



**Region of Queens Municipality Regular Council
Tuesday, October 14, 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 – September 23, 2025

4.0 Public Comment

5.0 Delegations and Presentations

6.0 Unfinished Business

6.1 Council Implementation Report

7.0 Staff Reports

8.0 Bylaws and Policies

8.1 Discussion - Administrative Policy No. 56 Utility Assistance Rebate

8.2 Amendment - Policy No. 23 – Respecting Meetings of Council

9.0 Correspondence for Action

9.1 Request for support from CUPW

10.0 Correspondence for Information

10.1 Letter from Hospital Hustle Organizers

11.0 Report from In Camera

12.0 Mayor's Report

13.0 Council Reports

14.0 New Business

14.1 Extending Sidewalk at White Point Road

14.2 Main and Market Traffic Study

14.3 J-Class Roads

14.4 Reporting for Grants Outside CIF

14.5 Utility Bill Interruption

14.6 Dwelling Units in Commercial Buildings

15.0 In Camera

15.1 Personnel

15.2 Personnel

15.3 Personnel

15.4 Legal

15.5 Legal

16.0 Adjournment



**Region of Queens Municipality Regular Council
Tuesday, September 23, 2025
6:00 p.m.**

Minutes

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

Staff: Mike MacLeod, Acting Chief Administrative Officer
Heather Cook, Recording Secretary

1.0 Call to Order and Land Acknowledgement

Mayor Christian called the meeting to order at 6:00 p.m. and opened the meeting by acknowledging that we are in Mi'kma'ki, the traditional territory of the Mi'kmaq people, and that we all have responsibilities as treaty people.

2.0 Approval of Agenda

Councillor Fancy added item 9.1, Correspondence for Action.

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

THAT the Council of Region of Queens Municipality approve the September 23, 2025 agenda as amended.

MOTION CARRIED unanimously.

3.0 Adoption of Minutes

3.1 September 9, 2025 – Regular Council Meeting Minutes

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

THAT the Council of Region of Queens Municipality approve the minutes from the Regular Council Meeting held on September 23, 2025 as presented.

MOTION CARRIED unanimously.

4.0 Public Comment

1. Lockie Hupman, Queens

Mr. Hupman appeared before Council to request assistance regarding an ongoing issue with a neighbour. He advised that his efforts to have the RCMP investigate the matter had been unsuccessful, and that private investigators do not provide this type of service. Mayor Christian noted that Council meetings are not structured as question-and-answer sessions; however, he indicated his willingness to meet with Mr. Hupman outside the meeting to further understand the concern and to identify potential supports.

5.0 Delegations and Presentations

There were no delegations or presentations.

6.0 Unfinished Business

There was no unfinished business.

7.0 Staff Reports

7.1 Audited Financial Statements Fiscal 2024-2025

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

THAT the Council of Region of Queens Municipality receive the report titled 'Audited Financial Statements Fiscal 2024-2025' for information.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality adopt the Audited Financial Statements for the fiscal year ended March 31, 2025, as presented.

MOTION CARRIED unanimously.

7.2 Council Implementation Report

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

THAT the Council of Region of Queens Municipality receive the report titled 'Council Implementation Report' for information.

MOTION TABLED.

8.0 Bylaws and Policies

There were no Bylaws or Policies to discuss.

9.0 Correspondence for Action

9.1 Jane's Place Society

Councillor Fancy presented correspondence from the Jane's Place Society, requesting the support of the Region of Queens Municipality for the Society's mandate of providing second-stage housing for women transitioning from emergency shelters. Mayor Christian expressed the support of Council and will have a letter of support prepared.

10.0 Correspondence for Information

10.1 Letter from Al Moore, re: Bylaw #13

Mr. Moore submitted a letter to council detailing his thoughts about the proposed Bylaw #13, Solid Waste Management.

11.0 Report From In Camera

There was no report from In Camera.

12.0 Mayor's Report

On September 10, Mayor and Council participated in an Asset Management Planning Workshop. The Mayor extended appreciation to the Asset Management Coordinator for preparing and delivering the session, which provided Council with a deeper understanding of the technical details contained in an asset management plan. This

knowledge is an important tool for Council in their role as decision-makers responsible for managing the Municipality's assets.

On September 13, the Mayor attended the Renaming Ceremony for the Richard Freeman Community Park in Greenfield. It was a well-attended celebratory event, joined by Councillor Jenkins, other past and present members of Council, Minister Masland, and many community members. The day provided a fitting opportunity to recognize Rich Freeman's legacy and longstanding commitment to community.

On September 17, the Mayor and members of Council and staff took part in the Queens County Fair Parade. The Municipality's float, with the theme "Overalls and Haydays," was well-received and earned second place in the parade competition. The Mayor expressed thanks to the Fair organizers and to staff for their creativity and efforts in preparing the float.

On September 18, the Mayor attended the Pemsik Conservation Mosaic Project, an all-day sharing event held at the Quarterdeck Resort. The gathering brought together representatives from the Wildcat First Nation, Nature Conservancy of Canada, Nova Scotia Nature Trust, Canadian Parks and Wilderness Society, Parks Canada, Nova Scotia Environment and Climate Change, and Tourism Nova Scotia. The Mayor noted the honour of participating in this Indigenous-led initiative and commended Melissa Labrador for her vision, leadership, and tireless contributions. The findings presented by CPAWS about life along local shorelines were particularly exciting and encouraging.

On September 22, the Mayor, accompanied by CAO Thorpe, attended the Mayors/Wardens/Deputies/CAOs Table with the five municipal units of Lunenburg County. Deputy Mayor Charlton sent her regrets. The Mayor reported that this forum represents a very promising opportunity for collaboration and alignment with neighbouring municipalities.

The Mayor also reported that over the past several weeks significant progress has been made in preparing the draft Strategic Plan and priorities for the Municipality. These will be shared with the public during a series of upcoming Town Hall Engagement Sessions and through a

community-wide survey to gather feedback. Sessions will be held in the evenings at the following locations:

- Liverpool Fire Hall – October 16
- Milton Memorial Hall – October 17
- Mersey Point Hall – October 20
- West Queens Recreation Centre – October 21
- Greenfield Fire Hall – October 23
- Port Medway Fire Hall – October 24
- North Queens Fire Hall – October 27

Residents are encouraged to attend and participate, with notices to be shared broadly through various communication channels.

13.0 Council Reports

13.1 Freeman Lumber Presentation Follow Up – Councillor Jenkins

At the Regular Council Meeting held on July 8, 2025, representatives from Freeman Lumber provided a presentation regarding the forested lands of Queens County. The focus of the presentation was on opportunities for partnership with the Region in sustainable forest management. Freeman Lumber noted that any fibre removal would be undertaken on a sustainable basis, with long-term benefits for the forest, the Region of Queens Municipality, and local stakeholders, including residents and landowners.

Councillor Jenkins, drawing on his background in forestry management, expressed support for pursuing a long-term forest management plan. He emphasized several benefits, including:

- Improvement of the forest for climate resilience and ecological value;
- Mitigation of environmental disturbances such as fire, storm damage, and insect activity;
- Generation of sustainable revenues for the Region that could support programs not currently funded; and

- Upgrading of forest structure to assist in fire protection and to provide enhanced recreational opportunities through access maintenance.

Councillor Jenkins requested Council's support in directing staff to prepare a report for Council's consideration regarding entering into a long-term forest management plan with Freeman Lumber. He further requested that the report be completed in a timely manner and brought forward to Council at the second regular meeting in October.

Councillor Wentzell noted that such a comprehensive report may require more time to complete than suggested. Mayor Christian added that such an agreement would likely need to be issued through a public tendering process.

Following discussion, it was agreed that staff be directed to prepare a report outlining a framework for a municipal forest management plan and the considerations involved in entering into such an agreement. The report should also provide a framework for a potential Request for Proposals (RFP) or tendering process that could be used in the future.

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

THAT the Council of Region of Queens Municipality direct staff to prepare a report for next steps for a Forestry Management Plan, which includes potential framework for an RFP.

It was moved by Councillor Wentzell and seconded by Councillor Carver that the motion be amended to read:

THAT the Council of Region of Queens Municipality direct staff to prepare a report for next steps for a Forestry Management Plan specifically in reference to municipally owned property, which includes potential framework for an RFP.

AMMENDMENT PASSED unanimously.

MOTION PASSED unanimously.

13.2 Region 6 Solid Waste Committee Report – Councillor Jenkins

The Region 6 Solid Waste Committee met at the Queens Place Emera Centre, with additional participation available through online attendance.

During the meeting, members engaged in extensive discussion regarding Extended Producer Responsibility (EPR). It was noted that the process is approaching completion, with many of the smaller details now resolved. In particular, the matter of small Industrial, Commercial, and Institutional (ICI) waste has been clarified, and this material will be managed together with household waste collections going forward.

The Committee also reviewed plans for Waste Reduction Week, which will take place during the third week of October. The theme for this year will focus on thrifting, with information and resources provided through the DivertNS website. Attention was drawn to the high volume of fabrics entering landfills each week, highlighting the importance of recycling and reuse opportunities.

Angela Taylor reported on education initiatives, noting that over 1,600 students have participated in waste education programs. In addition to student outreach, there has also been ongoing interaction with municipalities. These discussions have been productive and are helping to strengthen regional cooperation on waste management and reduction efforts.

14.0 New Business

14.1 Preapproval for Debenture Issuance

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

THAT the Council of Region of Queens Municipality approves a resolution for pre-approval of Debenture Issuance subject to interest rate at a value of \$220,000.

MOTION CARRIED unanimously.

14.2 Brooklyn Recreation Capital Request – CIF

Councillor Amirault declared a conflict of interest regarding this item, and excused herself from Chambers at 7:51 p.m.

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

THAT the Council of Region of Queens Municipality provide grant funding of up to \$5,999.71 to Brooklyn Recreation for eligible Capital Investment Project expenses, to be funded from the 2025-2026 Community Investment Fund.

MOTION CARRIED unanimously.

Councillor Amirault returned to Chambers at 7:56 p.m.

14.3 Municipal Innovation Program – Regional Partnership Study

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

THAT the Council of Region of Queens Municipality endorse the application and contribute \$10,000 toward the 2025-26 Municipal Innovation Program (MIP) for the Regional Economic Partnership Study project.

MOTION CARRIED unanimously.

14.4 Municipal Dry Hydrants

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

THAT the Council of Region of Queens Municipality approves the purchase of a dry hydrant from C. Eugene Ingram Construction and installation at 9565 Highway 8, Caledonia at a value of \$40,000 + HST.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality directs staff to compile a list of the new dry hydrants requested to date, and those in need of repair to attract more competitive bids for tender.

MOTION CARRIED unanimously.

14.5 NSFM Fall Conference Attendance

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

THAT the Council of Region of Queens Municipality approve funding for the CAO and up to eight members of Council who wish to attend the Nova Scotia Federation of Municipalities Fall Conference, scheduled for November 4 - 7, 2025, in Halifax, Nova Scotia.

MOTION CARRIED unanimously.

15.0 In Camera

It was moved by Deputy Mayor Charlton and seconded by Councillor Jenkins that the proceedings move to Closed Session at 8:33 p.m. to discuss the following:

15.1 Contract Negotiations

15.2 Personnel

It was moved by Councillor Jenkins and seconded by Councillor Amirault that the proceedings exit Closed Session at 9:10 p.m.

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

THAT Council of Region of Queens Municipality direct staff to enter into an agreement with the Kiwanis Club of Liverpool for concession operations at Queens Place Emera Centre from October 1, 2025 – March 31, 2026.

MOTION CARRIED unanimously.

16.0 Adjournment

The meeting was adjourned at 9:11 p.m.

Mayor Scott Christian, Chair

Heather Cook, Recording Secretary

Date Approved: _____



Region of Queens Municipality Council Implementation Report

2025

Date	Resolution	Moved By	Responsibility	Action Taken To Date	Status
September 23, 2025	THAT Council of Region of Queens Municipality direct staff to enter into an agreement with the Kiwanis Club of Liverpool for concession operations at Queens Place Emera Centre from October 1, 2025 – March 31, 2026.	Roy	Recreation	All parties have signed the contract.	Complete

September 23, 2025	THAT the Council of Region of Queens Municipality approve funding for the CAO and up to eight members of Council who wish to attend the Nova Scotia Federation of Municipalities Fall Conference, scheduled for November 4 - 7, 2025, in Halifax, Nova Scotia.	Charlton	Administration	Mayor, CAO, and 4 members of Council registered to attend.	Complete
September 23, 2025	THAT the Council of Region of Queens Municipality directs staff to compile a list of the new dry hydrants requested to date, and those in need of repair to attract more competitive bids for tender.	Amirault	Infrastructure	Report provided to Council on September 23 rd .	Complete
September 23, 2025	THAT the Council of Region of Queens Municipality approves the purchase of a dry hydrant from C. Eugene Ingram Construction and installation at 9565 Highway 8, Caledonia at a value of \$40,000 + HST.	Jenkins	Infrastructure	2025-09-24 Contacted successful proponent to advise of award.	In Progress

September 23, 2025	THAT the Council of Region of Queens Municipality endorse the application and contribute \$10,000 toward the 2025-26 Municipal Innovation Program (MIP) for the Regional Economic Partnership Study project.	Charlton	Community Economic Development	RFP issued with deadline October 16. We are part of the evaluation team.	In Progress
September 23, 2025	THAT the Council of Region of Queens Municipality provide grant funding of up to \$5,999.71 to Brooklyn Recreation for eligible Capital Investment Project expenses, to be funded from the 2025-2026 Community Investment Fund.	Carver	Community Economic Development	Waiting for work to be completed at the end of October and final report submitted, then we can close file.	In Progress
September 23, 2025	THAT the Council of Region of Queens Municipality direct staff to prepare a report for next steps for a Forestry Management Plan specifically in reference to municipally owned property, which includes potential framework for an RFP.	Jenkins	Administration	Municipal Clerk has reached out to other municipal units to gather information on best practices and RFP issuance.	In Progress

September 09, 2025	THAT the Council of Region of Queens Municipality direct staff to consult with the lot owners' associations, and Council to workshop ideas around potential amendments to address garbage collection respecting private roads.	Charlton	Administration	CAO to consult Council and Deputy CAO to work with Infrastructure, Communications and Lot Owner's Associations to explore amendments	
September 09, 2025	THAT the Council of Region of Queens Municipality accept the bid of \$8,329,000.00 plus HST from Dexter Construction Company for the Mount Pleasant Servicing Extension project.	Charlton	Infrastructure	Awarded.	Complete
September 09, 2025	THAT the Council of Region of Queens Municipality direct staff to come back with options to expedite the sidewalk construction from Millard to Harley Umphrey.	Charlton	Infrastructure	Report to Council on October 14 th .	In Progress
August 12, 2025	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	Jenkins	Finance	Fees waived.	Complete

	Department, up to 10 metric tonnes.				
August 12, 2025	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.	Jenkins	Infrastructure	Consultant and tenants informed. Awaiting mobilisation.	In Progress
August 12, 2025	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.	Wentzell	Infrastructure	Consultant informed; had a virtual kick-off mtg; site Aug 27th for a field review.	In Progress

<p>August 12, 2025</p>	<p>THAT the Council of Region of Queens Municipality declares the property located at 9777 Highway 8, Caledonia, NS, and identified as PID 70154539, as dangerous or unsightly as defined in the <i>Municipal Government Act</i> 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 will be carried out: Removal of small derelict camper, demolition of one outbuilding, construction and demolition materials transported to the Region of Queens Landfill Facility, leveling of the property, 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</p>	<p>Carver</p>	<p>Land Use</p>	<p>Formal order has been satisfied.</p>	<p>Complete</p>
------------------------	---	---------------	-----------------	---	-----------------

	of Queens Municipality become the responsibility of the property owner.				
July 16, 2025	THAT the Council of Region of Queens Municipality spend up to \$10,000.00 of unbudgeted expense to come from the accumulated surplus for equipment for the rental space of Beach Meadows.	Roy	Community Economic Development	Commercial sink equipment purchased, cost approx. \$1500 to date. Requires fridge and freezer. Remaining work is scheduled for over winter. RFP to be issued in February 2026.	In Progress
July 08, 2025	ACTION item - no motion It was suggested by Council that the cost and feasibility of installing pedestrian activated flashing lights at the intersection be investigated. Concerns were also raised about poor accessibility, with a recommendation for further discussion and improvements.		Infrastructure	Report to Council on October 14 th .	Complete

<p>June 24, 2025</p>	<p>THAT the Council of the Region of Queens Municipality receives the report titled '2025 Bursary Recipients' for information; AND THAT the Council of the Region of Queens Municipality approve the awarding of the 2025 Bursary funds to the students recommended by the Bursary Selection Committee.</p>	<p>Carver</p>	<p>Administration</p>	<p>Schools advised. In Fall when letters with proof of enrolment arrive, cheques will be issued. Six letters have been received to date, and cheques have been issued.</p>	<p>In Progress</p>
<p>June 24, 2025</p>	<p>THAT Region of Queens Municipality apply to the Nova Scotia Regulatory and Appeals Board for changes in its rates for water and water service, fire protection to the Region of Queens Municipality and changes to its rules and regulations for customers served by the Region of Queens Water Utility, as set out in the Water Rate Study prepared by G.A. Isenor Consulting Limited in association with Blaine S. Rooney Consulting Limited dated June 16, 2025.</p>	<p>Charlton</p>	<p>Finance</p>	<p>2025-07-02 Application received by RAB - M12363</p>	<p>In Progress</p>

June 24, 2025	That the Council of Region of Queens Municipality provide grant funding to the Liverpool Tennis and Pickleball Club for eligible Capital project expenses in the amount up to \$5,800.00 from the 2025-2026 Community Investment Fund.	Fancy	Community Economic Development	Grant funding approved, final reporting due by March 31, 2026. Mark as complete for now.	In Progress
June 24, 2025	THAT the Council of Region of Queens Municipality direct staff to work with staff of Nature Conservancy Canada to explore options with respect to the Path Lake property.	Charlton	Land Use	Staff to meet with NCC in early October	In Progress
June 10, 2025	ACTION ITEM: Create a policy or modify an existing one that will cover Hybrid and Virtual Meetings for Committees.		Administration	Policy/Strategic Initiatives Coordinator to work with Municipal Clerk to draft policy	
June 10, 2025	THAT the Council of the Region of Queens Municipality direct staff to review the existing Policy 58 and come back with recommendations for an updated policy that could include removal of Council approval to waive the ban on consumption of alcohol	Charlton	Community Economic Development	Policy/Strategic Initiatives Coordinator to work with Community Economic Development to draft policy	

	on municipally owned properties.				
June 10, 2025	THAT Council of the Region of Queens Municipality approves the unbudgeted expense of \$15,750 to be funded from accumulated surplus for a Heat Pump Viability Study at the Municipal Services Building.	Fancy	Infrastructure	2025-06-10 Consultant Hired	In Progress
June 10, 2025	THAT Council of the Region of Queens Municipality direct staff to proceed with the design of Option 2: Exterior Corridor, and that staff converse with provincial and federal counterparts to discuss possible funding support.	Charlton	Infrastructure	2025-07-09 Meeting with PNS Representatives	In Progress
June 10, 2025	THAT the Council of Region of Queens Municipality approves the unbudgeted expense of up to \$100,000 to be funded from accumulated surplus for the	Fancy	Infrastructure	2025-05-28 In progress	In Progress

	integration of heat pumps into Queens Place Emera Center building heating system.				
May 27, 2025	THAT the Council of Region of Queens Municipality provide grant funding to the North Queens Active Living Society per eligible capital project expenses as noted in the amount up to \$250,000.00 to be funded from the accumulated surplus.	Charlton	Community Economic Development	disbursement pending	In Progress
May 13, 2025	THAT Council of the Region of Queens Municipality receive the report titled Transition to Clear Bags and approve the proposed legislative, education, and enforcement approach. AND THAT Council direct staff to develop the appropriate amendments to by-law #13 for Council review and decision in the Fall 2025.	Jenkins	Infrastructure	2025-05-14 In-progress	In Progress

May 13, 2025	THAT the Council of the Region of Queens Municipality direct staff to return with a report on the erection of a proper sign structure that could also be used by other community groups to post their signage, along with a proposed designated area.	Jenkins	Community Economic Development	Staff review has commenced. Date for report not yet determined. A clearer definition of 'community groups' as requested may be helpful; service clubs & NFP's etc? or is this exclusively a service club focused request.	In Progress
May 06, 2025	THAT the Council of Region of Queens Municipality include segment 1 White Point Road: Millard Avenue to Harley Umphrey Drive in the Capital Investment Plan for 2025/2026 at an estimated cost of \$726,000, utilizing the unspent funds from the library renovation, in the CCBF reserve.	Charlton	Infrastructure	Report to Council on October 14 th , 2025.	In Progress
May 06, 2025	THAT the Council of the Region of Queens Municipality accept the report titled Project Volunteer – Volunteer Summit. and THAT the Council of the Region of Queens Municipality approve up to \$2,600 to support the expenditures	Charlton	Recreation	Registration planned to open October 1/25. RQM to be invoiced following event.	In Progress

	associated with hosting of the 2025 Volunteer Summit to be held on November 8, 2025, at the Lunenburg NSCC campus in Bridgewater.				
April 28, 2025	THAT the Region of Queens Municipality draft a letter to advocate for the assessment of the Broad River Bridge with other orders of government.	Charlton	Administration	Letter written and submitted to Mayor and CAO for approval.	In Progress
April 22, 2025	THAT the Council of Region of Queens Municipality direct staff to review and provide recommendations to update Bylaw 17: A Bylaw Respecting Heritage Properties.	Amirault	Land Use		In Progress
April 08, 2025	THAT Council of Region of Queens Municipality receive the letter from Royal Canadian Legion as correspondence, and direct staff to facilitate the request of hanging the signs to commemorate our veterans.	Wentzell	Community Economic Development	Staff corresponded with the Legion representative. The organization will review their plans and communicate with municipal staff again in 2026.	Complete

April 08, 2025	THAT Council of Region of Queens Municipality accept the letters from North Queens Active Living Society and Greenfield Recreation Association as correspondence and request for staff to engage with those organizations and provide advice to council about the appropriate funding levels and duration for referral back to the budget process.	Jenkins	Recreation	Funding for both organizations was included in 25/26 budget process. Funding has been distributed accordingly to both organizations as requested and included in budget.	Complete
March 11, 2025	THAT the motion be amended to read "THAT the Council of the Region of Queens direct staff to provide a report with a cost benefit analysis, and detailing costs and timeline to transition the Liverpool Fire Hall heating system to heat pumps."	Amirault	Infrastructure		
January 28, 2025	THAT the Council of the Region of Queens Municipality table the Private Road Maintenance Charges Bylaw to a future meeting.	Charlton	Administration	Policy/Strategic Initiatives Coordinator to bring Bylaw forward for Council's consideration	Tabled

January 14, 2025	THAT the Region of Queens Municipality Council directs the Acting Chief Administrative Officer to provide a staff report with recommendations to develop a Budget Management Policy, which will include considerations for Capital budget overruns, expenditures from Reserves policy, and Operations and Utility budget development processes.	Wentzell	Finance	Finance to draft a Budget Management Policy	In Progress
---------------------	---	----------	---------	---	-------------

2024

December 10, 2024	THAT Region of Queens Municipality Council refer the report for consideration and recommendations to the Dismantling Racism and Hate Committee.	Charlton	Administration	Will set a meeting date once new members are appointed by Council on Oct 14 th .	In Progress
----------------------	---	----------	----------------	---	-------------

December 10, 2024	THAT Region of Queens Municipality Council refer the Cannons in Tupper Park report to the Heritage Advisory Committee for further considerations and recommendations.	Wentzell	Land Use		
December 10, 2024	THAT the Council of the Region of Queens Municipality directs staff to provide a report on the background and cost of options to install permanent electrical connections for the gazebo in Miriam Hunt Park, Caledonia.	Fancy	Community and Economic Development		
November 25, 2024	THAT the Council of the Region of Queens Municipality direct staff to develop a communication system to enable rapid, efficient, and effective communication with all water and wastewater account holders; AND THAT the system should be designed to: facilitate timely dissemination of critical information, such as service interruptions, maintenance schedules, and emergencies; ensure accessibility and inclusivity for all account holders, utilizing multiple communication channels where appropriate; and provide a reliable platform for ongoing updates and engagement with account holders to enhance transparency and customer service.	Charlton	Administration	Staff from Administration and Finance will be meeting on October 22nd to begin developing a comms system for utility customers.	In Progress

November 25, 2024	THAT the Council of the Region of Queens Municipality direct staff to prepare a comprehensive report on the water and wastewater utility systems, including: an outline of existing and potential future challenges, both operational and strategic; and the status and any existing long-term plans related to addressing these challenges.	Wentzell	Infrastructure		
November 25, 2024	THAT the Council of the Region of Queens Municipality direct staff to provide draft amendments to Policy 74 to apply to committee members; AND THAT staff be directed to develop an updated Municipal Employee Code of Conduct that aligns with, is complimentary to, and supportive of, the new Municipal Council Code of Conduct and Municipal Conflict of Interest Act.	Wentzell	Administration	Policy/Strategic Initiatives Coordinator to work with Municipal Clerk to draft amendments	
November 12, 2024	THAT the Council of the Region of Queens Municipality direct staff to provide a report regarding the background and history of the use of, and discontinuation of, the chain of office and mace.	Wentzell	Administration	Referred to Dismantling Racism and Hate Committee	In Progress

November 12, 2024	THAT the Council of the Region of Queens Municipality direct staff to provide updated policies and terms of reference as outlined in this report "Committees of Council Terms of References and Appointments".	Fancy	Administration	Policy/Strategic Initiatives Coordinator to work with Municipal Clerk to draft updated policies and terms of reference	
October 08, 2024	THAT the Council of the Region of Queens Municipality direct staff to prepare a draft private road levy bylaw, based on the principles outlined in the report titled 'Private Road Levy Consultation' dated October 8, 2024, for Council's review.	Brown	Administration	Policy/Strategic Initiatives Coordinator to work with Infrastructure to draft bylaw	In Progress
October 08, 2024	THAT the Council of the Region of Queens Municipality approve an unbudgeted expense of up to \$30,000 for the demolition, removal, and infill of the Milton Centennial Pool; AND THAT once the work is completed, the property known as the Milton Centennial Pool, identified by PID #70232624, be returned to the Milton Community Association.	Charlton	Infrastructure		Complete

<p>October 08, 2024</p>	<p>THAT the Council of the Region of Queens Municipality direct staff to enter into discussions with the Queens Home for Special Care Society and conduct further consultations with stakeholders to develop a transition plan for Hillview Acres and possible change in governance and operational oversight; AND THAT staff be directed to present a draft plan to Council at the earliest opportunity.</p>	<p>Brown</p>	<p>Administration</p>	<p>Joint Letter to NSDLTC in Dec 2024; discussion held with staff</p>	<p>In Progress</p>
<p>September 24, 2024</p>	<p>THAT the Council of Region of Queens Municipality obtain solicitor advice regarding the development agreement application for the property identified as PID # 70116660. AND THAT the Council of Region of Queens Municipality give notice of its intention to enter into a development agreement with 4557380 Nova Scotia Limited to allow for the establishment of a grouped dwelling development, consisting of forty-one units, on property identified as PID #70116660 and located off Laurie Wamboldt Road in Greenfield. AND THAT a Public Hearing be held on November 26, 2024, in the Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS at 6:00 pm.</p>	<p>Brown</p>	<p>Administration</p>	<p>Tabled for Solicitor Advice</p>	<p>Tabled</p>

September 10, 2024	<p>THAT the Council of the Region of Queens Municipality increase the budget for the QPEC Camera system from \$25,000 to \$80,000 plus HST to be funded from the accumulated surplus, to purchase an IP-based camera system.</p>	Charlton	Finance	Expenditure will be approved once invoices and PO are submitted. IT responsibility.	Complete
August 13, 2024	<p>THAT the Council of the Region of Queens Municipality grant approval for Queens Home for Special Care to remove up to 100 lineal meters of a stone wall on PID #70247887 and incorporate the stones as part of a landscape element for the new long term care facility on Queens Place Drive in Brooklyn; AND THAT Queens Home for Special Care submit a detailed work plan to the Director of Engineering and Public Works and the Administrator of Hillview Acres for review and approval, prior to commencement of any work; AND THAT a plaque be erected on the new landscape feature by the owners of the new facility, recognizing the historic significance of the stones.</p>	Brown	Community and Economic Development	On hold due to costs.	In Progress

August 13, 2024	THAT the Council of the Region of Queens Municipality give first reading to 'Bylaw 26 – A Bylaw Respecting Alternative Voting'.	Charlton	Administration	Will be returning to Council for First Reading with adjustments.	In Progress
July 09, 2024	THAT Council of Region of Queens Municipality approve the unbudgeted expenditure of up to \$27,500 for the connection of 314 Highway 8 to the municipal sanitary sewer system, funded from the accumulated surplus.	Brown	Infrastructure	Will be included as part of quarterly report.	Complete
June 11, 2024	THAT the Council of the Region of Queens Municipality approve of an unbudgeted expense for a Solid Waste Facility Operations Manual at a cost not to exceed \$30,000, funded from the accumulated surplus.	Brown	Infrastructure		Complete
March 12, 2024	(Queens County ATV Association and Queens Rails and Trails Association presentation). Staff be instructed to prepare a comprehensive report encompassing timelines, next steps, and a plan for public engagement and consultation. This report should also include an assessment of all potential impacts to the municipality. It is requested that staff provide this report at their earliest convenience.		Administration	Economic Development working with Queens County ATV and Queens Rails and Trails to explore options. Intention to present paper October 28, 2025.	In Progress

<p>March 12, 2024</p>	<p>Adopt an administrative policy respecting entering into a development agreement with Mersey River Wind Inc. to allow for the establishment of a 33-turbine generator wind farm development on portions of properties identified as PID #'s 70247176,70247192,70247184,70247200, 70264213,70225420, 70225404, 70247218, 70247168, 70032982,70260575, 70248695, 70248695 and 70166988.</p>		<p>Land Use</p>	<p>DA process complete. Awaiting execution of DA.</p>	<p>Complete</p>
<p>February 13, 2024</p>	<p>Request that the Heritage Advisory Committee conduct further research into the potential rewording of heritage plaque(s) in the Old Burial Ground in Liverpool.</p>		<p>Land Use</p>		<p>In Progress</p>
<p>January 23, 2024</p>	<p>Direct staff to develop a survey related to an accommodation levy and provide further information regarding implementation and staff costs.</p>		<p>Community Economic Development</p>	<p>Survey complete. Report to be presented in November 2025.</p>	<p>In Progress</p>

2023

<p>July 11, 2023</p>	<p>Enter into a Site Host Agreement with Nova Scotia Power for the location of an EV charging station on Municipal property.</p>		<p>Infrastructure</p>	<p>Currently considering location options. Council will be advised of the final preferred location before the Agreement is signed. There is an agreement for their installation Legion Street and we are working collaboratively on-site planning.</p>	<p>In Progress</p>
----------------------	--	--	-----------------------	--	--------------------

2019

<p>October 22, 2019</p>	<p>Enter into negotiations with Mogan Holdings Limited for the Municipal acquisition of a portion of property identified as PID #70026547 and located adjacent to McLeod Street in Liverpool for the sale price of \$1.00; AND THAT the Region of Queens Municipality will assume the costs associated with subdividing the property.</p>		<p>Land Use</p>	<p>Survey complete. Awaiting preparation of deed for signatures and registration.</p>	<p>In Progress</p>
-------------------------	---	--	-----------------	---	--------------------

Region of Queens Municipality Staff Report

8.1

To: Mayor and Council

From: Joanne Veinotte, Director of Finance

Date: September 23, 2025

Re: Administrative Policy No. 56 Utility Assistance Rebate

Background

During budget deliberations for the 2025-2026 fiscal year, Council allocated \$15,000 for Utility customers rebates to assist users of the Utility in mitigating rate increases expected as a result of the rate study before the Nova Scotia Regulatory and Appeals Board.

Details

Staff have drafted the attached Policy No. 56 which outlines the following:

- qualifying criteria
- application process
- administrative responsibility.

Administrative Policy No. 56 sets the rebate amount for the 2025-2026 fiscal year at \$200 per user per fiscal year.

Qualifying thresholds will be adjusted to replicate the thresholds in Administrative Policy No. 9. annually.

The application will become part of the tax exemption application per Administrative Policy No. 9 Tax Exemption.



Budget Impacts

There are no budget impacts resulting from this report.

Recommendation

THAT the Council of Region of Queens Municipality Administrative adopt Policy No. 56 Utility Assistance Rebate as presented.

Communications

Policy 56 will be posted on the website and social media channels will be used to promote awareness and availability of the new rebate.



ADMINISTRATIVE POLICY NO. 56

UTILITY ASSISTANCE REBATE

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 XX and may be cited as “Utility Assistance Rebate”.

POLICY PURPOSE

This policy provides guidelines for establishing and providing a rebate to users of the Water Utility of Region of Queens Municipality. This rebate must be funded separately from the Water Utility annual operations budget. Other funding sources may include operations or surplus funds in reserve.

In addition, this policy covers procedures to:

- a) set the annual qualifying thresholds;
- b) determine the application process for users;
- c) outline responsibility for administration of the rebate.

DEFINITIONS

“Utility” refers to Region of Queens Municipality Water Utility as defined by the Nova Scotia Regulatory and Appeals Board.

“Finance Staff” is any employee of the Finance department at Region of Queens Municipality.

“Rebate” is the applicable amount applied to Utility accounts as a credit.

“Application” is a document to be completed annually by users requesting consideration for the rebate.

"Household Income" is the total income for tax purposes and as disclosed on the Canada Revenue Agency Notice of Assessment for all people residing at the service address.

"Primary Residence" is the residence occupied by the owner year round.

"Applicant" is the person(s) who have an active Utility account in the applicant's name or a valid tenant acknowledgement agreement is on file with Region of Queens Municipality.

UTILITY ASSISTANCE REBATES

QUALIFICATIONS

- 1) Primary residents of Region of Queens who are users of the Water Utility,
- 2) Total household income falls below the threshold as approved by Council for the fiscal year.
- 3) All other criteria as outlined in Administrative Policy No. 9 Tax Exemption.

THRESHOLD

The income threshold for this rebate will be the same as the highest income threshold approved by Council annually for Administrative Policy No. 9 Tax Exemption.

REBATE AMOUNT

A rebate of \$200 will be applied to the applicant's Utility account as a credit. For a rebate to be applied, the balance owing on the account must be paid in full. This credit will be applied to Utility accounts by Finance staff after the application has been reviewed and approved. Only one rebate per service address or applicant per fiscal year is available. Rebates will be provided until annual funding has been utilized.

APPLICATION

Region of Queens Municipality will advertise the availability of the program annually. Applications will be available at the Municipal Administration office and on the Region of Queens Municipality website. Applications will be accepted until the end of February of the current fiscal year.

EFFECTIVE DATE

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

OFFICIAL CERTIFICATION

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

SIGNED by the Mayor and Municipal Clerk this XX day of, 2025.

Mayor

Municipal Clerk

This Policy will be reviewed every four years.



APPLICATION FOR EXEMPTION

8.1 – Appendix B

AS GRANTED UNDER SECTION 69
OF THE MUNICIPAL GOVERNMENT ACT
AND FOR UTILITY ASSISTANCE REBATE

Council of Region of Queens Municipality has directed by Administrative Policy Number 9 that an exemption up to **\$500.00** from taxation will be granted for the taxation year April 1, 2025, to March 31, 2026, pursuant to Section 69 of the *Municipal Government Act* upon residential property owned by a person. **The request must be made by February 28, 2026, to receive a tax exemption.**

Council of the Region of Queens Municipality as directed by Administrative Policy Number XX that a rebate up to **\$200.00** for utility charges will be applied for the taxation year April 1, 2026, to March 31, 2027. **The request is made by February 28, 2027, to receive a Utility Assistance Rebate.**

APPLICANTS MUST PROVIDE A COPY OF THEIR 2025 INCOME TAX ASSESSMENT TO RECEIVE EXEMPTIONS AND UTILITY REBATES.

-PLEASE PRINT CLEARLY-

NAME _____

MAILING ADDRESS _____

CIVIC ADDRESS _____

PHONE NUMBER _____

CUSTOMER NUMBER _____

ASSESSMENT NUMBER _____

UTILITY ACCOUNT NUMBER (if applicable) _____

APPLICATION CRITERIA

- (1) Was the **total income** from all sources for you and all family members residing in the household \$35,000 or less in the year January 1, 2025, to December 31, 2025? YES NO
- (2) Are you a resident of the Region of Queens Municipality? YES NO
- (3) Are you living on the property this exemption is requested for? YES NO
- (4) Have you attached a copy of your **2025 Income Tax Assessment**? YES NO
- (5) How many people over the age of 19 reside at this residence? _____

NOTE: Family members include common law relationships. Income from all sources include the following: Old Age Security, Guaranteed Income Supplement, Canada Pension, company pensions, investment income, interest income, etc. Income not included is any allowance to the War Veterans Allowance Act (Canada) or pension paid pursuant to the Pension Act (Canada).

Where two or more persons, one or more of whom are entitled to an exemption, are by any interest the owners of taxable property together, the person so entitled shall be entitled only to that portion of the amount of the exemption that the amount of his assessment with respect to the property bears the total assessment for the whole property, and where the owners are not separately assessed for their several interests in the property, then to that portion determined by the assessor, whose determination shall be final.

I certify that the information provided in this application is true and correct. I further understand that any false statements will result in denial or revocation of exemption approval.

Signature of Applicant
(Must be signed in person upon application)

FOR INTERNAL USE ONLY

Exemption Granted:

- Up to \$375.00 - total income of \$30,001 to \$35,000
- Up to \$440.00 - total income of \$25,001 to \$30,000
- Up to \$500.00 - total income of \$0 to \$25,000
- Utility Assistance Rebate \$200

Date

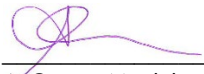

RETURN COMPLETED APPLICATION TO
Region of Queens Municipality
249 White Point Road
PO Box 1264
Liverpool NS B0T 1K0

DRAFT



Region of Queens Municipality Staff Report For the Meeting of October 14, 2025

Date: October 8, 2025
File No: 10350-50-2510-03
To: Mayor and Council
From: Willa Thorpe, CAO
Subject: Amendment to Policy 23 – Respecting Meetings of Council

Prepared by:  A. Green, Municipal Clerk	Supervisor: W. Thorpe CAO	CAO Concurrence:  W. Thorpe, CAO
--	---------------------------------	---

RECOMMENDATION[S]

THAT the Council of Region of Queens Municipality approve the amendment to *Policy 23 – Respecting Meetings of Council* to state that the Regular Council Meeting held on the fourth Tuesday of each month, excluding July, August, and December, shall include a Closed Session from 4:00 p.m. to 5:30 p.m., followed by the Public Session beginning at 5:30 p.m.

