

Region of Queens Municipality Regular Council

Tuesday, September 9, 2025

9:00 a.m.

Agenda

1.0 Call to Order and Land Acknowledgement

2.0 Approval of Agenda

3.0 Adoption of Minutes

3.1 Regular Council Meeting – August 12, 2025

4.0 Public Comment

5.0 Delegations and Presentations

5.1 Lakeshore Restoration: A Southwest Nova Biosphere Association Project

6.0 Unfinished Business

7.0 Staff Reports

7.1 Financial Review – 2025 Quarter One

7.2 Quarter Two Capital Project Implementation Update

7.3 Cameron's Corner Intersection Safety

8.0 Bylaws and Policies

8.1 Bylaw #13 - Solid Waste Management, First Reading of Amendments

- 8.2 Operational Policy #17 - Private Road Solid Waste Collection Boxes, Amendment

9.0 Correspondence for Action

10.0 Correspondence for Information

11.0 Report from In Camera

12.0 Mayor's Report

13.0 Council Reports

- 13.1 Police Advisory Board
- 13.2 Planning Advisory Committee
- 13.3 Labour Day Celebration

14.0 New Business

- 14.1 Runway Line Painting
- 14.2 Mount Pleasant Servicing Extension

15.0 In Camera

- 15.1 Property Matter
- 15.2 Personnel

4.0 Adjournment

Region of Queens Municipality Regular Council

Tuesday, August 12, 2025

8:00 a.m.

Minutes

Present:

Mayor Scott Christian, Chair
Deputy Mayor Maddie Charlton
Councillor Vicki Amirault
Councillor Wanda Carver
Councillor Jack Fancy
Councillor Stewart Jenkins
Councillor Roberta Roy
Councillor Courtney Wentzell

Staff:

Willa Thorpe, Chief Administrative Officer
Angela Green, Municipal Clerk

1.0 Call to Order

Mayor Christian called the meeting to order at 8:00 a.m.

It was moved by Deputy Mayor Charlton and seconded by Councillor Jenkins:

THAT Council move to the Closed Session of the agenda to discuss one item:

XX.1 Legal

MOTION CARRIED unanimously.

It was moved by Councillor Jenkins and seconded by Deputy Mayor Charlton:

THAT Council return to the Open Session of the agenda, and that the Council meeting resumes at 9:00 am.

MOTION CARRIED unanimously.

2.0 Approval of Agenda

Two items were brought forward to be added to the agenda:

8.3 Audit and Internal Control Committee Report

8.4 Planning Advisory Committee Report

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

THAT the Region of Queens Municipality approves the August 12, 2025 agenda as amended.

MOTION CARRIED unanimously.

3.0 Declaration of Conflict of Interests

There were no declarations of conflict of interests.

4.0 Approval of Minutes

4.1 July 8, 2025 Regular Council Meeting Minutes

It was moved by Councillor Carver and seconded by Deputy Mayor Charlton:

THAT the minutes of the Regular Council meeting held July 8, 2025 be approved as presented.

MOTION CARRIED unanimously.

4.2 July 16, 2025 Special Council Meeting Minutes

It was moved by Councillor Jenkins and seconded by Councillor Carver:

THAT the minutes of the Special Council Meeting held July 16, 2025 be approved as presented.

MOTION CARRIED unanimously.

5.0 Public Comment

1. Phillip Kennedy, Liverpool

Mr. Kennedy brought forward his concerns about the poor condition of Old Port Mouton Road, where he resides. He feels that the upper portion of the road is not safe for motorists or pedestrians.

2. Paul Deveau, Milton

Mr. Deveau brought forward his concerns regarding the traffic impact assessment study conducted at the intersection of Main Street and Market Street in downtown Liverpool. He feels that the traffic is not the only issue with the intersection, but the design is problematic as well and a risk assessment survey should be done.

6.0 Delegations and Presentations

There were no Delegations or Presentations to come before the Council.

7.0 Correspondence

7.1 Queens County Museum

A letter from the Chair of the Queens County Museum Board of Trustees, on behalf of the Board, thanking Region of Queens Municipality for the CIF funding they recently received.

8.0 Committee Reports

8.1 Pool Committee Report

Councillor Fancy reported that at the recent meeting the following was discussed:

1. Committee looking at raising 50,000
2. Selling tiles - \$250. \$2500. \$5000
3. Extending mandate for committee
4. Staff will verify list of groups or people to approach
5. 3 people in training for the junior lifeguard program
6. Next meeting: August 29, 3:30 pm

8.2 Emergency Services Committee Report

Councillor Fancy reported that at the July 15, 2025 meeting the following was discussed:

1. Emergency Health Service Meetings - improvement in the fire service response to paged calls.
2. Nominations available for the National Fire Chief of the year awards
3. Discussion on long-term concerns of fire services
4. Programs for new recruits for fire dept.
5. Fire hydrants repairs
6. HAZMAT team in Queens County
7. Fire District Signage
8. Next meeting: Oct 21 at North Queens Fire Department, at 7:00 pm

8.3 Audit and Control Committee Report

Councillor Jenkins reported that at the August 11, 2025 meeting the Audit and Internal Control Committee reviewed the unaudited financial statements of the Region of Queens, ending March 31, 2025. At the close of the meeting, it was agreed that the statements be submitted to the external audit company, and when returned those will be presented to

Council for approval.

8.4 Planning Advisory Committee Report

Deputy Mayor Charlton reported that the PAC met with the Stedman developers, Eric Fry and Murray Tate to discuss a potential option regarding 194 Main St. via proposing a small gallery use with window space after the application for 100% residential was denied.

PAC's concerns about the potential option:

- Maintaining Commercial frontage on Main Street
- Residences front facing on Main Street in the Commercial zone
- The use would encourage "unusable" commercial space
- It was identified that a strategy is required for Main Street to encourage commercial growth but to look at allowances for larger buildings such as the former Stedman building as current bylaws require 50% commercial front facing.

The developers will be looking at some other options in their plans with their architect and coming back to PAC at a later date to workshop a way forward that protects the Commercial Zone on Main Street but does allow for more flexibility than what is currently allowed for in the Land Use Bylaw.

9.0 Unfinished Business

There was no Unfinished Business to come before Council.

10.0 New Business

10.1 Greenfield Recreation Funding

It was moved by Councillor Jenkins and seconded by Councillor Carver:

THAT the Greenfield Recreation Association provide the needed information to the finance department so that their payment of \$20,000 can proceed and they can work within the confines of other societies within this county.

MOTION DEFEATED unanimously.

It was moved by Councillor Jenkins and seconded by Councillor Carver:

THAT the Council of Region of Queens Municipality direct staff to follow Society reporting requirements, including a report on all activities that were supported by the position and the benefits to the community created with this municipal support, provided financial statements outlining administration of funds under the project (including all revenues, expenses, and current bank account balance) and any further plans for sustainability of the position beyond this current year.

MOTION CARRIED unanimously.

10.2 Car Free Parking Area at Library

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

THAT the Council of Region of Queens Municipality receives the report titled 'Car Free Parking Lot Area – Liverpool Business Development Centre' for information.

MOTION CARRIED unanimously.

10.3 Temporary Borrowing Resolution - Equipment

It was moved by Councillor Amirault and seconded by Deputy Mayor Charlton:

THAT the Council of Region of Queens Municipality approves Temporary Borrowing Resolution (File 25/26 01) in the amount of \$220,000 for the purchase of 2025 International HX620 Tandem Dump Truck.

MOTION CARRIED unanimously.

10.4 Dangerous and Unsightly Property – 9777 Highway 8

It was moved by Councillor Carver and seconded by Councillor Jenkins:

THAT the Council of Region of Queens Municipality declares the property located at 9777 Highway 8, Caledonia, Queens County, NS, and identified as PID 70154539, as dangerous or unsightly as defined in the *Municipal Government Act* of Nova Scotia.

AND THAT an Order be served upon the owner of the property requiring that within thirty days of the date of the service of the Order, the following work be carried out:

1. Removal of small derelict camper;
2. Demolition of one outbuilding;
3. Construction and demolition materials transported to the Region of Queens Landfill Facility;
4. Leveling of the property; and
5. Clean-up of miscellaneous items strewn about the property.

AND THAT if the owner fails to comply with the Order, the Administrator may cause the requirements of the Order to be carried out and all expenses incurred by Region of Queens Municipality become the responsibility of the property owner.

MOTION CARRIED unanimously.

10.5 Architectural Services – Town Hall & Cultural Centre

It was moved by Councillor Wentzell and seconded by Deputy Mayor Charlton:

THAT the Council of Region of Queens Municipality approve \$17,500 + HST for Architectural Services at the Town Hall Arts and Cultural Centre, with funding coming from the Grants to Organizations line in the 2025 budget.

MOTION CARRIED unanimously.

10.6 Fire Alarm System Retrofit – Liverpool Business Development Centre

It was moved by Councillor Jenkins and seconded by Deputy Mayor Charlton:

THAT the Council of Region of Queens Municipality approve \$88,142.86 + HST for replacement of the fire alarm system at the Liverpool Business Development Centre, with funds coming from the Operations Capital Reserve.

MOTION CARRIED unanimously.

10.7 RCMP Quarterly Report

Staff Sargent Archibald gave a quarterly report to Council on the Queens Detachment activities from April to June 2025.

11.0 Mayor's Report

11.1 Mayor's Report

Mayor Christian gave an update on several things he has been working on and that happened recently in Region of Queens Municipality. These include:

- Attended both the Liverpool Regional High School and the Queens Adult High School graduation ceremonies, and awarding bursaries to the selected students. Councillor Carver attended the ceremony at North Queens Community School.
- On June 26th, participated in the Privateer Parade with other Council and staff. Mayor Christian thanked Scott Orme, Facilities Supervisor, and his team for preparing the great float.
- On July 4th, attended the Dogwood Festival to celebrate the 25th year anniversary of the dogwoods planted as part of the millennium celebration. The ceremony was held at the Queens County Museum, with MLA Masland and former Mayor Christopher Clark also in attendance. Mr. Clark was instrumental in establishing the dogwood tradition in Queens County.
- On July 17th and 18th, Mayor Christian, along with CAO Thorpe, was able to meet with MP Fancy-Landry and MLA Masland. There is lots of synergy in the levels of government in respect to Economic Development and Community Wellness in Queens County.
- On July 21st Mayor Christian had an interview on CBC Radio to discuss the announcement by Northern Pulp, expressing their decision to not pursue a Pulp Mill in Queens County.
- On July 24th, met with Freeman's Lumber in Greenfield to discuss their future plans and how they can contribute to a more balanced forestry industry.
- Mayor Christian highlighted the work that the Planning Advisory Committee has undertaken in regard to the potential Land Use Bylaw amendments and protecting Liverpool's commercial core.
- Mentioned the effort of the road trails groups and ATVANS in holding the public consultation meetings in reference to the expansion of routes for off highway vehicles through Queens.

- Thanked staff currently working on the feasibility of bringing high speed, 4th generation EV chargers to Queens County, both at Queens Place Emera Centre and in Downtown Liverpool.

12.0 Business from Members of Council

12.1 Tipping Fees – Greenfield & District Fire Department – Councillor Jenkins

Councillor Jenkins brought forward a request from the Greenfield and District Fire Department, to have the tipping fees at the Region of Queens Municipality Landfill Facility be waived for the construction and demolition material generated from their renovations.

It was moved by Councillor Jenkins and seconded by Councillor Wentzell:

THAT the Council of Region of Queens Municipality waive tipping fees associated with the disposal of construction and demolition materials originating from the Greenfield & District Fire Department, up to 10 metric tonnes.

MOTION CARRIED unanimously.

13.0 Closed Session

At 12:02 p.m., it was moved by Deputy Mayor Charlton and seconded by Councillor Amirault:

THAT Council return to the Closed Session of the agenda to discuss six items:

- 13.1 Personnel
- 13.2 Personnel
- 13.3 Personnel
- 13.4 Personnel
- 13.5 Property Matter
- 13.6 Personnel

MOTION CARRIED unanimously.

At 2:02 p.m., it was moved by Councillor Deputy Mayor Charlton and seconded by Councillor Fancy:

THAT Council return to the Open Session of the agenda.

MOTION CARRIED unanimously.

15.0 Adjournment

At 2:02 p.m., it was moved by Councillor Roy and seconded by Councillor Amirault that the meeting be adjourned.

MOTION CARRIED unanimously.

Mayor Scott Christian, Chair

Angela Green, Municipal Clerk

Date Approved: _____



Wasoqopa'q First Nation

Wednesday at 10AM, October 22, 2025
At Ponhook Lodge Campground



WORKSHOP INVITATION

Consensus building among municipalities

**Protecting Lakeshores
to keep
Healthy Lakes**



The Importance of Lake Shorelines

The last line of defense:

Nutrient uptake

Erosion control

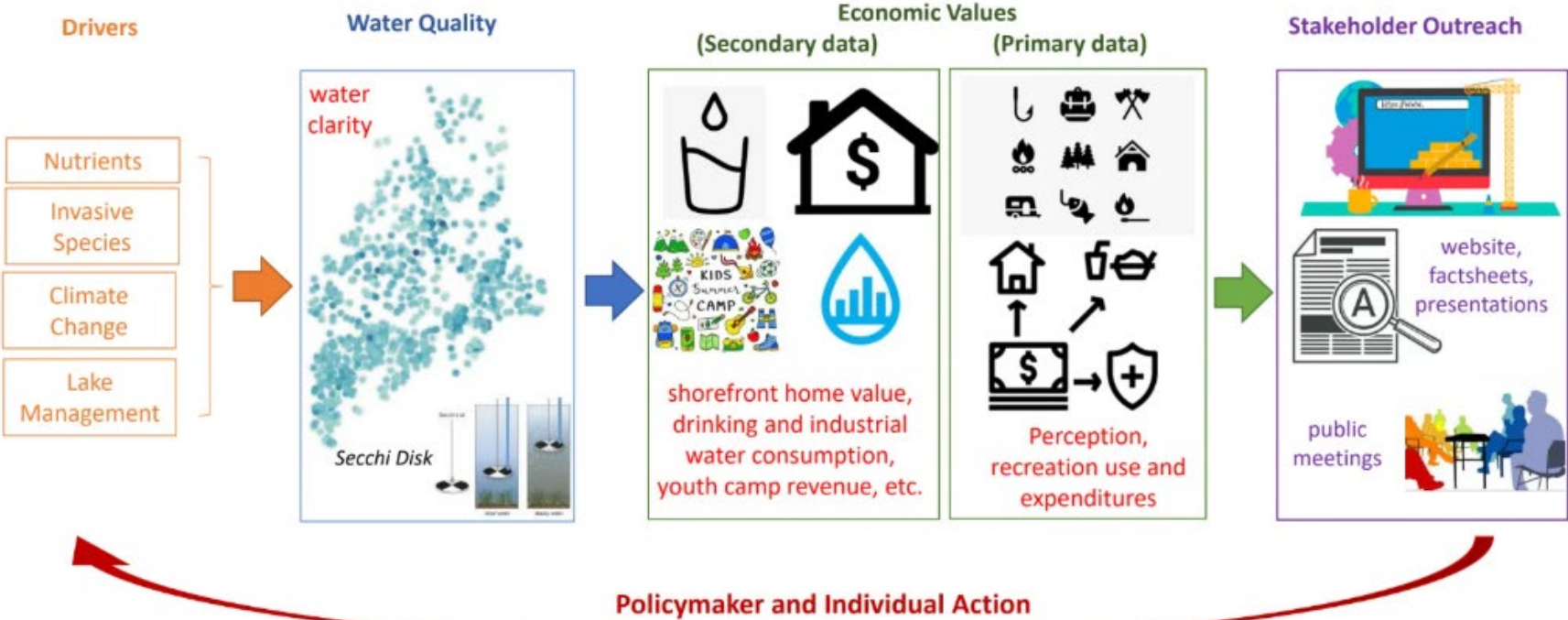
Biodiversity habitat



**Clean water
supports lake life**



University of Maine: Maine's Lakes are worth 14 Billion annually
<https://www.lakes.me/valuing-lakes>



* A moderate decline in water quality expected to reduce recreation by 6%

Lakeshore Restoration
to Reduce Threats to Species at Risk
in the Kespukwitk/ Southwest Nova
Scotia Priority Place

Environment Canada (ECCC) to Southwest Biosphere Association



Restoration of Ponhook Lodge Campground

Run-out soils, lacking organic matter

Erosion of sediments into lake

Lack of vegetation in shoreline buffer



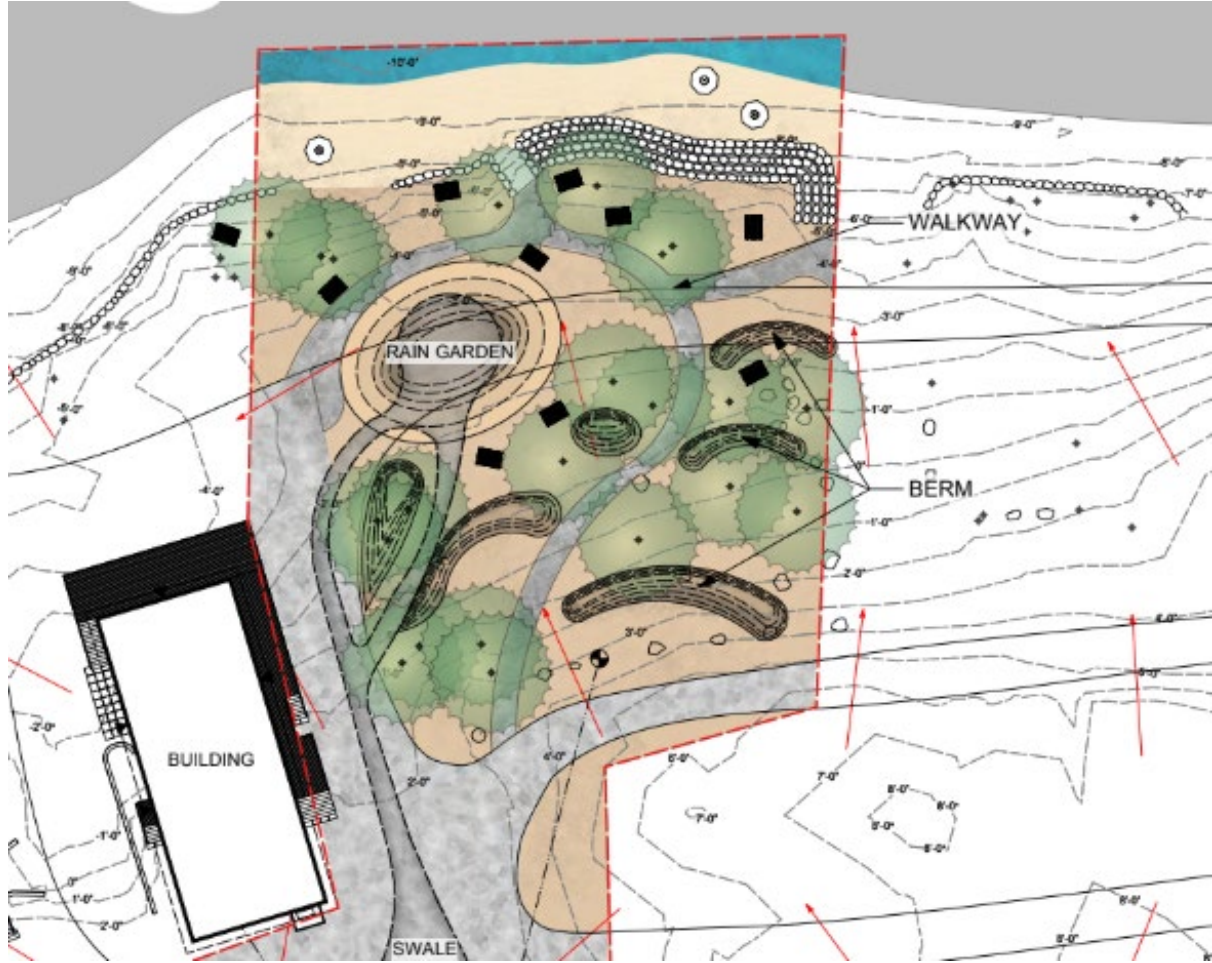


The Choice



Ponhook Lodge Campground: A Healthy Lake is my Business





Canopy Design, Tara Ralph



Snow Owl Consulting

rain garden design and engineering



building the rain garden





spring fed, crystal clear lake



freshwater mussels and sponge



Nov2024



May 2025



July 2025

Phase One:
Raingarden

(see <https://youtu.be/o-LVcMQJpYg>)

Shoreline Restoration 2: **Reestablish Shrubs**





2024 November

1



2025 April

2



2025 May

3



2025 July

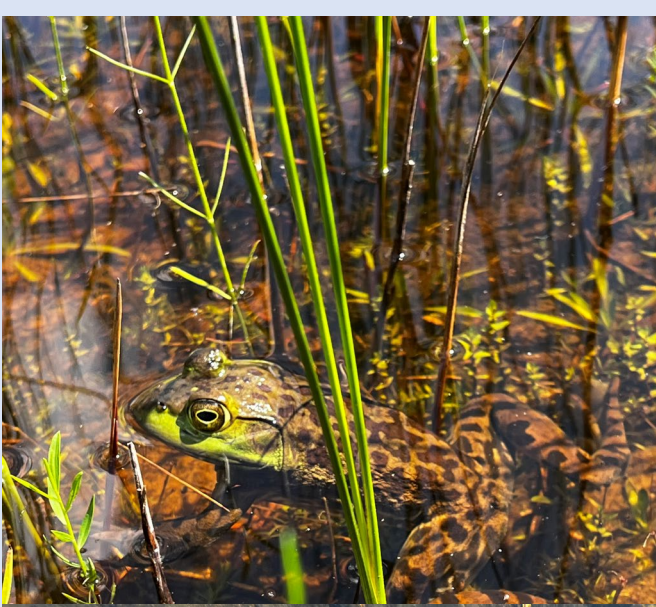
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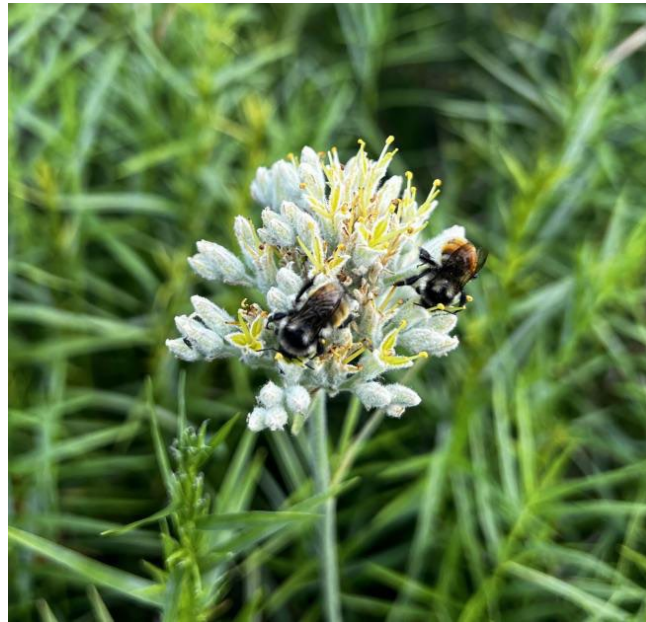
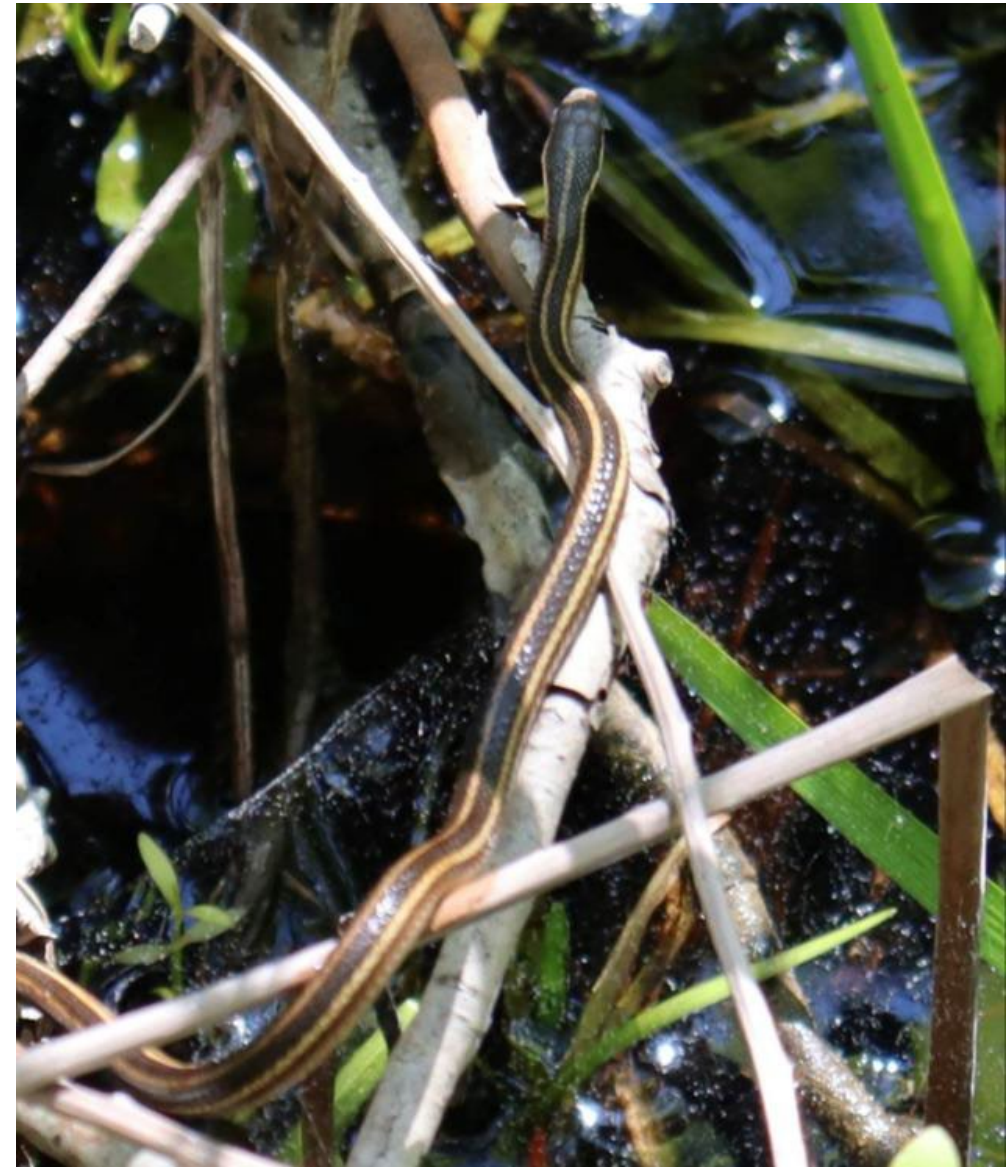
Reestablishing Shrubs



**Clean water
supports lake life**

**Clean water
supports lake life**





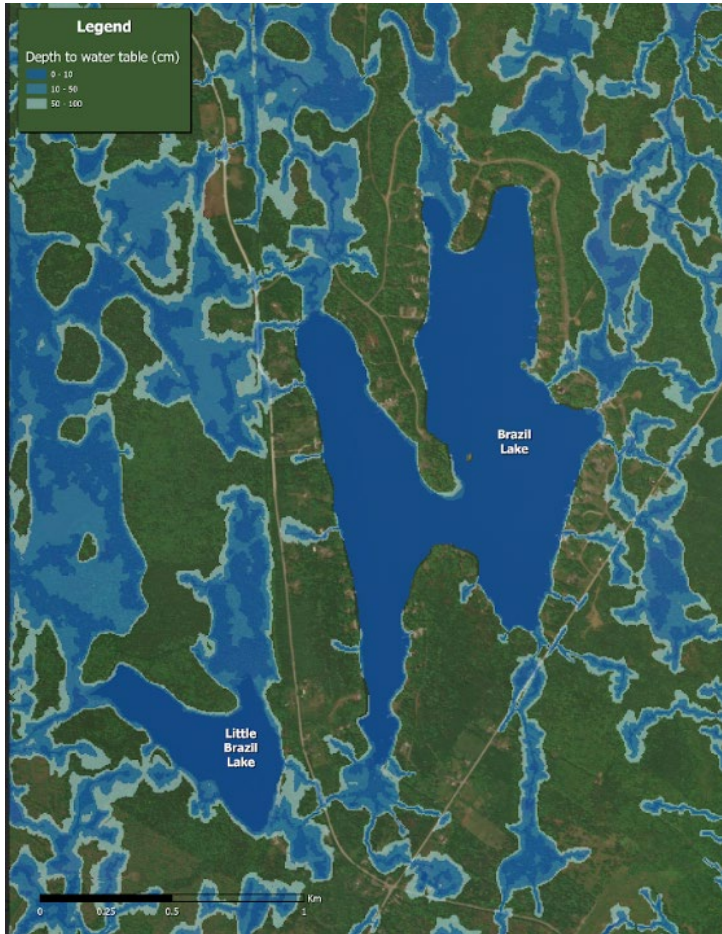
Medway River: "Species At Risk"





Lawn to Lake	Natural
Mowed and fertilized lawn	Wild grasses with tight root network, erosion and ice resistant
Little woody growth Little nutrient uptake	Thick shrub layer and Trees
<ul style="list-style-type: none"> + Access to lake + Recreation 	<ul style="list-style-type: none"> + Nutrient control + Little Erosion + Biodiversity + No Maintenance
<ul style="list-style-type: none"> - Nutrient leakage - Erosion and slumping - Loss of biodiversity - Costly maintenance 	<ul style="list-style-type: none"> - No access - No Recreation





Brazil Lake of Annis River restorations



*** IMPORTANCE OF WETLAND
DRAINAGE**

Plymouth Gentian
(Endangered in
Canada) on Agard
Lake.





