Johnston, Accessibility Coordinator

**Date:** 12 October 2021

**Re:** Queens Accessibility Advisory Committee Application

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### **Background**


Nova Scotia's Accessibility Act, Bill 59, of September of 2017 aims to remove and prevent barriers that disable people with respect to participating in the broad community.

The Act mandates all public sector bodies create an Accessibility Advisory Committee made up of people with a range of abilities and life experiences in terms of accessibility issues to guide plans and actions towards an accessible Nova Scotia by 2030. The Act's Regulations prescribe municipalities as public sector bodies as of April 1, 2021. Region of Queens Municipality approved their first committee members at the Regular Council Meeting of 13 October, 2020.

### **Details**

The Act defines Accessibility Advisory Committee: "Every public sector body shall establish an accessibility advisory committee or continue any such committee that was established before the coming into force of this Act. (2) At least one half of the members of an accessibility advisory committee must be persons with disabilities or representatives from organizations representing persons with disabilities. 2017, c. 2, s. 44."

The Terms of Reference for Queens Accessibility Advisory Committee establishes that the Committee be made up of two members of Council and up to five



members of the public. Currently there is one public vacancy, and while Mackenzie Colp had withdrawn her initial application last year for personal reasons, she is ready and keen to participate now.

Mackenzie is a young woman living in Western Head with Charge Syndrome and is completely deaf. She attended NSCC after Liverpool Regional High School and currently works at Penny Lane and offers ASL lessons as well. She writes that having learned how to advocate for herself, she would like to help others with specific accessibility needs and share awareness of the range of impairments that various people live with.

### **Applicable Legislation**

The NS Accessibility Act 2017 c.2 s.1

### **Budget Impacts**

Monthly committee meetings will bear the cost of ASL interpreters, ranging from \$25-\$57.14/hour plus mileage.

### **Recommendation**

That Council of Region of Queens Municipality appoint Mackenzie Colp to the Accessibility Advisory Committee.

### **Communications**

Communications of the appointment will be through publicly posted Regular Meeting of Council Minutes.

## **Region of Queens Municipality Staff Report**

**6.3**

To: Council

From: Joanne Veinotte, Director of Corporate Services

Date: October 12, 2021

Re: **AUDIT AND INTERNAL CONTROL COMMITTEE TERMS OF REFERENCE  
AMENDMENTS**

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### **Background**

Region of Queens Municipality has an active Audit and Internal Control Committee. Terms of Reference for this committee were approved by Council on November 24, 2020. Per the current Terms of Reference, the committee is composed of two elected representatives and three members of the public. The Duration of Mandate is December 1, 2020 to October 31, 2022.

### **Details**

The current Audit and Internal Control Committee has two members of the public and the vacancy was advertised on a continual basis. Two applications for the remaining vacancy were received. An amendment to increase the number of public members to four will allow both members of the public to be approved as members of the committee,

The Duration of Mandate of the current committee is for a period ending on March 31, 2023 per the motion appointing members by Council on February 9, 2021. The Audit and Internal Control Committee Terms of Reference will be amended to specify a term of three years ending on March 31, 2023.



## **Applicable Legislation**

Section 44 of the Municipal Government Act states that the council shall annually appoint an audit committee.

(4) Subject to subsection (5), an audit committee must include a minimum of one person who is not a member of council or an employee of the municipality.

## **Budget Impacts**

Financial impacts of this amendment will be limited to the reasonable expenses of an additional committee member, which is expected to be nominal.

## **Recommendation**

**THAT** the Council of Region of Queens Municipality approve the Audit and Internal Control Committee Terms of Reference as amended.

## **Communications**

Terms of Reference will be posted on Region of Queens Municipality website.

**Region of Queens Municipality**  
**AUDIT AND INTERNAL CONTROL COMMITTEE**

**Terms of Reference**

**Purpose**

The purpose of the Audit and Internal Control Committee is to assist Municipal Council with its fiduciary responsibilities and financial oversight of the Municipality's daily operations ensuring that the financial resources entrusted to the Municipality by its residents are spent appropriately according to the policies of Council and provide for public reporting and accountability.

**Authority**

The Audit and Internal Control Committee has been granted its legal authority to oversee the financial and fiduciary process of the Municipality by virtue of being delegated this responsibility with Council's approval on November 24, 2020, of this Terms of Reference and thereafter appointing members to the Committee. Council gains its responsibility and authority for this under Sections 42-44 of the *Municipal Government Act*.

**Scope**

The scope of the Audit and Internal Control Committee shall be to review and assess all of the financial information within the Municipality listed below as well as those issues noted under Responsibilities, specifically:

1. role and responsibility of Municipal Auditor; and
2. role and responsibility of audit committee; and
3. review of quarterly financial reports; and
4. annual audited financial statements; and
5. auditor's management or internal control letter and management responses; and
6. appropriateness and adequacy of current accounting policies, financial reporting practices, and internal controls; and
7. financial condition indicators (FCI); and
8. impact of new or changed provincial and federal accounting policies; and
9. financial risk management.

**Role of Chairperson**

The Chairperson is ultimately responsible for organizing, chairing and facilitating all meetings, ensuring that appropriate research, directions and recommendations are given to the Committee, including the provision for adoption of work plans, policy directions, strategies, financial commitment reviews, as well as all other items incidental to the effective financial oversight of

the Municipality. The Chairperson shall also ensure that the Municipal Auditor's performance is reviewed annually.

### **Role of Vice Chairperson**

A Vice Chairperson shall be appointed and act in the place of the Chairperson during absences, unavailability or conflicts of interest of the Chairperson.

### **Role of Municipal Auditor**

Municipal Auditor's role is to conduct the yearly financial audit of the Municipality's accounts and funds in order to provide an independent opinion on the financial condition of the Municipality, including confirmation that the funds and accounts of the Municipality clearly represent the financial position of the Municipality on a given date. The Auditor will meet with the Committee at least twice annually to review the engagement and audit process, materiality limits, timetable and proposed fees at the outset, followed by a review of the draft financial statements and management letter after the audit.

### **Role of Director of Corporate Services**

Director of Corporate Services shall carry out the functions and roles as requested by the Audit and Internal Control Committee from time to time as they relate to the responsibilities of the Committee, and shall act as a staff resource to the Committee. This person shall lead the research and report writing aspect of the Committee's work to ensure the Committee has the best available information upon which to make a decision or recommendations to Council.

### **Membership**

Membership on the Audit and Internal Control Committee shall include two elected representatives from the Region of Queens Municipality and **four** members of the public, duly appointed by Council annually pursuant to Section 44(1) of the *Municipal Government Act*. Members of the public appointed to this committee should have strong financial backgrounds and be able to comprehend complex financial and regulatory processes.

### **Reporting Relationship**

The Audit and Internal Control Committee shall report directly to the Council of Region of Queens Municipality and indirectly to the Chief Administrative Officer for operational and administrative support.

### **Duration of Mandate**

The mandate of the Audit and Internal Control Committee shall be from December 1, 2020 to March 31, **2023**, and is **subject to renewal thereafter** according to Section 44(1) of the MGA and at the discretion of Council.

### **Frequency of Meetings**

Meetings of the Audit and Internal Control Committee shall be held on such day as the Committee decides at the first meeting of the Committee, with such meetings taking place at the time agreed to by the Committee. Additional meetings may be held, or the above meetings date and times changed, when agreed to by consensus of the Committee and prior notification is provided to committee members.

### **Quorum Requirements**

No decisions may be made at any Audit and Internal Control Committee meeting unless at least one elected representative and two community representatives are present.

### **Agenda, Minutes and Resolutions**

Minutes and recommendations of the Audit and Internal Control Committee shall be provided to each member of the Committee within a reasonable time after the conclusion of such meeting. Director of Corporate Services will endeavour to provide each member of the Committee with the agenda and required supporting documentation at least five days prior to every meeting.

### **Conflict of Interest**

It is expected that all members of the Audit and Internal Control Committee will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the Committee and refraining from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any clear breach of this guideline will require the Chairperson to ask Council to remove that member and appoint another member in their stead. If the breach is by the Chairperson, this shall be reported to Council by the Vice Chairperson.

### **Resources**

The Audit and Internal Control Committee shall have access to the resources of the Director of Corporate Services and the Municipal Auditor through the Director of Corporate Services, to undertake the required research it needs in order to make the most appropriate decisions in a timely manner. Requests for resources above the annual budgeted amount for auditor fees shall be made by the Committee through the Chairperson to Council, on an as needed basis.

### **Decision Making Process**

All decisions of the Audit and Internal Control Committee shall be made by majority vote of committee members. Where a majority is not forthcoming, the vote shall be determined in the negative. The Committee has authority to oversee

and facilitate the audit process by giving direction to the auditor, but must seek Council's approval to change the terms and conditions of an audit or expend funds above those approved in the annual budget.

### **Confidentiality**

All meetings of the Audit and Internal Control Committee are considered public, except those matters deemed to be private and confidential in nature and subject to Section 22 of the *Municipal Government Act*. Minutes and subsequent resolutions of such meetings shall be recorded and publicly available upon approval by the Committee. Information and reports of the Committee shall be subject to normal Freedom of Information and Protection of Privacy (FOIPOP) regulations.

### **Communications**

All communications and messaging from the Audit and Internal Control Committee's work and activities shall come solely from the Chairperson or their designate. It is expected that all decisions of the Committee will be supported by all members of the committee upon ratification. This does not limit the ability of individual member's from speaking freely with the media, but in all such cases the individual committee member should be clear that it is their personal opinion and not that of the Audit and Internal Control Committee.

### **Reporting**

At least bi-annually, the Director of Corporate Services and Chairperson shall provide written reports to Council concerning the Committee's work plan, focus and directions. Should Council require, an oral presentation may be requested of the Chairperson at any time if Council wishes to have further clarification or reporting on the Committee's work.

### **Responsibilities**

Audit and Internal Control Committee shall be responsible for overseeing the financial processes and policies of the Municipality, request and analyze information brought before it, seek additional information when necessary, discuss options, and make timely decisions and recommendations to Council that are in the best interests of residents and businesses. To this end, Audit and Internal Control Committee shall endeavour to carry out the following functions:

### **Financial Reporting**

The Committee shall:

- a. review the audited financial statements in depth with management and the auditor; if satisfied that they present fairly the financial position and results of operation, recommend their adoption to council;

- b. review with management any changes in accounting principles and practices required to be followed by municipalities;
- c. review any significant variance in comparison to prior year and / or budget; and
- d. review and discuss the financial condition indicators.

### **Work of the Municipal Auditor**

The Committee shall:

- a. discuss the extent, timing and completion of the audit including materiality limits being used;
- b. review estimated and final audit fees;
- c. discuss whether the terms of the engagement were met;
- d. recommend to council any change in auditors should the committee believe the current auditor is not meeting the required competency and independence;
- e. review any problems or restrictions encountered by the auditor and degree of cooperation from staff; and
- f. promote cooperation between management and the auditor.

### **Accounting System and Internal Controls**

The Committee shall:

- a. obtain and review the management and internal control letter;
- b. discuss with the auditor the annual evaluation of internal control systems related to financial reporting and recommendations for improvements to accounting procedures, together with management's response;
- c. discuss management's response to the recommendations and adequacy of management's action plan;
- d. Obtain reasonable assurance that the municipality has implemented appropriate systems of internal controls;
  - i. over the financial reporting and that these systems are operating effectively;
  - ii. obtain assurance that the municipality is in compliance with its policies and procedures and that these systems are operating effectively; and
  - iii. identify, monitor, mitigate, and report significant financial or operational risk exposures and that these systems are operating effectively; and
- e. receive and review any internal reports relating to accounting procedures and internal controls.

## **Risk Management**

The Committee shall:

- a. understand the risks of the municipality;
- b. review the municipality's management controls and policies;
- c. obtain reasonable assurance that management's systems to eliminate or manage the risks are effective; and
- d. receive reports on the management of financial risks.

## **Alleged Wrong Doing**

The Committee shall:

- a. enquire fully into any activities or transactions that may be illegal, questionable or unethical, and into the municipality's control procedures to ensure that such activities are being guarded against;
- b. ensure management has implemented a policy and / or process to review and respond to complaints or allegations of wrong-doing or questionable acts by elected officials and employees; and
- c. review and advise council with respect to complaints or allegations of wrong-doing.

## **Statutory ad Regulatory Compliance**

The Committee shall:

- a. review the municipality's compliance with statutory and regulatory obligations within the Committee's area of responsibility;
- b. review the overall reasonableness of expenses of the Chief Administrative Officer and council members; specifically review the summary of remuneration and expenses schedule for reportable individuals;
- c. review the annual summary of hospitality expenses; and
- d. review the adequacy of staffing in relation to both number and competence for accounting and financial responsibilities.

## **Investments**

Review the Municipality's investment portfolio and investment policy to ensure both are compliant with legislation and maximize the Municipality's financial performance and resources.

## **Banking Services**

- a. Review and assess the Municipality's banking services at least six months prior to any contract expiry to determine if a new procurement process is required or if the current contract should be negotiated to be extended with the same or different conditions.

b. Review the current banking services contract at any time to ensure the Municipality is maximizing liquid and long term investments effectively, subject to provincial and federal legislation.

**Insurance Coverage**

Periodically review the adequacy of the Municipality's insurance policy and coverages to ensure the Municipality has appropriate insurance coverage to cover significant risks and uncertainties.

Approved by Council: **October 12, 2021**

## **Region of Queens Municipality Staff Report**

**6.4**

**To: Council**

**From: Joanne Veinotte, Director of Corporate Services**

**Date: October 12, 2021**

**Re: Appointment to Audit and Internal Control Committee**

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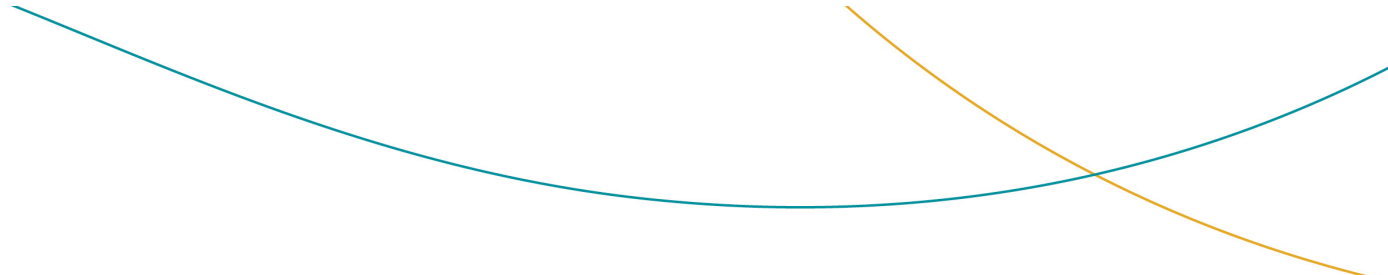
### **Background**

On February 9, 2021, Council appointed two public members to the provincially mandated Audit Committee. The Committee is to consist of six members with two being members of Council and four being public members. Initially, the two Council Members and two public members were appointed. Over the past year, the Municipality has publicly advertised in various ways to fill the vacant public member positions of the Committee and staff are now ready to bring forth additional applicants for consideration.

