

**REGION OF QUEENS MUNICIPALITY
REGULAR COUNCIL
TUESDAY, MARCH 14, 2017
9:00 a.m.**

PRESENT: Mayor David Dagley, Chair
Councillor Kevin Muise
Councillor Heather Kelly
Councillor Brian Fralic
Deputy Mayor Susan MacLeod
Councillor Jack Fancy
Councillor Raymond Fiske
Richard MacLellan, Chief Administrative Officer
Anne MacDonnell, Municipal Clerk & Coordinator
Christine Watson, Recording / Management Secretary

REGRETS: Councillor Gilbert Johnson

1.0 CALL TO ORDER:

Mayor Dagley called the meeting to order at 9:00 a.m.

2.0 CHANGES / APPROVAL OF AGENDA

It was moved by Councillor Fiske and seconded by Councillor Fralic that the Agenda be approved with the following changes / additions:

Second Item 9.2 Operational Policy 81 – Repeal to be renumbered as 9.3

Add Item 15.1 Council Sound System

MOTION CARRIED unanimously.

3.0 PRESENTATION(S):

3.1 South Shore Housing Action Coalition

Nancy Green, Public Health Services and member of Planning Team for the South Shore Housing Action Coalition, was welcomed to Council to review results of the South Shore Housing Needs Assessment completed in 2016 (copy of presentation attached to original set of Minutes).

Ms. Green provided background to the organization and some highlights included:

- Affordable Housing - Core Housing (adequate, suitable and affordable housing)
- Housing Needs Assessment
- Reviewed Shelter Costs (comparison between Municipalities – RQM has the best)
- National Household Survey: Average Shelter Costs (\$619 rental against \$636 ownership)

She then asked that the Region review the Housing Needs Assessment and identify areas where RQM can take action.

Enquiries can be made to sshousingaction@gmail.com.

3.2 Bluenose Coastal Action Foundation

Brooke Nodding, Executive Director, Bluenose Coastal Action Foundation was welcomed to present to Council (copy of presentation attached to original set of Minutes). Ms. Nodding provided background on the organization and described projects the foundation is involved with. She continued to request that Council consider providing board representation, communications and a collaboration in creating a healthy environment.

4.0 TABLING OF PETITIONS:

There were no petitions to come before this meeting.

5.0 PUBLIC QUESTION / COMMENT SESSION:

Leon Robertson, 45 College Street, Liverpool – Mr. Robertson stated that he was pleased to hear the sound system is added to the agenda. He further asked if there was an effort to hold a public meeting on the Twinning of Highway 103, tolls, so that residents can have input. Mayor Dagley stated that we did not lobby to hold a meeting in Liverpool on the basis that it was felt that the meeting was well represented in Bridgewater.

6.0 APPROVAL OF MINUTES:

6.1 Council Minutes – February 28, 2017

It was moved by Councillor Muise and seconded by Councillor Fiske:

THAT the minutes of the Regular Council meeting held February 28, 2017 be approved as circulated.

MOTION CARRIED unanimously.

7.0 DANGEROUS OR UNSIGHTLY PREMISES:

There were no items to come before this meeting.

8.0 ECONOMIC DEVELOPMENT:

There were no items to come before this meeting.

9.0 CAOs OFFICE:

9.1 Elm Street – Repeal of Street Closure Resolution

It was moved by Councillor Kelly and seconded by Councillor Fiske:

THAT the Council of the Region of Queens Municipality:

- 1. Repeal the resolution resulting from Item 13.1 from the January 10, 2017 meeting of Council respecting the closure of Elm Street.**

Richard MacLellan, CAO, stated that there are two Elm Streets in Queens. The Elm Street off Main Street in Liverpool has no street addresses but does have two properties that access property (driveways) from Elm Street, and it has been determined to rename the street rather than pursue a closure, as a closure would result in the street no long being serviced (plowed), thereby prohibiting access to the adjacent driveways.

MOTION CARRIED unanimously.

9.2 Elm Street – Renaming of Roads

It was moved by Councillor Kelly and seconded by Councillor Fralic:

THAT the Council of the Region of Queens Municipality:

- 1. Direct staff to initiate the process, per Operational Policy 6 – Naming and Renaming of Roads, to rename Elm Street.**

Mr. MacLellan stated an opportunity for people to rename the street will be forthcoming. As per Policy, the renaming will present an opportunity to recognize people from Queens, and our Communications Department will issue the request so that received ideas will be brought back to Council.

MOTION CARRIED unanimously.

9.3 Operational Policy 81 – Repeal

It was moved by Councillor Fralic and seconded by Councillor Fiske:

THAT the Council of the Region of Queens Municipality Repeal the presently existing Policy 81 that had been approved on June 23, 2015.

Anne MacDonnell, Municipal Clerk & Coordinator, stated the existing Policy does not accommodate Ms. Julie Babin's role in booking rooms at the Town Hall Arts and Cultural Centre, and the new policy will address this deficiency.

MOTION CARRIED unanimously.

9.4 Operational Policy 81 - Replace

It was moved by Councillor Fralic and seconded by Councillor Fiske:

THAT the Council of the Region of Queens Municipality approve the updated Policy 81 as presented during this meeting.

MOTION CARRIED unanimously.

10.0 ENGINEERING AND WORKS:

There were no items to come before this meeting.

11.0 FINANCE:

11.1 Financial Condition Index

Jennifer Keating-Hubley, Director of Finance, provided an update on the Financial Conditions Index (FCI) (copy attached to original set of Minutes). The FCI report for the Region places RQM in the "Rural Municipalities" group alongside HRM's and CBRM, and determines a performance appraisal for RQM based upon the following indicators:

- "green" (*) – out-performed the Rural Municipality Threshold and surpass the group average,
- "yellow" (□) – Municipality is meeting the Rural Municipality Threshold and is below the group average, and
- "red" (Δ) – does not meet the indicator threshold and is below the group average.

Red indicators represent the Municipality's uncollected taxes, 3-year change in tax base, and commercial property assessment. The Region has a higher than average percentage of uncollected taxes and have taken measures to work with residents to set up payment arrangements.

