

Region of Queens Municipality Regular Council

Tuesday, June 13, 2023

9:00 a.m.

Agenda

1.0 Call to Order

2.0 Changes / Approval of Agenda

3.0 Presentation

3.1 Rumclo Development Ltd. – Chad Clothier

4.0 Tabling of Petitions

5.0 Public Question / Comment Session

6.0 Approval of Minutes

6.1 Regular Council – May 23, 2023

7.0 Recommendations

7.1 Community Investment Fund – Liverpool Ukulele Ceilidh Society

7.2 Temporary Borrowing Resolution – Main Street

7.3 Request for Use of Liverpool Waterfront Parking Lot

7.4 Truck Purchase – Unbudgeted Expense

7.5 Vehicle Purchases

7.6 Replacement Municipal Tractor (Sidewalk Plow)

8.0 Discussions

8.1 Pool Discussion

9.0 In-Camera Items

9.1 Contract Negotiations

9.2 Contract Negotiations

9.3 Contract Negotiations

10.0 Adjournment



BIRCHWOOD GARDENS

A community that you can feel proud to be a part of.

Hello!

Chad Clothier / Project Foreman

Graham van der Pas / Design & Marketing Director

Building cutting edge communities that promote growth.

www.rumclo.com

info@rumclo.com





PID 70046818

PID 70046820

PID 70046909

Rumclo has recently acquired 3 lots totaling almost 7 acres.

The lots are located along the same stretch of Shore Rd. and only 180 meters from the POINT.

Our 3 lots border on a sliver of land along College St. which is currently owned by the Region of Queens.

As you know we have formally requested to purchase this PID to be able to add it to our existing 3 PIDs, thereby enabling us to have road access to College street and increase our build area.



You asked, We listened.

Since our presentation to council in December 2022, we have been asked on various occasions about including affordable housing options at the Point. This request has not fallen on deaf ears. We take the housing crisis and the growth of our community very seriously and do not want to exclude any social or economic demographic.

01

The Curve

The Curve will be a modern townhome community located on Shore Rd Liverpool. A neighborhood providing quality homes for local families and professionals.



02

Birchwood Gardens

An affordable housing community that you can feel proud to be a part of.

BIRCHWOOD GARDENS

A community that you can feel proud to be a part of.



01

the curve

Live life on the curve

Live life on the CURVE

The Curve will be a modern townhome community located on Shore Rd Liverpool.

A neighborhood providing quality homes for local families and professionals.

A refuge from daily life just a stone's throw away for Liverpool's local conveniences and the beauty of Queens county outdoor lifestyle.

The Curve will offer 22 townhomes with 3 Bedroom 3 bathroom with a garage. Spacious floorplans with private gardens bordering on untouched greenspace.

A quiet and safe environment to raise your family. Walking distance to schools, Daycare facilities and Queens General Hospital.







Rental Homes for our Medical Staff and First Responders.



We are so lucky to have a world class medical facility, like Queens General Hospital in our Community. In a recent sit down, we had with Dr. Al Doucet - Chairman of Queens General, he expressed his concern about available housing for new medical staff. Queens General boasts some of the newest advances in medical tech and facilities in the province. Their ongoing recruitment program offers incentives which include housing subsidies for new and established medical staff. **The problem is where do they live?** This is especially challenging for new medical professionals who have spent many years studying and therefore have accrued substantial student loan debt. Mortgages to purchase a home for themselves and their families is just not an option at this early stage of their career.

The events of recent years has shown us all how important our local medical professionals and our first responders are. The RCMP is also an essential part of our community. They are here to keep us safe and as a result comfortable in the towns we live in. They deserve to be comfortable as well.

These two very important demographics should have the ability to live in the community that they work in. They shouldn't have to commute from neighboring townships just to go to work everyday.

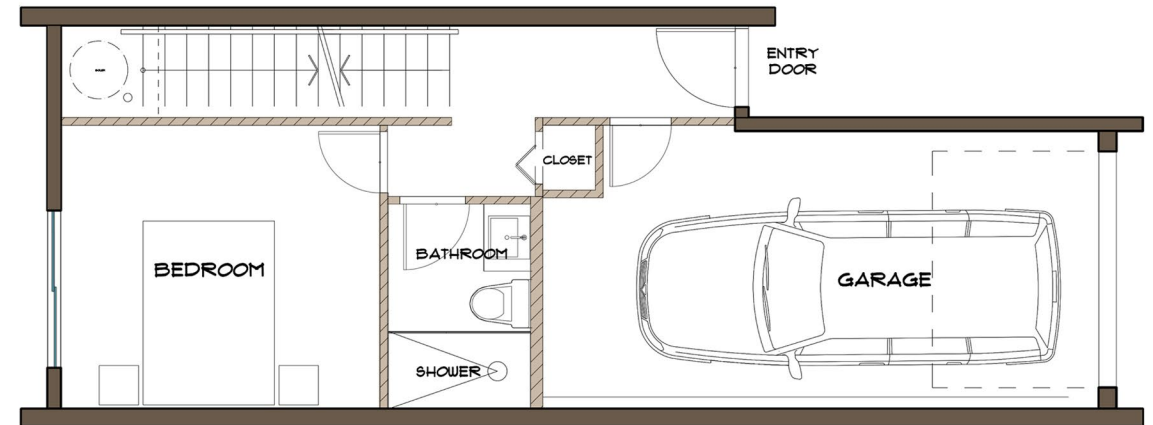
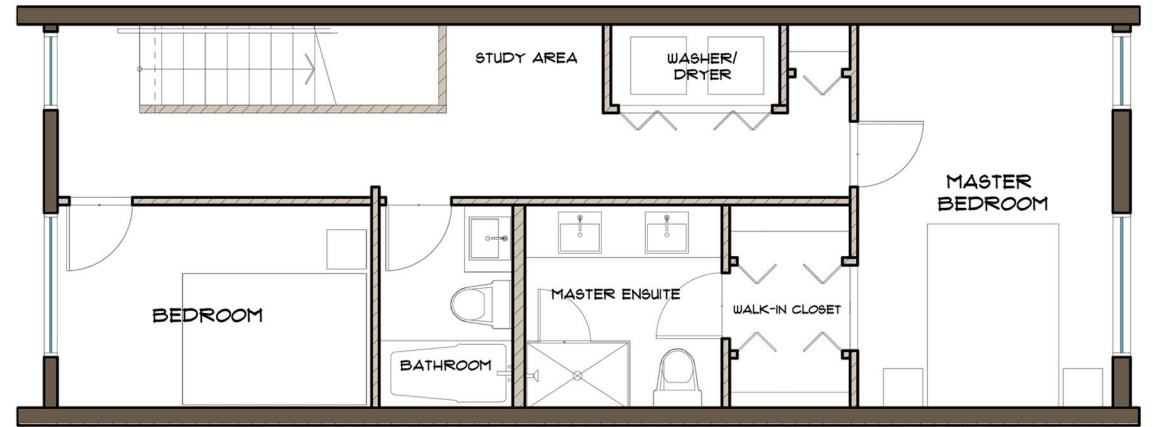
How long will our Medical Pro's and first responders commute to Liverpool before they decide to take a job closer to home? The more local medical staff and first responders we have, the shorter wait times become, the easier it will be to see a doctor locally instead of having to travel out of town to get much needed treatment. The faster emergency response times become and the easier it will be for the local RCMP to police our very large County.