PURPOSE

Council approval is required to amend *Policy 23 – Respecting Meetings of Council* to adjust the start time of evening Regular Council Meetings to include a Closed Session from 4:00 p.m. to 5:30 p.m., followed by the Public Session beginning at 5:30 p.m.

BACKGROUND

At the Strategic Planning Workshop held on October 6, 2025, Council discussed the start times for evening Regular Council Meetings. The consensus was that the monthly meeting held on the fourth Tuesday should continue as an evening meeting, with a structured schedule allowing time for both the Closed Session

and the Public Session. It was felt that by beginning at 4:00 p.m. with the closed session items, the adjustment would provide consistency for members of Council, staff, and the public, while maintaining efficient meeting management.

The amendment to *Policy 23 – Respecting Meetings of Council* is required to formally implement this change.

ALTERNATIVES/OPTIONS

1. Council of Region of Queens Municipality approve the amendment to *Policy 23 – Respecting Meetings of Council* to state that the Regular Council Meeting held on the fourth Tuesday of each month, excluding July, August, and December, shall include a Closed Session from 4:00 p.m. to 5:30 p.m., followed by the Public Session beginning at 5:30 p.m.
2. Amend *Policy 23 – Respecting Regular Meetings of Council* to reflect a different start time or format for evening meetings. This could include having a prescribed meeting end, at which time any remaining business would be tabled and moved to the next Regular Council meeting, unless otherwise agreed by majority vote of Council to extend the meeting.

ANALYSIS

Adjusting the meeting structure provides clear and predictable times for Council and the public. The earlier Closed Session ensures confidential business can be addressed without delays to the Public Session, while ensuring that all business can be conducted in a timely manner and not extend into the late evening. This schedule will improve meeting flow and accessibility, aligning with Council's commitment to transparent and efficient governance.

IMPLICATIONS

There are no financial implications associated with this amendment. The change requires only administrative adjustments to meeting notifications and public communications. If approved, this policy will come into effect immediately.

COMMUNICATIONS

Upon Council's approval, the Municipal Clerk and the Communications Officer will update the Municipal website, social media, and Council calendar to reflect the new meeting schedule, to ensure that the public is aware of the change.

BYLAWS/PLANS/POLICIES

Section 23 of the *Municipal Government Act* grants Council the authority to establish and amend policies governing its own meeting times and proceedings.

MGA s. 23(1) *The council may make policies:*

(a) *respecting the date, hour and place of the meetings of the council and the notice to be given for them;*

(b) *regulating its own proceedings and preserving order at meetings of the council.*

This authority enables Council to amend *Policy 23 – Respecting Meetings of Council* to reflect any desired changes to regular meeting schedules or procedures.

SUMMARY

Council direction from the Strategic Planning Workshop on October 6, 2025, was to revise the start time of evening Regular Council Meetings. Staff recommends Council approve the amendment to *Policy 23 – Respecting Meetings of Council* to state that the Regular Council Meeting held on the fourth Tuesday of each month, excluding July, August, and December, shall include a Closed Session from 4:00 p.m. to 5:30 p.m., followed by the Public Session beginning at 5:30 p.m.

ATTACHMENTS/REFERENCE MATERIALS

- [Policy 23 - Respecting Meetings of Council](#)
- Appendix A – Amended Policy 23 – Respecting Meetings of Council



Region of Queens Municipality

Administrative Policy 23 – Respecting Regular Meetings of Council

POLICY STATEMENT

It shall be the policy of Region of Queens Municipality to have a consistent, predetermined schedule for Regular Council Meetings.

POLICY OBJECTIVE

1. To maintain and communicate to the public a consistent schedule for Regular Council Meetings.

POLICY DETAILS

2. Council of Region of Queens Municipality shall hold a bi-monthly council meeting on the second Tuesday of each month, in the Council Chamber of the Municipal Administration Building, 249 White Point Road, Liverpool, beginning at 9:00 a.m.
3. Council of Region of Queens Municipality shall hold a bi-monthly council meeting on the fourth Tuesday of each month, in the Council Chamber of the Municipal Administration Building, 249 White Point Road, Liverpool, beginning at 4:00 p.m., with the first 1.5 hours to be reserved for closed session discussion of *In Camera* items. The public portion of the meeting shall begin at 5:30 p.m.
4. Notwithstanding Section 3, no council meetings shall be held on the fourth Tuesdays of July, August, and December.
5. When a meeting date falls on a holiday, the meeting shall be held on the next business day.

6. In cases when a quorum is not expected to be present due to regrets from Council members, the Mayor or Deputy Mayor, in consultation with Council and the Chief Administrative Officer or their delegate, may cancel an in-person council meeting. If quorum can be reached virtually, the meeting can be held electronically as a hybrid meeting or fully virtual meeting. If a meeting is cancelled, it shall not be rescheduled, and notice shall be given to the public and staff. Agenda items will be carried over to the next scheduled meeting.
 - 6.1 Council meetings may be conducted by electronic means as permitted by the *Municipal Government Act* and regulations. Public notice must be given at least two days prior to a fully virtual meeting respecting the way in which a meeting will be conducted, as per the requirements of the *Municipal Government Act*.
 - 6.2 Public Notice for a hybrid meeting is not required; a council member joining virtually will be announced by the Chair of the meeting as joining virtually. Notice for a council member to take part virtually must be received by the Municipal Clerk two days prior to the meeting, when possible.
 - 6.3 During a virtual meeting, one, multiple, or all Council members may participate by electronic means, as permitted by the *Municipal Government Act* and regulations. In instances whereby some members are meeting in-person, and others are meeting virtually, that meeting is deemed to be a hybrid meeting. The member or members joining the meeting virtually shall be deemed to be present and shall be counted for quorum.
 - 6.4 If unanticipated technological problems prevent a Council member from participating in a meeting in its entirety, they shall be considered absent from the meeting, and recorded as absent with permission in the minutes.
 - 6.5 If a Council member becomes disconnected from the meeting due to technical problems, the minutes shall reflect that they left the meeting at the time of disconnection. If they are able to resolve the issue on their own, they will be marked as present when they return to the meeting.

VERSION LOG

Version Number	Amendment Description	Amendment/Policy Owner	Approved By	Approval Date
1.0	Creation of Policy	CAO	Council	June 24, 2025
2.0	Amendment to Section 3 to adjust the meeting time and format.	Municipal Clerk	Council	

OFFICIAL CERTIFICATION

I, Angela Green, Municipal Clerk for Region of Queens Municipality, hereby certify that this policy was duly approved.

Angela Green
Municipal Clerk

Hands Off Our Post Office - Stop the Cuts

WHEREAS the Federal Government has announced drastic cuts to our treasured public post office – eliminating good jobs, ending door-to-door delivery, removing the moratorium protection on post office closures, and changes to delivery standards for the mail.

WHEREAS the Federal Government has done this without meaningful public consultation and has made this decision unilaterally prior to a planned Canada Post Corporation Review from October 1, 2025 to March 31, 2026, effectively eliminating any opportunity for input from the people who will be most affected;

WHEREAS thousands of postal jobs will be destroyed and four million households will lose door-to-door delivery, most within next few years;

WHEREAS post office closures could degrade or completely remove service in many communities;

WHEREAS these cuts will hurt seniors and people with disabilities in particular;

WHEREAS it is crucial for the Government and mandate review to hear the views from municipalities on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, keeping daily home mail and parcel delivery to the door, improving postal banking, greening Canada Post, adding EV charging stations, adding food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities to help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure that good jobs stay in their communities and that Canada Post can remain financially self-sustaining;

THEREFORE, BE IT RESOLVED that (name of municipality) formally writes the Minister of Government Transformation, Public Works and Procurement, Joël Lightbound, to:

- Demand an immediate halt to the service cuts, and to look instead for ways to increase services and revenues in other areas, such as those as noted above,
- Demand that no mandate review takes place until Canada Post returns to stabilized operations, and;
- Demand that any review of Canada Post and the *Canadian Postal Service Charter* must be done through a full and thorough transparent public review, including public hearings, with all key stakeholders, in every region of Canada;

THEREFORE, BE IT RESOLVED that (name of municipality) will make a written submission and/or participate in hearings to provide input in the upcoming mandate review of Canada Post.

MAILING INFORMATION

1) Please send your resolution to the Minister responsible for Canada Post, and your Member of Parliament:

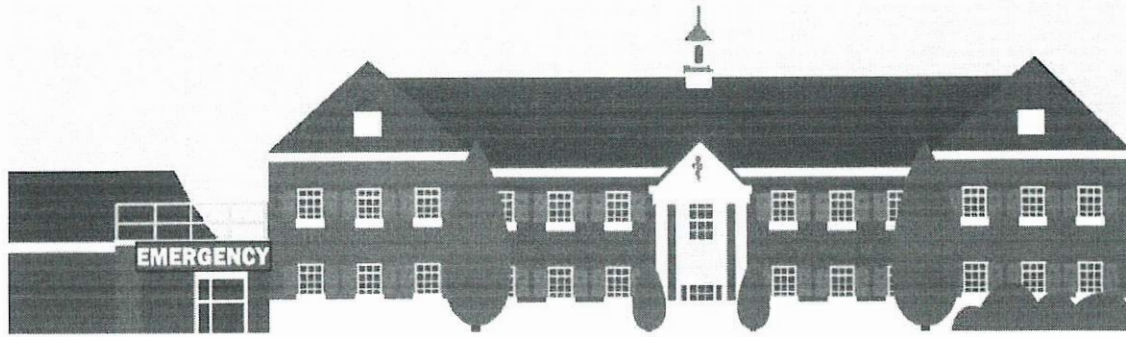
- Joël Lightbound, Federal Minister of Government Transformation, Public Works and Procurement, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

2) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario, K1N 5P3





Dear Region of Queens Municipality:

We have wrapped up The Hustle for another year. And to say it was a success is understating the fact.

We want to thank you for your generous gift of \$400.00 towards expenses and the use of barriers and waste receptacles. You have our most sincere gratitude.

We raised a record amount this year and your contribution was paramount to its success.



Regards

Stephanie MacKenzie Karen Packer
Co-Chair
Queens General Hospital 2025 Hustle



**Region of Queens Municipality
Staff Report
For the Regular Meeting of October 14, 2025**

Date: September 29, 2025
File No: 10350-50-2510-04
To: Mayor and Council
From: Willa Thorpe, CAO
Subject: Extending Sidewalk at White Point Road

Prepared by:  _____ A. Grant, P.Eng. Director of Infrastructure	Supervisor: _____ W. Thorpe CAO	CAO Concurrence:  _____ W. Thorpe, CAO
--	--	--

RECOMMENDATION

THAT the Council of Region of Queens Municipality direct staff to contract a third party to manage the sidewalk construction project on White Point Road at cost of up to \$72,600 + HST.

PURPOSE

Council direction is requested regarding facilitating construction of a sidewalk on White Point Road.

BACKGROUND

During budget discussions in April 2025, Council sought accessibility improvements at the new library location at 54 Harley Umphrey Drive. These improvements were included in the 2025-2026 financial plan at a cost of \$726,000 + HST, approved by Council at the Special Meeting on May 6, 2025.

At the September 9, 2025 Regular Meeting, Council passed the following motion:

THAT the Council of Region of Queens Municipality direct staff to come back with options to expedite the sidewalk construction from Millard to Harley Umphrey.

ALTERNATIVES/OPTIONS

- 1) Council for Region of Queens Municipality direct staff to contract a third party to manage the sidewalk construction project on White Point Road at cost of up to \$72,600 + HST.
- 2) Council for Region of Queens Municipality amend the 2025-2030 Capital Investment Plan to remove the project titled “Universal Washrooms – Splash Pad”.
- 3) Council for Region of Queens Municipality maintain current direction to staff to begin work on the sidewalk construction project in Winter 2026, completing the project by Fall 2026.

ANALYSIS

Option 1: The existing project includes a budget of \$726,000 + HST for a third party to design and complete the work, with Region of Queens Municipality staff managing the project. Approving an additional expense of up to 10% of the project budget for engaging an external Project Manager would enable the sidewalk project to be completed promptly while continuing with the universal washroom project.

Option 2: Removing the construction of universal washrooms at the splash pad from the Capital Investment Plan would enable Region of Queens staff to manage the sidewalk project without additional project management resources.

Option 3: Directing staff to begin sidewalk construction in Fall 2026 would enable Region of Queens staff to manage the sidewalk project without additional project management resources.

IMPLICATIONS

Should Council direct staff to contract a third party to manage the sidewalk construction project, the resulting financial impact could be up to \$72,600 + HST.

COMMUNICATIONS

N/A

BYLAWS/PLANS/POLICIES

N/A

SUMMARY

During budget discussions in the spring of 2025 for the 2025 – 2026 financial plan, Council sought accessibility improvements at the new library location. In September 2025, Council directed staff to explore options to expedite the sidewalk construction from Millard to Harley Umphrey. Staff recommend that Council for Region of Queens Municipality direct staff to contract a third party to manage the sidewalk construction project on White Point Road at cost of up to \$72,600 + HST.



ATTACHMENTS/REFERENCE MATERIALS

- [May 6, 2025, Region of Queens Municipality Special Council Meeting – Sidewalk Expansion Proposal](#)
- [April 28, 2025, Region of Queens Municipality Special Council Meeting – Sidewalk Expansion Costs](#)



Region of Queens Municipality Staff Report For the Regular Meeting of October 14, 2025

Date: September 29, 2025
File No: 10350-50-2510-05
To: Mayor and Council
From: Willa Thorpe, CAO
Subject: Traffic Study – Intersection of Main Street at Market Street

Prepared by:  A. Grant, P.Eng. Director of Infrastructure	Supervisor: W. Thorpe CAO	CAO Concurrence:  W. Thorpe, CAO
---	-------------------------------------	---

RECOMMENDATION

THAT Council for Region of Queens Municipality direct staff to develop a plan to implement the three recommendations of the CBCL Traffic Study final report of the intersection of Main Street at Market Street.

PURPOSE

To provide Council with the results of the comprehensive traffic engineering assessment for the intersection of Main Street and Market Street in Liverpool, Nova Scotia.

BACKGROUND

Concerns regarding public safety at the intersection of Main Street and Market Street in Liverpool, Nova Scotia, have increased in the recent years. Specifically, Council has expressed concern that there has been an increase in pedestrian versus motor vehicle interactions in the intersection and that the intersection is performing below Council's preferred standards. Council directed staff to identify solutions to improve safety at this location.

At the February 11, 2025 Regular Meeting of Council, staff presented the results of RFP PW-16-2024-2025, which named CBCL Ltd. as the successful consulting firm to proceed with a comprehensive traffic engineering assessment of the location at an unbudgeted expense of \$23,380 + HST.

At the July 8, 2025, Regular Meeting of Council, CBCL Ltd. presented the results of their investigation and traffic study. Following this presentation, CBCL submitted the final report of this study in September 2025, addressing comments raised by Council.

ALTERNATIVES/OPTIONS

- 1) That Council for Region of Queens Municipality direct staff to develop a plan to implement the three recommendations of the CBCL Traffic Study final report of the intersection of Main Street at Market Street.
- 2) That Council for Region of Queens Municipality receive the report titled Traffic Study: Intersection of Main Street at Market Street.

ANALYSIS

The comprehensive report by CBCL addressed all pertinent aspects of intersection safety:

- study area, road network and community, demographics
- present and future traffic volumes with synchro analysis
- speed study, collision analysis and traffic signal warrant, sight distances
- crossing improvements and accessibility

CBCL applied accepted engineering principles and industry standards and guidance to the location with information that was gathered at the site and available on desktop to confirm that the intersection is functioning properly and traffic signals are not required. The report included three recommendations:

- 1) Elimination of west-bound turning lane to reduce the pedestrian crossing length while not impacting traffic flow
- 2) Addition of tactile walking surface indicators (TWSIs) at crosswalks
- 3) Removal or reconfiguration of parking adjacent the intersection

At the July 8, 2025 Regular meeting, Council passed the following motion:

Action item - no motion: It was suggested by Council that the cost and feasibility of installing pedestrian activated flashing lights at the intersection be investigated. Concerns were also raised about poor accessibility, with a recommendation for further discussion and improvements.

That motion is addressed in section 10 of the CBCL Final Report.

IMPLICATIONS

Financial implications will be determined once Council confirms the scope of their direction to staff to develop a plan to implement any or all the recommendations as outlined in the CBCL Traffic Study Final Report.

COMMUNICATIONS

N/A

BYLAWS/PLANS/POLICIES

N/A

SUMMARY

Concerns regarding public safety at the intersection of Main Street and Market Street in Liverpool, Nova Scotia, have increased in the recent years. CBCL completed a traffic study in September 2025, offering three recommendations. Staff recommend Council direct staff to develop a plan to implement the three recommendations as outlined in the CBCL Traffic Study final report of the intersection of Main Street at Market Street.

ATTACHMENTS/REFERENCE MATERIALS

- September 2025 – CBCL - Main Street and Market Street Traffic Study – Final Report
- July 8, 2025 – CBCL – Main Street & Market Street Traffic Study
- February 11, 2025 Staff Report – Traffic Study – Main and Market






Region of Queens Municipality Main Street and Market Street Traffic Study

Final Report



Project 251152.00 • September 2025

	Final Report		04-Sept-2025	
	Draft Report	Mark MacDonald	14-May-2025	David Copp
Rev.	Issue	Reviewed By:	Date	Issued By:
		<p>This document was prepared for the party indicated herein. The material and information in the document reflects 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>		

Project No. 251152.00

September 4, 2025

Adam Grant, P.Eng.
Director of Infrastructure
Region of Queens Municipality
294 White Point Road
PO Box 1264
Liverpool, NS B0T 1K0

Dear Mr. Grant:


RE: Main Street and Market Street Traffic Study - Final

We are pleased to submit this final Traffic Study report for the intersection of Main Street and Market Street in Liverpool, NS, prepared for the Region of Queens Municipality (RQM). The study was completed in accordance with industry best practices to assess potential traffic concerns.

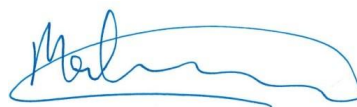
Thank you for the opportunity to assist with the assessment of intersection operations and safety. If you have any questions or concerns, please do not hesitate to contact us at your convenience.

Yours very truly,

CBCL Limited



Prepared by:
David Copp, M.Sc.E., P.Eng.
Transportation Engineer
Direct: 902-707-0857
E-Mail: dcopp@cbcl.ca



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

Project No.: 251152.00

This document was prepared for the party indicated herein. The material and information in the document reflects 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.

Contents

- 1 Introduction..... 1
 - 1.1 Project Background 1
 - 1.2 Study Objectives..... 2
- 2 Study Area 3
 - 2.1 Road Network..... 3
 - 2.2 Study Intersection..... 3
 - 2.3 Active Transportation..... 4
 - 2.4 Site Visit 5
- 3 2025 Baseline Condition 6
 - 3.1 2025 Baseline Traffic Volumes..... 6
 - 3.1.1 Resulting Baseline Volumes..... 6
 - 3.2 Intersection Analysis and Performance Indicators..... 7
 - 3.3 2025 Baseline Traffic Operations 8
- 4 Future No Build 10
 - 4.1.1 Annual Background Traffic Growth 10
 - 4.2 2035 No Build Traffic Volumes..... 11
 - 4.3 2035 No Build Traffic Operations 11
- 5 Development Generated Traffic 13
 - 5.1 Trip Generation Rates 13
 - 5.2 Trip Reduction Considerations 14
 - 5.3 Distribution of Development Site Trips 15
- 6 Future 2035 Build Condition 17
 - 6.1 2035 Build Traffic Volumes..... 17
 - 6.2 2035 Build Traffic Operations 18
 - 6.3 2035 Build Traffic Operations – Shared WB Through/Right Lane..... 19
 - 6.3.1 Network Impacts of Shared WB Through/Right Lane..... 20
- 7 Speed Study..... 21

8	Collision Analysis.....	23
8.1	Collision Data.....	23
8.2	Collision Frequency and Severity.....	24
8.3	Collision Configuration.....	25
9	Traffic Signal Warrant.....	27
9.1	Traffic Signal Warrant.....	27
10	Crossing Improvements and Accessibility	28
10.1	Crossing Improvements.....	28
10.2	Accessibility Features	28
11	Sight Distance Assessment.....	29
12	Demographic Review.....	30
12.1	Age Demographics.....	30
12.2	Employment and Labour Force Trends.....	31
13	Conclusions	33

Appendices

A	Raw Traffic Data
B	Synchro Analysis Reports – 2025 Baseline
C	Synchro Analysis Reports – 2035 No Build
D	Synchro Analysis Reports – 2035 Build
E	Synchro Analysis Reports – 2035 Build w/ Shared WB Through/Right Lane
F	Shared WB Through/Right Lane Concept Sketch
G	Collision Data
H	Traffic Signal Warrants
I	Sight Distance Sketches

1 Introduction

1.1 Project Background

CBCL Limited (CBCL) was engaged by the Region of Queens Municipality (RQM) to prepare a comprehensive traffic engineering and safety assessment for the intersection of Main Street and Market Street in Liverpool, NS. Concerns have been raised about safety, particularly for pedestrians using the intersection’s crosswalks, due to recorded vehicle-vehicle and vehicle-pedestrian conflicts over the years. Therefore, this study considered speeds, collisions, sight lines, as well as current and future traffic operations at the intersection, including new traffic expected to be generated by several proposed developments in the community.

Several residential developments are planned along Shore Road in the Mount Pleasant area of Liverpool, approximately 1.0 to 1.5 km south-east of the study intersection. These include a combination of apartment buildings, detached houses, semi-detached houses, over-under duplexes, and townhouses. The developments are summarized in **Table 1-1** below.

Table 1-1: Summary of Planned Developments

Development Name	Unit Type	No of Units	Land Use
Birchwood Gardens	Apartment Units	90	Multi Family Housing (Low-rise)
The Curve	Single Unit	22	Single Family Attached Housing
The Point (Denmark)	Single Unit	40	Single Family Attached Housing
The Point (The Lookout)	Single Unit	104	Single Family Attached Housing
Dauphinee Farm	Apartment Units	24	Multi Family Housing (Low-rise)
Dauphinee Farm	Single Unit	63	Single Family Detached Housing

Figure 1-1 illustrates the study intersection and the location of each proposed developments.



Figure 1-1: Locations of Proposed Developments

1.2 Study Objectives

- ▶ Establish existing traffic operations at the study intersection.
- ▶ Estimate the peak hour trip generation for the proposed developments.
- ▶ Evaluate traffic impacts at the study intersection and study area for a future planning horizon.
- ▶ Identify and recommend mitigation measures to address any anticipated traffic impacts.
- ▶ Conduct a review of collision data to identify any trends.
- ▶ Collect and analyse speed data to identify any speeding concerns.
- ▶ Assess the study area active transportation conditions.

2 Study Area

The study area considered for this assignment is the intersection of Main Street and Market Street, and the road network within approximately 100m of the intersection.

2.1 Road Network

The general road network considered includes the streets within a 100m radius of the Main and Market Street intersection. They are summarized in **Table 2-1** and shown in Figure 2-1. Only Level of Service operations at the Main Street and Market Street intersection were analysed, but traffic impacts were considered for the wider network.

Table 2-1: Study Area Road Network

Street Name	Number of Lanes	Street Classification	Orientation	Posted Speed Limit
Main Street	2	Local	East-West	50 km/h
Market Street	2	Local	North-South	50 km/h
Water Street	2	Local	East-West	50 km/h
Gorham Street	2	Local	North-South	50 km/h
Jubilee Street	2	Local	North-South	50 km/h
Court Street	2	Local	North-South	50 km/h
Reese Street	2	Local	North-South	50 km/h
Carten Street	2	Local	North-South	50 km/h

Main Street and Market Street are two major roads in Liverpool, NS, both of which fall along the Provincial Route Trunk 3 and operate as two-lane facilities with one lane in each direction.

2.2 Study Intersection

The Main Street / Market Street intersection is a three-leg unsignalized intersection operating under All-way Stop Control (AWSC). The intersection approaches have the following lane configurations:

- ▶ **Main Street Eastbound:** shared left-through lane
- ▶ **Main Street Westbound:** through lane | right-turn lane
- ▶ **Market Street Southbound:** shared left-right lane

There are zebra pedestrian crosswalks across all three legs of the intersection, each approximately 3m wide. Figure 2-1 illustrates the intersection of Main Street and Market Street.



Figure 2-1: Intersection of Main Street and Market Street

2.3 Active Transportation

Existing active transportation facilities surrounding the Main Street and Market Street intersection include:

Market Street

- ▶ Concrete sidewalks are provided along both sides of Market Street.
- ▶ Zebra crosswalks at the Main Street intersection, and at the Water Street intersection approximately 100m to the north.
- ▶ No dedicated Multi-Use Trails or bicycle lanes are provided along Market Street; there is limited ROW width to accommodate such features.

Main Street

- ▶ Concrete sidewalks are provided on both sides of Main Street.
- ▶ Zebra crosswalks on both legs of the Market Street intersection, as well as at Carten Street ~50m to the east and Gorham Street ~90m to the west.

- ▶ No dedicated Multi-Use Trails or bicycle lanes are provided along Main Street; the limited ROW width and existing on-street parking limit the opportunity to implement these features.

2.4 Site Visit

A site visit was conducted on Monday, February 24, 2025, to observe traffic/pedestrian operations, walk the area and speak with pedestrians about personal experiences at the intersection. Key takeaways from this site visit are summarized below.

Field Observations

- ▶ The intersection appeared to operate well, with no significant queuing and generally smooth movements. All drivers observed adhered to the intersection stop-control, and yielded to pedestrians when present.
- ▶ No noticeable speeding vehicles were recorded over the duration of the site visit.
- ▶ The angled parking stalls in front of the Post Office experienced a very high turnover, with vehicles only dwelling for short periods. Demand for these spaces appears to be very high. Drivers are required to reverse directly into the Main Street travel lanes; this could increase the risk of collisions and introduce distractions for vehicles approaching or stopped at the intersection.
- ▶ When approaching the intersection southbound on Market Street, sun glare can reduce the visibility of pedestrians on the south side of Main Street.
- ▶ The overhead sign structure across the eastbound approach doesn't appear to impact sightlines, however it does add to the visual clutter at the intersection.

Field-Level Engagement

- ▶ Anecdotes from pedestrians near the intersection provided mixed reviews of the area from a safety perspective.
- ▶ Several pedestrians indicated when asked about their experiences at the intersection crosswalks that drivers regularly ignore the stop signs and proceed without fully stopping first.
- ▶ It was suggested the crossings are perceived as unsafe, resulting from lack of trust in drivers to yield to pedestrians.
- ▶ The utility pole on the south side of the intersection in front of Five Girls Baking is covered with a lot of signage, and was identified as a significant visual distraction that can obscure pedestrians waiting to cross.
- ▶ Some users reported no issues, and that the safety complaints aren't warranted.

3 2025 Baseline Condition

3.1 2025 Baseline Traffic Volumes

Baseline turning movement traffic volumes for the intersection were obtained utilizing a Miovision Scout video collection unit. Traffic movements were recorded for three analysis periods over a two-day period in February 2025, as summarized in **Table 3-1**. The video files were uploaded for processing by Miovision, and the raw traffic data reports are provided in Appendix A.

Table 3-1: Traffic Counts Analysis Periods

Analysis Period	Peak Hour Counts	Count Dates
Morning Peak	07:00 AM – 09:00 AM	Tuesday, February 25 th and Wednesday February 26 th
Mid-Day Peak	11:30 AM - 01:30 PM	Tuesday, February 25 th and Wednesday February 26 th
Afternoon Peak	04:00 AM – 06:00 PM	Tuesday, February 25 th and Wednesday February 26 th

The morning (AM), mid-day (MD), and afternoon (PM) peak hours for the network were determined to be 07:45-08:45AM, 11:45AM-12:45PM, and 04:00-05:00PM, respectively. The average traffic volumes for each turning movement, calculated across both count days, were used to represent typical peak period volumes.

3.1.1 Resulting Baseline Volumes

The 2025 Baseline volumes were developed by rounding the counted volumes up to the nearest multiple of 5 for the analysis.

The resulting 2025 Baseline traffic volumes are shown in **Figure 3-1**.

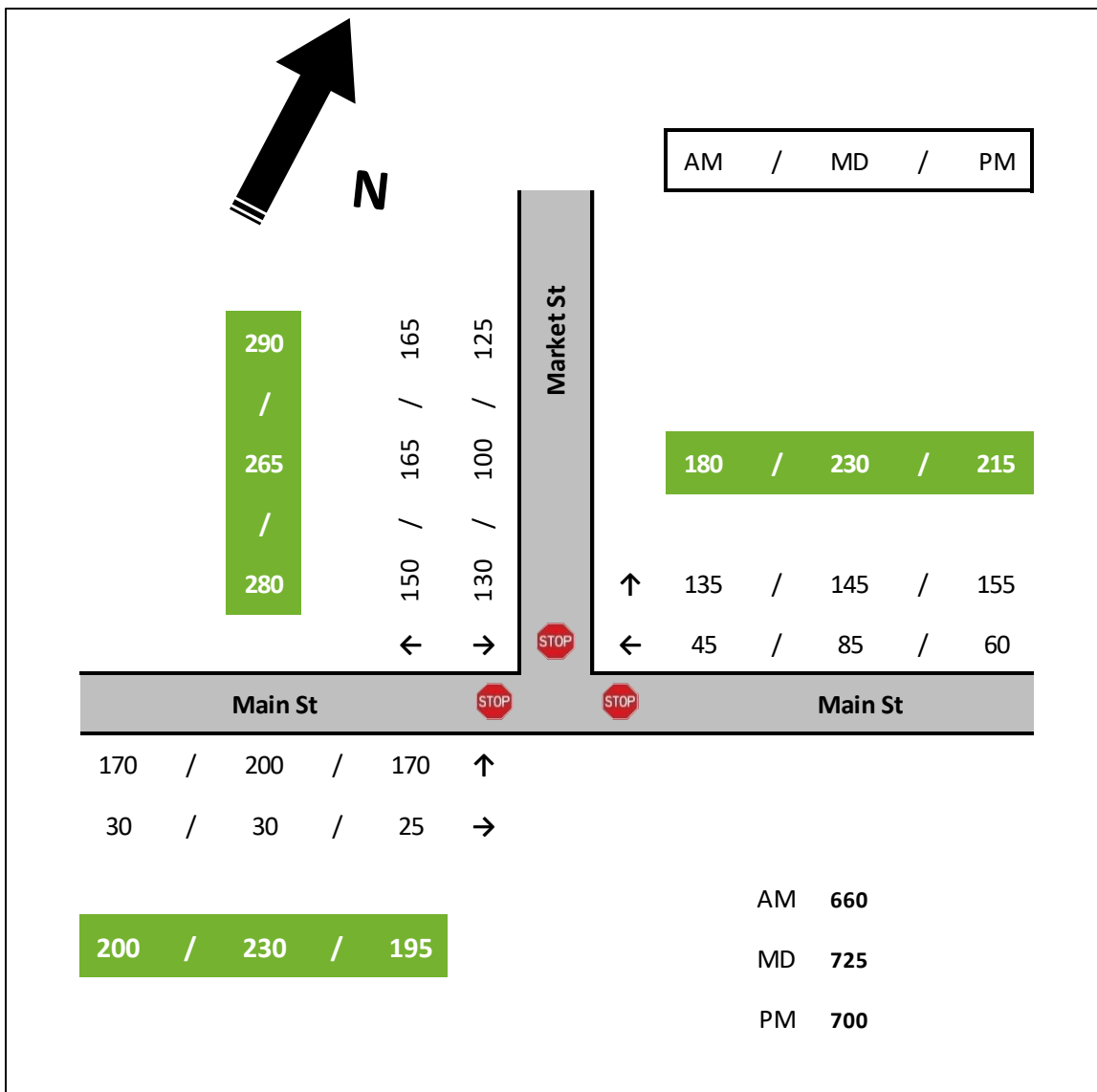


Figure 3-1: 2025 Baseline Peak Hour Traffic Volumes

3.2 Intersection Analysis and Performance Indicators

Using the 2025 Baseline peak hour volume data, Synchro software was used to perform a Level of Service (LOS) analysis of the study intersections for the AM, MD, and PM peak hours, using the methods outlined in the Highway Capacity Manual (HCM), 6th Edition, published by the Transportation Research Board (TRB). Several performance metrics are provided to evaluate an intersection; these metrics include average delay, Volume-to-Capacity (V/C) ratio, and queueing.

LOS is the key indicator of intersection performance with respect to traffic movement and is defined by the average amount of delay experienced by drivers using each of the various

intersection movements. Higher delays result in increased driver discomfort, fuel consumption, and travel time. LOS gives an indication of speed, travel time, traffic interruptions, traffic flow, comfort, and convenience, and is expressed as a scale from 'A' to 'F'. LOS 'A' represents conditions approaching free-flow and LOS 'F' represents a level of delay generally unacceptable to drivers and where traffic volumes usually exceed capacity. LOS 'D' is used by most jurisdictions as the minimum acceptable LOS during peak periods and it was used as such for this study.

The criteria associated with each LOS are found in **Table 3-2**. As shown, the delays listed for signalized intersections are higher than for the same LOS at unsignalized intersections; this is because motorists are generally more tolerant of extended delays at signalized intersections.

Table 3-2: Level of Service (LOS) Criteria for Signalized and Unsignalized Intersections

Level of Service (LOS)	Average Delay per Vehicle (sec)	
	Signalized	Unsignalized
A	<10	<10
B	>10 and <20	>10 and <15
C	>20 and <35	>15 and <25
D	>35 and <55	>25 and <35
E	>55 and <80	>35 and <50
F	>80	>50

In addition to LOS, the Volume-to-Capacity (V/C) ratio is a strong indicator of intersection performance. The V/C ratio is the relationship between traffic volumes and the maximum theoretical capacity of an intersection or traffic movement. As the V/C ratio approaches 1.0, the intersection has less ability to accommodate additional traffic. Adjustments to intersection geometry or traffic control can be implemented to increase capacity and therefore reduce the V/C ratio. V/C ratios of 0.85 and 0.90, or less, are generally considered acceptable for through/shared movements and exclusive turning movements, respectively.

Synchro was also used to identify the anticipated 95th percentile queue lengths for each lane group. For unsignalized intersections, the queue lengths are given as the number of passenger vehicles; these values were converted to metres (m) assuming each vehicle adds approximately 7.0m to a queue.

3.3 2025 Baseline Traffic Operations

CBCL analysed the intersection of Main Street and Market Street using Synchro 11, including traffic control devices, road/intersection geometry, and lane configurations. The corresponding Synchro LOS analysis reports for the 2025 Baseline condition are provided in Appendix B, and **Table 3-3** summarizes the results of the LOS analyses.

Table 3-3: Intersection Performance Results – 2025 Baseline Traffic Volumes

Lane Group [Queue Storage Length (m)]	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	10.5	0.35	11.2	B	11.2	0.36	11.1	B	9.1	0.30	10.6	B
WB Through	2.1	0.08	8.9	A	3.5	0.14	9.2	A	2.1	0.10	8.9	A
WB Right (35m)	5.6	0.22	9.1	A	5.6	0.21	8.8	A	5.6	0.22	8.9	A
SB Left/Right	15.4	0.44	11.6	B	11.9	0.38	10.7	B	14.0	0.41	11.0	B
Overall			10.8	B			10.3	B			10.2	B

Notes:

Analysis by CBCL Limited using Synchro 11

1. 95% Queue - 95th percentile queue length [highlighted if >available storage or 100m]

2. V/C Ratio - Volume-to-Capacity ratio [highlighted if >0.85 for shared movements or >0.90 for exclusive turning movements]

3. Average Delay - average total delay per vehicle [highlighted for LOS E or F]

4. LOS - Level of Service [highlighted for LOS E or F]

For the 2025 Baseline Peak Hour Traffic Volumes, the intersection of Main Street and Market Street:

- ▶ Operates at LOS B overall during the AM, MD, and PM peak hours.
- ▶ The 95th percentile queue length for all lane groups is within acceptable thresholds during each peak hour, with a maximum of 15.4m during the AM peak hour for the southbound approach.
- ▶ The maximum volume-to-capacity (V/C) ratio of 0.41 was identified for the southbound approach during the PM peak hour is well within acceptable limits.

4 Future No Build

A future “No Build” scenario was developed to compare with future “Build” conditions to quantify the impact of the estimated traffic volumes from the proposed future developments. The No Build traffic volumes are an estimate of future traffic volumes if the proposed developments are not built. The time horizon for traffic studies typically considers a horizon five-years post development; however, the schedule for full build-out is not known at this time, so 2035 was conservatively used as the future horizon for analysis.

The 2035 No Build volumes were developed as the sum of:

- ▶ 2025 Baseline traffic volumes; and,
- ▶ Annual background traffic growth over 10 years.

4.1.1 Annual Background Traffic Growth

The background growth rate accounts for other developments or densification that may occur within or near the study area that would impact traffic volumes at the study intersections. Traffic volumes at the Main and Market intersection from 2014 were used with 2025 values to calculate an annual background growth rate of 1.17% per year.

The 2035 No Build traffic volumes were calculated by cumulatively adding annual background traffic growth to the 2025 Baseline volumes at the rate of 1.17% per year for 10 years. Therefore, all 2025 Baseline turning movement traffic volumes were increased by 12.4%, using the equation below, to estimate the background volumes.

$$A = (1 + r)^n$$

where:

A – Proportional increase in traffic volumes

r – Rate of background traffic growth

n – Number of periods from base year

For this scenario, no other developments were explicitly considered in the analysis and are assumed to be captured within the background growth rate.

4.2 2035 No Build Traffic Volumes

The additional traffic associated with the background growth rate was added to the 2025 Baseline traffic volumes to obtain the estimated 2035 No Build traffic volumes. The resulting 2035 No Build traffic volumes are shown in **Figure 4-1**.