Green indicators were present in the Budget Dimension and the Debt & Capital Dimension. The Region plans for future projects through establishing budgeted reserve funds for upcoming projects, which allows the Region to reinvest in capital projects and infrastructure without exceeding reasonable debt capacity.

11.2 Blue Cross Coverage

It was moved by Deputy Mayor MacLeod and seconded by Councillor Fralic:

THAT the Council of the Region of Queens Municipality approves the renewal of Blue Cross coverage, for monthly costs effective April 1, 2017 as follows:

Single Coverage	\$139.88
Family Coverage	\$362.28

Ms. Keating-Hubley stated the Region is part of the UNSM pool, consisting of 50 municipalities, which provides additional purchasing power. This year the premium increases were not negotiable. As in previous years, the Region had investigated other companies for their premiums, but we do not have the purchasing power as a single entity. The dental premium increased this year.

MOTION CARRIED with 6 in favour and 1 against.

12.0 RECREATION AND COMMUNITY FACILITIES:

12.1 Business Incentive QPEC - Trial

It was moved by Councillor Fiske and seconded by Councillor Fancy:

THAT the Council of the Region of Queens Municipality approve a trial business incentive to members of the South Queens Chamber of Commerce and North Queens Board of Trade as follows:

One booking of the half Community Room space, free of charge, for up to three hours, once per year.

Steve Burns, General Manager – QPEC, provided background for the business incentive trial, stating that he had received a request from the South Queens Chamber of Commerce for a business incentive for their members. Through discussions, the proposal is to provide limited free community room usage, thereby creating additional exposure for the facility with the review that this increased exposure will lead to increased booking / use. The offer was extended to the North Queens Board of Trade.

MOTION CARRIED unanimously.

12.2 Physical Activity Community Survey

Diana Johnson, Physical Activity Coordinator, provided background on the Physical Activity Community Survey which was conducted in November 2016 by Nova Insights Inc. (copy of survey attached to original set of Minutes). The data from approximately 200 respondents was collected through telephone calls of residents 18 years and older living within the Region.

Some highlights included:

- Walking is the most popular activity (48%), followed by swimming (28%), and biking (13%)
- Infrastructure for walking and cycling is needed, including trails connectivity and lighting
- Health care providers may support participation
- Cost issues
- More family friendly, non-competitive activities
- Female only opportunities

13.0 PLANNING:

There were no reports to come before this meeting.

14.0 REPORTS

There were no reports to come before this meeting.

15.0 OTHER:

15.1 Council Sound System

It was moved by Councillor Fralic and seconded by Councillor Muise:

THAT the Region of Queens Municipality have a professional Sound Engineer (or professional qualified individual) complete or recommend upgrades to ensure the sound quality of our sound system in Council Chambers.

Councillor Fralic stated that the sound system has been an ongoing issue since 2013 when the Council Chambers were renovated and we have had many repeated complaints from the gallery.

MOTION CARRIED with 6 in favour and 1 against.

16.0 IN-CAMERA ITEMS

It was moved by Deputy Mayor MacLeod and seconded by Councillor Kelly that the proceedings go In-Camera at 11:20 a.m. to discuss the following:

- 16.1 Contract Negotiations, MGA 22(2)e
- 16.2 Contract Negotiations, MGA 22(2)e
- 16.3 Personnel Matter, MGA 22(2)c

MOTION CARRIED unanimously.

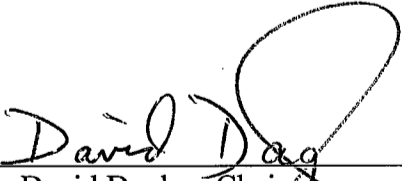
COUNCIL RECESSED FOR 10 MINUTES AT 11:20 A.M.

It was moved by Councillor Fiske and seconded by Councillor Muise that the proceedings exit the In-Camera session at 1:05 p.m.

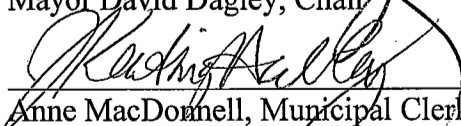
MOTION CARRIED unanimously.

17.0 ADJOURNMENT

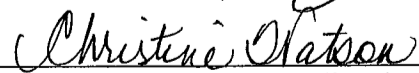
There being no further business, the meeting adjourned at 1:07 p.m.



Mayor David Dagley, Chair



Anne MacDonnell, Municipal Clerk & Coordinator

for 

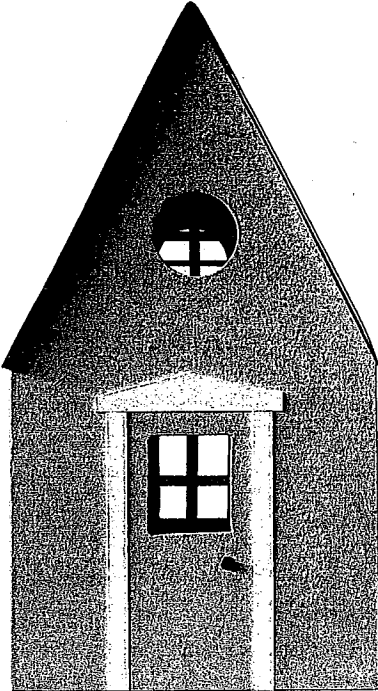
Christine Watson, Recording / Management Secretary

Date Approved: March 28, 2017

Housing in MUNICIPAL UNIT:
Housing Assessment Highlights

**SOUTH SHORE HOUSING
ACTION COALITION**

NANCY GREEN
DATE:



*Healthy, affordable housing options for
all, at every stage of life*

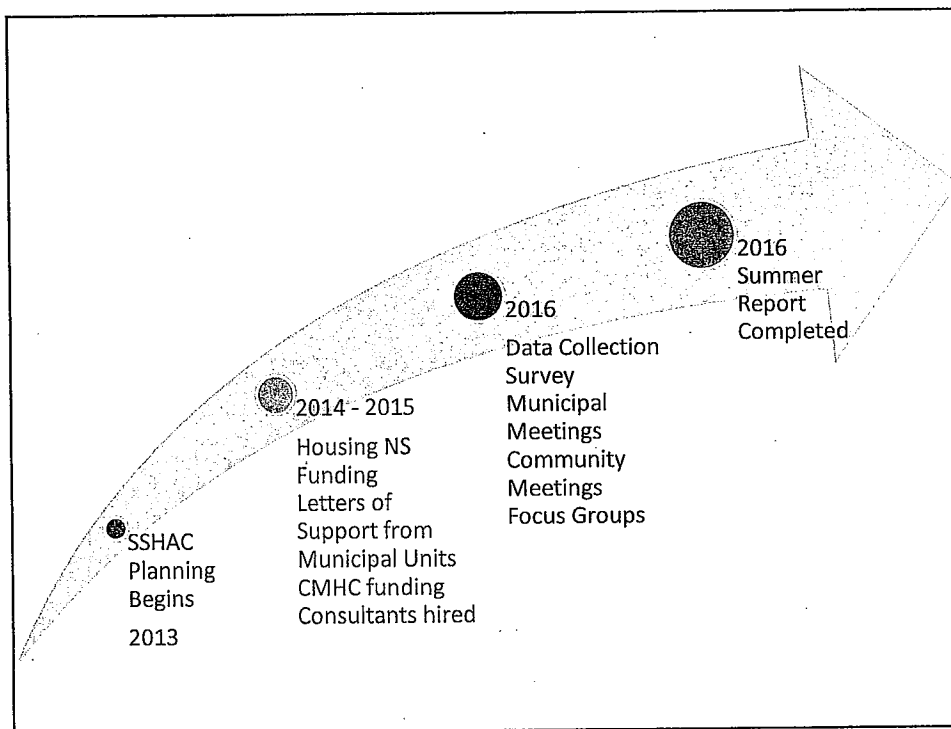
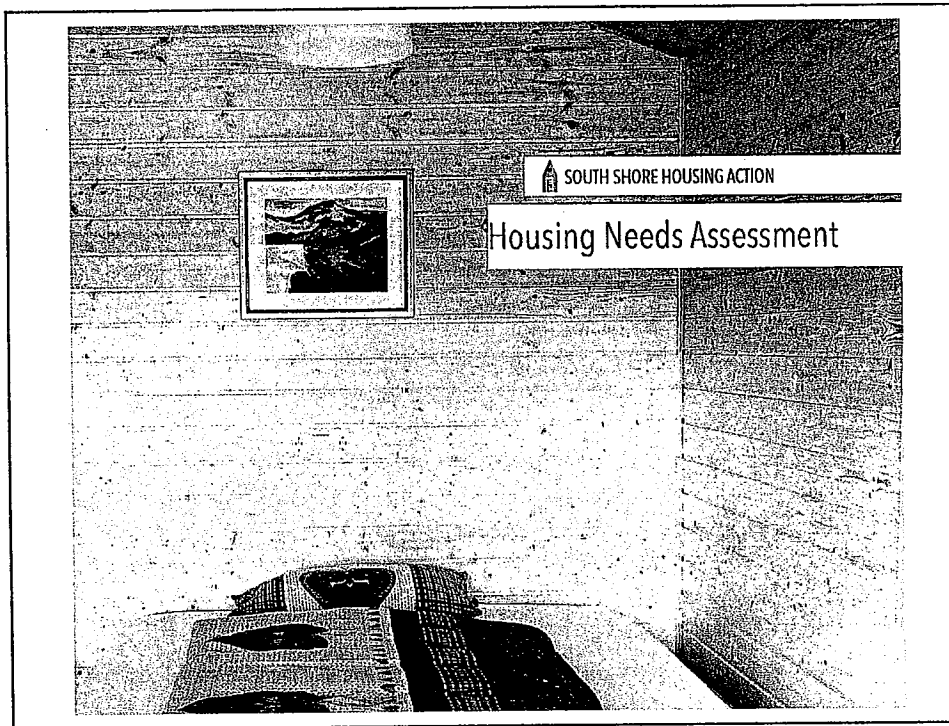


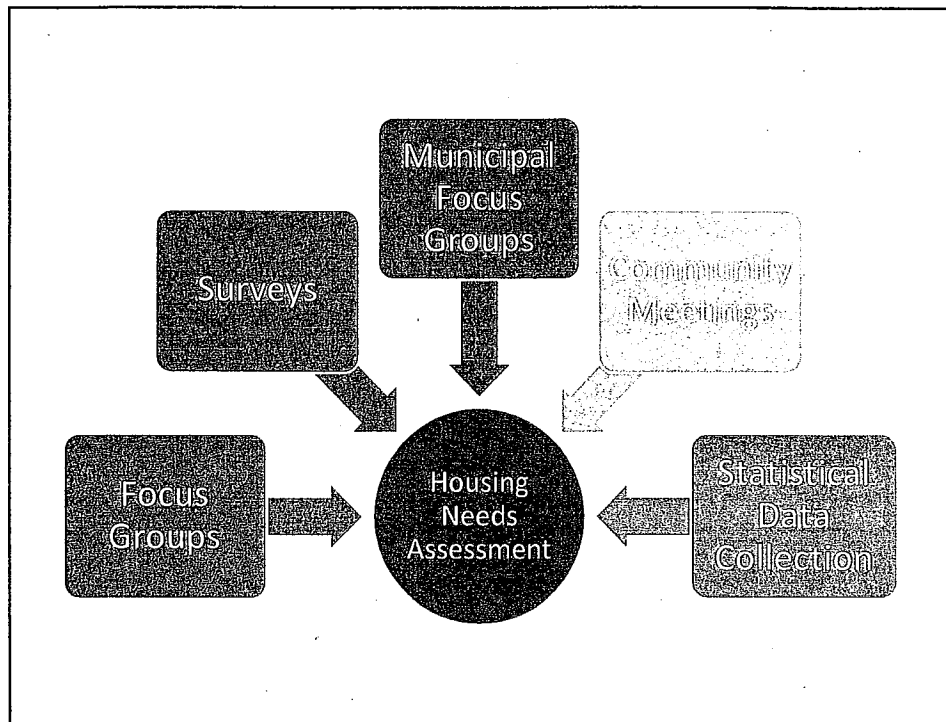
- Second Story Women’s Centre
- South Shore Transition House Association
- Aspotogan Heritage Trust
- South Shore District Health Authority
- Western Regional Housing Authority
- Lunenburg County Community Health Board
- Town of Bridgewater
- Municipality of the District of Lunenburg
- Municipality of the District of Chester
- Region of Queens Municipality
- Town of Lunenburg
- Town of Mahone Bay
- Nova Scotia Health Authority
- Community members

CURRENT COALITION MEMBERS



WHAT IS AFFORDABLE HOUSING?