Keep it
Shrubbed..
And



Shrub it up





Wasoqopa'q First Nation

Wednesday at 10AM, October 22, 2025
At Ponhook Lodge Campground



WORKSHOP INVITATION

Consensus building among municipalities

**Protecting Lakeshores
to keep
Healthy Lakes**

Region of Queens Municipality Staff Report

7.1

To: Mayor and Council

From: Joanne Veinotte, Director of Finance

Date: September 9, 2025

Re: Financial Review – 2025 Quarter One

Background

Responsible governance includes a comprehensive review of financial information and performance as compared to budget. As such, non-consolidated operating financial statements for each quarter are provided to Council (Appendix A). Revenues and expenses are expressed as a percentage of annual budget. Expenses that are incurred at the beginning of the year such as insurance will be at 100% (or close) to budget in the first quarter of the year. The percentage is also affected by timing of budgeted projects throughout the year. The percentage is meant as a guide for comparative purposes.

Details

Operating Statement Review – Quarter 1 fiscal 2025/2026

Section 1 – Taxation

- Tax revenue is billed in the first quarter of the fiscal year. The expectation is that the percentage of budget should be close to 100% for this reason. The main exceptions being the Environmental Health rates, which are related to Sewer billing and Deed Transfer Tax which is dependent on



sales/transfers each month. Deed Transfer Tax is running slightly behind budget – Q1 tends to be a lower yielding quarter for DTT.

Section 2 – Grants in Lieu

- These are typically not received until later in the fiscal year.

Section 3 – Services Provided to Other Governments

- Sales are running slightly below budget.

Section 4 – Sales of Service

- Other funding sources for Hillsview Acres include funding not related to direct resident care.
- Contaminated soil is over because of a large intake in April from one contractor.

Section 5 – Other Revenue from Own Sources

- Building permits are greater than expected due to a large permit of over \$13,000 purchased by the contractor for the pool.
- Interest on Investments are under because interest from GIC's investments is recorded at redemption or accrued for year end.
- Queens Place sponsorship for the year is posted in Quarter 1. Fitness memberships are tracking slightly over budget.
- Recreation revenue includes pool revenue so none for first quarter. ACF grant is funded in quarter two, and funding support for the MPAL position is received later in the year.
- Bulk of Sundry revenue is a repayment for shared services for F2024/2025 from MODL for \$37,000.

Section 6 – Unconditional Transfer from Other Governments

- These funds are provided with no specific allocation and therefore are at Council's discretion.



Section 7 - Conditional Transfers from Other Governments

- These funds are provided as a result of specific criteria being met such as grant funding or diversion credits for recycled goods.

Section 8 – Transfers from Reserves

- This is where funds are pulled from reserves to fund operations. Most of these entries are dependent on certain projects being completed or expenditures made or are done as part of year end process.

Section 9 – General Government Services

- Administrative wages are below budget because of vacancies: Deputy CAO, Municipal Clerk, Protective Services, Policy Analyst and Seniors' Safety Coordinator.
- Office expenses running high because of prepaid postage.
- Financial Management is cost of audit and will be posted as interim invoices are submitted throughout the year.
- Tax exemptions can be applied for until February. Promotion will be added to our social media rotation to raise awareness.
- Safety Strategy budget has already been spent. The Protective Services Officer position is not filled so no cost is being incurred for that at present and consulting services are being relied on. There is \$67,509 included in the 25/26 budget for this position, net of vacancy allowance.
- Grants to organization that have been disbursed are Queens County Transit \$70,000 and Queens County Food Bank \$15,500.
- Uncollectable taxes are the result of a property having two PID's in the Land Registry/PVSC system and it being only one account. Taxes that had been billed in duplicate for over a decade had to be reversed.

Section 10 – Protective Services

- Seniors' Safety Coordinator started in July 2025.

- Training expenses over budget for Building inspectors due to accelerated training program enrollment. Training budget in Admin only at 5% so can easily make up the difference.
- Firefighting safety grants under budget because of pending safety reporting from prior year. Fifty percent of grant payments are made in Quarter one.
- Fire Hall \$18,000 in heat repairs involving asbestos removal.
- Snow removal was a late invoice from fiscal 24/25.

Section 11 – Transportation


- Roads and Streets maintenance is already 96.5% of budget. \$42,000 for purchase of Roller and Vibrator, and charges from back ordered equipment posted this fiscal year when actually received.
- Traffic Signs and Markings at 46% of budget, mainly line painting.
- Paving expense typically comes later in the fiscal year.
- Airport insurance is below budget as a separate policy is secured each year for operating the airport. The amount posted is the amount of general liability coverage allocated based on asset values each year.

Section 12 – Environmental Health Services

- Solid Waste operations over budget mainly because of hydraulic pump replacement not anticipated.
- HHW operations added costs due to backlog of material. Safety implementation halted ability to manage in house and a contractor had to be hired.
- MRF inspections occurred in quarter one resulting in actuals being almost 50% of budget.

Section 13 – Hillview Acres

- Detailed schedule at end of document. Sprinkler inspection was not included in budget which is why the building sprinkler repairs is over. General Maintenance is over because of projects funded by DSLTC that have not been reimbursed (\$85,432 – roof). Equipment for same reason



(\$3500 furniture). The \$20,000 in chargeable expenses are just a timing difference in billing to DSLC and will be recouped.

Section 14 – Environmental Development Services

- Salaries are below budget because of Development Officer vacancy. Economic development salaries are below budget also due to vacancies.

Section 15 – Recreation and Cultural Services

- QPEC facility maintenance larger projects included in budget completed in first quarter such as railings installation.
- Blacksmith Museum work that was carried over from last year was not included in budget as it was expected to be completed last year.
- Community Grants and programs funds distributed \$16,500 to NQ Active Living. Funding to Greenfield Recreation disbursed August.

Section 16 – Transfer to Reserves

WATER UTILITY

- Chemicals and Additives is timing of purchases as large orders are filled and used over the year.
- Facility Repairs and Maintenance is due to an emergent repair that was required on a tank in the facility that was condemned by the chemical supplier.
- Depreciation entry is made at the end of the year.


Budget Impacts

Any forecasted impact on budget is included in this staff report.

Communications

No communications activities are expected from this report.

Recommendation



THAT the Council of Region of Queens Municipality receive the report titled Financial Review – 2025 Quarter One for information.

	2026-03-31 Region Budget	YTD	%age Budget
1. Taxation			
ASSESSABLE PROPERTIES			
Residential	12,456,122	12,430,388	99.8%
Commercial	2,013,631	2,031,211	100.9%
Wind Turbine Act	25,218	-	0.0%
	2,038,849	2,031,211	99.6%
Resource			
Taxable Assessments	964,630	960,060	99.5%
Forest Property-Less than 50,000 Acres	28,876	28,922	100.2%
Forest Property -More than 50,000 Acres	111	111	100.0%
	993,617	989,093	99.5%
AREA RATES			
Hydrant Rate	201,424	200,691	99.6%
Transportation-Roads & Sidewalks			
Districts 1-12	241,657	235,578	97.5%
District 13	1,492,989	1,487,522	99.6%
Debt-District 13	61,356	61,131	99.6%
	1,997,425	1,984,923	99.4%
Environmental Health-Caledonia	36,000	9,000	25.0%
Environmental Health- Milton	50,500	13,041	25.8%
Environmental Health- Liverpool	435,000	109,002	25.1%
Environmental Health- Brooklyn	42,100	10,413	24.7%
	563,600	141,456	25.1%
Business Property			
Bell	48,000	47,372	98.7%
Nova Scotia Power	1,329,946	1,329,946	100.0%
Nova Scotia Power HST Rebate	50,000	-	0.0%
	1,427,946	1,377,318	96.5%
Deed Transfer Tax	1,100,000	250,859	22.8%
Tax Recoveries	10,000	406	4.1%
	1,110,000	251,265	22.6%
	\$ 20,587,560	\$ 19,205,654	93.3%
Total Taxation			

	2026-03-31		%age
	Region	YTD	Budget
	Budget		
2. Grants in Lieu of Taxes			
Federal Government	60,892	-	0.0%
Provincial Government			
Provincial Property	85,400	-	0.0%
Conservation GIL	14,375	-	0.0%
Crown Timber Land	133,585	-	0.0%
Fire Protection	22,698	-	0.0%
	256,058	-	0.0%
Total Grants in Lieu of Taxes	\$ 316,950	\$ -	0.0%
3. Services Provided to Other Governments			
Closure Costs Joint Service Board	13,600	2,659	19.6%
Closure Costs Barrington	27,600	4,572	16.6%
Closure Costs Clarks Harbour	4,400	-	0.0%
Barrington Solid Waste	231,400	39,244	17.0%
Clarks Harbour Solid Waste	37,900	6,546	17.3%
Joint Service Board Organics	74,300	14,198	19.1%
Barrington Organics	46,600	5,985	12.8%
Clarks Harbour Organics	0	438	#DIV/0!
Joint Service Board Recycling	93,700	20,421	21.8%
Joint Service Board Solid Waste	122,800	22,827	18.6%
Barrington Recycling	26,700	4,711	17.6%
Clarks Harbour Recycling	800	509	63.6%
Waste Check Solid Waste	1,436,300	284,063	19.8%
Closure Costs Waste Check	184,300	36,173	19.6%
Waste Check Under tonnage	36,900	4,924	13.3%
	\$ 2,337,299	\$ 447,269	19.1%

	2026-03-31 Region Budget	YTD	%age Budget
4. Sales of Services			
Protective Services			
Parking Meters	12,000	-	0.0%
Public Health and Welfare Services			
Revenue from Residents	1,647,397	415,689	25.2%
Other Funding Sources	4,000	4,787	119.7%
	<u>1,651,397</u>	<u>420,476</u>	<u>25.5%</u>
Environmental Health Services			
Septage	111,100	33,471	30.1%
Commercial Solid Waste	352,000	52,486	14.9%
Commercial Organics	78,100	15,139	19.4%
Mixed C&D and O/S Queens	136,400	44,421	32.6%
Commercial Recyclables	9,600	2,514	26.2%
Commercial Closure	206,800	62,027	30.0%
Metal Sales	53,600	164	0.3%
Sorted Commercial Queens	8,800	3,922	44.6%
Sorted O/S Queens	35,200	4,461	12.7%
Recycling Commodities	77,000	9,111	11.8%
Contaminated Soil	39,600	31,057	78.4%
	<u>1,108,200</u>	<u>258,774</u>	<u>23.4%</u>
Other			
Tax Certificates	15,000	2,880	19.2%
Total Sales of Services	<u>\$ 2,786,597</u>	<u>\$ 682,129</u>	<u>24.5%</u>
5. Other Revenue from Own Sources			
Licenses & Permits			
Dog Registration Fees	11,000	7,410	67.4%
Planning Department Zoning, etc.	7,500	2,358	31.4%
Building Permits	30,000	22,433	74.8%
Vendors License	2,500	1,231	49.2%
Taxi-License & Operator	600	-	0.0%
	<u>51,600</u>	<u>33,432</u>	<u>64.8%</u>
Fines			
Parking Fines	1,000	230	23.0%
Sheriff Fines	30,000	8,535	28.5%
	<u>31,000</u>	<u>8,765</u>	<u>28.3%</u>
Rentals			
Town Hall	6,000	-	0.0%
LBDC	108,883	15,482	14.2%
Registry of Deeds	16,470	4,113	25.0%
Hangar Rent-Airport	4,000	-	0.0%
	<u>135,353</u>	<u>19,594</u>	<u>14.5%</u>
Return on Investments			
Interest on Investments	250,000	33,986	13.6%
	<u>250,000</u>	<u>33,986</u>	<u>13.6%</u>

	2026-03-31 Region Budget	YTD	%age Budget
Other Revenue from Own Sources			
Penalties and Interest on Taxes	175,000	31,327	17.9%
Penalties and Interest on Misc.	10,000	3,261	32.6%
	185,000	34,588	18.7%
Recreation and Cultural Services			
Queens Place Recreation Facility			
Skate Sharpening	1,500	373	24.9%
Public Skating	2,400	840	35.0%
Ice Rentals	210,000	45,050	21.5%
Fitness Revenue Memberships	165,000	58,162	35.2%
Indoor Track	5,000	-	0.0%
Sponsorships & Advertising	40,000	42,469	106.2%
Room Rentals (Fitness/Community)	25,000	4,215	16.9%
Fitness Classes	2,200	1,573	71.5%
Vending Machines Revenue	5,000	1,426	28.5%
Full Facility Rental	-	-	#DIV/0!
Personal Trainer	10,000	1,860	18.6%
	466,100	155,968	33.5%
Recreation Program Revenue	40,000	16	0.0%
	506,100	155,984	30.8%
Miscellaneous			
Race Track Revenue	9,600	1,500	15.6%
Visitor Information Center	4,500	80	1.8%
Sundry Revenue	45,000	38,914	86.5%
EPR Revenue	100,000	-	
RCMP Criminal Checks	3,600	780	21.7%
Vacancy Allowance	507,554	-	0.0%
Revenue collected for Other Government Agencies			
Brooklyn Community Rate	49,761	49,690	99.9%
	720,015	90,964	12.6%
Total Other Revenue from Own Sources	\$ 1,879,068	\$ 377,313	20.1%

	2026-03-31 Region Budget	YTD	%age Budget
6. Unconditional Transfer from Other Governments			
Provincial Government			
Farm Property Acreage	14,101	14,140	100.3%
Municipal Financial Capacity Grant	1,343,225	335,806	25.0%
Total Unconditional Transfers from Other Gov.	\$ 1,357,326	\$ 349,946	
7. Conditional Transfers from Federal & Provincial Governments or Agencies			
RRF Funding	11,000	-	0.0%
Diversion Credits	60,000	10,088	16.8%
Provincial Funding	-	-	#DIV/0!
911 Cost Recovery Fund	4,600	-	0.0%
Federal Funding	-	5,000	#DIV/0!
Total Conditional Transfers	\$ 75,600	\$ 15,088	
8. Other Transfers, Collections for Other Governments			
Accumulated Surplus			
Succession Planning	32,214	-	0.0%
Grey Box new Site Set up	24,000	-	0.0%
Community Group Funding Support	450,000	-	0.0%
New Dry Hydrants	40,000	-	0.0%
Intervenor Status	67,189	-	0.0%
Paving rate funding	321,098	-	0.0%
Transfer fr Surplus to balance rate change t	142,915	-	0.0%
	1,077,416	-	0.0%

	2026-03-31 Region Budget	YTD	%age Budget
Transfers from Special Operating Reserves			
Shares Services Initial Costs	110,000	-	0.0%
Hillsview Acres Deficit Transfer fr Reserves	192,259	-	0.0%
Pine Grove	25,000	-	0.0%
Accessibility	55,000	-	0.0%
Transfers from Special Equipment Reserve			
Fire Department Truck Reserve	309,071	-	0.0%
	1,768,746	-	0.0%
	\$ 31,109,145	\$ 21,077,400	67.8%

	2026-03-31 Region Budget	YTD	%age Budget
9. General Government Services			
Legislative			
Remuneration-Mayor	51,220	13,788	26.9%
Remuneration-Council	179,520	48,062	26.8%
Travel	14,000	3,765	26.9%
Other Expenses	10,000	1,452	14.5%
	254,740	67,067	26.3%
General Administrative			
Administrative	1,589,820	266,417	16.8%
Administrative Benefits	10,512	-	0.0%
Allocated -Water Utility	(58,070)	(14,518)	25.0%
Office Expenses	75,600	31,905	42.2%
Computer Insurance	9,000	9,000	100.0%
Equipment Mtnc/Lease Costs	15,000	6,057	40.4%
Computer System	307,602	113,542	36.9%
Diversity Programs	25,000	-	0.0%
Staff Training	50,000	5,928	11.9%
	2,024,464	418,331	20.7%
Financial Management	45,000	-	0.0%
Bank Charges	2,200	341	15.5%
	47,200	341	0.7%
Taxation			
Administration	76,620	18,310	23.9%
Tax Billings	20,000	20,151	100.8%
Tax Exemptions	163,000	108,876	66.8%
Assessment Services	328,985	82,246	25.0%
Other Taxation-Tax Sale Costs/Appeals PY	28,560	5,637	19.7%
	617,165	235,221	38.1%

	2026-03-31 Region Budget	YTD	%age Budget
Common Services-Administration Building			
Insurance	6,700	6,700	100.0%
Electricity	36,400	5,825	16.0%
General Maintenance	55,000	11,149	20.3%
Utilities	1,720	(44)	-2.6%
	99,820	23,629	23.7%
Other			
Legal Services	177,000	36,806	20.8%
General Recruiting Services	50,000	31,496	63.0%
General Consulting	100,000	-	0.0%
Safety Strategy Implementation	50,000	53,381	106.8%
Contingency	100,000	27,486	27.5%
Homeowners Association Fees	450	-	0.0%
Utility Low Income Assistance	15,000	-	0.0%
Staff Relations Fund	25,000	1,901	7.6%
	517,450	151,069	29.2%
Other General Government Services			
Conventions & Delegations			
NSFM (Council + CAO)	25,600	11,891	46.5%
FCM (Council + CAO)	12,200	7,897	64.7%
Other Councilors Conferences	1,000	-	0.0%
AMA	8,818	3,809	43.2%
	47,618	23,597	49.6%
General Accident, Damage Claims & Public Liability Insurance			
	1,120	1,120	100.0%
Grants to Other Organizations & Individuals			
Community Investment Fund	175,000	81,548	46.6%
	175,000	81,548	46.6%

	2026-03-31 Region Budget	YTD	%age Budget
Other			
Scholarships	9,000	-	0.0%
Municipal Floats	1,600	348	21.7%
Pension/Administration Costs	5,450	1,386	25.4%
Advertising & Promotions	13,000	81	0.6%
Grants to Organizations	535,500	85,500	16.0%
Communications	15,000	1,417	9.4%
	579,550	88,731	15.3%
Valuation Allowance			
Uncollectible taxes	15,000	8,980	59.9%
	15,000	8,980	
	\$ 4,379,128	\$ 1,099,634	25.1%
10. Protective Services			
Police Protection			
Administration-Prosecution Fees	12,400	-	0.0%
DNA Testing	10,700	-	0.0%
RCMP Satellite Office-Caledonia	600	63	10.6%
Seniors' Safety Coordinator	74,966	-	0.0%
Protective Services	2,864,265	741,596	25.9%
	2,962,931	741,659	25.0%
Law Enforcement			
Building/Fire Inspection			
Salary & Benefits	182,400	44,456	24.4%
Travel	5,000	700	14.0%
Insurance Liability/Vehicle	2,591	2,591	100.0%
Training/Memberships	5,000	6,398	128.0%
Shared Services	110,000	-	0.0%
Telephone	1,700	68	4.0%
Gasoline	12,600	3,150	25.0%
Maintenance Vehicle	3,600	-	0.0%
Supplies	500	-	0.0%
	323,391	57,362	17.7%

	2026-03-31 Region Budget	YTD	%age Budget
By Law Enforcement			
Salary & Benefits	162,660	34,279	21.1%
Insurance Liability/Vehicle	1,904	1,904	100.0%
Training/Memberships	1,500	1,515	101.0%
Telephone	700	29	4.1%
Uniform	3,000	-	0.0%
Unightly Premises	1,000	-	0.0%
Gasoline	6,000	1,500	25.0%
Bylaw Vehicle Maintenance	1,800	48	2.6%
Dog Tags	850	-	0.0%
Dog Pound General Maintenance	750	357	47.6%
Supplies for Dog Control	500	62	12.5%
Parking Meter Repairs/Tickets	5,000	14	0.3%
	185,664	39,708	21.4%
	509,055	97,070	19.1%
Fire Fighting Force			
Liability Insurance	13,925	13,925	100.0%
Safety Training	40,000	4,000	10.0%
Fire Department Equipment Purchases	309,071	309,071	100.0%
Grants Volunteer Fire Departments/First Res	692,450	332,300	48.0%
Interest on Loans	525	-	0.0%
Workers Compensation	18,400	4,642	25.2%
Medical Insurance	6,200	-	0.0%
1st Responders Insurance	1,185	1,685	142.2%
Dry Hydrant Maintenance	10,000	(0)	0.0%
Dry Hydrant Upgrades	40,000	-	0.0%
Dry Hydrant Labour	60,820	1,587	2.6%
Reserve Fund-Fire Department Capital	415,470	103,868	25.0%
	1,608,046	771,078	48.0%
Fire Alarm Systems			
Answering Contract	31,000	7,566	24.4%
Base Station/Antenna	600	117	19.5%
	31,600	7,683	24.3%
Water Supply and Hydrants	201,424	50,356	25.0%

	2026-03-31		%age
	Region	YTD	Budget
	Budget		
Fire Station Building			
Insurance/Building/Boiler	5,139	5,139	100.0%
Building Repairs & Grounds	26,000	24,811	95.4%
Building Fuel	16,640	3,198	19.2%
Utilities	23,400	2,349	10.0%
	71,179	35,498	49.9%
Other Fire Protection			
Snow Removal N.Q. Fire Hydrants	5,000	1,960	39.2%
	1,917,249	866,575	45.2%
Emergency Measures			
Local EMO/GSAR	44,935	7,244	16.1%
Ground Search & Rescue- Building Fuel	5,000	604	12.1%
Vehicle/Liability Insurance	9,808	10,802	110.1%
Electricity	1,660	381	23.0%
Building Maintenance	3,750	152	4.0%
	65,153	19,182	29.4%
Total Protective Services	\$ 5,454,387	\$ 1,724,486	31.6%
11. Transportation Services			
Common Services-Administration			
EPW Wages	570,790	210,534	36.9%
Sanitary Supplies	36,750	6,084	16.6%
Licencing and Memberships	33,180	7,569	22.8%
Communication Services	40,000	3,516	8.8%
	680,720	227,703	33.5%
Common Services-Equipment Operations			
Salary & Benefits Mechanic	83,040	36,512	44.0%
Equipment Oil & Fluids	25,000	4,765	19.1%
Equipment Gas	32,550	6,978	21.4%
Equipment Diesel	20,000	-	0.0%
EPW Vehicle Maintenance	173,750	15,872	9.1%
Trucks-Insurance	28,276	28,276	100.0%
Small Equipment Maintenance	44,250	3,393	7.7%
Plow Insurance	857	857	100.0%
Heavy Equipment Maintenance	184,000	23,252	12.6%
Loader-Insurance	3,428	3,428	100.0%
Backhoe - Insurance	429	429	99.9%
	595,580	123,760	20.8%

	2026-03-31		%age
	Region		Budget
	Budget	YTD	
Small tools and Equipment			
Small Tools and Equipment	34,000	9,049	26.6%
Public Works Safety Equipment and Trainin	45,000	31,068	69.0%
	79,000	40,117	50.8%
Storage			
Insurance	548	548	100.0%
Grounds Building Utilities	15,600	1,068	6.8%
Grounds Building General Maintenance	10,000	1,834	18.3%
	26,148	3,450	13.2%
Works Garage			
Works Garage Renovation	12,000	-	0.0%
Works Utilities	29,640	3,672	12.4%
Works Department General Maintenance	81,000	5,764	7.1%
	122,640	9,435	7.7%
Insurance	2,934	2,934	100.0%
Total Common Services	1,507,022	407,399	27.0%
Road Transport			
Roads and Streets			
Road Levy	306,840	76,712	25.0%
Street and Road Maintenance	103,890	100,241	96.5%
Street and Road Maintenance - Labour	532,360	24,319	4.6%
Sidewalks Material	64,290	4,118	6.4%
Sidewalks Labour	60,820	-	0.0%
Storm Water Management	10,000	1,499	15.0%
Storm Water Management - Labour	50,180	-	0.0%
De-Icing Materials Supply	75,000	-	0.0%
Traffic Signals and Markings	99,392	45,995	46.3%
Traffic Calming	50,180	-	0.0%
Equipment Permitting	16,500	85	0.5%
Asphalt Paving	391,230	124	0.0%
	1,760,682	253,093	14.4%
Debenture Principal & Interest			
Principal	64,856	40,953	63.1%
Interest	18,994	9,195	48.4%
	83,850	50,148	59.8%
Road Transport			
Street lighting			
Rental	273,000	40,560	14.9%
Decorative Light Maintenance	19,000	4,473	23.5%
	292,000	45,033	15.4%

	2026-03-31 Region Budget	YTD	%age Budget
Airport			
Airport Insurance	4,628	1,128	24.4%
Building/Grounds	2,500	-	0.0%
Heat/Lights/Fuel	2,730	106	3.9%
	<u>9,858</u>	<u>1,234</u>	
Total Transportation Services	<u>\$ 3,653,412</u>	<u>\$ 756,907</u>	20.7%
12. Environmental Health Services			
R.Q.M. Sewage Administration			
Administrative Supervision	154,880	10,663	6.9%
Insurance-Caledonia	3,194	3,194	100.0%
WW Continuing Education/Certification	17,910	1,996	11.1%
Consulting Services	30,000	3,463	11.5%
Insurance- Brooklyn	1,948	1,948	100.0%
Insurance-STP Liverpool	15,518	15,518	100.0%
Insurance-Milton	3,880	3,880	100.0%
	<u>227,330</u>	<u>40,663</u>	
R.Q.M. Sewage Collection Systems			
NQ WW Collection and Treatment Maintenance	129,500	13,715	10.6%
NQ WW Collection and Treatment Wages and Benefits	46,350	8,774	18.9%
SQ WW Collection Wages and Benefits	132,270	22,373	16.9%
SQ WW Collection Maintenance	180,000	67,802	37.7%
	<u>488,120</u>	<u>112,664</u>	
R.Q.M. Sewage Treatment & Disposal			
SQ WW Treatment Operations	221,825	73,865	33.3%
SQ WW Treatment Wages and Benefits	46,350	3,869	8.3%
	<u>268,175</u>	<u>77,734</u>	
Debenture Principal & Interest			
Principal	162,731	130,067	79.9%
Interest	30,688	15,667	51.1%
	<u>193,419</u>	<u>145,734</u>	75.3%
R.Q.M. Total Sewage and Disposal	<u>1,177,044</u>	<u>376,795</u>	32.0%

	2026-03-31 Region Budget	YTD	%age Budget
Garbage Collection & Disposal Administration			
Salary and Benefits	208,030	3,699	1.8%
SW Administrative Travel	2,000	102	5.1%
SW Administrative Communications	1,500	-	0.0%
Public Engagement	17,500	-	0.0%
Curbside Inspection	25,000	-	0.0%
	254,030	3,801	1.5%
Garbage & Waste Collection			
Grey Box & Green Cart Maintenance	74,480	171	0.2%
Grey Box & Green Cart Maintenance - Lak	60,820	8,831	14.5%
Solid Waste Collection Contracts	1,072,140	240,591	22.4%
Solid Waste Transportation Contract	557,820	145,266	26.0%
Derelict Vehicle Program	1,000	200	20.0%
	1,766,260	395,059	22.4%
Landfill			
SW Wages and Benefits	436,630	75,699	17.3%
Insurance	11,042	11,042	100.0%
SW Facility Operation and Maintenance	380,300	132,274	34.8%
Control Program and Testing	62,500	23,639	37.8%
HHW Operation and Maintenance	37,000	51,535	139.3%
Leachate Management	75,000	8,284	11.0%
Leachate Transportation wages	148,920	34,707	23.3%
Reserve Fund-Spec Cap-Post Closure Que	450,000	137,500	30.6%
Reserve Fund-Spec Cap-Post Closure-Con	550,000	86,603	15.7%
	2,151,392	561,283	26.1%
Debenture Principal & Interest			
Principal	68,987	-	0.0%
Interest	2,311	-	0.0%
	71,298	-	0.0%
Recycling			
MRF Wages and Benefits	491,420	105,230	21.4%
Insurance	4,229	4,229	100.0%
MRF Operation and Maintenance	110,300	56,656	51.4%
Organics Transfer Operation and Maintena	264,500	66,136	25.0%
Leaf and Yard Waste Operations - Labour	-	-	#DIV/0!
Leaf and Yard Waste Operations	55,000	372	0.7%
Debenture Principal & Interest	925,449	232,622	25.1%
Total Garbage & Waste Collection & Disposal	5,168,429	1,192,766	23.1%
Total Environmental Health Services	\$ 6,345,473	\$ 1,569,560	24.7%

	2026-03-31		%age
	Region	YTD	Budget
	Budget		
13. Public Health & Welfare Services			
Hillsview Acres	\$ 1,843,656	\$ 512,160	27.8%
	\$ 1,843,656	\$ 512,160	
14. Environment Development Services			
Planning			
Administration			
Salaries & Benefits	455,290	85,753	18.8%
Supplies	3,000	51	1.7%
	458,290	85,804	
Planning Other			
Travel	250	-	0.0%
Liability Insurance	977	977	100.0%
Training/Memberships	1,200	-	0.0%
Civic Number Private Road Signage	1,000	-	0.0%
Advertising	1,000	-	0.0%
Planning Projects Reserve	15,000	-	0.0%
GIS Project	5,750	-	0.0%
Heritage Property	1,200	-	0.0%
Meeting support	2,500	-	0.0%
Community Outreach	10,000	-	0.0%
Accessibility Planning/Implementation Mis	12,500	-	0.0%
Surveying	5,000	-	0.0%
	56,377	977	
Total Environmental Planning & Zoning	514,667	86,781	
Other Environment Development Services			
Tourism & Economic Development			
Salaries & Benefits	347,423	63,822	18.4%
Supplies/Materials/Operations			
Supplies	500	-	0.0%
Library/Resource	150	-	0.0%
	650	-	
Department Services/Projects			
Brochure Update & Productions	15,000	-	0.0%
	15,000	-	
Queens Waterfront Development			
Port Medway Maintenance	9,710	1,502	15.5%
	9,710	1,502	