1500 ft²

Three Bedroom
Three Bathroom



Single Car Garage
EV Ready
Private Garden





Design that's ahead
Of the CURVE.



THE CURVE HIGHLIGHTS

- 22 two-, three, bedroom townhomes, 1500 Sq Ft.
- A beautiful natural setting surrounded by trails, parks, and outdoor community amenities.
- Expansive windows that welcome natural light into the home
- Thoughtful kitchens with oversized drawers, corner cabinet organizers and open shelving for maximized storage.
- Double sinks in ensuite bathrooms with lots of counter space.
- Single car garage with automatic garage door openers.
- Fenced yards with ample room to play and enjoy the beautiful setting
- All homes outfitted with an EV ready junction box.
- Choice of two interior colour schemes curated by VDP Design
- Durable laminate wood flooring throughout kitchen, living and dining areas in natural or grey oak.

- Plush carpeting in bedrooms, upper hallways, stairways and lower family rooms for warmth and comfort.
- Premium stainless-steel appliance Package.
- Refined shaker-style cabinetry.
- Stylish and durable Caesarstone quartz countertops designed to withstand stains, scratches and everyday life.
- Islands and extended countertops offer additional seating for entertaining.

OPTIONAL UPGRADES

- Laundry room millwork including countertop, shelving, cabinet and drying rack
- Gas connections on patios or decks to make grilling easy.
- Fully-Equipped, level 2 electric vehicle charging station in garage.
- Garages with finished drywall and painted walls.
- Custom storage solutions for principal walk-in closets.
- Laminate wood flooring throughout.

Price points.

01

Rental

02

Purchase

Target est: \$2000 /month - \$400,000 - \$500,000



BIRCHWOOD GARDENS

A community that you can feel proud to be a part of.

Be proud of where you live.

A modern affordable housing Community perfect for raising a family in a safe and comfortable neighborhood.

Conveniently situated across the street from Queens Daycare and Liverpool Regional Highschool and short stroll to Liverpool Town Center.

Once complete, Birchwood Gardens will offer 92 apartments made up of 1, 2 and 3 bedroom units.

An affordable housing community that you can feel proud to be a part of.





Quality of life begins with your surroundings.

Location

Birchwood Gardens is located a mere stones throw away from all the conveniences that Liverpool has to offer. Making it easy to walk to schools, daycare facilities, shopping and medical care. Surrounded by nature and access to the region's beaches and outdoor activities makes it a perfect place to raise a family.