2.1 Shelter Costs: Regional Overview

Municipality	2011 NHS Median Shelter Cost	2011 NHS Average Shelter Cost	2016 NHS Average Shelter Cost plus CPI Inflation*	2016 Housing NS Average Market Rent	CMHC 2015 Average Rent	Average of NHS 2016, Housing NS and CMHC Average Rents
Town of Bridgewater	\$651	\$703	\$735	\$705	\$760	\$733
Town of Lunenburg	\$706	\$726	\$759	\$700	\$778	\$746
Town of Mahone Bay	\$538	\$643	\$672	\$700	n/a	\$686
Municipality of the District of Chester	\$654	\$702	\$734	\$845	n/a	\$790
Municipality of the District of Lunenburg	\$651	\$665	\$695	\$650	n/a	\$673
Region of Queens Municipality	\$598	\$619	\$647	\$635	\$629	\$637

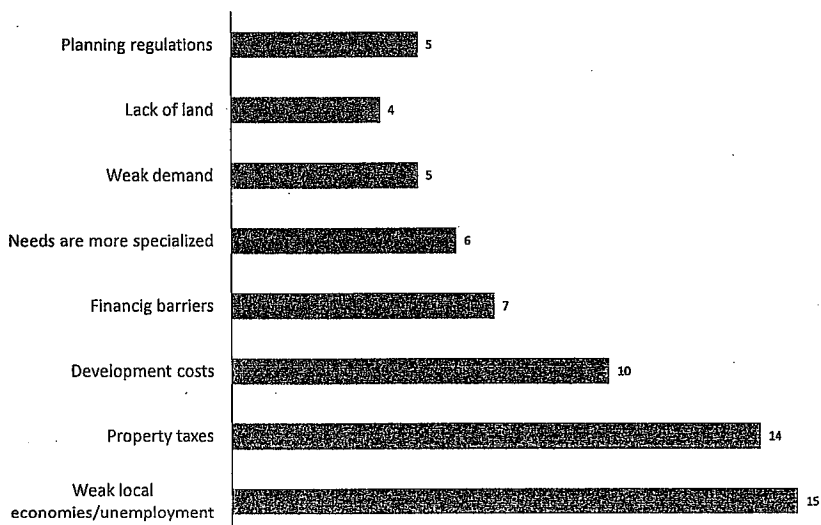
* Average and Median Shelter Costs include utilities, whereas CPI inflation only considers the inflation on rent. The rent inflation is applied to total shelter cost in this report. Inflation on utilities is higher than inflation on rent, but is not factored into the NHS 2016 numbers here. Inflation is a provincial average.

Public Survey Regional Survey Analysis

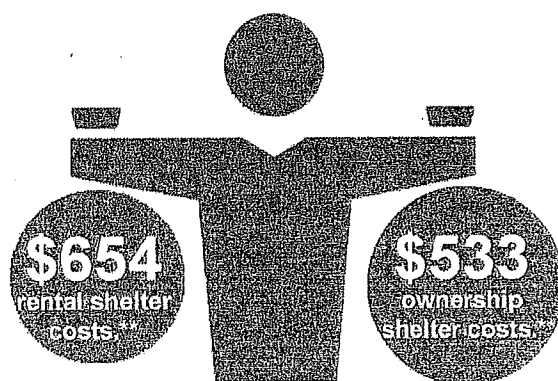
The following are highlights of the public surveys collected:

- 15% of respondents reported having accessibility issues, representing a significant need for housing catering to their needs.
- 44% of all respondents reported paying more than 30% of their income on shelter costs each month.
- About two thirds of respondents said that home ownership is important to them.
- 24% of respondents stated that they sometimes have trouble paying their mortgage or are constantly struggling to pay it.
- Over 1 in 4 said they were considering downsizing their current living situation.
- 64%, almost two thirds of respondents, said that housing affordability is an issue in the six municipalities.
- As seen in the public housing chart, there is a lack of affordable housing units for families and non-seniors in particular.
- According to the 2011 NHS data, and the 2016 Housing Nova Scotia data, rent prices have remained fairly constant in the six municipalities, with the exception of MODC.

What issues do you see facing the housing sector in the community where your business interests are located? N=23 respondents