	2026-03-31 Region Budget	YTD	%age Budget
Publicity & Advertising			
Website Development	12,000	4,837	40.3%
Signage Development & Mtnc.	12,500	-	0.0%
Promotions and Advertising	25,000	1,547	6.2%
	49,500	6,385	
Facilities			
Christmas Lighting/Wreaths	21,000	-	0.0%
VIC Maintenance	21,000	353	1.7%
	42,000	353	
Fort Point Lighthouse Park			
Insurance	950	950	100.0%
Utilities	3,220	132	4.1%
Fort Point Maintenance	6,000	204	3.4%
	10,170	1,286	
LBDC			
LBDC Maintenance and Operation	154,050	31,974	20.8%
Real Property Taxes	15,800	15,791	99.9%
Insurance	9,636	9,636	100.0%
	179,486	57,400	
Other			
VIC Operations	45,142	21,114	46.8%
Insurance	1,913	1,913	
Training	3,000	-	0.0%
Travel	1,500	-	0.0%
Membership	4,400	3,404	77.4%
	55,955	26,431	

	2026-03-31		%age
	Region	YTD	Budget
	Budget		
Economic Development			
Regional Beautification / Façade program	40,000	(0)	0.0%
Events Strategy Implementation	50,000	22,979	46.0%
Economic Development Data and Profile	5,000	-	0.0%
Community Economic Diversification	35,000	1,046	3.0%
Regional Economic Development	10,000	-	
Branding/Wayfinding	50,000	-	0.0%
Caledonia Corner Park	30,000	-	0.0%
	220,000	24,024	10.9%
Total Tourism and Economic Development	929,894	181,203	19.5%
Total Environmental Development Serv	\$ 1,444,561	\$ 267,984	18.6%
15. Recreation and Cultural Services			
Recreation Facilities			
Swimming Pool/Beach			
Staff Wages/Benefits-NQAC	32,360	2,405	7.4%
Utilities-NQAC	1,810	515	28.4%
Supplies-NQAC	10,000	952	9.5%
NQAC Maintenance	8,000	546	6.8%
Staff Training/Travel-NQAC	7,500	328	4.4%
Insurance-NQAC	1,104	1,104	100.0%
Beach Meadows Beach Maintenance and	21,250	22,361	40.3%
	82,024	28,211	
Parks/Playgrounds			
Grounds Crew Wages	411,686	85,385	20.7%
Liability Insurance	2,429	2,429	100.0%
Grounds Crew Gas	13,500	3,375	25.0%
Park Facilities Maintenance and Operation	112,125	13,735	12.2%
Playground Maintenance and Operation	28,450	5,503	19.3%
	568,190	110,427	

	2026-03-31 Region Budget	YTD	%age Budget
Queens Place Community Facility			
Office Supplies/Postage	6,400	314	4.9%
Insurance	17,955	17,955	100.0%
General Equipment	20,000	-	0.0%
Staff Training / Memberships	12,000	2,033	16.9%
Advertising & Promotion	15,000	270	1.8%
License & Fees	20,000	3,500	17.5%
Facility Building Maintenance	140,000	52,825	37.7%
Fuel Cost	74,000	24,297	32.8%
Power	315,120	73,220	23.2%
Sewer & Water Fees	12,000	(1,528)	-12.7%
Telephone / Cable	7,000	1,285	18.4%
Propane	2,200	-	0.0%
Concessions Equipment & Supplies	5,000	-	0.0%
Bar/Beverage Supplies	8,500	471	5.5%
Special Events (facility rental)	25,000	-	0.0%
Fitness Center	35,000	110	0.3%
General Operations	28,000	2,877	10.3%
Salary & Benefits	811,120	187,412	23.1%
	1,554,295	365,039	23.5%
Debenture Principal & Interest			
Principal	158,369	67,448	42.6%
Interest	46,041	16,831	36.6%
	204,410	84,279	41.2%
Subtotal Recreation Facilities			
	2,408,919	587,957	24.4%
Cultural Buildings & Facilities			
Historical Burial Grounds	1,000	247	24.7%
Old Town Hall/ Astor			
Old Town Hall/Astor Insurance	4,374	4,374	100.0%
Old Town Hall/Astor General Maintenance	80,000	16,032	20.0%
Old Town Hall/Astor Electricity & Fuel	35,360	4,443	12.6%
Old Town Hall/Astor Operations	2,400	547	22.8%
	122,134	25,396	

	2026-03-31		%age
	Region	YTD	Budget
	Budget		
Museums			
Blacksmith Museum	4,314	14,942	346.4%
Court House Insurance, Fire & Liability	1,195	1,195	100.0%
Court House General Maintenance	10,000	532	5.3%
Court House Heat	5,500	643	11.7%
Court House Power Water & Sewer	2,600	269	10.4%
	<u>23,609</u>	<u>17,581</u>	
Library			
Library Operations	-	124	#DIV/0!
Regional Library	92,000	23,000	25.0%
	<u>92,000</u>	<u>23,124</u>	
Other Recreation and Cultural Services			
Travel	4,090	240	5.9%
Training/Workshops	3,070	364	11.9%
Community Grants & Programs	41,500	16,500	39.8%
Aquatic Training	3,070	35	1.1%
Memberships	1,530	340	22.2%
Telephone	410	(9)	-2.2%
Equipment	4,090	-	0.0%
Community Workshops	3,840	-	0.0%
Health and Wellness Initiatives	1,530	-	0.0%
Active Transportation	1,530	124	8.1%
Volunteer Recognition	1,230	-	0.0%
Promotion	820	-	0.0%
Salaries & Benefits	201,780	33,849	16.8%
Physical Activity Strategy Implementation	52,990	141	0.3%
	<u>321,480</u>	<u>51,584</u>	
Less: transmission of taxes collected for Other Governments			
Brooklyn Cemetery/Recreation	49,761	24,881	50.0%
Total Recreation & Cultural Services	\$ 3,018,903	\$ 730,770	

	2026-03-31 Region Budget	YTD	%age Budget
Reserve Transfer-Special Operating Reserve			
Airport Reserve- New 23/24	12,000	12,000	100.0%
Sidewalk Renewal	25,000	6,250	25.0%
First Responders	5,000	1,250	25.0%
2ND Generation Landfill	150,000	37,500	25.0%
	192,000	57,000	
Reserve Transfer - Equipment Reserve			
Landfill Equipment	200,000	50,000	25.0%
General Equipment Reserve	250,000	62,500	25.0%
Equipment Reserve shortfall CIP purchases	170,610	-	0.0%
	620,610	112,500	
	812,610	169,500	
Conditional Transfers to other governments and agencies			
Appropriation to Regional School Board	4,157,016	1,039,254	25.0%
Total Conditional Transfers to other governments and agencies	4,157,016	1,039,254	
Extraordinary & Special Item			
Pension Transfer			
Total Fiscal Services	4,969,626	1,208,754	
Total Expenditures	31,109,146	7,870,257	
Operating Surplus	\$ (1)	\$ 13,207,143	

	2026-03-31 Region Budget	YTD	%age Budget
Hillsview Acres EXPENDITURES			
SALARIES & BENEFITS			
Salaries & Wages	1,367,031	328,866	24.1%
Benefits			
	<u>1,367,031</u>	<u>328,866</u>	24.1%
BUILDING EXPENSES			
Insurance	5,153	6,633	128.7%
Fuel	37,800	3,533	9.3%
Electricity	16,185	2,869	17.7%
Propane	8,085	1,189	14.7%
Smoke Detectors & Fire Alarm	4,000	495	12.4%
Sprinkler Repairs	4,000	13,796	344.9%
General Maintenance	60,000	90,990	151.7%
	<u>135,223</u>	<u>119,506</u>	
EQUIPMENT & SUPPLIES			
Cleaning Supplies	11,200	2,107	18.8%
Equipment & Material	4,000	4,244	106.1%
Supplies & Utensils	3,000	417	13.9%
Linen Supplies	3,000	24	0.8%
Grounds Maintenance	2,000	-	0.0%
Supplies	3,000	149	5.0%
	<u>26,200</u>	<u>6,940</u>	
RESIDENT'S EXPENSES			
Medication	250	-	0.0%
Sanitary Supplies	3,000	681	22.7%
Food	101,000	27,960	27.7%
Medical Supplies	14,000	2,193	15.7%
Activity Supplies	11,000	2,406	21.9%
Kitchen- Non food	5,000	436	8.7%
Chargeable Expenses		20,347	
	<u>134,250</u>	<u>54,022</u>	
Travel-Administration	1,500	301	20.1%
Office Supplies	7,000	1,556	22.2%
Agency Staffing	3,000	-	0.0%
Training	15,000	-	0.0%
Telephone	6,520	970	14.9%
	<u>33,020</u>	<u>2,827</u>	
TOTAL	<u>1,695,724</u>	<u>512,160</u>	

	2026-03-31 Region Budget	YTD	%age Budget
Water Utility			
REVENUES			
Operating Revenues			
Metered Sales	610,746	156,460	25.6%
Public Fire Protection	201,424	50,356	25.0%
	812,170	206,816	
Other Operating Revenues			
Sprinkler Service	5,400	-	0.0%
Plate Fee & Shut off	4,400	840	19.1%
Connections Fee	3,000	240	8.0%
	12,800	1,080	
NON OPERATING REVENUE			
Interest	15,000	3,159	21.1%
Miscellaneous	-	(1)	#DIV/0!
	15,000	3,159	
TOTAL REVENUE	839,970	211,054	25.1%
EXPENDITURES			
SOURCE OF SUPPLY			
Lake Inspections	70,000	-	0.0%
Labour	13,900	-	
Screen Maintenance - Labour	6,500	-	0.0%
Wildlife Management	1,500	-	0.0%
Supervision and Engineering	14,435	-	0.0%
Insurance	1,937	-	0.0%
TOTAL SOURCE OF SUPPLY	108,272	-	0.0%

	2026-03-31 Region Budget	YTD	%age Budget
WATER TREATMENT (Purification)			
Labour	104,280	7,868	7.5%
Water Testing	30,000	7,170	23.9%
Chemicals and Additives	208,000	114,134	54.9%
Facility Repairs and Maintenance	79,500	61,772	77.7%
Process Equipment	114,275	4,467	3.9%
Electricity	103,370	22,814	22.1%
Generator	5,200	-	0.0%
Salaries and Benefits - Assistant Engineer	63,840	-	0.0%
Contracted Services	50,475	-	0.0%
Phone/Internet	3,720	-	0.0%
Allocated Services	13,475	797	5.9%
TOTAL WATER TREATMENT	776,135	219,023	28.2%
TRANSMISSION AND DISTRIBUTION			
Reading Meters Expense	23,170	2,058	8.9%
Operation Labour - Mains	37,080	2,029	5.5%
Leak Detection	30,000	700	2.3%
Labour - Water Leaks	99,450	7,073	7.1%
Operation Labour - Meters	14,840	310	2.1%
Labour - Flushing	8,380	3,246	38.7%
Maintenance of Mains (Materials)	25,000	3,805	15.2%
Use of Gravel	2,500	-	0.0%
Maintenance of Hydrants/Valves	18,000	687	3.8%
Maintenance of Meters	30,000	-	0.0%
Maintenance Hydrant/Valves-Labour	43,350	602	1.4%
Street Patching	40,000	-	0.0%
Other Labour	39,180	-	
Cowie Well - Public Tap	5,500	488	8.9%
Salaries and Benefits - Supervisory	22,910	-	0.0%
Allocated Services	31,441	1,861	5.9%
TOTAL TRANSMISSION AND DISTRIBUTION	470,801	22,858	

	2026-03-31 Region Budget	YTD	%age Budget
Allocated Services - T/D 70% Treatment 30%			
Truck Repairs - Transportation	4,885	472	9.7%
Insurance	1,116	1,116	100.0%
Excavator Repairs	10,185	-	0.0%
Tools & Shop Expense	5,000	272	5.4%
Safety Equipment	8,000	509	6.4%
Computer Services	14,200	290	2.0%
Meal Allowance	1,330	-	0.0%
Travel	200	-	0.0%
TOTAL ALLOCATED SERVICES	44,916	2,658	
		241,881	
ADMINISTRATION AND GENERAL			
Rate Study	12,000	-	0.0%
Supervision	-	10,345	
Office/Admin Salaries	58,066	14,518	25.0%
Office Supplies and Expenses	2,000	113	5.7%
Contracting Services	2,400	282	11.7%
Advertising Expense	4,250	1,949	45.9%
Courses and Seminars	9,000	1,569	17.4%
Auditors	6,900	-	0.0%
Legal	500	-	0.0%
UARB Utility Levy	1,793	-	0.0%
Insurance	11,040	19,032	172.4%
TOTAL ADMINISTRATION AND GENERAL	107,949	47,809	
Depreciation	117,000	-	0.0%
TOTAL OPERATING EXPENDITURES	1,580,157	289,690	18.3%
NON OPERATING EXPENDITURES			
Principal	59,689	32,980	55.3%
Interest/Discount	13,222	6,321	47.8%
TOTAL NON OPERATING EXPENDITURES	72,911	39,301	
TOTAL OPERATING AND NON OPERATING EXI	1,653,068	328,991	
SURPLUS/DEFICIT	(813,098)	(117,936)	14.5%

Region of Queens Municipality Staff Report

7.2

To: Mayor and Council
From: Elise Johnston, Manager of Capital Projects
Date: September 9, 2025
Re: Quarter Two Capital Project Implementation Update

Background

At the May 13, 2025, Regular Meeting, Council Approved the 2025-2030 Capital Investment Plan (Appendix A).

Details

Since that meeting, Department of Infrastructure staff have been working to effectively and efficiently implement the approved projects, aiming to deliver these on time and on budget.

Approved projects are summarized in the following table and have been categorized based on the project type. Additional details on notable challenges:

- Replacement #204 Truck – Salt truck
 - o One tender submission received. Staff worked extensively with supplier to reduce project estimate to fit within budget.
 - o Delayed delivery presents a challenge for upcoming winter works with existing equipment which may impact service delivery.
- Replacement #506 Waste Handler
 - o This project has not yet begun as is a low priority.
- Mount Pleasant Services Extension Design
 - o Design work on the expansion into Mount Pleasant is completed, has been tendered and will be presented to Council for decision on Award.

- Other Design work continues on the lift station upgrades.
- MPSE – Extension
 - Results of procurement will be presented to Council for decision on Award.
- MPSE - Water Transmission Extension Phase V
 - Project requires approval from Regulatory Appeals Board before it can begin. Staff have drafted an application and anticipate submitting it in September. It is expected the application would be approved to allow for winter construction.
- Sewer Treatment Plant UV Upgrades
 - All equipment is received with installation underway.
 - Severe impediment was reached early during installation, no record of drawings from original construction were available and removal was far more intensive than anticipated. Due to this delay, a rental disinfection unit was required to maintain discharge requirements.
 - Project is expected to be commissioned in late September.
- Waterloo East Phase IIIB
 - Project began on June 5th with an open meeting for residents of the area
 - Staff mobilized to site on June 10
 - Project is progressing slowly with various challenges including more stringent Temporary Workplace Traffic Control requirements and staffing challenges (absences and training days) as well ledge rock that requires hammering. Staff are waiting on the delivery of mobile traffic lights to allow for an overnight lane closure and a quick daily set-up.
 - The linear work on water, waste and storm water continue with the goal of completion prior to winter conditions. Installation of the pump station at the end of the street to push wastewater up and through the collection system will likely be next year.
- Queens Place Drive services extension
 - Municipal services have been installed and commissioned
 - Street finishing: curb, sidewalk, lights and surfacing, are anticipated for this fall.
- Solid Waste Facility - Scale Refit
 - Multiple elements to this project
 - Software upgrades are in development
 - Scale arms are replaced and in-service

- Replacement scales have been procured, anticipated installation November 2025.
- Universal Washrooms - Splash Pad
 - Staff have brainstormed with professional Architects and Contractors and are working toward developing a feasible project.
- Gorham Planter Rehabilitation
 - Materials procured.
 - Construction expected late fall.
- LBDC HVAC Replacement
 - Project is nearing completion with 2 of 3 new roof top units (AHU) replacing the old single unit;
 - The last unit was scheduled to be in place by end of August.
 - Humidity controls have been stabilised.
 - Completion including reinstatement of construction area, commissioning of units and training expected by end of fall.
- Liverpool Bridge Sidewalk Redesign
 - Staff have met with Provincial representatives and secured a design consultant for the project.
 - Feasibility study currently underway after site visits to assess existing structure, report expected to be finalized late September.
- Old Burial Ground Wall Rehabilitation
 - Procurement by RFP for rehabilitation unsuccessful due to submitted costs.
 - Staff are working on a new design for the retaining structure to be presented to Council for consideration.
- South Queens Outdoor Pool
 - Capital crew is working with the contractor and subcontractors toward completion of exterior works prior to winter weather.
 - The pavilion construction will continue through winter.
 - Commissioning and training of operations and maintenance scheduled in spring to allow for an early summer public opening.
 - Discussions with Efficiency NS and Green Municipal Fund continue towards grant submissions supporting Community building retrofits.
- Town Hall Arts & Cultural Centre THACC - Universal Washroom

- With a design and some grant funds in place, staff await a holistic design strategy from Architectural consultants who will consider integration of accessibility elements with energy and electrical upgrades.

Staff have also been working on other initiatives such as participation in "Community Climate Capacity" program with Clean Foundation Canada. A 3-year commitment starting in September will support Queens' climate adaptation and/or mitigation work via the provision of a Climate Lead or Community Navigator in addition to provision of access to specialists. The process starts by reviewing current plans, filling in gaps and determining how to improve current projects and Capital investments, as opposed to creating new ones.

Recommendation

THAT the Council of Region of Queens Municipality receive the report Quarter Two Capital Project Implementation Update for information.

Capital Projects Quarterly Report Q2 -25/26

Equipment

Status	Project Title	Budget	Details
Completed	Replacement #202 Tandem Dump Truck	\$ 260,000	2024-05-23 Procured through RFP 2024-06-20 Received and in-service
In Progress	Acquisition Truck – ¾ ton	\$ 98,660	2025-07-07 Procured through RFP 2025-09-15 Anticipated delivery
In Progress	Replacement #102 Truck – ¾ ton pick-up	\$ 98,660	2025-07-07 Procured through RFP 2025-09-15 Anticipated delivery
In Progress	Replacement #204 Truck – Salt truck	\$ 389,460	2025-07-15 Procured through RFP 2026-08-08 Anticipated delivery
	Replacement #506 Waste Handler	\$ 114,240	Procurement anticipated to begin in 2026
Completed	Replacement #702 Compaction - Works	\$ 223,290	2025-06-18 Procured through RFP 2025-07-07 Received and in-service

Municipal Water & Wastewater Infrastructure

Status	Project Title	Budget	Details
In Progress	Mount Pleasant Services Extension Design	\$ 255,240	
In Progress	MPSE – Extension	\$ 10,506,200	2025-08-07 Procurement Closed
	MPSE - Wastewater Lift Station upgrading	\$ 4,107,996	Procurement anticipated to begin in October 2025
	MPSE - Water Transmission Extension Phase V	\$ 739,439	Application to RAB anticipated to be submitted September 2025
In Progress	Sewer Treatment Plant UV Upgrades	\$ 207,710	Physical installation on-going

In Progress	Waterloo East Phase IIIB	\$ 1,825,010	2025-06-07 Site work began
In Progress	Queens Place Drive services extension	\$540,060	2025-06-12 water tested. Road filled in. Curb & sidewalk to install, in coordination with Marco at LTCF, then asphalt.
	PLC Computer for Water Utility	\$ 135,000	Design and development to begin late fall 2025

Solid Waste

Status	Project Title	Budget	Details
	C&D Site Improvements	\$ 380,000	Construction anticipated winter 2026
In Progress	Solid Waste Facility - Scale Refit	\$ 303,775	

Parks, Facilities & Transportation

Status	Project Title	Budget	Details
	Universal Washrooms - Splash Pad	\$ 425,810	In conceptual stage, staff working with other invested parties on agreements for Council consideration
In Progress	Gorham Planter Rehabilitation	\$ 81,010	Construction fall 2025
Completed	Infrastructure - Beach Meadows	\$ 145,400	2025-07 shelters complete and in-service
In Progress	LBDC HVAC Replacement	\$ 934,710	2025-08 90% complete
In Progress	LBDC Library Renovations	\$ 147,350	Need to complete exteriors: parking painting & sign posts; canopy; façade.
In Progress	Liverpool Bridge Sidewalk Redesign – CBCL contracted	\$ 181,749	2025-08-05 met with CBCL site visit for bridge inspection & drawings. Preliminary findings are that the current bridge does <i>not</i> have capacity for

			extension, so independent structure options being developed.
In Progress	Old Burial Ground Wall Rehabilitation	\$ 101,780	2025-05-20 Procurement by RFP unsuccessful 2025-07-11 Staff working on alternative solution for Council review
	Sidewalk Millard to Harley Umphrey Section 1	\$ 726,000	Procurement for design anticipate to begin late fall with construction expected late winter 2026
In Progress	South Queens Outdoor Pool	\$ 5,630,539	Project is underway
	Town Hall Arts & Cultural Centre THACC - Universal Washroom	\$ 50,000	Construction expected late winter 2026

Approved by Council during year

Status	Project Title	Budget	Details
In Progress	Town Hall Arts & Cultural Centre – Upgrade overview & Plan	\$ 17,500	2025-08-12 Council approved award to DSRA. Site visit scheduled for August 28
In Progress	Liverpool Business Development Centre – Fire Alarm System	\$ 88,142.86	2025-08-12 Council approved award to Dayspring Electric. Tenants informed.

5 YEAR CAPITAL INVESTMENT PLAN - 2025-2030

Fiscal Year	Project	Municipal Reserves	Municipal Surplus	Provincial Funding	Federal Funding	Private Funding	Long Term Borrowing	TOTAL
2025-2026	Accessible Washrooms - Splash Pad				\$ 425,810			\$ 425,810
	Acquisition Truck	\$ 98,660						\$ 98,660
	C&D Site Improvements		\$ 380,000					\$ 380,000
	Gorham Planter Rehabilitation	\$ 81,010						\$ 81,010
	Infrastructure - Beach Meadows Beach				\$ 145,400			\$ 145,400
	LBDC HVAC Replacement						\$ 934,710	\$ 934,710
	LBDC Library Renovations				\$ 147,350			\$ 147,350
	Liverpool Bridge Sidewalk Redesign		\$ 181,749					\$ 181,749
	Mount Pleasant Services Extension Design			\$ 255,240				\$ 255,240
	MPSE - Extension			\$ 10,506,200			\$ -	\$ 10,506,200
	MPSE - Wastewater Lift Station upgrading				\$ 1,250,000		\$ 2,857,996	\$ 4,107,996
	MPSE - Water Transmission Extension Phase V	\$ 739,439						\$ 739,439
	Old Burial Ground Wall Rehabilitation	\$ 101,780						\$ 101,780
	PLC Computer for Water Utility	\$ 135,000						\$ 135,000
	Queens Place Drive services extension		\$ 540,060					\$ 540,060
	Queens Place LED light refit	\$ 53,000						\$ 53,000
	Queens Place Compressor panel	\$ 71,000						\$ 71,000
	Queens Place Audio System replacement	\$ 60,000						\$ 60,000
	Replacement #102 Truck	\$ 98,660						\$ 98,660
	Replacement #202 Truck						\$ 238,870	\$ 238,870
	Replacement #204 Truck						\$ 389,460	\$ 389,460
	Replacement #506 Waste Handler - Landfill	\$ 114,240						\$ 114,240
	Replacement #702 Compaction - Works	\$ 223,290						\$ 223,290
	Sidewalk Millard to Harley Umphrey Section 1		\$ 400,835		\$ 325,165			\$ 726,000
	Solid Waste Facility - Scale Refit	\$ 303,775						\$ 303,775
	Sewer Treatment Plant UV Upgrades				\$ 207,710			\$ 207,710
	South Queens Outdoor Pool		\$ 630,537	\$ -		\$ 3,000,000	\$ 2,000,000	\$ 5,630,537
	Town Hall Accessible Washroom		\$ 50,000					\$ 50,000
	Waterloo East Phase IIIB	\$ 492,760		\$ 602,250	\$ 730,000			\$ 1,825,010
	TOTAL		\$ 2,572,614	\$ 2,183,181	\$ 11,363,690	\$ 3,231,435	\$ 3,000,000	\$ 6,421,036

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Fiscal Year	Project	Municipal Reserves	Municipal Surplus	Provincial Funding	Federal Funding	Private Funding	Long Term Borrowing	TOTAL
2026-2027	Liverpool Bridge AT Implementation				\$ 290,800			\$ 290,800
	Mill Brook Flume Assessment	\$ 93,470						\$ 93,470
	MPSE - Main Street - Union St to Brunswick	\$ 673,711	\$ 1,010,567					\$ 1,684,278
	MPSE - Water Transmission Redundancy Phase III RT to Mersey	\$ 523,769						\$ 523,769
	Replacement #103 Truck - Landfill	\$ 98,660						\$ 98,660
	Replacement #210 Truck	\$ 148,520						\$ 148,520
	Replacement #303 Waste handler - Landfill	\$ 498,510						\$ 498,510
	Replacement #509 Loader	\$ 270,030						\$ 270,030
TOTAL		\$ 2,306,671	\$ 1,010,567	\$ -	\$ 290,800	\$ -	\$ -	\$ 3,608,038
2027-2028	Carton Street - Infrastructure Upgrading				\$ 384,270			\$ 384,270
	MPSE - Mersey Court to Wolfe		\$ 1,345,369					\$ 1,345,369
	Parker Street - Infrastructure Upgrading				\$ 664,680			\$ 664,680
	Replacement #104 Truck	\$ 98,660						\$ 98,660
	Replacement #205 Tractor and #605 Tanker - Landfill	\$ 394,140						\$ 394,140
	Replacement #206 Van	\$ 77,890						\$ 77,890
	Replacement #701 Compaction - Landfill	\$ 202,520						\$ 202,520
TOTAL		\$ 773,210	\$ 1,345,369	\$ -	\$ 1,048,950	\$ -	\$ -	\$ 3,167,529
2028-2029	MPSE - Main Street - Brunswick to C608 - Infrastructure Upgrading						\$ 2,433,988	\$ 2,433,988
	MPSE - Waterloo & College - Infrastructure Upgrading		\$ 1,910,218					\$ 1,910,218
	Replacement #105 Truck	\$ 98,660						\$ 98,660
	Replacement #301 Excavator - Landfill	\$ 498,510						\$ 498,510
	Replacement #505 Loader	\$ 431,010						\$ 431,010
	Zwicker Avenue - Infrastructure Upgrading		\$ 250,000		\$ 954,740			\$ 1,204,740
TOTAL		\$ 1,028,180	\$ 2,160,218	\$ -	\$ 954,740	\$ -	\$ 2,433,988	\$ 6,577,126

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Fiscal Year	Project	Municipal Reserves	Municipal Surplus	Provincial Funding	Federal Funding	Private Funding	Long Term Borrowing	TOTAL
2029-2030	Keddy Lane - Infrastructure Upgrading				\$ 280,410			\$ 280,410
	MPSE - Henry Hensey to Union St PS - Infrastructure Upgrading						\$ 996,189	\$ 996,189
	MPSE - Main Street - C608 to Wolfe - Infrastructure Upgrading				\$ 450,000		\$ 1,860,748	\$ 2,310,748
	Replacement #106 Truck	\$ 98,660						\$ 98,660
	Replacement #107 Truck	\$ 98,660						\$ 98,660
	Replacement #117 SUV	\$ 51,930						\$ 51,930
	Replacement #213 Tandem Landfill	\$ 249,260						\$ 249,260
	TOTAL	\$ 498,510	\$ -	\$ -	\$ 730,410	\$ -	\$ 2,856,937	\$ 4,085,857
5-YEAR TOTAL		\$ 7,179,185	\$ 6,699,335	\$ 11,363,690	\$ 6,256,335	\$ 3,000,000	\$ 11,711,960	\$ 46,210,507

Region of Queens Municipality Staff Report

7.3

To: Mayor and Council

From: Adam Grant, P.Eng., Director of Infrastructure/ Municipal Traffic Authority

Date: September 9, 2025

Re: Cameron's Corner Intersection Safety

Background

At the June 10, 2025 Regular Meeting, Council passed the following motion:

THAT the Council of Region of Queens Municipality direct staff to investigate options to increase safety at Cameron's Corner.

Details

In Liverpool, the intersection of Main Street and Old Port Mouton Road is commonly referred to as 'Cameron's Corner' and users frequently provide feedback regarding the unique geometric alignment of that intersection.

In response to concerns raised regarding excessive speeding and motorists failing to yield, staff engaged CBCL Ltd. in the spring of 2024 to complete a high-level review of this intersection, as well as two additional intersections (Main Street and School Street, Market Street and Henry Hensey Drive) (Appendix A). The report identified issues with sightlines and intuitive intersection movements, with minimal observations of motorists exceeding the posted speed limit.

Suggestions in the CBCL report indicated that improvements at this intersection would require some realignment of the intersection geometry, as well as changing the operation of the intersection to make Main Street the throughfare and require northbound (NB) traffic on Old Port Mouton Road to stop (Appendix A, pages 23 – 24).



It is possible to relocate the stop sign as recommended; to reduce motorists' speed at that location, the recommended changes to reduce the street width would also be required. Staff have prepared a preliminary estimate for that work, which includes:

- Relocating 3 catch basins
- Demolition and reinstatement of curb gutter and sidewalk
- Removal and reinstatement of 2 driveways
- Asphalt paving
- Line painting

The estimate for this work to be completed by municipal staff is estimated to be \$120,000, which is not currently included in the 2025-2026 operating budget. In addition, for internal resources to complete this work, the Infrastructure department's workplan would need to be adjusted. Alternatively, staff could tender the project and return to Council with those results for their consideration.