A Safe Place

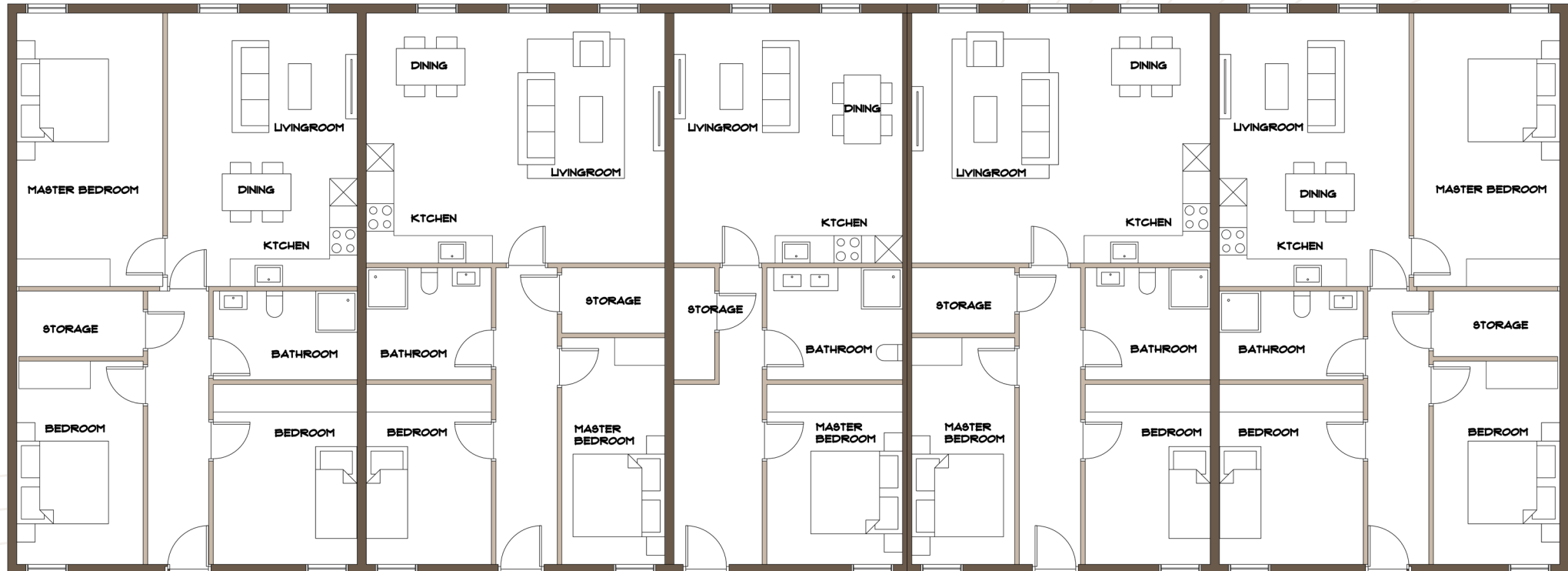
We are lucky to live in a safe community like Liverpool. It's low crime rate and community minded residents makes Liverpool a desirable place to reside on the South Shore. This new community is laid out keeping in mind ample public greenspace with lots of room for children to play, a children's playground so you can keep a watchful eye on your kids from the comfort of your front door.

Affordability.

Affordability shouldn't mean sacrifice.
Birchwood Gardens offers a quality and comfortable place to live which doesn't break the bank. Spacious layouts and the option of 1, 2 and 3 bedroom apartments for single residents and families of all sizes.



One Bedroom 650 ft²
Two Bedroom 850 ft²
Three Bedroom 1000 ft²



Price points.

Rumclo is working closely with the province's Department of Municipal Affairs and Housing, the CMHC and the RBC to adhere to the guidelines of Nova Scotia's Affordable Housing and Development Program.

We believe that with the Provincial and Federal funding available to us, we will be able to come close or even meet the target rental rates set forth by the Province's guidelines for Queens County. (See attached table.)

Unit Type	Average Market Rents	Affordable Rents	Yearly Savings
Bachelor Unit	\$ 870	\$ 696	\$ 2088
1-Bedroom Unit	\$ 1,043	\$ 834	\$ 2508
2-Bedroom Unit	\$ 1,255	\$ 1,004	\$ 3012
3-Bedroom Unit	\$ 1,532	\$ 1,225	\$ 3684

https://housing.novascotia.ca/sites/default/files/PON-Queens_County.pdf

What do we need?

01

As per THE POINT we will need the extension of Municipal water and Sewer to make these 2 developments a reality.

We need this extension sooner rather than later.

As you know, in Nova Scotia our annual construction window is short. Since we have already been waiting over 6 months now since our presentation, we are concerned that any progress will be pushed back another year. As developers there is a lot of prep to consider including, finance / budget, design finalization, permitting, purchasing, legal and crewing. *To name but a few.* On a branding and marketing level we have at least as much to consider before we can offer our units up for presale.

Although the services are not required for us to start building, legally and logistically speaking an approximate timeline to complete the extension is required before we draw up sales contracts for each phase. We would require services to be in place upon completion and hand over of phase 1 for both projects.

Extension of municipal Services on Shore Rd!



02

Teamwork

No more "US vs THEM"

Over the past 6 months we have tried desperately to schedule a sit down with the Municipality to no avail.

If we collectively want to see progress in a reasonable timeline, we need to open the lines of communication sooner rather than later. I am sure you have questions and concerns, as do we.

Let's work together to make these projects something wonderful for the Region of Queens.



03

PID 70182910

As mentioned on page 4, we would like to purchase the Municipal owned lot on College Street. (highlighted in Yellow).

The addition of this sliver of land will give Birchwood Gardens road access to College St and enable us to stay true to our current site plan proposal / density.

We hope that the Region of Queens will consider selling us this lot for a fair price.



The Big Picture.

01

Along with the Point, Dauphine Farm and the addition of The Curve and Birchwood Gardens, there is now 4 proposed developments along the same 800-meter stretch of Shore Rd. This will encompass a total of 325 units collectively. 92 of which will be affordable housing.

02

With the addition of the Curve and Birchwood Gardens, the 4 developments will increase the Municipal Tax revenue. Bringing the total to well over a million dollars annually. This will make the recoup time of Municipal investment dramatically shorter.

03

Along with added residential tax revenue, our local businesses will also benefit from the increase of patrons. There will be a vast number of jobs created by these 4 developments that will keep local tradesman, suppliers and laborers busy for years to come.

04

Medical Staff and First Responders will be able to live and work close to home. This makes our community safer, and we will have shorter medical wait times. It will become easier to see a doctor locally and reduce the need to travel out of town to get much needed medical attention.







Thanks!
Any questions?