### **Details**

Every municipality in Nova Scotia is required to have an audit committee to carry out various legislated and policy matters respecting the financial affairs of the municipality. Prior to doing so, each Committee Member is required to participate in provincially mandated training, as well as internal municipally provided training.

It is expected that all members of the Committee will have a background in finance or accounting and be comfortable understanding and discussing financial matters in a public context. The Committee will be expected to follow its mandate which was approved on November 24, 2020. The Committee has met several times to date and has established its work plan for 2021-2022.



Recently, two applications were received. One from Patricia Purcell in Hunts Point. Ms. Purcell has recently retired after working 40 years at a trust company, major brokerage firm, and asset management firm. A second from Melissa Thiele from Brooklyn. Ms. Thiele is currently working on her CPA designation, has previously worked 3.5 years in public accounting, and is currently a cost accountant with a private sector company.

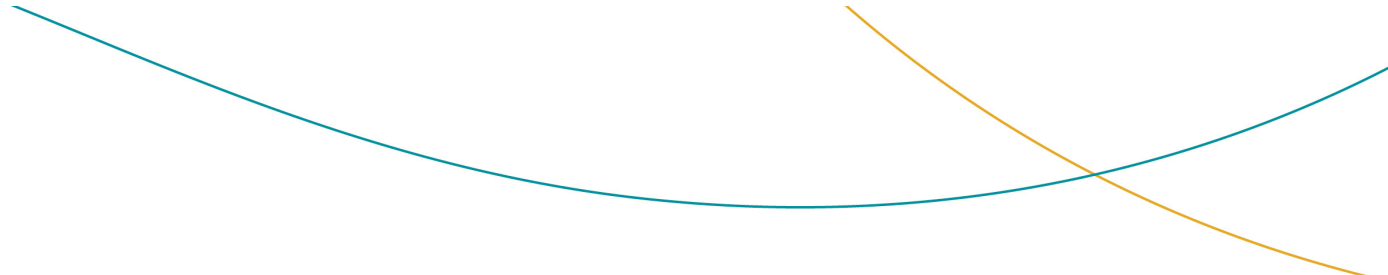
## **Applicable Legislation**

Section 24 of the *Municipal Government Act* states that:

- (1) The council may establish standing, special and advisory committees.
- (2) Each committee shall perform the duties conferred on it by this Act, any other Act of the Legislature or the by-laws or policies of the municipality.
- (3) The council may appoint persons who are not members of the council to a committee and may establish a procedure for doing so.

Section 44 of the *Municipal Government Act* states that the council shall annually appoint an audit committee.

- (2) The responsibilities of the audit committee include
  - (a) a detailed review of the financial statements of the municipality with the auditor;
  - (b) an evaluation of internal control systems and any management letter with the auditor;
  - (c) a review of the conduct and adequacy of the audit;
  - (d) such matters arising out of the audit as may appear to the audit committee to require investigation;
  - (e) such other matters as may be determined by the council to be the duties of an audit committee;
  - (f) any other matters as may be determined by the council.
- (3) An audit committee shall meet at least twice in each fiscal year.
- (4) Subject to subsection (5), an audit committee must include a minimum of one person who is not a member of council or an employee of the municipality.
- (5) Where an audit committee does not include the person referred to in subsection (4),



(a) the audit committee shall continue to meet and perform its duties and may exercise its powers; and

(b) the municipality shall advertise to recruit a person who is not a member of council or an employee of the municipality at least once every six months until the requirement is met.

## **Budget Impacts**

All members of Committees, including public members, are reimbursed for reasonable out of pocket expenses related to their participation on committees and mileage to attend meetings.

## **Recommendation**

**THAT** Council of the Region of Queens Municipality appoint the following people to the Audit and Internal Control Committee immediately for a term to expire on March 31, 2023:

Patricia Purcell, Hunts Point  
Melissa Thiele, Brooklyn

## **Communications**

Upon approval of a recommendation, a letter informing the successful applicants of their appointment will be sent to them and the appointment will be noted on our website.

**Region of Queens Municipality**  
**AUDIT AND INTERNAL CONTROL COMMITTEE**

**Terms of Reference**

**Purpose**

The purpose of the Audit and Internal Control Committee is to assist Municipal Council with its fiduciary responsibilities and financial oversight of the Municipality's daily operations ensuring that the financial resources entrusted to the Municipality by its residents are spent appropriately according to the policies of Council and provide for public reporting and accountability.

**Authority**

The Audit and Internal Control Committee has been granted its legal authority to oversee the financial and fiduciary process of the Municipality by virtue of being delegated this responsibility with Council's approval on November 24, 2020, of this Terms of Reference and thereafter appointing members to the Committee. Council gains its responsibility and authority for this under Sections 42-44 of the *Municipal Government Act*.

**Scope**

The scope of the Audit and Internal Control Committee shall be to review and assess all of the financial information within the Municipality listed below as well as those issues noted under Responsibilities, specifically:

1. role and responsibility of Municipal Auditor; and
2. role and responsibility of audit committee; and
3. review of quarterly financial reports; and
4. annual audited financial statements; and
5. auditor's management or internal control letter and management responses; and
6. appropriateness and adequacy of current accounting policies, financial reporting practices, and internal controls; and
7. financial condition indicators (FCI); and
8. impact of new or changed provincial and federal accounting policies; and
9. financial risk management.

**Role of Chairperson**

The Chairperson is ultimately responsible for organizing, chairing and facilitating all meetings, ensuring that appropriate research, directions and recommendations are given to the Committee, including the provision for adoption of work plans, policy directions, strategies, financial commitment reviews, as well as all other items incidental to the effective financial oversight of

the Municipality. The Chairperson shall also ensure that the Municipal Auditor's performance is reviewed annually.

### **Role of Vice Chairperson**

A Vice Chairperson shall be appointed and act in the place of the Chairperson during absences, unavailability or conflicts of interest of the Chairperson.

### **Role of Municipal Auditor**

Municipal Auditor's role is to conduct the yearly financial audit of the Municipality's accounts and funds in order to provide an independent opinion on the financial condition of the Municipality, including confirmation that the funds and accounts of the Municipality clearly represent the financial position of the Municipality on a given date. The Auditor will meet with the Committee at least twice annually to review the engagement and audit process, materiality limits, timetable and proposed fees at the outset, followed by a review of the draft financial statements and management letter after the audit.

### **Role of Director of Corporate Services**

Director of Corporate Services shall carry out the functions and roles as requested by the Audit and Internal Control Committee from time to time as they relate to the responsibilities of the Committee, and shall act as a staff resource to the Committee. This person shall lead the research and report writing aspect of the Committee's work to ensure the Committee has the best available information upon which to make a decision or recommendations to Council.

### **Membership**

Membership on the Audit and Internal Control Committee shall include two elected representatives from the Region of Queens Municipality and **four** members of the public, duly appointed by Council annually pursuant to Section 44(1) of the *Municipal Government Act*. Members of the public appointed to this committee should have strong financial backgrounds and be able to comprehend complex financial and regulatory processes.

### **Reporting Relationship**

The Audit and Internal Control Committee shall report directly to the Council of Region of Queens Municipality and indirectly to the Chief Administrative Officer for operational and administrative support.

### **Duration of Mandate**

The mandate of the Audit and Internal Control Committee shall be from December 1, 2020 to October 31, **2023**, and is **subject to renewal thereafter** according to Section 44(1) of the MGA and at the discretion of Council.

### **Frequency of Meetings**

Meetings of the Audit and Internal Control Committee shall be held on such day as the Committee decides at the first meeting of the Committee, with such meetings taking place at the time agreed to by the Committee. Additional meetings may be held, or the above meetings date and times changed, when agreed to by consensus of the Committee and prior notification is provided to committee members.

### **Quorum Requirements**

No decisions may be made at any Audit and Internal Control Committee meeting unless at least one elected representative and two community representatives are present.

### **Agenda, Minutes and Resolutions**

Minutes and recommendations of the Audit and Internal Control Committee shall be provided to each member of the Committee within a reasonable time after the conclusion of such meeting. Director of Corporate Services will endeavour to provide each member of the Committee with the agenda and required supporting documentation at least five days prior to every meeting.

### **Conflict of Interest**

It is expected that all members of the Audit and Internal Control Committee will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the Committee and refraining from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any clear breach of this guideline will require the Chairperson to ask Council to remove that member and appoint another member in their stead. If the breach is by the Chairperson, this shall be reported to Council by the Vice Chairperson.

### **Resources**

The Audit and Internal Control Committee shall have access to the resources of the Director of Corporate Services and the Municipal Auditor through the Director of Corporate Services, to undertake the required research it needs in order to make the most appropriate decisions in a timely manner. Requests for resources above the annual budgeted amount for auditor fees shall be made by the Committee through the Chairperson to Council, on an as needed basis.

### **Decision Making Process**

All decisions of the Audit and Internal Control Committee shall be made by majority vote of committee members. Where a majority is not forthcoming, the vote shall be determined in the negative. The Committee has authority to oversee

and facilitate the audit process by giving direction to the auditor, but must seek Council's approval to change the terms and conditions of an audit or expend funds above those approved in the annual budget.

### **Confidentiality**

All meetings of the Audit and Internal Control Committee are considered public, except those matters deemed to be private and confidential in nature and subject to Section 22 of the *Municipal Government Act*. Minutes and subsequent resolutions of such meetings shall be recorded and publicly available upon approval by the Committee. Information and reports of the Committee shall be subject to normal Freedom of Information and Protection of Privacy (FOIPOP) regulations.

### **Communications**

All communications and messaging from the Audit and Internal Control Committee's work and activities shall come solely from the Chairperson or their designate. It is expected that all decisions of the Committee will be supported by all members of the committee upon ratification. This does not limit the ability of individual member's from speaking freely with the media, but in all such cases the individual committee member should be clear that it is their personal opinion and not that of the Audit and Internal Control Committee.

### **Reporting**

At least bi-annually, the Director of Corporate Services and Chairperson shall provide written reports to Council concerning the Committee's work plan, focus and directions. Should Council require, an oral presentation may be requested of the Chairperson at any time if Council wishes to have further clarification or reporting on the Committee's work.

### **Responsibilities**

Audit and Internal Control Committee shall be responsible for overseeing the financial processes and policies of the Municipality, request and analyze information brought before it, seek additional information when necessary, discuss options, and make timely decisions and recommendations to Council that are in the best interests of residents and businesses. To this end, Audit and Internal Control Committee shall endeavour to carry out the following functions:

### **Financial Reporting**

The Committee shall:

- a. review the audited financial statements in depth with management and the auditor; if satisfied that they present fairly the financial position and results of operation, recommend their adoption to council;

- b. review with management any changes in accounting principles and practices required to be followed by municipalities;
- c. review any significant variance in comparison to prior year and / or budget; and
- d. review and discuss the financial condition indicators.

### **Work of the Municipal Auditor**

The Committee shall:

- a. discuss the extent, timing and completion of the audit including materiality limits being used;
- b. review estimated and final audit fees;
- c. discuss whether the terms of the engagement were met;
- d. recommend to council any change in auditors should the committee believe the current auditor is not meeting the required competency and independence;
- e. review any problems or restrictions encountered by the auditor and degree of cooperation from staff; and
- f. promote cooperation between management and the auditor.

### **Accounting System and Internal Controls**

The Committee shall:

- a. obtain and review the management and internal control letter;
- b. discuss with the auditor the annual evaluation of internal control systems related to financial reporting and recommendations for improvements to accounting procedures, together with management's response;
- c. discuss management's response to the recommendations and adequacy of management's action plan;
- d. Obtain reasonable assurance that the municipality has implemented appropriate systems of internal controls;
  - i. over the financial reporting and that these systems are operating effectively;
  - ii. obtain assurance that the municipality is in compliance with its policies and procedures and that these systems are operating effectively; and
  - iii. identify, monitor, mitigate, and report significant financial or operational risk exposures and that these systems are operating effectively; and
- e. receive and review any internal reports relating to accounting procedures and internal controls.

## **Risk Management**

The Committee shall:

- a. understand the risks of the municipality;
- b. review the municipality's management controls and policies;
- c. obtain reasonable assurance that management's systems to eliminate or manage the risks are effective; and
- d. receive reports on the management of financial risks.

## **Alleged Wrong Doing**

The Committee shall:

- a. enquire fully into any activities or transactions that may be illegal, questionable or unethical, and into the municipality's control procedures to ensure that such activities are being guarded against;
- b. ensure management has implemented a policy and / or process to review and respond to complaints or allegations of wrong-doing or questionable acts by elected officials and employees; and
- c. review and advise council with respect to complaints or allegations of wrong-doing.

## **Statutory and Regulatory Compliance**

The Committee shall:

- a. review the municipality's compliance with statutory and regulatory obligations within the Committee's area of responsibility;
- b. review the overall reasonableness of expenses of the Chief Administrative Officer and council members; specifically review the summary of remuneration and expenses schedule for reportable individuals;
- c. review the annual summary of hospitality expenses; and
- d. review the adequacy of staffing in relation to both number and competence for accounting and financial responsibilities.

## **Investments**

Review the Municipality's investment portfolio and investment policy to ensure both are compliant with legislation and maximize the Municipality's financial performance and resources.

## **Banking Services**

- a. Review and assess the Municipality's banking services at least six months prior to any contract expiry to determine if a new procurement process is required or if the current contract should be negotiated to be extended with the same or different conditions.

b. Review the current banking services contract at any time to ensure the Municipality is maximizing liquid and long term investments effectively, subject to provincial and federal legislation.

**Insurance Coverage**

Periodically review the adequacy of the Municipality's insurance policy and coverages to ensure the Municipality has appropriate insurance coverage to cover significant risks and uncertainties.