The timing of a third-party completing this work would likely result in the project to be completed in the 2026-2027 fiscal year.

For Council's additional awareness, the approved CIP includes *Project 26-03* in 2026-2027, which is the full street rehabilitation linked to the MPSE work and was staff's intention to integrate CBCL's recommendations into that project.

Alternatively, converting the intersection into an all-way stop will address the full scope of concerns and can be completed this fall by municipal staff. Installation of necessary signs and conversion of this intersection will be completed in the coming weeks. Signs will be erected in accordance with the appropriate legislation, including providing proper notification. Narrowing of the lane width, as recommended by CBCL, will remain as a component of Project 26-03, while the all-way stop control treatment will remain in perpetuity.

Budget Impacts

The cost of sign installation is included in the approved 2025-2026 operating budget.

Communications

Staff will prepare social media notifications to be shared with the public in the coming weeks.

Recommendation


THAT the Council of Region of Queens Municipality receive the report titled Cameron's Corner Intersection Safety for information.



Intersection Review Final Report Region of Queens Municipality Miscellaneous Transportation Services



231075.00 • June 2024

2	Final Report	M. MacDonald	21-Jun-2024	E. Atwell
1	Draft Report	M. MacDonald	3-Jun-2024	E. Atwell
Rev.	Issue	Reviewed By:	Date	Issued By:
		<p>This document was prepared for the party indicated herein. The material and information in the document reflect CBCL Limited's opinion and best judgment based on the information available at the time of preparation. Any use of this document or reliance on its content by third parties is the responsibility of the third party. CBCL Limited accepts no responsibility for any damages suffered as a result of third-party use of this document.</p>		

June 21, 2024

Adam Grant, P.Eng.
Director of Engineering & Public Works
Region of Queens Municipality
142 Hank Snow Drive
Liverpool, NS B0T 1K0
agrant@regionofqueens.com

Dear Mr. Grant:

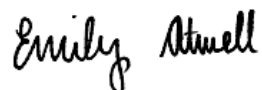
RE: Intersection Review – Final Report

CBCL Limited is pleased to present the final report for the Intersection Review assignment in Liverpool, NS. The purpose of this intersection review was to investigate various complaints received for three existing intersections and develop strategies to improve safety and operations at each one. This report follows the draft version that was delivered on June 3, 2024, and it addresses the comments received during a meeting with the Municipality on June 13, 2024.

Thank you for the opportunity to complete this study and we look forward to assisting the Municipality with other transportation challenges in the future.

Yours very truly,

CBCL Limited



Prepared by:
Emily Atwell, EIT
Transportation EIT & Urban Planner
E-Mail: eatwell@cbcl.ca



Reviewed by:
Mark MacDonald, P.Eng.
Senior Transportation Engineer

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Project No.: 231075.00

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1 Introduction

Liverpool, NS is located within the Region of Queens Municipality and is home to 2546 residents (2021 Census). Three (3) intersections within the Town were identified by municipal staff to be reviewed by CBCL as they are the subject of frequent resident comments/complaints. The specific intersections are illustrated in **Figure 1-1** and the corresponding concerns are outlined below.

- ▶ Intersection of Main Street & School Street
 - Motorists on School Street failing to yield ROW to motorists on Main Street
 - Speeding on Main Street
 - Failure to yield to pedestrians in crosswalk
 - Requests for all-way stop
- ▶ Intersection of Market & Henry Hensey Streets
 - Motorists on Henry Hensey Drive failing to yield ROW to motorists on Market Street
 - Speeding on Market Street
 - Failure to yield to pedestrians in crosswalk
 - Sightline issues for motorists on Henry Hensey Drive looking north across bridge
- ▶ Intersection of Main Street & Old Port Mouton Road
 - Motorists on Main Street failing to yield ROW to motorists on Main Street / Old Port Mouton Road
 - Speeding on Main Street
 - Failure to yield to pedestrians in crosswalk
 - Sightline issues in all directions / approaches
 - Requests for all-way stop



Figure 1-1: Study Intersections

This report includes a field investigation summary, an intersection sight distance review, a speed study, and improvement strategies to address the issues and concerns at each of the three intersections.

2 Field Investigation Summary

On December 19, 2023, CBCL completed a field investigation in Liverpool as part of this intersection review assignment. During the field investigation, traffic operations and behaviours at each study intersection were observed to gain a better understanding of the issues. The following section summarizes the traffic operations and behaviours observed at each of the three study intersections.

2.1 Main Street & School Street

The intersection of Main Street and School Street is shown in the photos below. It operates with two-way stop control (TWSC) with stop signs on the School Street approaches.



Figure 2-1: Intersection of Main Street & School Street

The following photos were taken from the stop bar of the NB approach:



Figure 2-2: NB Approach Looking West



Figure 2-3: NB Approach Looking East

The following photos were taken from the stop bar of the SB approach:



Figure 2-4: SB Approach Looking West



Figure 2-5: SB Approach Looking East

The following observations on traffic operations and driver behaviour were made at this intersection:

- o Posted speed limit on both Main Street and School Street is 50 km/h.
- o Sight distance is very limited for both NB and SB approaches.
- o NB motorists must advance past the stop sign and roll into the crosswalk to be able to see vehicles approaching the EB and WB directions.
- o If a vehicle is parked too close to the intersection on the south side of the WB approach (within allowable distance of the fire hydrant) this would limit the sight distance even further. However, this was not observed during the site visit as the closest on-street parking spots were vacant.

- o The EB and WB approaches (major, free flow approaches) have limited sight distance of the intersection as well.
- o Frequent rolling stops on the NB/SB approaches.
- o No perceived speeding or pedestrian conflicts were observed during the investigation.

2.2 Market Street & Henry Hensey Drive

The intersection of Market Street and Henry Hensey Drive is shown in the photos below. It operates with two-way stop control (TWSC) with a stop sign on the Henry Hensey Drive approach.



Figure 2-6: Intersection of Market Street & Henry Hensey Drive

The following photos were taken from the stop bar of the EB approach, in the left turn lane:



Figure 2-7: EBL Approach Looking North



Figure 2-8: EBL Approach Looking South

The following photos were taken from the stop bar of the EB approach, in the right turn lane:



Figure 2-9: EBR Approach Looking North



Figure 2-10: EBR Approach Looking South

The following traffic operations and driver behaviours were observed at this intersection:

- o The posted speed limit on Market Street is 50 km/h.
- o The EB approach has 2 lanes for left and right turn movements.
- o Intersection sight distance is limited in all directions, including the free flow NB and SB Market Street approaches.
- o Stop line for EB approach is in line with the building directly adjacent, which obstructs the view. EB drivers must advance past the stop line and into the crosswalk to see oncoming traffic.
- o The railing from the nearby bridge obstructs the view of SB traffic.
- o It was observed that the EB left turn movement had a higher volume than the EB right turn movement during the field investigation. At times, left turning drivers experienced queueing and a noticeable delay.
- o It was frequently observed that EB left turning vehicles accelerate quickly to turn north onto Market Street. Gaps were observed to be limited for the N/S movements.

2.3 Main Street & Old Port Mouton Road

The intersection of Main Street & Old Port Mouton Road is shown in the photos below. The layout is a typical T-intersection, but the traffic control is not typical. The eastbound Main Street approach has a stop sign while traffic flows freely between the northbound (Old Port Mouton Road) and westbound (Main Street) approaches, both of which are part of regional Route 3 that passes through the Town.



Figure 2-11: Intersection of Main Street & Old Port Mouton Road

The following photos were taken from the stop line on the EB approach:



Figure 2-12: EB Approach Looking South

Figure 2-13: EB Approach Looking East (Thru)

Although there is no stop sign or stop line on the NB approach to require approaching vehicles to stop, sight distance is somewhat limited in both directions.

The following photos were taken from the NB approach crosswalk:



Figure 2-14: NB Approach Looking East



Figure 2-15: NB Approach Looking West

The following traffic operations and driver behaviours were observed at this intersection:

- o Main Street and Old Port Mouton Road both have a posted speed limit of 50 km/h.
- o The northbound (left + right turns) and westbound (throughs + left turns) approaches have priority. NB right turns and WB left turns don't conflict with each other, but NB left turns conflict with both WB movements meaning that someone must yield, but it's not clear who. EB movements have the lowest priority.
- o EB sight distance is limited due to the adjacent building.
- o No unusual behaviour was observed; however, it was noted that traffic control is non-intuitive and would be more challenging to unfamiliar motorists.
- o Queuing and noticeable delays were observed for EB approach traffic.

3 Intersection Sight Distance Review

As outlined above, a main concern is sightline issues for drivers experienced at the following approaches:

- ▶ Market Street & Henry Hensey Drive - EB approach looking northward across the bridge
- ▶ Main Street & Old Port Mouton Road - All approaches

While the intersection of Main Street and School Street was not identified as having sight distance concerns by municipal staff, sight distance was noted to be somewhat limited during the field investigation.

Following the field investigation, we found that most intersection approaches don't meet the published guidelines in the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads. Intersection sight distance refers to the distance visible from a point where vehicles stop on the intersecting road. Drivers need to be able to see sufficiently in both directions along the major road to enter the intersection safely.

These intersection sight distances are calculated based off the design speed of the major road, which is typically the same as the posted speed in Nova Scotia. Main Street, Market Street, and Henry Hensey Drive all have posted speed limits of 50 km/h. From the TAC guidelines, the required intersection sight distance for left and right turns is:

Table 3-1: TAC Intersection Sight Distance Requirements

Movement	Design Speed (km/h)	Stopping Sight Distance (m)	Design Intersection Sight Distance (m)
Left Turn from Stop	50	65	105
Right Turn from Stop	50	65	95

As shown in the following sections, the sight distances all fall short of the TAC intersection sight distances required when measured from the stop bars. It should be noted that in real world conditions, drivers typically edge past the stop bar and into the crosswalk (after confirming there are no pedestrians) in order to see a safe distance in either direction, and this behaviour was observed during the field investigation. Once beyond the stop bar, drivers can see much further past the obstacles present at each intersection. This behaviour does not appear to present a significant safety concern.

3.1 Main Street & School Street

The northbound and southbound School Street approaches both have limited sight distance, mainly due to fences, trees, and buildings. The northbound approach has an intersection sight distance of approximately 29m to the east and 22m to the west (See **Figure 3-1**). The southbound approach has an intersection sight distance of approximately 18m to the east and 33m to the west (See **Figure 3-2**). However, advancing past the stop bar and into the crosswalk at the northbound approach allows drivers to have sight distances close to the distances outlined in the TAC guidelines. When measuring from the edge of the northbound approach, roughly as far past the stop bar a vehicle can go without entering the intersection, the sight distances are approximately 95m left and right. The southbound approach sight distance is slightly more limited due to the proximity of the house and fence to the curb.

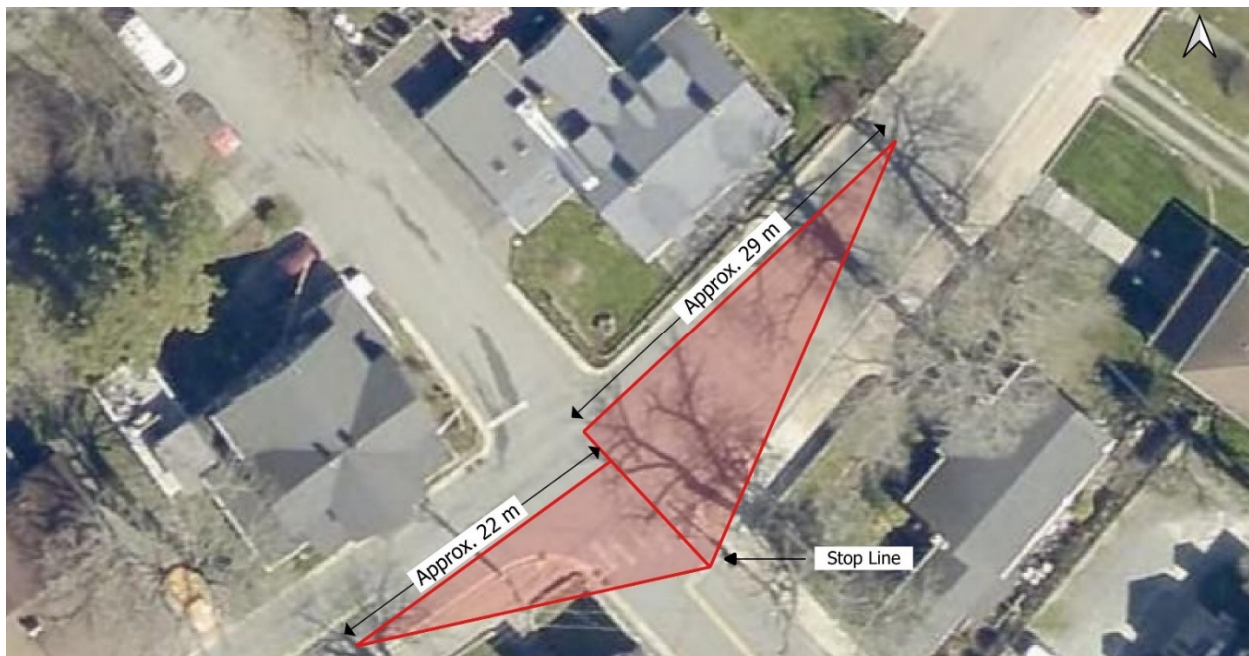


Figure 3-1: Intersection of Main Street & School Street - NB Approach



Figure 3-2: Intersection of Main Street & School Street - SB Approach

3.2 Market Street & Henry Hensey Drive

Eastbound Henry Hensey Drive motorists also experience limited sight distances due to the proximity of a building and the bridge structure. The eastbound left turn lane has sight distance of roughly 30m to the north and 46m to the south (See **Figure 3-3**) while the eastbound right turn lane has sight distance of approximately 35m to the north (See **Figure 3-4**).

However, once an eastbound driver checks for pedestrians and advances a short distance into the crosswalk, the available sight distance is greatly improved. The eastbound left turn lane has sight distance of roughly 60m to the north and at least 105m to the south. The right turn lane has sight distance of roughly 90m to the north.



Figure 3-3: Intersection of Market Street and Henry Hensey Drive – EB Left Turn Lane



Figure 3-4: Intersection of Market Street and Henry Hensey Drive - EB Right Turn Lane

3.3 Main Street & Old Port Mouton Road

For the eastbound approach at the Main Street and Old Port Mouton Road intersection, the sight distance also is less than the TAC guidelines. Drivers at this approach must be able to see vehicles approaching from the south. The intersection sight distance for this approach is approximately 37m (See **Figure 3-5**) when measured from the stop bar, however it is closer to 70m for vehicles advancing past the stop bar.



Figure 3-5: Intersection of Main Street and Old Port Mouton Road - EB Approach

4 Speed Study

To identify potential speeding concerns, Houston Radar Armadillo Trackers (radar count units) were deployed at all three study intersections to obtain speed data. As mentioned earlier, the posted limit for all streets in this study is 50 km/h. Data was collected over a 7-day period, from January 31 to February 7, 2024, capturing bidirectional traffic speeds and volumes. It should be noted that a snowstorm occurred on February 4, and this may have impacted the road conditions as well as the volumes and speeds. However, it was found that average speeds on February 4 were generally consistent with speeds recorded on the other study days when weather conditions were more favourable. The following section outlines the speed data recorded for each study intersection.

4.1 Main Street & School Street

The Armadillo radar was mounted at the location shown in **Figure 4-1**, roughly 25m east of School Street, to collect bi-directional speed data along Main Street. At this location, the average bi-directional speed was found to be 35 km/h. The 85th percentile bi-directional speed was 42 km/h, with eastbound traffic at 44 km/h and westbound traffic at 39 km/h.



Figure 4-1: Radar Location on Main Street

Looking solely at the average and 85th percentile speeds doesn't fully capture the extent of the speeding, so a speed distribution graph is provided in **Figure 4-2**. The 85th percentile speed is indicated by a red line. The highest recorded speed over the study period was 67 km/h, with a very low number of vehicles travelling over 60 km/h (See **Figure 4-3**).

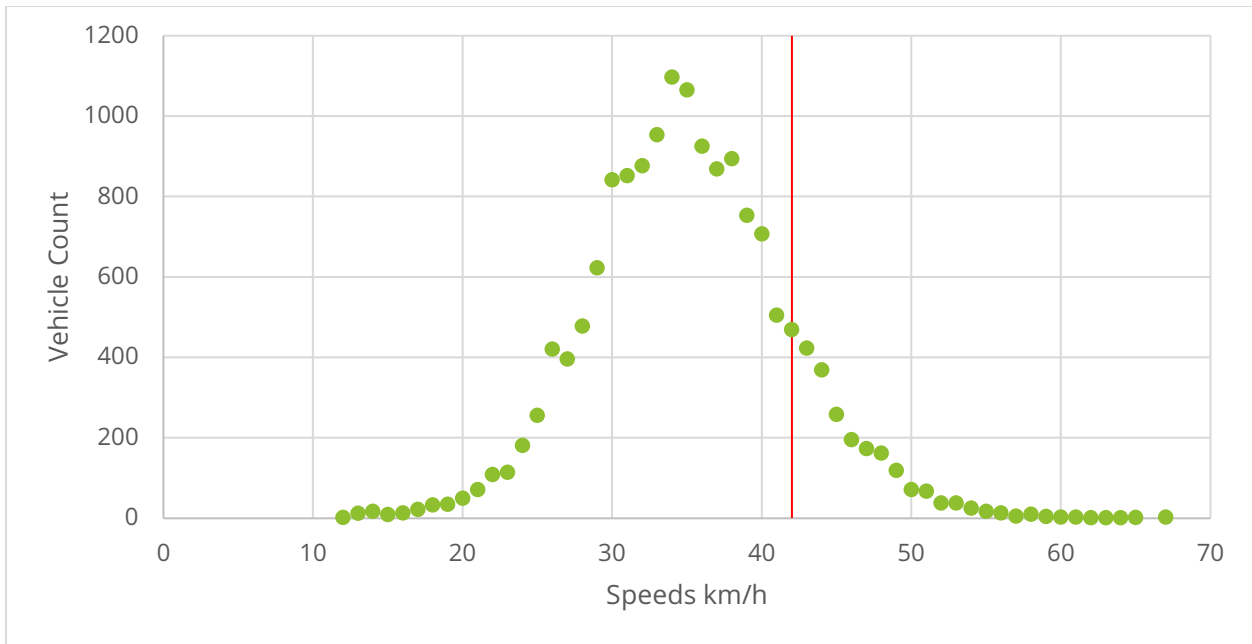


Figure 4-2: Speed Distribution on Main Street

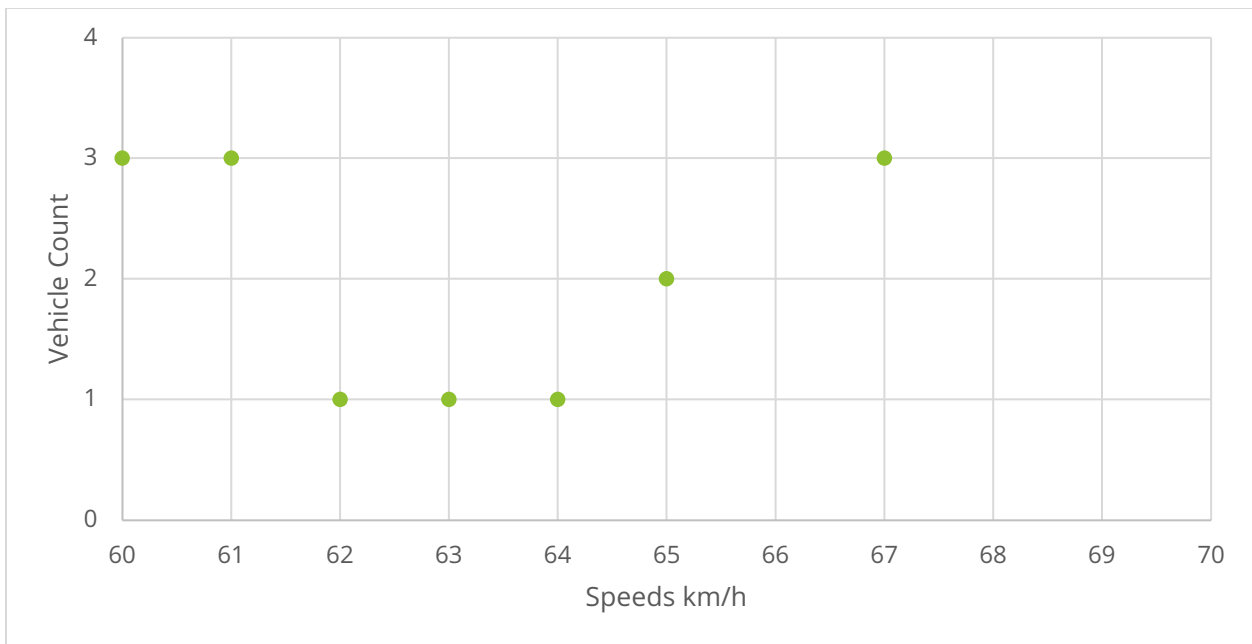


Figure 4-3: Speed Distribution (60+ km/h) on Main Street

4.2 Market Street & Henry Hensey Drive

The radar at this intersection collected speed data along Market Street at the location shown in **Figure 4-4**. The average bi-directional speed was found to be 41 km/h, with the 85th percentile speed for both northbound and southbound traffic at 48 km/h.

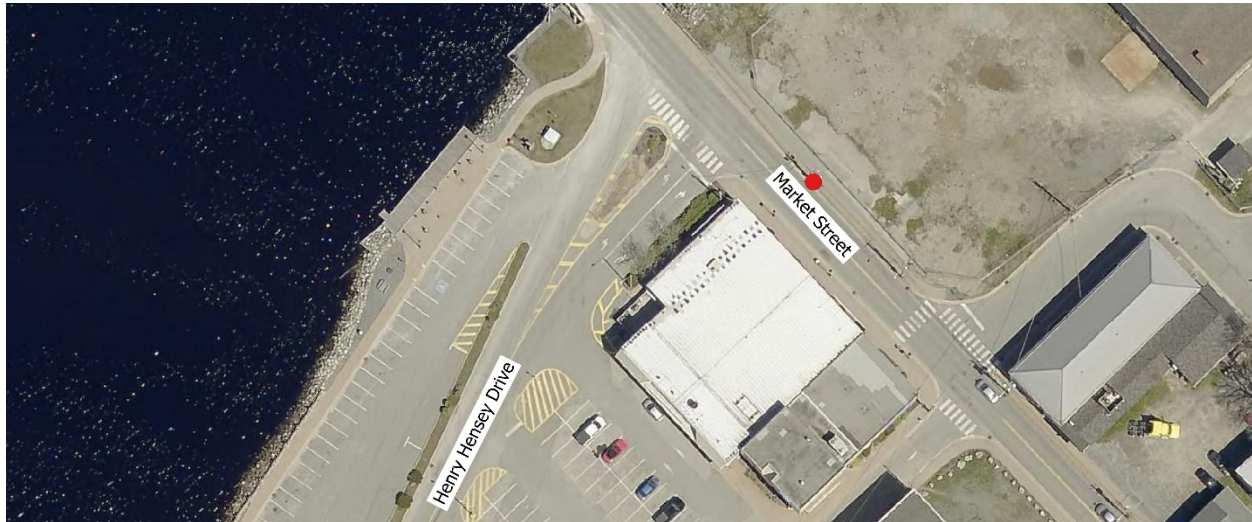


Figure 4-4: Radar Location on Market Street

The highest recorded speed during the study period was 137 km/h for a vehicle travelling southbound; this is certainly concerning from a public safety perspective, particularly within the Town's urban core. The speed distribution shows there were a significant number of vehicles travelling at excessive speeds, including several at over 100 km/h. The speed distribution is illustrated in **Figure 4-5** and **Figure 4-6** provides a more granular look at vehicles travelling over 60 km/h. It should be noted that 92.2% of speeds recorded were at or below 50 km/h and 99.1% of speeds recorded were at or below 60 km/h.

There was a higher proportion of vehicles travelling over 60 km/h during nighttime hours between 10:00 PM to 6:00 AM when traffic volumes are generally quite low. Some drivers tend to travel at excessive speeds more often at night as the reduced friction between road users can lead to a perception of lower risk of conflict with other vehicles and pedestrians. Other factors such as reduced visibility (lower risk of getting caught) and possible lower levels of law enforcement can lead to increased speeds at night.

Given that most motorists are travelling at or below the posted speed limit, the speeding issue requires an enforcement solution rather than an engineering one.

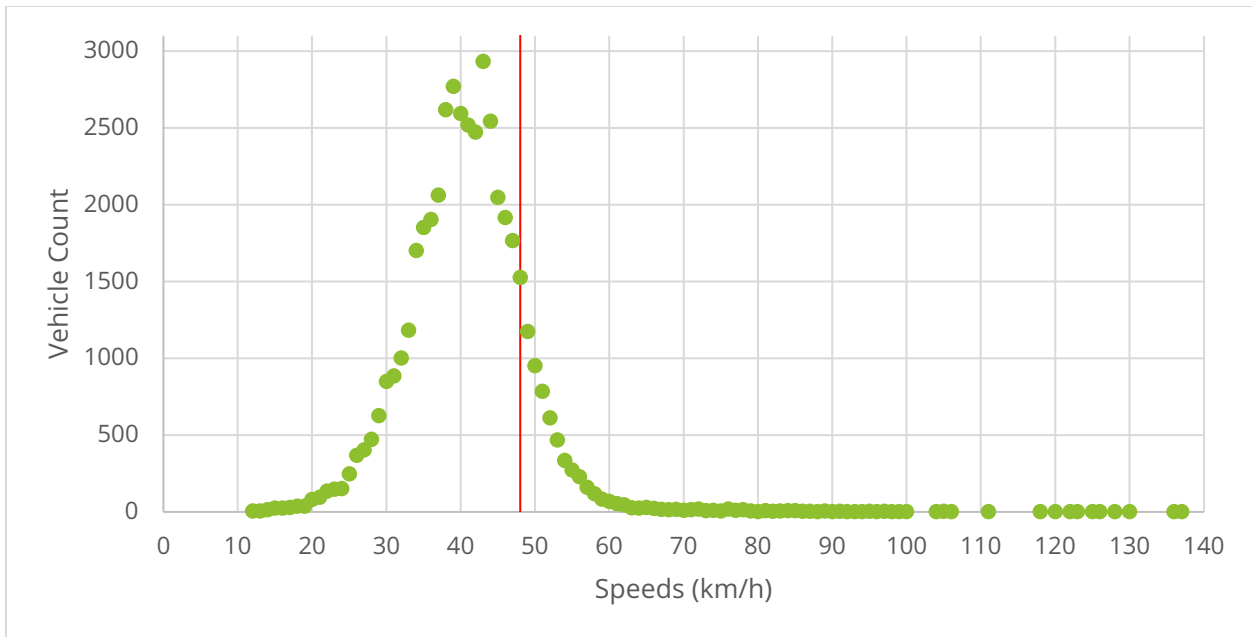


Figure 4-5: Speed Distribution on Market Street

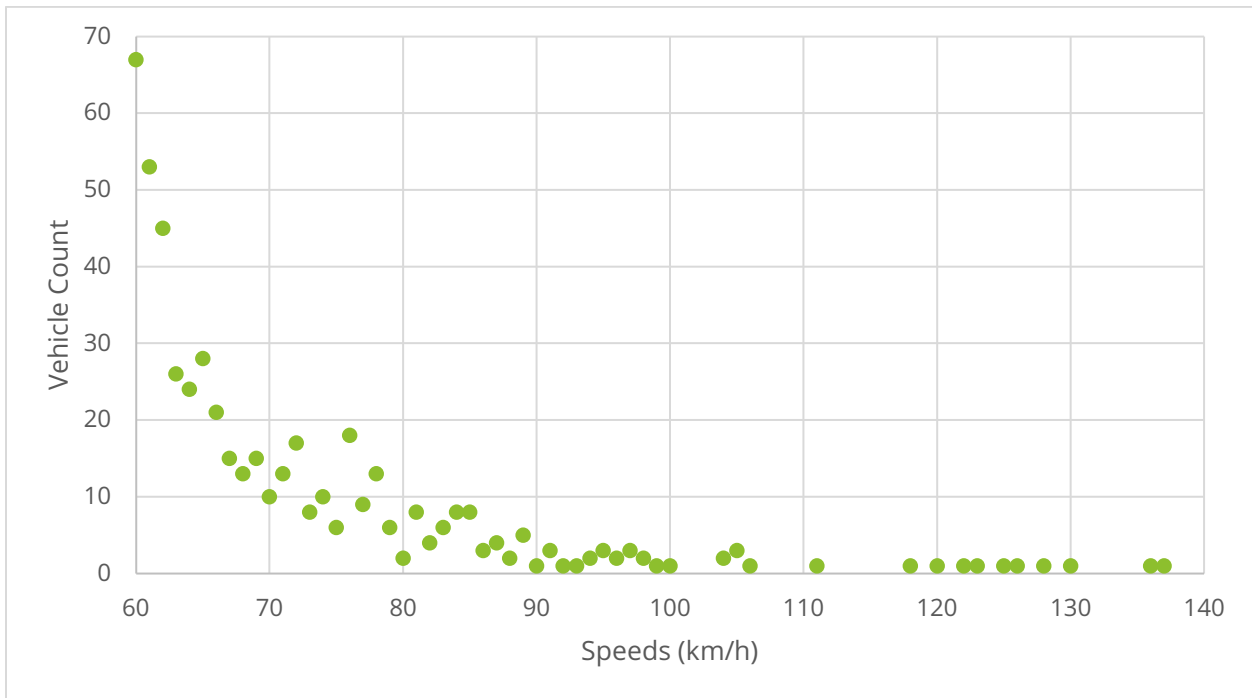


Figure 4-6: Speed Distribution (60+ km/h) on Market Street

4.3 Main Street & Old Port Mouton Road

The radar at this location collected speeds along Main Street as shown in **Figure 4-7**. The average bi-directional speed was found to be 38 km/h. The bi-directional 85th percentile speed was 45 km/h, with westbound traffic at 48 km/h and eastbound traffic at 42 km/h.