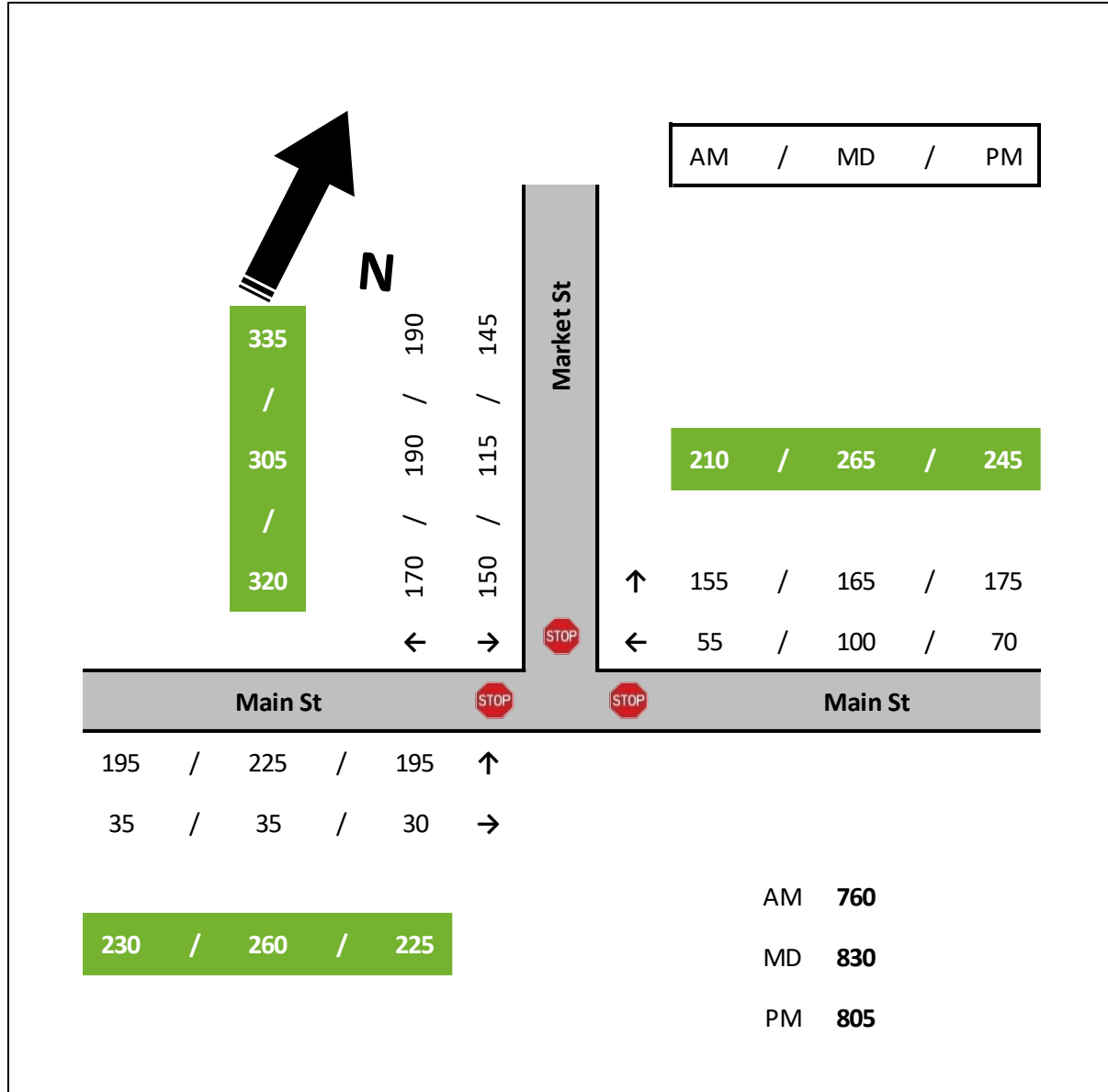


Figure 4-1: Estimated 2035 No Build Peak Hour Traffic Volumes

4.3 2035 No Build Traffic Operations

Synchro 11 was used to perform LOS analyses for the study intersection under the 2035 No Build traffic volumes for the AM, MD, and PM peak hours. **Table 4-1** summarizes the results

of the Synchro analysis, and the corresponding analysis reports are provided in Appendix C.

Table 4-1: Intersection Performance Results - 2035 No Build Traffic Volumes

Lane Group [Queue Storage Length (m)]	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	14.7	0.42	12.7	B	14.7	0.42	12.4	B	11.9	0.37	11.8	B
WB Through	2.8	0.11	9.4	A	4.2	0.17	9.7	A	2.8	0.12	9.3	A
WB Right (35m)	7.7	0.27	9.9	A	7.0	0.25	9.5	A	7.7	0.26	9.7	A
SB Left/Right	22.4	0.53	13.7	B	16.8	0.45	12.3	B	19.6	0.49	12.7	B
Overall			12.3	B			11.5	B			11.5	B

Notes:

Analysis by CBCL Limited using Synchro 11

1. 95% Queue - 95th percentile queue length [highlighted if >available storage or 100m]
2. V/C Ratio - Volume-to-Capacity ratio [highlighted if >0.85 for shared movements or >0.90 for exclusive turning movements]
3. Average Delay - average total delay per vehicle [highlighted for LOS E or F]
4. LOS - Level of Service [highlighted for LOS E or F]

For the 2035 No Build Peak Hour Traffic Volumes, the intersection of Main Street and Market Street:

- ▶ Continues to operate at LOS B during the AM, MD, and PM peak hours. Average delays increased slightly, but do not trigger changes in LOS.
- ▶ Queue lengths for all lane groups also increased slightly due to the higher traffic volumes, but remain within acceptable limits. The longest queue length increases to 22.4m, still occurring on the SB approach during the AM peak hour.
- ▶ V/C ratios continue to be within acceptable limits, with the highest value (0.53) also occurring during the AM peak hour for the SB approach.

5 Development Generated Traffic

To estimate the new morning (AM), Mid-Day (MD), and afternoon (PM) peak hour traffic that will be generated by the proposed developments, trip generation rates from the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition*, were used. Rates published in this manual are widely accepted by the traffic engineering community, as they are based on empirical data. This section outlines the methodology and findings.

5.1 Trip Generation Rates

Since the proposed developments will include different types of residential land uses, the following Land Use (LU) codes were selected from the Trip Generation Manual to estimate the number of new vehicle trips to and from the site:

- ▶ ITE Land Use (LU) Code 210 for “Single-Family Detached Housing”
- ▶ ITE Land Use (LU) Code 215 for “Single-Family Attached Housing”
- ▶ ITE Land Use (LU) Code 220 for “Multi-Family Housing (Low-Rise)”

Furthermore, the location setting for “General Urban/Suburban” was selected as it generally reflects the setting of the development sites.

The ITE Trip Generation Manual does not include data for Mid-Day trip generation. Therefore, the total daily trips for these developments were first calculated using the ITE Trip Generation Manual (11th Edition), and the AM and PM peak hour volumes were then subtracted from the total trips. The remaining trips were evenly distributed over a 16-hour period to estimate the hourly Mid-Day trip volume for each development.

It was conservatively assumed that 70% of new trips from the proposed developments would pass through the intersection of Main Street and Market Street; the other 30% of trips are assumed to have origins and/or destinations with routes that don't pass through the study intersection. Therefore, an adjustment factor of 0.7 was applied to the estimated site-generated trips. The adjusted estimate of new trips for each development site is summarized in **Table 5-1**.

Table 5-1: Adjusted Trip Generation Summary

		<i>ITE Land Use Code 220: Multi Family Housing (Low-rise)</i>							
		90	Dwelling Units	Rate	Inbound	Outbound	Trips In	Trips Out	Total Trips
Birchwood Gardens									
			0.4	24%	76%	6	18	24	
			0.5	50%	50%	10	10	20	
			0.51	63%	37%	20	12	32	
		<i>ITE Land Use Code 215: Single Family Attached Housing</i>							
		22	Dwelling Units	Rate	Inbound	Outbound	Trips In	Trips Out	Total Trips
The Curve			0.48	25%	75%	2	6	8	
			0.5	50%	50%	3	3	6	
			0.57	59%	41%	5	4	9	
		<i>ITE Land Use Code 215 Single Family Attached Housing</i>							
		40	Dwelling Units	Rate	Inbound	Outbound	Trips In	Trips Out	Total Trips
The Point			0.48	25%	75%	4	10	14	
			0.5	50%	50%	6	6	12	
			0.57	59%	41%	9	7	16	
			<i>ITE Land Use Code 215 Single Family Attached Housing</i>						
			104	Dwelling Units	Rate	Inbound	Outbound	Trips In	Trips Out
				0.48	25%	75%	8	27	35
				0.5	50%	50%	14	14	28
			0.57	59%	41%	25	17	42	
		<i>ITE Land Use Code 220: Multi Family Housing (Low-rise)</i>							
		24	Dwelling Units	Rate	Inbound	Outbound	Trips In	Trips Out	Total Trips
Dauphinee Farm			0.4	24%	76%	1	6	7	
			0.5	50%	50%	4	4	8	
			0.51	63%	37%	6	3	9	
			<i>ITE Land Use Code 210: Single Family Detached Housing</i>						
			63	Dwelling Units	Rate	Inbound	Outbound	Trips In	Trips Out
				0.7	25%	75%	8	23	31
				0.5	50%	50%	11	11	22
			0.51	63%	37%	27	15	42	

5.2 Trip Reduction Considerations

Consideration was given to determine whether the estimated trips would represent exclusively new traffic to the street network, or if any reductions may be appropriate based on the following factors:

- ▶ **On-site synergy:** If the proposed developments were to have multiple land use types, some site trips may be internal to the site in which case a reduction would be appropriate. For example, this could include residents of an apartment building making trips to ground floor commercial businesses. However, since the developments are all proposed to be solely residential, no reduction was applied for on-site synergy.
- ▶ **Pass-by and Diverted-Link trips:** The proposed developments will be residential, which do not generally attract pass-by or diverted-link trips. Therefore, no reductions were applied for these trip types.
- ▶ **Active Transportation (AT) and Transit Trips:** If a notable portion of trips from the proposed developments were expected to use AT or local transit services, vehicle trip reductions would apply. However, due to the lack of sidewalks along Shore Road, and no transit in the area, no AT or transit reductions were applied.

The combined (adjusted) trips estimated to be generated by the proposed developments are summarized in **Table 5-2**.

Table 5-2: Summary of Total Estimated New Trips from Proposed Developments

Peak Hour	Trips In	Trips Out	Total Trips
AM	29	90	119
MD	48	48	96
PM	90	58	148

5.3 Distribution of Development Site Trips

Site trips generated by the developments were distributed to the study intersection based on the proportions of observed trips entering and exiting the intersection for the AM, MD, and PM peak hours. The estimated trip distribution is summarized in **Table 5-3** below. As the developments are located south-east of the intersection, all trips destined for the development area (IN trips) would enter the intersection from either the north or west leg; similarly, trips leaving the development area (OUT trips) would be destined to the west or north legs.

Table 5-3: Summary of Trip Distribution

Distribution	Peak Hour	Main Street	Market Street
		West	North
In (%)	AM	18%	82%
	MD	23%	77%
	PM	16%	84%
OUT (%)	AM	24%	76%
	MD	37%	63%
	PM	27%	73%

The estimated total new site trips distributed through the study intersections are shown in **Figure 5-1**.

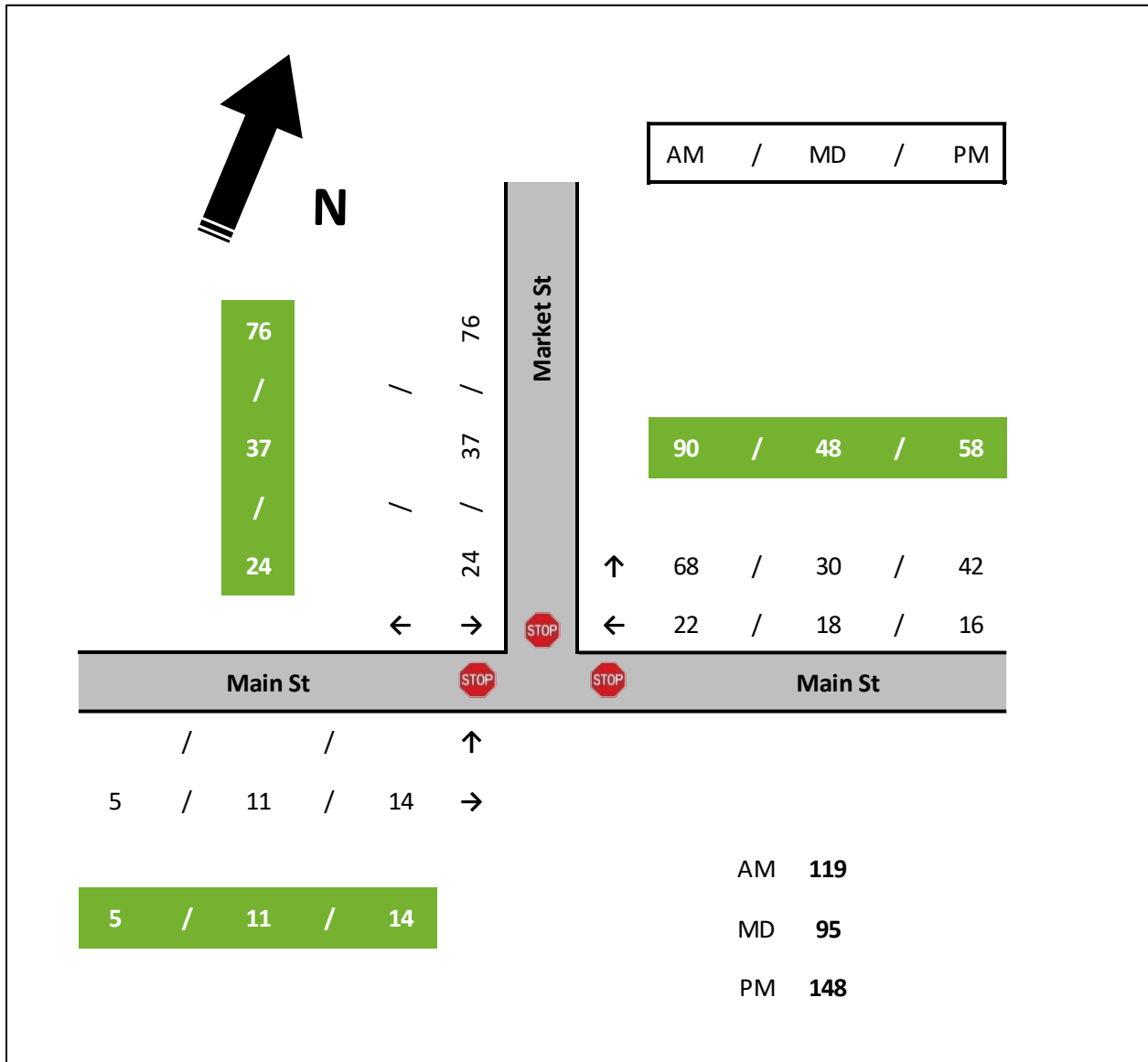


Figure 5-1: Estimated Peak Hour Traffic Volumes from Developments

6 Future 2035 Build Condition

6.1 2035 Build Traffic Volumes

The 2035 No Build volumes and the estimated site trips were summed to obtain the estimated 2035 Build volumes. The volumes were then rounded to the nearest five and are summarized in **Figure 6-1**.

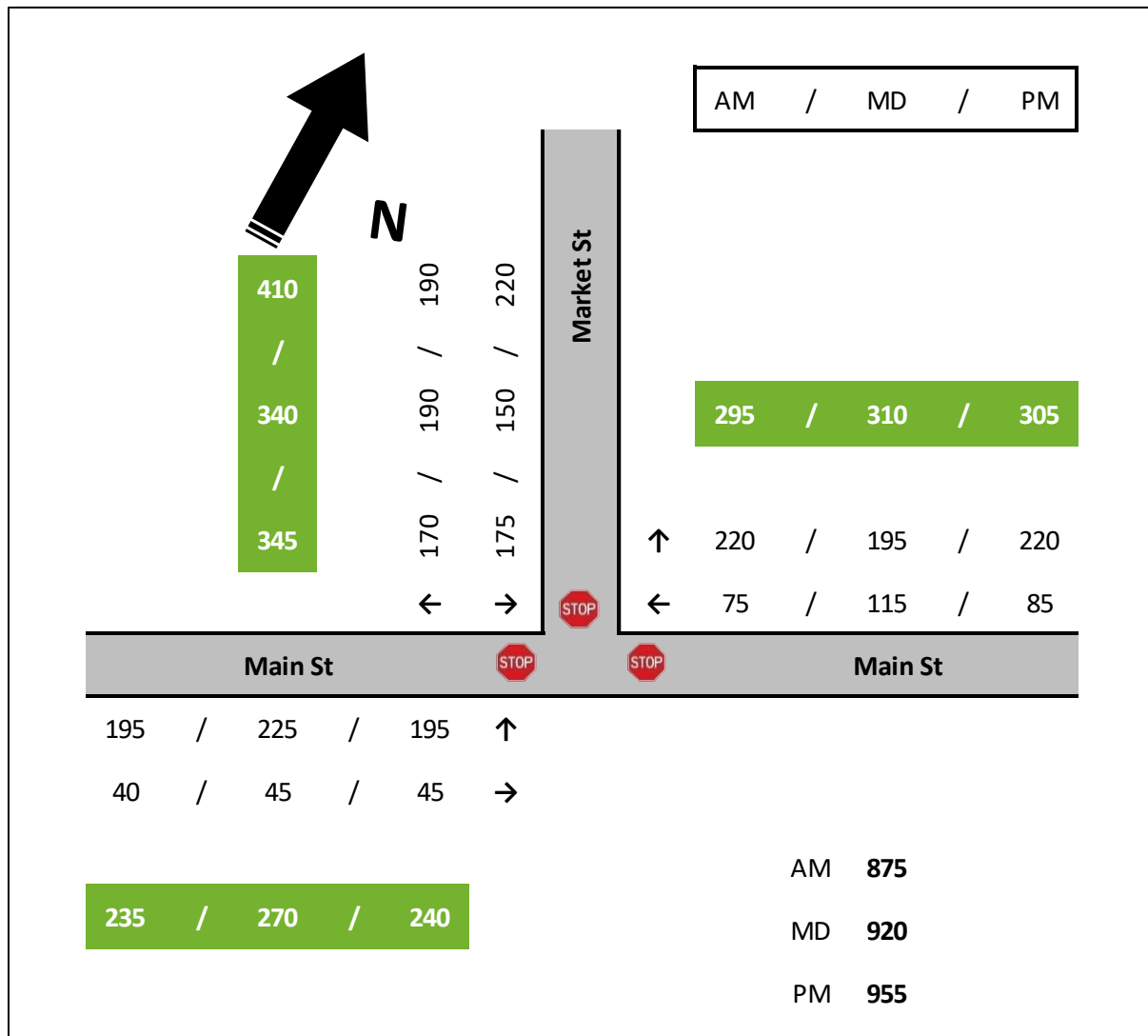


Figure 6-1: Estimated 2035 Build Peak Hour Traffic Volumes

6.2 2035 Build Traffic Operations

The LOS analysis for the study intersection was performed using Synchro 11 for the forecasted 2035 Build traffic volumes for the AM, MD, and PM peak hours with the existing All-Way Stop-Control (AWSC). The operational results for the 2035 Build conditions are summarized in **Table 6-1**, and the corresponding analysis reports are provided in Appendix D.

Table 6-1: Intersection Performance Results - 2035 Traffic Volumes

Lane Group [Queue Storage Length (m)]	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	16.1	0.45	13.7	B	16.8	0.45	13.4	B	14.7	0.42	13.3	B
WB Through	3.5	0.15	10.0	A	5.6	0.20	10.2	B	3.5	0.16	10.1	B
WB Right (35m)	12.6	0.39	11.6	B	9.1	0.30	10.3	B	11.2	0.36	11.2	B
SB Left/Right	28.7	0.60	16.3	C	21.7	0.53	14.0	B	32.2	0.64	17.3	C
Overall			13.9	B			12.6	B			14.3	B

Notes:

Analysis by CBCL Limited using Synchro 11

1. 95% Queue - 95th percentile queue length [highlighted if >available storage or 100m]
2. V/C Ratio - Volume-to-Capacity ratio [highlighted if >0.85 for shared movements or >0.90 for exclusive turning movements]
3. Average Delay - average total delay per vehicle [highlighted for LOS E or F]
4. LOS - Level of Service [highlighted for LOS E or F]

- ▶ The intersection continues to operate at LOS B overall during peak hours. The average delays for each lane group are expected to increase slightly, reducing LOS from A to B for WB right turn movements in all peak hours, and from LOS B to C for the SB approach during the AM and PM peak hours. Delays and LOS values all remain within acceptable limits.
- ▶ 95th percentile queue lengths are expected to increase slightly, with a new maximum of 32.2m expected for the SB approach during the PM peak hour. All queues remain within acceptable limits during the analysis periods.
- ▶ Volume-to-capacity (V/C) ratios are all expected to remain within acceptable limits, with a new maximum value of 0.64 expected for the SB approach during the PM peak hour.
- ▶ Even with the additional development trips, no notable traffic operational concerns are expected at the intersection.

6.3 2035 Build Traffic Operations – Shared WB Through/Right Lane

An additional scenario was carried out to investigate how intersection performance would be impacted if the WB through and right turn movements were combined into a single shared lane with the existing AWSC. This change would allow both the intersection footprint and the adjacent crosswalk length to be reduced slightly. It could also help to enhance safety.

The 2035 Build traffic volumes were used for this configuration and an LOS analysis was performed using Synchro 11 for the AM, MD, and PM peak hours. The operational results for the 2035 Build shared WB through/right lane condition are summarized in **Table 6-2**, and the corresponding analysis reports are provided in Appendix E.

Table 6-2: Intersection Performance Results - 2035 Build (Shared WB Through/Right Lane)

Lane Group	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	16.1	0.44	13.4	B	16.1	0.45	13.1	B	14.0	0.42	13.0	B
WB Through/Right	18.9	0.49	13.1	B	16.8	0.46	12.3	B	17.5	0.47	12.7	B
SB Left/Right	28.7	0.61	16.4	C	21.7	0.53	14.1	B	32.9	0.64	17.5	C
Overall			14.5	B			13.2	B			14.8	B

Notes:

Analysis by CBCL Limited using Synchro 11

1. 95% Queue - 95th percentile queue length [highlighted if >available storage or 100m]

2. V/C Ratio - Volume-to-Capacity ratio [highlighted if >0.85 for shared movements or >0.90 for exclusive turning movements]

3. Average Delay - average total delay per vehicle [highlighted for LOS E or F]

4. LOS - Level of Service [highlighted for LOS E or F]

- ▶ The intersection is expected to continue operating at LOS B overall during each peak hour. The combined WB through/right turn lane group is expected to operate at LOS B during AM, MD, and PM peak hours.
- ▶ The 95th percentile queue lengths for the combined WB through/right lane are expected to be a maximum length of 18.9m in the AM peak hour. Queues on the other approaches remain generally unchanged.
- ▶ The shared WB through/right lane group is expected to have a maximum V/C ratio of 0.49 during the AM peak hour, and the other lane groups maintaining similar values to the 2035 Build condition.
- ▶ No operational concerns were identified under this scenario with a shared WB lane for through traffic and right turns.

A concept sketch of this combined WB through/right turn lane configuration is included in Appendix F.

6.3.1 Network Impacts of Shared WB Through/Right Lane

As indicated above, with removal of the dedicated WB right turn lane, the primary change is to the WB approach 95th percentile queue lengths. However, the combined queue anticipated from the analysis results is only 18.9m during the AM peak hour, and this does not extend to the nearest intersection, Carten Street, which is about 30m away. As such, there are no other anticipated impacts to the other intersections within the study area if the WB through and right turn movements are combined into a single shared lane.

7 Speed Study

For all approaches of the Market Street and Main Street intersection, the posted speed limit is 50 km/h. Speed data was collected along all three approaches using Houston Radar Armadillo units mounted on utility poles within one block of the intersection. Data was collected and analysed for the period beginning Monday, February 24th at 12:00 PM, and ending on Friday, February 28th at 11:00 AM.

Due to the large volume of raw speed data, it has not been included as an appendix, but is available upon request. While the radar units recorded vehicle speeds in both incoming and outgoing directions, only the speeds of vehicles approaching the intersection were analyzed for this study.

Figure 7-1, Figure 7-2, and Figure 7-3 illustrate the speed distributions and corresponding vehicle counts for the southbound Market Street approach, the eastbound Main Street approach, and the westbound Main Street approach, respectively. In each graph, there is a dot to represent the number of vehicles recorded travelling at speeds from 0 km/h to 150 km/h. Most of the traffic volumes below 10 km/h and above 80 km/h are zeros.

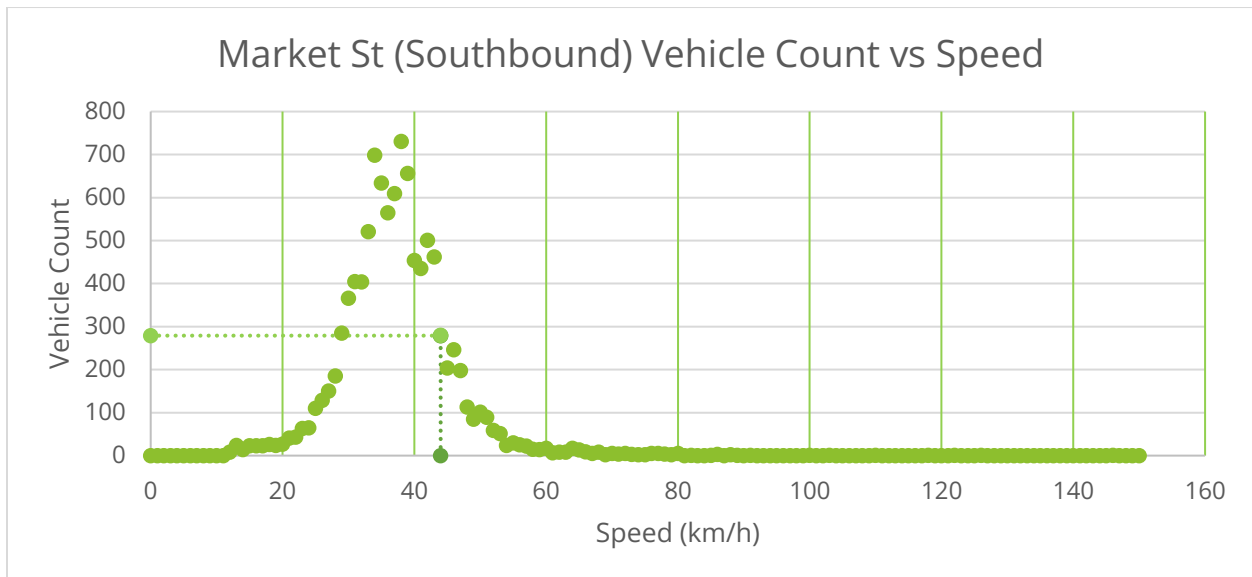


Figure 7-1: Market Street (Southbound) Speed Distribution

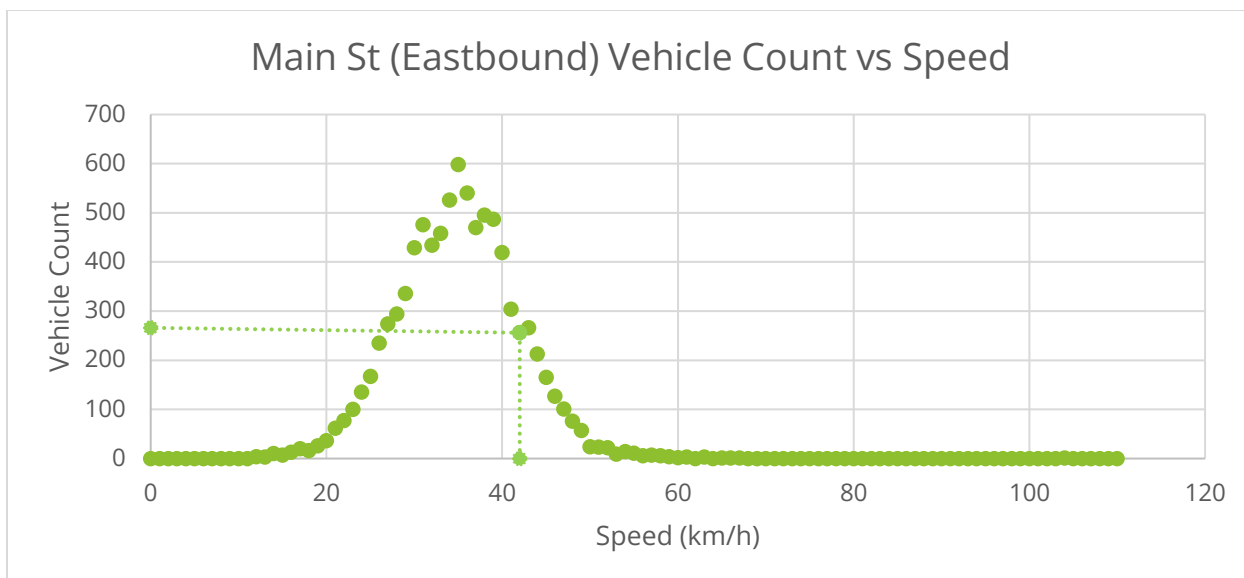


Figure 7-2: Main Street (Eastbound) Speed Distribution

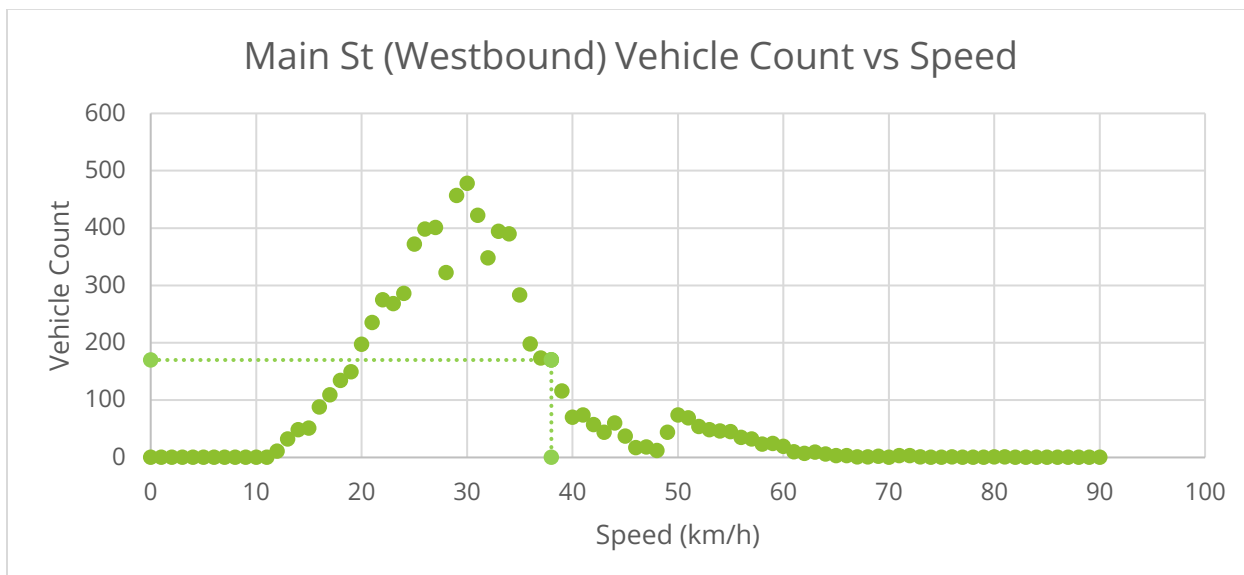


Figure 7-3: Main Street (Westbound) Speed Distribution

The speed studies conducted for the three intersection approaches resulted in the following observations:

- ▶ The 85th percentile speeds were 44 km/h, 42 km/h, and 38 km/h, respectively.
- ▶ The average speeds were 37.4 km/h, 35.0 km/h, and 30.7 km/h, respectively.

In all cases, the 85th percentile speeds are below the posted speed limit of 50 km/h, indicating that drivers are generally adhering to the speed regulations when approaching the intersection. This suggests no immediate safety concerns related to excessive speeding and no need for immediate speed management interventions or additional traffic calming treatments.

8 Collision Analysis

8.1 Collision Data

Province of Nova Scotia collision data for the area around the study intersection for the years 2009 to 2024 was provided by RQM and used to conduct this collision analysis. The raw data is included in Appendix G. The collision data contained records of the following attributes:

- ▶ Collision year
- ▶ Location
- ▶ GPS coordinates
- ▶ Collision description
- ▶ Collision configuration
- ▶ Collision severity

The following collision attributes, which were not included in the records, would help to better identify patterns and trends.

- ▶ Road surface conditions
- ▶ Weather conditions
- ▶ Lighting conditions
- ▶ Driver's actions (speeding, distracted driving, impairment, reckless driving)
- ▶ Mechanical issue of vehicles

A total of 36 collisions were reported from 2009 to 2024 around this intersection and among those, 19 were reported with GPS latitude and longitudinal coordinates. **Figure 8-1** displays the discrete collision locations in red.



Figure 8-1: Collision Location

8.2 Collision Frequency and Severity

Based on the provided data, the study area experienced an average collision frequency of 2.25 incidents per year. **Table 8-1** summarizes the annual collision occurrences from 2009 to 2024, along with the severity of each incident. All recorded collisions occurred within a 100-meter radius of the intersection, with annual counts ranging from 1 to 5 collisions. The highest number of collisions (5) was recorded in 2011, while the second-highest occurred in both 2018 and 2022, with 4 collisions each year.

Table 8-1 also provides a breakdown of collision severity, including Property Damage Only (PDO), Injury, or “Other”. The majority (72%) resulted in property damage only, while 25% involved some level of injury.

Table 8-1: Collision Frequency and Severity Summary

Year	PDO	Injury	Other	Total
2009	1			1
2010		2		2
2011	3	1	1	5
2012	2	1		3
2014	1			1
2015	1	1		2
2016	2			2
2017	3			3
2018	4			4
2019	2			2
2020	1			1
2021	1	1		2
2022	3	1		4
2023	1	1		2
2024	1	1		2
Total	26	9	1	36

8.3 Collision Configuration

Table 8-2 summarizes the collision configurations for recorded incidents between 2009 and 2024. Analysis of these configurations indicates that 8 out of 36 collisions (22.2%) were rear-end collisions. The second most common types of collisions involved vehicles striking a moving or stationary object on the roadway and left-turn conflicts with oncoming traffic. Additionally, the majority of reported injuries were associated with rear-end collisions and collisions involving stationary or moving objects.

Table 8-2: Collision Configuration

Configuration	Severity			Total
	PDO	Injury	Other	
Q. Other than listed values	9			9
021. Rear-end collision	4	4		8
01. Hit moving or stationary object on road surface	1	2	1	4
034. Left turn into traffic	3	1		4
037. Right angle collision	3			3
041. Hit parked motor vehicle	3			3
033. Left turn across opposing traffic	1	1		2
024. One vehicle crossing path of other on the right	2			2
035. Left turn against traffic		1		1
Total	26	9	1	36

Collision hotspots were primarily identified at the intersection, with common collision configurations including rear-end and sideswipe incidents, particularly during left-turn movements. The majority of these collisions resulted in property damage only, with a few involving injuries. Based on the available collision records, these incidents appear to be attributed to human error rather than deficiencies in roadway geometry or environmental conditions.

The records included five (5) pedestrian-vehicle collisions, four (4) of which were recorded as “Hit moving or stationary object on road surface”, and one (1) that was recorded as “Left turn across opposing traffic”. Three (3) of these incidents resulted in injury. Given the limited data in the incident reports, no clear trends were identified with these pedestrian-vehicle incidents.

A large portion of recorded collisions resulted from parking maneuvers; vehicles parking coming into contact with stationary parked cars, or vehicles backing out of parking spaces and colliding with moving vehicles on Main Street. While these incidents are not directly impacting the pedestrian safety at crosswalks, the location and configuration of these parking stalls increases the friction along Main Street and distractions for drivers. Restricting on-street parking adjacent to the intersection would help to prevent drawing drivers’ attention away from pedestrians at the crosswalks. As these are high turn-over parking spaces for the community, another option would be to consider converting these spaces to parallel parking. This configuration would reduce the parking capacity, but would improve overall visibility for parking maneuvers and avoid conflicts from parked vehicles having to reverse into travel lanes.

Traffi

9 Traffic Signal Warrant

Warrant analyses were completed to evaluate the need for traffic signals at the intersection of Main Street and Market Street. The following sections outline the results of those analyses.

9.1 Traffic Signal Warrant

Although the intersection's average delay remains within acceptable limits, a Traffic Signal Warrant Analysis was conducted following the Transportation Association of Canada (TAC) methodology to assess the need for signals with road user safety in mind.

For the 2025 Baseline scenario, traffic volumes from the AM, MD, and PM peak periods were analyzed, representing the highest six hours of daily traffic demand. The analysis yielded a score of 58 points, well below the 100-point threshold to warrant traffic signals. This suggests that signals are not warranted at this location at this time. The corresponding analysis worksheet is in Appendix H.

A second Traffic Signal Warrant Analysis was performed for the 2035 Build scenario using the projected traffic volumes. This analysis produced a score of 94 points, remaining below the 100-point warrant level. Therefore, traffic signals are not expected to be warranted in 2035 either. The corresponding analysis worksheet is located in Appendix H.

For the 2035 Build Shared WB Through/Right Lane configuration, a third Traffic Signal Warrant Analysis was performed. Despite the shared lane configuration and shortened pedestrian crossing on the east leg, the analysis score remained unchanged at 94 points, indicating signals would still not be warranted. The corresponding analysis worksheet can be found in Appendix H.

Based on the LOS results and warrant analysis, traffic signal control is not recommended for the intersection of Main Street and Market Street at this time.

10 Crossing Improvements and Accessibility

Pedestrian safety and accessibility at this location are key priorities for the Municipality. A variety of crossing enhancement and accessibility features were reviewed, as discussed below.