You can find us at:

chad@rumclo.com

graham@rumclo.com

info@rumclo.com



EST. 2022

RUMCLO

Developments Ltd.

www.rumclo.com

**Region of Queens Municipality Regular Council
Tuesday, May 23, 2023 6:00 p.m.**

Minutes

Present: Mayor Darlene Norman, Chair
Deputy Mayor Jack Fancy
Councillor David Brown
Councillor Vicki Amirault
Councillor Kevin Muise
Councillor Ralph Gidney
Councillor Maddie Charlton
Councillor Carl Hawkes
Dan McDougall, Interim 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 Item 7.2 Valuation Allowance and Item 7.3 Sick Leave Accrual.

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

MOTION CARRIED unanimously.

3.0 Presentation

3.1 Mersey Tobeatic Research Institute – Municipal Species at Risk Stewardship

Mayor Norman welcomed Marie Racioppa, Communications and Outreach Coordinator, Mersey Tobeatic Research Institute (MTRI), to Council.

Some highlights included:

MTRI are a science based research group focused on protecting biodiversity. Projects are dedicated to the research and conservation of multiple species at risk including turtles, eastern ribbon snakes, bats, likens, monarch butterflies and Atlantic coastal plain flora (ACPF species).

MTRI is a partner organization with the Family Forest Network and is a member of the Kespukwitk Conservation Collaborative (KCC).

The KCC is a group of 18 partners including Mi'kmaq organizations, non-government organizations, academic institutions, and federal and provincial government departments and was established in October 2017 to collaboratively work to conserve species at risk and biodiversity in the Kespukwitk/Southwest Nova Scotia Priority Place.

An environmental stewardship survey was sent to municipalities to get responses to the following:

- How can we support municipalities in Species at Risk (SAR) Stewardship?
- What environmental concerns are the greatest concern for the municipalities?
- What are the barriers that municipalities face that are impeding their ability to do an environment stewardship? Identify opportunities to link municipalities with various environmental groups and initiatives that can help with environmental initiatives and provide support and expertise.

There were 56 respondents to the survey that came from 22 municipalities of the 24 within the Kespukwitk. Fifty percent of the respondents were council members and other fifty were staff members from a variety of departments including planning, bylaw enforcement, and administration.

- What do you think makes your municipality unique?

Ecosystems,
Services they provide to humans including recreation,
Sense of place, and
Habitats that species at risk use.

Respondents were knowledgeable about species at risk; 61% were able to name at least one within their municipality and the ecosystems within their municipality. Fifty-four percent of respondents were unfamiliar with the term ecosystem services.

Participants did not consider the loss of vital ecosystem services as a high concern, which could be the term acting as a barrier for understanding the question, as 59% of the respondents reported that species at risk are important to healthy ecosystems.

There was a low familiarity with the Kespukwitk Southwest Nova Scotia party place initiative with only 23% of the respondents being familiar with it. Currently there are eleven party places across Canada including the Kespukwitk party place which are being funded through the Federal government for conservation.

- What is the main environmental concern for your municipality?

Climate change was the main concern across municipalities and Kespukwitk, with 21 of the 22 municipalities mentioning this and most also mentioned related issues such as extreme weather events, sea level rise and erosion. In addition, water quality was the second most common response.

- What are the challenges to environmental stewardship?

A lack of funding, lack of capacity, lack of multi-level government support and a lack of political will.

Concerns were raised on the lack of information on species at risk and not knowing what to do if you find a species at risk.

- What tools and Resources would make environmental stewardship more accessible?

Access to experts that can help with outreach and education events.

Information on species at risk, both in terms of mapped habitat or mapped ranges of species at risk as well as guidelines for action.

Municipalities working in silos and wanting to find more ways to work together and engage with other levels of government but needing help with building these relationships and repairing lost trust.

NGO's support was also raised, although over 60% of respondents were not aware or unsure of any NGO's working with their municipality for environmental stewardships.

Region of Queens Specific Results – Survey

- Respondents noted some special features of the area including protected lands, forests, wetlands and ocean access.
- Climate change issues such as erosion and extreme weather events.
- It was agreed that municipalities have a role to play in conserving species.
- There was a positive response that Municipalities have the authority to act as environmental stewards; i.e. through policy, planning, education and engagement.
- Greatest challenge to stewardship is the lack of priority given to environmental issues stemming from a lack of awareness and resources available to address these types of issues.
- The Region did not mention any NGO's they are currently working with suggestions potential for more engagement and support.
- Respondents were not aware of any policies or planning strategies implemented by the municipality that are aimed at the environmental stewardship. This is untrue as there are a strong set of policies to protect vegetated buffers but no mention of species at risk in the bylaw documents.

Information on the Stewardship Toolkit can be found at

<http://kswnsconservation.ca/resources/resources-for-municipalities>

- The Spatial Tools - Includes 2 interactive maps, one of which will show which municipalities are missing key planning documents from their website highlight the municipalities that incorporate species at risk into the documents, and a map that includes species at risk habitat data. Also included will be a decision tool to help users find recovery actions they can take to help SAR.

- Conservation and Municipal Tools – Consolidate existing planning tools and find examples of strong bylaws or strategies enacting within Kespukwitk and across Canada that could be implemented by local governments.
- Funding and Organizational Support – MTRI will host interactive tables to help find organizations offering funding opportunities or their support.
- Community, Action, Reports and Guides – MTRI have compiled existing resources based on key issues brought up in the survey.

If there are any questions or suggestions, you can contact:
marie.racioppa@merseytobeatic.ca

Councillor Charlton enquired when the tool kits will be made available. Ms. Racioppa stated by early fall.

Mayor Norman asked what type of polices would MTRI like to see; i.e. actions that municipalities should take or enforcement of private lands, or the role of municipalities? What do you mean when you refer to policies? Ms. Racioppa stated the most effective way would be to have municipalities create policies for species at risk and would be in the land use policy. If there was development, the developer would have to check the area for species at risk or species at risk habitat. If there was any there, then the development could not proceed.