Figure 4-7: Radar Location on Main Street

Notably, the highest recorded speed during the observation period was 113 km/h. Similar to Market Street, this dangerously high speed presents significant safety concerns for the area. The speed distribution graphs illustrated in **Figure 4-8** and **Figure 4-9** show that there were a substantial number of vehicles travelling at excessive speeds, including one over 100 km/h. It should be noted that 95.8% of speeds recorded were at or below 50 km/h and 99.7% of speeds were at or below 60 km/h.

Similar to the Marker Street site, a higher proportion of Main Street vehicles were observed travelling over 60 km/h during the night between 10:00 PM and 6:00 AM, compared to observations during daytime hours.

Given that most motorists are travelling at or below the posted speed limit, the speeding issue requires an enforcement solution rather than an engineering one.

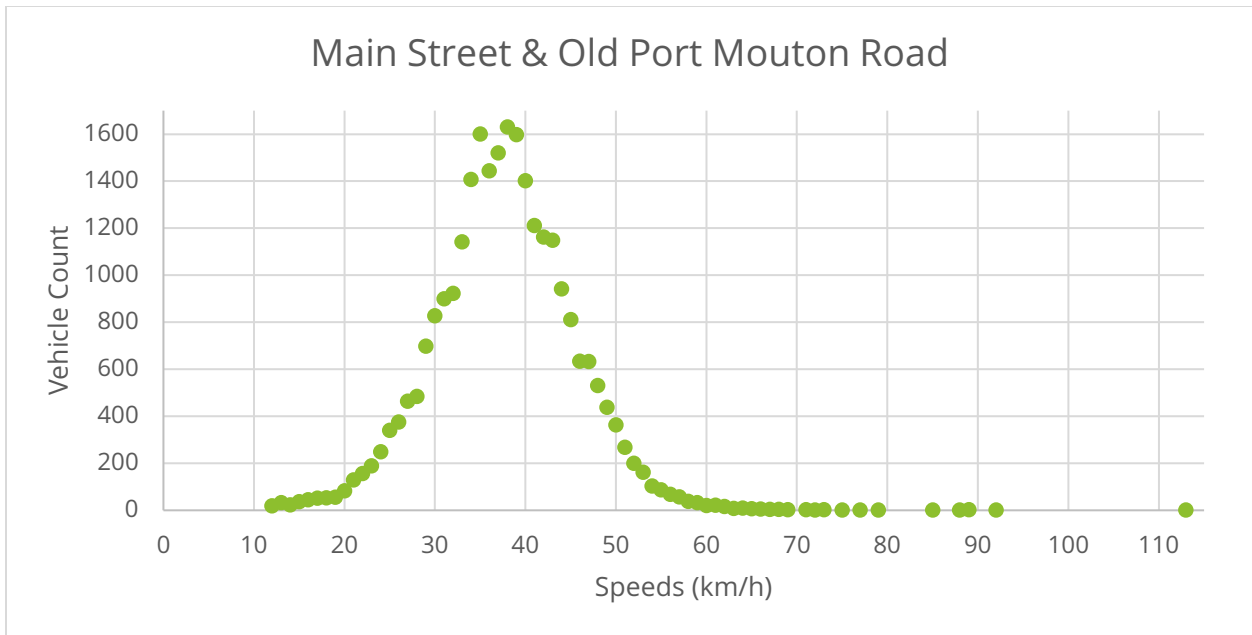


Figure 4-8: Speed Distribution on Main Street

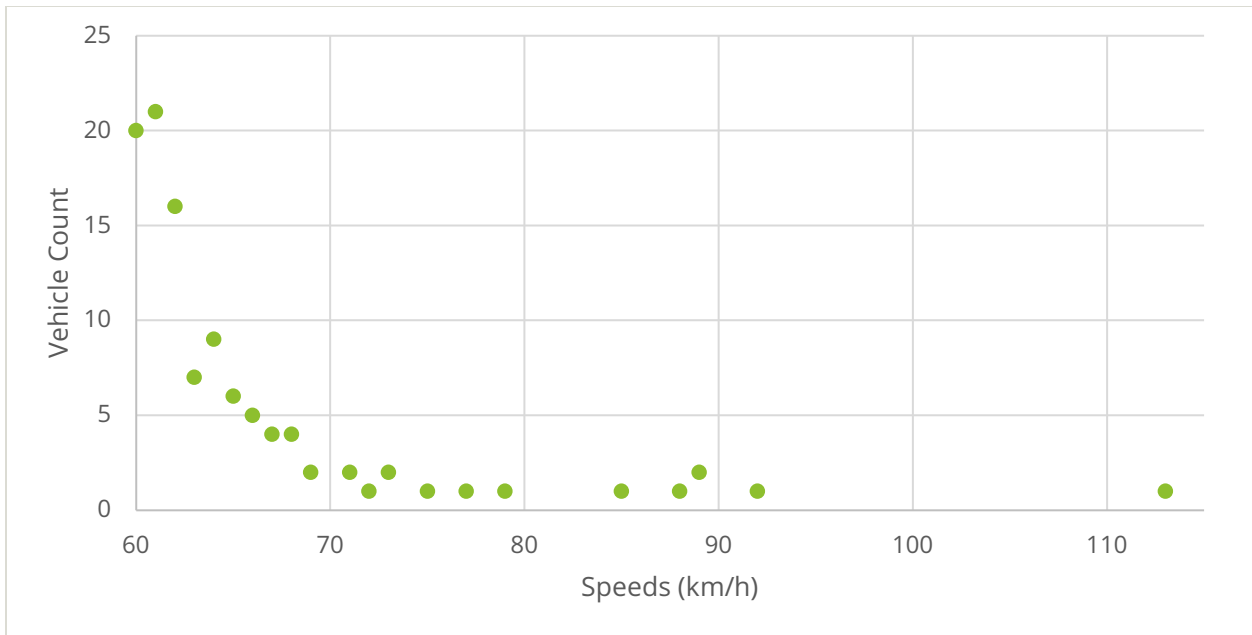


Figure 4-9: Speed Distribution (60 km/h+) on Main Street

5 Improvement Strategies

Potential geometric and operational improvements were identified for each study intersection and are outlined in the following sections.

5.1 Main Street & School Street

The primary concerns at the Main and School Street intersection are speeding on Main Street, limited sight distance from the minor street approaches, and motorists on School Street failing to yield the right-of-way to pedestrians. To address these issues, we recommend the Municipality implement geometric changes.

Extending the curb on the south side of the east Main Street approach, as illustrated in **Figure 5-1**, would help reduce speeds along Main Street and improve intersection sight distance. Narrowing traffic lanes typically causes drivers to slow down and drive more cautiously due to the reduced roadway width and the corresponding margin for error. This extension would also allow for the relocation of the northbound School Street crosswalk and stop bar closer to Main Street, enhancing sight distances. .

Additionally, CBCL recently completed a speed study assessment of Main Street, from School Street to Riverside Drive. The main outcome of this study was a determination that the posted speed limit for this section of road could be reduced from 50 km/h to 40 km/h.



Figure 5-1: Concept Improvements for Main Street & School Street

Another potential improvement that was explored was changing the intersection control type from two-way stop control (TWSC) to all way stop control (AWSC). Implementing AWSC would help reduce vehicle speeds on Main Street by requiring all drivers to stop and enhance safety for all users by clarifying the right-of-way. Additionally, AWSC would alleviate sight distance concerns as there would no longer be free-flowing traffic through the intersection, eliminating the need for School Street drivers to judge safe gaps in Main Street traffic.

AWSC is not recommended for this intersection at this time as it would require further traffic analysis. School Street connects to Shore Road, which serves as an access route in and out of the Town. Implementing a stop sign here might impact the overall traffic operations of the intersection and potentially cause drivers to take alternative routes, affecting other nearby intersections. If an all-way stop is preferred at this intersection, we recommend conducting a Synchro analysis of peak period traffic operations at the Main Street and School Street intersection so that any impacts will be understood.

5.2 Market Street & Henry Hensey Drive

The main concerns at this intersection are speeding, failure to yield to pedestrians, and limited sight distances for Henry Hensey Drive motorists on looking north across the bridge. We also noted that the crosswalk is quite long at roughly 30m. Implementing all-way stop control (AWSC) here might help to alleviate some of these concerns, but we suspect this change would not be permitted due to the mobility function of Trunk 3 and the presence of a stop sign a short distance south at the Main Street intersection.

However, there are some geometric changes that could be considered to improve the intersection. We noted that the entry adjacent to the bridge appears to be wider than necessary and the radius with Market Street is quite large so the curbline could be adjusted to reduce the radius and narrow the entry. Also, the median could be extended closer to Market Street with rolled curb and concrete sidewalk (or pavers). These potential changes are illustrated in **Figure 5-2**. The reduced radius would help to control speeds for southbound right turns and may improve yielding compliance for pedestrians. It would also shorten the crosswalk by several meters. The median extension would break up the crossing distance and provide some refuge for pedestrians. It is also understood that there is currently a motion to redesign the bridge and integrate improvements to the area in the northwest corner of the intersection near the water to combat sea level rise, which may eventually help to improve intersection sight distance to the north.



Figure 5-2: Concept Improvements for Market Street & Henry Hensey Drive

5.3 Main Street & Old Port Mouton Road

Similar to the other locations, the main concerns at this intersection include speeding, failure to yield to pedestrians, and limited sight distances. To address these concerns, we recommend the Municipality implement some geometric changes and revise the traffic control as discussed below.

At an unsignalized T-intersection with two-way stop control, the stop sign is typically not located on one (or both) of the through movements as it disrupts the flow of traffic and potentially creates safety hazards. Installing the stop sign on the minor road approach establishes a clear right-of-way hierarchy, making it easier for all drivers to navigate the intersection safely and efficiently. In the case of this intersection, we recommend relocating the stop sign to the northbound Old Port Mouton Road approach. This would allow for continuous through movements on Main Street and the intersection would be more in line with conventional T-intersections, making it more intuitive and reducing the likelihood of confusion particularly for drivers who may be unfamiliar with the existing traffic control arrangement.

In addition to relocating the stop sign, we recommend extending the curb on the east Main Street approach to reduce the roadway width and provide a consistent cross section. Narrower lanes reduce the perceived space available for vehicles to maneuver and can encourage drivers to drive slower and more cautiously. Combined with a reduction in the curb radius, this extension would allow the Old Port Mouton Road stop line and crosswalk to be relocated closer to Main Street to enhance intersection sight distance. A sketch of these improvements is illustrated in **Figure 5-3**.



Figure 5-3: Concept Improvements for Main Street & Old Port Mouton Road

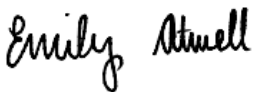
6 Closing

This report outlines the issues experienced at three (3) study intersections in Liverpool, NS and provides recommended improvement strategies to address these issues.

Thank you for the opportunity to complete this intersection review for the Region of Queens Municipality. Please contact us if you have any questions or require further information.

Yours very truly,

CBCL Limited



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Region of Queens Municipality Staff Report

8.1

To: Mayor and Council
From: Adam Grant, P.Eng., Director of Infrastructure
Date: September 9, 2025
Re: Bylaw 13 First Reading

Background

Bylaw 13 is the Region of Queens Municipality's Solid Waste Management Bylaw which outlines the roles and responsibilities of residential and commercial property owners as well as the Municipality with respect to solid waste management in Queens County. It is appropriate at this time to amend the existing bylaw to add clarity, improve functionality, and remain aligned with the evolving waste management industry.

Details

To promote readability, proposed substantive changes to the current bylaw are outlined below:

DEFINITIONS:

2.a "Administrator"	New definition
"blue bag recyclables"	Definition removed
"boxboard"	Definition removed
2.e "collectible waste"	Revised definition
2.f "collection contractor"	New definition
2.h "collection day"	New definition
2.i "commercial container"	New definition
2.l. "Depot"	New definition
2.q. "EPR"	New definition
2.r. "ENVIRO-DEPOT"	New definition
2.u. "Grey Box Collection Site"	New definition

2.w. "ICI"	New definition
"Mixed paper"	Definition removed
2.cc. "N.S.E.C.C"	Revised definition
"paper/fibre recyclables"	Definition removed
2.hh. "recyclable materials"	Revised definition
2.oo. "Organics Transfer Station"	New definition
2.ss. "waste disposal fees"	New definition
2.tt. "waste management facilities"	New Definition

COLLECTION:

No changes

COLLECTION DAYS:

No Changes

COLLECTION FROM PROPERTIES LOCATED ON PRIVATE ROADS:

Revised clause:

9. Properties located on private roads shall receive collection service. Where collection is not available in front of a residential premise, collection shall take place from the designated Grey Box Collection Site consisting of one or more approved storage bins and one or more green carts located at or near the intersection of said private road and the nearest public highway or another location as determined by the Municipality which is accessible to both properties on private roads and the collection contractor.

Existing Clause:

"Properties located on private roads shall receive collection service but in a restricted fashion in that collection shall take place not in front of each individual property but from one or more approved storage bins or one or more green carts located at or near the intersection of said private road and the nearest public highway."

New clause:

11. Notwithstanding the above, all service shall take place in accordance with:

- a. Operational Policy 17 - Private Road Solid Waste Collection Boxes and;

- b. Operational Policy 53 - Private Collection & Disposal Of Organics On Private Roads Serviced By Municipal Solid Waste Boxes

CONTAINER and BUNDLING REGULATIONS for recyclable materials:

Revised clause:

13.

- a. watertight, transparent, blue plastic, with an overall size of no smaller than 0.65 metres by 0.90 metres and no larger than 0.76 metres by 1.20 metres when empty;

Existing clause:

- a. watertight, transparent, clear or blue plastic of a maximum overall length, when empty, of 1 metre; and

CONTAINER REGULATIONS for residual waste:

Revised clause:

18.

- a. Watertight, transparent, clear plastic, with an overall size of no smaller than 0.65 metres by 0.90 metres and no larger than 0.76 metres by 1.20 metres when empty;
- b. bags must have a thickness of at least 0.375 millimetres so as to prevent breakage, tearing or splitting upon collection;
- c. bags shall be non-coloured transparent bag

Existing clause:

- a. made of dark green or black plastic, watertight of an overall length of between 0.5 metres and 1 metre when empty;
- b. no smaller than sixty-five by ninety centimetres (65 cm x 90 cm) and no larger than seventy-six by one hundred and twenty centimetres (76 cm x 120 cm);

New clauses:

19. Notwithstanding the above, all bags contained within the larger clear bag shall also be clear other than, each eligible premises is entitled to place one (1) privacy container out per collection cycle consisting of a plastic bag which meets the following specifications:

- a. Made of opaque, white plastic watertight of an overall length of between 0.5 metres and 0.5 metre when empty;
- b. bags must have a thickness of at least 0.375 millimetres so as to prevent breakage, tearing or splitting upon collection;
- c. must only contain permitted personal hygiene products or medical waste.

20. No residence shall place more than four (4) containers as described above per collection cycle

CONTAINER REGULATIONS for organic materials:

No change

PLACEMENT OF COLLECTIBLE WASTE FOR COLLECTION:

Revised clause:

24. For property located on a public road, no person shall place collectible waste out for collection in a location other than at the end of the driveway servicing the premises from which the collectible waste was generated subject to the following conditions:

- a. Waste must be in a container as defined herein and must be placed along the shoulder of the street, road or highway which abuts that premises and in a manner which does not obstruct pedestrian traffic, vehicular traffic or snow removal operations on the said street, road or highway.
- b. Waste must be a minimum of 1.0m from the edge of the travelled roadway as above and no more than 3.0m from said edge
- c. Waste streams must be clearly separated for collection with at least 0.6m between

Existing Clause:

23. In the case of a property not located on a private road, no person shall place collectible waste out for collection in a location other than at the end of the driveway servicing the premises from which the collectible waste was generated and along the shoulder of the street, road or highway which abuts that premises and in a manner which does not obstruct pedestrian traffic, vehicular traffic or snow removal operations on the said street, road or highway.

COLLECTIBLE WASTE-PREPARATION AND RESTRICTIONS:

Revised clauses:

29. No person shall place, or cause to be placed, any collectible waste out for municipal collection before 7:00 pm of the day immediately preceding the day scheduled for collection.

30. No person shall place, or cause to be placed, any collectible waste out for municipal collection after 8:00 a.m. of the day scheduled for collection.

31. No person shall permit any empty or rejected regulation container or any rejected materials to remain at the collection placement spot after 9:00 pm of the collection day.

Existing clauses:

29. No person shall place, or cause to be placed, any collectible waste out for municipal collection before 12:00 noon of the day immediately preceding the day scheduled for collection.

30. No person shall place, or cause to be placed, any collectible waste out for municipal collection after 8:00 a.m. of the day scheduled for collection.

31. No person shall permit any empty or rejected regulation container or any rejected materials to remain at the collection placement spot after 12:00 noon of the day immediately following the day scheduled for collection.

New clause:

33. Collectible waste shall not be stored on eligible premises for a period of more than fourteen (14) days unless an interruption in collection schedule has

occurred on the designated collection day in which case the waste must be placed for collection on the immediately collection day


COLLECTION OF SPECIAL WASTE:

Revised clauses:

34. The Administrator may designate a day or days in the Spring, as well as a day or days in the Fall, for collection of special waste.
35. No person shall place, or caused to be placed, special waste out for collection unless done in accordance with the following restrictions:
 - a. any oil tank shall not exceed 0.75 cubic meters in capacity, shall be drained, cleaned and cut in half;
36. No person shall place, or cause to be placed, any special waste out for collection before 7:00 pm of the day immediately preceding the day designated for collection of same.
37. No person shall place, or cause to be placed, any special waste out for collection after 8:00 a.m. of the day designated for collection of same.
38. No person shall permit any rejected or residue special waste to remain at the collection placement spot after 9:00 pm of the collection day.

Existing clauses:

33. The Engineer may designate a day or days in the Spring, as well as a day or days in the Fall, for collection of special waste.
34. No person shall place, or caused to be placed, special waste out for collection unless done in accordance with the following restrictions:
 - a. any oil tank shall not exceed 200 gallons in capacity, shall be drained, cleaned and cut in half;
 - b. any quantities of construction or demolition materials that are placed out for special waste collection shall be packaged, bundled or boxed so as to facilitate removal and handling and each individual package, bundle or box shall not exceed 70 kilograms in weight nor exceed 2 metres in any dimension; and

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- c. the total volume of special waste, per eligible premises, placed out for collection on any one day shall not exceed 3 cubic metres.
35. No person shall place, or cause to be placed, any special waste out for collection before 12:00 noon of the day immediately preceding the day designated for collection of same
36. No person shall place, or cause to be placed, any special waste out for collection after 8:00 a.m. of the day designated for collection of same.
37. No person shall permit any rejected or residue special waste to remain at the collection placement spot after 12:00 noon of the day immediately following the day designated for collection of same.

COLLECTION OF NATURAL CHRISTMAS TREES:

Revised clauses:

39. The Administrator may designate a day or days for collection of natural Christmas trees.
41. No person shall place, or cause to be placed, any natural Christmas tree out for collection before 7:00 pm of the day immediately preceding the day designated for collection of same.
42. No person shall place, or cause to be placed, any natural Christmas tree out for collection after 8:00 a.m. of the day designated for collection of same.
43. No person shall permit any rejected natural Christmas tree to remain at the collection placement spot after 9:00 pm of the collection day.

Existing clauses:

38. The Engineer may designate a day or days for collection of natural Christmas trees.
40. No person shall place, or cause to be placed, any natural Christmas tree out for collection before 12:00 noon of the day immediately preceding the day designated for collection of same.
41. No person shall place, or cause to be placed, any natural Christmas tree out for collection after 8:00 a.m. of the day designated for collection of same.

42. No person shall permit any rejected natural Christmas tree to remain at the collection placement spot after 12:00 noon of the day immediately following the day designated for collection of same.

RESPONSIBILITIES OF OWNERS and OCCUPANTS:

New subclauses:

44. Every owner or occupant shall:

- k. Owners or occupants of eligible premises are responsible for the care and cleaning of each organics collection cart and mini-bin which have been assigned to their eligible premises.
- l. The repair of damage or replacement of cart(s) or mini-bin(s) assigned to eligible premises due to misuse, alterations or abuse involving the owner or occupant of the eligible premises shall be the responsibility of the owner or occupant of the eligible premises to which the cart or mini-bin is assigned.
- m. Owners of eligible premises are responsible for the cart(s) and mini-bin(s) assigned to the premises and used by tenants who are renting or leasing the premises

REJECTION OF WASTE:

No change

PROPERTIES LOCATED ON PRIVATE ROADS:

Revised clause:

49. The Municipality may, as per Operational Policy 17, establish a Grey Box Collection Site for owners and occupiers of the eligible premises on any private road, but otherwise the owners and occupiers of the eligible premises on the said private road shall ensure that one or more approved storage bins, meeting the definition as contained in this by-law, is/are constructed to a size sufficient to handle the quantity of collectible waste generated from the eligible premises involved.

Existing clause:

48. The Municipality may, in its sole discretion, provide one or more approved storage bins for owners and occupiers of the eligible premises on any private road, but otherwise the owners and occupiers of the eligible premises on the


said private road shall ensure that one or more approved storage bins, meeting the definition as contained in this by-law, is/are constructed to a size sufficient to handle the quantity of collectible waste generated from the eligible premises involved.


COMMERCIAL CONTAINERS


New section:

50. The following provisions apply to commercial containers:

- a. Any person who makes use of a commercial container for the temporary storage of waste shall ensure that such commercial container:
 - i. is sturdily constructed of weather-proof and animal proof material and is capable of containing the material deposited within;
 - ii. is equipped with a tight-fitting lid with a positive closing device which shall be kept closed except when the container is being loaded or unloaded;
 - iii. meets the performance requirements set out in clause 3 of the American National Standards Institute Z245.3-1977, Safety Requirements for the Stability of Refuse Bins as updated and amended from time to time; (iv) is placed on a hard level surface and is loaded uniformly and has displayed thereon the following message or similar: "CAUTION: DO NOT PLAY ON OR AROUND";
 - iv. has displayed thereon the name and telephone number of the owner of the container and the type of material to be deposited therein;
 - v. is cleaned out regularly and periodically, as necessary, to avoid the build-up of odours;

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- vi. where tenants are required to place materials in the container, the container shall be designed and situated so as to be reasonably accessible for this purpose.
 - vii. has displayed thereon the following message "GARBAGE" or "WASTE" or "REFUSE", where ICI waste is to be deposited in the commercial container;
 - viii. has displayed thereon the following message "RECYCLABLES" or "BLUE BAG RECYCLABLES", where blue bag recyclables are to be deposited in the commercial container;
 - ix. has displayed thereon the following message "PAPER" where paper is to be deposited in the commercial container, and has displayed thereon the following message "CARDBOARD ONLY" or "CARDBOARD" where corrugated cardboard is to be deposited in the commercial container;
 - x. has displayed thereon the following message "ORGANICS" or "COMPOST", where organic materials are to be deposited in the commercial container;
 - xi. any message required by this section that is placed directly on commercial container(s) of less than 365 litres volume shall use lettering that is not less than 5 cm in height and 2.5 cm in width and any message required by this section that is placed on larger commercial container(s) or posted within 3 metres of the commercial container(s) shall use lettering that is not less than 10 cm in height and 4 cm in width.
 - xii. any message required by this section shall use lettering that is not less than 10 centimetres in height and 4 centimetres in width.

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- b. The owner of any premises on which a commercial container is placed shall ensure that:
 - i. where possible, any such container is kept behind or beside the building which it serves;
 - ii. if kept in front of the building due to lot size and/or property configuration, such container is located at least 6 metres from the front property line;
 - iii. any such container is screened so as not to be visible from any street; any such container is kept in a manner that is not unsightly and does not cause a nuisance or health-related problem.
 - c. Where it is physically impossible for the owner to comply with the requirements of 52 (b) or in the case where the premises does not contain a building, the owner may keep the commercial container at a location on the premises which is not unsightly and does not cause a nuisance or health-related problem.
 - d. A commercial container may be placed on a premises for a temporary period of time not longer than one month when the placement is in relation to the construction or repair of a building or structure, provided the commercial container is removed as soon as the construction or repair ceases or if it is to remain on the premises, the commercial container is made to comply with the provisions of this By-Law.
 - e. The owner of any commercial container shall keep such container clean and in good condition and the cover shall be kept in good working order.
 - f. No person shall place a commercial container on any surface unless the surface is hard, level and weather resistant.
 - g. No person shall place a commercial container on any public street within the Municipality without the written permission of the Municipality.

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- h. The owner of any premises on which a commercial container is located shall be responsible to ensure that any such container is loaded uniformly and is loaded such that waste material is completely contained within the container when closed.

 - i. The owner of any premises upon which a commercial container is located shall be responsible to:
 - i. keep the area surrounding any such container free from litter and waste;

 - ii. cause any such container to be emptied at least once in every seven (7) days or more frequently if the container becomes filled before the seven-day period elapses unless the material is of a nature such that longer storage will not cause a nuisance or health related problem (e.g. dry or inert type materials, recyclables, scrap metals, etc.);

 - iii. cause such container to be normally covered while containing waste.

 - j. The owner of any industrial, commercial or institutional (ICI) premises may make use of aerated or other commercial container(s) specifically designed for containing organic materials and commercial container(s) such as wheeled totes for containing blue bag recyclables, plastic bags to contain paper or such other commercial container(s) specifically designed to contain materials and approved by the Administrator for the storage and collection of source-separated organic or recyclable materials from ICI premises provided that the owner shall not use any commercial container provided for pursuant to this section for the storage of ICI waste and provided that the owner complies with the other applicable requirements of this Section 52(a).

 - k. No person shall place waste in any commercial container without permission of the owner of the container.

- l. The one-month time limit in 13.1 (d) above can be extended with permission of the Administrator.

- m. The owner of any ICI premises shall ensure that commercial containers on the premises:
 - i. accommodate source-separated waste generated at that location;
 - ii. are designed and constructed such that the waste (i.e. ICI waste, organic materials, blue bag recyclables, paper and corrugated cardboard) remains in a source-separated condition; and
 - iii. are easily accessible to the occupants

VEHICLES CARRYING WASTE:

New Section:

52. The following provisions apply to vehicles carrying waste materials:

- a. Persons who collect, transport and dispose of waste materials, ICI waste, mixed waste, organic materials and recyclable materials shall do so in a sanitary manner; any fluid matter shall be transported in watertight containers having tightfitting covers.
- b. Every vehicle used for the collection and transportation of solid waste materials shall have a tailgate or other restraining device and shall be closed or equipped with a tarpaulin, and such tarpaulin shall be used to cover such solid waste materials while the same is being transported.
- c. All solid waste materials shall be transported in such a manner that materials shall not spill or scatter from the vehicle containing the same.
- d. Solid Waste materials shall generally not remain in a vehicle overnight but shall be transported and disposed of on the same day as collected except in circumstances such as poor weather conditions, occasional

equipment breakdowns, facility closures, etc. where delays shall be minimized, and disposal shall occur as soon as reasonably possible.

- e. All vehicles or containers used for the transportation of waste materials, ICI waste, mixed waste and organic materials shall be hosed down as required and kept in a sanitary condition.
- f. All vehicles or containers used for the transportation of recyclable materials shall be kept in a sanitary condition.
- g. The Administrator or designate may inspect vehicles used for the collection or carriage of waste materials at all reasonable times to ensure compliance with this By-Law.
- h. The municipal collection contractor has responsibility for and care of all solid waste materials from the collection point until the material is delivered to the designated receiving facility.

LEGAL and ILLEGAL DISPOSALS:

No changes

HOUSEHOLD HAZARDOUS WASTE DEPOT:

No changes

CONSTRUCTION OR DEMOLITION MATERIALS LANDFILL SITE:

No Changes

GENERAL PROHIBITIONS:

No changes

ENFORCEMENT and PENALTIES:

No changes

REPEAL:



Revised dates

Budget Impacts

There are no financial impacts expected with the adoption of the updated bylaw.

Recommendation

THAT the Council of Region of Queens Municipality accept the proposed bylaw amendments as presented and direct staff to schedule the Second Reading of Bylaw 13 – Solid Waste Management.