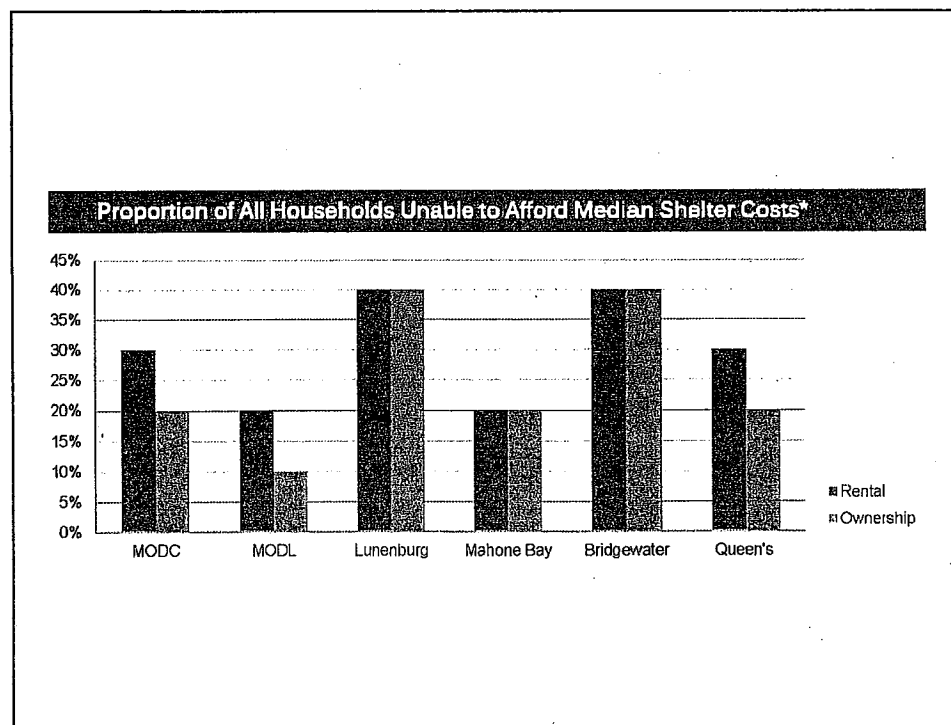
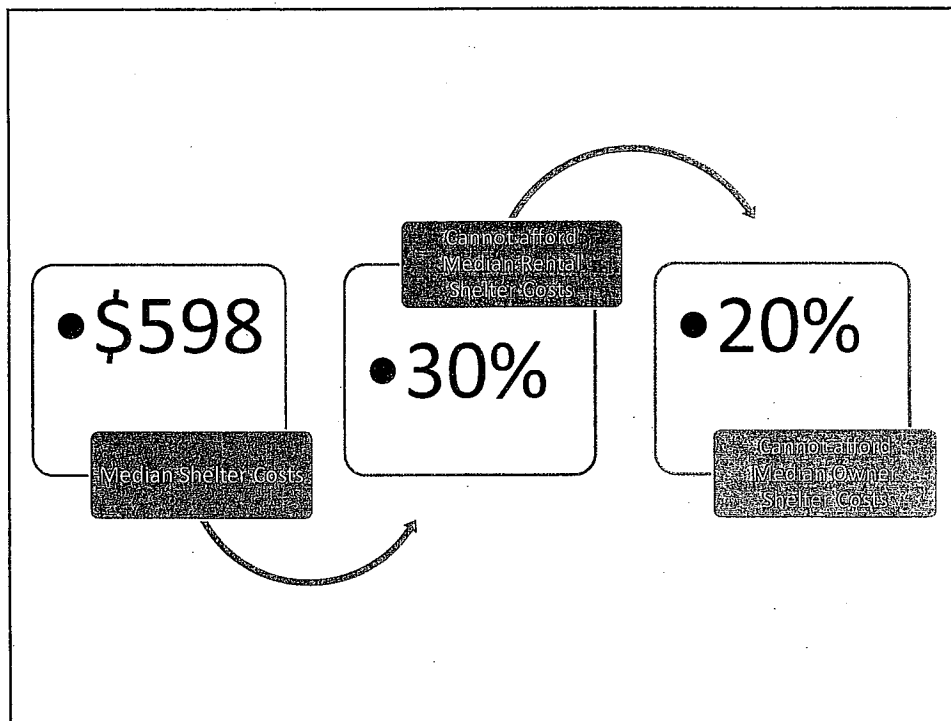