Setback laws is a great way to protect buffers and keep lake shores natural.

Coastal management plans are being released from the government and MTRI hope the municipalities will uptake more protection of coastal areas as well. Annapolis has policies on how they deal with evasive species which helped them be more proactive.

Birds Canada is also trying to get municipalities to adopt a policy that if there is an old building with a chimney that is set for demolition, that it first be inspected in case it is being used as a roosting place.

Mayor Norman asked of all the municipalities in Kespukwitk, which does MTRI see as leaders. Ms. Racioppa stated although everyone has a unique history and land use zoning, there are a few that mention species at risk in their municipal planning strategy, their municipal action climate change plan and integrated sustainability plans. Lunenburg has a lot of mentions in theirs but have an issue where they haven't zoned most of the district.

Barrington is doing a good job with their policy and planning, but as things change they are updated.

Mayor Norman thanked Ms. Racioppa for her presentation.

4.0 Tabling of Petitions

There were no petitions to come before this meeting.

5.0 Public Question / Comment Session

There were no members of the public present for this meeting.

6.0 Approval of Minutes

6.1 Regular Council – May 9, 2023

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

THAT the minutes of the Regular Council meeting held May 9, 2023 be approved as circulated.

MOTION CARRIED unanimously.

6.2 Variance Hearing – May 9, 2023

It was moved by Councillor Amirault and seconded by Councillor Hawkes:

THAT the minutes of the Variance Hearing held May 9, 2023 be approved as circulated.

MOTION CARRIED unanimously.

7.0 Recommendations

- 7.1 Privateer Farmer's Market for Waiver of Policy 58 – Consumption of Alcohol on Municipal Property

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

THAT 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 June 3 to October 28, 2023.

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.

Councillor Charlton asked where this is an Operational Policy, if staff could deal with this request rather than it coming to Council. Some organizations may not be aware of this and it could become a problem. Dan McDougall, Interim CAO, stated when policies are waived they normally go to Council. If the policy authorizes staff to make a decision then they can, but this subject may not be eligible to delegate to staff for the decision making.

Mayor Norman asked Council if they wished these type of requests to come before Council or be dealt with by staff. The majority of Council wished them to be brought before them.

MOTION CARRIED unanimously.

7.2 Valuation Allowance

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

THAT Council of Region of Queens Municipality approve the Valuation Allowance for the 2022/2023 fiscal year of \$99,905.

Joanne Veinotte, Director of Corporate Services, stated the valuation allowance is done on a yearly basis and follows policy, so is very easy to calculate, and is based on our accounts receivables. It is based on the years that the taxes have not been paid, and then is transferred into the valuation allowance and the following year they go to tax sale.

The good news this year is we have a negative valuation allowance. We are putting money in to recover taxes to adjust the balance where it should be. Last year there was an \$80,000 expense to uncollected taxes. This year it's roughly \$4,400 because we've done a good job managing our collections. The balance of \$99,905 is the balance you will see on the financial statements.

MOTION CARRIED unanimously.

7.3 Sick Leave Accrual

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

THAT Council of Region of Queens Municipality approve the Sick Leave accrual for the 2022/2023 fiscal year of \$18,203.

Mrs. Veinotte stated this is the second year we've had a sick leave accrual. It is vacation time owed to workers at our residential care facility because under their collective bargaining group they can save and bank vacation. This will add \$2,200 to the Hillsview deficit.

MOTION CARRIED unanimously.

8.0 Discussions

8.1 Council Implementation Report

There were no questions or discussions arising from this report.

8.2 Marketing Levy – Councillor Charlton

Councillor Charlton stated she discussed with Mayor Pam Mood how they utilized their marketing levy. The province had changed the legislation in the fall to allow all municipalities the opportunity to collect these levies. Mayor Mood stated the monies collected is put back in the community for tourism and used for attraction for tourists. The people within the community benefit by taking part in these events and does not cost the tax payer any money.

The Region has an events manager and feel that utilizing this marketing levy then our economic development department under our events manager would have money every year to be able to plan different events.

Councillor Charlton circulated documents to councillors depicting the monies collected from accommodations by Mayor Mood for Yarmouth.

A marketing levy can be imposed of up to 3%. Recently the Province released legislation that Airbnb's and short term rentals of 28 days or less have to register with the Tourism Registry.

She further stated she feels there is a lot of value in this and would benefit Queens County.

Mayor Norman stated Bill 204 was introduced and had its third reading this past November 1st which clearly outlines this. This is a fee that is collected from tourists that is collected and is used to promote tourism. The Region will have to create a Bylaw to enact this. She

asked if council wished to pursue this further. If we are creating a Bylaw, then our finance department will need to be involved.

Mrs. Veinotte stated it would be good to discuss with businesses before making final decisions. She voiced a concern on what enforcement tools that we will be permitted to use if the facilities we have in our region refuses. How will we know that the reporting is right, as the reporting all costs money? It will require resources for the businesses to collect the money. Where is the accountability to make sure that the numbers being given are correct?

She further commented that from a finance point of view, we can figure out how to make it work for us. She commented that Yarmouth has high room numbers when the ferry runs as the schedule is such that the people stay there the night before and the night they arrive.

We do have tourism operators in this region that spend hundreds of thousands of dollars already promoting themselves and therefore, our region, who may have a concern about this levy because even though it's on the bill, it's always the front facing people who are asked to explain it.

She stressed the importance of getting businesses together to discuss and validate what the money is going to be used for.