10.1 Crossing Improvements

Although a traffic signal is not warranted at this location, other crossing enhancements were considered, including RA-5 crosswalk signage and flashing beacons (Rectangular Rapid Flashing Beacons or overhead systems), and side-mounted pedestrian crossing flags. These features are effective for improving pedestrian visibility, by carrying bright orange flags or activating flashing lights to alert drivers. However, TAC guidance indicates these features are intended for uncontrolled intersection approaches or mid-block crossings. Since the Main/Market intersection operates under All-Way Stop-Control where vehicles are already required to stop, these measures are not appropriate for these crossings.

More substantial treatments such as raised crosswalks or fully raised intersection were also considered. The vertical element slows drivers and improves pedestrians sight lines. However, raised crossings are not recommended at some intersections due to the tight turning radii, drainage concerns, and winter maintenance challenges. Fully raised intersections typically used in urban areas with high pedestrian volumes and wider ROWs, or in primarily residential zones, often incorporating bollards to separate vehicles and pedestrians. With the limited ROW, lower pedestrian volumes, and the arterial road classification, a raised intersection is not recommended for this location.

10.2 Accessibility Features

Accessibility features at the Main/Market intersection were reviewed for potential improvements, including crosswalk style, width, curb ramps, and overall layout. The existing 3 m wide zebra markings on all approaches exceed the standard parallel lines, and crosswalks are well-positioned with appropriately sized curb radii to minimize crossing distances. The east leg, with two westbound lanes, increases crossing length; consolidating these into a single shared lane and adding a curb extension could shorten the crossing and improve pedestrian sightlines.

While curb ramp slopes were not measured, current guidelines recommend a maximum slope of 5%, with short ramps up to 8%. The ramps currently lack Tactile Walking Surface Indicators (TWSIs), which are now standard for alerting visually impaired pedestrians to the sidewalk-roadway transition. It is recommended that TWSIs be installed on all curb ramps at this intersection.

11 Sight Distance Assessment

Required sight distances are determined based on several factors, including design speed, brake reaction time, deceleration rate, road gradient, and gap acceptance time. The posted limit on all approaches of the Main Street and Market Street intersection is 50 km/h. According to TAC guidelines for intersection sight distances, at All-Way Stop-Controlled (AWSC) intersections, the first stopped vehicle on a given approach must be visible to drivers of the first stopped vehicles on all other approaches. This differs from Two-Way Stop-Controlled (TWSC) intersections, where stopped vehicles must have a minimum clear viewing distance along the intersecting road for adequate gap judgement.

The stop bars for the two westbound lanes on Main Street are staggered somewhat such that vehicles queued in the right-turn lane, or while making a right turn, may obstruct the view between a vehicle stopped in the WB through lane and a vehicle stopped on SB Market Street. However, this obstruction would generally be very brief and WB through drivers should simply wait until the view of the southbound approach is clear. When there are no westbound right-turning vehicles present, sightlines around the intersection are sufficient and first stopped vehicles are visible.

Alternatively, if both westbound movements are combined into a single shared lane, clear sightlines would be maintained between the north and east legs of the intersection.

A sketch of the Available Sight Distances at the intersection can be found in Appendix I.

12 Demographic Review

A demographic analysis of the Liverpool Population Centre, Nova Scotia, was conducted to assess changes in population and employment characteristics that may influence transportation demand, particularly at the study intersection. The analysis is based on Census data from 2011, 2016, and 2021, providing insights into age distribution, labour force participation, and employment trends.

12.1 Age Demographics

The population composition in Liverpool has undergone shifts over the past three Census periods. The most significant trend is the increasing proportion of older adults, with the 65+ age group increasing by 7% between 2016 and 2021 and 13% between 2011 and 2016.

Conversely, there has been a decline in the working-age population (ages 35–54), with the 35 - 44 group experiencing a 6% decrease and the 45 - 54 group showing a 14% decline. This trend could suggest a shrinking workforce or an outmigration of working-age individuals, potentially impacting peak-hour travel demand. However, the 25 - 34 group grew by 13% between 2016 and 2021, which may indicate a slight increase of younger professionals and families relocating to the area. Overall, there was a net decrease in population of 4%.

The populations of the 0 - 14 and 15 - 24 age groups have also declined, suggesting a potential long-term reduction in school-related and youth-generated travel demand.

Table 12-1 summarizes the breakdown of Age Demographics for Liverpool from 2011 to 2021.

Table 12-1: Summary of Age Demographics

Age Group	Census 2011	Census 2016		Census 2021	
	Total	Total	% Change From 2011	Total	% Change From 2016
0 to 14 years	340	320	-6%	305	-5%
15 to 24 years	290	245	-16%	235	-4%
25 to 34 years	210	200	-5%	225	13%
35 to 44 years	315	265	-16%	250	-6%
45 to 54 years	410	365	-11%	315	-14%
55 to 64 years	415	390	-6%	395	1%
65 years and over	670	760	13%	815	7%
Total	2540	-0.2%	2545	-4.0%	2650

12.2 Employment and Labour Force Trends

Employment characteristics play a role in traffic patterns, particularly during peak commuting periods. There was a 4% decline in the labour force, with 965 individuals actively participating in 2021 compared to 1,005 in 2016. Employment levels also saw a 5% decrease, while the number of unemployed individuals remained unchanged at 150.

A notable trend is the increase in the number of residents not in the labour force, which grew by 9%. This shift is reflected in a declining participation rate (from 46.5% to 43.4%) and employment rate (from 39.8% to 36.6%). Meanwhile, the unemployment rate remained generally unchanged, suggesting a growing proportion of the population may be retirees or individuals not actively seeking employment. With a population increasingly out of the workforce, peak-hour travel demand and pedestrian activity could decrease.

Table 12-2 represent the employment summary of Liverpool from 2016 to 2021.

Table 12-2: Employment Summary

Employment Summary			
Criteria	Census 2021	Census 2016	Percent Change From 2016
Total Employment Population	2225	2160	3%
In the labour force	965	1005	-4%
Employed	815	860	-5%
Unemployed	150	150	0%
Not in the labour force	1260	1155	9%
Participation rate	43.4	46.5	-3.10%
Employment rate	36.6	39.8	-3.20%
Unemployment rate	15.5	14.9	0.60%

While the demographic composition of residents for the proposed developments in the Mount Pleasant area are not known at this time, overall trends for the region suggest they will tend to primarily be made up of retirees and young professionals. Unit prices will strongly impact the type of residents, as retirees often have equity built up from home ownership while younger demographics do not.

13 Conclusions

This report outlines the detailed methodology undertaken to prepare a comprehensive Traffic Study for the intersection of Main Street and Market Street in Liverpool, NS.

Based on the analysis results, it is CBCL’s professional opinion that the study intersection has sufficient capacity to accommodate existing and future traffic demands, including the estimated new traffic generated by the proposed residential developments in the Mount Pleasant area while remaining under all-way stop control (AWSC). The traffic signal warrant analysis indicated that signals are not warranted at this location at this time. The analysis also indicated the intersection would continue to operate within acceptable limits if the westbound through and right-turn movements were combined into a single shared lane. This would provide the added benefit of a shortened pedestrian crossing. It is recommended that TWSI’s be added at intersection crosswalks to improve accessibility.

On-site observations and user engagement identified the large number of visual “distractions” as a possible concern, particularly signage placement at the intersection in close proximity to pedestrian crossings. However, these aspects were not identified as actual obstructions for drivers’ line of sight.

A review of speed data indicated that vehicle speeds are generally below the posted speed limits on each intersection approach. Collision data suggested the largest source of incidents are related to parking maneuvers adjacent to the intersection on Main Street. Removing or reconfiguring this parking would provide safety benefits.

Thank you for the opportunity to complete this study for this key intersection. Please contact us if you have any questions of require further information.



Prepared by:
David Copp, M.Sc.E., P.Eng.
Transportation Engineer



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

This document was prepared for the party indicated herein. The material and information in the document reflects 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.

APPENDIX A

Raw Traffic Data

Main / Market - TMC

Tue Feb 25, 2025

Full Length (7 AM-9 AM, 11:30 AM-1:30 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks, Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
135 St. Peters Road, Suite 201, PO Box 1659,
Charlottetown, PE, C1A 7N4, CA

Leg Direction	Main St. Eastbound					Main St. Westbound					Market St. Southbound					Int
	L	T	U	App	Ped*	T	R	U	App	Ped*	L	R	U	App	Ped*	
2025-02-25 7:00AM	16	2	0	18	1	1	16	0	17	0	4	11	0	15	0	50
7:15AM	24	0	0	24	0	0	25	0	25	0	21	18	0	39	0	88
7:30AM	41	4	0	45	1	6	35	0	41	0	22	16	0	38	0	124
7:45AM	43	9	0	52	1	12	28	0	40	0	29	28	0	57	0	149
Hourly Total	124	15	0	139	3	19	104	0	123	0	76	73	0	149	0	411
8:00AM	34	6	0	40	1	9	31	0	40	0	25	39	0	64	0	144
8:15AM	45	8	0	53	0	11	36	0	47	0	42	48	0	90	0	190
8:30AM	49	6	0	55	2	16	29	0	45	1	30	34	0	64	1	164
8:45AM	38	5	0	43	1	14	34	0	48	2	23	29	0	52	0	143
Hourly Total	166	25	0	191	4	50	130	0	180	3	120	150	0	270	1	641
11:30AM	47	6	0	53	2	15	20	0	35	5	11	36	0	47	1	135
11:45AM	35	12	0	47	0	13	27	0	40	6	27	38	0	65	4	152
Hourly Total	82	18	0	100	2	28	47	0	75	11	38	74	0	112	5	287
12:00PM	34	6	0	40	1	21	31	0	52	11	25	41	0	66	0	158
12:15PM	56	7	0	63	4	21	40	0	61	9	21	27	0	48	5	172
12:30PM	51	6	0	57	1	19	30	0	49	3	24	29	0	53	0	159
12:45PM	47	8	0	55	0	15	48	0	63	4	35	42	0	77	2	195
Hourly Total	188	27	0	215	6	76	149	0	225	27	105	139	0	244	7	684
1:00PM	49	6	0	55	3	13	34	0	47	15	33	31	0	64	6	166
1:15PM	52	9	0	61	1	12	40	0	52	9	28	28	0	56	2	169
Hourly Total	101	15	0	116	4	25	74	0	99	24	61	59	0	120	8	335
4:00PM	32	6	0	38	3	10	39	0	49	0	32	37	0	69	2	156
4:15PM	41	8	0	49	0	17	32	0	49	4	28	36	0	64	2	162
4:30PM	40	6	0	46	1	18	50	0	68	2	30	39	0	69	2	183
4:45PM	40	3	0	43	0	15	30	0	45	4	25	29	0	54	0	142
Hourly Total	153	23	0	176	4	60	151	0	211	10	115	141	0	256	6	643
5:00PM	35	3	0	38	4	21	24	0	45	1	27	48	0	75	2	158
5:15PM	52	2	0	54	1	3	25	0	28	0	26	35	0	61	1	143
5:30PM	43	5	0	48	1	8	18	0	26	2	18	45	0	63	2	137
5:45PM	30	6	0	36	0	9	20	0	29	1	22	49	0	71	0	136
Hourly Total	160	16	0	176	6	41	87	0	128	4	93	177	0	270	5	574
2025-02-26 7:00AM	19	1	0	20	0	3	22	0	25	0	14	9	0	23	0	68
7:15AM	25	2	0	27	0	1	25	0	26	0	16	13	0	29	0	82
7:30AM	40	0	0	40	1	1	29	0	30	1	28	22	0	50	0	120
7:45AM	36	11	0	47	2	9	34	0	43	0	32	33	0	65	1	155
Hourly Total	120	14	0	134	3	14	110	0	124	1	90	77	0	167	1	425
8:00AM	36	4	0	40	0	6	20	0	26	0	31	39	0	70	0	136
8:15AM	45	6	0	51	0	10	42	0	52	2	39	48	0	87	1	190
8:30AM	49	3	0	52	2	9	44	0	53	6	24	29	0	53	4	158
8:45AM	36	8	0	44	1	10	24	0	34	2	30	47	0	77	1	155
Hourly Total	166	21	0	187	3	35	130	0	165	10	124	163	0	287	6	639
11:30AM	51	8	0	59	3	18	37	0	55	12	26	53	0	79	4	193
11:45AM	55	9	0	64	1	31	43	0	74	15	21	47	0	68	3	206
Hourly Total	106	17	0	123	4	49	80	0	129	27	47	100	0	147	7	399
12:00PM	58	7	0	65	10	23	31	0	54	9	23	55	0	78	4	197
12:15PM	47	6	0	53	7	21	41	0	62	6	26	50	0	76	4	191
12:30PM	59	5	0	64	1	17	39	0	56	5	30	41	0	71	4	191
12:45PM	59	10	0	69	0	21	42	0	63	5	24	30	0	54	5	186
Hourly Total	223	28	0	251	18	82	153	0	235	25	103	176	0	279	17	765
1:00PM	52	9	0	61	0	16	39	0	55	5	30	36	0	66	1	182
1:15PM	40	9	0	49	3	14	41	0	55	12	29	46	0	75	4	179
Hourly Total	92	18	0	110	3	30	80	0	110	17	59	82	0	141	5	361
4:00PM	51	5	0	56	1	10	36	0	46	2	39	49	0	88	4	190

Leg Direction	Main St. Eastbound					Main St. Westbound					Market St. Southbound					
Time	L	T	U	App	Ped*	T	R	U	App	Ped*	L	R	U	App	Ped*	Int
4:15PM	40	8	0	48	2	11	38	0	49	0	31	49	0	80	4	177
4:30PM	48	2	0	50	1	18	40	0	58	3	24	44	0	68	2	176
4:45PM	42	7	0	49	1	14	42	0	56	2	33	43	0	76	2	181
Hourly Total	181	22	0	203	5	53	156	0	209	7	127	185	0	312	12	724
5:00PM	27	7	0	34	3	14	21	0	35	1	33	32	0	65	0	134
5:15PM	41	4	0	45	2	7	30	0	37	0	21	28	0	49	0	131
5:30PM	31	1	0	32	2	10	24	0	34	1	21	40	0	61	0	127
5:45PM	33	4	0	37	0	8	17	0	25	0	20	39	0	59	0	121
Hourly Total	132	16	0	148	7	39	92	0	131	2	95	139	0	234	0	513
Total	1994	275	0	2269	72	601	1543	0	2144	168	1253	1735	0	2988	80	7401
% Approach	87.9%	12.1%	0%	-	-	28.0%	72.0%	0%	-	-	41.9%	58.1%	0%	-	-	-
% Total	26.9%	3.7%	0%	30.7%	-	8.1%	20.8%	0%	29.0%	-	16.9%	23.4%	0%	40.4%	-	-
Lights	1953	269	0	2222	-	585	1532	0	2117	-	1235	1689	0	2924	-	7263
% Lights	97.9%	97.8%	0%	97.9%	-	97.3%	99.3%	0%	98.7%	-	98.6%	97.3%	0%	97.9%	-	98.1%
Articulated Trucks	1	1	0	2	-	0	1	0	1	-	0	2	0	2	-	5
% Articulated Trucks	0.1%	0.4%	0%	0.1%	-	0%	0.1%	0%	0%	-	0%	0.1%	0%	0.1%	-	0.1%
Buses and Single-Unit Trucks	40	5	0	45	-	16	10	0	26	-	18	44	0	62	-	133
% Buses and Single-Unit Trucks	2.0%	1.8%	0%	2.0%	-	2.7%	0.6%	0%	1.2%	-	1.4%	2.5%	0%	2.1%	-	1.8%
Pedestrians	-	-	-	-	71	-	-	-	-	166	-	-	-	-	80	-
% Pedestrians	-	-	-	-	98.6%	-	-	-	-	98.8%	-	-	-	-	100%	-
Bicycles on Crosswalk	-	-	-	-	1	-	-	-	-	2	-	-	-	-	0	-
% Bicycles on Crosswalk	-	-	-	-	1.4%	-	-	-	-	1.2%	-	-	-	-	0%	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

Main / Market - TMC

Tue Feb 25, 2025

Full Length (7 AM-9 AM, 11:30 AM-1:30 PM, 4 PM-6 PM)

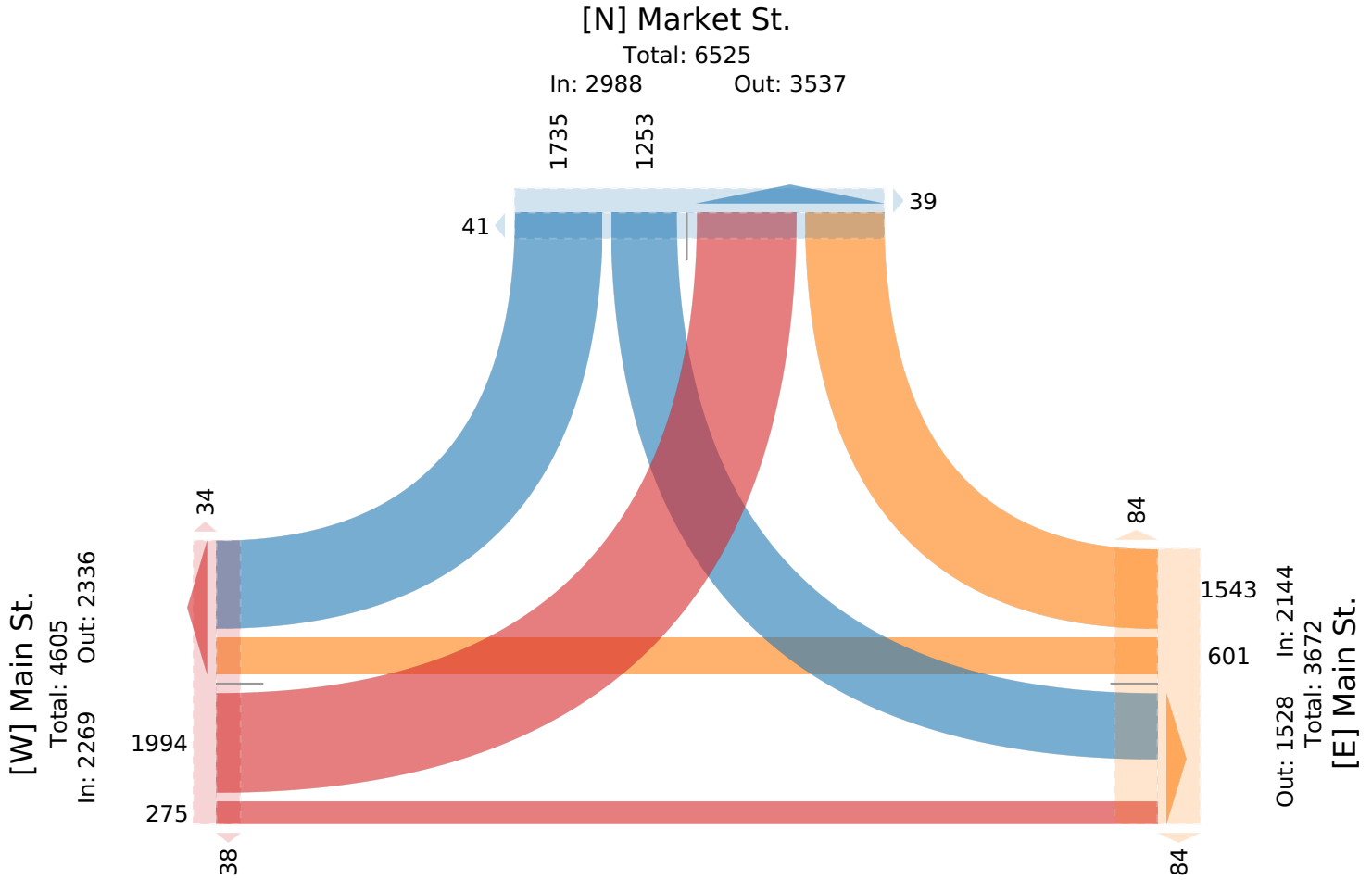
All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks, Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
 135 St. Peters Road, Suite 201, PO Box 1659,
 Charlottetown, PE, C1A 7N4, CA



Main / Market - TMC

Tue Feb 25, 2025

AM Peak (Feb 25 2025 7:45AM - 8:45 AM)

All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks, Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
135 St. Peters Road, Suite 201, PO Box 1659,
Charlottetown, PE, C1A 7N4, CA

Leg Direction	Main St. Eastbound					Main St. Westbound					Market St. Southbound					Int
	L	T	U	App	Ped*	T	R	U	App	Ped*	L	R	U	App	Ped*	
Time																
2025-02-25 7:45AM	43	9	0	52	1	12	28	0	40	0	29	28	0	57	0	149
8:00AM	34	6	0	40	1	9	31	0	40	0	25	39	0	64	0	144
8:15AM	45	8	0	53	0	11	36	0	47	0	42	48	0	90	0	190
8:30AM	49	6	0	55	2	16	29	0	45	1	30	34	0	64	1	164
Total	171	29	0	200	4	48	124	0	172	1	126	149	0	275	1	647
% Approach	85.5%	14.5%	0%	-	-	27.9%	72.1%	0%	-	-	45.8%	54.2%	0%	-	-	-
% Total	26.4%	4.5%	0%	30.9%	-	7.4%	19.2%	0%	26.6%	-	19.5%	23.0%	0%	42.5%	-	-
PHF	0.872	0.806	-	0.909	-	0.750	0.861	-	0.915	-	0.750	0.776	-	0.764	-	0.851
Lights	167	28	0	195	-	45	124	0	169	-	122	138	0	260	-	624
% Lights	97.7%	96.6%	0%	97.5%	-	93.8%	100%	0%	98.3%	-	96.8%	92.6%	0%	94.5%	-	96.4%
Articulated Trucks	0	0	0	0	-	0	0	0	0	-	0	1	0	1	-	1
% Articulated Trucks	0%	0%	0%	0%	-	0%	0%	0%	0%	-	0%	0.7%	0%	0.4%	-	0.2%
Buses and Single-Unit Trucks	4	1	0	5	-	3	0	0	3	-	4	10	0	14	-	22
% Buses and Single-Unit Trucks	2.3%	3.4%	0%	2.5%	-	6.3%	0%	0%	1.7%	-	3.2%	6.7%	0%	5.1%	-	3.4%
Pedestrians	-	-	-	-	4	-	-	-	-	1	-	-	-	-	1	-
% Pedestrians	-	-	-	-	100%	-	-	-	-	100%	-	-	-	-	100%	-
Bicycles on Crosswalk	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	-
% Bicycles on Crosswalk	-	-	-	-	0%	-	-	-	-	0%	-	-	-	-	0%	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

Main / Market - TMC

Tue Feb 25, 2025

AM Peak (Feb 25 2025 7:45AM - 8:45 AM)

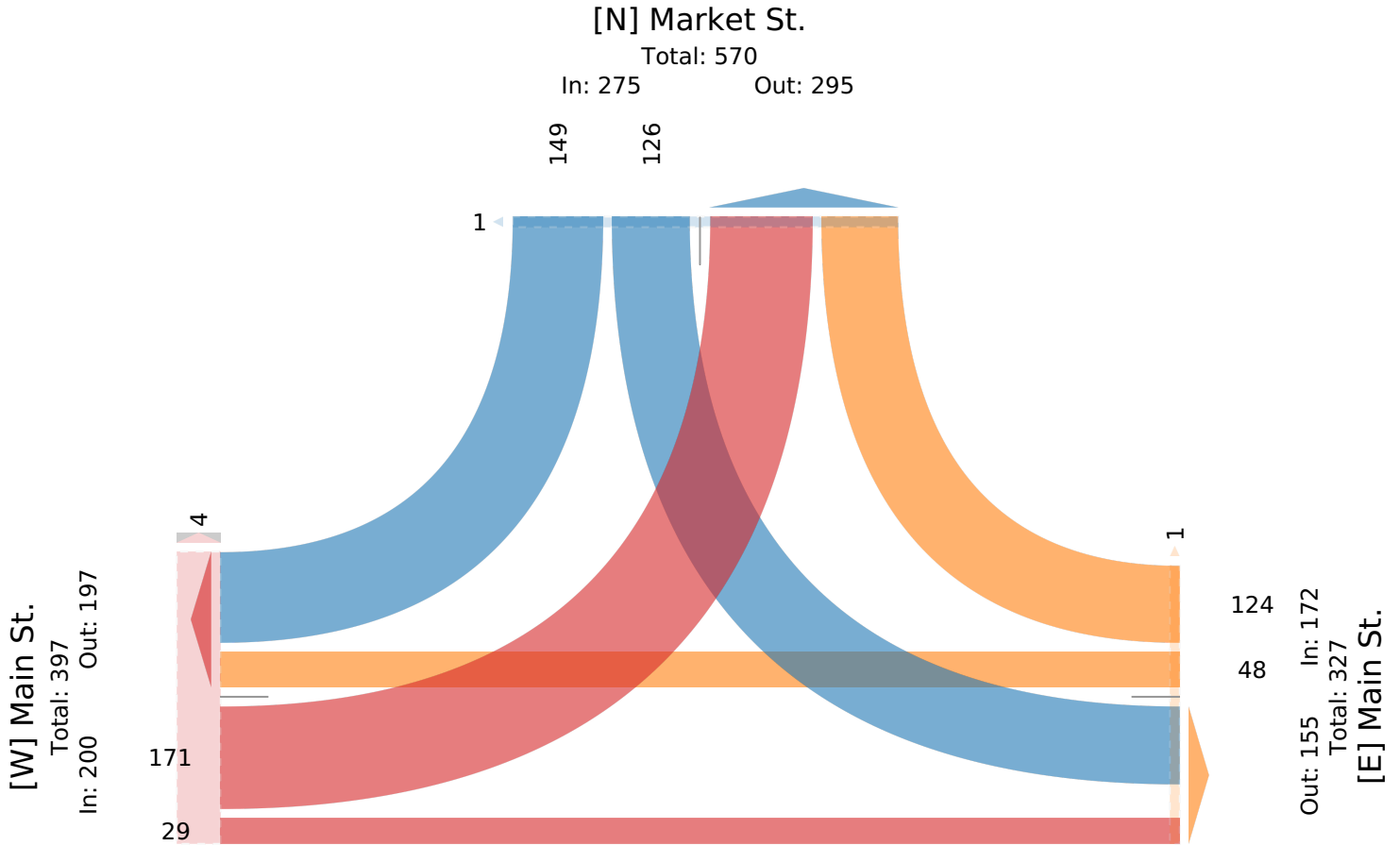
All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks, Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
135 St. Peters Road, Suite 201, PO Box 1659,
Charlottetown, PE, C1A 7N4, CA



Main / Market - TMC

Wed Feb 26, 2025

Midday Peak (Feb 26 2025 11:30AM - 12:30 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks, Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
135 St. Peters Road, Suite 201, PO Box 1659,
Charlottetown, PE, C1A 7N4, CA

Leg Direction	Main St. Eastbound					Main St. Westbound					Market St. Southbound					Int
	L	T	U	App	Ped*	T	R	U	App	Ped*	L	R	U	App	Ped*	
Time																
2025-02-26 11:30AM	51	8	0	59	3	18	37	0	55	12	26	53	0	79	4	193
11:45AM	55	9	0	64	1	31	43	0	74	15	21	47	0	68	3	206
12:00PM	58	7	0	65	10	23	31	0	54	9	23	55	0	78	4	197
12:15PM	47	6	0	53	7	21	41	0	62	6	26	50	0	76	4	191
Total	211	30	0	241	21	93	152	0	245	42	96	205	0	301	15	787
% Approach	87.6%	12.4%	0%	-	-	38.0%	62.0%	0%	-	-	31.9%	68.1%	0%	-	-	-
% Total	26.8%	3.8%	0%	30.6%	-	11.8%	19.3%	0%	31.1%	-	12.2%	26.0%	0%	38.2%	-	-
PHF	0.909	0.833	-	0.927	-	0.750	0.884	-	0.828	-	0.923	0.932	-	0.953	-	0.955
Lights	204	28	0	232	-	90	150	0	240	-	93	195	0	288	-	760
% Lights	96.7%	93.3%	0%	96.3%	-	96.8%	98.7%	0%	98.0%	-	96.9%	95.1%	0%	95.7%	-	96.6%
Articulated Trucks	0	1	0	1	-	0	1	0	1	-	0	1	0	1	-	3
% Articulated Trucks	0%	3.3%	0%	0.4%	-	0%	0.7%	0%	0.4%	-	0%	0.5%	0%	0.3%	-	0.4%
Buses and Single-Unit Trucks	7	1	0	8	-	3	1	0	4	-	3	9	0	12	-	24
% Buses and Single-Unit Trucks	3.3%	3.3%	0%	3.3%	-	3.2%	0.7%	0%	1.6%	-	3.1%	4.4%	0%	4.0%	-	3.0%
Pedestrians	-	-	-	-	21	-	-	-	-	42	-	-	-	-	15	-
% Pedestrians	-	-	-	-	100%	-	-	-	-	100%	-	-	-	-	100%	-
Bicycles on Crosswalk	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	-
% Bicycles on Crosswalk	-	-	-	-	0%	-	-	-	-	0%	-	-	-	-	0%	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

Main / Market - TMC

Wed Feb 26, 2025

Midday Peak (Feb 26 2025 11:30AM - 12:30 PM) - Overall Peak Hour

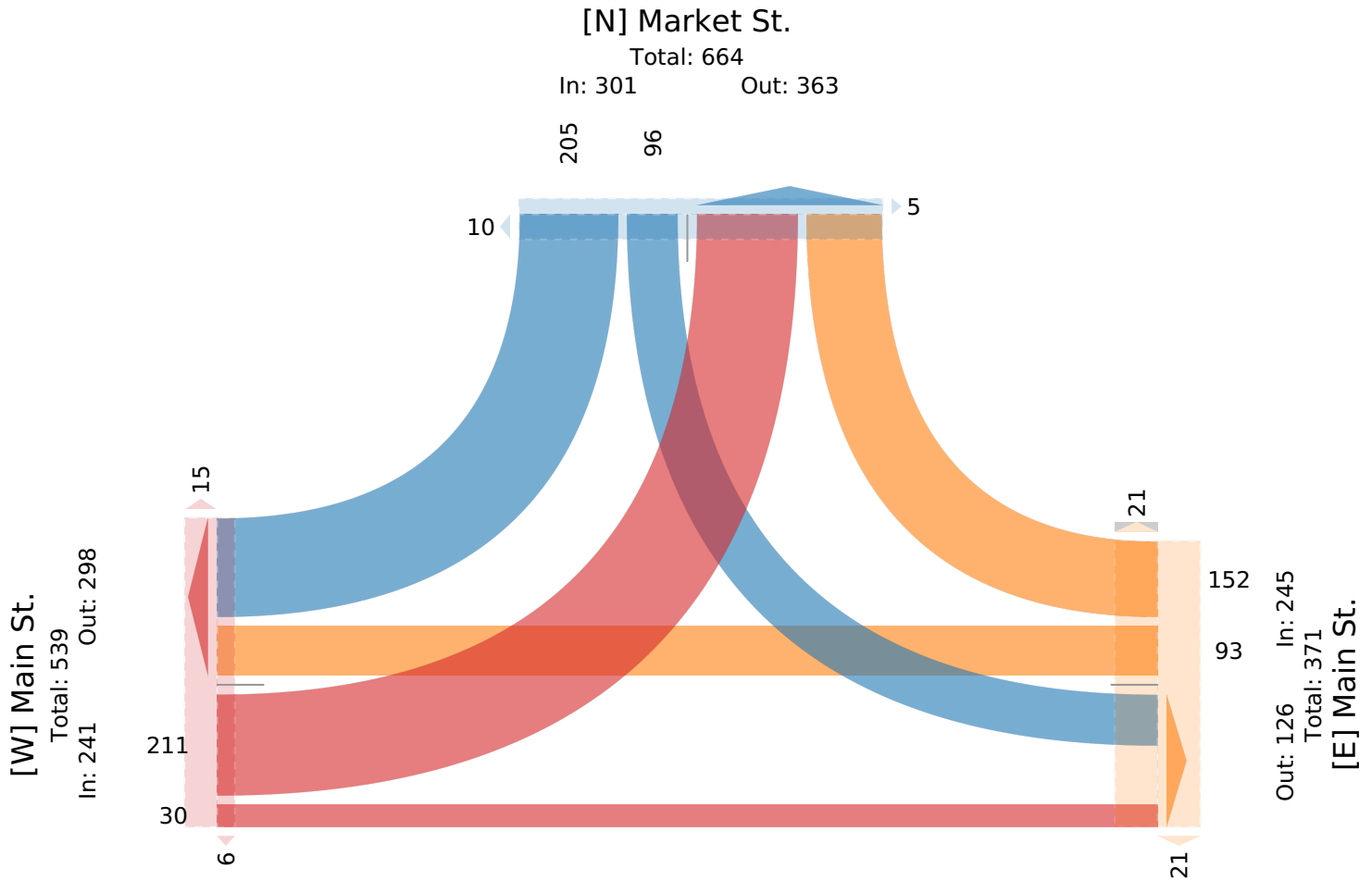
All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks, Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
 135 St. Peters Road, Suite 201, PO Box 1659,
 Charlottetown, PE, C1A 7N4, CA



Main / Market - TMC

Wed Feb 26, 2025

PM Peak (Feb 26 2025 4PM - 5 PM)

All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks, Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
135 St. Peters Road, Suite 201, PO Box 1659,
Charlottetown, PE, C1A 7N4, CA

Leg Direction	Main St. Eastbound					Main St. Westbound					Market St. Southbound					Int
	L	T	U	App	Ped*	T	R	U	App	Ped*	L	R	U	App	Ped*	
Time																
2025-02-26 4:00PM	51	5	0	56	1	10	36	0	46	2	39	49	0	88	4	190
4:15PM	40	8	0	48	2	11	38	0	49	0	31	49	0	80	4	177
4:30PM	48	2	0	50	1	18	40	0	58	3	24	44	0	68	2	176
4:45PM	42	7	0	49	1	14	42	0	56	2	33	43	0	76	2	181
Total	181	22	0	203	5	53	156	0	209	7	127	185	0	312	12	724
% Approach	89.2%	10.8%	0%	-	-	25.4%	74.6%	0%	-	-	40.7%	59.3%	0%	-	-	-
% Total	25.0%	3.0%	0%	28.0%	-	7.3%	21.5%	0%	28.9%	-	17.5%	25.6%	0%	43.1%	-	-
PHF	0.887	0.688	-	0.906	-	0.736	0.929	-	0.901	-	0.814	0.944	-	0.886	-	0.953
Lights	178	22	0	200	-	53	156	0	209	-	126	182	0	308	-	717
% Lights	98.3%	100%	0%	98.5%	-	100%	100%	0%	100%	-	99.2%	98.4%	0%	98.7%	-	99.0%
Articulated Trucks	0	0	0	0	-	0	0	0	0	-	0	0	0	0	-	0
% Articulated Trucks	0%	0%	0%	0%	-	0%	0%	0%	0%	-	0%	0%	0%	0%	-	0%
Buses and Single-Unit Trucks	3	0	0	3	-	0	0	0	0	-	1	3	0	4	-	7
% Buses and Single-Unit Trucks	1.7%	0%	0%	1.5%	-	0%	0%	0%	0%	-	0.8%	1.6%	0%	1.3%	-	1.0%
Pedestrians	-	-	-	-	5	-	-	-	-	7	-	-	-	-	12	-
% Pedestrians	-	-	-	-	100%	-	-	-	-	100%	-	-	-	-	100%	-
Bicycles on Crosswalk	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	-
% Bicycles on Crosswalk	-	-	-	-	0%	-	-	-	-	0%	-	-	-	-	0%	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

Main / Market - TMC

Wed Feb 26, 2025

PM Peak (Feb 26 2025 4PM - 5 PM)

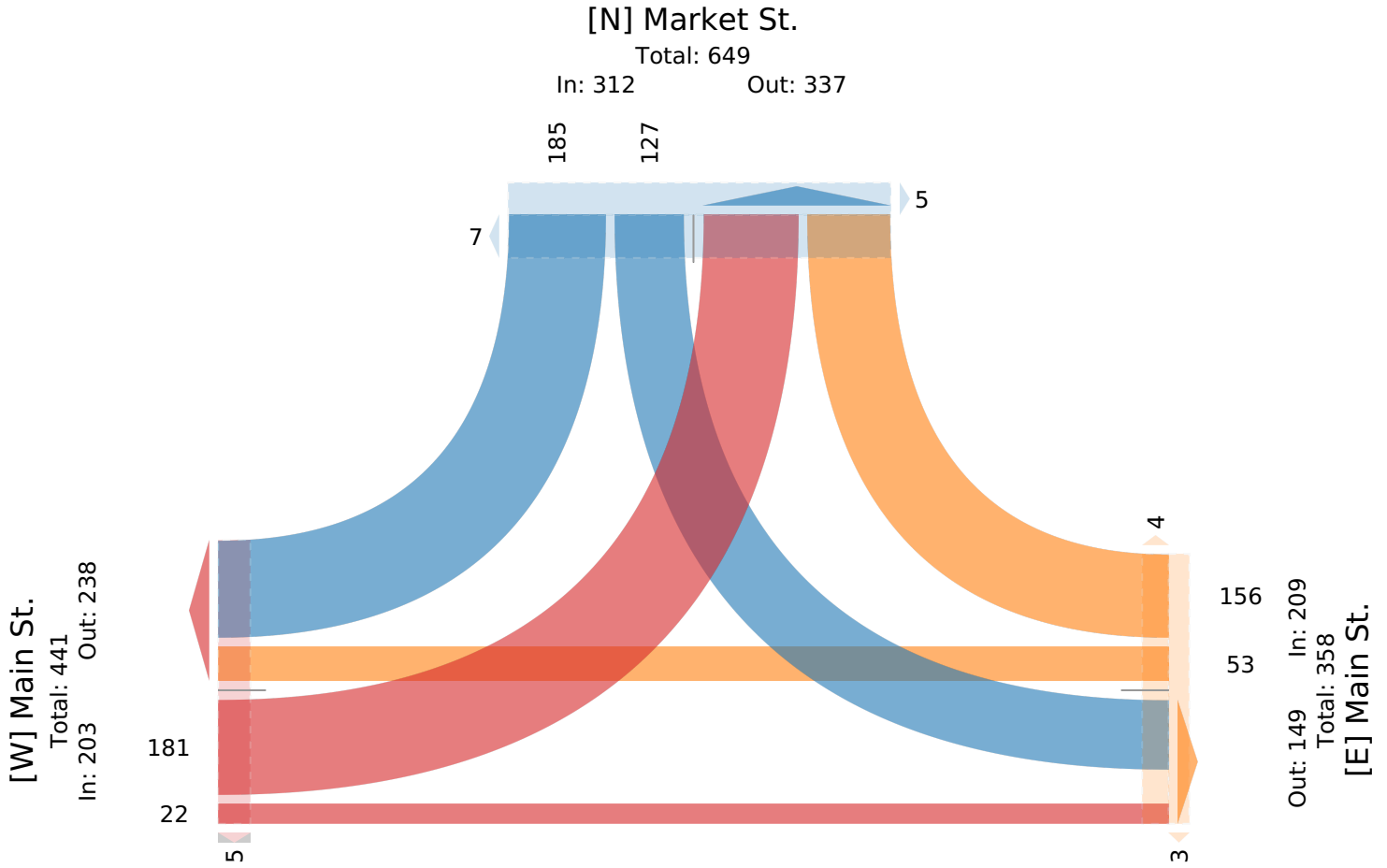
All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks,
Pedestrians, Bicycles on Crosswalk)