MUNICIPAL PROFILE AND HIGHLIGHTS

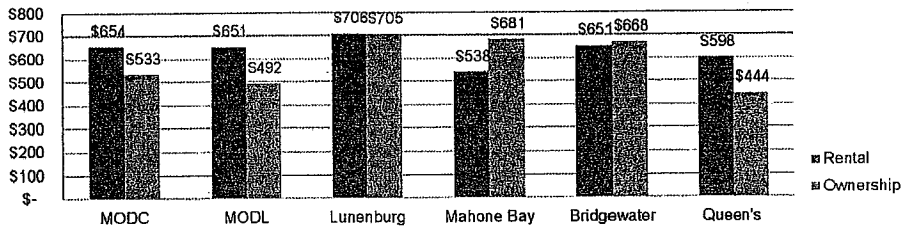


National Household Survey: Average Shelter Costs

2011



Median Shelter Costs*: Rental and Ownership

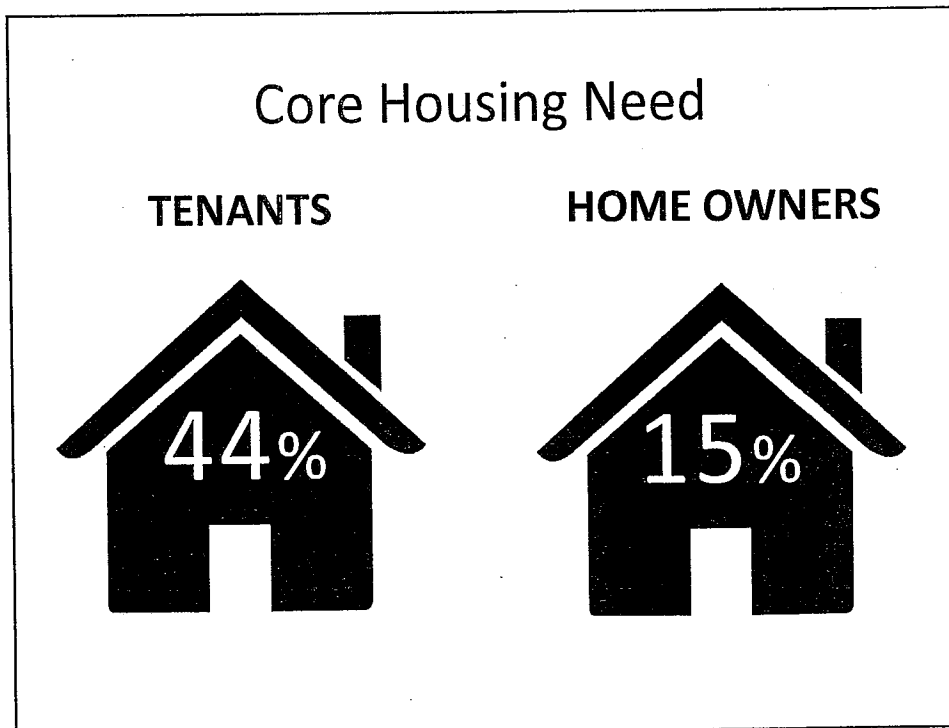
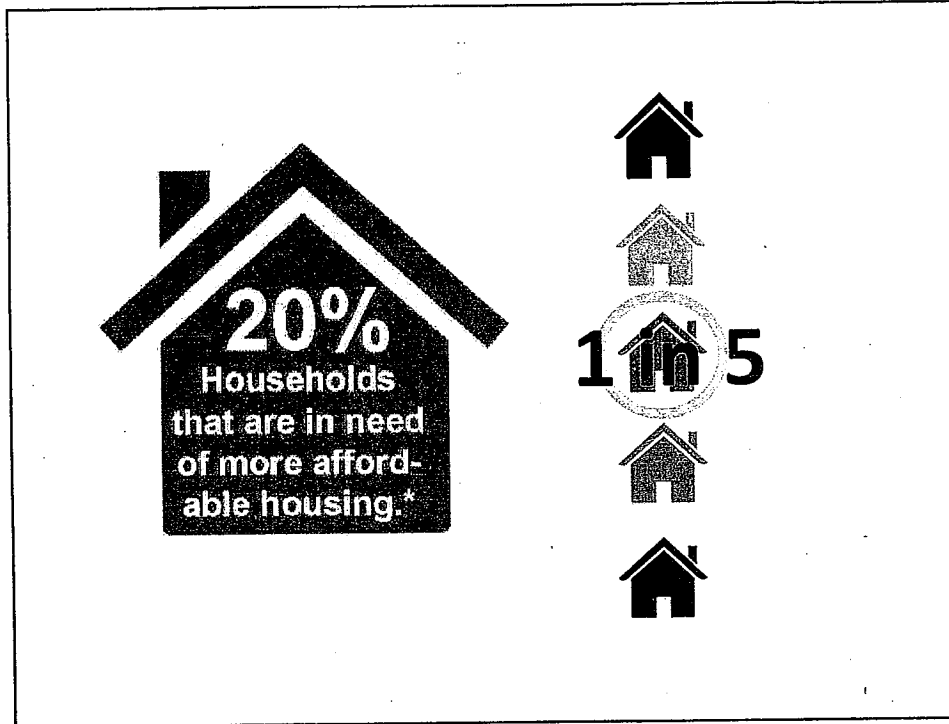


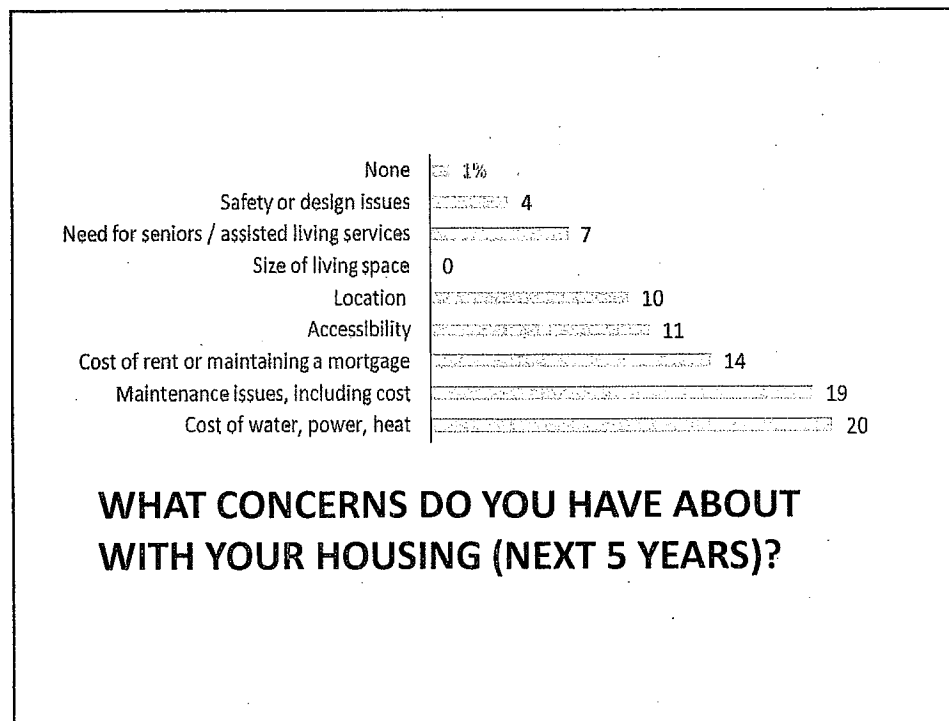
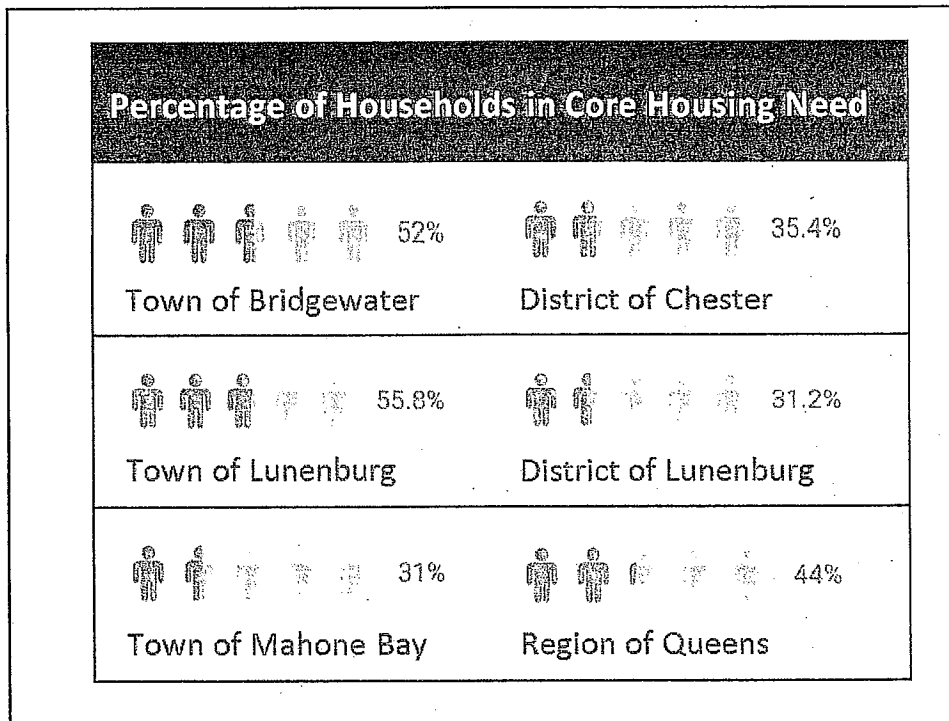
* Based on Low End of Income Range. Shelter costs include monthly rent (for tenants) or the mortgage payment, property taxes and condominium fees (for owners) and the costs of electricity, heat, municipal services, etc. Note: Affordable Ownership only includes the price of the house (no expenses), assumes no debt, a downpayment of approximately 5%, interest rate of 4.75% and a 25 year amortization period using calculator at www.zillow.com/mortgage-calculator/house-affordability/