Approved by Council: **October 12, 2021**

## **Region of Queens Municipality Staff Report**

**6.5**

**To:** Council

**From:** Joanne Veinotte, Director of Corporate Services

**Date:** October 12, 2021

**Re:** Solid Waste Account Deactivation

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### **Background**

There are two outstanding accounts receivable accounts that are part of the Valuation Allowance, as the prospect of collection is low. At the Audit and Internal Control meeting on August 2 and September 13, these matters and any possible payment resolution were discussed in detail.

### **Details**

The total value of these two accounts is \$111,199.32. These accounts are from users who have subsequently gone bankrupt or have an inability to pay and all possible methods of collection have been exhausted, These users were active over a decade ago and the value of each account is included in the Valuation Allowance. The accounts are still active in our accounting system and as such still accruing interest that is uncollectible.

AR 1082 \$83,990.01  
AR 1561 \$27,209.31



Additional interest charges may be applied depending on timing of Council approval.

## **Applicable Legislation**

Section 38 of the *Municipal Government Act* (MGA) states the treasurer shall promptly advise council of

(a) all moneys due to the municipality that the treasurer considers cannot reasonably be collected after pursuing all reasonable avenues of collection; and

(b) the reasons for the belief that such moneys cannot be collected, and the council may write off the amounts determined to be uncollectible.

## **Budget Impacts**

As these accounts currently sit on the Allowance, there will be no impact on the operating expenditures should this recommendation be approved. The impact on the Statement of Operations occurs when the accounts are added to the Valuation Allowance in the fiscal year they are deemed uncollectible.

## **Recommendation**

**THAT** Council of Region of Queens Municipality approve the deactivation of accounts 1082 and 1561 in our accounting system.

## **Communications**

N/A

## **Region of Queens Municipality Staff Report**

**6.6**

To: Council

From: Chris McNeill, Chief Administrative Officer

Date: October 12, 2021

Re: **POLICY 84 - FLAGS**

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### **Background**

Council has an Operational Policy respecting the flying of flags which sets out the location and in some instances days when flags may be flown on municipal property. This policy was recently amended in October 2017 and again on September 24, 2021.

### **Details**

The current policy is very restrictive and prescriptive in its approach and is often not possible for staff to follow it according to its terms and conditions. For that reason, it is being proposed to be amended to allow for more flexibility in its application so that staff are then able to meet the spirit and principle of the policy. Additionally, the policy has been updated with more inclusive and supportive language, removes the requirement for an annual application for traditional annual flag flying requests, and adds several additional times when special purposes flags are to be flown, as well as when flags are to be lowered to half-mast.

During the Council meeting on September 28, 2021, several changes to the draft policy were recommended by Council and they have now been included in this new draft.



## **Applicable Legislation**

Section 47(1) of the Municipal Government Act (MGA) authorizes Council to make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

## **Budget Impacts**

It is not expected that this recommendation will have any budget impacts. The future reduction in the number of flags flown however; will result in up to \$4,000 in annual cost savings.

## **Recommendation**

**THAT** Council of Region of Queens Municipality approve Policy 84 respecting Flags.

## **Communications**

As this is an internal policy, no external communication is required. Communication will take place according to the policy when required.



## **POLICY NO. 84**

### **FLAGS**

**BE IT ENACTED** by the Council of Region of Queens Municipality, under the authority of the Municipal Government Act, S.N.S. 1998, Chapter 18, as follows:

This policy shall be known as Policy Number 84 and may be cited as the "Flags Policy".

### **POLICY PURPOSE**

Flags are symbols that represent a government or other corporate body and the flying of flags are meant to show pride in one's heritage. This policy provides opportunities to allow for the flying of flags in municipal locations.

### **AUTHORITY**

Section 47 of the Municipal Government Act provides that

(1) Council shall make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

(3) In addition to matters specified in this Act or another Act of the Legislature, the council may adopt policies on any matter that the council considers conducive to the effective management of the municipality.

## **SCOPE**

This policy shall only apply to lands owned by, or under the exclusive use of, Region of Queens Municipality.

## **POLICY INTENT**

It shall be the intent of this policy to provide clear and consistent protocols for the flying of flags on municipal property.

## **ACCOUNTABILITY**

Responsibility for the oversight and implementation of this policy shall lie with the Municipality's Deputy Clerk.

It shall be the responsibility of the Deputy Clerk to bring forth recommendations for changes to this policy, when deemed appropriate, to the Chief Administrative Officer for review.

Responsibility for the placement and maintenance of flags shall lie with the Municipality's Director of Engineering and Public Works.

## **STANDARD FLAGS**

The Municipality shall provide and maintain flag poles on certain municipal properties where they are deemed appropriate.

When four flag poles are placed in a location, the Canada, Mi'kmaq Grand Council, Nova Scotia and Region of Queens Municipality flags shall be flown.

When two flags are flown, the Canada and Mi'kmaq Grand Council flags shall be flown.

When one flag is flown, it shall be the Canadian flag.

At no time shall any special purpose flag replace any standard flags, except at the request of the governing flag body, or when authorized by the Deputy Clerk or Council to be placed on the special purpose flag pole.

## **SPECIAL PURPOSE FLAGS**

The flag pole located at the Town Hall Arts and Cultural Centre shall be designated as a special purpose flag pole and the location from which community groups and organizations can request that a non-standard flag be flown to mark special days, weeks, months, or designated federal, provincial, or municipal anniversaries. When no special purpose flag is being flown on this designated pole, the Canadian flag shall be flown.

Community groups and organizations may apply to have a designated flag flown by submitting an application as attached in Appendix "A" at least four weeks prior to the expected flag posting, with the applicant required to provide the flag. Flags denoting political or religious bodies are not eligible. All such special purpose flag requests that are not pre-authorized according to Appendix "B" shall be forwarded to Council for review.

Special purpose flags may be flown for a maximum period of two weeks unless otherwise approved by the Deputy Clerk.

## **HALF-MAST**

During certain times of municipal, provincial, national, or international mourning, flags shall be flown at half-mast where possible. Direction of when and how long flags are to be flown at half-mast shall come from the appropriate government body.

In the case of the Municipality, that direction shall come from the Mayor.

## **COMMUNICATION**

Communications and Engagement Coordinator, or designate, shall notify the public when standard flags are lowered to half-mast or special purpose flags are raised, and the reasons therefore.

## **EFFECTIVE DATE**

This policy shall take effect from the date of approval by Council.

## **REPEAL**

Policy 84 - Flag Flying, adopted by the Council of Region of Queens Municipality on the 24th day of September 2021, is hereby repealed.

## **OFFICIAL CERTIFICATION**

**THIS IS TO CERTIFY THAT** this policy was passed by the Council of Region of Queens Municipality at a duly constituted meeting of said Council held on the 12th day of October, 2021.

**SIGNED** by the Mayor and Deputy Clerk this 13th day of October, 2021.

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Mayor

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Deputy Clerk

**APPENDIX "A"**

**Applications for the flying of Special Purpose Flags** shall be submitted at least four weeks prior to the requested flag flying date to:

**Deputy Clerk**  
**Region of Queens Municipality**  
**P.O. Box 1264, 249 White Point Road**  
**Liverpool, NS B0T 1K0 email: [flags@regionofqueens.com](mailto:flags@regionofqueens.com)**

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Organization: \_\_\_\_\_

Name of Special Purpose Flag: \_\_\_\_\_

Requested Date to be Flown: \_\_\_\_\_

Alternate Dates: \_\_\_\_\_

Applicants can apply to have a flag approved for flying for a period of up to five years, without re-applying each year. If you would like to apply for this option, please provide yearly dates below.

Year 1: \_\_\_\_\_

Year 2: \_\_\_\_\_

Year 3: \_\_\_\_\_

Year 4: \_\_\_\_\_

Year 5: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Application Received: \_\_\_\_\_ Initials \_\_\_\_\_

Disposition: \_\_\_\_\_

Action(s) taken:  
\_\_\_\_\_  
\_\_\_\_\_

## **APPENDIX “B”**

### **List of flags to be flown directly by Region of Queens Municipality with specific dates at the discretion of Deputy Clerk**

African Heritage Month	February
National Volunteer Week	April
International Day against Homophobia Transphobia, and Biphobia	May 17
National Aboriginal Day	June 21
Pride	July
Emancipation Day	August 1
National Acadian Day	August 15
National Day for Truth and Reconciliation	September 30
Mi'kmaq History Month	October
Veteran's Week	November

## **APPENDIX “C”**

### **List of flags to be flown directly by Region of Queens Municipality at half-mast**

Portapique Shootings	April 18-19
Day of Mourning for Persons Killed or Injured in the Workplace	April 28
National Day for Truth and Reconciliation	September 30
Remembrance Day	November 11
National Day of Remembrance and Action on Violence Against Women	December 6

## **Region of Queens Municipality Staff Report**

**6.7**

**To:** Council

**From:** Eric Levy, Diversity and Inclusion Coordinator

**Date:** October 4, 2021

**Re:** Every Child Matters Flag Request

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### **Background**

The Diversity and Inclusion Action Team (DIAT) has submitted a request that the Every Child Matters Flag be flown on the Special Purpose Flag Pole with the Mi'kmaq Grand Council Flag from October 15<sup>th</sup> to 31<sup>st</sup>.

### **Details**

The Every Child Matters flag has become a symbol to represent, honour, and remember the Indigenous children of the Residential School System in Canada. Upon the discovery of 215 unmarked graves at the Kamloops Indian Residential School earlier this year, this flag has become very significant.

During Mi'kmaq History Month, and the first National Day for Truth and Reconciliation, Region of Queens Municipality has taken significant steps in reconciliation with Indigenous people. In discussions with DIAT members and leaders from the Mi'kmaq Grand Council, it has been suggested that the Every Child Matters Flag be flown with the Mi'kmaq Grand Council Flag during the month of October. It has also been communicated to the Diversity and Inclusion Coordinator that the Mi'kmaq Grand Council would lend Region of Queens Municipality a smudged flag for this use.



## **Applicable Legislation**

Per Operational Policy 84 – Flag Flying Policy, organizations may apply for flags to be flown for a period of up to 2 weeks on the Special Purpose Flag Pole currently located on the Liverpool Waterfront.

## **Budget Impacts**

No foreseen budgetary impacts.

## **Recommendation**

THAT Council of the Region of Queens Municipality accept the application to fly the Every Child Matters Flag on the Special Purpose Flag Pole.

## **Communications**

The Diversity and Inclusion Action Team (DIAT) will be notified of Council's decision.

APPENDIX B - APPLICATION FORM

REGION OF QUEENS MUNICIPALITY

Application for Flying a Flag on the Special Purpose Flag Pole

Henry Hensey Drive, Liverpool, NS - Adjacent to the Liverpool Bridge at the floating dock

Consideration will be given to the order in which applications are received.

Please note: To have an application placed on an upcoming Council agenda for approval, submit this form at least one month prior to the date being requested. Once Council reaches a decision, you will be advised by staff through the contact information you provide below. Approved applicants must provide the flag noted in their application at least one week prior to the date of the flag being flown, and will be requested to provide a jpeg of their flag, along with promotional text/media release. Approved flags may be dropped off at the Region of Queens Administration Building, 249 White Point Road, Liverpool, NS during business hours.

Community Organization Requesting Flag to be Flown: Diversity & Inclusion Action Team

Flag to be Flown: Every Child Matters Flag w/ Grand Council Flag

Significance of Flag: If additional space is required, please attach information to the application form. This information may be used in RQM social media posts regarding the flag being flown:

Remembrance of children lost in residential schools

Contact person: Eric Levy

Contact address: RQM Administration Building

Contact Phone: 902-344-3453

Contact Email address: elevy@regionofqueens.com

Please indicate the dates of the two (2) week period that your organization would like the flag flown, along with a second choice should the first choice be unavailable:

First Choice: Oct 15-31

Second Choice:

<b>FOR OFFICE USE ONLY:</b>			
Date/Time Received:	_____	Meets Policy:	___ Yes ___ No _____ CAO initials
Date Requested:	_____	1 <sup>st</sup> Choice	_____ 2 <sup>nd</sup> Choice
Council Agenda:	_____	Approved:	_____

## **Region of Queens Municipality Staff Report**

**7.1**

**To:** Council

**From:** Adam Grant, Director of Engineering and Public Works

**Date:** October 12, 2021

**Re:** **Approval of Amended Policy 66 - Appointment of Traffic Authority**

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### **Background**

*Motor Vehicle Act* of Nova Scotia requires that each town or former town in Nova Scotia appoint its own traffic authority to enforce certain provisions of the *Motor Vehicle Act*. This appointment for Liverpool only has traditionally been designed as a senior member of Queens RCMP with an alternate being a different member of the detachment. In the past few years, RCMP members have been precluded from taking on this additional role. The traffic authority for all areas outside Liverpool is governed by the Provincial Traffic Authority and their Deputy Provincial Traffic Authorities.

Traffic Authority reviews requests each year for road closures, parades, emergency safety plans as they relate to transportation routes, planned detours, traffic signage, et cetera.

### **Details**

On July 16, 2020, Adam Grant, Assistant Director of Engineering and Public Works was appointed as Traffic Authority for Liverpool with Brad Rowter, Director of Engineering and Public Works being designated as the alternate. Since that time, Mr. Rowter retired, Mr. Grant has become the Director of Engineering and Public Works and Garrett Chetwynd has been hired as the Assistant Director of



Engineering and Works. The policy update seeks to make these staffing amendments.

## **Applicable Legislation**

Section 311 of the *Municipal Government Act* provides that

(1) In this Section, “highway” and “Provincial Traffic Authority” have the same meaning as in the Motor Vehicle Act.

(2) The council may, by policy, appoint a traffic authority for all or part of the municipality.


(3) A traffic authority has, within the municipality, the powers of a traffic authority of a city or town pursuant to the Motor Vehicle Act.

(4) The clerk shall notify the Provincial Traffic Authority of the appointment of a traffic authority.

(5) Where there is no traffic authority appointed by a council, the Minister of Transportation and Active Transit may appoint a traffic authority to hold office until the council appoints a traffic authority.

(6) Where it appears to the Minister of Transportation and Active Transit that a traffic authority appointed by the council is not performing the duties and functions of a traffic authority, the Minister of Transportation and Active Transit may cancel the appointment of the traffic authority.

(7) The Provincial Traffic Authority has, with respect to (a) highways vested in Her Majesty in right of the Province; (b) highways in areas of a municipality for which there is no traffic authority; and (c) highways in a municipality that have been designated by the Minister of Transportation and Active Transit as main travelled or through highways, the powers conferred upon a traffic authority by or pursuant to the Motor Vehicle Act.