All Movements

ID: 1276317, Location: 44.039172, -64.714725



Provided by: CBCL Limited
135 St. Peters Road, Suite 201, PO Box 1659,
Charlottetown, PE, C1A 7N4, CA



APPENDIX B

Synchro Analysis Reports – 2025 Baseline

Intersection	
Intersection Delay, s/veh	10.8
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	170	30	45	135	130	150
Future Vol, veh/h	170	30	45	135	130	150
Peak Hour Factor	0.85	0.85	0.85	0.85	0.85	0.85
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	200	35	53	159	153	176
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	11.2	9.1	11.6
HCM LOS	B	A	B

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	85%	0%	0%	46%
Vol Thru, %	15%	100%	0%	0%
Vol Right, %	0%	0%	100%	54%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	200	45	135	280
LT Vol	170	0	0	130
Through Vol	30	45	0	0
RT Vol	0	0	135	150
Lane Flow Rate	235	53	159	329
Geometry Grp	5	7	7	2
Degree of Util (X)	0.345	0.083	0.216	0.438
Departure Headway (Hd)	5.277	5.61	4.902	4.783
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	675	633	724	748
Service Time	3.363	3.399	2.69	2.85
HCM Lane V/C Ratio	0.348	0.084	0.22	0.44
HCM Control Delay	11.2	8.9	9.1	11.6
HCM Lane LOS	B	A	A	B
HCM 95th-tile Q	1.5	0.3	0.8	2.2

Intersection	
Intersection Delay, s/veh	10.3
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	200	30	85	145	100	165
Future Vol, veh/h	200	30	85	145	100	165
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	213	32	90	154	106	176
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	11.1	8.9	10.7
HCM LOS	B	A	B

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	87%	0%	0%	38%
Vol Thru, %	13%	100%	0%	0%
Vol Right, %	0%	0%	100%	62%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	230	85	145	265
LT Vol	200	0	0	100
Through Vol	30	85	0	0
RT Vol	0	0	145	165
Lane Flow Rate	245	90	154	282
Geometry Grp	5	7	7	2
Degree of Util (X)	0.353	0.138	0.205	0.375
Departure Headway (Hd)	5.187	5.484	4.777	4.786
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	688	648	744	747
Service Time	3.267	3.265	2.557	2.851
HCM Lane V/C Ratio	0.356	0.139	0.207	0.378
HCM Control Delay	11.1	9.2	8.8	10.7
HCM Lane LOS	B	A	A	B
HCM 95th-tile Q	1.6	0.5	0.8	1.7

Intersection	
Intersection Delay, s/veh	10.2
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	170	25	60	155	125	165
Future Vol, veh/h	170	25	60	155	125	165
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	181	27	64	165	133	176
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	10.6	8.9	11
HCM LOS	B	A	B

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	87%	0%	0%	43%
Vol Thru, %	13%	100%	0%	0%
Vol Right, %	0%	0%	100%	57%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	195	60	155	290
LT Vol	170	0	0	125
Through Vol	25	60	0	0
RT Vol	0	0	155	165
Lane Flow Rate	207	64	165	309
Geometry Grp	5	7	7	2
Degree of Util (X)	0.302	0.098	0.22	0.404
Departure Headway (Hd)	5.234	5.512	4.804	4.715
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	680	645	740	759
Service Time	3.311	3.287	2.579	2.775
HCM Lane V/C Ratio	0.304	0.099	0.223	0.407
HCM Control Delay	10.6	8.9	8.9	11
HCM Lane LOS	B	A	A	B
HCM 95th-tile Q	1.3	0.3	0.8	2

APPENDIX C

Synchro Analysis Reports – 2035 No Build

Intersection	
Intersection Delay, s/veh	12.3
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	195	35	55	155	150	170
Future Vol, veh/h	195	35	55	155	150	170
Peak Hour Factor	0.85	0.85	0.85	0.85	0.85	0.85
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	229	41	65	182	176	200
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	12.7	9.8	13.7
HCM LOS	B	A	B

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	85%	0%	0%	47%
Vol Thru, %	15%	100%	0%	0%
Vol Right, %	0%	0%	100%	53%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	230	55	155	320
LT Vol	195	0	0	150
Through Vol	35	55	0	0
RT Vol	0	0	155	170
Lane Flow Rate	271	65	182	376
Geometry Grp	5	7	7	2
Degree of Util (X)	0.421	0.107	0.265	0.532
Departure Headway (Hd)	5.595	5.943	5.233	5.09
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	644	603	686	712
Service Time	3.628	3.68	2.969	3.09
HCM Lane V/C Ratio	0.421	0.108	0.265	0.528
HCM Control Delay	12.7	9.4	9.9	13.7
HCM Lane LOS	B	A	A	B
HCM 95th-tile Q	2.1	0.4	1.1	3.2

Intersection	
Intersection Delay, s/veh	11.5
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	225	35	100	165	115	190
Future Vol, veh/h	225	35	100	165	115	190
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	239	37	106	176	122	202
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	12.4	9.6	12.3
HCM LOS	B	A	B

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	87%	0%	0%	38%
Vol Thru, %	13%	100%	0%	0%
Vol Right, %	0%	0%	100%	62%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	260	100	165	305
LT Vol	225	0	0	115
Through Vol	35	100	0	0
RT Vol	0	0	165	190
Lane Flow Rate	277	106	176	324
Geometry Grp	5	7	7	2
Degree of Util (X)	0.421	0.171	0.247	0.457
Departure Headway (Hd)	5.475	5.777	5.068	5.069
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	658	621	709	714
Service Time	3.504	3.508	2.798	3.069
HCM Lane V/C Ratio	0.421	0.171	0.248	0.454
HCM Control Delay	12.4	9.7	9.5	12.3
HCM Lane LOS	B	A	A	B
HCM 95th-tile Q	2.1	0.6	1	2.4

Intersection	
Intersection Delay, s/veh	11.5
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	195	30	70	175	145	190
Future Vol, veh/h	195	30	70	175	145	190
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	207	32	74	186	154	202
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	11.8	9.6	12.7
HCM LOS	B	A	B

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	87%	0%	0%	43%
Vol Thru, %	13%	100%	0%	0%
Vol Right, %	0%	0%	100%	57%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	225	70	175	335
LT Vol	195	0	0	145
Through Vol	30	70	0	0
RT Vol	0	0	175	190
Lane Flow Rate	239	74	186	356
Geometry Grp	5	7	7	2
Degree of Util (X)	0.368	0.12	0.264	0.493
Departure Headway (Hd)	5.529	5.814	5.104	4.985
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	651	617	704	727
Service Time	3.557	3.543	2.833	2.985
HCM Lane V/C Ratio	0.367	0.12	0.264	0.49
HCM Control Delay	11.8	9.3	9.7	12.7
HCM Lane LOS	B	A	A	B
HCM 95th-tile Q	1.7	0.4	1.1	2.8

APPENDIX D

Synchro Analysis Reports – 2035 Build

Intersection	
Intersection Delay, s/veh	13.9
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	195	40	75	220	175	170
Future Vol, veh/h	195	40	75	220	175	170
Peak Hour Factor	0.85	0.85	0.85	0.85	0.85	0.85
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	229	47	88	259	206	200
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	13.7	11.2	16.3
HCM LOS	B	B	C

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	83%	0%	0%	51%
Vol Thru, %	17%	100%	0%	0%
Vol Right, %	0%	0%	100%	49%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	235	75	220	345
LT Vol	195	0	0	175
Through Vol	40	75	0	0
RT Vol	0	0	220	170
Lane Flow Rate	276	88	259	406
Geometry Grp	5	7	7	2
Degree of Util (X)	0.452	0.15	0.39	0.604
Departure Headway (Hd)	5.885	6.13	5.418	5.358
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	611	584	663	674
Service Time	3.93	3.875	3.163	3.4
HCM Lane V/C Ratio	0.452	0.151	0.391	0.602
HCM Control Delay	13.7	10	11.6	16.3
HCM Lane LOS	B	A	B	C
HCM 95th-tile Q	2.3	0.5	1.8	4.1

Intersection	
Intersection Delay, s/veh	12.6
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	225	45	115	195	150	190
Future Vol, veh/h	225	45	115	195	150	190
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	239	48	122	207	160	202
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	13.4	10.3	14
HCM LOS	B	B	B

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	83%	0%	0%	44%
Vol Thru, %	17%	100%	0%	0%
Vol Right, %	0%	0%	100%	56%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	270	115	195	340
LT Vol	225	0	0	150
Through Vol	45	115	0	0
RT Vol	0	0	195	190
Lane Flow Rate	287	122	207	362
Geometry Grp	5	7	7	2
Degree of Util (X)	0.454	0.203	0.303	0.528
Departure Headway (Hd)	5.689	5.965	5.255	5.255
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	632	602	685	687
Service Time	3.723	3.701	2.99	3.289
HCM Lane V/C Ratio	0.454	0.203	0.302	0.527
HCM Control Delay	13.4	10.2	10.3	14
HCM Lane LOS	B	B	B	B
HCM 95th-tile Q	2.4	0.8	1.3	3.1

Intersection	
Intersection Delay, s/veh	14.3
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	195	45	85	220	220	190
Future Vol, veh/h	195	45	85	220	220	190
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	207	48	90	234	234	202
Number of Lanes	0	1	1	1	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	2	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	2
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	13.3	10.9	17.3
HCM LOS	B	B	C

Lane	EBLn1	WBLn1	WBLn2	SBLn1
Vol Left, %	81%	0%	0%	54%
Vol Thru, %	19%	100%	0%	0%
Vol Right, %	0%	0%	100%	46%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	240	85	220	410
LT Vol	195	0	0	220
Through Vol	45	85	0	0
RT Vol	0	0	220	190
Lane Flow Rate	255	90	234	436
Geometry Grp	5	7	7	2
Degree of Util (X)	0.421	0.155	0.356	0.641
Departure Headway (Hd)	5.933	6.183	5.471	5.292
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	605	580	655	680
Service Time	3.979	3.929	3.217	3.331
HCM Lane V/C Ratio	0.421	0.155	0.357	0.641
HCM Control Delay	13.3	10.1	11.2	17.3
HCM Lane LOS	B	B	B	C
HCM 95th-tile Q	2.1	0.5	1.6	4.6

APPENDIX E

Synchro Analysis Reports – 2035 Build w/ Shared WB Through/Right Lane

Intersection	
Intersection Delay, s/veh	14.5
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↶	↷		↶	
Traffic Vol, veh/h	195	40	75	220	175	170
Future Vol, veh/h	195	40	75	220	175	170
Peak Hour Factor	0.85	0.85	0.85	0.85	0.85	0.85
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	229	47	88	259	206	200
Number of Lanes	0	1	1	0	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	1	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	13.4	13.1	16.4
HCM LOS	B	B	C

Lane	EBLn1	WBLn1	SBLn1
Vol Left, %	83%	0%	51%
Vol Thru, %	17%	25%	0%
Vol Right, %	0%	75%	49%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	235	295	345
LT Vol	195	0	175
Through Vol	40	75	0
RT Vol	0	220	170
Lane Flow Rate	276	347	406
Geometry Grp	1	1	1
Degree of Util (X)	0.444	0.493	0.606
Departure Headway (Hd)	5.783	5.11	5.374
Convergence, Y/N	Yes	Yes	Yes
Cap	622	705	670
Service Time	3.837	3.159	3.418
HCM Lane V/C Ratio	0.444	0.492	0.606
HCM Control Delay	13.4	13.1	16.4
HCM Lane LOS	B	B	C
HCM 95th-tile Q	2.3	2.7	4.1

Intersection	
Intersection Delay, s/veh	13.2
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↔		↕	
Traffic Vol, veh/h	225	45	115	195	150	190
Future Vol, veh/h	225	45	115	195	150	190
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	239	48	122	207	160	202
Number of Lanes	0	1	1	0	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	1	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	13.1	12.3	14.1
HCM LOS	B	B	B

Lane	EBLn1	WBLn1	SBLn1
Vol Left, %	83%	0%	44%
Vol Thru, %	17%	37%	0%
Vol Right, %	0%	63%	56%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	270	310	340
LT Vol	225	0	150
Through Vol	45	115	0
RT Vol	0	195	190
Lane Flow Rate	287	330	362
Geometry Grp	1	1	1
Degree of Util (X)	0.446	0.461	0.53
Departure Headway (Hd)	5.596	5.029	5.277
Convergence, Y/N	Yes	Yes	Yes
Cap	643	716	684
Service Time	3.637	3.069	3.315
HCM Lane V/C Ratio	0.446	0.461	0.529
HCM Control Delay	13.1	12.3	14.1
HCM Lane LOS	B	B	B
HCM 95th-tile Q	2.3	2.4	3.1

Intersection	
Intersection Delay, s/veh	14.8
Intersection LOS	B

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↔		↕	
Traffic Vol, veh/h	195	45	85	220	220	190
Future Vol, veh/h	195	45	85	220	220	190
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	207	48	90	234	234	202
Number of Lanes	0	1	1	0	1	0

Approach	EB	WB	SB
Opposing Approach	WB	EB	
Opposing Lanes	1	1	0
Conflicting Approach Left	SB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right		SB	EB
Conflicting Lanes Right	0	1	1
HCM Control Delay	13	12.7	17.5
HCM LOS	B	B	C

Lane	EBLn1	WBLn1	SBLn1
Vol Left, %	81%	0%	54%
Vol Thru, %	19%	28%	0%
Vol Right, %	0%	72%	46%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	240	305	410
LT Vol	195	0	220
Through Vol	45	85	0
RT Vol	0	220	190
Lane Flow Rate	255	324	436
Geometry Grp	1	1	1
Degree of Util (X)	0.414	0.466	0.643
Departure Headway (Hd)	5.832	5.171	5.305
Convergence, Y/N	Yes	Yes	Yes
Cap	615	694	680
Service Time	3.884	3.221	3.348
HCM Lane V/C Ratio	0.415	0.467	0.641
HCM Control Delay	13	12.7	17.5
HCM Lane LOS	B	B	C
HCM 95th-tile Q	2	2.5	4.7

APPENDIX F

Shared WB Through/Right Lane Concept Sketch

DRAWING NAME: Y:\HALIFAX\DATA\PROJECTS\2025\152.00 ROM TRAFFIC STUDY MAIN & MARKET\44 CAD\01 CIVIL\02 WORKING FILES\02 DESIGN FILES\251152.00 ROM TRAFFIC STUDY MAIN & MARKET ST DWG LAYOUT NAME: CSK01 (S) PLOT DATE: April 22, 2025 6:24:36 PM CAD OPERATOR: RDHAR



A	ISSUED FOR REVIEW
No.	RQM Regular Council Meeting - October 14, 2025

Date Apr 02/25	Scale 1:300	Designed	Drawn RKD	Checked MRM	Approved DKC	CBCL No. 251152.00	Contract				
<table border="1"> <tr> <td rowspan="2" style="text-align: center;"></td> <td>RQM Traffic Study Main Street and Market Street</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">CSK05</td> </tr> <tr> <td>Main Street and Market Street Alignment (Proposed)</td> </tr> </table>								RQM Traffic Study Main Street and Market Street	CSK05	Main Street and Market Street Alignment (Proposed)	SKETCH
	RQM Traffic Study Main Street and Market Street	CSK05									
	Main Street and Market Street Alignment (Proposed)										

APPENDIX G

Collision Data

Incident Year	Location	GPS Latitude	Latitude GPS Longitude	Collision Description	Collision Configuration	Collision_Severity_A bbrv.	CIMS Collision ID
2009	Intersection of Main Street and Market Street			VEH#1 TURNED INTO #2 AS IT WAS CLEARING INTERSECTION VEH#2 HAD NOT YET CLEARED INTERSECTION STRIKING FRONT QUARTER PANEL AND FENDER OF VEH#2	024. One vehicle crossing path of other on the right	01. PDO	9032846
2010	233 Gorham Street			RECD INS COMPANY INFO FOR BOTH PARTIES FROM TELEPHONE CONVERSATION WITH CST.. WAITING FOR BACK UP EMAIL AS CONFIRMATION BUT HASN'T COME IN YET. ww.	021. Rear-end collision	02. Injury	9036454
2010	183 Main Street			VEH 2 & VEH 3 TRV ON MARKET ST. DR VEH 1 BLACKED OUT BETWEEN BLUE BRIDGE & SCOTIA BANK STRIKING VEH & VEH 2. VEH 1 STOPPED AT THE SCOTIA BANK ON MAIN ST	021. Rear-end collision	02. Injury	9041370
2011	Intersection of Main Street and Market Street			PEDESTRIAN WAS CROSSING THE INTERSECTION ON MARKET ST. WITHIN THE CROSSWALK VEH#1 MADE THE TURN TO HEAD ONTO MARKET ST. AND LIGHTLY BRUSHED THE LEG OF THE PEDESTRIAN KNOCKING their SNEAKER BUT NO INJURY WAS SUSTAINED VEH#1 LOOKED BACK THEN DROVE AWAY U/K PLATE#	01. Hit moving or stationary object on road surface	04. Other	9057260
2011	176 Main Street			DRIVER VEH 1 ON MAIN ST. DRIVER VEH 2 BACKED OUT OF POST OFFICE PARKING SPACE BACKED INTO DRIVER VEH DAMAGE OVER \$1,000	037. Right angle collision	01. PDO	9058453
2011	Intersection of Main Street and Market Street			VEH 1 WAS STOPPED AT THE STOP SIGN ON MARKET ST WHEN VEH 2 WAS COMING TO A STOP AND THE DRIVER'S FOOT SLIPPED OF THE BRAKE VEH 2 THEN HIT VEH 1 FROM BEHIND PUSHING IT INTO THE INTERSECTION	021. Rear-end collision	02. Injury	9059942
2011	Waterfront Parking Lot			V1 BACKED UP INTO STATIONARY V2.	Q. Other than listed values	01. PDO	9063253
2011	Intersection of Main Street and Market Street			TWO VEHICLE MVA WITH NO INJURIES REPORTED BY V1 WHO STATED THAT they HAD BEEN AT THE INTERSECTION OF THE ABOVE MENTIONED STREETS WHEN V2 STRUCK them FROM 021 BEHIND WHILE AT THE INTERSECTION MODERATE DAMAGE TO V1, PHOTOS OBTAINED ALONG WITH AUDIO STATEMENT	021. Rear-end collision	01. PDO	9063271
2012	220 Main Street			V1 STOPPED TO MAKE LEGAL TURN V2 REAR ENDED V1	021. Rear-end collision	02. Injury	9067825
2012	176 Main Street			VEH#1 DRIVING ON MAIN ST., VEH#2 BACKED OUT OF POST OFFICE AND STRUCK THE PASSENGER SIDE OF VEH#1.	037. Right angle collision	01. PDO	9100612
2012	176 Main Street			VEH#1 WAS PARKED PERPENDICULAR TO THE STREET AND BACKED INTO VEH#2.	Q. Other than listed values	01. PDO	
2014	176 Main Street			VEH BACKING OUT OF PARKING SPOT AT POST OFFICE STRUCK VEH 2 TRV THROUGH PK LOT. MINOR DMG TO VEH 2. MINIMAL DMG TO VEH 1	Q. Other than listed values	01. PDO	9100612 9108720
2015	176 Main Street			VEH 1 MAKING LEFT HAND DID NOT YIELD TO VEH AND COLLISION ENSUED	034. Left turn into traffic	02. Injury	
2015	176 Main Street			VEHICLE 1 HIT A PEDESTRIAN WHILE BACKING OUT OF A PARKING SPACE	01. Hit moving or stationary object on road surface	01. PDO	9124954
2016	219 Main Street			VEHICLE 1 WAS PARKING IN A PARKING SPACE IN A PARKING LOT AND VEHICLE WENT FORWARD INTO A TREE Q.	Q. Other than listed values	01. PDO	9125967
2016	176 Main Street			Driver 1 WAS TRYING TO PULL INTO SPACE AT THE POST OFFICE IN LIVERPOOL AND SIDE SWIPED ANOTHER CAR.Driver WAITED AROUND BUT NOONE CAME OUT SHE TOOK PLATE 041 NUMBER Driver 2 NOTICED THE DAMAGE TO their CAR WHILE AT SOBEY'S AND CALLED 911 TO REPORT MINOR DAMAGE DONE TO BOTH VEHICLES NO INJURIES	041. Hit parked motor vehicle	01. PDO	9133098
2017	209 Main Street			V1 WAS BACKING OUT OF A PARKING SPACE AND T-BONED V2.	037. Right angle collision	01. PDO	9135008
2017	Intersection of Main Street and Market Street	4877725	362552	VEHICLE DRIVEN BY Driver 1 TURNED LEFT FROM MAIN ONTO MARKET VEHICLE DRIVEN BY Driver DRIVING STRAIGHT THROUGH INTERSECTION BOTH VEHICLES STRUCK ON THE DRIVER'S SIDE FRONT BUMPER	033. Left turn across opposing traffic	01. PDO	9141577
2017	176 Main Street	4877689	362623	VEHICLE 1 MAKING LEFT TURN AT CONTROL INTERSECTION VEHICLE 2 STOPPED IN TRAFFIC TO LET PASSENGER OUT AND VEHICLE REAR ENDED VEHICLE 2	034. Left turn into traffic	01. PDO	9141877 9144674
2018	270 Main Street	4877553	362521	Driver 1 WAS BACKING their VEHICLE OUT OF PARKING SPOT AND Driver 2 WAS TRAVELLING WESTBOUND WITH THE SUN IN their EYES AND NEITHER DRIVER SAW ONE ANOTHER AND BOTH VEHICLE'S HIT CAUSING MODERATE DAMAGE TO EACH VEHICLE.	Q. Other than listed values	01. PDO	
2018	254 Main Street	4877635	362510	VEHICLE ONE WAS ATTEMPTING TO PARK IN FRONT OF THE DIXIE LEE WHEN THE VEHICLE PARKED TO their LEFT BACKED OUT AT THE SAME TIME CAUSING DAMAGE TO VEHICLE ONE AND TWO	Q. Other than listed values	01. PDO	9153625
2018	Main Street	4877674	362639	TWO VEH TRAVELLING WB ON MAIN ST. VEH TURNING ONTO MAIN STREET FROM COURT STREET. DRIVER OF VEH. DID NOT SEE VEH AND RAN INTO THE REAR FENDER NO INJURIES	034. Left turn into traffic	01. PDO	9155791
2018	Intersection of Main Street and Court Street	4877682	362674	VEHICLE 1 HIT A TRAILER THAT WAS BEING TOWED BY VEHICLE 2.	Q. Other than listed values	01. PDO	9156602
2019	Intersection of Main Street and Market Street	4877653	362596	V1 WAS MAKING A LEGAL LEFT TURN ONTO MAIN STREET FROM MARKET STREET IN LIVERPOOL V2 TRAVELLING STRAIGHT (NE) AFTER STOP SIGN COLLIDED WITH PASSENGER SIDE OF V1 034 TRAFFIC WAS BLOCKED TEMPORARILY ON SW LANE OF TRAFFIC MAIN STREET FOR REMEMBRANCE DAY CEREMONIES BY POLICE BUT WAS NOT DESTRUCTING THE INTERSECTION 3-WAY INTERSECTION CONTROLLED BY THREE STOP SIGNS	034. Left turn into traffic	01. PDO	9177623
2019	154 Main Street	4877700	362659	TWO VEHICLES WERE STOPPED AT STOP SIGN ON ONE WAY AND WAITING TO TURN ONTO A TWO WAY ROAD THE REAR VEHICLE DRIVER EXPERIENCED A CONDITION THAT CAUSED THEM 021 TO PASS OUT. WHILE UNCONSCIOUS THE REAR VEHICLE STRUCK THE VEHICLE IN FRONT OF IT ON THE REAR BUMPER THE VEHICLE CONTINUED OVER THE CURB AND HIT A BUILDING BEFORE COMING TO REST IN THE STREET ON THE OTHER SIDE	021. Rear-end collision	01. PDO	9178671
2020	209 Main Street	4877559	362612	AN UNIDENTIFIED PICKUP TRUCK BACKED INTO VEHICLE 1. VEHICLE WAS PARKED A UNOCCUPIED	041. Hit parked motor vehicle	01. PDO	9191051
2021	Main Street	4877601	362542	Driver 1 WAS BACKING OUT OF A PARKING SPACE ON MAIN STREET AS Driver WAS DRIVING BY. Driver STRUCK Driver ON THE PASSENGERS SIDE REAR QUARTER PANEL FILE REPORTed AT THE DETACHMENT	Q. Other than listed values	01. PDO	9194883
2021	Main Street	4877653	362610	Driver 1 CALLED 911 TO REPORT they were IN A COLLISION WHERE ANOTHER VEHICLE RAN THE STOP SIGN AND T-BONED HIM. MEMBERS ATTENDED Driver TAKEN TO THE HOSPITAL. Driver 2 WENT THROUGH A STOP SIGN AND CAUSED THE COLLISION. Driver 2 WHO WAS NOT INJURED SEEMED CONFUSED AND COULD NOT PROVIDE ANY PHONE NUMBERS. FAMILY LOCATED AND CAME TO PICK UP Driver 2 TO TAKE them HOME VEHICLE TO THE	035. Left turn against traffic	02. Injury	9200563
2022	149 Main Street	4877712	362697	VEHICLE WAS PARKED FOR THE NIGHT IN A PARKING LOT. A SECOND VEHICLE STRUCK THE REAR BUMPER AND LEFT THE SCENE CAUSING DAMAGE TO THE REAR BUMPER	041. Hit parked motor vehicle	01. PDO	9206962
2022	Market Street	4877657	362619	COMPLAINANT REPORTS CAR VS PEDESTRIAN. MEMBERS ATTEND. Pedestrian HIT WHILE CROSSING IN THE CROSSWALK. Pedestrian TRANSPORTED TO HOSPITAL. Driver CHARGED. -UPDATE / MISE À JOUR - 2022/06/03 10:14>>FAILING TO YIELD TO PEDESTRIAN IN CROSSWALK OR STOPPED FACING CROSSWALK - Driver CHARGED UNDER MOTOR VEHICLE ACT,125(1)(A). TICKET # XX ISSUED. VOLUNTARY PENALTY OPTION FINE = 697.5. COURT LOCATION: BRIDGEWATER PROVINCIAL COURT. PLEA DATE:	01. Hit moving or stationary object on road surface	02. Injury	
2022	236 Main Street	4877596	362525	VEHICLE PULLED INTO A PARKING SPACE THE driver's FOOT SLIPPED OFF THE BRAKE,STRIKING THE GAS PEDAL AND THE VEHICLE WENT FORWARD INTO THE BUILDING	Q. Other than listed values	01. PDO	9209840
2022	Main Street	4877659	362622	Driver 1 WAS IN THE CENTER LANE TO MAKE A RIGHT HAND TURN AS HE WAS DRIVING A TRANSPORT TRUCK Driver PULLED INTO THE RIGHT TURNING LANE THE BACK TIRES OF Driver IS 024 VEHICLE STRUCK THE FRONT QUARTER PANEL OF Driver 2'S VEHICLE. Driver ADVISED they HAD their BLINKER ON HOWEVER Driver DID NOT NOTICE THE BLINKER	024. One vehicle crossing path of other on the right	01. PDO	9211769
2023	Main Street	4877656	362613	WHILE AT STOPPED AT STOP SIGN Driver WAS REAR ENDED. AFTER THE STOP SIGN Driver PULLED OVER TO EXCHANGE PARTICULARS BUT THE other DRIVER CONTINUED PAST them.	021. Rear-end collision	01. PDO	
2023	Gorham Street	4877572	362520	VEHICLE 1 HIT PEDISTRIAN IN CROSS WALK. PEDISTRIAN TRANPORTED TO HOSPITAL AS A PRECAUTION... They were RELEASED	01. Hit moving or stationary object on road surface	02. Injury	9224644
2024		4877657	362619	VEHICLE WAS MAKING A LEFT TURN AND STRUCK THE PEDESTRIAN WHO WAS IN THE CROSSWALK	033. Left turn across opposing traffic	02. Injury	9231767
2024	Market Street	4877627	362670	V1 WAS TRAVELLING NE ON MAIN STREET IN LIVERPOOL WHEN THE VEHICLE REAR ENDED A MOVING TRUCK V1 WAS HEAVILY DAMAGED ON THE FRONT END AND V2 SUFFERED MINIMAL DAMAGE Driver of V1 TOLD THE DRIVER OF V2 THAT THEY WERE FINE AND LEFT. UNKNOWN WHO THE DRIVER OF V1 IS NO INJURIES	021. Rear-end collision	01. PDO	9235975

APPENDIX H

Traffic Signal Warrants



Region of Queens Municipality - Traffic Signal & Pedestrian Signal Head Warrant Analysis

Main Street (name)	Main Street	Direction (EW or NS)	EW	Road Authority:	Region of Queens Municipality
Side Street (name)	Market Street	Direction (EW or NS)	NS	City:	Liverpool
Quadrant / Int #	3	Comments	2025 Baseline Condition	Analysis Date:	2025 Mar 28, Fri
for Warrant Calculation Results, please hit 'Page Down'				Count Date:	2025 Feb 25, Tue
CHECK SHEET				Date Entry Format:	(yyyy-mm-dd)

Lane Configuration		Excl LT	Th & LT	Through	Th+RT+LT	Th & RT	Excl RT	RT Channelization (y/n)	UpStream Signal (m)	# of Thru Lanes	LT Phase Type	RTOR Allowed (y/n)	Actuated Thru Phase
Main Street	WB			1			1			1			
Main Street	EB		1							1			
Market Street	NB									0			
Market Street	SB				1					1			

Saturation Flow Rates (if not default) (vphpl)	Default Saturation Flow Rates (vphpl)
Left Turn	1,650
Through	1,800
Right Turn	1,500

Are the Market Street SB right turns significantly impeded by through movements? (y/n)

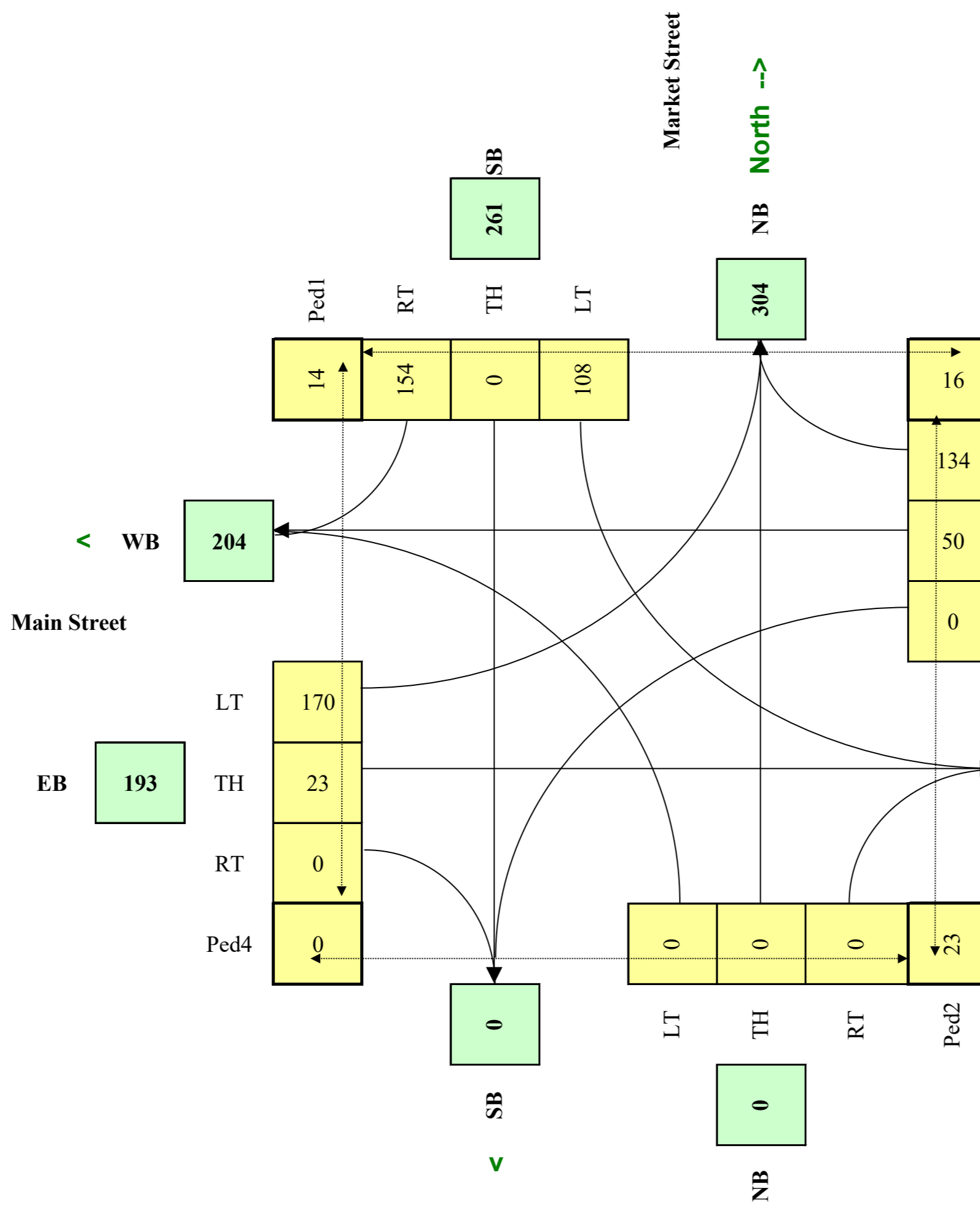
n

Demographics		
Elem. School/Mobility Challenged	(y/n)	n
Senior's Complex	(y/n)	n
Pathway to School	(y/n)	n
Metro Area Population	(#)	5,080
Central Business District	(y/n)	n

Other input		Speed (Km/h)	Truck %	Bus Rt (y/n)	Median (m)
Main Street	EW	50	1.0%	n	0.0
Market Street	NS	50	1.0%	n	0.0

Set Peak Hours	Traffic Input												Ped1	Ped2	Ped3	Ped4
	NB			SB			WB			EB			NS	NS	EW	EW
	LT	Th	RT	LT	Th	RT	LT	Th	RT	LT	Th	RT	W Side	E Side	N Side	S Side
7:00 - 8:00				90		77		14	110	120	14		10	10	10	
				124		163		35	130	166	21		10	20	15	
				96		205		93	152	211	30		30	50	25	
				113		153		68	161	210	33		10	35	20	
				127		185		53	156	181	22		10	15	20	
				95		139		39	92	132	16		15	10	5	
Total (6-hour peak)	0	0	0	645	0	922	0	302	801	1,020	136	0	85	140	95	0
Average (6-hour peak)	0	0	0	108	0	154	0	50	134	170	23	0	14	23	16	0
	Actual Pedestrian Crossing Distance (m)												8.5	10.5	9.5	

Average 6-hour Peak Turning Movements



$$W_{SIG} = [C_{bt}(X_{v-v}) / K_1 + (F(X_{v-p})L) / K_2] \times C_i$$

W =	58	42	16
		<i>Veh</i>	<i>Ped</i>
NOT Warranted			

RESET SHEET

$$W_{PED} = [F((X_{ped_m})d_m/K_2) + (X_{ped_s})d_s/K_3]$$

W =	22.31
Warranted - Complex Intersection	



Region of Queens Municipality - Traffic Signal & Pedestrian Signal Head Warrant Analysis

Main Street (name)	Main Street	Direction (EW or NS)	EW	Road Authority:	Region of Queens Municipality
Side Street (name)	Market Street	Direction (EW or NS)	NS	City:	Liverpool
Quadrant / Int #	3	Comments	2035 Build Conditions	Analysis Date:	2025 Mar 28, Fri
for Warrant Calculation Results, please hit 'Page Down'				Count Date:	2025 Feb 25, Tue
CHECK SHEET				Date Entry Format:	(yyyy-mm-dd)

Lane Configuration		Excl LT	Th & LT	Through	Th+RT+LT	Th & RT	Excl RT	RT Channelization (y/n)	UpStream Signal (m)	# of Thru Lanes	LT Phase Type	RTOR Allowed (y/n)	Actuated Thru Phase
Main Street	WB			1			1			1			
Main Street	EB		1							1			
Market Street	NB									0			
Market Street	SB				1					1			

Saturation Flow Rates (if not default) (vphpl)	Default Saturation Flow Rates (vphpl)
Left Turn	1,650
Through	1,800
Right Turn	1,500

Are the Market Street SB right turns significantly impeded by through movements? (y/n)