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Phase 5: Pilot Projects

Within the Community Housing Profiles, one pilot project is outlined for each municipal unit based on the analysis of each of their community's housing needs. An approach for each pilot project, considers partnerships and capacity building where possible. The value of the six (6) projects is that the success of a project in one Municipality could be replicated in others. Assuming that each of the six projects are viable and successful, then a total of 36 housing initiatives might be achievable. Additional project ideas are found in the 'Idea Bank'. These six pilot projects include:

Incentivising Mixed Use to Support Downtown / Redevelopment	Town of Bridgewater
Age Friendly Neighbourhood Design	Town of Lunenburg
Co-housing - The Future of Mahone Bay's Old Homes?	Town of Mahone Bay
Municipal / Community Care Partnership	Municipality of the District of Chester
Municipal / Health / Transit Project to Support Rural Living	Municipality of the District of Lunenburg
Creating a Tenant Collective	Region of Queens Municipality

Idea Bank

Like an actual bank where deposits and withdrawals are made, the Idea Bank is an important reference source for SSHAC and its partners to consider. Ideas contained in the Idea Bank may be actioned at any time by any group or partnering groups such as the Municipality with a community group, or just one or the other on their own. Partnerships are normally critical for success.

- Promotion of HousingNS programs
- Flexibility in Zone Rules
- Municipal Role in Assisted Living
- Housing Supports through Social Enterprise
- Raising Awareness of Residential Tenancies
- Home Value Program
- Supportive Housing

IDEA BANK

The South Shore Housing Action Coalition requests that council direct staff to review the Housing Needs Assessment and consider what opportunities exist for the municipality to take action.

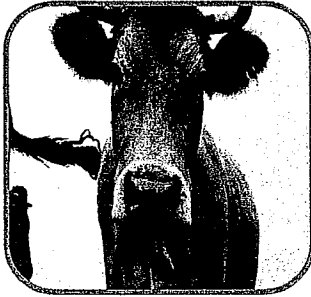
OUR ASK

Thank-You

sshousingaction@gmail.com

Bluenose Coastal Action Foundation

Region of Queens
Council Meeting



Presentation by: Brooke Nodding
Executive Director, Coastal Action

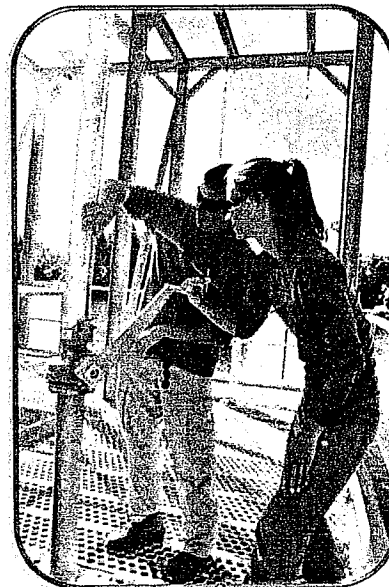


Bluenose Coastal Action Foundation

Presentation Overview

Coastal Action

- Who we are
- What we do
- Where we work
- When – Work with other Municipalities
- When – Issues of Interest to Queens
- When – Past, Present & Future
- Why important & What we need from you
- Questions



Coastal Action – Who We Are

- Inception – December 1993
- Vision – A healthy environment supporting thriving South Shore communities.
- Mission – Leading efforts to protect, enhance, and restore our ecosystem through research, education, and action.
- Board of Directors – Multi-stakeholder representation



Coastal Action – Who We Are

Coastal Action Board of Directors 2016-17

Rick Welsford, Biologist/Project Manager, Chair

Kelly Wilson, retired Engineer/Brew Master, Past Chair

Chip Veinotte, retired DFO Fisheries Officer/Fish Habitat Biologist, Vice-Chair

Jeremy Hopkins, Michelin North America (Canada) Inc., Treasurer

Mike Allen, Environmental Inspector, represents NS Environment (ex-officio advisor)

Michael Graves, Councillor, represents Town of Bridgewater

Paul MacLellan, Teacher, represents Nova Scotia Community College

Andre Veinotte, Councillor, represents Municipality of the District of Chester

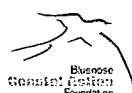
Jesse McLean, Environmental Inspector, Member at Large