(8) The traffic authority for a municipality has, with respect to highways in the municipality, excluding those for which the Provincial Traffic Authority has authority, the powers conferred upon a traffic authority by or pursuant to the Motor Vehicle Act.

### **Budget Impacts**

There is no anticipated budget impact with this approval.

### **Communications**

This approval will be posted on our social media sites, as well as our website. All staff will be notified so if questions arise, they will be able to direct residents and community groups to the appropriate person. Additionally, the Provincial Traffic Authority will be notified of this change as required in the *Motor Vehicle Act*.



## **POLICY NO. 66**

### **APPOINTMENT OF TRAFFIC AUTHORITY**

**BE IT ENACTED** by the Council of Region of Queens Municipality, under the authority of the Municipal Government Act, S.N.S. 1998, Chapter 18, as follows:

This policy shall be known as Policy Number 66 and may be cited as the "Traffic Authority Policy".

#### **POLICY PURPOSE**

Region of Queens Municipality, in this policy, does hereby confirm its existing practice of appointing an individual to act as Traffic Authority for the Region of Queens Municipality pursuant to the applicable provisions of the *Municipal Government Act* and the *Motor Vehicle Act*.

In furtherance of the purposes of this policy, the Region also hereby states its intention to appoint an alternate individual to act as Traffic Authority in the absence of the original appointee.

#### **AUTHORITY**

Section 311 of the *Municipal Government Act* provides that

(1) In this Section, "highway" and "Provincial Traffic Authority" have the same meaning as in the *Motor Vehicle Act*.

(2) The council may, by policy, appoint a traffic authority for all or part of the municipality.

(3) A traffic authority has, within the municipality, the powers of a traffic authority of a city or town pursuant to the Motor Vehicle Act.

(4) The clerk shall notify the Provincial Traffic Authority of the appointment of a traffic authority.

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(6) Where it appears to the Minister of Transportation and Active Transit that a traffic authority appointed by the council is not performing the duties and functions of a traffic authority, the Minister of Transportation and Active Transit may cancel the appointment of the traffic authority.

(7) The Provincial Traffic Authority has, with respect to (a) highways vested in Her Majesty in right of the Province; (b) highways in areas of a municipality for which there is no traffic authority; and (c) highways in a municipality that have been designated by the Minister of Transportation and Active Transit as main travelled or through highways, the powers conferred upon a traffic authority by or pursuant to the Motor Vehicle Act.

(8) The traffic authority for a municipality has, with respect to highways in the municipality, excluding those for which the Provincial Traffic Authority has authority, the powers conferred upon a traffic authority by or pursuant to the Motor Vehicle Act.

## **SCOPE**

This policy shall apply to all streets within Liverpool, and any other streets owned by Region of Queens Municipality.

## **POLICY INTENT**

**PURSUANT** to Section 311 of the *Municipal Government Act*, Chapter 18 of the Statutes of Nova Scotia 1998, as amended from time to time, Director of

Engineering and Public Works, Adam Grant, is hereby designated as the Region of Queens Municipality's Traffic Authority.

**AND FURTHER** that in the absence of Adam Grant, Assistant Director of Engineering and Public Works, Garrett Chetwynd, shall act as Traffic Authority for Region of Queens Municipality.

**EFFECTIVE DATE**

This policy shall take effect on October 26, 2021.

**REPEAL**

Policy 66 - Appointment of Traffic Authority, adopted by the Council of Region of Queens Municipality on the 16th day of July 2020, is hereby repealed.

**OFFICIAL CERTIFICATION**

**THIS IS TO CERTIFY THAT** this policy was passed by the Council of Region of Queens Municipality at a duly constituted meeting of said Council held on the 26th day of October, 2021.

**SIGNED** by the Mayor and Deputy Clerk this 27th day of October, 2021.

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Mayor

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Deputy Clerk

**GENERAL STATEMENT OF POLICY:**

66.01 Region of Queens Municipality, in this policy, does hereby confirm its existing practice of appointing an individual to act as Traffic Authority for the Region of Queens Municipality pursuant to the applicable provisions of the *Municipal Government Act* and the *Motor Vehicle Act*.

In furtherance of the purposes of this policy, the Region also hereby states its intention to appoint an alternate individual to act as Traffic Authority in the absence of the original appointee.

**POLICY INFORMATION:**

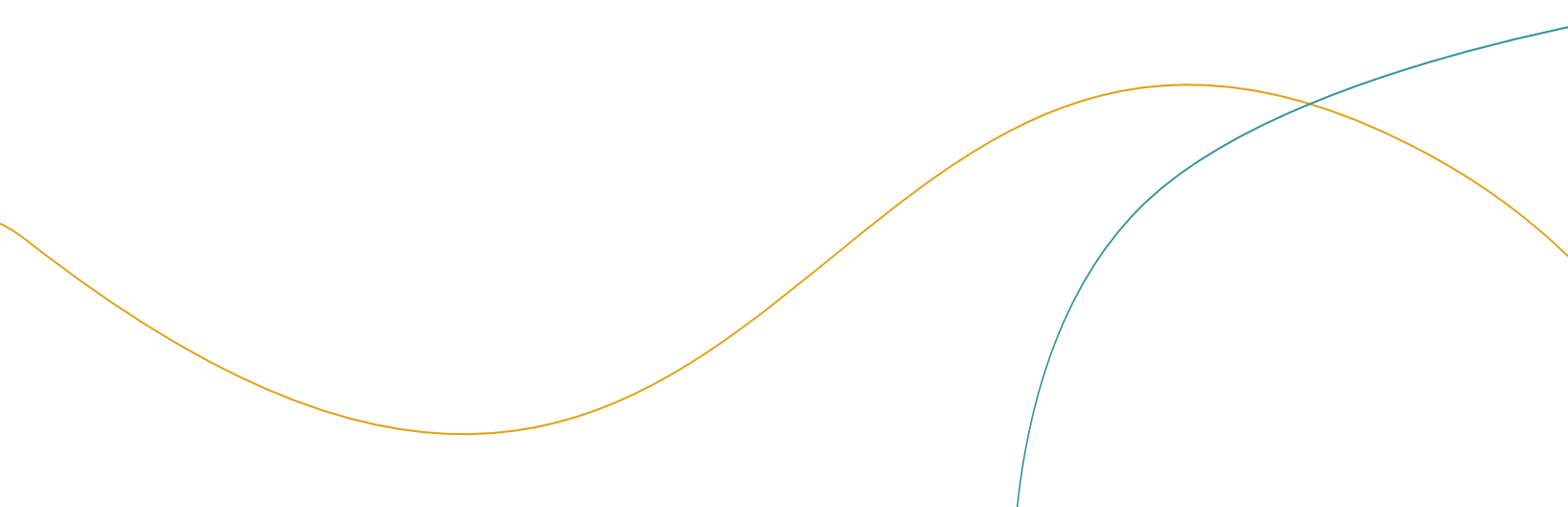
66.02 **PURSUANT** to Section 311 of the *Municipal Government Act*, Chapter 18 of the Statutes of Nova Scotia 1998, as amended from time to time, Assistant Director of Engineering and Public Works, Adam Grant, is hereby designated as the Region of Queens Municipality's Traffic Authority.

**AND FURTHER** that in the absence of Adam Grant, Director of Engineering and Public Works, Brad Rowter, shall act as Traffic Authority for Region of Queens Municipality.



# Agricultural Sector Review 2021 – Queens County

Region of Queens Municipality  
September 28, 2021



## Introduction

Queens County has opportunities to develop agricultural enterprises at a level higher than currently, however it is a challenge to create compelling unique selling points when compared to its neighbouring counties.

## Registered Farms and Farmland

According to Property Valuation Services Corporation (PVSC) records, in 2021, there are 155 registered parcels of land assessed as agricultural, amounting to a total acreage of 8394 acres. Compared to equivalent data from 2011, the numbers of assessed parcels of agricultural land has actually increased from 141, and the acreage has increased from 7873 acres. The distribution of agricultural land is mapped, and attached in Appendix A.

In the fiscal year 2019-2020, there were 22 registered farms in Queens County (<https://data.novascotia.ca/Agriculture-and-Agri-business/Farm-Registration-by-County/ay9f-ihu5>). This puts Queens County 15th out of 18 reporting counties in Nova Scotia for farm numbers. The federal **Census of Agriculture** also reports the number of registered farms, most recently from 2016 and 2011, including classification by total farm area;

	2011	2016
Total number of farms	37	34
Farms under 10 acres	5	6
Farms 10 to 69 acres	7	7
Farms 70 to 129 acres	4	2
Farms 130 to 179 acres	3	1
Farms 180 to 239 acres	0	1
Farms 240 to 399 acres	5	9
Farms 400 to 559 acres	6	4
Farms 560 to 759 acres	3	2
Farms 760 to 1,119 acres	4	1
Farms 1,120 to 1,599 acres	0	1

The Nova Scotia Department of Agriculture (NSDA) administers the Farm Registration Program, "*Farm Registration is a voluntary annual program that provides managed access to government programs by farm businesses, collection of farm information to develop agricultural policy and provide stable funding of the Nova Scotia Federation of Agriculture.*"

Confidentiality rules restrict access to any information listing who these registered farms are, where they are located, or what farming enterprises they practice. This information could be sourced by personal contact, but has not been done to date.

## Available Land

There is no known source for information on potential agricultural lands. Anecdotally, there is a lot of land that has grown up in 'pasture pine', areas that were obviously previously open fields, now long abandoned. It is possible that survey data could be sourced, for example using LIDAR mapping, to ascertain the extent and location of these former fields. Dr. David Colville at the NSCC Centre of Geographic Sciences (COGS) would be a contact if we wanted to follow up this aspect.

The Canadian Land Inventory (CLI) classes land according to its suitability for agricultural production. CLI classes 2, 3, and 4 are most suitable. Queens has no CLI2 soils, and less than 1% of the province's CLI3 and CLI4 land.

Queens has lost a higher percentage of its potential agricultural land to urban development than other counties, but nearly all (98.4%) urban development in Queens is on land with poor capability for agriculture, which really just reflects the very small arable land base available. More data on this, and on general land classification and composition, including soil quality is contained in the Department of Agriculture *Profile of Agricultural Land Resources – Queens County*, attached as Appendix B.

It is clear from the NSDA document referenced above, that Queens has comparable soils to neighbouring counties, although overall, Nova Scotia is of relatively poor soil quality. Queens is utilizing only a small fraction of land classed as suitable for agriculture – therefore, it is safe to say that the agriculture industry

here is not limited by land availability. Indeed land availability and land affordability are positive factors for Queens.

Very little agricultural land is ever listed for sale with realtors. Occasionally, properties are listed for sale that have acreage with them, but it is not a feature the real estate agents have experienced sufficient demand for to concentrate efforts on. Only one realtor agency was identified as having a particular expertise and focus on agricultural land (<https://www.countryrealestatebroker.com/>).

## Farm Revenues, Employment, and Economic Impact

With only 4% of arable land in Queens used for agriculture, compared to the Nova Scotia average of 13%, agriculture is not a dominant industry here in terms of employment or farm revenue. The potential for agricultural enterprises exist, given the comparable soil types and somewhat favourable climate data, but the industry also faces significant barriers to success.

Statistical data regarding the agricultural and economic profiles of Queens is attached as Appendix C. This *Statistical Profile of Queens County* was compiled by the Nova Scotia Federation of Agriculture in 2014 and although it is several years old, the overall patterns remain much the same.

## Climate Data Study

Between 2011-2015, an extensive climate data study was undertaken in South West Nova Scotia comprising a network of 74 weather stations reporting a multitude of climatic factors. The data was compiled into a report which is still available online at: <https://www.regionofqueens.com/document-library/business/2153-swns-weather-study-summary-2014/file>.

Measurements of frost-free period and growing degree days, winter minimum, solar radiation consistency, precipitation and more, showed the area as more

favourable for some agricultural enterprises than previously thought; *“many sites continued to demonstrate data comparable or superior to those obtained from the benchmark stations in the Annapolis Valley. Even more exciting were a number of truly exceptional sites located on the coast or in the deep interior that continued to show superior climate data in spite of the challenging conditions that 2014 presented.”*

## Training, Advice, and Funding

The established starting point for anyone contemplating an agricultural enterprise in Nova Scotia would be the provincial ThinkFarm website (<https://novascotia.ca/thinkfarm/>). This project assists entrants with defining their farm vision, business planning and regulations which apply to new farm businesses. It is recommended as a starting point prior to contacting subject matter experts, and maintains extensive links to training, research, and funding resources.

The Nova Scotia Department of Agriculture has a network of five regional offices with extension, business development, and outreach staff. Queens is covered by the Kentville office, though they also maintain an office in Lunenburg. Staff contacts are available at: <https://novascotia.ca/agri/programs-and-services/regional-services/>.

For specific advice, consultancy, and training on particular areas of agriculture, product development and lab services, Perennia Food and Agriculture Inc. is a provincial development agency with the mission *“to support growth, transformation and economic development in Nova Scotia’s agriculture, seafood, and food and beverage sectors”*. Perennia has an extensive staff of subject matter experts (<https://www.perennia.ca/about/our-team/>), and is a primary source for learning and training (<https://www.perennia.ca/learning/>).

In addition to specialized agri-business advice from the sources above, general and specific business advice can be requested from banks, e.g. Business Development Bank of Canada (<https://www.bdc.ca/en>), or from specialist consultants.



Nova Scotia Business Inc. (NSBI) have an active interest in agricultural enterprise, especially where it involves export potential, innovation, and technology. They have a network of Business Development Advisers who can advise and assist with product and market development. They maintain a list of provincial and federal programs and incentives, and summarize how they help agriculture industry in this infographic:

<https://nsbi.infogram.com/1p3ekqq5n7d75ws0lymqzrk20jid7p12wnd>

Business advice and funding for agricultural enterprises has long been an area of focus for the Community Business Development Corporations (CBDC). Nova Scotia is covered by a network of thirteen CBDCs, and Queens is in scope for South Shore Opportunities CBDC (<https://www.cbdc.ca/en>), who have staff in Liverpool and Bridgewater. In addition to business counselling, business management skills training, and a variety of loans, they also administer the Consultant Advisory Services (CAS) fund, which gives clients financial help accessing expert assistance with business development challenges.