Mayor Norman asked council if they wish to have staff investigate and bring back at a future meeting. The majority of council stated they would like to have this. Mr. McDougall stated he will ask Richard Lane, Director of Economic Development, to prepare a discussion document with components that would include confirmation of what exists in the legislation, what authority the Region has, look at a jurisdictional scan of what other municipalities are doing, what their levies are, where the funding is going to get a sense of what our neighbours are doing, and work with Mrs. Veinotte on what the collection process would look like, what enforcement would look like, what the administration implications are, identify a consultation plan and the potential uses for it.

9.0 In-Camera Items

It was moved by Councillor Gidney and seconded by Councillor Charlton that the proceedings go In-Camera at 7:12 p.m. to discuss the following:

9.1 Contract Negotiations

MOTION CARRIED unanimously.

It was moved by Councillor Charlton and seconded by Councillor Amirault that the proceedings exit In-Camera at 7:24 p.m.

MOTION CARRIED unanimously.

10.0 Adjournment

The meeting adjourned at 7:24 p.m.

Mayor Darlene Norman, Chair

Dan McDougall, Interim CAO

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

Region of Queens Municipality Staff Report

To: Council

From: Dana Henley, Community Development Coordinator

Date: June 13, 2023

Re: Community Investment Fund 2023-2024

Background

The Community Investment Fund (CIF) is entering its fifth year. It was initially approved by Council on November 27, 2019, and amended by Council on January 14, 2020.

Total funding available in the 2023-2024 budget year is \$175,000, in addition to the remainder in reserve.

The deadline for operational funding was January 31, 2023, all other funds are available for application throughout the year beginning April 1 until all funds have been exhausted.

Details

The request for Council's consideration is an Event Investment Fund application that has provided a complete application.



Organizations are eligible for Event Investment Funds under four categories:

- a. Up to ten percent (10%) funding of eligible expenses for provincial, national or international events where the budget exceeds \$300,000;
- b. Up to ten percent (10%) funding of eligible expenses for events where the budget is between \$150,000 and \$299,999;
- c. Up to twelve and one-half percent (12.5%) funding of eligible expenses for events where the budget is between \$20,000 and \$149,999;
- d. Up to twenty percent (20%) funding of eligible expenses for events where the budget is up to \$19,999;

Liverpool Ukulele Ceilidh Society

Request: \$3,300 – Events

Liverpool Ukulele Ceilidh Society's request is for assistance with hosting the 2023 Liverpool Ukulele Ceilidh. The total event eligible expenses for the Ceilidh are \$26,400. The recommendation for funding is less than requested as the society has had a surplus greater than 50% of their normal operating budget in one of their last two budgets, their cash assets are in excess of 25% of the 2023 projected budget, and the society is not projecting a surplus in their 2023 budget; therefore they are being recommended for funding at 75% of their funding request, which is consistent with previous reductions in funding under the policy. All required documentation was provided and the request meets Policy 11 – Community Investment Fund's criteria.


Applicable Legislation

Municipal Government Act (MGA) authorizes Council to expend money under:

Authorized municipal expenditures

65A (1) Subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if:

- (a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality;
- (b) the expenditure is in respect of an emergency under the *Emergency Management Act*; or
- (c) the expenditure is legally required to be paid.



(5) In the event of ambiguity in whether or not the municipality has the authority under this or any other Act to spend money or to take any other action, the ambiguity may be resolved so as to include, rather than exclude, powers the municipality had on the day before this Section came into force.

Budget Impacts

This report is seeking approval to expend money from Community Investment Fund budget line. All funding will be distributed as per guidelines set out in Operational Policy 11 – Community Investment Fund.

Recommendation

That the Council of Region of Queens Municipality provide grant funding to Liverpool Ukulele Ceilidh Society in the amount of \$2,475.00 from the 2023-2024 Community Investment Fund.

Communications

The funding applicants will be notified of a decision following Council. Approved applicants will be included in the 2023-2024 Grant Disclosure per Policy 89.

Region of Queens Municipality Staff Report

7.2

To: Council

From: Joanne Veinotte, Director of Corporate Services

Date: June 13, 2023

Re: Temporary Borrowing Resolution – Main Street

Background


This project was completed in fiscal 2022-2023 and was included in that capital budget. Region of Queens Municipality financed the project from the Sewer Reserve on a temporary basis until financing is secured. Total cost of the project was \$780,000.

Details

This project was budgeted to be funded by debenture. Participation in the fall 2023 Municipal Finance Corporation debenture process is being requested by the Finance, and in order to participate Temporary Borrowing Resolution (included) must be completed and approved by Council.

Applicable Legislation

Section 66 of the Municipal Government Act provides that a municipality may borrow to expend funds for a capital purpose as authorized by statute, subject to the approval of the Minister. Section 65 of the Municipal Government Act provides that a municipality must approve a capital budget and expend funds for a capital purpose identified in said budget. Section 91 of the Municipal



Government Act provides that a municipality is authorized to borrow money, subject to the approval of the Minister.

Budget Impacts

The debenture amount requested will be \$780,000 to be retired over ten years. Principal and interest expenditures will be included in future budgets. The original budget for this project was \$600,000.

Recommendation

THAT Council of Region of Queens Municipality approves Temporary Borrowing Resolution – File 22/23 01 in the amount of \$780,000 for the Main Street Sewer/Water project.

Communications

Two signed and sealed copies of the Temporary Borrowing Resolution, along with a copy of Council approval, will be sent to the Department of Municipal Affairs for Ministerial approval.

MUNICIPAL COUNCIL OF THE

TEMPORARY BORROWING RESOLUTION

Amount: \$ _____ Purpose: _____

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the _____, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the _____ has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHEREAS the Council of the _____ has determined to borrow for the purposes of _____;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the _____ borrow a sum or sums not exceeding _____ Dollars (\$ _____) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the _____ to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding _____ Dollars (\$ _____) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the _____ held on the ____ day of _____, 2023.