BYLAW NO. 13

A BY-LAW RESPECTING THE PROPER SEPARATION, STORAGE, PLACEMENT FOR PICK-UP, COLLECTION AND DISPOSAL OF ALL TYPES OF SOLID WASTE

BE IT ENACTED that the Council of the Region of Queens Municipality, under the authority vested in it by the Municipal Government Act, S.N.S. 1998, c 18, as follows:

1. This By-law shall be known as Bylaw Number 13 and may be cited as the **“Solid Waste Management By-law”**.

DEFINITIONS:

2. Words used in this by-law shall take their meaning from their context and from dictionaries of the English (Canadian) language, except those words or phrases specifically defined below:
 - a. **“Administrator”** means a person appointed in writing by the Chief Administrative Officer to administer this by-law, or a person appointed by the Administrator as their designate;
 - b. **“approved storage bin”** means a storage bin which meets the following specifications:
 - i. is constructed of wood or other material in such a manner as to be inaccessible to pests, rodents, vermin, seagulls or animals;
 - ii. is fitted with a securely-hinged lid weighing not more than 5 kilograms; and
 - iii. is not equipped with a self-locking latch;

- c. **“bulky items”** means large items - other than metal items or white goods, including but not limited to, vacuum cleaners, upholstered furniture, mattresses, box springs, plastic barrels, and porcelain bathroom items such as toilets, tubs and sinks;
- d. **“Christmas tree collection”** means the annual collection of any properly- prepared natural Christmas trees on a date to be set each year by the Municipality;
- e. **“collectible waste”** means material originating from eligible premises and placed by the owner or occupant for collection by a collection contractor or by an agent of the Municipality and includes, without limitation, organic materials, recyclable materials, and residual waste;
- f. **“collection contractor”** means any company, person or persons and the agents of such persons under contract with the Municipality to collect collectible waste from eligible premises.
- g. **“collection”** means, in relation to collectible waste, special waste or natural Christmas tree waste from eligible premises as per the controls in this by-law; the acts of picking up at the curb, at an approved off-street location or from an approved storage bin; the loading of same onto or into trucks; and, the transporting of same to a designated disposal site or sites by the Municipality, its contractors or agents;
- h. **“collection day”** means any day which is scheduled by the Municipality for municipal collection of collectible waste.
- i. **“commercial container”** means any container used for the storage of Industrial, Commercial & Institutional (ICI) waste or any container used for the storage of organic materials or recyclable materials originating from industrial, commercial or institutional premises on properties located in the Municipality for collection by a hauler;

- j. **“construction or demolition materials”** means left-over material generated as a result of any form of construction or renovation and materials generated from demolition activity including, but not limited, to: asphalt, brick, mortar, polystyrene or fibreglass insulation, cellulose, drywall, plaster, shingles, metal and scrap wood, whether or not such other materials are regulated by the Province of Nova Scotia and whether or not such material meets the definition of “construction and demolition debris” per Nova Scotia Environment and Climate Change’s 2003 Solid Waste Management Facility Guidelines for Construction and Demolition Debris Disposal Storage, Transfer, Process and Disposal, as amended from time to time;
- k. **“Council”** means the Council of the Region of Queens Municipality;
- l. **“Depot”** means a place designated to receive recyclable materials under the Extended Producer Responsibility (EPR) for Packaging, Paper Products, and Packaging-like Products (PPP) Regulation
- m. **“dispose”** means any form of removal from use by means of destruction or burial and includes any of the following whether temporary or permanent: deposit, storage, placement, or burial, regardless of whether the material in question is deposited, stored or placed in a bin, box, other container or other containment method;
- n. **“dwelling”** means a building, or a unit in a building, occupied or intended to be occupied as a home, residence or sleeping place by one or more persons, but does not include a hotel, motel, guesthouse or inn;
- o. **“electronic waste”** means computers, cables and all related components, audio or video systems and all cables and related components, and cellular phones, together with such other items as may be designated by the Administrator from time to time;
- p. **“eligible premises”** means those properties within the Municipality which are eligible for collection services and includes all properties in the Municipality, including properties located on private roads which are subject to restrictions as noted elsewhere in this by-law;

- q. **“EPR”** means Extending Producer Responsibility for Packaging, Paper Products and Packaging-Like Products as described in Section 102 of the Environment Act of Nova Scotia.
- r. **“ENVIRO-DEPOT”** means a place registered with the Resource Recovery Fund Board operated for the collection of redeemable beverage containers, post-consumer paint products or other materials;
- s. **“food waste”** means fruit and vegetable peelings, table scraps, cooked or uncooked meat, poultry and fish, shellfish, dairy products, cooking oil, grease and fat, bread, grain, rice and pasta, bones, eggshells, coffee grounds and filters, tea leaves and bags, or other similar items;
- t. **“green cart”** - see definition of “organic materials collection cart”;
- u. **“Grey Box Collection Site”** means a location with one or more approved storage bins and green carts constructed and maintained by the Municipality for the purpose of collecting waste from private roads
- v. **“household hazardous waste”** means any corrosive, flammable, poisonous or reactive material or substance such as oil and oil products, acids, poisons, insecticides or other poisons used for agricultural purposes or for rodent control, any substance or chemical highly lethal to mammalian or aquatic life and any substance or chemical dangerous to the environment, including but not limited to: batteries, paint, paint cans which still contain left-over liquid paint, empty paint cans and covers, left-over corrosive cleaners, pesticides and herbicides, gasoline, fuel oil and used motor oil, solvents and thinners, antifreeze, pharmaceuticals and drugs, aerosol cans which contain hazardous substances, BBQ propane tanks and small propane cylinders or canisters such as those used for camp stoves or propane torches;

- w. **“ICI”** means relating to Industrial, Commercial and Institutional businesses.
- x. **“leaf and yard waste”** means grass clippings, leaves, brush, twigs, house and garden plants, or other similar items;
- y. **“metal items”** means medium to large metal items including metal fencing, hot water tanks, oil tanks, metal barrels and metal containers other than those that were designed to hold anything intended for human consumption or Household Hazardous Waste;
- z. **“mini-bin”** means a small, green plastic container supplied to eligible premises, with the exception of properties located on a private road, by the Municipality for the short-term internal storage of organic materials prior to deposit in an organic materials regulation container;
- aa. **“Municipality”** means the Region of Queens Municipality;
- bb. **“non-collectible waste”** means all material other than collectible waste, special waste or natural Christmas tree waste and, without limiting the generality of the foregoing, includes:
 - i. highly combustible or explosive materials including, but not limited to, celluloid cuttings, motion picture film, oil or gasoline soaked rags, gas containers, chemicals, acids or other combustible residues, ammunition, dynamite, marine flares, or other similar material;
 - ii. bio-medical waste;
 - iii. carcasses or animal parts that died of a reportable disease or as controlled by the Canadian Food Inspection Agency;
 - iv. electronic waste;
 - v. waste listed or characterized as hazardous by any Federal or Provincial law;

- vi. household hazardous waste;
 - vii. transient waste;
 - viii. liquid waste or material that has attained a fluid consistency and has not been drained;
 - ix. soil, rock and stumps;
 - x. construction or demolition materials, other than as exempted under the definition of special waste;
 - xi. tires registered for road use;
 - xii. septic tank pumping, raw sewage or industrial sludge;
 - xiii. radioactive materials;
 - xiv. contaminated soil;
 - xv. industrial waste from factories or manufacturing processes;
 - xvi. human excrement, animal excrement other than that found in used pet litter, diapers or fish processing waste;
 - xvii. lead-acid automotive batteries and propane tanks;
 - xviii. rejected waste; and
 - xix. materials banned from landfill disposal pursuant to the Solid Waste-Resource Management Regulations, N.S. Reg. 25/1996, as amended, other than recyclable materials or organic materials from eligible premises.
- cc. **“N.S.E.C.C”** means Nova Scotia Environment and Climate Change or its successor provincial department;

- dd. **“occupant”** means any person who, in addition to or instead of the owner, resides in or is the lessee of, whether by way of verbal or written lease or other arrangement, a building or on a property located within the Municipality and includes any assignee or legal representative of same;
- ee. **“organic materials”** means food waste, leaf and yard waste, non-recyclable paper or fibre, ashes or soot, branches and bushes, sawdust, wood chips and wood shavings, natural Christmas trees and other material of plant or animal origin as designated by the Administrator from time to time;
- ff. **“organic materials collection cart”** or **“green cart”** means a green plastic cart supplied to eligible premises, with the exception of properties located on a private road, by the Municipality for the short-term external storage of organic materials prior to collection and for the placing out for collection of same;
- gg. **“owner”** refers to the owner of property and includes a part owner, joint owner, tenant in common or joint tenant of the whole or any part of land or a building and, in the case of the absence or incapacity of the person having title to the land or building, a trustee, an executor, a guardian, an agent, a mortgagee in possession or a person having the care or control of the land or building, and, in the absence of proof to the contrary, the person assessed for the property;
- hh. **“recyclable materials”** means paper/fibre recyclables, blue bag recyclables and other materials of a recyclable nature as defined in the EPR for PPP Regulation;
- ii. **“regulation container”** means a green cart or a container as specified elsewhere in this by-law for the placing out for collection of collectible waste, other than minor exceptions for certain forms of residual waste;
- jj. **“rejected waste”** means any type of waste which has been placed for collection but not in accordance with the provisions of this by-

law and which has had a rejection sticker affixed thereto by the Municipality, its contractors or agents;

kk. **“residual waste”** or **“garbage”** means the following:

- i. broken or whole bottles, crockery or glassware, unwanted kitchenware and tools subject to the restrictions imposed elsewhere in this by-law;
- ii. floor sweepings, used pet litter, used disposable diapers, covers removed from hard cover books, discarded clothing and furnishings, broken toys, mats and small carpets, non-recyclable plastic and metal, non repairable household goods and other household waste;
- iii. tires not registered for road use; and
- iv. artificial Christmas trees, subject to controls elsewhere in this by-law.

ll. **“non-recyclable paper or fibre”** means any paper/fibre recyclables when and if they are soiled or wet;

mm. **“solid waste”** means collectible waste, non-collectible waste, special waste, construction or demolition materials, household hazardous waste, residual waste, natural Christmas tree waste, transient waste, and any other waste or discarded tangible personal property;

nn. **“special waste”** means metal items, white goods, bulky items, wood, wooden pallets, barrels or furniture and small quantities of construction or demolition materials subject to restrictions under the “Collection of Special Waste” section elsewhere in this by-law;

oo. **“Organics Transfer Station”** means the Organic Materials Transfer Station operated by the Municipality at the Queens Solid Waste Facility;

- pp. **“transient waste”** means any type of solid waste generated outside the Municipality;
- qq. **“unit”** means a self-contained portion of a building occupied as a separate residence;
- rr. **“used pet litter”** means pet litter which has been used for deposit of bodily wastes from a domesticated pet cat, dog or bird, or other household domesticated pet;
- ss. **“waste disposal fees”** means user fees, per tonne fees or per cubic metre fees charged by the Municipality for the acceptance of applicable residual waste, mixed waste, recyclable materials, and organic materials at designated waste management facilities operated by the Municipality, its contractors or its agents as established by Council
- tt. **“waste management facilities”** means any of the facilities for the management of residual waste, mixed waste, recyclable materials, and organic materials operated by the Municipality, its contractors or its agents and includes, without limitation, the front end processing facility, materials recovery facility, residuals disposal facility, source-separated composting facility(s), transfer station(s) and waste stabilization facility
- uu. **“white goods”** means any large household appliance including, but not limited to, stoves, dishwashers, washers, dryers, hot water heaters, refrigerators, freezers, dehumidifiers and air conditioners

COLLECTION:

3. The Council may:
 - a. divide the Municipality into zones for the purpose of collection of collectible waste from properties within the Municipality on various days of the week;

- b. designate a particular day of the week for, and the frequency of, collection of collectible waste in each zone;
- c. alter the boundaries of zones as deemed necessary on reasonable notice to the public;
- d. design special rules for the collection of collectible waste from properties located on private roads; and
- e. designate areas, streets, roads or collection zones where the collection of waste at roadside shall be one-side collection only.
- f. Approve funding and supplies for litter collection initiatives that do not meet the specifications of this bylaw.

COLLECTION DAYS:

- 4. Regularly scheduled collection of collectible waste from eligible premises other than properties on private roads shall take place once every two (2) weeks commencing at 8:00 a.m.
- 5. When a regularly scheduled day for collection falls on a holiday which has been designated by the Municipality as a non-collection day, there shall be no collection on that day, and the collection day shall be rescheduled.
- 6. Regularly scheduled collection of collectible waste may be rescheduled to an alternate day which may be:
 - a. Saturday;
 - b. combined with another collection day; or
 - c. a day in the week following or preceding the normal collection week.

7. Non regularly scheduled collections of special waste, leaf and yard waste and natural Christmas trees will be held at certain times of the year and announced by the Municipality beforehand.
8. The schedule of exact dates for collection of collectible waste throughout the Municipality will be as described and distributed in a collection calendar.

COLLECTION FROM PROPERTIES LOCATED ON PRIVATE ROADS:

9. Properties located on private roads shall receive collection service. Where collection is not available in front of a residential premise, collection shall take place in the designated Grey Box Collection Site consisting of one or more approved storage bins and one or more green carts located at or near the intersection of said private road and the nearest public highway or another location as determined by the Municipality which is accessible to both properties on private roads and the collection contractor.
10. Collection of collectible waste from approved storage bins servicing properties located on private roads shall take place as scheduled by the Administrator.
11. Notwithstanding the above, all service shall take place in accordance with:
 - a. Operational Policy 17 - Private Road Solid Waste Collection Boxes and;
 - b. Operational Policy 53 - Private Collection & Disposal Of Organics On Private Roads Serviced By Municipal Solid Waste Boxes

CONTAINER and BUNDLING REGULATIONS for recyclable materials:

12. No person shall place, or caused to be placed, blue bag recyclables out for collection other than in a regulation container consisting of a plastic bag which meets the following specifications:
 - a. watertight, transparent, blue plastic of a maximum overall length, when empty, of 1 metre; and
 - b. no smaller than twenty-five by forty centimetres (25 cm x 40 cm) and no larger than seventy-six by one hundred and twenty-two centimetres (76 cm x 122 cm).
13. When set out for collection each bag of blue bag recyclables, including contents, shall be securely tied and not exceed 25 kilogram in weight.
14. With the optional exception provided for corrugated cardboard, as set out below, no person shall place, or caused to be placed, paper/fibre recyclables out for collection other than in a regulation container consisting of a plastic bag which meets the following specifications:
 - a. watertight, transparent, blue plastic, with an overall size of no smaller than 0.65 metres by 0.90 metres and no larger than 0.76 metres by 1.20 metres when empty;
15. When set out for collection each bag of recyclables, including its contents, shall be securely tied and not exceed 25 kilogram in weight.
16. No person shall place, or caused to be placed, corrugated cardboard out for collection in any fashion other than in a regulation container plastic bag, unless it is flattened out into convenient bundles weighing no more than 25 kilograms each and not exceeding 0.6m by 1.0m in dimensions and well-anchored, in some fashion, against the wind.

CONTAINER REGULATIONS for residual waste:

17. No person shall place, or caused to be placed, residual waste out for collection other than in a regulation container consisting of a plastic bag which meets the following specifications:
 - a. Watertight, transparent, clear plastic, with an overall size of no smaller than 0.65 metres by 0.90 metres and no larger than 0.76 metres by 1.20 metres when empty;
 - b. bags must have a thickness of at least 0.375 millimetres to prevent breakage, tearing or splitting upon collection;
 - c. bags shall be non-coloured (transparent)
18. Notwithstanding the above, all bags contained within the larger clear bag shall also be clear other than (1) privacy container per eligible premises per collection cycle consisting of a plastic bag which meets the following specifications:
 - a. Made of opaque, white plastic watertight of an overall length of between 0.5 metre and 0.5 metre when empty;
 - b. bags must have a thickness of at least 0.375 millimetres to prevent breakage, tearing or splitting upon collection;
 - c. must only contain permitted personal hygiene products or medical waste.
19. Each bag shall be securely tied and, including its contents, shall not exceed 25 kilograms in weight.
20. No residence shall place more than four (4) containers as described above per collection cycle

CONTAINER REGULATIONS for organic materials:

21. No person shall place, or caused to be placed, organic materials out for collection in any fashion other than contained within a green cart or mini-bin as provided by the Municipality
22. No person shall place, or caused to be placed, a green cart of organic materials out for collection unless all contents, including leaf and yard waste, are contained entirely within the green cart and the lid properly and fully closed.
23. Notwithstanding clauses 21 and 22 of this by-law, leaf and yard waste may be completely enclosed in a green cart or heavy kraft paper bags for the purposes of the special twice yearly scheduled collections of leaf and yard waste. Plastic bags are not permitted.

PLACEMENT OF COLLECTIBLE WASTE FOR COLLECTION:

24. For property located on a public road, no person shall place collectible waste out for collection in a location other than at the end of the driveway servicing the premises from which the collectible waste was generated subject to the following conditions:
 - a. Waste must be in a container as defined herein and must be placed along the shoulder of the street, road or highway which abuts that premises and in a manner which does not obstruct pedestrian traffic, vehicular traffic or snow removal operations on said street, road or highway.
 - b. Waste must be between 1.0m and 3.0m from the edge of the roadway as above
 - c. Waste streams must be separated by at least 0.6m

25. In the case of a property located on a private road, no person shall place collectible waste out for collection other than in an approved storage bin or green cart located at or near the intersection of said private road and the nearest public highway.

COLLECTIBLE WASTE-PREPARATION AND RESTRICTIONS:

26. No person shall place, or cause to be placed, any collectible waste out for municipal collection on any one collection day unless done so in accordance with the following restrictions:

- a. broken bottles, crockery, glassware kitchenware, tools and sharp metal items shall be tightly wrapped in cardboard or other suitable material and clearly marked to prevent injury to collection personnel;
- b. ashes and soot shall be completely cooled; and

27. Artificial Christmas trees intended to be placed out for collection on regular collection days must be disassembled and placed in a regulation container for residual waste, as set out in Section 17 of this bylaw.

28. There is no limit on the number of blue bags which may be placed for collection from eligible premises on any one collection day, however, there is an aggregate total volume limit applicable to all waste placed out for collection from any one eligible premises of 2 cubic metres.

29. No person shall place, or cause to be placed, any collectible waste out for municipal collection before 7:00 pm of the day immediately preceding the scheduled collection day.

30. No person shall place, or cause to be placed, any collectible waste out for municipal collection after 8:00 a.m. of the day scheduled for collection.

31. No person shall permit any empty or rejected regulation container or any rejected materials to remain at the collection placement spot after 9:00 pm of the collection day.
32. No person shall place, or cause to be placed, any non-collectible waste in, at or near the locations described above as being appropriate for the placement of collectible waste for collection.
33. Collectible waste shall not be stored on eligible premises for a period of more than fourteen (14) days unless an interruption in collection schedule has occurred on the designated collection day in which case the waste must be placed for collection on the subsequent collection day

COLLECTION OF SPECIAL WASTE:

34. The Administrator may designate a day or days for collection of special waste.
35. No person shall place, or caused to be placed, special waste out for collection unless done in accordance with the following restrictions:
 - a. any oil tank shall not exceed 0.75 cubic meters in capacity, and shall be drained, cleaned and cut in half;
 - b. any quantities of construction or demolition materials that are placed out for special waste collection shall be packaged, bundled or boxed so as to facilitate removal and handling and each individual package, bundle or box shall not exceed 45 kilograms in weight nor exceed 2 metres in any dimension; and
 - c. the total volume of special waste, per eligible premises, placed out for collection on any one day shall not exceed 3 cubic metres.
36. No person shall place, or cause to be placed, any special waste out for collection before 7:00 pm of the day immediately preceding the collection day.

37. No person shall place, or cause to be placed, any special waste out for collection after 8:00 a.m. of the collection day.

38. No person shall permit any rejected or residue special waste to remain at the collection placement spot after 9:00 pm of the collection day.

COLLECTION OF NATURAL CHRISTMAS TREES:

39. The Administrator may designate a day or days for collection of natural Christmas trees.

40. No person shall place, or caused to be placed, a natural Christmas tree out for collection unless it meets the following restrictions:

- a. it is to be unpackaged and undecorated, including the removal of all lights any tree stand or other artificial material;
- b. it shall have no wires or nails attached; and
- c. it must not exceed 3 metres in length.

41. No person shall place, or cause to be placed, any natural Christmas tree out for collection before 7:00 pm of the day immediately preceding the collection day.

42. No person shall place, or cause to be placed, any natural Christmas tree out for collection after 8:00 a.m. of the collection day.

43. No person shall permit any rejected natural Christmas tree to remain at the collection placement spot after 9:00 pm of the collection day.

RESPONSIBILITIES OF OWNERS and OCCUPANTS:

44. Every owner or occupant shall:

- a. use only regulation containers as prescribed in the by-law for the storing, and placement for collection, of residual waste, recyclable materials and organic materials;
- b. provide a sufficient number of regulation containers to contain all of the collectible waste generated at the subject eligible premises between regularly scheduled collection dates;
- c. maintain such regulation containers in good repair and in a sanitary condition;
- d. take all reasonable measures to ensure that each regulation container is covered and secured at all times except when being emptied or filled;
- e. clean up any type of solid waste which has escaped from its container, whether it be a regulation container or not;
- f. store collectible waste outside the main building on the eligible premises in secured regulation containers made inaccessible to pests, rodents, vermin, seagulls or animals;
- g. Store plastic bags for waste in outdoor, roadside boxes or bins, provided they meet the following specifications:
 - i. a box or bin constructed of wood or other material as long as the box or bin is rodent and animal proof;
 - ii. waste streams must be clearly separated inside of boxes or bins;
 - iii. boxes or bins must be affixed with a lid weighing not more than 5 kilograms;
 - iv. boxes or bins shall be maintained in a neat and sanitary condition and kept in good repair at all times

- v. Boxes or bins must be placed between 1 metre and 3 metres from the travelled portion of the road.
- vi. Boxes or bins must be of original construction for the intended use
- h. store any waste refrigerator or freezer either inside an enclosed and locked building or with the refrigerator or freezer doors removed;
- i. ensure the proper preparation of all collectible waste in accordance with this by- law;
- j. ensure that collectible waste or special waste is placed for collection in accordance with this by-law.
- k. be responsible for the care and cleaning of each organics collection cart and mini-bin which have been assigned to their eligible premises.
- l. the repair or replacement of cart(s) or mini-bin(s) assigned to eligible premises due to misuse, alterations or abuse involving the owner or occupant of the eligible premises.
- m. be responsible for the cart(s) and mini-bin(s) assigned to the premises and used by tenants who are renting or leasing the premises

REJECTION OF WASTE:

45. Any type of solid waste which has been set out for collection is subject to inspection by the Municipality or its agents or contractors and any such solid waste found or deemed by same to not be set out in accordance with the requirements of this by-law may be rejected and not collected.
46. In the event that collection of solid waste is rejected by the Municipality or its agents or contractors, a tag may be affixed to each such container, bag or bundle indicating the reason or reasons for rejection and a written

record of such rejection, and the reasons therefore, may be kept by the Municipality.

PROPERTIES LOCATED ON PRIVATE ROADS:

47. Every person residing on a private road shall place all organic waste into a green cart and ensure that said green cart is placed at or near the intersection of said private road and the nearest public highway at the appropriate time for collection.
48. Every person residing on a private road shall transport all other collectible waste generated from an eligible premises to an approved storage bin and deposit same inside that approved storage bin.
49. The Municipality may, as per Operational Policy 17, establish a Grey Box Collection Site for owners and occupiers of the eligible premises on any private road, but otherwise the owners and occupants of the eligible premises on the said private road shall ensure that one or more approved storage bins, meeting the definition as contained in this by-law, is/are constructed to a size sufficient to handle the quantity of collectible waste generated from the eligible premises involved.
50. In both cases described in clause 50 of this by-law, the owners and occupiers of the eligible premises on any private road shall ensure that any approved storage bin is located at or near the intersection of said private road and the nearest public highway and ensure that any approved storage bin is maintained at all times in a neat and sanitary condition and kept in good repair.

COMMERCIAL CONTAINERS

51. The following provisions apply to commercial containers:

- a. Any person who makes use of a commercial container for the temporary storage of waste shall ensure that such a commercial container:
- i. is sturdily constructed of weather-proof and animal proof material and is capable of containing the material deposited within;
 - ii. is equipped with a tight-fitting lid with a positive closing device which shall be kept closed except when the container is being loaded or unloaded;
 - iii. meets the performance requirements set out in clause 3 of the American National Standards Institute Z245.3-1977, Safety Requirements for the Stability of Refuse Bins as updated and amended from time to time; (iv) is placed on a hard level surface and is loaded uniformly and has displayed thereon the following message or similar: "CAUTION: DO NOT PLAY ON OR AROUND";
 - iv. has displayed thereon the name and telephone number of the owner of the container and the type of material to be deposited therein;
 - v. is cleaned out regularly and periodically, as necessary, to avoid the build-up of odours;
 - vi. where tenants are required to place materials in the container, the container shall be designed and situated so as to be reasonably accessible for this purpose.
 - vii. has displayed thereon the following message "GARBAGE" or "WASTE" or "REFUSE", where ICI waste is to be deposited in the commercial container;
 - viii. has displayed thereon the following message "RECYCLABLES" or "BLUE BAG RECYCLABLES", where blue bag recyclables are to be deposited in the commercial container;

- ix. has displayed thereon the following message "PAPER" where paper is to be deposited in the commercial container, and has displayed thereon the following message "CARDBOARD ONLY" or "CARDBOARD" where corrugated cardboard is to be deposited in the commercial container;
- x. has displayed thereon the following message "ORGANICS" or "COMPOST", where organic materials are to be deposited in the commercial container;
- xi. any message required by this section that is placed directly on commercial container(s) of less than 365 litres in volume shall use lettering that is at least 5 cm in height and 2.5 cm in width and any message required by this section that is placed on larger commercial container(s) or posted within 3 metres of the commercial container(s) shall use lettering that is at least 10 cm in height and 4 cm in width.
- xii. any message required by this section shall use lettering that is at least 10 centimetres in height and 4 centimetres in width.

b. The owner of any premises on which a commercial container is placed shall ensure that:

- i. where possible, any such container is kept behind or beside the building which it serves;
- ii. if kept in front of the building due to lot size and/or property configuration, such container is located at least 6 metres from the front property line;
- iii. any such container is screened so as not to be visible from any street; any such container is kept in a manner that is not unsightly and does not cause a nuisance or health-related problem.

- c. Where it is physically impossible for the owner to comply with the requirements of 51 (b) or in the case where the premises does not contain a building, the owner may keep the commercial container at a location on the premises which is not unsightly and does not cause a nuisance or health-related problem.
- d. A commercial container may be placed on a premises for a temporary period of time not longer than one month when the placement is in relation to the construction or repair of a building or structure, provided the commercial container is removed as soon as the construction or repair ceases or if it is to remain on the premises, the commercial container is made to comply with the provisions of this By-Law.
- e. The owner of any commercial container shall keep such a container clean and in good condition and the cover shall be kept in good working order.
- f. No person shall place a commercial container on any surface unless the surface is hard, level and weather resistant.
- g. No person shall place a commercial container on any public street within the Municipality without the written permission of the Municipality.
- h. The owner of any premises on which a commercial container is located shall be responsible to ensure that any such container is loaded uniformly and is loaded such that waste material is completely contained within the container when closed.
- i. The owner of any premises upon which a commercial container is located shall be responsible to:
 - i. keep the area surrounding any such container free from litter and waste;
 - ii. cause any such container to be emptied at least once in every seven (7) days or more frequently if the container

becomes filled before the seven-day period elapses unless the material is of a nature such that longer storage will not cause a nuisance or health related problem (e.g. dry or inert type materials, recyclables, scrap metals, etc.);

iii. cause such a container to be normally covered while containing waste.

j. The owner of any industrial, commercial or institutional (ICI) premises may make use of aerated or other commercial container(s) specifically designed for containing organic materials and commercial container(s) such as wheeled totes for containing blue bag recyclables, plastic bags to contain paper or such other commercial container(s) specifically designed to contain materials and approved by the Administrator for the storage and collection of source-separated organic or recyclable materials from ICI premises provided that the owner shall not use any commercial container provided for pursuant to this section for the storage of ICI waste and provided that the owner complies with the other applicable requirements of this Section 52(a).

k. No person shall place waste in any commercial container without permission of the owner of the container.

l. The one month time limit in 51 (d) above can be extended with permission of the Administrator.

m. The owner of any ICI premises shall ensure that commercial containers on the premises:

i. accommodate source-separated waste generated at that location;

ii. are designed and constructed such that the waste (i.e. ICI waste, organic materials, blue bag recyclables, paper and corrugated cardboard) remains in a source-separated condition; and

- iii. are easily accessible to the occupants

VEHICLES CARRYING WASTE:

52. The following provisions apply to vehicles carrying waste materials:

- a. Persons who collect, transport and dispose of waste materials, ICI waste, mixed waste, organic materials and recyclable materials shall do so in a sanitary manner; any fluid matter shall be transported in watertight containers having tight-fitting covers.
- b. Every vehicle used for the collection and transportation of solid waste materials shall have a tailgate or other restraining device and shall be closed or equipped with a tarpaulin, and such tarpaulin shall be used to cover such solid waste materials while the same is being transported.
- c. All solid waste materials shall be transported in such a manner that materials shall not spill or scatter from the vehicle containing the same.
- d. Solid Waste materials shall generally not remain in a vehicle overnight but shall be transported and disposed of on the same day as collected except in circumstances such as poor weather conditions, occasional equipment breakdowns, facility closures, etc. where delays shall be minimized, and disposal shall occur as soon as reasonably possible.
- e. All vehicles or containers used for the transportation of waste materials, ICI waste, mixed waste and organic materials shall be hosed down as required and kept in a sanitary condition.
- f. All vehicles or containers used for the transportation of recyclable materials shall be kept in a sanitary condition.

- g. The Administrator or designate may inspect vehicles used for the collection or carriage of waste materials at all reasonable times to ensure compliance with this By-Law.
- h. The municipal collection contractor has responsibility for and care of all solid waste materials from the collection point until the material is delivered to the designated receiving facility.