FarmWorks Investment Co-operative Limited (<https://farmworks.ca/>) was established specifically to address concerns about Nova Scotia food security. It operates a Community Economic Development Investment Fund (CEDIF) which sells shares to private investors and loans the revenue to client entrepreneurs in various sectors of the Nova Scotian food supply chain including farmers, processors, retailers, and restaurateurs.

## Current Agricultural Enterprises in Queens

When assessing the state of the agricultural sector in Queens, one has to take into account that there are various issues with definition - the terms 'farm' and 'farmer' can be loosely defined. Registering as a *bona fide* farm in Nova Scotia is voluntary and restricted by acreage, level of revenue from on-farm enterprises, and history of operation. However, there are more unregistered 'farms' who produce foodstuffs for sale, and there are 'farmers' who engage in agriculture without public sales. Property Valuation Services Corporation (PVSC) have assessment criteria for agricultural land, but the RQM MPS/LUB does not include specific separate zoning for agriculture.

Christmas trees are currently considered to be an agricultural enterprise in Nova Scotia, so Christmas tree producers can be registered farmers, are eligible for agricultural programs and can be members of the Nova Scotia Federation of Agriculture if they choose.

Current commercial agricultural enterprises in Queens include; dairy farm, aquaponic cannabis producer, blueberry grower and processor, greenhouse and market garden operation, Christmas trees, seaweed compost producer, beef producer, mixed livestock producer, several smaller scale growers, egg producers, and livestock producers. In addition to the primary producers, we have value-added baked products, jams and jellies, honey, processed meat, brewery, and non-timber forest products (such as mushrooms, berries, wreaths).

As the statistics referenced above show, Queens has few people fully employed in agriculture or agriculture-related enterprise, and farm receipts are almost balanced by deficits. The overall picture, other than a few notable exceptions, is one where many people keep a few hens, meat birds, a couple pigs or beef cattle, grow a garden for produce, or bake extra to sell locally. There is probably a degree more 'food security' in Queens than evidenced by official statistics. Most of these operations are not registered or regulated and 'fly under the radar', and the operators have no intention or desire to grow their enterprise. Part of the reason for that is a perception that regulations around food production are onerous and restrictive, or that profitability is not sufficient for the amount of work involved. Advice and supports for those who are interested in growing an agricultural enterprise exist, but often 'talk a different language'.

There are relatively few markets for local produce in Queens. Outlets, such as restaurants, have established integrated supply chains, and small producers have difficulty matching fluctuations in demand with profitability and continuity of high quality produce. Some shops will sell local produce on an ad-hoc basis, but breaking into supermarket chains is almost impossible for a variety of reasons. Direct to consumer sales has become the established pattern for many, e.g. farmers' market, farm gate, Community Supported Agriculture. Shipping to Halifax outlets can work, especially if your product has an 'experiential' component, a compelling story, or a unique selling point.

## SWOT Analysis

### Strengths

- Affordable land for agricultural use
- Available land for agricultural use

### Weaknesses

- Unsuitable topography / field sizes for mechanized row cropping
- Seasonal climate despite favourable in-season conditions and somewhat ameliorated winter conditions
- Aging infrastructure
- Aging workforce demographic
- Distance to market centres

### Opportunities

- No major competitors locally for many products
- Agri-tourism and experiential agriculture, artisan and craft marketing
- Lifestyle factors offer attractive 'value proposition' for prospective residents

### Threats

- Global nature of food supply – expectations of consumers
- Other Nova Scotia domestic competition
- Home growers for personal supply

## Recommendations

There is an established chain of support existing in Nova Scotia to help growers, producers and processors - there is no obvious gap in learning, training or funding resources. RQM, in collaboration with other municipal units, and the agencies identified in previous sections, have hosted an annual Agriculture Day which acts as a touchpoint with "farmers, dreamers and interested public". Unfortunately, due to the pandemic this could not take place in 2020 or 2021. The same regional collaboration group created the website landing site at <https://www.growsouthwestnovascotia.ca/> and have discussed joint initiatives to create a promotional video series. The **recommendation** would be to reinstate Agriculture Day, hosted next in Queens in Spring 2022, or whenever

pandemic restrictions allow, and develop a video series either singly or in collaboration.

There are no obvious show-stopping factors to prevent many agricultural operations from taking place in Queens, which can be successfully undertaken elsewhere in Nova Scotia. The corollary presents an opportunity as Queens has affordable and available agricultural land that might not be as available elsewhere. The challenge here is finding the land. **Recommendation** is to evaluate mapping solutions to publicize available commercial property, which could also apply to agricultural land.

Promoting existing farms and farm enterprises can be done by supporting the annual Open Farm Day when it is reinstated, and other events organized by the Nova Scotia Federation of Agriculture (<https://meetyourfarmer.ca/>).

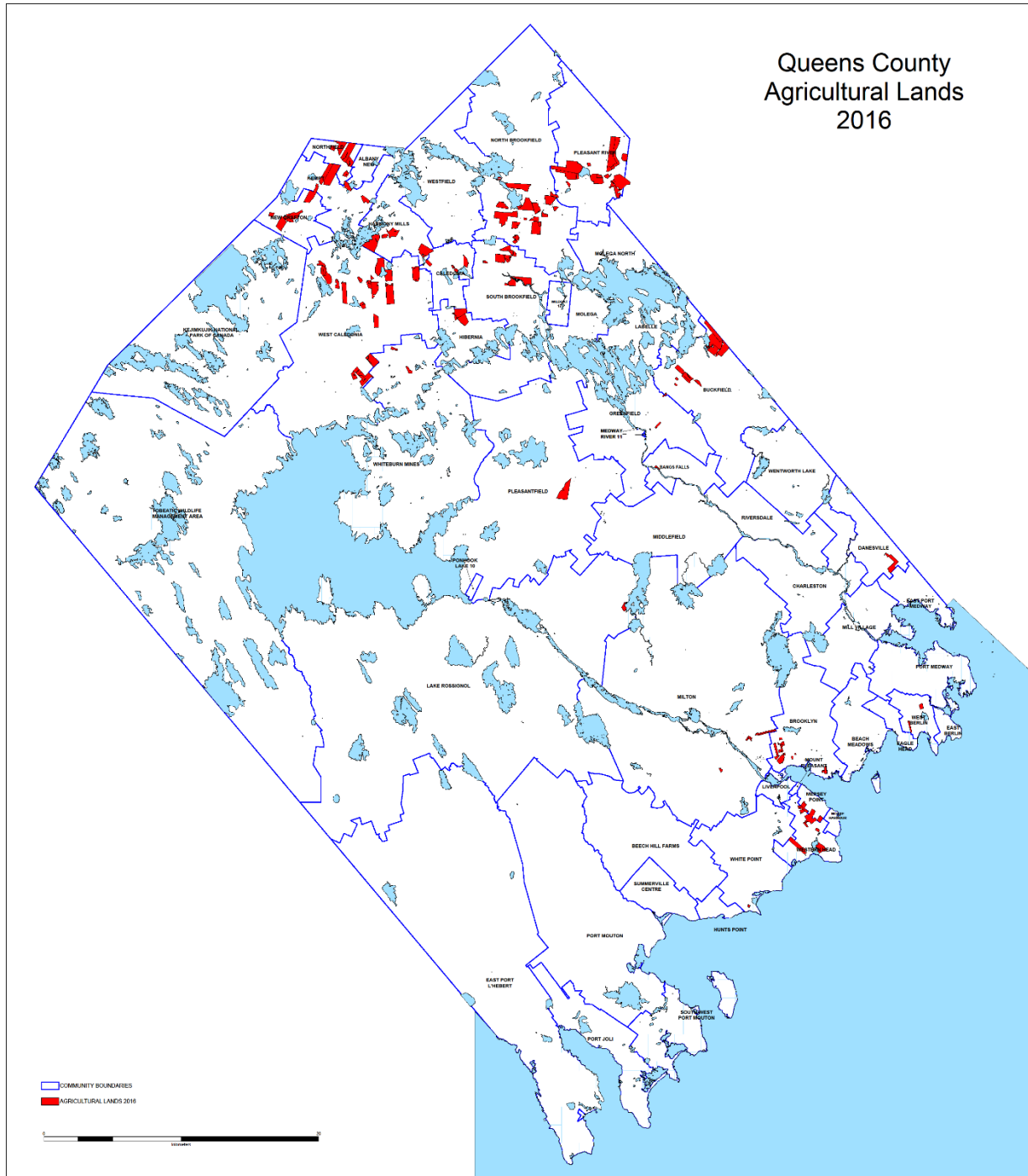
**Recommendation** also to attend and promote the Nova Scotia Department of Agriculture Minister's Conference (<https://www.perennia.ca/agriconference/>).

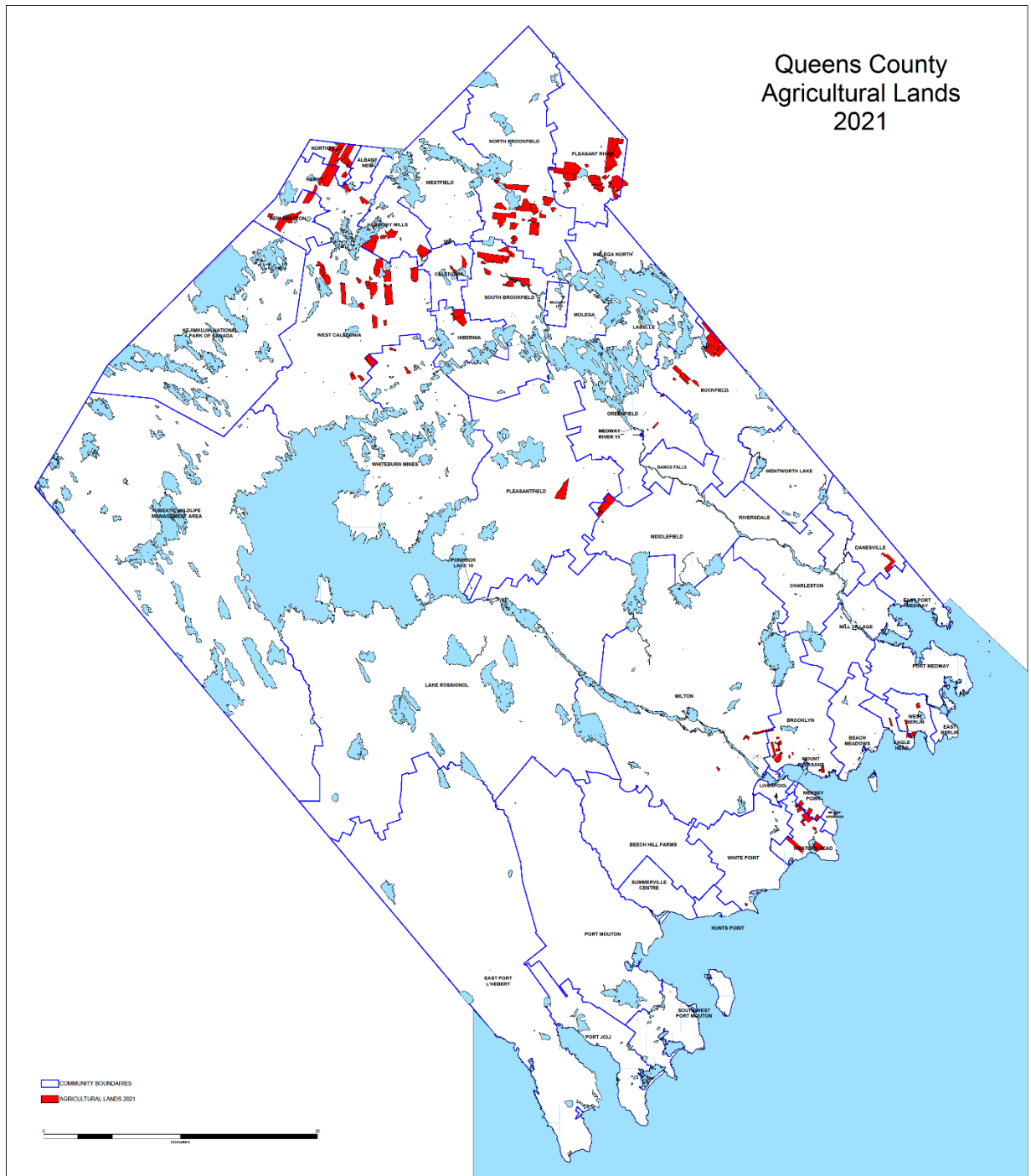
Perhaps the greatest opportunity in agriculture remains the potential to attract newcomers to Queens with the promise of affordable property with acreage, allowing part-time or supplementary income to be made whilst testing markets for produce. A small proportion of these will develop into fully commercial operations, and we can ensure that supports exist, and are known about, for them.

## Appendices

Please note that the maps and reports contained in these Appendices are externally produced pdf files included here for brevity – they have not been edited for accessibility. Larger copies of maps can be printed on request, but are best viewed electronically where they can be zoomed in for detail.



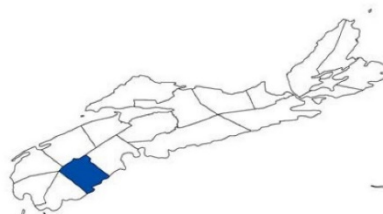




## Appendix B

### Profile of Agricultural Land Resources – Queens County

# QUEENS COUNTY



## PROFILE of AGRICULTURAL LAND RESOURCES

### Overview of county land resources

Land most suitable for agricultural production (Canadian Land Inventory (CLI) classes 2,3 and 4<sup>1</sup>) covers less than 1 percent of Queens County (see Table 1). Queens has no CLI 2 soils, and less than 1 percent of the province's CLI 3 and CLI 4 land. Queens has the smallest amount of arable land in the province.

Queens has approximately 1,000 hectares in agricultural production. This amounts to less than 1 percent of Nova Scotia land in agriculture. Farming in Queens uses less than 1 percent of the county land area.