GIVEN under the hands of the Clerk and under the seal of the _____ this ____ day of _____, 2023.

Clerk

Region of Queens Municipality Staff Report

7.3

To: Council

From: Dan McDougall, Interim Chief Administrative Officer

Date: June 13, 2023

Re: Request for Use of Liverpool Waterfront Parking Lot

Background

Each summer for many years, Highway Pentecostal Assembly and Salvation Army held outdoor church services on the steps of Liverpool Home Hardware, with residents participating from inside their cars. There has never been any complaints from residents or business owners about this activity throughout the many years this has taken place.

Details

Highway Pentecostal Assembly and Salvation Army has applied to once again begin holding outdoor air church services on the steps of Liverpool Home Hardware. A letter of support from the owner of Liverpool Home Hardware has been included with their letter of request.

The request is to use the Liverpool Waterfront parking lot every Sunday evening from 6:30 p.m. to 7:30 p.m. during the months of July and August.

In the past approval has been granted provided the participants adhere to the Parking Lots Bylaw and any municipal, provincial and federal laws and regulations in place at the time.



Applicable Legislation

Section 47(2) of the *Municipal Government Act* states that a council may exercise any of its powers and duties by resolution unless a policy or a by-law is required by an enactment.

Budget Impacts

There are no expected municipal costs for this approval.

Recommendation

THAT Council of Region of Queens Municipality grant permission for Highway Pentecostal Assembly and Salvation Army to use the Liverpool Waterfront Parking Lot for outdoor church services on every Sunday evening in July and August 2023 from 6:30 p.m. to 7:30 p.m.;

AND THAT such use be in accordance with the Parking Lots Bylaw which requires all cars to be parked within the designed parking stalls;

AND FURTHER THAT the services comply with all municipal, provincial, and federal regulations and protocols in place during each weekly service.

Communications

Notice of this approval will be posted on our website and social media platforms. Both the applicant and owner of Home Hardware will be notified of our approval.

Highway Pentecostal Assembly
Box 161, Liverpool, NS
BOT 1K0

Salvation Army
Box 512, Liverpool NS
BOT 1K0

May 15, 2023

Region of Queens Municipality
Box 1264 Liverpool, NS

Dear Counsel of the Region of Queens:

We want to start by thanking you for all the years in the past that you have given approval for Highway Pentecostal and the Salvation Army to conduct outdoor services. The outdoor Services have been enjoyed by many in our community over the years and we desire to continue this ministry to our community.

We have already received approval from Dave Horton, the manager from Home Hardware, and we have included his letter with this request. We are seeking approval for every Sunday evening in July and August. The Service will start at 6:30 and be one hour in length.

Thank you for considering this request. We feel that it will be a benefit to people spiritually and mentally and will provide them with a safe environment to worship together.

Thank you again, we look forward to your reply.

Rev. Fred Carr and Major Wayne Pike

**The
Wilson's
Group**



Wilson's Home Hardware Building Centre
3542 HWY 3 Barrington Passage, NS BOW 1G0 902.637.2300

Brady Home Building Centre
3946 Sandy Cove Road, Liverpool, NS BOT 1K0 902.354.3434

Liverpool Home Hardware & Furniture
236 Main Street, Liverpool, NS BOT 1K0 902.354.4163

May 26, 2023

Attn:

Rev. Fred Carr

Major Wayne Pike

Re:

Use of Liverpool Home Hardware back deck and patio for Sunday Services during July and August of this year.

As in past years we are glad to provide this service and look forward to continuing our support of this.

Please let us know if there are any further needs or concerns.

Thanks,

Dave Horton

General Manager

Liverpool Home Hardware



Region of Queens Municipality Staff Report

7.4

To: Council

From: Joanne Veinotte, Director of Corporate Services

Date: June 13, 2023

Re: Truck purchase – Unbudgeted Expense

Background

There are three trucks budgeted for purchase in this fiscal year. Two new $\frac{3}{4}$ tonnes for Works and one new mid sized truck for building inspections.

Details

Engineering and Public Works are currently short a vehicle due to the failure of an existing fleet vehicle, repairs are not feasible and the equipment has reached its end of life. A replacement for this vehicle will continue to allow the flexibility it requires to support operations, particularly supporting North Queens Pool and other groundskeeping obligations.

Region of Queens Purchasing Policy states:

26.05 Personnel may use procurement practices for purchases described below for the

procurement of goods, services, construction or facilities, with no threshold restrictions:

(a) Where an unforeseeable situation of urgency exists and the goods, services or

construction cannot be obtained in time by means of open procurement procedures.



The purchasing process may be waived if the need is urgent. The lengthy purchasing process and a supply shortage has caused this urgency.

Staff propose that the Director of Engineering and Public Works partner with a local provider to source a truck to meet the immediate need. The truck would have a price ceiling of \$25,000 plus HST.

This cost is not part of the Operational Budget and requires approval from Council.

Applicable Legislation

The Municipal Government Act Section 65B Procedures for non-budgeted expenditures states: The council shall establish procedures to authorize and verify expenditures that are not included in an operating budget or capital budget.

Budget Impacts

If the truck is purchased for the full amount plus HST, the unbudgeted increase in cost to the operating budget would be \$26,071.50.

Recommendation

THAT Council of Region of Queens Municipality approve the unbudgeted purchase of one truck with a price ceiling in the amount of \$25,000 each, to be purchased as soon as possible.

Communications

None required.