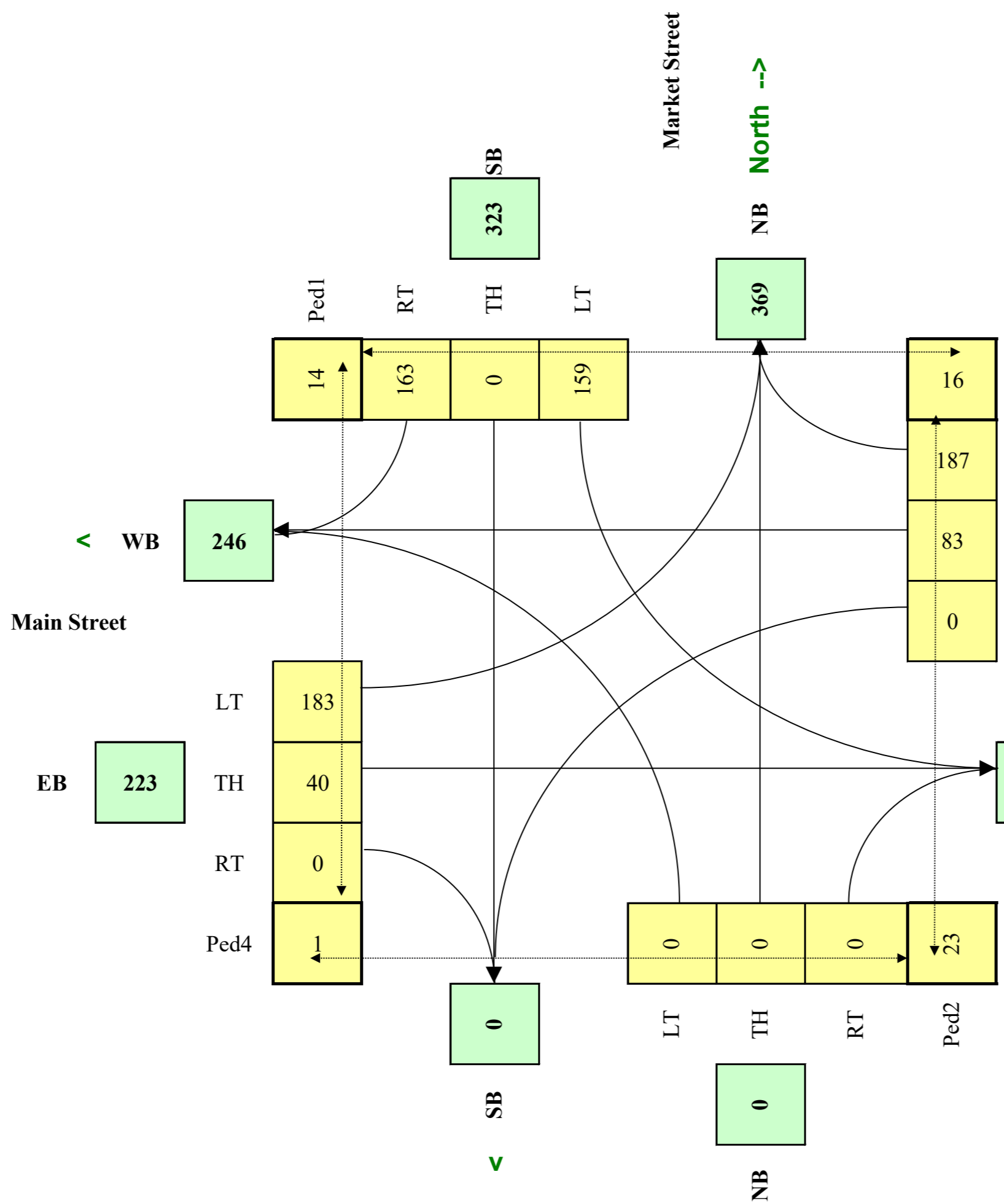
n

Demographics		
Elem. School/Mobility Challenged	(y/n)	n
Senior's Complex	(y/n)	n
Pathway to School	(y/n)	n
Metro Area Population	(#)	5,080
Central Business District	(y/n)	n

Other input		Speed (Km/h)	Truck %	Bus Rt (y/n)	Median (m)
Main Street	EW	50	1.0%	n	0.0
Market Street	NS	50	1.0%	n	0.0

Set Peak Hours	Traffic Input												Ped1	Ped2	Ped3	Ped4
	NB			SB			WB			EB			NS	NS	EW	EW
	LT	Th	RT	LT	Th	RT	LT	Th	RT	LT	Th	RT	W Side	E Side	N Side	S Side
7:00 - 8:00				115		115	50	145	130	30			10	10	10	1
				175		170	75	220	195	40			10	20	15	1
				150		190	115	195	225	45			30	50	25	1
				140		180	110	185	210	45			10	35	20	1
				220		190	85	220	195	45			10	15	20	1
				155		135	60	155	140	35			15	10	5	1
Total (6-hour peak)	0	0	0	955	0	980	0	495	1,120	1,095	240	0	85	140	95	6
Average (6-hour peak)	0	0	0	159	0	163	0	83	187	183	40	0	14	23	16	1
	Actual Pedestrian Crossing Distance (m)												8.5	10.5	9.5	

Average 6-hour Peak Turning Movements



$$W_{SIG} = [C_{bt}(X_{v-v}) / K_1 + (F(X_{v-p})L) / K_2] \times C_i$$

W =	94	72	22
		<i>Veh</i>	<i>Ped</i>
NOT Warranted			

RESET SHEET

$$W_{PED} = [F((X_{ped_m})d_m / K_2) + (X_{ped_s})d_s / K_3]$$

W =	29.19
Warranted - Complex Intersection	



Region of Queens Municipality - Traffic Signal & Pedestrian Signal Head Warrant Analysis

Main Street (name)	Main Street	Direction (EW or NS)	EW	Road Authority:	Region of Queens Municipality	
Side Street (name)	Market Street	Direction (EW or NS)	NS	City:	Liverpool	
Quadrant / Int #	3	Comments	2035 Build Conditions (WB Shared Lanes)	Analysis Date:	2025 Mar 28, Fri	
for Warrant Calculation Results, please hit 'Page Down'				Count Date:	2025 Feb 25, Tue	
CHECK SHEET				Date Entry Format:	(yyyy-mm-dd)	

Lane Configuration		Excl LT	Th & LT	Through	Th+RT+LT	Th & RT	Excl RT	RT Channelization (y/n)	UpStream Signal (m)	# of Thru Lanes	LT Phase Type	RTOR Allowed (y/n)	Actuated Thru Phase
Main Street	WB					1				1			
Main Street	EB		1							1			
Market Street	NB									0			
Market Street	SB				1					1			

Saturation Flow Rates (if not default) (vphpl)	Default Saturation Flow Rates (vphpl)
Left Turn	1,650
Through	1,800
Right Turn	1,500

Are the Market Street SB right turns significantly impeded by through movements? (y/n) **n**

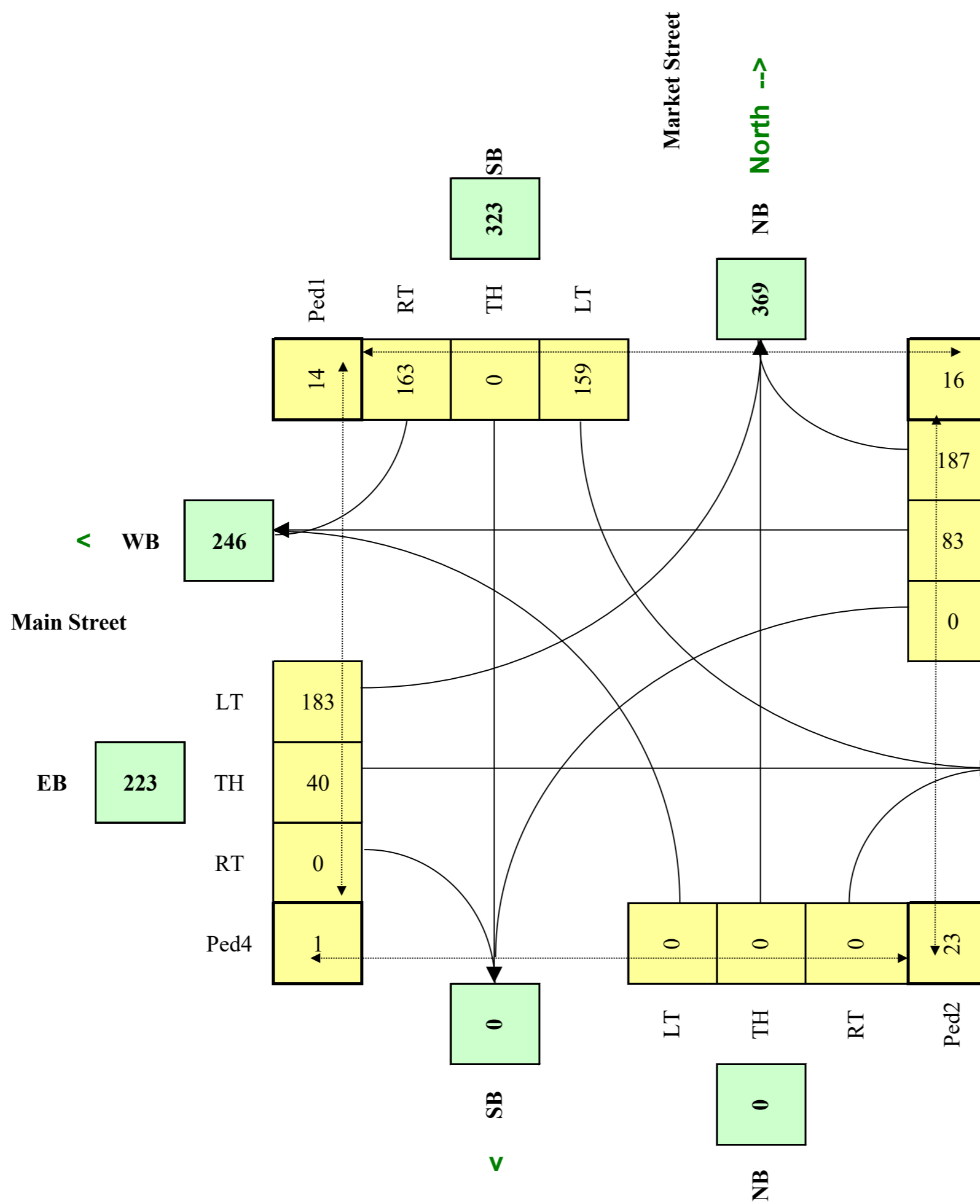
Are the Main Street WB right turns significantly impeded by through movements? (y/n) **n**

Demographics		
Elem. School/Mobility Challenged	(y/n)	n
Senior's Complex	(y/n)	n
Pathway to School	(y/n)	n
Metro Area Population	(#)	5,080
Central Business District	(y/n)	n

Other input		Speed (Km/h)	Truck %	Bus Rt (y/n)	Median (m)
Main Street	EW	50	1.0%	n	0.0
Market Street	NS	50	1.0%	n	0.0

Set Peak Hours	Traffic Input												Ped1	Ped2	Ped3	Ped4
	NB			SB			WB			EB			NS	NS	EW	EW
	LT	Th	RT	LT	Th	RT	LT	Th	RT	LT	Th	RT	W Side	E Side	N Side	S Side
7:00 - 8:00				115		115	50	145	130	30			10	10	10	1
				175		170	75	220	195	40			10	20	15	1
				150		190	115	195	225	45			30	50	25	1
				140		180	110	185	210	45			10	35	20	1
				220		190	85	220	195	45			10	15	20	1
				155		135	60	155	140	35			15	10	5	1
Total (6-hour peak)	0	0	0	955	0	980	0	495	1,120	1,095	240	0	85	140	95	6
Average (6-hour peak)	0	0	0	159	0	163	0	83	187	183	40	0	14	23	16	1
	Actual Pedestrian Crossing Distance (m)												8.5	10.5	9.5	

Average 6-hour Peak Turning Movements



$$W_{SIG} = [C_{bt}(X_{v-v}) / K_1 + (F(X_{v-p})L) / K_2] \times C_i$$

W =	94	72	22
		<i>Veh</i>	<i>Ped</i>
NOT Warranted			

RESET SHEET

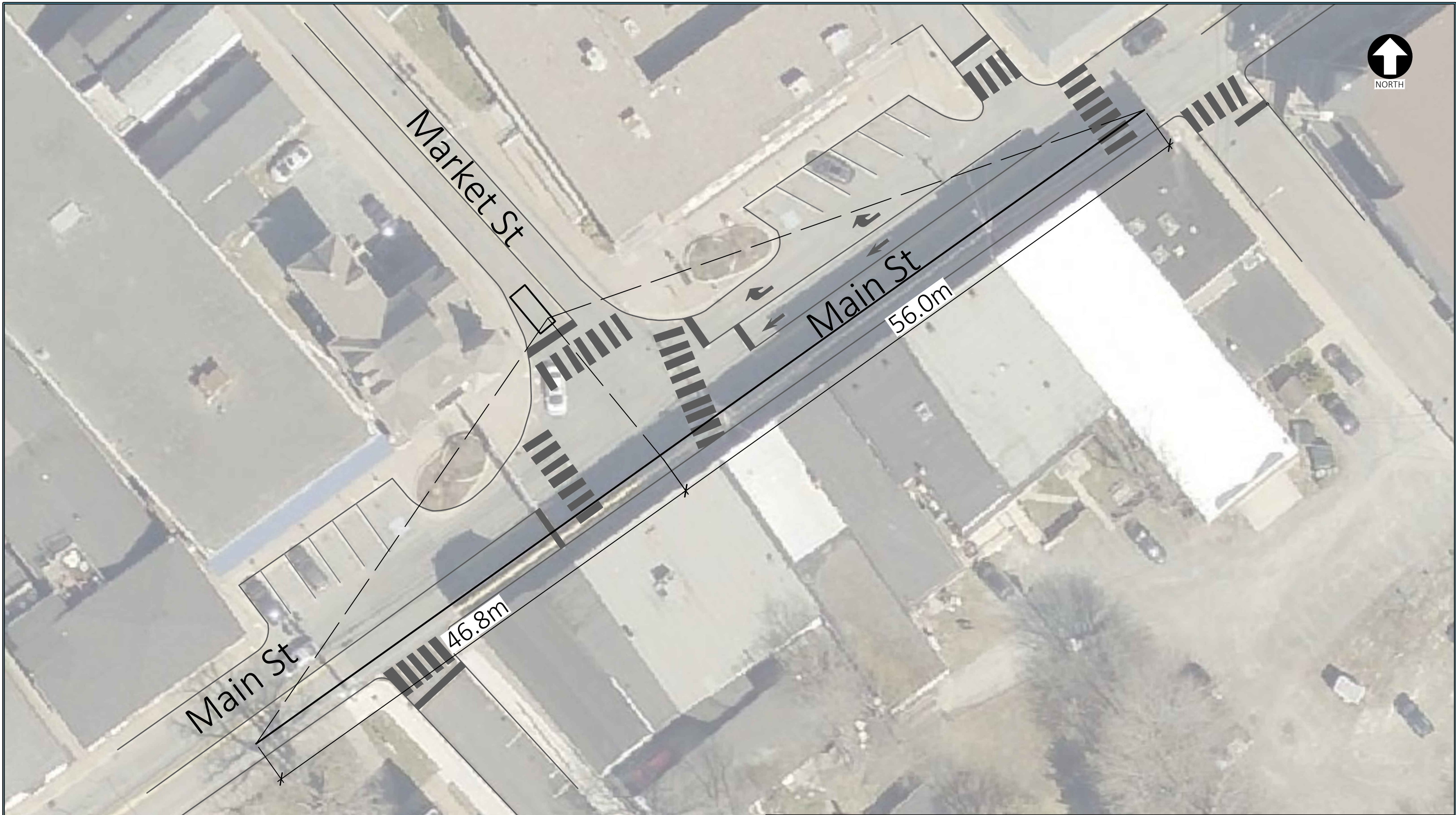
$$W_{PED} = [F((X_{ped_m})d_m/K_2) + (X_{ped_s})d_s/K_3]$$

W =	29.19
Warranted - Complex Intersection	


APPENDIX H

Sight Distance Sketches

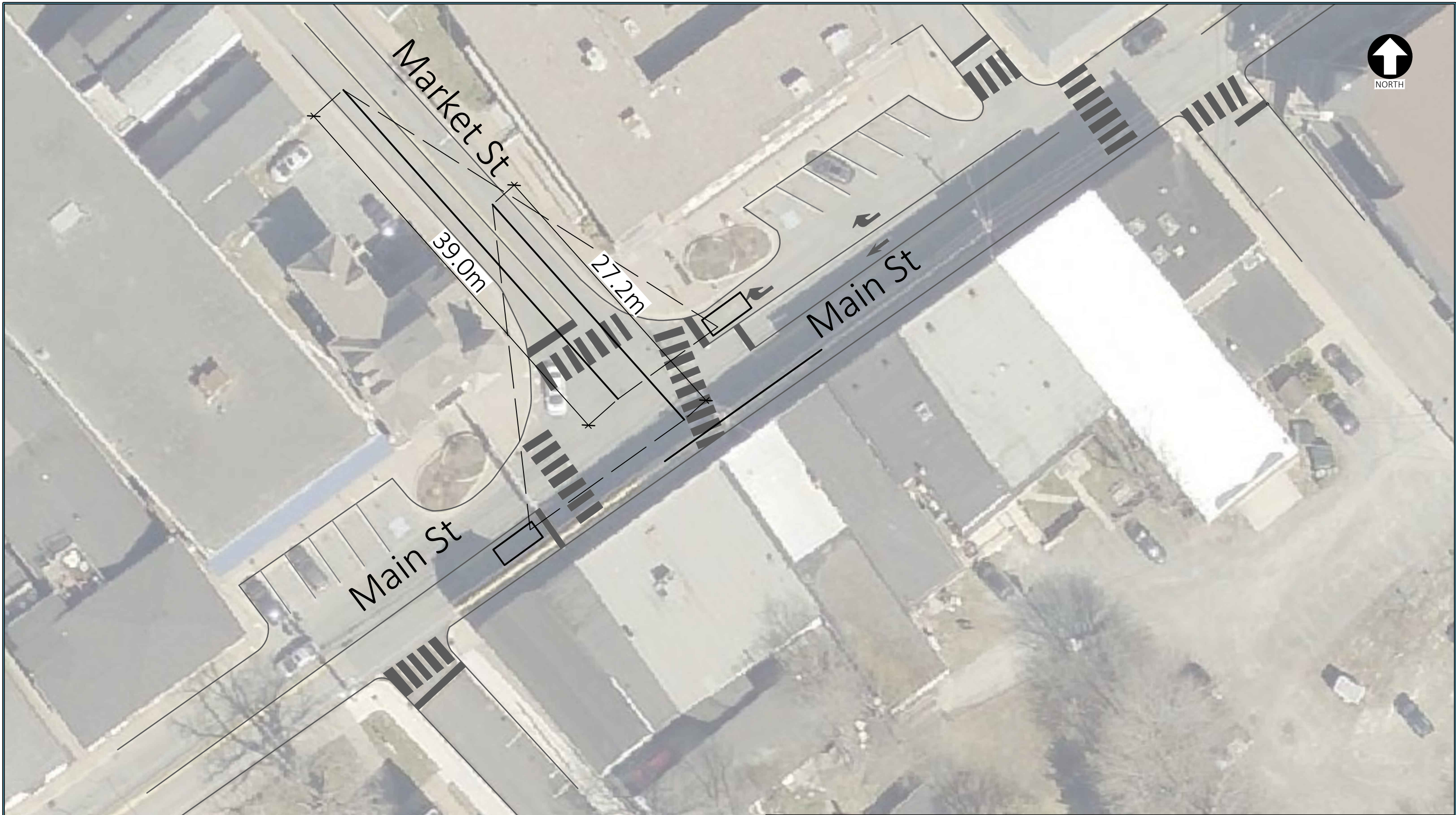
DRAWING NAME: Y:\HALIFAX\DATA\PROJECTS\2025\152.00 ROM TRAFFIC STUDY MAIN & MARKET\44 CAD\01 CIVIL\02 WORKING FILES\02 DESIGN FILES\251152.00 ROM TRAFFIC STUDY MAIN & MARKET ST DWG LAYOUT NAME: CSK01 PLOT DATE: April 22, 2025 6:15:14 PM CAD OPERATOR: RDHAR



A	ISSUED FOR REVIEW
No.	RQM Regular Council Meeting - October 14, 2025

Date Apr 02/25	Scale 1:300	Designed	Drawn RKD	Checked MRM	Approved DKC	CBCL No. 251152.00	Contract
						RQM Traffic Study Main Street and Market Street	
						Main Street and Market Street Sight Triangles	

DRAWING NAME: Y:\HALIFAX\DATA\PROJECTS\2025\251152.00 ROM TRAFFIC STUDY MAIN & MARKET\44 CAD\01 CIVIL\02 WORKING FILES\02 DESIGN FILES\251152.00 ROM TRAFFIC STUDY MAIN & MARKET\ST DWG LAYOUT NAME: CSK01 (2) PLOT DATE: April 22, 2025 6:10:25 PM CAD OPERATOR: RDHAR



Market St

Main St

Main St

39.0m

27.2m

Date Apr 02/25	Scale 1:300	Designed	Drawn RKD	Checked MRM	Approved DKC	CBCL No. 251152.00	Contract
-------------------	----------------	----------	--------------	----------------	-----------------	-----------------------	----------

A	ISSUED FOR REVIEW
No.	RQM Regular Council Meeting - October 14, 2025



RQM Traffic Study Main Street and Market Street
Main Street and Market Street Sight Triangles


SKETCH

CSK02

DRAWING NAME: Y:\HALIFAX\DATA\PROJECTS\2025\251152.00 ROM TRAFFIC STUDY MAIN & MARKET\44 CAD\01 CIVIL\02 WORKING FILES\02 DESIGN FILES\251152.00 ROM TRAFFIC STUDY MAIN & MARKET ST DWG LAYOUT NAME: CSK01 (3) PLOT DATE: April 22, 2025 6:04:43 PM CAD OPERATOR: RDHAR



A	ISSUED FOR REVIEW
No.	RQM Regular Council Meeting - October 14, 2025

Date Apr 02/25	Scale 1:300	Designed	Drawn RKD	Checked MRM	Approved DKC	CBCL No. 251152.00	Contract
						RQM Traffic Study Main Street and Market Street Main Street and Market Street Sight Triangle	
SKETCH							CSK03



Solutions today | Tomorrow **IN** mind



Main Street & Market Street Traffic Study

Region of Queens Municipality
Council Meeting – July 8th, 2025



Overview

1. Scope of Work
2. Existing Conditions, Observations & Public Feedback
3. Proposed Development
4. Operational Analysis Results
5. Speed Study
6. Collision Analysis
7. Demographic Review
8. Discussion

Scope of Work

- Establish existing traffic operations.
- Evaluate traffic impacts for future plannings.
- Identify and recommend mitigation measures for anticipated traffic impacts.
- Review collision data and trends.
- Analyze speed data to identify speed concerns.
- Assess active transport conditions.



Existing Conditions

- Three leg unsignalized intersection with all-way stop control (AWSC).
- Zebra pedestrian crosswalks across all three legs of the intersection.
- Concrete sidewalks on both sides on Market and Main Street.
- No dedicated Multi-use Trails or bicycle lanes on either Market and Main Street.



Observations

- Intersection operated adequately with no significant queuing.
- No noticeable speeding vehicles were recorded.
- Adjacent parking on Main St. increase friction and distractions.
- Overhead sign across eastbound approach doesn't impact sightlines but adds to "visual clutter".



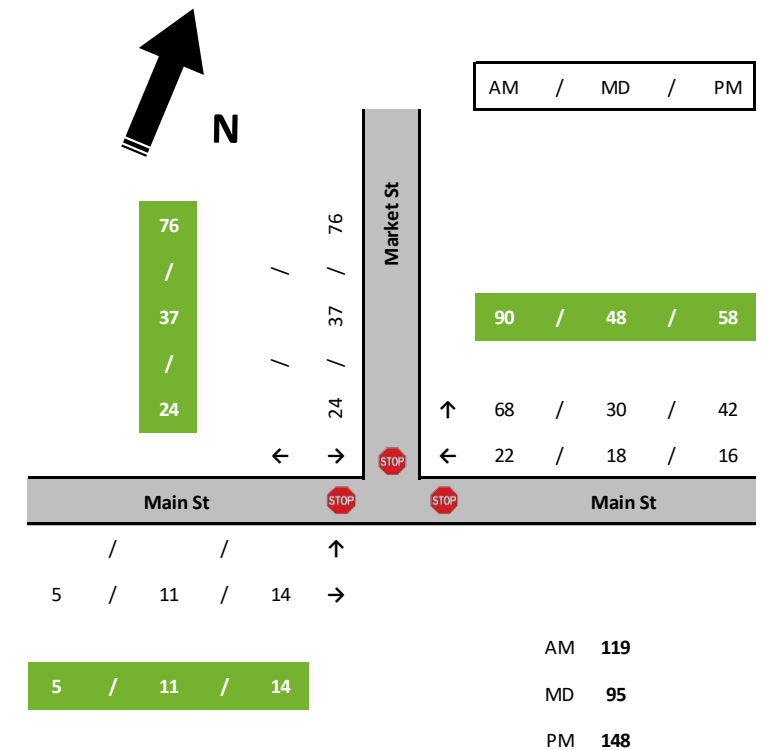
Public Feedback

- Mixed feedback from the public as some indicated concern while others reported no issues.
- Some pedestrians reported drivers failing to stop.
- Some feel that there is a lack of trust for drivers to yield to pedestrians.
- It was suggested the utility pole directly in front of the Five Girls Baking has too much signage, distracting from any pedestrians waiting to cross.



Proposed Development

- Combination of apartments, detached and semi-detached houses, over-under duplexes, and townhouses.
- ITE Trip Generation Rates used to estimate new site trips
- Not all trips are expected to pass through the intersection, stopping at businesses or taking alternate routes.

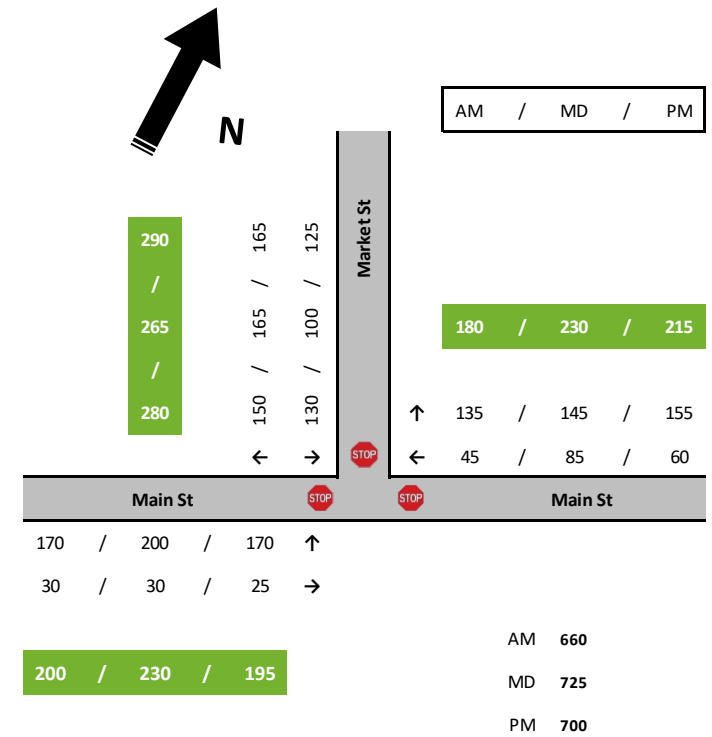


Peak Hour	Trips In	Trips Out	Total Trips
AM	29	90	119
MD	48	48	96
PM	90	58	148



2025 Baseline Performance

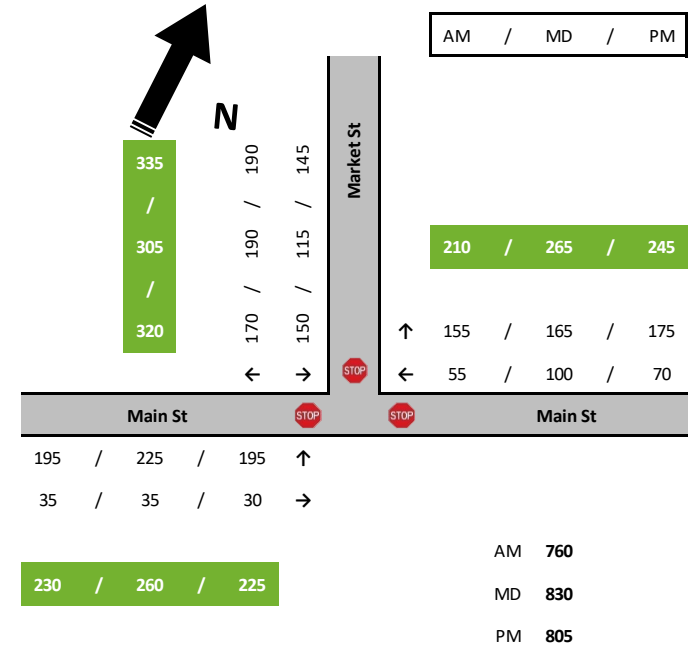
- Queue lengths, V/C ratios, and Delays were found to be within acceptable limits.
- The intersection operates at LOS B overall during AM/MD/PM peak hours.
- No notable concerns.



Lane Group [Queue Storage Length (m)]	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	10.5	0.35	11.2	B	11.2	0.36	11.1	B	9.1	0.30	10.6	B
WB Through	2.1	0.08	8.9	A	3.5	0.14	9.2	A	2.1	0.10	8.9	A
WB Right (35m)	5.6	0.22	9.1	A	5.6	0.21	8.8	A	5.6	0.22	8.9	A
SB Left/Right	15.4	0.44	11.6	B	11.9	0.38	10.7	B	14.0	0.41	11.0	B
Overall			10.8	B			10.3	B			10.2	B

2035 Future No Build

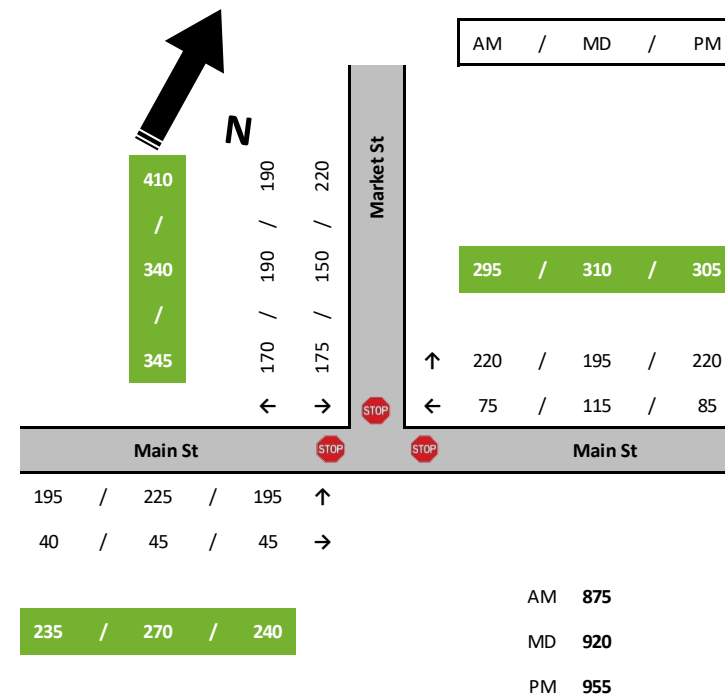
- Used an annual growth rate of 1.17% over the course of 10 years, 2025 baseline volumes were increased to 12.4%.
- Continues to operate under acceptable levels
- Overall LOS B during AM/MD/PM peak hours.
- No notable concerns.



Lane Group [Queue Storage Length (m)]	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	14.7	0.42	12.7	B	14.7	0.42	12.4	B	11.9	0.37	11.8	B
WB Through	2.8	0.11	9.4	A	4.2	0.17	9.7	A	2.8	0.12	9.3	A
WB Right (35m)	7.7	0.27	9.9	A	7.0	0.25	9.5	A	7.7	0.26	9.7	A
SB Left/Right	22.4	0.53	13.7	B	16.8	0.45	12.3	B	19.6	0.49	12.7	B
Overall			12.3	B			11.5	B			11.5	B

2035 Future Build

- 2035 No Build volumes and Site Trip estimates were summed to obtain the 2035 Build volumes.
- Minor increase in delays and LOS values but all remain within the acceptable limits.
- Overall LOS B during AM/MD/PM peak hours.
- No notable concerns.



Lane Group [Queue Storage Length (m)]	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	16.1	0.45	13.7	B	16.8	0.45	13.4	B	14.7	0.42	13.3	B
WB Through	3.5	0.15	10.0	A	5.6	0.20	10.2	B	3.5	0.16	10.1	B
WB Right (35m)	12.6	0.39	11.6	B	9.1	0.30	10.3	B	11.2	0.36	11.2	B
SB Left/Right	28.7	0.60	16.3	C	21.7	0.53	14.0	B	32.2	0.64	17.3	C
Overall			13.9	B			12.6	B			14.3	B

2035 Future Build – Shared WB Through/Right Lane

- This scenario combines WB through and right turns into a shared lane.
- Enhance safety by narrowing the intersection and crosswalk footprint and improves sightlines.
- 2035 Future Build volumes were applied, no notable impact to operations.

Lane Group	AM Peak Hour				MD Peak Hour				PM Peak Hour			
	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴	95th % Queue (m) ¹	V/C Ratio ²	Average Delay (sec) ³	LOS ⁴
EB Left/Through	16.1	0.44	13.4	B	16.1	0.45	13.1	B	14.0	0.42	13.0	B
WB Through/Right	18.9	0.49	13.1	B	16.8	0.46	12.3	B	17.5	0.47	12.7	B
SB Left/Right	28.7	0.61	16.4	C	21.7	0.53	14.1	B	32.9	0.64	17.5	C
Overall			14.5	B			13.2	B			14.8	B

Traffic Signal Warrant and Sightlines

- TAC Signal Warrant analysis was completed to evaluate the need for traffic signals.
- The 2025 Baseline, 2035 Build scenarios were all considered using their peak traffic volumes.
- Baseline 2025 scored 58 points, 2035 Build scored 94 points, both below the 100-point threshold to warrant traffic signals.
- All-Way Stop-Control intersection sight distances only require the first stopped vehicle on any approach to be visible.
- WB throughs can sometimes be obscured by WB rights, but only temporarily. Combining WB movements would remove this issue.



Speed Study

- Data was collected using Houston Radar Armadillo units mounted on utility poles on all approaches to the intersection
- 85th percentile and average speeds were all below posted limit of 50km/h, adhering to the speed regulation.

Approach	85 th Percentile Speed	Average Speed
Main St EB	44 km/h	37.4 km/h
Main St WB	42 km/h	42 km/h
Market Street SB	38 km/h	30.7 km/h

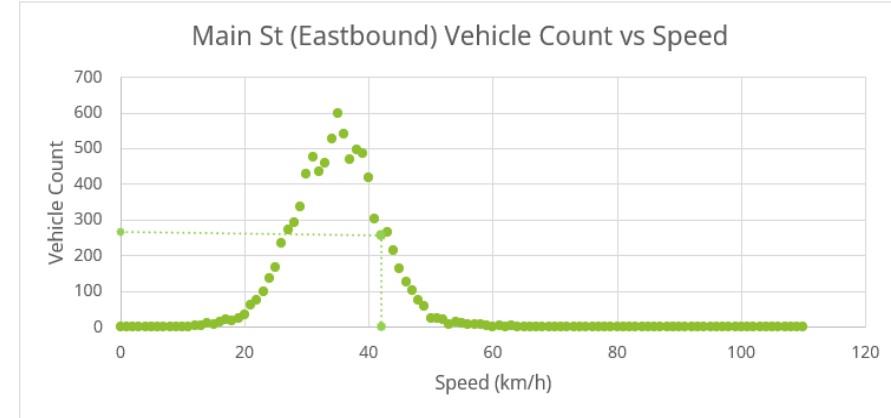


Figure 7-2: Main Street (Eastbound) Speed Distribution

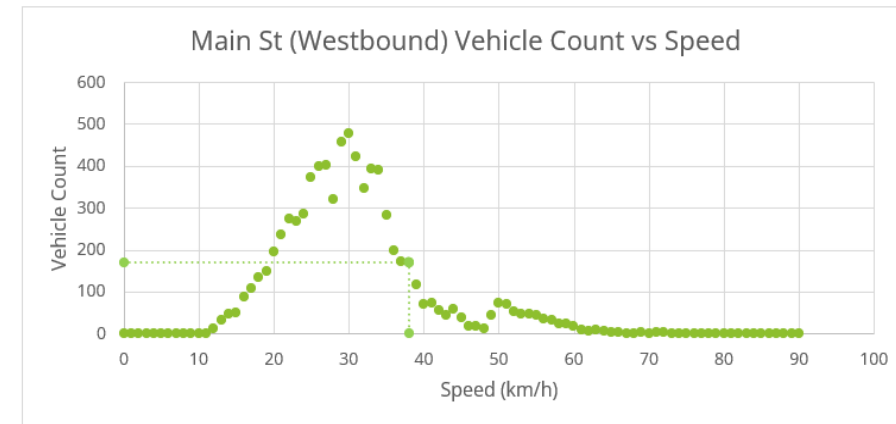


Figure 7-3: Main Street (Westbound) Speed Distribution

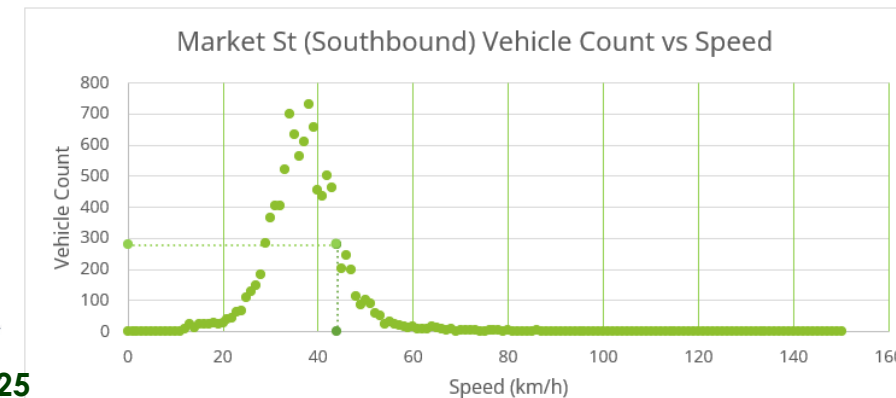


Figure 7-1: Market Street (Southbound) Speed Distribution

Collision Analysis

- Collision data from 2009 to 2024 was provided by RQM.
- Limited collision data included:
 - Collision year
 - Location
 - GPS coordinates
 - Collision description
 - Collision configuration
 - Severity
- Total of 36 reported collisions, within a 100m radius.
- 5 reported pedestrian-vehicle collisions
- Rear-end collisions, Stationary objects, Left Turning Vehicles, and Parked Vehicles were the most common configurations.