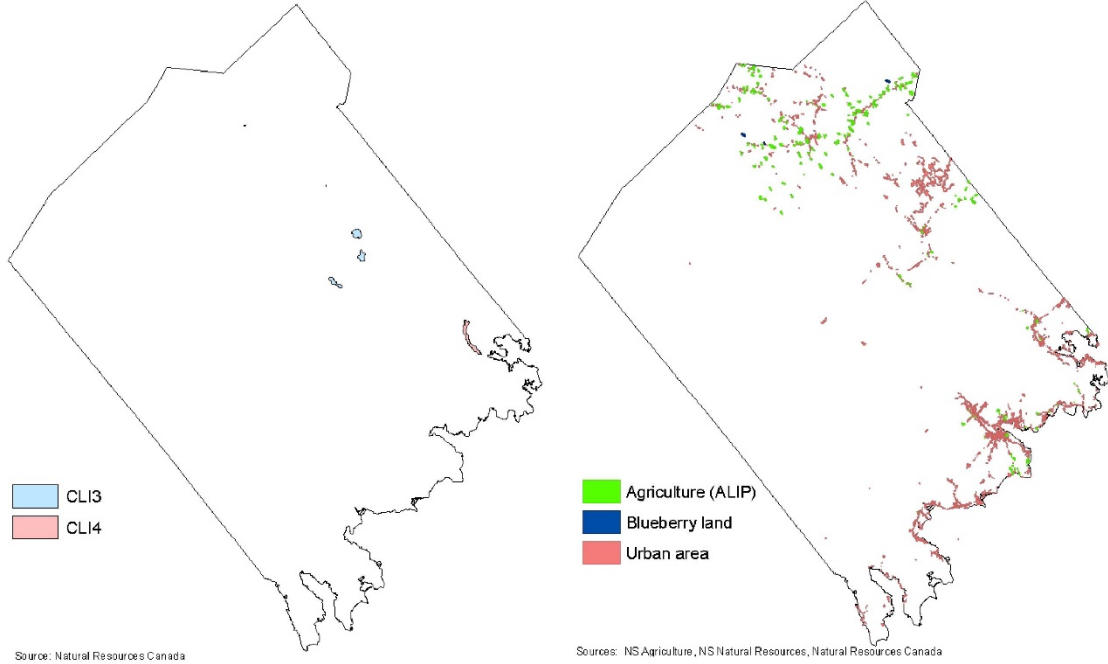
**Table 1. Agricultural land statistics- Queens County**

	Hectares	Percent of provincial total	Percent of county land area
CLI 2,3,4 TOTAL	470	0.03	0.2
CLI 2	0.0	0.0	0.0
CLI 3	265	0.03	0.1
CLI 4	205.4	0.1	0.1
Agricultural land (ALIP)*	989	0.4	0.4
Agricultural land (DNR)**	1,018	0.4	0.4
Blueberry land (DNR)**	33	0.2	0.01

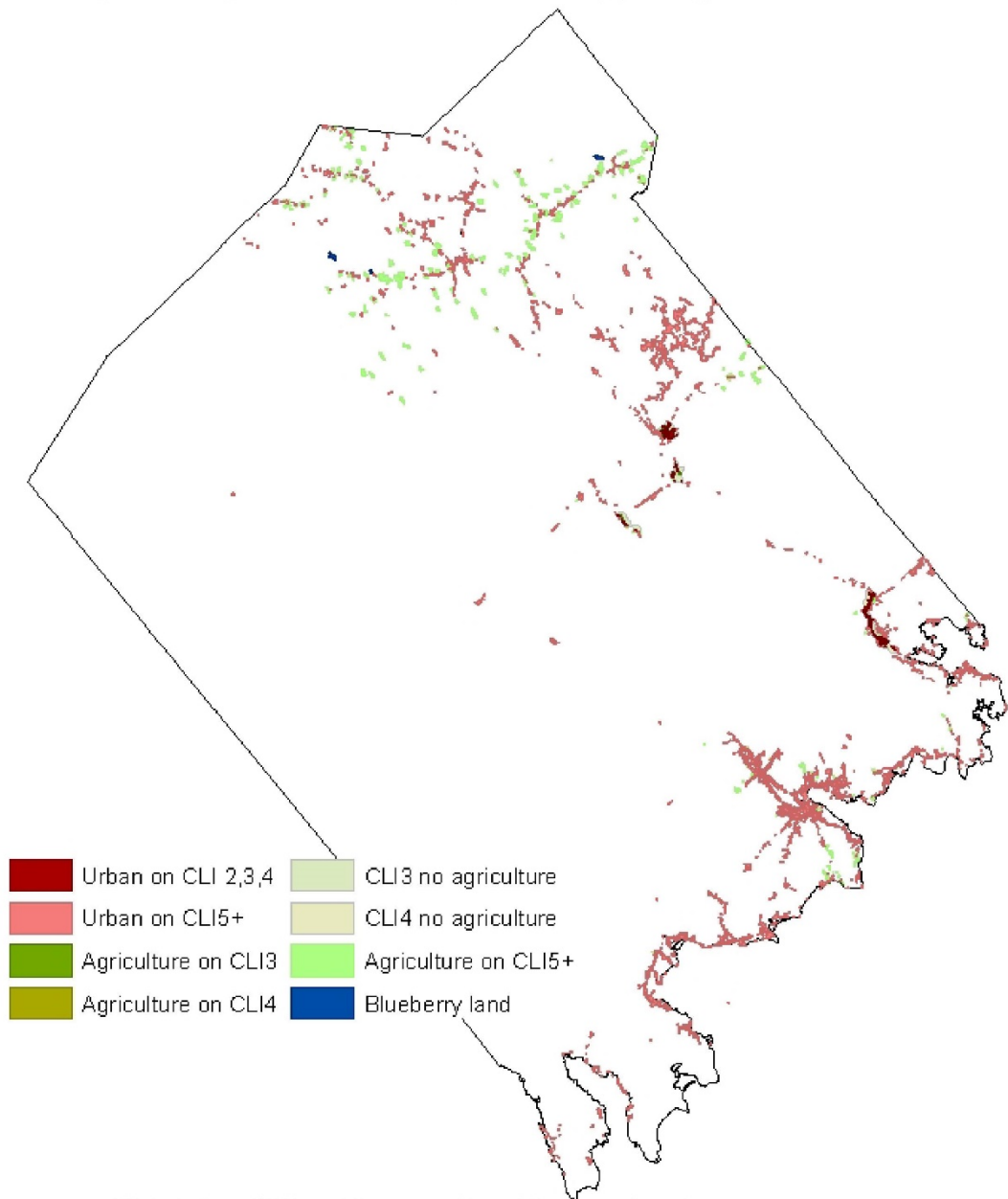
Queens has a small amount of wild blueberry production (33 hectares). This amounts to a small fraction of the provincial total.

\* As indicated by the NSDA Agricultural Land Identification Project.  
 \*\* Based on forest coverage files from NS Natural Resources (blueberry land is low-bush/ wild)  
 Source: Nova Scotia Department of Agriculture, Natural Resources Canada, Nova Scotia Department of Natural Resources.

**Figure 1a. Agricultural lands in Queens County**



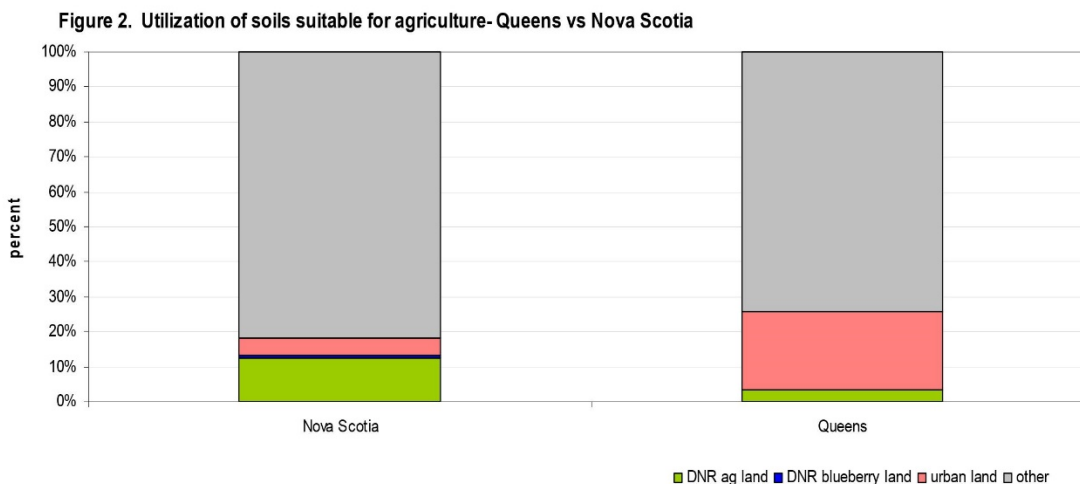
**Figure 1b. Agricultural lands in Queens County (overlay)**



Sources: NS Agriculture, NS Natural Resources, Natural Resources Canada

## Usage of arable land and composition of farmed land

Land most suitable for agricultural production (CLI classes 2, 3 and 4) are used for agriculture in Queens County at a significantly lower rate than the provincial average (see Figure 2 and Table2). About 4 percent of suitable agricultural land is used for agricultural production in Queens compared with 13 percent provincially. This places Queens 15<sup>th</sup> among the 18 counties in terms of utilization of arable land for farming.



Queens has lost the highest percentage of its potential arable land to urban development of any county at 22 percent. The high percentage is due to the very small arable land base that Queens is endowed with.

**Table 2. Use of agricultural soils (CLI classes 2,3,4) in Queens County and Nova Scotia**

	CLI 2		CLI 3		CLI 4		TOTAL CLI 2,3,4	
	Queens	Nova Scotia	Queens	Nova Scotia	Queens	Nova Scotia	Queens	Nova Scotia
	Percent							
Agricultural land (DNR)*	n/a	29.3	6.2	12.0	0.0	7.9	3.5	12.7
Blueberry land (DNR)*	n/a	0.5	0.0	0.3	0.0	1.8	0.0	0.7
Urban area	n/a	6.9	18.3	5.4	27.0	4.6	22.1	5.4
Other	n/a	63.3	75.5	82.3	73.0	85.7	74.4	81.2

\* Based on forest coverage files from NS Natural Resources (blueberry land is low-bush/ wild)  
Source: Nova Scotia Department of Agriculture, Natural Resources Canada, Nova Scotia Department of Natural Resources.

Looking at the land base from a slightly different perspective (the composition of lands in agriculture, Table 3) it is apparent that almost all agriculture in Queens takes place on poorer than class 4 land. The approximately 1.5 percent of agriculture that occurs on better than class 4 land is the lowest in Nova Scotia.

**Table 3. Composition of lands in agriculture- Queens County**

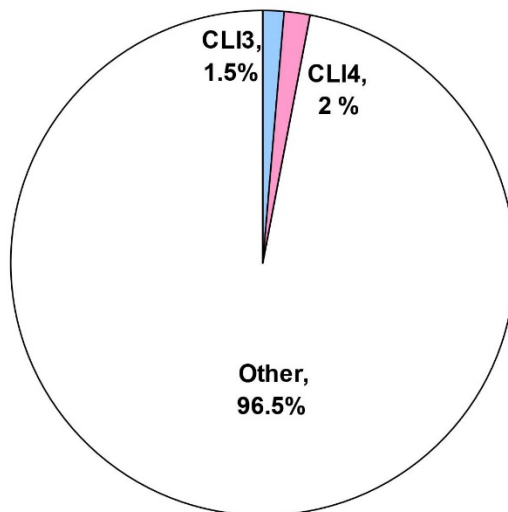
	Agricultural land (ALIP)*		Agricultural land (DNR)**		Blueberry land (DNR)**	
	Queens	Nova Scotia	Queens	Nova Scotia	Queens	Nova Scotia
	Percent					
CLI 2	n/a	20.5	n/a	21.1	n/a	4.7
CLI 3	1.2	49.4	1.6	51.8	0.0	16.4
CLI 4	0.0	16.3	0.0	14.5	0.0	44.5
Other	98.8	13.8	98.4	12.7	100	34.4

\* As indicated by the NSDA Agricultural Land Identification Project.  
\*\* Based on forest coverage files from NS Natural Resources (blueberry land is low-bush/ wild)  
Source: Nova Scotia Department of Agriculture, Natural Resources Canada, Nova Scotia Department of Natural Resources.

### Urban use and property fragmentation of the agricultural land base

As shown in Figure 3, nearly all urban development in Queens is on land with poor capability for agriculture. Approximately 3.5 percent of urban development is on class 3 or 4 land combined, making Queens the least intensive user of arable land for urban development of any county in the province, due mostly to the small amount of arable land available.

Figure 3. Composition of urban land-  
Queens



Some lands currently in agriculture may be relatively easily removed for other forms of development. A contributing factor is lot size. Queens County is the only county in the province without any small properties (less than two hectares in area) that are centered in ALIP lands (Table 4).

**Table 4. Analysis of small properties (< 2ha) encroaching on farm land- Queens County, Nova Scotia**

	Vacant properties		Properties with civic address		TOTAL of small properties (< 2 ha)	
	# properties	Hectares	# properties	Hectares	# properties	Hectares
<b>Centered in ALIP farmland</b>	0	0	0	0	<b>0</b>	<b>0</b>
<b>Area in farmland of properties centered in ALIP</b>	0	0	0	0	<b>0</b>	<b>0</b>
<b>Within 10 meters of ALIP farmland</b>	70	48	122	78	<b>192</b>	<b>126</b>