Region of Queens Municipality Staff Report

7.5

To: Council

From: Adam Grant, Director of Engineering and Public Works

Date: June 13, 2023

Re: Vehicle Purchases

Background

The Engineering and Public Works Department maintains all Region of Queens equipment in its fleet to provide services to residents of Queens County such as maintenance of parks, trails and streets, operation of environmental services such as sewer, water and solid waste management, public and capital works and also vehicles utilized by building, bylaw and the Planning Department. The culmination of this sees a fleet of approximately 20 vehicles fully utilized by more than 50 employees in fulfillment of commitments and obligations to Queen's residents.

Details

2023/ 2024 Capital Budget included the acquisition of two new $\frac{3}{4}$ ton heavy-duty pickups and one mid-size pickup. Allocation of these vehicles is the following:

- $\frac{3}{4}$ ton to replace Public Works fleet vehicle (replacement)
- $\frac{3}{4}$ ton to service new Public Works positions (new assignment)
- Mid-size to service building inspection (new assignment)


Request for Quotes was provided to local manufacturer representatives that have the capability of producing the specified equipment. One completed request was received for the ¾ ton model. No response for the midsize model was received and it was subsequently advised that dealers are not currently able to provide pricing or are not interested due to inability to fulfill existing requests for that size equipment.

Company	3/4 ton + HST	Midsize + HST
Mosher Motors Ltd	\$76,175 each	Did not quote
Tusket Ford	Did not quote	Did not quote
Roseway Chrysler	Did not quote	Did not quote
South Shore Chevrolet	Did not quote	Did not quote
Bridgewater Honda	Did not quote	Did not quote
Saunders Motors	Did not quote	Did not quote
Oreagans Toyota	Did not quote	Did not quote
Murray GM	Did not quote	Did not quote

Following this, the specification for the mid-sized vehicle was broadened to allow for the acquisition of a used piece of equipment that would satisfy the assignment. Proposals were sought and received from one local used vehicle dealer for a suitable piece of equipment that would meet the needs of the building inspection application. Four proposals were submitted, and evaluation identified that two of the four would be suitable. Unfortunately, the supplier cannot ensure that any of these vehicles would still be available on the date the following motion is approved. They also advised that, as their inventory changes on a daily basis, they may have a more suitable piece of equipment on the purchase day. The Director of Engineering and Public Works is requesting authorization to negotiate with this supplier to a maximum purchase price of \$40,000 + HST to ensure the best piece of equipment is acquired.

Region of Queens Purchasing Policy states: 26.05 Personnel may use procurement practices for purchases described below for the procurement of goods, services, construction or facilities, with no threshold restrictions:

(a) Where an unforeseeable situation of urgency exists and the goods, services or



construction cannot be obtained in time by means of open procurement procedures.

Staff are requesting that due to urgency and the Request for Quotes yielding no proposals, that purchasing policy 26.05 be approved in this case of the second truck, rather than issuing another Request for Quotes.

Applicable Legislation

Section 47 (5) of the *Municipal Government Act* sets out that council may make and carry out a contract, perform an act, do any thing or provide a service for which the municipality or the council is authorized by an Act of the Legislature to spend or borrow money.

Budget Impacts

The purchases are included in the capital budget.

Recommendation

THAT the Council of Region of Queens Municipality approve the purchase of two 2023, 4x4 $\frac{3}{4}$ Ton Pickups from Mosher Motors at a price of \$152,350 + HST.

THAT the Council of Region of Queens Municipality approves the purchase of a used vehicle to meet the requirements of the building inspector from David Hatt Auto Sales Ltd. At a maximum price of \$ 40,000 + HST

Communications

Upon approval purchase orders will be issued.

Region of Queens Municipality Staff Report

7.6

To: Council

From: Adam Grant, Director of Engineering and Public Works

Date: June 13, 2023

Re: Replacement Municipal Tractor (Sidewalk Plow)

Background


The Engineering and Public Works Department maintains sidewalks and road perimeters in the former Town of Liverpool as well as sidewalks in Milton and road perimeters on Municipal property throughout Queens County.

Details

The 2023/2024 Capital Budget included the replacement of a 2002 Trackless MT5 Municipal Tractor. Request for Quotation PW04-2023/2024 was issued on the Nova Scotia Provincial Procurement Portal and closed on June 7th.

Details of the request required the provision of a specific base machine to suit Public Work's needs including that the new machine be compatible with existing attachments as well as pricing options on additionally desired attachments and the trade-in of the existing 2002 unit.

Three proposals were submitted, and staff assessed each proposal and eliminated two of the optional attachments due to the cost outweighing the benefits provided by the attachment. The pricing is summarized below.



Saunders Equipment Ltd	\$169,720.00 + HST	Trackless MT7
Company #2	\$172,795.00 + HST	
Company #3	\$194,026.72 + HST	

Trade-in offers for the 2002 Trackless MT5 included in the proposal were less than the value of the existing attachments included with the 2002 machine. Staff recommend that the 2002 Trackless MT5 with existing attachments be retained, as both the machine and attachments provide more value to support the Public Works operation and fleet.

The proposal from Saunders included a 5-year extended warranty at a cost of \$9,100 + HST which staff also recommend purchasing.

Applicable Legislation

Section 47 (5) of the *Municipal Government Act* sets out that council may make and carry out a contract, perform an act, do anything, or provide a service for which the municipality or the council is authorized by an Act of the Legislature to spend or borrow money.

Budget Impacts

The purchase is included as part of the 2023/2024 capital budget.

Recommendation

THAT the Council of Region of Queens Municipality approves the purchase of a 2023 Trackless MT7 from Saunders Equipment Ltd, Fredericton NB at a price of \$178,820 + HST.

Communications

Upon approval, the purchase order will be issued.