Demographic Review

- Population is shifting to an increase in older adults:
 - Ages 65+ increasing by approximately 10%
 - Ages 35-45 decreasing by 6%
 - Ages 45-54 decreasing by 14%
 - Ages 25-34 increasing by 13%
- Net population decrease of 4% since 2011.
- This trend suggests shrink in workforce or outmigration for working-age individuals, which could lead to less peak demand.

Conclusions

- Market Street / Main Street **intersection has sufficient capacity with current stop-control** to accommodate current and future traffic volumes.
- **Traffic signals are not warranted** in 2025 or 2035 scenarios.
- It is **recommended to combine WB movements into a single shared lane** to reduce crossing length and improve visibility.
- Data indicated **vehicle speeds are within acceptable limits.**
- Collisions mostly related to parking maneuvers – consider removing or reconfiguring these spaces to increase safety.
- Abundance of **signage adjacent to crosswalks can be distracting** to drivers, however not obstructing sight lines.

Discussion



**Region of Queens Municipality
Staff Report**

14.2 - Appendix C

To: Mayor and Council

From: Adam Grant, P.Eng., Director of Infrastructure

Approved: Dan McDougall, Acting CAO

Date: February 11, 2025

Re: Traffic Study - Main and Market

Background

The Region of Queens Municipality solicited proposals from qualified proponents to conduct a comprehensive traffic engineering assessment for the Main and Market intersection in Liverpool, NS.

The intersection of Main and Market Streets regularly has peak 15-minute interval volumes of 200-250 vehicles.

Concerns have been raised by members of the public and subsequently by Council representatives over the factual safety of the intersection at Main and Market Street in Liverpool. Specifically, concerns with regard to the safety of pedestrians using crosswalks at the intersection. There have been vehicle pedestrian and vehicle-vehicle conflicts at that location over the years. Despite a relatively low frequency, it is felt that the consequence has been unnecessarily high, and Council wishes to consider an investment to remove risk.

The intersection in reference has been subject to much discussion over the past 12 months, including:

- Regular Council January 23, 2024 – Council requested a staff report with respect to safety concerns at Main and Market Street intersection.
- Regular Council February 13, 2024 – Presentation and discussion with respect to roles and responsibilities of Traffic Authority and Council.

- Regular Council April 23, 2024 – Two staff reports were presented titled “Crosswalk Safety Society Engagement”, and “Market and Main Street Intersection Review” (attached).
- Regular Council May 14, 2024 - Council directed staff to come back to a future meeting with a report and requirements outlining criteria for traffic lights at the Main and Market Street intersection.
- Regular Council September 10, 2024 – A staff report titled “Market and Main Street Intersection Traffic Management” was presented (attached); and, a motion approved, as follows:
 - THAT the Council of Region of Queens Municipality consider at the October 8, 2024 meeting of Council, a motion to direct staff to conduct a warrant analysis, design the traffic light system, and install traffic lights at the Main and Market Street intersection at an unbudgeted expense of up to \$1,000,000.
- Regular Council October 8, 2024 – *Motion approved, as follows:*
 - *THAT the Council of the Region of Queens direct staff to develop a scope for a comprehensive assessment of the Main and Market Street intersection and cost estimates of such a study.*

Staff have confirmed with Provincial officials that this intersection is under the jurisdiction of the Region of Queens.

If approved by Council the traffic study will be presented to Council for consideration and decision making.

Details

Staff prepared and released RFP PW16-2024-2025 Traffic Study – Main and Market (Appendix A) on the Government of Nova Scotia Procurement Portal on December 19, 2024, and closed on January 23, 2025.

Multiple proposals were received, reviewed and evaluated against the following criteria:

- Proposal 10 points
- Study Team 30 points
- Cost 50 points
- Timeline and Workplan 10 points

The summary of those evaluations:

	CBCL	Company #2	Company #3
Proposal	9	8	3
Study Team	27	24	6
Cost	25	33.1	50
Timeline and Workplan	10	4	6
Total	70	69	64

Staff are recommending proceeding with the successful proponent CBCL Ltd.

The proponent has indicated in their proposal they could start as soon as February 17th following acceptance with a presentation likely in early May 2025. Their study will include field level engagement with pedestrians and motorists, installation of surveillance equipment to study traffic movements, as well as desktop analysis of the area using modeling software. The study will close with the provision of a written report and a presentation to Council to share their findings as well as any recommendations to improve the transportation network.

Budget Impacts

This project is an unbudgeted expense; it is proposed to fund the study from the accumulated surplus. The projected balance in the accumulated surplus for the fiscal year end 2025 is approximately \$6 million.

Communications

A purchase order will be issued to CBCL Ltd.

Recommendation

THAT Council approves the proposed expense detailed in the Traffic Study - Main and Market Staff Report of \$23 380 + HST be funded from the accumulated surplus.

PROPOSAL NO. PW 16 - 2024-2025 December 2024

REGION OF QUEENS MUNICIPALITY

REQUEST FOR PROPOSAL NO. PW 16 - 2024-2025

Traffic Study – Main and Market

PROPOSAL OF: _____

ADDRESS: _____

Street

Town/City

Province

Postal Code

DAYTIME PHONE: _____ AFTER HOURS PHONE: _____

EMAIL: _____

Background:

The Region of Queens Municipality is accepting proposals from qualified proponents to conduct a comprehensive traffic engineering assessment of an intersection in Liverpool, NS. Located at the heart of downtown Liverpool, the intersection of Main and Market Streets regularly has peak 15-minute interval volumes of 200-250 vehicles.

Concerns have been raised by members of the public and subsequently by Council representatives over the factual safety of the intersection at Main and Market Street in Liverpool. Specifically, concerns with regard to the safety of pedestrians using crosswalks at the intersection. There have been vehicle-

PROPOSAL NO. PW 16 - 2024-2025 December 2024

pedestrian and vehicle-vehicle conflicts at that location over the years. Despite a relatively low frequency, it is felt that the consequence has been unnecessarily high, and Council are willing to invest to remove risk.

To ensure that the Municipality is receiving the best possible pricing for this service, the Municipality is seeking competitive proposals from qualified companies to provide this service. Qualified companies are required to submit a proposal outlining their business background, services they provide, and demonstrate that they have the resources to meet the terms of this request, as well as relevant project references.

Region of Queens Municipal Council made the following motion at their October 8, 2024 meeting:

(2) THAT the Council of the Region of Queens direct staff to develop a scope for a comprehensive assessment of the Main and Market Street intersection and cost estimates of such a study.

The intersection in reference has been subject to much discussion over the past 12 months. Proponents may wish to familiarize themselves with additional discussion as recorded through the Region of Queens Municipal website including (not limited to) the following dates to enhance their understanding of the expected study scope:

- Regular Council January 23, 2024
- Regular Council February 13, 2024
- Regular Council April 23, 2024
- Regular Council May 14, 2024
- Regular Council September 9, 2024
- Regular Council October 8, 2024

Statement of Work (SoW)

- 1) Review of 36 documented incidents and accidents from 2009 to 2024 as provided by the Province of Nova Scotia, Appendix A.
- 2) Field-level review of traffic patterns and establishment of speed, behaviour, user groups and vehicle size bins at the intersection to develop a user profile.

PROPOSAL NO. PW 16 - 2024-2025 December 2024

- 3) Field-level engagement at the site with pedestrians, cyclists or motorists to develop a further user behaviour profile
- 4) Traffic Signal Warrant Analysis as established by Transportation Association of Canada
- 5) Identification and review of all traffic influence or impacts within a 100m radius of the intersection
- 6) Review of sightlines and obstructions in the area for users, including a dimensional sketch to scale.
- 7) Desktop simulation of traffic flows
- 8) High-level assessment of community demographic changes with regard to proposed development in neighbouring community
- 9) Review of active transport compatibility with current infrastructure

Deliverable

The culmination of the project will be delivered in a study summary document that is written on a Flesh-Kincaide Scale of 9-12 in Canadian English. A presentation to the Region of Queens Municipal Council will be required during their regular meeting at a date to be determined.

The summary document should be aptly broken into sections that include, at a minimum:

- Introduction to the study team and provision of team credentials
- Introduction to the history of the intersection
- Discussion on incidents in the intersection and immediate area and interpretation to define incident causation
- Results of desktop level study including results of Traffic Signal Warrant Analysis
- Discussion around user group(s) profile and anticipation of future use of the area
- Discussion around field-level study including user feedback, observed visual obstructions or impacts, ambient lighting and solar glare
- Recommendations for improvement presented in a weighted format based on benefit to pedestrians as a priority including consequential impacts to the intersection. Recommendation deployment will be subject

PROPOSAL NO. PW 16 - 2024-2025 December 2024

to funding allocation by the Municipal Council and agreement by the necessary AHJ. This could cause several results such as:

- Do nothing
- Completed by internal (municipal) forces
- Completed by external forces by way of additional procurement

All identified recommendations will need to provide the substantiated rationale for their merit. Design work of these recommendations is not included in the scope of this study, it is acknowledged by the consultant that by proposing a recommendation, they are assuring the municipality that a solution is tangible. Additional design work will be subsequent to the findings of this study and will be through subsequent procurement, ie: no further work is assured by veiling recommendations.

Project Completion and Payment

The proposal method allows for a lump sum fee to deliver all of the work outlined above. The consultant will be entitled to 75% of this fee at such point that the Municipality accepts a draft report with the balance due 30 days following both the Council presentation and final report submission. Failure to deliver according to the presented timeline and work plan, exclusively reliant on the consultant's negligence will result in a fee reduction at a rate of 2.5% per 4 weeks, every four weeks.

Proposal Evaluation

Proposal – 10%

- Completed RFP Form as well as accompanying succinct proposal identifying methodology and expressing a clear understanding of the work required
- Completeness, conciseness and readability

Study Team – 30%

- 10% Team lead, must include a Professional Engineer licensed to practice in Nova Scotia by the governing body with demonstrated transportation engineering experience.

PROPOSAL NO. PW 16 - 2024-2025 December 2024

- 5% Aggregate additional Team member's experience
- 5% Desktop Approach

Cost – 50%

- Lump sum proposal value excluding HST

Timeline and Workplan– 10%

- It is understood by the consultant that the owner will only be providing collision statistics, there will be one virtual meeting to be held within 2 weeks of award and there will be no other RFIs or exchanges following.
- A two-week period is required for draft review and comments by the owner. At the time the owner responds with comments, a presentation to Council will be scheduled, offering 4-6 weeks' notice to the consultant. There will be no review of the presentation, but a slide deck will be required for Council Members and staff.

Supply of Services:

1.1 Lump sum fee _____ + HST

Timeline

December 19, 2024 – RFP Issued

January 16, 2025 – RFP Closed

January 28, 2025 – RFP Presentation to Municipal Council for direction

PROPOSAL NO. PW 16 - 2024-2025 December 2024

GENERAL CONDITIONS:

1. This form must be used for tabulation purposes.
2. Invoices must include a description of services provided as outlined above.
 - a. HST shall be the only charge extra to the proposed prices.
3. Only firm prices will be considered.
4. Proposals shall be valid until January 30, 2025, following closing.
5. No informal, incomplete, conditional, altered or deviated proposals will be considered.
6. The vendor is responsible for all levels of notification and compliance with any AHJ regulations related to this work including, but not limited to:
 - a. Nova Scotia Environment Act
 - b. Nova Scotia Occupational Health and Safety Act
 - c. Nova Scotia Asbestos Waste Management Regulations
 - d. Nova Scotia Solid Waste-Resource Management Regulations
 - e. Nova Scotia Motor Vehicle Act
7. The successful vendor shall not assign this contract under any circumstance without the express written authorization of the Municipality.
8. The Region of Queens Municipality reserves the right to reject any or all proposals. Lowest or any proposal not necessarily accepted.
9. The Region of Queens Municipality reserves the right to terminate services at any point without cause.
10. Prior to being accepted as an approved supplier of this service, the successful vendor must supply proof of a commercial general liability policy of no less than \$10 million per occurrence with the ability to add the Municipality as an additional insured. Also, the vendor must provide proof

PROPOSAL NO. PW 16 - 2024-2025 December 2024

of worker's compensation coverage for its employees. Both of these requirements must be maintained during the entire contract.

11. Failure to affix seal to this Proposal will be cause for rejection. If you have any questions regarding this Request for Proposal, please contact the undersigned:

Adam Grant, P.Eng.
Director of Infrastructure
agrant@regionofqueens.com

subject heading: **PW16 2024 – 2025 Traffic Study**

No questions will be received or responded after January 8, 2025.

12. Sealed proposals marked "Proposal No. PW 16 - 2024-2025 Traffic Study Main and Market Attn: Adam Grant" will be received at the Region of Queens Municipal Public Works Garage 142 Hank Snow Drive, Liverpool NS until noon, local time, Friday, January 16, 2025.

PROPOSAL NO. PW 16 - 2024-2025 December 2024

I witness whereof the Tenderer has herewith set their hand and seal this day
of _____, 2025.

Name of Tenderer

Address of Tenderer

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

Witness

Authorized Signing Officer

Title of Signing Officer

Witness

Authorized Signing Officer

Title of Signing Officer

COMPANY SEAL

Failure to fix seal to this Tender will be cause for rejection.

APPENDIX A

Incident Year	Location	GPS Latitude	GPS Longitude	Collision_Description	Collision_Configuration	Collision_Severity_Abbrev.	CIMS Collision ID
2009	Intersection of Main Street and Market Street			VEH#1 TURNED INTO #2 AS IT WAS CLEARING INTERSECTION, VEH#2 HAD NOT YET CLEARED INTERSECTION STRIKING FRONT QUARTER PANEL AND FENDER OF VEH#2.	024. One vehicle crossing path of other of the right	01. PDO	9032846
2010	233 Gorham Street			REC'D INS COMPANY INFO FOR BOTH PARTIES FROM TELEPHONE CONVERSATION WITH CST.. WAITING FOR A BACK UP EMAIL AS CONFIRMATION BUT HASN'T COME IN YET. WW.	021. Rear-end collision	02. Injury	9036454
2010	183 Main Street			VEH 2 & VEH 3 TRV ON MARKET ST. DR VEH 1 BLACKED OUT BETWEEN BLUE BRIDGE & SCOTIA BANK STRIKING VEH 3 & VEH 2. VEH 1 STOPPED AT THE SCOTIA BANK ON MAIN ST.	021. Rear-end collision	02. Injury	9041370
2011	Intersection of Main Street and Market Street			PEDESTRIAN WAS CROSSING THE INTERSECTION ON MARKET ST. WITHIN THE CROSSWALK. VEH#1 MADE THE TURN TO HEAD ONTO MARKET ST. AND LIGHTLY BRUSHED THE LEG OF THE PEDESTRIAN KNOCKING their SNEAKER BUT NO INJURY WAS SUSTAINED. VEH#1 LOOKED BACK AND THEN DROVE AWAY. U/K PLATE#	01. Hit moving or stationary object on road surface	04. Other	9057260
2011	176 Main Street			DRIVER VEH 1 ON MAIN ST. DRIVER VEH 2 BACKED OUT OF POST OFFICE PARKING SPACE BACKED INTO DRIVER VEH 1 DAMAGE OVER \$1,000	037. Right angle collision	01. PDO	9058453
2011	Intersection of Main Street and Market Street			VEH 1 WAS STOPPED AT THE STOP SIGN ON MARKET ST WHEN VEH 2 WAS COMING TO A STOP AND THE DRIVER'S FOOT SLIPPED OF THE BRAKE. VEH 2 THEN HIT VEH 1 FROM BEHIND PUSHING IT INTO THE INTERSECTION	021. Rear-end collision	02. Injury	9059942
2011	Waterfront Parking Lot			V1 BACKED UP INTO STATIONARY V2.	Q. Other than listed values	01. PDO	9063253
2011	Intersection of Main Street and Market Street			TWO VEHICLE MVA WITH NO INJURIES. REPORTED BY V1 WHO STATED THAT they HAD BEEN AT THE INTERSECTION OF THE ABOVE MENTIONED STREETS WHEN V2 STRUCK them FROM BEHIND WHILE AT THE INTERSECTION. MODERATE DAMAGE TO V1, PHOTOS OBTAINED ALONG WITH AUDIO STATEMENT.	021. Rear-end collision	01. PDO	9063271
2012	220 Main Street			V1 STOPPED TO MAKE LEGAL TURN. V2 REAR ENDED V1	021. Rear-end collision	02. Injury	9067825
2012	176 Main Street			VEH#1 DRIVING ON MAIN ST., VEH#2 BACKED OUT OF POST OFFICE AND STRUCK THE PASSENGER SIDE OF VEH#1.	037. Right angle collision	01. PDO	9067884
2012	176 Main Street			VEH#1 WAS PARKED PERPENDICULAR TO THE STREET AND BACKED INTO VEH#2.	Q. Other than listed values	01. PDO	9078283
2014	176 Main Street			VEH 1 BACKING OUT OF PARKING SPOT AT POST OFFICE, STRUCK VEH 2 TRV THROUGH PK LOT. MINOR DMG TO VEH 2, MINIMAL DMG TO VEH 1.	Q. Other than listed values	01. PDO	9100612
2015	176 Main Street			VEH 1 MAKING LEFT HAND TURN, DID NOT YIELD TO VEH 1 AND COLLISION ENSUED.	034. Left turn into traffic	02. Injury	9108720
2015	176 Main Street			VEHICLE 1 HIT A PEDESTRIAN WHILE BACKING OUT OF A PARKING SPACE.	01. Hit moving or stationary object on road surface	01. PDO	9124954
2016	219 Main Street			VEHICLE 1 WAS PARKING IN A PARKING SPACE IN A PARKING LOT AND VEHICLE WENT FORWARD INTO A TREE.	Q. Other than listed values	01. PDO	9125967
2016	176 Main Street			Driver 1 WAS TRYING TO PULL INTO A SPACE AT THE POST OFFICE IN LIVERPOOL AND SIDE SWIPED ANOTHER CAR.Driver 1 WAITED AROUND BUT NOONE CAME OUT SHE TOOK PLATE NUMBER. Driver 2 NOTICED THE DAMAGE TO their CAR WHILE AT SOBEY'S AND CALLED 911 TO REPORT. MINOR DAMAGE DONE TO BOTH VEHICLES, NO INJURIES.	041. Hit parked motor vehicle	01. PDO	9133098
2017	209 Main Street			V1 WAS BACKING OUT OF A PARKING SPACE AND T-BONED V2.	037. Right angle collision	01. PDO	9135008
2017	Intersection of Main Street and Market Street	4877725	362552	VEHICLE DRIVEN BY Driver 1 TURNED LEFT FROM MAIN ONTO MARKET. VEHICLE DRIVEN BY Driver 2 DRIVING STRAIGHT THROUGH INTERSECTION. BOTH VEHICLES STRUCK ON THE DRIVER'S SIDE FRONT BUMPER.	033. Left turn across opposing traffic	01. PDO	9141577
2017	176 Main Street	4877689	362623	VEHICLE 1 MAKING LEFT TURN AT CONTROL INTERSECTION VEHICLE 2 STOPPED IN TRAFFIC TO LET PASSENGER OUT AND VEHICLE 1 REAR ENDED VEHICLE 2.	034. Left turn into traffic	01. PDO	9141877
2018	270 Main Street	4877553	362521	Driver 1 WAS BACKING their VEHICLE OUT OF PARKING SPOT AND Driver 2 WAS TRAVELLING WESTBOUND WITH THE SUN IN their EYES AND NEITHER DRIVER SAW ONE ANOTHER AND BOTH VEHICLES HIT CAUSING MODERATE DAMAGE TO EACH VEHICLE.	Q. Other than listed values	01. PDO	9144674
2018	254 Main Street	4877635	362510	VEHICLE ONE WAS ATTEMPTING TO PARK IN FRONT OF THE DIXIE LEE WHEN THE VEHICLE PARKED TO their LEFT BACKED OUT AT THE SAME TIME CAUSING DAMAGE TO VEHICLE ONE AND TWO.	Q. Other than listed values	01. PDO	9153625
2018	Main Street	4877674	362639	VEH 1 TRAVELLING WB ON MAIN ST. VEH 2 TURNING ONTO MAIN STREET FROM COURT STREET. DRIVER OF VEH 2 DID NOT SEE VEH 1 AND RAN INTO THE REAR FENDER. NO INJURIES.	034. Left turn into traffic	01. PDO	9155791
2018	Intersection of Main Street and Court Street	4877682	362674	VEHICLE 1 HIT A TRAILER THAT WAS BEING TOWED BY VEHICLE 2.	Q. Other than listed values	01. PDO	9156602
2019	Intersection of Main Street and Market Street	4877653	362596	V1 WAS MAKING A LEGAL LEFT TURN ONTO MAIN STREET FROM MARKET STREET IN LIVERPOOL. V2 TRAVELLING STRAIGHT (NE) AFTER STOP SIGN COLLIDED WITH PASSENGER SIDE OF V1. TRAFFIC WAS BLOCKED TEMPORARILY ON SW LANE OF TRAFFIC MAIN STREET FOR REMEMBRANCE DAY CEREMONIES BY POLICE BUT WAS NOT OBSTRUCTING THE INTERSECTION. 3-WAY INTERSECTION CONTROLLED BY THREE STOP SIGNS.	034. Left turn into traffic	01. PDO	9177623
2019	154 Main Street	4877700	362659	TWO VEHICLES WERE STOPPED AT A STOP SIGN ON A ONE WAY AND WAITING TO TURN ONTO A TWO WAY ROAD. THE REAR VEHICLE DRIVER EXPERIENCED A CONDITION THAT CAUSED THEM TO PASS OUT. WHILE UNCONSCIOUS, THE REAR VEHICLE STRUCK THE VEHICLE IN FRONT OF IT ON THE REAR BUMPER. THE VEHICLE CONTINUED OVER THE CURB AND HIT A BUILDING BEFORE COMING TO A REST IN THE STREET ON THE OTHER SIDE.	021. Rear-end collision	01. PDO	9178671
2020	209 Main Street	4877559	362612	AN UNIDENTIFIED PICKUP TRUCK BACKED INTO VEHICLE 1. VEHICLE 1 WAS PARKED A UNOCCUPIED.	041. Hit parked motor vehicle	01. PDO	9191051
2020	Main Street	4877601	362542	Driver 1 WAS BACKING OUT OF A PARKING SPACE ON MAIN STREET AS Driver 2 WAS DRIVING BY. Driver 1 STRUCK Driver 2 ON THE PASSENGERS SIDE REAR QUARTER PANEL. FILE REPORTED AT THE DETACHMENT.	Q. Other than listed values	01. PDO	9194883
2021	Main Street	4877653	362610	Driver 1 CALLED 911 TO REPORT they were IN A COLLISION WHERE ANOTHER VEHICLE RAN THE STOP SIGN AND T-BONED HIM. MEMBERS ATTENDED Driver 1 TAKEN TO THE HOSPITAL. , Driver 2 WENT THROUGH A STOP SIGN AND CAUSED THE COLLISION. Driver 2 WHO WAS NOT INJURED SEEMED CONFUSED AND COULD NOT PROVIDE ANY PHONE NUMBERS. FAMILY LOCATED AND CAME TO PICK UP Driver 2 TO TAKE them HOME.	035. Left turn against traffic	02. Injury	9200563
2021	149 Main Street	4877712	362697	VEHICLE WAS PARKED FOR THE NIGHT IN A PARKING LOT. A SECOND VEHICLE STRUCK THE REAR BUMPER AND LEFT THE SCENE CAUSING DAMAGE TO THE REAR BUMPER	041. Hit parked motor vehicle	01. PDO	9206962
2022	Market Street	4877657	362619	COMPLAINANT REPORTS CAR VS PEDESTRIAN. MEMBERS ATTEND. Pedestrian HIT WHILE CROSSING IN THE CROSSWALK. Pedestrian TRANSPORTED TO HOSPITAL. Driver CHARGED. -UPDATE / MISE À JOUR - 2022/06/03 10:14>>-FAILING TO YIELD TO PEDESTRIAN IN CROSSWALK OR STOPPED FACING CROSSWALK - Driver CHARGED UNDER MOTOR VEHICLE ACT,125(1)(A). TICKET # XX ISSUED. VOLUNTARY PENALTY OPTION FINE = 697.5. COURT LOCATION: BRIDGEWATER PROVINCIAL COURT. PLEA DATE: xx	01. Hit moving or stationary object on road surface	02. Injury	9209186
2022	236 Main Street	4877596	362525	VEHICLE PULLED INTO A PARKING SPACE. THE driver's FOOT SLIPPED OFF THE BRAKE,STRIKING THE GAS PEDAL AND THE VEHICLE WENT FORWARD INTO THE BUILDING	Q. Other than listed values	01. PDO	9209840
2022	Main Street	4877659	362622	Driver 1 WAS IN THE CENTER LANE TO MAKE A RIGHT HAND TURN AS HE WAS DRIVING A TRANSPORT TRUCK. Driver 2 PULLED INTO THE RIGHT TURNING LANE. THE BACK TIRES OF Driver 1'S VEHICLE STRUCK THE FRONT QUARTER PANEL OF Driver 2'S VEHICLE. Driver 1 ADVISED they HAD their BLINKER ON HOWEVER Driver 2 DID NOT NOTICE THE BLINKER.	024. One vehicle crossing path of other of the right	01. PDO	9211769
2023	Main Street	4877656	362613	WHILE AT STOPPED AT STOP SIGN Driver WAS REAR ENDED. AFTER THE STOP SIGN Driver PULLED OVER TO EXCHANGE PARTICULARS BUT THE other DRIVER CONTINUED PAST them.	021. Rear-end collision	01. PDO	9222532
2023	Gorham Street	4877572	362520	VEHICLE 1 HIT PEDISTRIAN IN CROSS WALK. PEDISTRIAN TRANPORTED TO HOSPITAL AS A PRECAUTION.. they were RELEASED.	01. Hit moving or stationary object on road surface	02. Injury	9224644
2023		4877657	362619	VEHICLE WAS MAKING A LEFT TURN AND STRUCK THE PEDESTRIAN WHO WAS IN THE CROSSWALK.	033. Left turn across opposing traffic	02. Injury	9231767
2024	Market Street	4877627	362670	V1 WAS TRAVELLING NE ON MAIN STREET IN LIVERPOOL WHEN THE VEHICLE REAR ENDED A MOVING TRUCK. V1 WAS HEAVILY DAMAGED ON THE FRONT END AND V2 SUFFERED MINIMAL DAMAGE. Driver of V1 TOLD THE DRIVER OF V2 THAT they WERE FINE AND LEFT. UNKNOWN WHO THE DRIVER OF V1 IS. NO INJURIES.	021. Rear-end collision	01. PDO	9235975

ADDENDA # 1

Issued January 7, 2025

PW16 – 2024 – 2025 TRAFFIC STUDY – MAIN AND MARKET

REGION OF QUEENS MUNICIPALITY

PRECEDENCE

This addenda shall form an integral part of the tender to be read in conjunction therewith. This addenda shall take precedence over all forms of the aforementioned RFP with which it may prove to be at variance or may otherwise be qualified in writing by authorized personnel.

GENERAL

The General Conditions and all documents issued with the tender shall apply to govern all phases of the work covered by this addenda.

PURPOSE

The purpose of this addenda is to inform Proponents of changes and additions to the RFP documents.

A signed copy of this cover page (only) must be attached to the bid submission when submitted thereby acknowledging this addenda. The return of the balance of this addenda is not required.

Proponent Name (Printed): _____

Address: _____

Name of Signing Officer (printed) _____

Signature of Signing Officer: _____

ADDENDA ITEMS

Item 1.0 Question: *Would the Municipality accept electronic submissions in lieu of a hard copy submission? If so, please provide the details for submission.*

Answer: Only sealed proposals in hard copy will be accepted.

Item 2.0 Question: *2. Please clarify the bid closing date. General Conditions section item 12 (page 7 of 8) states that the closing date is Friday, January 16, 2025, however, January 16th is a Thursday.*

Answer: The revised Timeline from Page 5 of the RFP is as follows:

January 23, 2025 – RFP Closed

February 11, 2025 – RFP Presentation to Municipal Council

Revised General Condition 12: *Sealed proposals marked “Proposal No. PW 16 - 2024-2025 Traffic Study Main and Market Attn: Adam Grant” will be received at the Region of Queens Municipal Public Works Garage 142 Hank Snow Drive, Liverpool NS until noon, local time, Thursday, January 23, 2025.*

ADDENDA # 2

Issued January 8, 2025

PW16 – 2024 – 2025 TRAFFIC STUDY – MAIN AND MARKET

REGION OF QUEENS MUNICIPALITY

PRECEDENCE

This addenda shall form an integral part of the tender to be read in conjunction therewith. This addenda shall take precedence over all forms of the aforementioned RFP with which it may prove to be at variance or may otherwise be qualified in writing by authorized personnel.

GENERAL

The General Conditions and all documents issued with the tender shall apply to govern all phases of the work covered by this addenda.

PURPOSE

The purpose of this addenda is to inform Proponents of changes and additions to the RFP documents.

A signed copy of this cover page (only) must be attached to the bid submission when submitted thereby acknowledging this addenda. The return of the balance of this addenda is not required.

Proponent Name (Printed): _____

Address: _____

Name of Signing Officer (printed) _____

Signature of Signing Officer: _____

ADDENDA ITEMS

Item 1.0 **Question 1:** *For SoW #3, is a formal pop-up engagement opportunity at the intersection expected or would ad-hoc engagement during a site visit be sufficient?*

Answer: The proponent will determine the best delivery method.

Question 2: *For SoW #5, does the municipality expect traffic counts and modelling to be conducted at all intersections within a 100m radius of the study intersection? This would include:*

- a. Main @ Reese*
- b. Main @ Court*
- c. Main @ Carten*
- d. Main @ Jubilee*
- e. Main @ Gorham*
- f. Market @ Water*

Answer: The proponent will use their judgement and expertise to determine what specific aspects of study will benefit their work and outline that in their proposal.

Question 3: *Will the presentation to Council be in-person or virtual?*

Answer: The proponent will determine the best delivery method.

Question 4: *What method/formula will be used to score proponents based on cost?*

Answer: The lowest-cost proposal will receive 50%, the highest-cost proposal will receive 25%. Proposals falling between will be prorated.

Question 5: *For the timeline, should the 4-6 weeks notice for the council presentation be included in, or excluded from, the 4-month timeframe?*

Answer: Four months includes the time to get to Council presentation.

Question 6: *While our team can acquire a commercial general liability policy with \$10 million of coverage per occurrence, this is greater than our standard policy*

with up to \$8 million of coverage. Is the full \$10 million amount required for this project or would \$8 million be sufficient?

Answer: Refer to General Condition 10.

ADDENDA # 3

Issued January 13, 2025

PW16 – 2024 – 2025 TRAFFIC STUDY – MAIN AND MARKET

REGION OF QUEENS MUNICIPALITY

PRECEDENCE

This addenda shall form an integral part of the tender to be read in conjunction therewith. This addenda shall take precedence over all forms of the aforementioned RFP with which it may prove to be at variance or may otherwise be qualified in writing by authorized personnel.

GENERAL

The General Conditions and all documents issued with the tender shall apply to govern all phases of the work covered by this addenda.

PURPOSE

The purpose of this addenda is to inform Proponents of changes and additions to the RFP documents.

A signed copy of this cover page (only) must be attached to the bid submission when submitted thereby acknowledging this addenda. The return of the balance of this addenda is not required.

Proponent Name (Printed): _____

Address: _____

Name of Signing Officer (printed) _____

Signature of Signing Officer: _____

ADDENDA ITEMS

Item 1.0 **Question 1:** *Is there any further information available about the 36 collisions documented in Appendix A? Particularly details like dates, time of day, weather conditions, driver impairment status, light conditions, road surface conditions, etc.? These are valuable data points to identify trends in collision causes.*

Answer: The entirety of information available from NSTIR's Collision History as it relates to this area has been provided.

Question 2: *Please clarify RQM's expectations regarding the field-level engagement with pedestrians and cyclists. Is there a minimum survey duration or minimum sample size for this? Also, is RQM OK with undertaking this task in February/March (i.e. soon after award) when pedestrian/cyclist activity would generally be lower, or should it be done during warmer weather in the spring when AT activity is likely to be higher?*

Answer: The proponent will use their judgement and expertise to determine what specific aspects of study will benefit their work and outline that in their proposal.

Question 3: One of the RFP tasks is "identification and review of all traffic influence or impacts within a 100m radius of the intersection". Please elaborate on the specific "traffic influences or impacts" you would like considered.

Answer: Refer to similar question in Addenda #2, Question 2. Several other intersections exist within the 100m radius, any proposed change to the focus intersection must also address impacts to the 'adjacent' intersections.

Question 4: Please clarify expectations and requirements for the intersection analysis and simulation of traffic flows.

Answer: The proponent will use their judgement and expertise to determine what specific aspects of study will benefit their work and outline that in their proposal.

Question 5: Can RQM please clarify what is meant by "community demographic changes" that may result from proposed development(s) in a neighbouring community? Will details on the proposed development(s) be provided to the successful consultant?

Answer: Expansion of serviceable land in the Mount Pleasant area of Liverpool is underway. Full build out could support 1000 additional residents to the community. It is reasonable to expect a significant portion of those additional residents will frequently traverse the focus intersection in the coming years. Proposed modifications must identify and accommodate

traffic count increases.

Question 6: Please clarify if the presentation to RQM Council specified in the RFP is to be in-person or if it can be conducted remotely.

Answer: Answered in Addenda #2, Question #3

Question 7: The RFP states “It is understood by the consultant that the owner will only be providing collision statistics, there will be one virtual meeting to be held within 2 weeks of award and there will be no other RFIs or exchanges following.” Please clarify the intent of this statement. Will the successful consultant be permitted to ask follow up questions or request clarifications between the kick-off meeting and delivery of the draft report?

Answer: The intention of that statement is to confirm the onus is on the proponent to thoroughly understand the task(s). All available information has been provided, additional dialogue will not delay the delivery of the study.

Question 8: We noted for the proposal evaluation that the Study Team is worth 30%, but the breakdown only adds up to 20% (i.e. 10% team lead + 5% aggregate additional members experience + 5% desktop approach). Please clarify this item

Answer: Evaluation is revised as follows:

Revised: Study Team – 30%

- **10%** Team lead, must include a Professional Engineer licensed to practice in Nova Scotia by the governing body with demonstrated transportation engineering experience.
- **10%** Aggregate additional Team member's experience
- **10%** Desktop Approach

ADDENDA # 4

Issued January 16, 2025

PW16 – 2024 – 2025 TRAFFIC STUDY – MAIN AND MARKET

REGION OF QUEENS MUNICIPALITY

PRECEDENCE

This addenda shall form an integral part of the tender to be read in conjunction therewith. This addenda shall take precedence over all forms of the aforementioned RFP with which it may prove to be at variance or may otherwise be qualified in writing by authorized personnel.

GENERAL

The General Conditions and all documents issued with the tender shall apply to govern all phases of the work covered by this addenda.

PURPOSE

The purpose of this addenda is to inform Proponents of changes and additions to the RFP documents.

A signed copy of this cover page (only) must be attached to the bid submission when submitted thereby acknowledging this addenda. The return of the balance of this addenda is not required.

Proponent Name (Printed): _____

Address: _____

Name of Signing Officer (printed) _____

Signature of Signing Officer: _____

ADDENDA ITEMS


Item 1.0 **Question 1:** *For courier / mailing purposes, could you please confirm the delivery address postal code? It is not noted in the RFP.*

*Answer: Sealed proposals marked “Proposal No. PW 16 - 2024-2025 Traffic Study Main and Market Attn: Adam Grant” will be received at the Region of Queens Municipal Public Works Garage 142 Hank Snow Drive, Liverpool NS, **B0T1K0** until noon, local time, **Thursday, January 23, 2025.***



Region of Queens Municipality Staff Report For the Regular Meeting of October 14, 2025

Date: September 29, 2025
File No: 10350-50-2510-06
To: Mayor and Council
From: Willa Thorpe, CAO
Subject: J-Class Roads – Paving Application

Prepared by: A. Grant, P.Eng. Director of Infrastructure	Supervisor: W. Thorpe CAO	CAO Concurrence:  W. Thorpe, CAO
--	-------------------------------------	---

RECOMMENDATION

THAT Council for Region of Queens Municipality submit an application to the Province of Nova Scotia for cost-sharing paving of seven segments of J-class roads:

- 1) 334 metres of 0717 Forest Street, Milton;
- 2) 553 metres of 0684 Emeneau Road, Brooklyn;
- 3) 163 metres of 0655 French Street, South Brookfield;
- 4) 224 metres of 0686 M. Smith Road, Liverpool;
- 5) 281 metres of 0464 Roxbury Road, Mill Village;
- 6) 690 metres of 0692 Wharf Rock Road, Liverpool; and
- 7) 188 metres of 0436 Wolfe Street, Liverpool.

PURPOSE

To receive Council direction on selecting J-Class roads to upgrade within Queens County under a cost-sharing program.

BACKGROUND

Each year, the Province of Nova Scotia accepts applications from municipalities who are interested in upgrading J-Class roads in their municipal jurisdiction. Municipalities must provide a list of priority roads to the province for their consideration, and the province may agree to cost-share the upgrade for the upcoming fiscal and construction year.

At the September 24, 2024 Regular Meeting, Council passed the following motion:

THAT the Council of the Region of Queens Municipality submit an application to the Province of Nova Scotia for cost-shared paving of the following J-class road segments:

1. 334 meters of 0717 Forest Street, Milton;
2. 553 meters of 0684 Emeneau Road, Brooklyn;
3. 163 meters of 0655 French Street, South Brookfield;
4. 224 meters of 0686 M. Smith Road, Liverpool;
5. 281 meters of 0464 Roxbury Road, Mill Village;
6. 690 meters of 0692 Wharf Rock Road, Liverpool; and
7. 188 meters of 0436 Wolfe Street, Liverpool.

The Province of Nova Scotia selected J-Class roads in other municipalities to upgrade in the 2025 cycle.