LEGAL and ILLEGAL DISPOSALS:

53. Other than the placement of collectible waste for collection in accordance with this by-law, no person shall dispose of, or cause or permit the disposal of, collectible waste, special waste or non-collectible waste at any location or manner in the Municipality except as follows:
- a. short-term internal (mini-bin) and short-term external (green cart) storage of organic materials prior to collection;
 - b. backyard composting of organic materials, so long as it is carried out in such a manner which does not constitute a nuisance;
 - c. subject to any Federal or Provincial law to the contrary, the disposal of waste trees, brush or portions thereof or other organic farm or forestry waste on privately-owned forest or farmland in such a manner as to not constitute a nuisance;
 - d. construction or demolition materials shall not be stock piled, stored or disposed of in any other fashion on private property; and
 - e. subject to any Federal or Provincial law or other Municipal By-laws to the contrary, the disposal of aggregate, soil, bricks, mortar, concrete or asphalt pavement as fill in such a manner as to not constitute a nuisance.
54. No person shall dispose of, or cause or permit the disposal of, any solid waste in, at or near an approved storage bin if that person is not an

owner or occupier of an eligible premise on the private road serviced by that approved storage bin.

55. No person shall dispose of, or cause or permit the disposal of, any solid waste at, near, on top of or otherwise outside an approved storage bin.
56. No person shall dispose of, or cause or permit the disposal of, any non-collectible or rejected solid waste at an approved storage bin.
57. No person shall dispose of, or cause or permit the disposal of, construction or demolition materials at any location in the Municipality except at the approved Construction and Demolition Materials Landfill Site operated by the Municipality at the Queens Solid Waste Facility.
58. No person shall dispose of, or cause or permit the disposal of, household hazardous waste at any location in the Municipality except at the approved Household Hazardous Waste Depot at the Queens Solid Waste Facility.
59. No person shall dispose of collectible waste at the Queens Solid Waste Facility operated by the Municipality anywhere other than as directed by authorized staff of the Municipality.
60. No person shall engage in salvage or scavenging activity at either the Queens Solid Waste Facility operated by the Municipality or the Construction and Demolition Materials Landfill Site operated by the Municipality.
61. No person shall transport solid waste within the Municipality unless same is well secured against spillage or upset and in a manner that meets or exceeds any Federal, Provincial or other regulatory requirement.
62. Proof that any type of solid waste, which was disposed of in contravention of this by-law, originated from a particular person, or from the property of a particular person, shall, in the absence of evidence sufficient to convince a court to the contrary, be sufficient evidence for a court to infer that the said particular person disposed, or caused or permitted the disposal, of that solid waste or a portion of that solid waste.

HOUSEHOLD HAZARDOUS WASTE DEPOT:

63. Every owner or occupant shall store any household hazardous waste generated by same in a safe and secure manner and place and shall deliver same, as soon as is reasonably possible, to the Household Hazardous Waste Depot at the Queens Solid Waste Facility operated by the Municipality.
64. No person shall dispose of - or cause or permit the disposal of - any type of household hazardous waste in or adjacent to the Household Hazardous Waste Depot ("HHW Depot") in the following circumstances:
- a. when the said HHW Depot is not open and operational; or
 - b. after authorized municipal staff of the HHW Depot has refused to accept same.

CONSTRUCTION OR DEMOLITION MATERIALS LANDFILL SITE:

65. The operator or other authorized municipal staff of the Construction or Demolition Materials Landfill Site operated by the Municipality may refuse a load of solid waste under the following circumstances:
- a. when it is comprised of, or contains, solid waste other than the type of solid waste for which that facility has been designed;
 - b. for which a tipping fee has not yet been set or negotiated with the solid waste generator or collector;
 - c. for which a tipping fee has not yet been paid to the facility; or
 - d. for which tipping fee payment arrangements, satisfactory to the Municipality, have not yet been made.

66. No person shall dispose of, or cause or permit the disposal of, any type of solid waste in or adjacent to the Construction or Demolition Materials Landfill Site in the following circumstances:

- a. when the landfill site is not open and operational; or
- b. after authorized municipal staff of the landfill site has refused to accept same.

GENERAL PROHIBITIONS:

67. No person shall pick over, remove, collect, disturb or otherwise interfere with any type of, solid waste or regulation container which has been placed out for collection.

68. No person shall pick over, remove, collect, disturb or otherwise interfere with any type of solid waste or regulation container which has been placed in an approved storage bin.

69. The prohibitions in clauses 68 and 69 of this by-law do not apply to:

- a. the person who placed the solid waste or regulation container either out for collection or into the approved storage bin; or
- b. waste wood material, appliances or furniture.

70. No person shall pick over, remove, collect, disturb or otherwise interfere with waste wood material, appliances or furniture without immediately thereafter cleaning up any mess created and, if deciding to not remove the item, then returning it to its former location.

71. No person shall dispose of any type of solid waste by the burning of same except for brush or tree limbs and clean wood (untreated, unstained, unpainted) and only in such place and under such conditions as are permitted by any applicable municipal by-law or Provincial or Federal laws.

ENFORCEMENT and PENALTIES:

72. Any person who disposes of Construction or Demolition materials or Household Hazardous waste other than in accordance with this by-law is guilty of a summary offense and is liable, upon conviction, to a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00), and in default of payment to a term of imprisonment not to exceed ninety (90) days.
73. Any person who disposes of or causes or permits the disposal of collectible waste, special waste or non-collectible waste at a location or in a manner contrary to section 54 of the by-law is guilty of a summary offense and is liable, upon conviction, to a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00), and in default of payment thereof to a term of imprisonment not to exceed ninety (90) days.
74. Any person who violates any other provision of, or permits anything to be done in violation of, this by-law is guilty of a summary offense and is liable, upon conviction, to the following:
- a. for a first offense, a fine of not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1,000.00) and in default of payment thereof to a term of imprisonment not to exceed thirty (30) days;
 - b. for a second offense, a fine of not less than Two Hundred and Fifty Dollars (\$250.00) and not more than Two Thousand Dollars (\$2,000.00) and in default of payment thereof to a term of imprisonment not to exceed sixty (60) days;
 - c. for each subsequent offense, a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00) and in default of payment thereof to a term of imprisonment not to exceed ninety (90) days.

75. Any person who obstructs or hinders any person in the performance of their duties under this by-law is guilty of a summary offence and is liable, upon conviction, to a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00), and in default of payment to a term of imprisonment not to exceed ninety (90) days.
76. Pursuant to the provisions of the Municipal Government Act, in addition to a fine imposed for violation of this by-law a judge may order the person to comply with this by-law within a time period specified in the order.
77. Each day that a person commits any offence, or permits an offence, under this by-law constitutes a separate offence.
78. Where a person is convicted of an offence under this by-law and the court is satisfied that, as a result of the commission of the offence, clean-up or site remediation costs were incurred, whether by the Municipality or by a person, the Court may order the offender to pay, in addition to all other fines and penalties, restitution to the Municipality or person in an amount equal to the said clean-up or remediation costs.

REPEAL:

79. The Solid Waste Collection By-law of the Region of Queens Municipality passed by the Council of the Region of Queens Municipality on the ___ day of _____ 2025. is hereby repealed.

THIS IS TO CERTIFY THAT this bylaw was passed by the Council of the Region of Queens Municipality at a duly constituted meeting of said Council held on ___ day of _____ 2025.

SIGNED by the Mayor and Chief Administrative Officer this ___ day of _____ 2025

Mayor

Chief Administrative Officer

PROPOSED READINGS:

First Reading: September 9, 2025

Public Notice: September 16, 2025

Second Reading: September 23, 2025

Notice of Passing: October 14, 2025

Filed/Approved: Municipal Affairs: October 14, 2025

EXHIBIT 'A'

BYLAW NO. 13

A BY-LAW RESPECTING THE PROPER SEPARATION, STORAGE, PLACEMENT FOR PICK-UP, COLLECTION AND DISPOSAL OF ALL TYPES OF SOLID WASTE

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

1. This By-law shall be known and may be cited as the "Solid Waste Management By-law".

DEFINITIONS:

2. Words used in this by-law shall take their meaning from their context and from dictionaries of the English (Canadian) language, except those words or phrases specifically defined below:
 - a. **"approved storage bin"** means a storage bin which meets the following specifications:
 - i. is constructed of wood or other material in such a manner as to be inaccessible to pests, rodents, vermin, seagulls or animals;
 - ii. is fitted with a securely-hinged lid weighing not more than 5 kilograms; and
 - iii. is not equipped with a self-locking latch;
 - b. **"blue bag recyclables"** means glass jars and bottles, cans (whether made of aluminum, steel or tin), plastic containers numbered 1, 2, 3, 4, 5, 6 and 7, plastic bags, film stretch and pallet wrap, aluminum foil, milk and juice containers and tetra packs, together with such other items as may be designated by Council from time to time;
 - c. **"boxboard"** means cereal, shoe, tissue, detergent, cracker, cookie, baking product and frozen food boxes, toilet paper rolls and paper towel rolls, and other similar items;
 - d. **"bulky items"** means large items - other than metal items or white goods, including but not limited to, vacuum cleaners, upholstered furniture, mattresses, box springs, plastic barrels, and porcelain bathroom items such as toilets, tubs and sinks;

- e. "**Christmas tree collection**" means the annual collection of any properly-prepared natural Christmas trees on a date to be set each year by the Municipality;
- f. "**collectible waste**" means organic materials, recyclable materials, and residual waste;
- g. "**collection**" means, in relation to collectible waste, special waste or natural Christmas tree waste from eligible premises as per the controls in this by-law; the acts of picking up at the curb, at an approved off-street location or from an approved storage bin; the loading of same onto or into trucks; and, the transporting of same to a designated disposal site or sites by the Municipality, its contractors or agents;
- h. "**construction or demolition materials**" means left-over material generated as a result of any form of construction or renovation and materials generated from demolition activity including, but not limited, to: asphalt, brick, mortar, polystyrene or fibreglass insulation, cellulose, drywall, plaster, shingles, metal and scrap wood, whether or not such other materials are regulated by the Province of Nova Scotia and whether or not such material meets the definition of "construction and demolition debris" - per Nova Scotia Environment's 1997 Construction and Demolition Debris Disposal Site Guidelines, as amended from time to time;
- i. "**Council**" or "**council**" means the Council of the Region of Queens Municipality;
- j. "**dispose**" means any form of disposal, burning or other destruction, and includes any of the following whether temporary or permanent: deposit, storage, placement, or burial, regardless of whether the material in question is deposited, stored or placed in a bin, box, other container or other containment method;
- k. "**dwelling**" means a building, or a unit in a building, occupied or intended to be occupied as a home, residence or sleeping place by one or more persons, but does not include a hotel, motel, guesthouse or inn;
- l. "**electronic waste**" means computers, cables and all related components, audio or video systems and all cables and related components, and cellular phones, together with such other items as may be designated by Council from time to time;
- m. "**eligible premises**" means those properties within the Municipality which are eligible for collection services and includes all properties in the Municipality, including properties located on private roads which are subject to restrictions as noted elsewhere in this by-law;

- n. **"food waste"** means fruit and vegetable peelings, table scraps, meat, poultry and fish, shellfish, dairy products, cooking oil, grease and fat, bread, grain, rice and pasta, bones, egg shells, coffee grounds and filters, tea leaves and bags, or other similar items;
- o. **"green cart"** - see definition of "organic materials collection cart";
- p. **"household hazardous waste"** means any corrosive, flammable, poisonous or reactive material or substance such as oil and oil products, acids, poisons, insecticides or other poisons used for agricultural purposes or for rodent control, any substance or chemical highly lethal to mammalian or aquatic life and any substance or chemical dangerous to the environment, including but not limited to: batteries, paint, paint cans which still contain left-over liquid paint, empty paint cans and covers, left-over corrosive cleaners, pesticides and herbicides, gasoline, fuel oil and used motor oil, solvents and thinners, antifreeze, pharmaceuticals and drugs, aerosol cans which contain hazardous substances, BBQ propane tanks and small propane cylinders or canisters such as those used for camp stoves or propane torches;
- q. **"leaf and yard waste"** means grass clippings, leaves, brush, twigs, house and garden plants, or other similar items;
- r. **"metal items"** means medium to large metal items including metal fencing, hot water tanks, oil tanks, metal barrels and metal containers other than those that were designed to hold anything intended for human consumption or Household Hazardous Waste;
- s. **"mini-bin"** means a small, green plastic container supplied to eligible premises, with the exception of properties located on a private road, by the Municipality for the short-term internal storage of organic materials prior to deposit in an organic materials regulation container;
- t. **"mixed paper"** means any type of bond paper, foolscap or other writing paper, notepaper, envelopes, correspondence, and such other products as may, from time to time, be designated by the Municipal Engineer;
- u. **"Municipality"** or **"municipality"** means the Region of Queens Municipality;
- v. **"non-collectible waste"** means all material other than collectible waste, special waste or natural Christmas tree waste and, without limiting the generality of the foregoing, includes:
 - i. highly combustible or explosive materials including, but not limited to, celluloid cuttings, motion picture film, oil or gasoline soaked rags, gas containers, chemicals, acids or other combustible residues, ammunition, dynamite, marine flares, or other similar material;
 - ii. bio-medical waste;

- iii. carcasses or parts of any domestic animal;
 - iv. electronic waste;
 - v. waste listed or characterized as hazardous by any Federal or Provincial law;
 - vi. household hazardous waste;
 - vii. transient waste;
 - viii. liquid waste or material that has attained a fluid consistency and has not been drained;
 - ix. soil, rock and stumps;
 - x. construction or demolition materials, other than as exempted under the definition of special waste;
 - xi. tires registered for road use;
 - xii. septic tank pumpings, raw sewage or industrial sludge;
 - xiii. radioactive materials;
 - xiv. contaminated soil;
 - xv. industrial waste from factories or manufacturing processes;
 - xvi. human excrement, animal excrement other than that found in used pet litter or fish processing waste;
 - xvii. lead-acid automotive batteries and propane tanks;
 - xviii. rejected waste; and
 - xix. materials banned from landfill disposal pursuant to the Solid Waste-Resource Management Regulations, N.S. Reg. 25/1996, as amended, other than recyclable materials or organic materials from eligible premises.
- w. **"N.S.E."** means Nova Scotia Environment or its successor provincial department;
- x. **"occupant"** means any person who, in addition to or instead of the owner, resides in or is the lessee of, whether by way of verbal or written lease or other arrangement, a building or on a property located within the Municipality and includes any assignee or legal representative of same;

- y. **"organic materials"** means food waste, leaf and yard waste, non-recyclable paper or fibre, ashes or soot, branches and bushes, sawdust, wood chips and wood shavings, natural Christmas trees and other material of plant or animal origin as designated by Council from time to time;
- z. **"organic materials collection cart" or "green cart"** means an aerated green plastic cart supplied to eligible premises, with the exception of properties located on a private road, by the Municipality for the short-term external storage of organic materials prior to collection and for the placing out for collection of same;
- aa. **"owner"** refers to the owner of property and includes a part owner, joint owner, tenant in common or joint tenant of the whole or any part of land or a building and, in the case of the absence or incapacity of the person having title to the land or building, a trustee, an executor, a guardian, an agent, a mortgagee in possession or a person having the care or control of the land or building, and, in the absence of proof to the contrary, the person assessed for the property;
- bb. **"paper/fibre recyclables"** means corrugated cardboard even if wet or soiled and any of the following when and if they are not soiled and not wet: mixed paper, file folders, envelopes, boxboard, fibre egg cartons, newsprint, glossy and non-glossy flyers and magazines, catalogues, telephone books, the pages of what had been a hard cover book once the covers are removed, soft cover books, or other similar items as are designated by Council from time to time;
- cc. **"recyclable materials"** means paper/fibre recyclables, blue bag recyclables and other materials of a recyclable nature;
- dd. **"regulation container"** means a green cart or a container as specified elsewhere in this by-law for the placing out for collection of collectible waste, other than minor exceptions for certain forms of residual waste;
- ee. **"rejected waste"** means any type of waste which has been placed for collection but not in accordance with the provisions of this by-law and which has had a rejection sticker affixed thereto by the Municipality, its contractors or agents;
- ff. **"residual waste"** means the following:
 - i. broken or whole bottles, crockery or glassware, unwanted kitchenware and tools subject to the restrictions imposed elsewhere in this by-law;
 - ii. floor sweepings, used pet litter, light bulbs, used disposable diapers, candy wrappers, covers removed from hard cover books, discarded clothing and furnishings, broken toys, mats and small carpets, non-recyclable plastic and metal, non-recyclable packaging including Styrofoam™, non-

repairable household goods and other household waste;

iii. tires not registered for road use; and

iv. artificial Christmas trees, subject to controls elsewhere in this by-law.

gg. "**non-recyclable paper or fibre**" means any of the following when and if they are soiled or wet: napkins, paper towel and fast food wrappers, wax paper, wrapping paper, pizza boxes, paper plates and cups, boxboard, newspaper and flyers, sugar, flour and potato paper bags, file folders, envelopes, or other similar items;

hh. "**solid waste**" means collectible waste, non-collectible waste, special waste, construction or demolition materials, household hazardous waste, residual waste, natural Christmas tree waste, transient waste, and any other waste or discarded tangible personal property;

ii. "**special waste**" means metal items, white goods, bulky items, wood, wooden pallets, barrels or furniture and small quantities of construction or demolition materials subject to restrictions under the "Collection of Special Waste" section elsewhere in this by-law;

jj. "**transfer station**" means the Organic Materials Transfer Station operated by the Municipality;

kk. "**transient waste**" means any type of solid waste generated outside the Municipality;

ll. "**unit**" means a self-contained portion of a building occupied as a separate residence;

mm. "**used pet litter**" means pet litter which has been used for deposit of bodily wastes from a domesticated pet cat, dog or bird, or other household domesticated pet;

nn. "**white goods**" means any large household appliance including, but not limited to, stoves, dishwashers, washers, dryers, hot water heaters, refrigerators, freezers, dehumidifiers and air conditioners.

COLLECTION:

3. The Council may:

a. divide the Municipality into zones for the purpose of collection of collectible waste from properties within the Municipality on various days of the week;

- b. designate a particular day of the week for, and the frequency of, collection of collectible waste in each zone;
- c. alter the boundaries of zones as deemed necessary on reasonable notice to the public;
- d. design special rules for the collection of collectible waste from properties located on private roads; and
- e. designate areas, streets, roads or collection zones where the collection of waste at roadside shall be one-side collection only.

COLLECTION DAYS:

4. Regularly-scheduled collection of collectible waste from eligible premises other than properties on private roads shall take place once every two (2) weeks commencing at 8:00 a.m.
5. When a regularly-scheduled day for collection falls on a public, Region or statutory holiday which has been designated by the Municipality as a non-collection day, there shall be no collection on that day and the collection day shall be rescheduled.
6. Regularly-scheduled collection of collectible waste may be rescheduled to an alternate day which may be:
 - a. Saturday;
 - b. combined with another collection day; or
 - c. a day in the week following or preceding the normal collection week.
7. Non regularly-scheduled collections of special waste, leaf and yard waste and natural Christmas trees will be held at certain times of the year and announced by the Municipality beforehand.
8. The schedule of exact dates for collection of collectible waste throughout the Municipality will be as described in a mail-out "collection calendar".

COLLECTION FROM PROPERTIES LOCATED ON PRIVATE ROADS:

9. Properties located on private roads shall receive collection service but in a restricted fashion in that collection shall take place not in front of each individual property but from one or more approved storage bins or one or more green carts located at or near the intersection of said private road and the nearest public highway.

10. Collection of collectible waste from approved storage bins servicing properties located on private roads shall take place on an as-needed basis.

CONTAINER and BUNDLING REGULATIONS for recyclable materials:

11. No person shall place, or caused to be placed, blue bag recyclables out for collection other than in a regulation container consisting of a plastic bag which meets the following specifications:
 - a. watertight, transparent, clear or blue plastic of a maximum overall length, when empty, of 1 metre; and
 - b. no smaller than twenty five by forty centimetres (25 cm x 40 cm) and no larger than seventy-six by one hundred and twenty-two centimetres (76 cm x 122 cm).
12. When set out for collection each bag of blue bag recyclables, including contents, shall be securely tied and not exceed 25 kilogram in weight.
13. With the optional exception provided for corrugated cardboard, as set out below, no person shall place, or caused to be placed, paper/fibre recyclables out for collection other than in a regulation container consisting of a plastic bag which meets the following specifications:
 - a. watertight, transparent, clear or blue plastic of a maximum overall length, when empty, of 1 metre; and
 - b. no smaller than twenty five by forty centimetres (25 cm x 40 cm) and no larger than seventy-six by one hundred and twenty-two centimetres (76 cm x 122cm).
14. When set out for collection each bag of paper/fibre recyclables, including its contents, shall be securely tied and not exceed 25 kilogram in weight.
15. Blue bag recyclables and paper/fibre recyclables (including corrugated cardboard) may be set out for collection, as combined recyclables, in the same regulation container plastic bag.
16. When set out for collection each bag of combined recyclables, including its contents, shall be securely tied and not exceed 25 kilogram in weight.
17. No person shall place, or caused to be placed, corrugated cardboard out for collection in any fashion other than in a regulation container plastic bag, unless it is flattened out into convenient bundles weighing no more than 25 kilograms each and not exceeding 2 feet by 3 feet in dimensions and well-anchored, in

some fashion, against the wind.

CONTAINER REGULATIONS for residual waste:

18. No person shall place, or caused to be placed, residual waste out for collection other than in a regulation container consisting of which is a plastic bag which meets the followingspecifications:
 - a. made of dark green or black plastic, watertight of an overall length of between 0.5 metres and 1 metre when empty;
 - b. no smaller than sixty five by ninety centimetres (65 cm x 90 cm) and no larger than seventy-six by one hundred and twenty centimetres (76 cm x 120 cm);
19. Each bag shall be securely tied and, including its contents, shall not exceed 25 kilograms in weight.

CONTAINER REGULATIONS for organic materials:

20. No person shall place, or caused to be placed, organic materials out for collection in any fashion other than contained within a green cart.
21. No person shall place, or caused to be placed, a green cart of organic materials out for collection unless all contents, including leaf and yard waste, are contained entirely within the green cart and the lid properly and fully closed.
22. Notwithstanding clauses 20 and 21 of this by-law, leaf and yard waste may be completely enclosed in a green cart or in orange or clear bags for the purposes of the special twice- yearly scheduled collections of leaf and yard waste.

PLACEMENT OF COLLECTIBLE WASTE FOR COLLECTION:

23. In the case of a property not located on a private road, no person shall place collectible waste out for collection in a location other than at the end of the driveway servicing the premises from which the collectible waste was generated and along the shoulder of the street, road or highway which abuts that premises and in a manner which does not obstruct pedestrian traffic, vehicular traffic or snow removal operations on the said street, road or highway.
24. In the case of a property located on a private road, no person shall place collectible waste out for collection other than in an approved storage bin or green cart located at or near the intersection of said private road and the nearest public highway.

COLLECTIBLE WASTE-PREPARATION AND RESTRICTIONS:

25. No person shall place, or cause to be placed, any collectible waste out for municipal collection on any one collection day unless done so in accordance with the following restrictions:
 - a. broken bottles, crockery, glassware kitchenware and tools shall be tightly wrapped in cardboard or other suitable material and clearly marked to prevent injury to collection personnel;
 - b. ashes and soot shall be completely cooled; and
26. Artificial Christmas trees intended to be placed out for collection on regular collection days must be disassembled and placed in a regulation container for residual waste, as set out in Section 18 of this bylaw.
27. There is no limit on the number of bags of blue bag recyclables and paper/fibre recyclables which may be placed for collection from eligible premises on any one collection day, however, there is an aggregate total volume limit applicable to all waste placed out for collection from any one eligible premises of 2 cubic metres.
28. No person shall utilize any plastic retail or grocery store bag as a container or receptacle for other waste; such bags are acceptable only when empty and as part of blue bag recyclables.
29. No person shall place, or cause to be placed, any collectible waste out for municipal collection before 12:00 noon of the day immediately preceding the day scheduled for collection.
30. No person shall place, or cause to be placed, any collectible waste out for municipal collection after 8:00 a.m. of the day scheduled for collection.
31. No person shall permit any empty or rejected regulation container or any rejected materials to remain at the collection placement spot after 12:00 noon of the day immediately following the day scheduled for collection.
32. No person shall place, or cause to be placed, any non-collectible waste in, at or near the locations described above as being appropriate for the placement of collectible waste for collection.

COLLECTION OF SPECIAL WASTE:

33. The Engineer may designate a day or days in the Spring, as well as a day or days in the Fall, for collection of special waste.

34. No person shall place, or caused to be placed, special waste out for collection unless done in accordance with the following restrictions:
- a. any oil tank shall not exceed 200 gallons in capacity, shall be drained, cleaned and cut in half;
 - b. any quantities of construction or demolition materials that are placed out for special waste collection shall be packaged, bundled or boxed so as to facilitate removal and handling and each individual package, bundle or box shall not exceed 70 kilograms in weight nor exceed 2 metres in any dimension; and
 - c. the total volume of special waste, per eligible premises, placed out for collection on any one day shall not exceed 3 cubic metres.
35. No person shall place, or cause to be placed, any special waste out for collection before 12:00 noon of the day immediately preceding the day designated for collection of same.
36. No person shall place, or cause to be placed, any special waste out for collection after 8:00 a.m. of the day designated for collection of same.
37. No person shall permit any rejected or residue special waste to remain at the collection placement spot after 12:00 noon of the day immediately following the day designated for collection of same.

COLLECTION OF NATURAL CHRISTMAS TREES:

38. The Engineer may designate a day or days for collection of natural Christmas trees.
39. No person shall place, or caused to be placed, a natural Christmas tree out for collection unless it meets the following restrictions:
- a. it is to be unpackaged and undecorated, including the removal of all lights and any tree stand;
 - b. it shall have no wires or nails attached; and
 - c. it must not exceed 3 metres in length.
40. No person shall place, or cause to be placed, any natural Christmas tree out for collection before 12:00 noon of the day immediately preceding the day designated for collection of same.
41. No person shall place, or cause to be placed, any natural Christmas tree out for collection after 8:00 a.m. of the day designated for collection of same.

42. No person shall permit any rejected natural Christmas tree to remain at the collection placement spot after 12:00 noon of the day immediately following the day designated for collection of same.

RESPONSIBILITIES OF OWNERS and OCCUPANTS:

43. Every owner or occupant shall:
- a. use only regulation containers as prescribed in the by-law for the storing, and placement for collection, of residual waste, recyclable materials and organic materials;
 - b. provide a sufficient number of regulation containers to contain all of the collectible waste generated at the subject eligible premises between regularly scheduled collection dates;
 - c. maintain such regulation containers in good repair and in a sanitary condition;
 - d. take all reasonable measures to ensure that each regulation container is covered and secured at all times except when being emptied or filled;
 - e. clean up any type of solid waste which has escaped from its container, whether it be a regulation container or not;
 - f. store collectible waste outside the main building on the eligible premises in secured regulation containers made inaccessible to pests, rodents, vermin, seagulls or animals;
 - g. ensure that any approved storage bin serving that premises is maintained at all times in a neat and sanitary condition and kept in good repair;
 - h. store any waste refrigerator or freezer either inside an enclosed and locked building or with the doors of the refrigerator or freezer removed;
 - i. ensure the proper preparation of all collectible waste in accordance with this by-law; and
 - j. ensure that collectible waste or special waste is placed for collection in accordance with this by-law.

REJECTION OF WASTE:

44. Any type of solid waste which has been set out for collection is subject to inspection by the Municipality or its agents or contractors and any such solid waste found or deemed by same to not be set out in accordance with the requirements of this by-law may be rejected and not collected.

45. In the event that collectible waste or special waste is rejected by the Municipality or its agents or contractors, a tag may be affixed to each such container, bag or bundle indicating the reason or reasons for rejection and a written record of such rejection, and the reasons therefore, may be kept by the Municipality.

PROPERTIES LOCATED ON PRIVATE ROADS:

46. Every person residing on a private road shall place all organic waste into a green cart and ensure that said green cart is placed at or near the intersection of said private road and the nearest public highway at the appropriate time for collection.
47. Every person residing on a private road shall transport all other collectible waste generated from an eligible premises to an approved storage bin and deposit same inside that approved storage bin.
48. The Municipality may, in its sole discretion, provide one or more approved storage bins for owners and occupiers of the eligible premises on any private road, but otherwise the owners and occupiers of the eligible premises on the said private road shall ensure that one or more approved storage bins, meeting the definition as contained in this by-law, is/are constructed to a size sufficient to handle the quantity of collectible waste generated from the eligible premises involved.
49. In both cases described in clause 48 of this by-law, the owners and occupiers of the eligible premises on any private road shall ensure that any approved storage bin is located at or near the intersection of said private road and the nearest public highway and ensure that any approved storage bin is maintained at all times in a neat and sanitary condition and kept in good repair.

LEGAL and ILLEGAL DISPOSALS:

50. Other than the placement of collectible waste for collection in accordance with this by-law, no person shall dispose of, or cause or permit the disposal of, collectible waste, special waste or non-collectible waste at any location or manner in the Municipality except as follows:
- a. short-term internal (mini-bin) and short-term external (green cart) storage of organic materials prior to collection;
 - b. backyard composting of organic materials, so long as it is carried out in such a manner which does not constitute a nuisance;
 - c. subject to any Federal or Provincial law to the contrary, the disposal of waste trees, brush or portions thereof or other organic farm or forestry waste on privately-owned forest or farm land in such a manner as to not constitute a nuisance;

- d. construction or demolition materials shall not be stock-piled, stored or disposed of in any other fashion on private property; and
 - e. subject to any Federal or Provincial law or other Municipal By-laws to the contrary, the disposal of aggregate, soil, bricks, mortar, concrete or asphalt pavement as fill in such a manner as to not constitute a nuisance.
51. No person shall dispose of, or cause or permit the disposal of, any solid waste in, at or near an approved storage bin if that person is not an owner or occupier of an eligible premise on the private road serviced by that approved storage bin.
 52. No person shall dispose of, or cause or permit the disposal of, any solid waste at, near, on top of or otherwise outside an approved storage bin.
 53. No person shall dispose of, or cause or permit the disposal of, any non-collectible or rejected solid waste at an approved storage bin.
 54. No person shall dispose of, or cause or permit the disposal of, construction or demolition materials at any location in the Municipality except at the approved Construction and Demolition Materials Landfill Site operated by the Municipality.
 55. No person shall dispose of, or cause or permit the disposal of, household hazardous waste at any location in the Municipality except at the approved Household Hazardous Waste Depot at the Solid Waste Facility operated by the Municipality.
 56. No person shall dispose of collectible waste at the Solid Waste Facility operated by the Municipality anywhere other than as directed by authorized staff of the Municipality.
 57. No person shall engage in salvage or scavenging activity at either the Solid Waste Facility operated by the Municipality or the Construction and Demolition Materials Landfill Site operated by the Municipality.
 58. No person shall transport solid waste within the Municipality unless same is well secured against spillage or upset.
 59. Proof that any type of solid waste, which was disposed of in contravention of this by-law, originated from a particular person, or from the property of a particular person, shall, in the absence of evidence sufficient to convince a court to the contrary, be sufficient evidence for a court to infer that the said particular person disposed, or caused or permitted the disposal, of that solid waste or a portion of that solid waste.