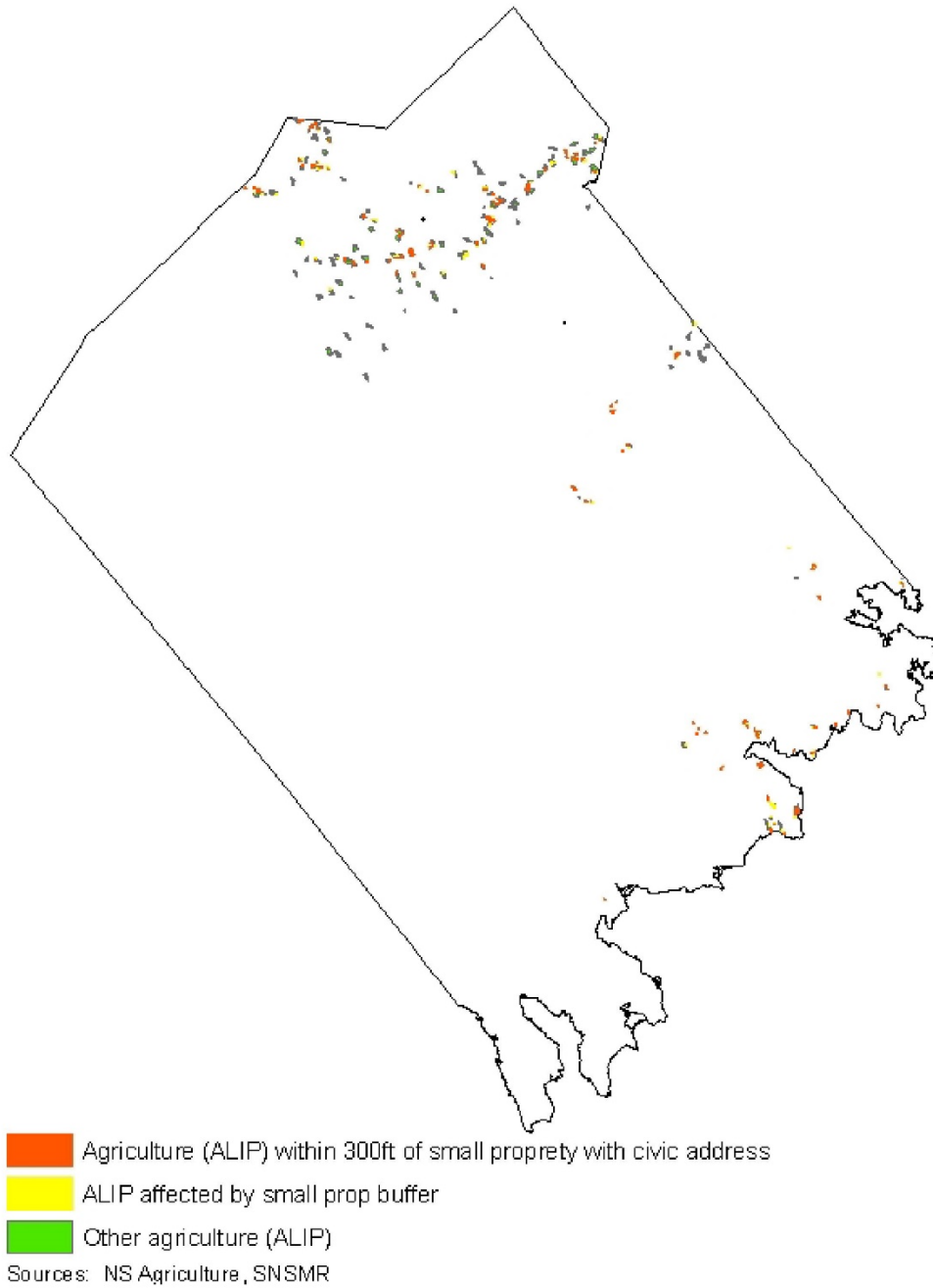
Source: Provincial PID data, NSDA (ALIP data)

A total of 192 properties less than two hectares in size are on or adjacent to ALIP lands, 64 percent of which have civic addresses (i.e. are not vacant). This amounts to 1 percent of the provincial total of these properties. Relative to the amount of farming in Queens, the county has the 8<sup>th</sup> highest rate of small developed properties that are adjacent to farmland.

Ultimately, approximately 5 hectares (0.5 percent) of ALIP lands in Queens has been lost to urban development since 1998. This places Queens 17<sup>th</sup> in terms of both percentage farmland lost to development and area of farmland lost.

While physical occupancy of land by non farm development or land with the potential for non-farm development can be used to estimate potential loss of land to the sector, the effect of development on adjacent agricultural lands is probably of greater significance in terms of area affected. In order to estimate the area of farm land that is at risk due to the proximity of development, a 300 ft (91.44m) buffer was drawn around each small (<2ha) property and the amount of ALIP farm land falling under this zone was calculated (Figure 4). Queens has approximately 22 percent of its ALIP farmland falling under this category, the 2<sup>nd</sup> lowest in the province in both percent and absolute terms. Approximately 16 percent of Queens farmland is within 300 feet of a small property with a civic address (i.e likely a developed property), the smallest percentage in the province.

**Figure 4. Agriculture (ALIP) within 300 feet of small properties (< 2ha)**



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<sup>i</sup> Nova Scotia does not have any CLI class 1 soil. Class 2 to 4 soils have moderate to severe limitations that restrict the range of crops or require special conservation practices or both. Class 5 soils and below have very severe limitations for agriculture.

## Sources

Natural Resources Canada. Canada Land Inventory. Available from: <http://geogratis.gc.ca/CLI/frames.html>. Accessed [25 January 2010].

Nova Scotia Department of Agriculture. Agricultural Land Identification Project (ALIP).

Nova Scotia Department of Natural Resources. Forest Inventory - Geographic Information Systems. Available from: [www.gov.ns.ca/natr/forestry/gis/forest-inventory.asp](http://www.gov.ns.ca/natr/forestry/gis/forest-inventory.asp). Accessed [25 January 2010].

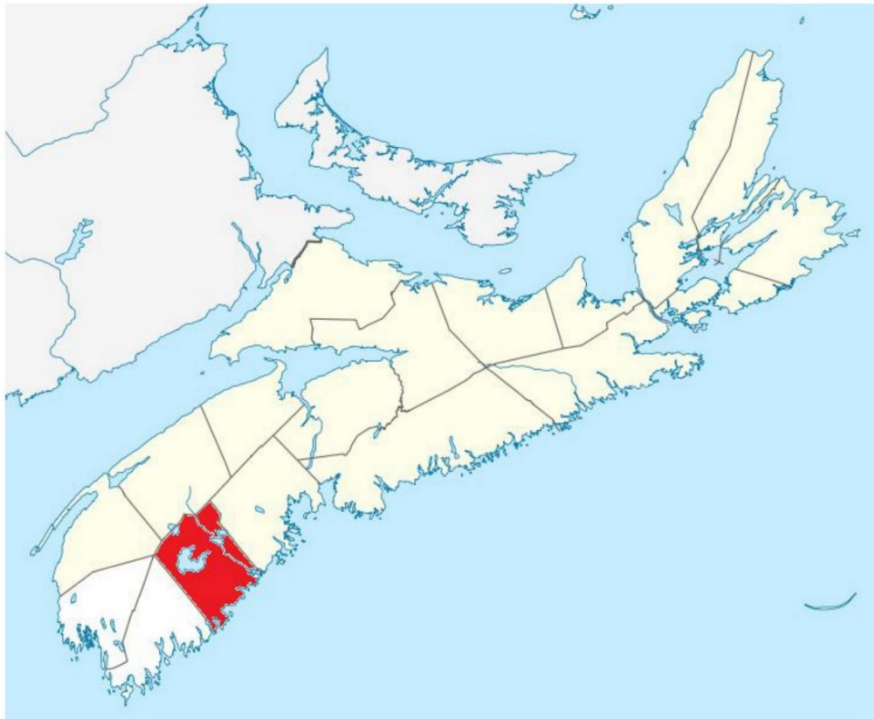
SNSMR (Service Nova Scotia and Municipal Relations). 2009. NS Civic Address File and property polygons.

**Appendix C**

Statistical Profile of Queens County

## Statistical Profile of Queens County

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Prepared by the Nova Scotia Federation of Agriculture

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## 1.0 Introduction

### Agriculture in the Local Economy

Queens County is home to several types of farm production activities such as greenhouse, nursery and floriculture production and cattle ranching. In 2010, Queens County farms reported a total of approximately \$1.13 million in farm receipts which accounted for 0.19% of all receipts reported in Nova Scotia. In the same year, farms in Queens County reported a total business operating expense of approximately \$1.16 million. Thus, agriculture in Queens experienced a deficit of \$0.03 million.

In terms of employment, health care, trade, manufacturing, and natural resources are the dominant industries in the Southern region. Low employment in the agricultural industry may be due to geographical limitations, climate, and a focus on other industries. Although the agri-tourism industry is not established in Queens to the same extent that it is in other parts of Nova Scotia, there are still several events that promote local agriculture. These agri-tourism projects include the farmers' market, U-cut Christmas trees and the annual Queens County Fair.

Despite an increase in farms since 2006, Queens County has experienced a decrease in the number of acres used for farming purposes. Indeed, Queens County ranks 15<sup>th</sup> among all counties in regard to its use of arable land ("Queens County," para. 3). With 4% of arable land being used for agricultural production, Queens falls below the provincial average of 13% ("Queens County," para. 3). It is clear that although agriculture is not a dominant industry in Queens, there is potential for economic growth through agriculture.

## 2.0 Population and Population Change

Between the years 2006 and 2011, Queens County experienced a total population decline of 2.2% or a total of 252 people. Table 1 demonstrates that, for the most part, Queens experienced a decrease in population across the census subdivisions. The only area to experience an increase was the Wildcat reserve with a population increase of 65%. Queens County's rate of population change (-2.2%) fell below that of Nova Scotia's (0.9%).

**Table 1: Population of Queens and Census Subdivisions, 2006-2011**

Area	2011	2006	% Change
Queens County	10,960	11,212	-2.2
Queens (RGM)	10,917	11,177	-2.3
Ponhook Lake 10 (Reserve)	10	15	-33.3
Wildcat 12 (Reserve)	33	20	65

**Note:** Adapted from Statistics Canada, 2011.

Since Queens County is amalgamated under a regional municipality, there are no subdivisions like the other counties. Thus, it is difficult to determine the population distribution in terms of rural and population centres.

## 3.0 Economic Profile

In 2013, the Southern region (including Digby, Yarmouth, Queens, Shelburne, and Lunenburg)<sup>1</sup> represented approximately 15% of the agricultural industry in Nova Scotia. Although, an estimate for Queens County is not specifically given, the data indicates that its geographic region is an important component to the agricultural industry in Nova Scotia.

In comparison to the other industries in the Southern region, agriculture accounted for approximately 1.63% of all jobs in the region, which is higher than the provincial average of 1.17%. The industries with the highest employment in the Southern region were trade, health care and social assistance, manufacturing and natural resources (i.e. forestry, fishing, etc.).

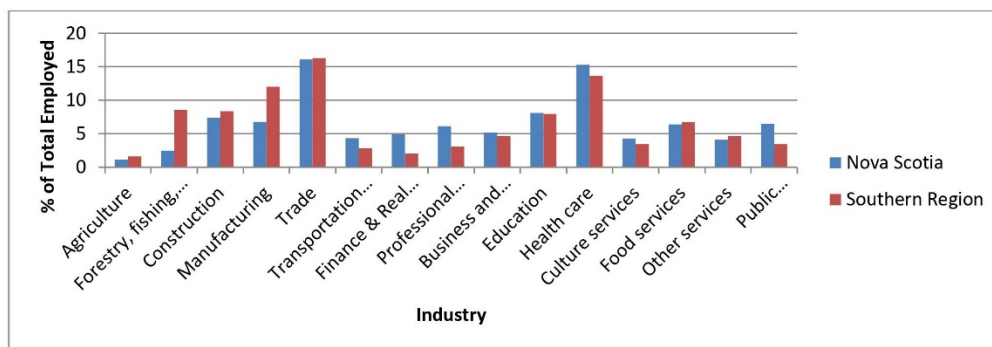
**Table 2: Southern Region, Total Employment by Industry, 2013**

<sup>1</sup> The North American Industry Classification System (NAICS) divides Nova Scotia into 5 geographical regions. The Southern region includes Digby, Yarmouth, Queens, Shelburne, and Lunenburg counties. According to the Labour Force Survey Estimates (LFS), some areas are too small to enable production of independent estimates from the survey. Thus, smaller regions with similar economic characteristics are grouped together.

Industry	Nova Scotia	% of Nova Scotia's Total Employment	Southern	% of Southern Region's Total Employment
Total employed, all industries	453,800	100	49,100	100
Agriculture	5,300	1.17	800	1.63
Forestry, fishing, mining, etc.	11,200	2.47	4,200	8.55
Utilities	4,600	1.01	N/A	N/A
Construction	33,500	7.38	4,100	8.35
Manufacturing	30,600	6.74	5,900	12.02
Trade	73,000	16.09	8,000	16.29
Transportation and warehousing	19,600	4.32	1,400	2.85
Finance, insurance, real estate and leasing	22,100	4.87	1,000	2.04
Professional, scientific and technical services	27,800	6.13	1,500	3.05
Business, building and other support services	23,500	5.18	2,300	4.68
Educational services	36,700	8.09	3,900	7.94
Health care and social assistance	69,400	15.29	6,700	13.65
Information, culture and recreation	19,300	4.25	1,700	3.46
Accommodation and food services	29,000	6.39	3,300	6.72
Other services	18,600	4.1	2,300	4.68
Public administration	29,400	6.48	1,700	3.46

**Note:** Adapted from Statistics Canada, 2013.

Figure 1 displays a clear comparison of the percentages of total employed by each industry in Nova Scotia and the Southern region.



**Figure 1: % of Total Employed by Industry: Southern Region vs. Nova Scotia, 2013.**

**Note:** Adapted from Statistics Canada, 2013.

## 4.0 Agricultural Profile of Queens County

### 4.1 Number of Farms

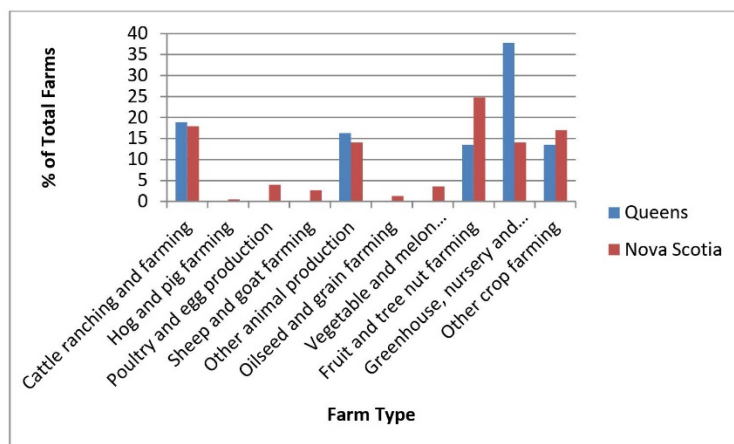
From 2006 to 2011, the total number of farms in Queens County had increased by two. Table 3 indicates that the predominant farm type in Queens County was greenhouse, nursery and floriculture production (37.8%). Although greenhouse, nursery and floriculture production remains a dominant farm activity in Queens, it had decreased from 15 to 14 farms (-6.67%) since 2006. Similarly, cattle ranching and hog and pig farming had also decreased since 2006. All other types of farm production had either increased or remained the same.