ALTERNATIVES/OPTIONS

- 1) Council for Region of Queens Municipality submit an application to the Province of Nova Scotia for cost-sharing paving of seven segments of J-

class roads:

- a. 334 metres of 0717 Forest Street, Milton;
 - b. 553 metres of 0684 Emeneau Road, Brooklyn;
 - c. 163 metres of 0655 French Street, South Brookfield;
 - d. 224 metres of 0686 M. Smith Road, Liverpool;
 - e. 281 metres of 0464 Roxbury Road, Mill Village;
 - f. 690 metres of 0692 Wharf Rock Road, Liverpool; and
 - g. 188 metres of 0436 Wolfe Street, Liverpool.
- 2) Council for Region of Queens Municipality submit an application to the Province of Nova Scotia for cost-sharing paving of segments of J-class roads as identified by Council.
 - 3) Council of the Region of Queens Municipality receives the report titled J-Class Roads – Paving Application for information.

ANALYSIS

The list of seven recommended J-Class roads for 2026 match those approved by Council in 2025, as these sections continue to be the highest priority roads for upgrade in Queens County.

IMPLICATIONS

There are no financial implications to apply to the Province of Nova Scotia's cost-sharing program. Should the Province agree to enter into a cost-share agreement for paving, the projected cost would be included in the 2026-2027 Capital Investment Plan and 2026 work plan.

COMMUNICATIONS

Staff will communicate the work plan to the public for any approved road segments.

BYLAWS/PLANS/POLICIES

N/A

SUMMARY

The Province of Nova Scotia offers an annual cost-sharing program for municipalities interested in upgrading J-Class roads. Staff recommend that

Council for Region of Queens Municipality submit an application to the Province of Nova Scotia for cost-sharing paving of seven segments of J-class roads in Queens County.

ATTACHMENTS/REFERENCE MATERIALS

- [September 24, 2024, Region of Queens Municipality Regular Council Meeting – Recommendations – J-Class Road Assessment](#)

Region of Queens Municipality Staff Report

14.4

To: Mayor and Council

From: Joanne Veinotte, Director of Finance

Date: September 23, 2025

Re: Reporting for grants funded outside CIF

Background


Region of Queens Municipality created the Community Investment Fund (CIF) <https://www.regionofqueens.com/~documents/route:/download/1889/> to support infrastructure projects, programs and individuals associated with registered non-profit organizations and societies.

Annual funding is awarded to groups focused on athletics, education, environment, culture, community, recreation, sport, heritage, or social activities within Queens County.

There are 5 (five) pillars of investment: Capital, Operational, Event/Tournament, Training, and Travel Assistance.

Council can fund community organizations outside of the CIF, and in such cases, there is currently no defined or consistent reporting requirements to ensure that the funds provided have been utilized on the intended project, the funding was necessary to complete the project, or the benefits to the community resulting from the funding.

Details



Community groups can request funding of Council outside the established CIF, for projects that do not meet the eligibility criteria required to secure funding approval as outlined in the policy, or funding requests greater than available through the CIF. To be approved for funding under CIF, organizations must meet the eligibility criteria as outlined in the policy. Financial need must be demonstrated, and wages are not an eligible project cost.

Staff are seeking direction from Council in establishing specific reporting requirements for those registered non-profit organizations, societies and community groups that receive funding outside the CIF.

Staff recommend that to be considered for funding outside the CIF, organizations will be required to present to Council prior to commencing the initiative, outlining activities that would be supported by the funding and the corresponding benefits to the community. The presentation would include financial information to support the need for outside funding, including why the organization is ineligible under CIF. The presentation would demonstrate financial, incorporating a summary of revenues, expenses and bank account balances, and would also include a plan for future sustainability. A letter of funding request on organization letterhead would be submitted to Council summarizing the presentation.

If Council approves a funding request outside CIF, a presentation to Council would be required after the initiative, with confirmation that the funding was used as approved, a summary the financial information of the project and related funding, and the resulting benefit to the community.

80% of the funds would be disbursed to organizations upon Council approval and the remaining 20% after presentation of the final project report to Council. A letter summarizing the final project report as presented to Council would be submitted to the Finance department to initiate disbursement of remaining funds.

Annual funding is at the discretion of Council during the annual budget process. As such, no grant funding will be automatically included in the budget for



Council deliberation without a presentation and request being made to Council as outlined above.

Budget Impacts

There is no budget impact for this report.

Recommendation

THAT Council of Region of Queens Municipality direct staff to follow reporting requirements for grants funded outside the Community Investment Fund as outlined in this report.

Communications

Social media channels will be used to share funding requirements with community organizations. Any follow-up reporting requirements will be included in funding letters.

Region of Queens Municipality Staff Report

14.5

To: Mayor and Council

From: Joanne Veinotte, Director of Finance

Date: October 14, 2025

Re: Utility Bill Interruption

Background


Each quarter Utility bills are issued to residents for water and wastewater system use.

Details

Utility bills are distributed via Canada Post, which is currently experiencing a labor disruption, impeding the timely delivery of these bills. Currently, Utility bills have been produced but not mailed. A small percentage of Utility users (11%) have registered for e-billing and staff have been actively promoting this option over the past month.

Utility users can call the Finance office to request their balance, pay the bill online or via Paymentus (credit card) over the phone with office staff (2.5% additional fee).

E-bills were sent out the week of October 6. Residents who sign up for e-billing after this date will have their bill sent out on an individual basis by Finance staff. Terms of payment are 30 days from the date of the billing. Interest is applied



after the 30-day period has expired. Staff are requesting Council's approval to delay application of interest another 30 days should the labor disruption at Canada Post continue beyond October 24.

Budget Impacts

Interest revenue would be reduced from unpaid Utility bills.

Recommendation

- 1) Council of the Region of Queens Municipality grant staff discretion to delay interest application to outstanding Utility bills by 30 days should the labor disruption at Canada Post extend beyond October 24.



Communications

Communication of Council decision will be posted via social media channels and Region of Queens website.



**Region of Queens Municipality
Staff Report
For the Regular Meeting of
October 14, 2025**

Date: October 1, 2025
File No: 10350-50-2510-09
To: Mayor and Council
From: Willa Thorpe, CAO
Subject: Dwellings in Commercial Buildings – Site Plan Amendments

Prepared by:  M. MacLeod Director of Land Use	Supervisor: W. Thorpe CAO	CAO Concurrence:  W. Thorpe, CAO
--	---------------------------------	--

RECOMMENDATION[S]

- 1) That Council of the Region of Queens Municipality give notice of its intention to amend the Land Use Bylaw to change the site plan approval provisions for dwellings in commercial buildings to allow for greater ground floor area to be utilized for residential uses, as identified in Appendix C of Staff Report;
- 2) That a Public Hearing be held on November 12, 2025 in the Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS, at 9:00 a.m.

PURPOSE

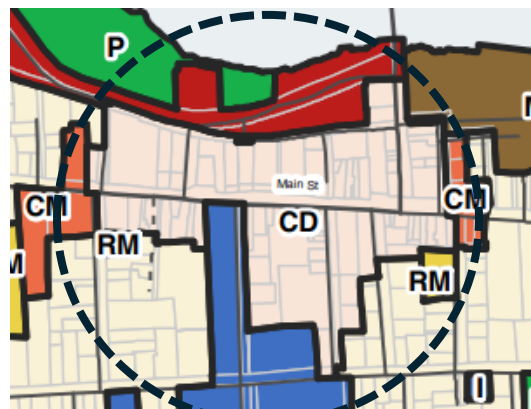
Region of Queens Municipality has received an application from the owners of property located at 194 Main Street in Liverpool and identified as PID# 70026364

proposing amendments to the Land Use Bylaw. The amendments would allow for a greater amount of the ground floor area of a commercial building to be utilized for residential purposes.

BACKGROUND



In the Spring of 2025, the owners of PID 70026364 had submitted an application to amend the Municipal Planning Strategy (MPS) and Land Use Bylaw (LUB) to allow for residential development throughout entire building located at 194 Main Street in Liverpool. PID# 70026364 is located in the Downtown Commercial (CD) Zone under the Municipality's Land Use Bylaw.



Zoning Map

This application was brought forward to Planning Advisory Committee (PAC) for discussion at its May 5, 2025 and May 15, 2025 meetings. PAC engaged in considerable discussion on the implications to the Downtown Commercial (CD) Zone if the development of stand-alone residential uses were permitted. The Committee determined that permitting residential development in the CD Zone was not in the best interest of the community. However, if Council were to consider such an amendment, additional controls should be established.

Prior to making a decision on the application, the Committee recommended hosting several public information sessions to gather additional input from the business community and the public on proposed amendments. The meetings were held on June 17, 2025 and June 19, 2025. Three options were presented for consideration at the engagement sessions:

1. allow new multiple unit residential dwellings as a permitted standalone use in the Downtown Commercial (CD) Zone
2. allow Council to consider new multiple unit residential dwellings in the Downtown Commercial (CD) Zone through development agreement
3. deny the request and maintain current regulations.

Following further discussion at its July 7, 2025 meeting, PAC was not comfortable allowing residential development throughout an entire building in the CD Zone and as a result, recommended that Council maintain status quo and deny the amendment application. Council discussed the application at its July 8, 2025 meeting, agreeing with PAC's recommendation and voting in favor of maintaining status quo.

The owners of PID 70026343 subsequently submitted a new application to amend the Land Use Bylaw, proposing to renovate the existing vacant commercial space to create 2 commercial units, with the remainder of the building utilized for residential units, indoor parking and storage units for the tenants.

Under current regulations in the LUB, dwelling units can be considered in commercial buildings through a site plan approval process. The evaluation criteria for this process; however, limits the amount of residential space to a maximum of 50 percent of the ground floor area of the commercial building. The applicants acknowledge that there is some community concern respecting the loss of viable commercial space, particularly along the Main Street. However, given the significant size of the building on PID 70026364, the owners

have indicated that utilizing at least 50 percent of the building for commercial uses creates some challenges for them. They have expressed concern respecting the ability to rent significant commercial space in the building, particularly where there is already considerable vacant commercial space in the downtown. The property owners are proposing to maintain commercial frontage on Main Street, but would like to utilize the remainder of the building for residential purposes.

At the September 4, 2025 meeting of PAC, discussion on the application focused on the desire for flexible regulations that would help to revitalize Liverpool's downtown commercial core area. Discussion included tiered system based on building size, establishing a minimum commercial frontage depth, encouraging establishment of micro-businesses and allowing mixed-use developments. Examples of regulations from other municipalities were reviewed. Discussion gravitated toward potential amendments reflecting maintaining commercial frontage and establishing a minimum depth for that commercial space. Staff was requested to prepare draft amendments to the site plan approval criteria for dwellings in commercial buildings and bring back to next PAC meeting for discussion. A copy of the draft amendments and maps showing example of Commercial frontage with 6-metre depth was discussed at the September 25, 2025 meeting of PAC. Committee discussed the importance of creating a vibrant Main Street and maintaining commercial frontage. The majority of Committee members were supportive of amendments the LUB which establish a minimum depth and minimum floor area for ground floor commercial uses. It was suggested that amendments be made to Section 17.2 of the LUB – Dwellings in Commercial Buildings – including establishing a minimum horizontal depth of 3.66 metres (12 feet) and a minimum floor area of 27.88 square metres (300 square feet) for ground floor commercial uses.

ALTERNATIVES/OPTIONS

- 1) That Council of the Region of Queens Municipality give notice of its intention to amend the Land Use Bylaw to change the site plan approval provisions for dwellings in commercial buildings to allow for greater ground floor area to be utilized for residential uses, as identified in Appendix C of Staff Report;

- 2) That a Public Hearing be held on November 12, 2025 in the Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS, at 9:00 a.m.

- 3) That Council of the Region of Queens Municipality deny the application to amend the Land Use Bylaw to change the site plan approval criteria for dwellings in commercial buildings to allow for greater ground floor area to be utilized for residential uses.

ANALYSIS

Economic times have changed and there has been a development shift over the last few decades, which has seen commercial development moving away from downtown core areas to the outskirts of a town or city (ie. big box development). This trend holds true for the Region's largest commercial core area; downtown Liverpool. Our relatively small population and competition with larger urban centres can often make it challenging to attract new commercial development to the downtown area. As a result, many community "main Streets" are seeing increased vacancies in commercial space in these areas, Liverpool included.

From discussion at the public information meetings and discussions with PAC, there is apparent interest in amending current regulations around residential uses in commercial buildings, particularly in the Downtown Commercial (CD) zone, to provide for greater flexibility for new development and to help revitalize the downtown area. The general feeling was that there are benefits of incorporating residential development in commercial areas, creating vibrant and sustainable communities that can encourage economic growth. One potential implications of allowing for increased ground floor residential development in commercial buildings; however, is that it reduces available space for commercial development in the future.

In considering amendments to the LUB, it should be noted that any approved amendments to the Bylaw would apply, not only to the applicant's property, but also to all other properties where dwellings can be considered in commercial buildings through site plan approval.

IMPLICATIONS

Converting ground floor space within existing commercial buildings to residential or constructing new commercial buildings with a higher proportion of ground

floor residential units, will have financial implications for the Municipality, as it affects how a property is assessed for taxation purposes.

COMMUNICATIONS

The Municipal Government Act establishes the process for amending planning documents. Part of that process involves Council holding a public hearing. Section 206 sets out that:

Public hearing 206

(1) Prior to holding a public hearing required under this Part, the clerk shall provide notice of the public hearing at least fourteen days before the date of the public hearing by either

(a) placing the notice in a newspaper circulating in the municipality, inserted at least once a week, for two successive weeks; or

(b) posting the notice on the municipality's website.

(2) A notice of a public hearing posted under clause (1)(b) must include the date the notice is posted and remain posted until the public hearing has been completed.

(3) The notice of the public hearing shall

(a) state the place where, and the hours during which, the proposed documents may be inspected by the public;

(b) state the date, time and place set for the public hearing;

(c) describe by metes and bounds, a plan, map, sketch or civic address or other description adequate to identify the area affected by the proposed documents;

(d) give a synopsis of the proposed documents, if the public hearing is with respect to an amendment to a municipal planning strategy or land-use by-law or the approval or amendment of a development agreement.

(4) Copies of the proposed documents or portions of the documents shall be provided to a person, on request, upon payment of a reasonable fee set by the council, by policy, sufficient to recover the cost of providing the copies.

(5) In addition to providing notice in accordance with subsection (1), the clerk shall provide notice of the public hearing at least fourteen days before the date of the public hearing to

(a) the clerk of every municipality that immediately abuts an area affected by the proposed documents; and

(b) the village clerk of every village in which an affected property is situate.

BYLAWS/PLANS/POLICIES

The current Municipal Planning Strategy sets out that:

5.1 Downtown Commercial Zone

Downtowns were long the heart of many communities in Queens. Many of them developed during a time before the automobile, modern financial instruments, and modern construction methods and, as a result, feature smaller buildings, packed closely together and located close to the street.

Along with the growth of commercial plazas, shopping centres, and large-format retail came a decline in downtowns. However, recent decades have seen somewhat of a renaissance in these areas; the smaller commercial spaces are a good fit for independent businesses and the fine-grained streetscapes are attractive to people looking for slower-paced shopping experiences.

Downtown Liverpool features the largest and most complete “main street” in Queens, appropriately located on Main Street and its side streets. It is defined by a mix of both older Victorian and Georgian buildings and modern buildings.

Other downtowns in Queens do not feature the same critical mass and density of commercial buildings, having lost them to redevelopment over the years or never developing them in the first place. However, Council is supportive of establishing a denser commercial core within Caledonia, Milton, and Brooklyn; if demand warranted such an approach in the future, Council could consider applying the Downtown Commercial Zone to these communities.

Policy 5-20: *Council shall establish the Downtown Commercial Zone in the Land Use Bylaw. This zone is intended to enable and promote fine-grained, walkable downtown areas reflective of a traditional “main street”.*

Policy 5-21: *The Downtown Commercial Zone shall permit a range of commercial and community uses of a scale and type appropriate to a downtown context. Automobile-related uses*

*shall be prohibited, with the exception of parking lots designed to minimize their impact on the pedestrian experience. **Residential uses shall be permitted, but shall only be located in buildings with commercial uses and shall be secondary to the commercial storefront.***

In accordance with Policy 5-21, the Land Use Bylaw sets out that dwelling units can be considered in commercial buildings through a site plan approval process (Section 17.2 of the LUB). Site plan approval is a development approval process in which applicants must meet an additional set of criteria set out in the Land Use Bylaw. This tool is useful for approvals that might require an additional level of oversight or flexibility in the ways impacts on neighbours are reduced, but that do not necessarily need to go through the complex and time consuming process required for a development agreement.

The criteria for site plan approval for Dwellings in Commercial Buildings includes the following:

17.2 Dwellings in Commercial Buildings

Where a zone permits dwellings in commercial buildings by site plan approval, the Development Officer shall approve a site plan agreement where the requirements of this Land Use Bylaw and the following matters have been addressed:

(a) Use Allocation

- I. Dwellings located on the ground floor shall not exceed a total of 50 percent of the ground floor area.*
- II. Dwellings located on the ground floor shall be located to the rear of the commercial use(s).*
- III. On corner lots, ground floor commercial use(s) shall wrap around the corner from the front lot line along the flankage lot line to a minimum distance of 5 metres or 50 percent of the building depth, whichever is less.*
- IV. In buildings constructed after May 24, 2022, ground-floor residential uses shall have a floor-to-floor height of no less than 4 metres.*

(b) Access

- I. Entrance(s) to residential uses shall be separate from the entrances for other uses.*
- II. Residential entrances shall not exceed a width of 2 metres on the front façade.*

In considering amendments to the Land Use Bylaw, the Municipal Planning Strategy sets out that:

6.3.3 Amending the Land Use Bylaw

Council recognizes it cannot foresee all possible types of development that might be acceptable in the municipality in general, or on a specific piece of land. As such, there will be times when the Land Use Bylaw needs to be amended to accommodate a new development trend or specific development proposal.

Council also recognizes that it is possible to inadvertently make mapping errors in preparing the maps that accompanying this Plan and the Land Use Bylaw. Such errors do not reflect the policies in this Plan and thus will be corrected by Bylaw amendments.

Policy 6-9: Council shall amend the text of the Land Use Bylaw if the proposed amendment meets the general criteria set out in Policy 6-21.

Policy 6-21: Council shall not amend the Land Use Bylaw or approve a development agreement unless Council is satisfied the proposal:

- (a) is consistent with the intent of this Municipal Planning Strategy;
- (b) does not conflict with any Municipal or Provincial programs, bylaws, or regulations in effect in the municipality;
- (c) is not premature or inappropriate due to:
 - (i) the ability of the Municipality to absorb public costs related to the proposal;
 - (ii) impacts on existing drinking water supplies, both private and public;
 - (iii) the adequacy of central water and sewage services or, where such services are not available, the suitability of the site to accommodate on-site water and sewage services;
 - (iv) the creation of excessive traffic hazards or congestion on road, cycling, and pedestrian networks within, adjacent to, or leading to the proposal;
 - (v) the adequacy of fire protection services and equipment;
 - (vi) the adequacy and proximity of schools and other community facilities;

(vii) the creation of a new, or worsening of a known, pollution problem in the area, including, but not limited to, soil erosion and siltation of watercourses;

(viii) site-specific climate change risks;

(ix) the potential to create flooding or serious drainage issues, including within the proposal site and in nearby areas;

(x) impacts on known habitat for species at risk;

(xi) light pollution and impacts on dark sky views, especially in the vicinity of the Kejimikujik Dark Sky Preserve;

(xii) the suitability of the site in terms of grades, soil and geological conditions, the location of watercourses and wetlands, and proximity to utility rights-of-way; and

(xiii) negative impacts on the viability of existing businesses in the surrounding community, including, but not limited to, the risk of land use conflicts that could place limits on existing operational procedures.

SUMMARY

An application has been made by the owners of property located at 194 Main Street in Liverpool and identified as PID# 70026364, proposing amendments to the Land Use Bylaw that would allow for a greater amount of the ground floor area of a commercial building to be utilized for residential purposes. The Municipality's Planning Advisory Committee has engaged in considerable discussions respecting potential amendments to the Land Use Bylaw. There is interest in amending current regulations around residential uses in commercial buildings, particularly in the Downtown Commercial (CD) zone, to provide for greater flexibility in an effort to help revitalize the downtown area. Maintaining ground floor commercial frontage, particularly along Main Street, was deemed by the Planning Advisory Committee to be of utmost importance in preserving the commercial character of the downtown area. As well, the establishment of minimum regulations around the size of ground floor commercial frontage was an important consideration to ensure the functionality / usability of this space. The Planning Advisory Committee is recommending amendments to Section 17.2 of the Land Use Bylaw – *Dwellings in Commercial Buildings*.

ATTACHMENTS/REFERENCE MATERIALS

- [Region of Queens Municipal Planning Strategy and Land Use Bylaw](#)
- [Municipal Government Act \(PART VIII\) - Planning and Development](#)
- Queen's Downtown Commercial Zone Proposed Amendments – Engagement Summary
- SDL Investments Ltd. Application for Amendments to the Land Use Bylaw
- Draft Amendments to the Site Plan Criteria for Dwellings in Commercial Buildings

Queen's Downtown Commercial Zone Proposed Amendments **ENGAGEMENT SUMMARY**

June 2025



UPLAND



PROJECT INTRODUCTION

In June 2025, the Region of Queens Municipality engaged UPLAND Planning + Design Studio to undertake a voluntary public engagement process to better understand the community's perspectives on residential land uses in the Downtown Commercial (CD) Zone. This was triggered by a development application that would require amendments to the municipal planning documents. The goal of the engagement is to help inform the decision-making process for Planning Advisory Committee's recommendation to Council.

DEVELOPMENT SUMMARY

In 2025, SDL Investments Limited submitted an application to amend the Region of Queens Municipality's Municipal Planning Strategy and Land Use Bylaw. These amendments, if passed, would allow for new multiple-unit residential dwellings as a main (or standalone) use within the Downtown Commercial (CD) Zone. While the application would impact all development in the CD Zone moving forward, it was initiated to accommodate a proposed renovation at 194 Main Street in Liverpool. Here, the applicant seeks to renovate the existing structure to create a multiple unit residential dwelling with 16 units, featuring covered parking on the lot.

BACKGROUND

Currently, within the Downtown Commercial (CD) Zone, residential uses are permitted, but only when they are located in buildings with commercial uses and are secondary to the commercial storefronts. This prohibits any standalone residential uses within the zone.

OPTIONS

There are three options that Planning Advisory Committee can consider to address the proposed amendments to the planning documents, each with its own set of implications. They are:

1

Allow new multiple unit residential dwellings as a permitted standalone use in the Downtown Commercial (CD) Zone.



Amend the Municipal Planning Strategy and Land Use Bylaw to allow for multiple unit residential dwellings as a permitted main use in the CD Zone.

2

Allow Council to consider new multiple unit residential dwellings in the Downtown Commercial (CD) Zone through development agreement.



Amend the Municipal Planning Strategy and Land Use Bylaw to allow for multiple unit residential dwelling units in the CD Zone by development agreement.

3

Deny the request and maintain current regulations.



Make no changes to the Municipal Planning Strategy and Land Use Bylaw

WHAT WE DID

For this project, we undertook three methods for the engagement:

- 1

Business Engagement Session
June 17th, 5-8pm in the Community Room at Queen's Place Emera Centre

 This session had 9 attendees, including 1 member of the media, 2 members of the Planning Advisory Committee and 1 member of Council.
- 2

Public Engagement Session
June 19th, 5-8pm in the Community Room at Queen's Place Emera Centre

 This session had 4 attendees, including 2 members of the Planning Advisory Committee.
- 3

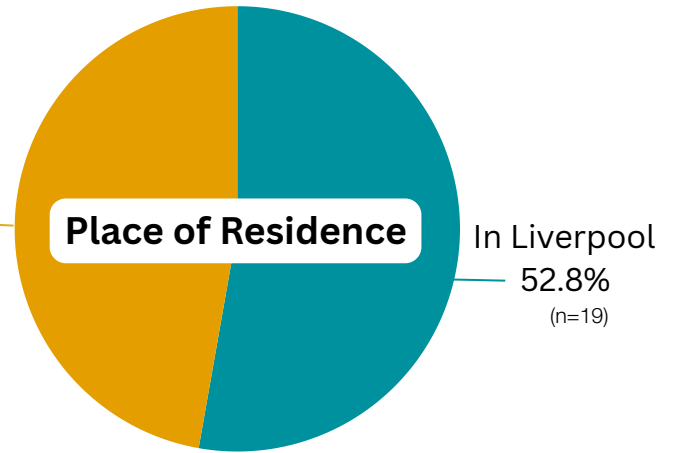
Online Feedback Form
Open from June 12th- 24th

 We had 30 submissions from business owners and residents.

WHO WE HEARD FROM

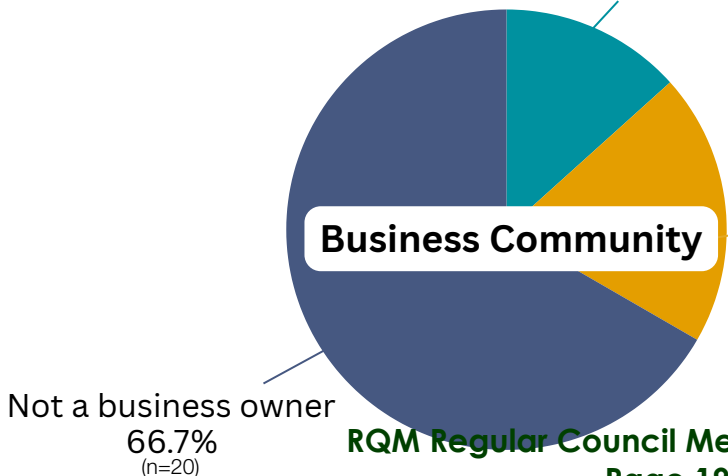
In another part of the Region of Queens Municipality

47.2%
(n=17)



Business owner in the CD Zone
13.3% (n=4)

Business owner outside of the CD Zone
20% (n=6)



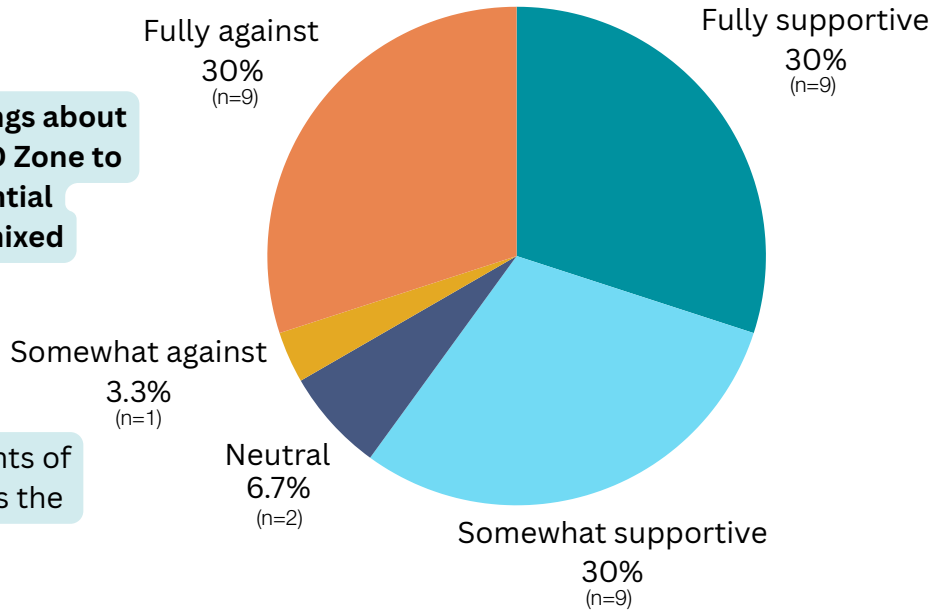
It is important to note that the data gathered is limited by the response rate and does not portray a representative sampling of the population.

WHAT WE HEARD

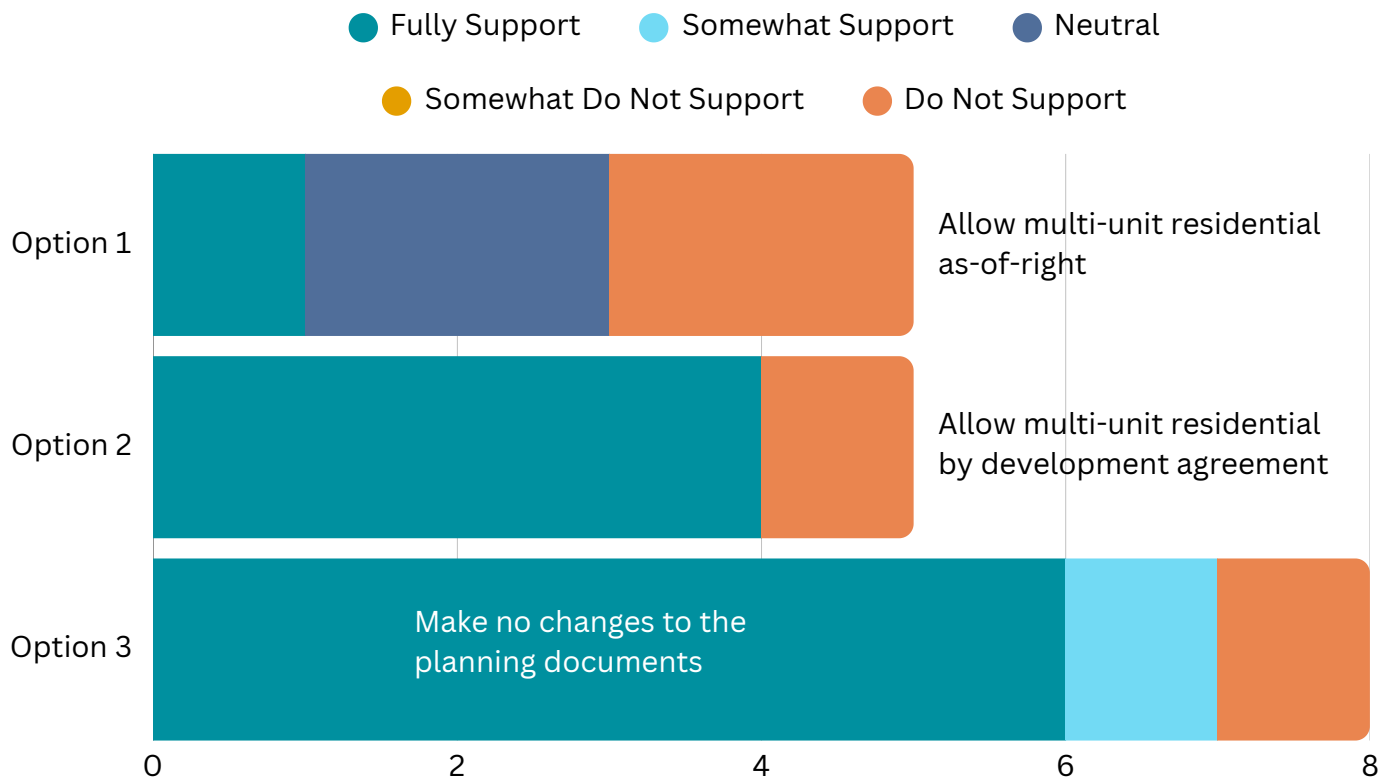
We heard a mix of feedback from residents and business owners about the proposed amendments to the CD Zone. Generally, respondents want to see housing in Liverpool, but some are concerned with the impact that the amendments could have on the commercial character of the downtown.

When asked what their general feelings about the proposed amendments to the CD Zone to permit standalone multi-unit residential development, respondents shared mixed perspectives. (See figure right)

Respondents qualified their sentiments of support by citing the housing crisis as the primary reason for their response.



When asked about their support for the three proposed options, a more nuanced perspective emerged (See figure below).





PERSPECTIVES FROM THE BUSINESS COMMUNITY

Business owners in the community, both those who operate businesses within the Downtown Commercial Zone and those who operate them outside the area, were in agreement that Option 1 (permitting standalone multi-unit residential development as-of-right) was not the right course of action. They cited concerns about eroding the commercial area and losing its character over time.

Half of the business owners we heard from were supportive of Option 2 (permitting standalone multi-unit residential uses via development agreement), with the caveat that developments meet rigid criteria to ensure they fit within the wider context of the downtown. There were some fears that this option could set a precedent and unwittingly erode the commercial character of the area.

40% of the business owners were supportive of Option 3, saying that the current rules are in place for a reason and the existing regulations are appropriate.

KEY THEMES



Desire for a Comprehensive, Strategic Downtown Plan: Many expressed concerns about decisions being made ad hoc, without a broader plan for the future of Main Street or downtown Liverpool. There is a desire to see a plan that is community-driven, rather than developer-led.



Conflicting Priorities - Downtown Housing vs. Commercial Use: There is a strong divide between those who believe housing should be permitted downtown and those who want to preserve Main Street as a commercial/retail zone. Some feel that this proposal could help to address housing shortages, while others fear that the loss of retail undermines tourism and local identity. Accessibility was also cited as a concern and consideration.



Housing Crisis & Affordability (Urgent, but Complex): There is clear recognition of a housing crisis, but skepticism about whether proposed units will be truly affordable or serve the local population. It was also highlighted that there are many other areas just outside of the Downtown Commercial Zone that would be more suitable for this kind of development and that housing should be directed to those areas.



Loss of Community Character & Economic Identity: Many residents worry that residential development will erode the soul of downtown Liverpool as a vibrant, walkable, tourist-friendly destination, and stifle its potential for the future. There was some acknowledgment that the area is currently in need of investment, but that it would be short-sighted to make changes that would impact its long-term viability as an economic centre.



Process Transparency & Public Engagement: There was some frustration about the lack of communication about this proposal. Some were critical of the promotion of the public engagement and felt that more should have been done to inform residents.

14.6 - Appendix B

July 19, 2025

Region of Queens Municipality

Liverpool, NS

Mike:

Please see attached our revised application to amend the Region's Planning Documents for the renovation of 194 Main Street, Liverpool.

The existing structure will be fully renovated to include 19 residential units, 2 commercial units, indoor parking for all tenants and guests and approximately 20 storage units to be made available to the tenants on a rental basis.

The attached revised plan specifies usage to allow for a minimum of 2 commercial units fronting Main Street.

I look forward to addressing any questions from you or your team and would be happy to meet with the PAC and/or Council to present the revised project and answer any questions.

Sincerely,

Eric Fry

President, SDL Investments Limited



For Internal Use Only
Acceptance Date: _____
Processing Date: _____

Region of Queens Municipality

Planning Amendment and Development Agreement Application



1. Application Type:

- Land Use Bylaw Amendment
- Development Agreement

2. Property Information:

Civic address of subject property – 194 Main St, Liverpool NS

Property Identification Number (PID) – 70026364

Present use of subject property – Commercial - vacant

Proposed Use of subject property – Residential/commercial

Existing Lot Size - 16,302 sq'

Existing Lot Frontage - 61.5 ft on Main, 64.5 ft on Water

3. Property Owner Information:

Name – SDL Invesments Limited

Applicant is :

- Owner
- Agent of Owner

Civic Address - _____

Mailing Address (If different from Civic Address) - _____

Telephone Number - _____

Email Address - _____

4. Zoning Information:

Existing Zoning - CD

Proposed Zoning - Residential

5. Property Servicing Information:

Water Services –

Municipal System - Existing Proposed

Drilled Well - Existing Proposed

Dug Well - Existing Proposed

Other - _____

Sewer Services –

Municipal System - Existing Proposed

On-site System - Existing Proposed

Other - _____

Access –

Public Road - Existing Proposed

Private Road - Existing Proposed

Other - _____

6. Declaration:

Registered Owner of Property (Please print)

I / We Eric Fry, President of SDL Investments Limited do solemnly declare that I / We are the current registered owner(s) of the property described in this application. I / We have examined the contents of this application and certify that the information submitted is accurate.

Registered Owner SDL Invesments Limited

Signature *Eric Fry*

Date July 19, 2025

Registered Owner (if more than one) _____

Signature _____

Date _____

Authorization of Registered Owner (Please print)

I / We _____ authorize _____
To act as agent and sign this application on my / our behalf for property located
at
(Civic Address) _____ and identified as PID# _____.

Notes:

1. The requirements of a Land Use Bylaw amendment or development agreement application are established by the Planning Department of the Region of Queens Municipality. An application approval process will not commence until a completed application and advertising deposit are received.
2. Please make cheques payable to the Region of Queens Municipality. Following completion of the amendment process, the unused balance will be returned to the applicant. However, should the deposit be insufficient to cover the cost of advertising, the applicant will be responsible for the difference.
3. It is recommended that an applicant have a pre-consultation meeting with staff of the Planning Department prior to submitting this application.

Appendix C

Draft Amendments -

17.2 Dwellings in Commercial Buildings

~~17.2.1 Where a zone permits dwellings in commercial buildings by site plan approval, the Development Officer shall approve a site plan agreement where the requirements of this Land Use Bylaw and the following matters have been addressed:~~

17.2.1 **Dwellings in commercial buildings may be permitted by site plan approval, subject to the site plan criteria in subsection 17.2.2 and all other applicable requirements of this Land Use Bylaw being met, provided:**

~~(i) Dwellings located on the ground floor shall not exceed a total of 50 percent of the ground floor area.~~

(i) Dwellings located on the ground floor of commercial buildings shall be located to the rear of permitted commercial use(s).

(ii) Ground floor commercial use(s) shall extend across the full width of the building facade from which the building gains its principle access, excluding entrance(s) for residential uses. In the case of through lots that have frontage on Main Street, a buildings principle access shall be deemed to be off Main Street.

(iii) On corner lots, ground floor commercial use(s) shall wrap around the corner from the front lot line along the flankage lot line to a minimum distance of 5 metres or 50 percent of the building depth, whichever is less.

(iv) Ground floor commercial use(s) shall maintain a minimum horizontal depth of 3.66 meters (12 feet) from the front facade which the building gains its principle access and is measured perpendicularly from the outside wall of that facade.

(v) Ground floor commercial use(s) shall maintain a minimum floor area of 27.88 square metres (300 square feet) per unit.

(vi) Ground floor commercial use(s) fronting on the street shall not be occupied as office space by the owner(s) of the building or building manager.

(vii) In buildings constructed after May 24, 2022, ground-floor residential uses shall have a floor-to-floor height of no less than 4 metres.

17.2.2 The following site plan criteria apply to dwellings in commercial buildings permitted through the site plan approval process. No development permit shall be issued for development that is inconsistent with these criteria, in addition to all other requirements of this Land Use Bylaw:

(a) Access

(i) Entrance(s) to residential uses shall be separate from the entrances for other uses.

(ii) Residential entrances shall not exceed a width of 2 metres on the front façade