HOUSEHOLD HAZARDOUS WASTE DEPOT:

60. Every owner or occupant shall store any household hazardous waste generated by same in a safe and secure manner and place and shall deliver same, as soon as is reasonably

possible, to the Household Hazardous Waste Depot at the Solid Waste Facility operated by the Municipality.

61. No person shall dispose of - or cause or permit the disposal of - any type of household hazardous waste in or adjacent to the Household Hazardous Waste Depot ("HHW Depot") in the following circumstances:
- a. when the said HHW Depot is not open and operational; or
 - b. after authorized municipal staff of the HHW Depot has refused to accept same.

CONSTRUCTION OR DEMOLITION MATERIALS LANDFILL SITE:

62. The operator or other authorized municipal staff of the Construction or Demolition Materials Landfill Site operated by the Municipality may refuse a load of solid waste under the following circumstances:
- a. when it is comprised of, or contains, solid waste other than the type of solid waste for which that facility has been designed;
 - b. for which a tipping fee has not yet been set or negotiated with the solid waste generator or collector;
 - c. for which a tipping fee has not yet been paid to the facility; or
 - d. for which tipping fee payment arrangements, satisfactory to the Municipality, have not yet been made.
63. No person shall dispose of, or cause or permit the disposal of, any type of solid waste in or adjacent to the Construction or Demolition Materials Landfill Site in the following circumstances:
- a. when the landfill site is not open and operational; or
 - b. after authorized municipal staff of the landfill site has refused to accept same.

GENERAL PROHIBITIONS:

64. No person shall pick over, remove, collect, disturb or otherwise interfere with any type of, solid waste or regulation container which has been placed out for collection.

65. No person shall pick over, remove, collect, disturb or otherwise interfere with any type of solid waste or regulation container which has been placed in an approved storage bin.
66. The prohibitions in clauses 64 and 65 of this by-law do not apply to:
- a. the person who placed the solid waste or regulation container either out for collection or into the approved storage bin; or
 - b. waste wood material, appliances or furniture.
67. No person shall pick over, remove, collect, disturb or otherwise interfere with waste wood material, appliances or furniture without immediately thereafter cleaning up any mess created and, if deciding to not remove the item, then returning it to its former location.
68. No person shall dispose of any type of solid waste by the burning of same except for brush or tree limbs and clean wood (untreated, unstained, unpainted) and only in such place and under such conditions as are permitted by any applicable Provincial or Federal laws.

ENFORCEMENT and PENALTIES:

69. Any person who disposes of Construction or Demolition materials or Household Hazardous waste other than in accordance with this by-law is guilty of a summary offense and is liable, upon conviction, to a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00), and in default of payment to a term of imprisonment not to exceed ninety (90) days.
- 69A. Any person who disposes of or causes or permits the disposal of collectible waste, special waste or non-collectible waste at a location or in a manner contrary to section 50 of the by-law is guilty of a summary offense and is liable, upon conviction, to a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00), and in default of payment thereof to a term of imprisonment not to exceed ninety (90) days.
70. Any person who violates any other provision of, or permits anything to be done in violation of, this by-law is guilty of a summary offense and is liable, upon conviction, to the following:
- a. for a first offense, a fine of not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1,000.00) and in default of payment thereof to a term of imprisonment not to exceed thirty (30) days;
 - b. for a second offense, a fine of not less than Two Hundred and Fifty Dollars

(\$250.00) and not more than Two Thousand Dollars (\$2,000.00) and in default of payment thereof to a term of imprisonment not to exceed sixty (60) days;

- c. for each subsequent offense, a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00) and in default of payment thereof to a term of imprisonment not to exceed ninety (90) days.

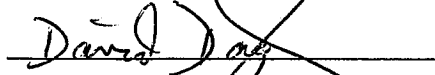
- 71. Any person who obstructs or hinders any person in the performance of their duties under this by-law is guilty of a summary offense and is liable, upon conviction, to a fine of not less than Five Hundred Dollars (\$500.00) and not more than Five Thousand Dollars (\$5,000.00), and in default of payment to a term of imprisonment not to exceed ninety (90) days.
- 72. Pursuant to the provisions of the *Municipal Government Act*, in addition to a fine imposed for violation of this by-law a judge may order the person to comply with this by-law within a time period specified in the order.
- 73. Each day that a person commits any offence, or permits an offence, under this by-law constitutes a separate offence.
- 74. Where a person is convicted of an offence under this by-law and the court is satisfied that, as a result of the commission of the offence, clean-up or site remediation costs were incurred, whether by the Municipality or by a person, the Court may order the offender to pay, in addition to all other fines and penalties, restitution to the Municipality or person in an amount equal to the said clean-up or remediation costs.

REPEAL:

- 75. The Solid Waste Collection By-law of the Region of Queens Municipality passed by the Council of the Region of Queens Municipality on the 17th day of September, 2012 is hereby repealed.

THIS IS TO CERTIFY THAT this bylaw was passed by the Council of the Region of Queens Municipality at a duly constituted meeting of said Council held on the day of , 2019.

SIGNED by the Mayor and Chief Administrative Officer this 3rd day of July , 2019.



Mayor



Chief Administrative Officer

PROPOSED READINGS:

First Reading: May 28, 2019
Public Notice: June 5, 2019
Second Reading: June 25, 2019
Notice of Passing: July 3, 2019
Filed/Approved: Municipal Affairs: July 3, 2019

CONSTRUCTION WOES

MODL municipal building estimate rises to \$8.7 million

Council exploring options to find \$1.1 million in savings from other capital projects

JOSH HEALEY

With the cost of its new municipal service building on the rise, the Municipality of the District of Lunenburg (MODL) needs to find \$1.1 million in savings from other projects.

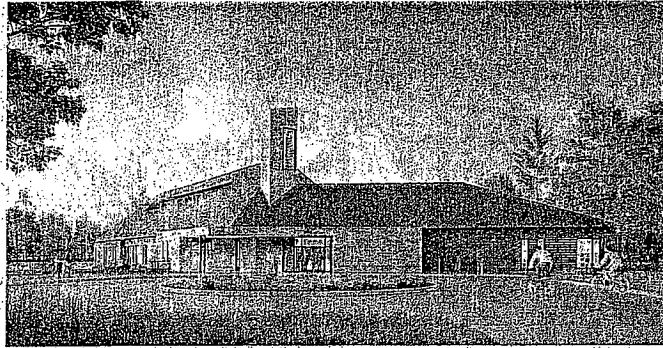
The search was made necessary after council moved to give the building tender to Roscoe Construction; the tender was awarded at a special meeting on June 5.

Despite being the lowest bidder, Roscoe's tender — which came in at \$6.6 million — was significantly more expensive than the \$5.5 million anticipated by council.

The total price for the municipal services building is now estimated at \$8.7 million.

When asked if she was surprised by the jump in price, MODL mayor Carolyn Bolivar-Getson said the difference resulted from the cost of trades like millwork and electrical.

"Council did expect the bids to come in closer to the estimated



An artist's rendition of MODL's new municipal service building in Osprey Village. CONTRIBUTED

budget," she wrote via email, adding that managing project costs is a top priority.

It is always difficult in the estimating stage of a multi-million-dollar project to determine what the bids might come in at.

Bolivar-Getson added the province is experiencing a con-

struction boom, which also increased costs.

Instead of increasing taxes or incurring debt, council moved to explore finding the \$1.1 million price difference from existing capital projects.

Council is expected to discuss the issue at a meeting on June

25, including a presentation from the project manager about other ways to cut costs.

When asked if it was council's belief that it was better to cut from existing projects than raise taxes, the mayor said council would explore delaying projects rather than using exist-

ing reserves.

"This project will not raise taxes, as the municipality has ample reserves in place," she added.

As per a report submitted by Catalyst Consulting Engineers, Avondale Construction's bid came in at \$6.8 million while Maxim Construction estimated it would take \$7 million to complete the project.

By moving forward with Roscoe Construction, said the report, council would keep to their goal of finishing the project by the spring of 2020.

Still, given the price of trade work, council is exploring their options to reduce the estimated costs.

"As soon as the contracts are signed, the construction of the building will begin," said Bolivar-Getson.

In fact, work has already begun for MODL's new home in Osprey Village; council previously awarded the tender for the building's site development back in April.

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Region of Queens Municipality

PUBLIC NOTICE PASSING OF BYLAW

PUBLIC NOTICE IS HEREBY GIVEN that the Council of the Region of Queens Municipality approved the second and final reading of the Solid Waste Management Bylaw at its regular meeting of Council held on June 25, 2019 at the Council Chambers, 249 White Point Road, Liverpool, NS.

A BY-LAW RESPECTING THE PROPER SEPARATION, STORAGE, PLACEMENT FOR PICK-UP, COLLECTION AND DISPOSAL OF ALL TYPES OF SOLID WASTE (SOLID WASTE MANAGEMENT BY-LAW)

The effective date of the noted bylaw will be **July 3, 2019**. A copy of the approved bylaw is available at the Municipal Office at 249 White Point Road in Liverpool, Nova Scotia, between the hours of 8:30 am and 4:30 pm, Monday to Friday. It can also be viewed on the Region's website at www.regionofqueens.com under Council & Governance / Bylaws. Further information may be obtained by contacting the Planner at 902.354.3455.

Mike MacLeod
Planner

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Region of Queens Municipality Staff Report

8.2

To: Mayor and Council
From: Adam Grant, P.Eng., Director of Infrastructure
Date: September 9, 2025
Re: Operational Policy 17

Background


Operational Policy 17 'Private Road Solid Waste Collection Boxes' is the Municipal Policy for the service that is commonly referred to as 'Grey Box Sites'.

Details

In response to increasing complaints from residents and guests and to support efficient and safe solid waste collection, the Municipality is exploring placement of additional grey box sites. In addition, staff are conducting a review of Bylaw 13: Proper Separation, Storage, and are proposing changes to Operational Policy 17 with the intention to improve clarity of the policy and clearly assign responsibility throughout the policy, while ensuring consistency with Operational Policy 53: Private Collection and Disposal of Organics on Private Roads Serviced by Municipal Solid Waste Boxes.

The current policy (Appendix B) indicates the location for grey box sites, requirement for six or more homes as well as the CAO's ability veto the requirement of six homes under a condition.

Through consultation with other municipal units as well as the regional coordination group for solid waste management to identify a mechanism to improve the sites, staff are proposing additional language to be included (Appendix A). Under the proposed operational policy, the maintenance and upkeep of the grey box sites will shift from the Municipality to the user group who benefits from each site. The Municipality will continue to provide scheduled



pickup of the sites by their contracted hauler, and the 'owner' of a site will be responsible for the construction and maintenance of these sites on a continuous basis.

This shift in policy aligns with the existing language and proposed revisions in Bylaw 13, reflecting that waste generated by a property owner is the responsibility of the property owner until scheduled pickup occurs. Residential property owners located on public roads are required to deliver their waste at a specific date and time to be eligible for pickup, as well as be responsible for cleaning up any waste that has been disrupted and exists as litter at their location. Clarifying the responsibility of the grey box sites improves equity in treatment of residential property owners whether they exist on a public or private property.

Budget Impacts

No budget impacts are expected from the implementation of this policy.

Communications

Staff will prepare communications to be distributed to the impacted property owners.

Recommendation

THAT Council of the Region of Queens Municipality approve Operational Policy 17 as ammended.



POLICY NO. 17

Private Road Solid Waste Collection Boxes

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 17 and may be cited as the “Private Road Solid Waste Collection Boxes Policy”.

POLICY PURPOSE

It shall be the policy of the Region of Queens Municipality to have regulations for the placement of solid waste collection boxes near private roads throughout Queens County.

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 bylaw.

(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.

DEFINITIONS

Words in this policy should have their normal Canadian Dictionary meaning, except as follows:

“Private Road Association” A road association, condo corporation, committee of landowners, or other group representing owners on a private road.

“Grey Box” A municipally supplied or approved solid waste collection box located at or near the entrance to a private road.

“Owner(s)” The owners of properties served by the Grey Box, including any Private Road Association acting on their behalf.

POLICY DETAILS

It shall be the policy of the Region that solid waste collection boxes will be placed at or near the entrance of a private road in Queens County, abutting a public highway, in which there are six households or more on such private road. In addition, collection boxes may be placed at the entrance of roads with fewer than six households if, in the opinion of the Chief Administrative Officer, the distance to wheel any organic cart is unreasonable. Furthermore, additional collection boxes are subject to budgetary considerations.

All solid waste collection boxes are to be numbered and recorded on a map which is to be maintained by the Director of Infrastructure.

Ownership & Responsibility

1. Storage Boxes serving private roads shall be maintained by the Owner(s).
2. Where a Private Road Association exists, it shall act on behalf of the Owner(s).
3. The Region retains ownership of any municipally supplied Grey Box unless otherwise agreed, but maintenance obligations remain with the Owner(s).

Maintenance Standards

Owner(s) must:

1. Keep the Grey Box and ground within 5 metres of it free of litter and illegal dumping.

2. Keep the exterior clean and in good repair (hinges, doors, locks, labeling, numbering, wildlife-resistant features).
3. Remove snow/ice and vegetation to maintain safe access.
4. Control pests, nuisance odours, and promptly remove graffiti.
5. Ensure clear sightlines and placement that does not obstruct traffic or create safety hazards.

Damage, Vandalism & Replacement

1. Owner(s) must promptly repair damage or notify the Region if a Storage Box is unsafe or unusable.
2. Where the Region performs emergency repair, cleanup, or replacement, the Region may invoice the reasonable costs to the Owner(s).

Compliance & Inspection

1. The Region may inspect Storage Boxes and surrounding areas for compliance.
2. If deficiencies are found, the Region will issue a written notice with a compliance deadline (7–14 days, or shorter where risks exist).
3. Failure to comply may result in service interruption and/or cost recovery under this policy, in addition to any enforcement under By-Law 13.

Siting & Signage

1. Owner(s) must maintain required signage (sorting instructions, "no illegal dumping" notices, collection schedules) as directed by the Region.
2. Any relocation or replacement of a Storage Box requires prior written approval from the Region.
3. Coordination with Other Policies - Nothing in this Policy alters responsibilities under Operational Policy 53 or the Region's By-law #13. Where conflicts arise, the By-law prevails.

ACCOUNTABILITY

Responsibility for the oversight and implementation of this policy shall lie with the Municipality's Chief Administrative Officer or their designate.

EFFECTIVE DATE

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

Approved by Council:

, 2025



GENERAL STATEMENT OF POLICY

17.01 It shall be the policy of the Region of Queens Municipality to have regulations for the placement of solid waste collection boxes near private roads throughout Queens County.

POLICY PROCEDURE

17.02 It shall be the policy of the Region that solid waste collection boxes will be placed at the entrance of a private road in Queens County, abutting a public highway, in which there are six households or more on such private road. In addition, collection boxes may be placed at the entrance of roads with fewer than six households if, in the opinion of the Chief Administrative Officer, the distance to wheel any organic cart is unreasonable. Furthermore, additional collection boxes are subject to budgetary considerations.

17.03 All solid waste collection boxes are to be numbered and recorded on a map which is to be maintained by the Director of Engineering and Works.

The police advisory board met on August 14. The PAB members were given orientation training with Danielle DesJardins and Kirk Kamotzki from the department of justice. This training entailed an overview of public safety and security division foundations for effective police governance, the Nova Scotia police act and regulations establishing priorities for your municipalities police services and an overview of RCMP accountability.

The role of the police advisory board was clarified. It will assess community needs and values, and act as a conduit between the community and the police. The board can set priorities, objectives and goals. The safer communities and neighbourhood act was discussed. This act gives residents of Nova Scotia the ability to anonymously report a problem residence or business.

The policing review was released in June of this year . The province is working toward implementing a universal system for all municipalities in Nova Scotia to ensure consistency across jurisdictions.

Sergeant Archibald expressed his views once again at this point about our community exploring the establishment of an inter graded street crime unit prior to the implementation of these provincial changes as Queens County is the only municipality that does not have one.

He emphasized that if there are ongoing issues such as drug related problems, the public is encouraged to call the police as the lack of reporting takes away proper documentation that is needed.

We also discussed the vandalism that we have had at the splashpad and the universally designed play park and the parking problems that we are continuing to have at Carter's Beach.

Labour Day Event Hosted by the South Shore Labour Council – Councillor Wentzell

Event Overview: The South Shore Labour Council (SSLC) hosted the Labour Day event for the third consecutive year at Privateer Park in Liverpool. This gathering, which represents unions from Lunenburg, Queens, Shelburne, and Yarmouth Counties, serves as an important community event, offering a chance for residents to reflect on the achievements of organized labour.

Event Highlights: The event featured local musician Johnie Lake, who performed a free concert, contributing to a lively and enjoyable atmosphere. The Lunenburg Queens Special Olympics generously provided free hot dogs and drinks, adding to the spirit of community.

Several booths were set up, offering information and services from both affiliated and non-affiliated groups. The presence of these organizations highlighted the breadth of support for the Labour Movement in the region. Some of the groups represented included:

- South West Nova Metis
- Council of Canadians
- Nova Scotia Health Coalition
- Service Canada
- Harbour House
- National Association of Federal Retirees
- North Queens Nursing Home
- United Way

- Big Brothers & Big Sisters
- North Queens Search & Rescue
- Queens Ground Search & Rescue
- Shriners
- Canadian Centre for Policy Alternatives
- Nova Scotia Nature Trust
- Protect Liverpool Bay

Significance of Organized Labour: Organized labour has played a critical role in securing many of the rights and benefits we enjoy today, including weekends, holidays, Medicare, Employment Insurance, and the Canada Pension Plan. The Labour Movement's contributions to our community and nation cannot be overstated.

Historical Context: Labour Day celebrations in Liverpool have a deep-rooted history, with the first known celebration taking place in 1936, following the certification of the local union at the Mersey Mill in 1935. Known as the International Brotherhood of Pulp, Paper and Sulphite Workers, Local 141, this would later be known as the Canadian Paperworkers Union and then the Communications, Energy and Paperworkers Union (CEP). Over the years, the event grew, with parades, dances, banquets, and sporting activities. While the event faded after the closure of the Mill and the dissolution of the local unions in 2012, it is heartening to see the event make a strong comeback.

Community Engagement: The event was well-attended, with a wide representation of local politicians from various political parties. A highlight of the day was the presence of former Premier Darryl Dexter, who, along with his government, played a pivotal role in securing pensions for over 500 families following the closure of the Mersey Mill.

Acknowledgements: The SSLC deserves commendation for their efforts in bringing this event to Liverpool. Their hard work ensures that the spirit of the Labour Movement

continues to thrive in our community. We look forward to next year's event and hope it continues to grow in both size and significance.



Region of Queens Municipality Staff Report

14.1

To: Mayor and Council

From: Richard Lane, Project Officer

Date: September 9, 2025

Re: South Shore Regional Airport – Runway Line Painting


Background

The South Shore Flying Club (SSFC) is requesting the Municipality's financial assistance in covering the cost of repainting the runway markings at the South Shore Regional Airport. The markings are comprised of runway numbers and the lines on the runway.

Detail

The Municipality has an annual budget of \$2500 allocated for general maintenance at the airport, and a reserve which holds funds for eventual runway replacement (\$12,500 allocation per annum), addition to fuel distribution (\$50,000 one-off), and any unspent maintenance funds from the previous fiscal year.

Runway markings are a critical part of ensuring the safety and usability of the airfield, and a minimum functional requirement. Properly maintained runway lines support day-to-day operations, enhance visibility and safety for all pilots, especially for visiting traffic unfamiliar with the field. Because of the impact on safety, repainting the lines is considered a high priority.



SSFC has obtained a quote for the work of \$4,675.00 plus HST, which exceeds the maintenance budget allocated for this fiscal year. The reserve holds a balance of approximately \$134,000 as of March 31, 2025.

Repainting of the runway lines is an example of an airport maintenance task which is periodically necessary over the long-term operation of an airport. A full review of the airport facility was completed in the spring of 2025, and staff will be presenting the resulting Asset Management Plan to Council this fall.

Budget Impacts

This project is not included in the current operating budget. If Council decides to support this work, \$2,500 could be funded from the maintenance budget, with the remaining \$2,175 funded from the reserve. Alternatively, cost for the whole project could come from the reserve, leaving the regular maintenance budget available for other general maintenance purposes. Any maintenance budget left unspent at the end of the fiscal year is transferred to the reserve.

Recommendation

THAT the Council of Region of Queens Municipality approves \$4,675.00 plus HST for replacement of the painted runway markings at the South Shore Regional Airport, to be funded from the Airport reserve.

Region of Queens Municipality Staff Report

14.2

To: Mayor and Council
From: Adam Grant, P.Eng., Director of Infrastructure
Date: September 9, 2025
Re: Mount Pleasant Servicing Extension

Background

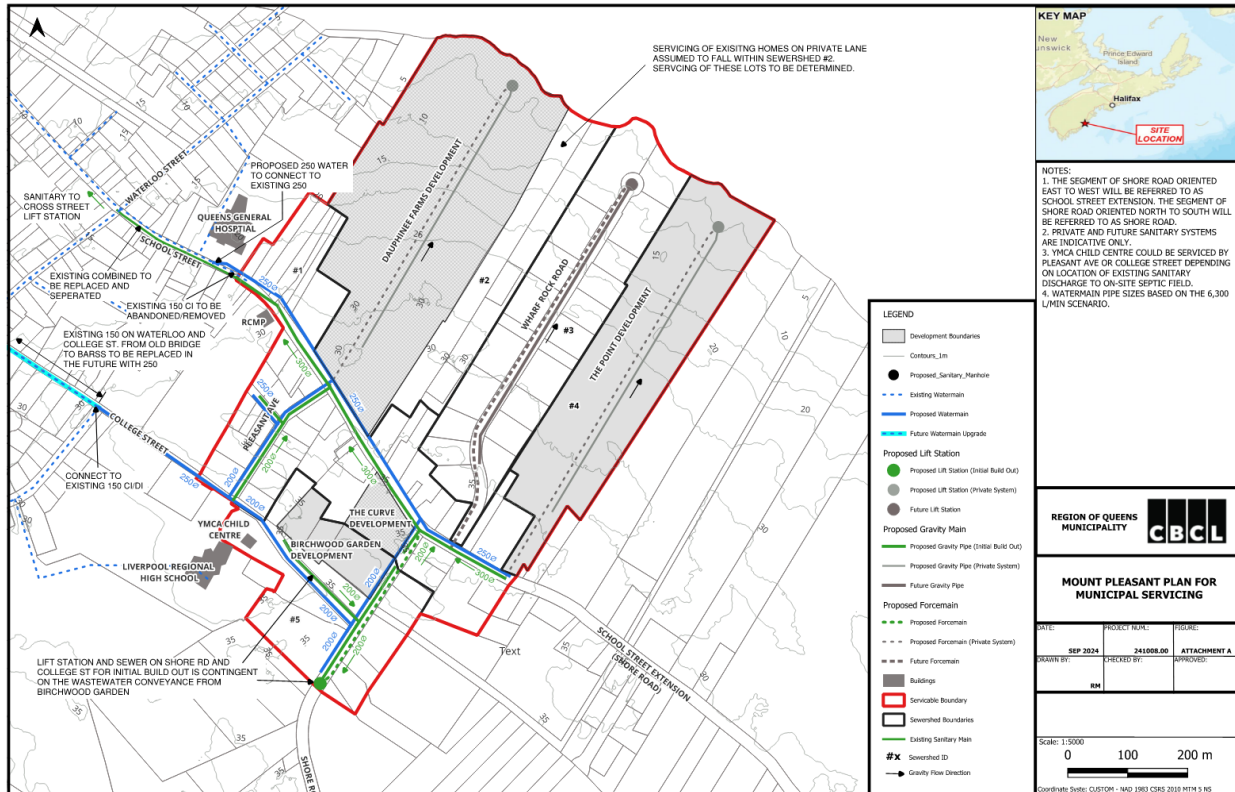
At the May 13, 2025 Regular Meeting, Council approved the Municipality's 5-year Capital Investment Plan (CIP) which included the Mount Pleasant Servicing Extension (MPSE) project at a budget estimate of \$10,506,200. During the budget process, Council requested that staff present this project for final approval prior to proceeding.

This specific project represents one element of the Mount Pleasant Service Extension Project which has received 50% grant funding through the Municipal Capital Growth Program (MCGP) from the Province of Nova Scotia to a total of \$10,700,00. The scope of work from that grant approval:

Project Scope: (Please refer to submitted application for more project detail)

This project aims to expand municipal water and wastewater services through upgrades to four existing sanitary sewage lift stations, the continuation of water transmission mains, and the expansion of existing gravity sewers. This will aid in current developments that are helping to address urgent housing needs.

As illustrated in the following diagram, completion of this extension work will connect approximately 37 existing residential properties to municipal services. As well, this extension of municipal services will also provide water distribution and wastewater collection to more than 300 new residential units in the Mount Pleasant community as requested by local development groups to address the current housing crisis.



Details

CBCL was hired by the Municipality to prepare, complete and issue tender documents for this project. The tender documents were hosted on the Nova Scotia Provincial Procurement Portal and Bonfire eProcurement. Additionally, CBCL directly provided the tender documents to several contractors who have been involved with projects for neighbouring municipalities.

The tender was posted on July 4, 2025, and closed on August 7, 2025. Three submissions were received, and a virtual opening of the submissions was hosted by CBCL on August 7, 2025. The results of this activity are outlined in the bid summary document (Appendix A) and indicate that Dexter Construction Company submitted the lowest bid at a price of \$8,329,000 + HST.

Staff have been working to secure necessary permits and approvals from the Province:

- Required draft approval from Nova Scotia Public Works has been received and is under review.
- Required approvals Nova Scotia Environment and Climate Change were received as of August 26, 2025, to allow the project to move forward.

- Application to the NS Regulatory Appeals Board is drafted but has not been submitted.

These permits will need to be finalized before this project can commence.

This tender price of \$8.3M aligns with the approved budget of \$10.5M. The remaining \$2.2M is required for contract administration and quality control, required permit deposits and construction contingency.

Not included in this specific project element but approved for grant funding from the Province is the improvement to existing wastewater lift stations as well as continuation of the water transmission mains. Both of these other elements are included in multiple lines of the CIP, and their completion will benefit every customer of the South Queens water and wastewater systems by improving water distribution for both consumption and fire protection, as well as improvements to the wastewater system which will eliminate combined sewer systems, reduce overflows of wastewater and address sea-level rise in the coming decades.

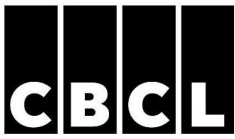
Upon completion of these projects, the Municipality will be positioned to recover \$10.7M in expenses from the Province of Nova Scotia as per the current MCGP agreement. Staff are currently working with Provincial representatives to amend the project end date to ensure eligible expenses are included. Also, staff are exploring additional cost-sharing opportunities to reduce the expense burden on the Municipality.

Budget Impacts

The cost of this project is included in the approved 2025-2026 Capital Investment Plan.

Recommendation

THAT the Council of Region of Queens Municipality accept the bid of \$8,329,000.00 + HST from Dexter Construction Company for the Mount Pleasant Servicing Extension project.



2025-08-11

Adam Grant, P.Eng.
Director of Infrastructure
Region of Queens Municipality
142 Hank Snow Drive, Liverpool, NS B0T 1K0

Dear Mr. Grant,

RE: Bid Result Summary for Contract No. 241008.00 – Mount Pleasant Servicing Extension

On August 7, 2025 three (3) bids for the above noted project were received. A bid evaluation was conducted which consisted of examining mathematical results of each bid and confirming evidence of the presence of various required submission documents such as bid security requirements, acknowledgement of addenda, and proposed contract time as set forth in the tender documents.

A summary of the bids is included below:

Bidder	Bid Price (Excluding HST)	Weeks to Complete	Bid Security	Acknowledgement of Addendum
Atlantic Snow and Ice Management Inc.	\$9,867,922.74	27	Y	Y
Dexter Construction Company	\$8,329,000.00	30	Y	Y
Harbour Construction Company Limited	\$8,947,000.00	42	Y	Y

Based on the bid review CBCL Limited sees no reason Contract No. 241008.00 – Mount Pleasant Servicing Extension could not be awarded to Dexter Construction Company in the amount of \$8,329,000.00 (plus HST).

Yours very truly,

CBCL Limited

Adam Grant, P.Eng.

Aug 11, 2025

A handwritten signature in black ink, appearing to read "Ryland MacLellan". The signature is fluid and cursive, with the first name "Ryland" and last name "MacLellan" clearly distinguishable.

Ryland MacLellan, P.Eng.
Intermediate Municipal Engineer
Direct: 782-482-3765
E-Mail: rmaclellan@cbcl.ca

Project No: 241008.00