**Table 3: Queens County, Total Number of Farms by Farm Type, 2006-2011**

Farm Type	2011		2006		% Change
	# of Farms	% of Total	# of Farms	% of Total	
Cattle ranching and farming	7	18.9	8	22.9	-12.5
Hog and pig farming	0	0	1	2.8	-100
Poultry and egg production	0	0	0	0	0
Sheep and goat farming	0	0	0	0	0
Other animal production	6	16.3	5	14.3	20
Oilseed and grain farming	0	0	0	0	0
Vegetable and melon farming	0	0	0	0	0
Fruit and tree nut farming	5	13.5	4	11.4	25
Greenhouse, nursery and floriculture production	14	37.8	15	42.9	-6.67
Other crop farming	5	13.5	2	5.7	150
<i>Total farms</i>	<i>37</i>	<i>100</i>	<i>35</i>	<i>100</i>	<i>5.71</i>

**Note:** Retrieved from Statistics Canada, 2011.

In comparison to Nova Scotia, Queens County had a higher percentage in cattle ranching, greenhouse, nursery and floriculture production, and animal production. It is evident that the percentage of greenhouse, nursery and floriculture production (37.8%) in Queens County was significantly higher than that of the provincial percentage of 14.1%. On the other hand, the percentage of fruit and tree nut farming in Queens County fell below that of the provincial average by 11.3%.



**Figure 2: % of Total Farms by Farm Type: Queens County vs. Nova Scotia, 2011**

**Note:** Adapted from Statistics Canada, 2011.

#### 4.2 Farm Revenue

Farms in Queens County reported approximately \$1.1 million in farm receipts in 2010 which had decreased from approximately \$1.8 million in 2006. In addition to Queens County's decrease in revenue, its percentage of Nova Scotia's total farm receipts also decreased. In 2006, Queens County's revenue formed 0.36% of Nova Scotia's total revenue. Meanwhile in 2010, Queens County's revenue constituted 0.19% of Nova Scotia's total revenue.

**Table 5: Total Farm Receipts for Queens County and Nova Scotia, 2006-2010**

	2010	2006	% Change
Nova Scotia	\$ 594,903,481.00	\$ 509,520,691.00	16.76
Queens County	\$ 1,134,116.00	\$ 1,812,319.00	-37.42
% of Nova Scotia's receipts	0.19	0.36	

**Note:** Adapted from Statistics Canada, 2011.

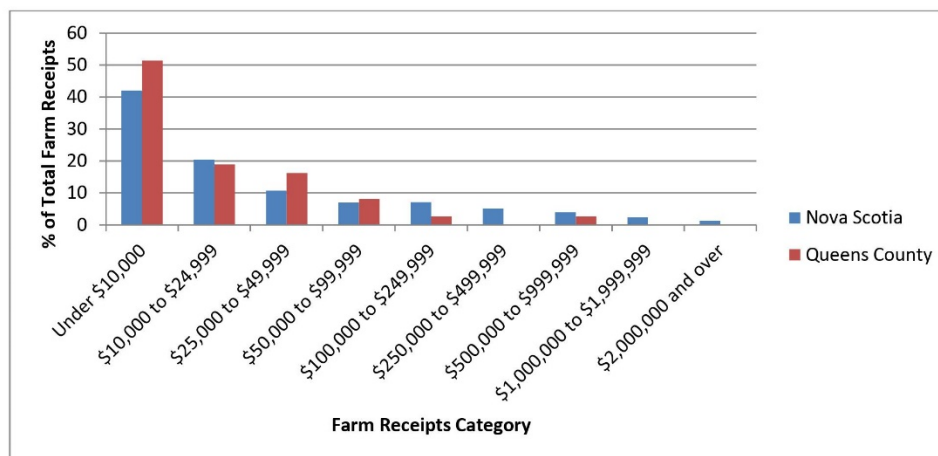
In 2010, 86.49% of farms in Queens County reported receipts of an amount less than \$50,000. Farm receipts under \$10,000 appeared to be the most popular category with 19 farms reporting receipts of this amount. These reports constituted 51.35% of the total farm receipts for Queens County.

**Table 6: Total Number of Farms in Queens County by Farm Receipts, 2006-2010**

Farm Receipts Category	2010		2006	
	# of Farms	% of Total	# of Farms	% of Total
Under \$10,000	19	51.35	18	51.43
\$10,000 to \$24,999	7	18.92	7	20
\$25,000 to \$49,999	6	16.22	1	2.86
\$50,000 to \$99,999	3	8.11	5	14.28
\$100,000 to \$249,999	1	2.7	3	8.57
\$250,000 to \$499,999	0	0	0	0
\$500,000 to \$999,999	1	2.7	1	2.86
\$1,000,000 to \$1,999,999	0	0	0	0
\$2,000,000 and over	0	0	0	0
<b>Total Farms</b>	<b>37</b>	<b>100</b>	<b>35</b>	<b>100</b>

**Note:** Adapted from Statistics Canada, 2011.

Figure 3 demonstrates that the percentage of farm receipts for Queens and Nova Scotia were similarly distributed across all categories.



**Figure 3: % of Total Farms by Farm Receipts Category: Queens County vs. Nova Scotia, 2010**

**Note:** Adapted from Statistics Canada, 2011.

### 4.3 Farm Expenses

In 2010, the total farm business operating expense for Queens County was \$1,166,467. In Queens, the average business operating expense per farm was approximately \$31,500 which was lower than the provincial average of approximately \$128,000. It is evident that the greatest expenses for farms

were other expenses excluding depreciation and capital cost allowance (\$332,868), total wages and salaries (\$274,792), and repairs and maintenance to farm machinery (\$104,617).

**Table 2: Farm Business Operating Expenses for Queens County and Nova Scotia, 2010**

	Nova Scotia		Queens County	
	<i>Farms Reporting</i>	<i>Amount (\$)</i>	<i>Farms Reporting</i>	<i>Amount (\$)</i>
Fertilizer and lime purchases	1,957	\$ 13,201,434.00	21	\$ 46,953.00
Purchases of herbicides, insecticides, fungicides, etc.	1,459	\$ 11,734,327.00	13	\$ 44,135.00
Seed and plant purchases (excluding materials purchased for resale)	1,286	\$ 10,952,683.00	12	N/A
Total feed, supplements and hay purchases	1,825	\$ 108,870,856.00	20	\$ 49,388.00
Livestock and poultry purchases	1,067	\$ 30,507,684.00	9	\$ 9,114.00
Veterinary services, drugs, semen, breeding fees, etc.	1,517	\$ 8,710,636.00	15	\$ 8,095.00
Custom work, contract work and hired trucking	1,665	\$ 28,483,557.00	16	\$ 63,241.00
Total wages and salaries	1,521	\$ 101,190,562.00	15	\$ 274,792.00
All fuel expenses (diesel, gas, etc.)	3,644	\$ 26,035,222.00	32	\$ 81,137.00
Repairs and maintenance to farm machinery, equipment and vehicles	3,344	\$ 22,441,124.00	30	\$ 104,617.00
Repairs and maintenance to farm buildings and fences	2,301	\$ 10,367,519.00	21	\$ 33,550.00
Rental and leasing of land and buildings	581	\$ 4,145,716.00	7	\$ 27,783.00
Rental and leasing of farm machinery, equipment and vehicles	515	\$ 5,818,991.00	3	N/A
Electricity, telephone and all other telecommunication services	2,898	\$ 11,790,016.00	27	\$ 39,815.00
Farm interest expenses	1,579	\$ 26,107,223.00	9	\$ 21,512.00
All other expenses (excluding depreciation and capital cost allowance)	3,352	\$ 80,190,026.00	30	\$ 332,868.00
<i>Total farm business operating expenses</i>	<i>3,905</i>	<i>\$ 500,547,576.00</i>	<i>37</i>	<i>\$ 1,166,467.00</i>

**Note:** Retrieved from Statistics Canada, 2011.

In 2006, Queens County farms reported a total of \$1,501,642 in farm business expenses with an average expense per farm of approximately \$43,000. On the other hand, in 2010, farms reported an

amount of \$1,166,467 with an average expense per farm of approximately \$32,000. Therefore, farms in Queens County decreased their average operating expense by approximately \$11,000 in four years.

**Table 83: Total Farm Business Operating Expenses Queens County, 2006-2010**

Total Farm Business Operating Expenses	Farms Reporting	Amount (\$)	Average Operating Expense per Farm
2010	37	\$ 1,166,467.00	\$ 31,526.14
2006	35	\$ 1,501,642.00	\$ 42,904.06

*Note:* Adapted from Statistics Canada, 2011.

#### 4.4 Land Use

In 2011, area in Christmas trees, woodlands and wetlands accounted for most of the land use in Queens County (67.75%). Furthermore, land in crops made up 15.01% of the land use. Summer fallow, tame of seeded pasture, natural land for pasture, and other land composed the remaining farmland (17.24%).

In comparison to provincial land use, Queens County had a higher percentage in Christmas trees, woodlands, and wetlands and all other land.

**Table 94: Land Use for Queens County and Nova Scotia, 2011**

Land Use	Queens County		Nova Scotia	
	# of Acres	% of Total	# of Acres	% of Total
Land in Crops (excluding Christmas tree area)	1,644	15.01	280,889	27.59
Summer Fallow	0	0	1,145	0.11
Tame of Seeded Pasture	535	4.88	52,271	5.13
Natural Land for Pasture	438	4	62,142	6.11
Area in Christmas trees, Woodlands and Wetlands	7,421	67.75	559,664	54.97
All Other Land	916	8.36	61,964	6.09
<i>Total</i>	<i>10,954</i>	<i>100</i>	<i>1,018,075</i>	<i>100</i>

*Note:* Adapted from Statistics Canada, 2011.

The number of acres used for farming purposes had decreased since 2006 from 13,060 acres to 10,954 acres. Since 2006, there had been an increase in the percentage of total land used for Christmas trees, woodlands and wetlands and tame of seeded pasture.

**Table 10: Land Use in Queens County, 2006-2011**

Land Use	2011		2006	
	# of Acres	% of Total	# of Acres	% of Total
Land in Crops (excluding Christmas tree area)	1,644	15.01	2,339	17.91
Summer Fallow	0	0	0	0
Tame of Seeded Pasture	535	4.88	302	2.31
Natural Land for Pasture	438	4	1,052	8.06
Area in Christmas trees, Woodlands and Wetlands	7,421	67.75	7,949	60.87
All Other Land	916	8.36	1,418	10.85
<i>Total</i>	<i>10,954</i>	<i>100</i>	<i>13,060</i>	<i>100</i>

**Note:** Adapted from Statistics Canada, 2011.

#### 4.5 Farm Size

In 2011, the average farm size in Queens County was approximately 296 acres which was higher than the provincial average of approximately 260 acres.

**Table 11: Total Acres and Average Farm Size in Queens County and Nova Scotia, 2011**

	Total Farms	Total Acres	Average Farm Size (acres)
Nova Scotia	3,905	1,018,075	260.71
Queens County	37	10,954	296.05

**Note:** Adapted from Statistics Canada, 2011.

In Queens County, approximately 43% of reporting farms owned less than 129 acres. Indeed, the most common acreage sizes in Queens were between 10 to 69 acres (7 farms reported). In total, the farms with these acreage sizes accounted for almost 19% of Queens County farms.

**Table 52: Total Farms by Farm Size Category for Queens County and Nova Scotia**

	Total Farms	Under 10 acres	10-69 acres	70-129 acres	130-179 acres	180-239 acres	240-399 acres	400-559 acres	560-759 acres	760 acres and over
Nova Scotia	3,905	406	907	637	317	343	574	302	192	227
Queens County	37	5	7	4	3	0	5	6	3	4

**Note:** Retrieved from Statistics Canada, 2011.

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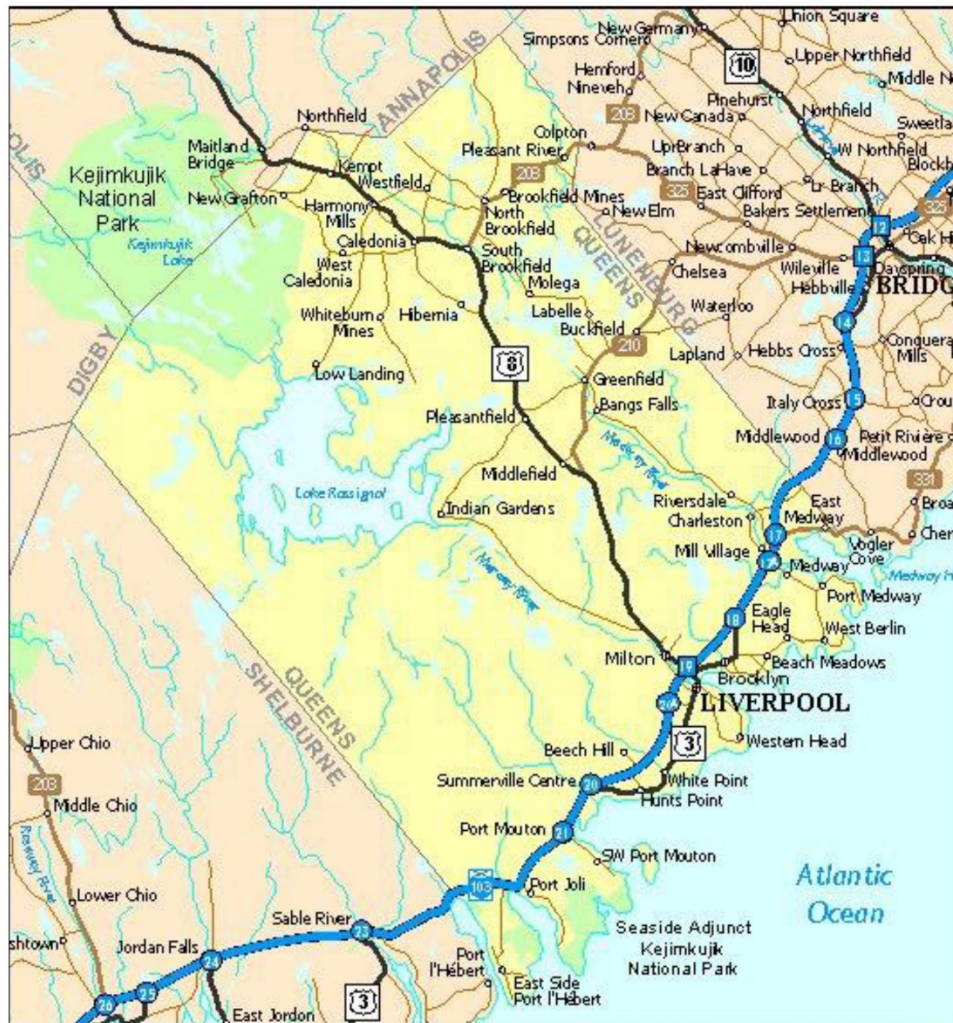
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**Appendix**

Map of Queens County



**Note:** Retrieved from Ancestry.com, 2004.