John McGee, Councillor, represents Town of Lunenburg

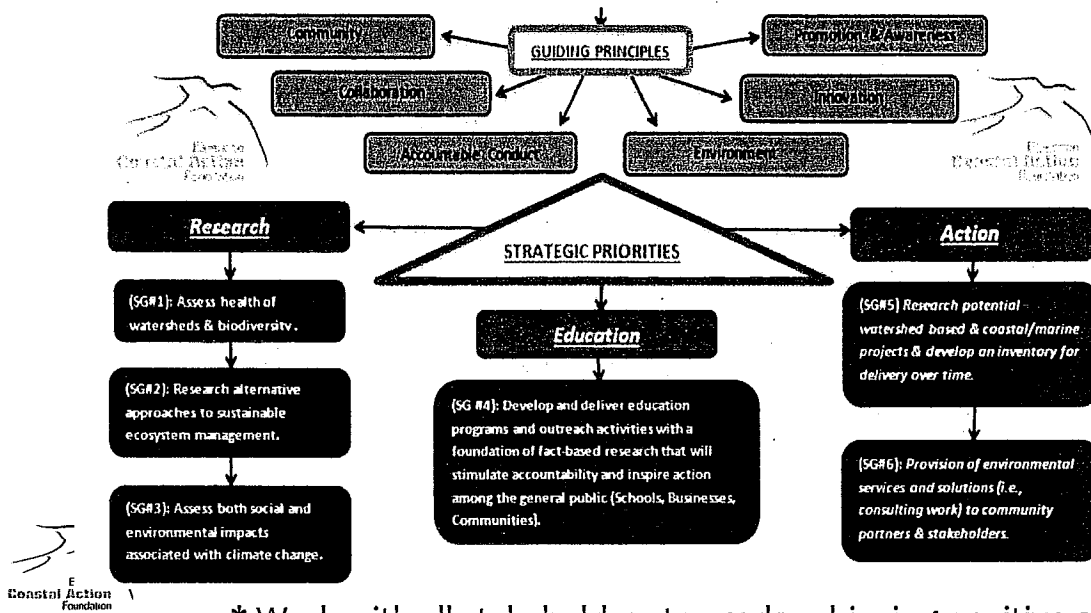
Karl Nauss, Councillor, represents Town of Mahone Bay

Brian Gilbert, retired NS DNR Deputy Minister, Member at Large

Vacant, Councillor, represents Municipality of the District of Lunenburg

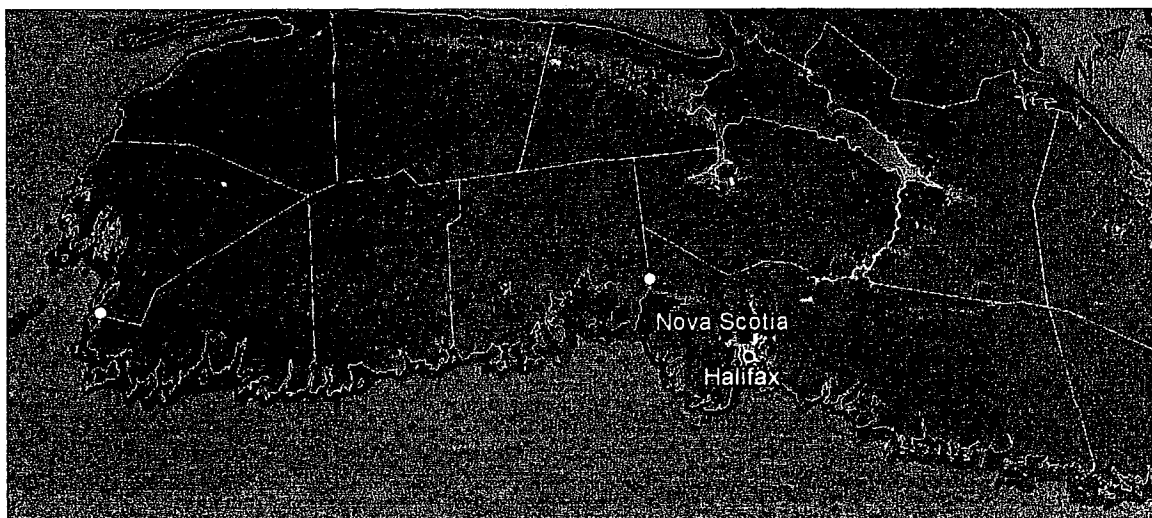


Coastal Action – What We Do



* Work with all stakeholders towards achieving positive solutions.

Coastal Action – Where We Work



South Shore – Hubbards to Argyle... and beyond!

Coastal Action When – Work with other Municipalities

- **MODL**
 - Coastal Policy
 - Environmental Education
 - Straight Pipes
- **Town of Bridgewater**
 - Active Transportation
 - Water Quality Monitoring
 - Growing Green Festival
 - Energize Bridgewater
 - Stormwater Management
- **MODC**
 - Water Quality Monitoring
 - Clean Boating
 - Environmental Education
- **Town of Lunenburg**
 - Solid Waste Education
 - Storm Surge and Flood Models
 - Sewage Treatment Facility
- **Town of Mahone Bay**
 - Pesticide Survey
 - Wooden Boat Festival
 - Harbour Management Application



Coastal Action When – Issues of Interest to Queens



- Greening of Businesses / Eco-Tourism Opportunities (i.e., work with White Point)
- Learn to Grow (Program Queens County CHB)
- Low Impact Design Stormwater Management Projects
- Rural Water Conservation Program
- Atlantic Salmon (Medway River Salmon Association)
- Environmental Education / Programming

Coastal Action When – Past, Present & Future

- Species at Risk (Atlantic whitefish, Roseate tern, American eel, Atlantic salmon)
- **LaHave River Watershed Project** (water quality monitoring, fish habitat restoration, watershed management plan)
- Climate Change (MODL Coastal Policy, coastal strategy, municipal flood models and sea level rise projections, stormwater management)
- **Catchment Liming** (Gold River, development of guide book)
- Marine Debris & Microplastics (Atlantic regional project replicating work conducted in Great Lakes and St. Lawrence



regions)



Coastal Action When – Past, Present & Future

- **Petite Riviere Watershed Project** (water quality monitoring, fish habitat restoration, watershed management plan, shale pit remediation)
- Clean Boating (pump-out facilities, awareness)
- **Environmental Education** (Morton Centre Programs, Fish Friends, salt marsh interpretive site, solid waste / vermicomposting, pollution prevention, outdoor classrooms, ABC plans, etc.)
- Coastal Erosion (Living Shorelines demonstration)
- **Artificial Reefs** (marine habitat compensation, abandoned /

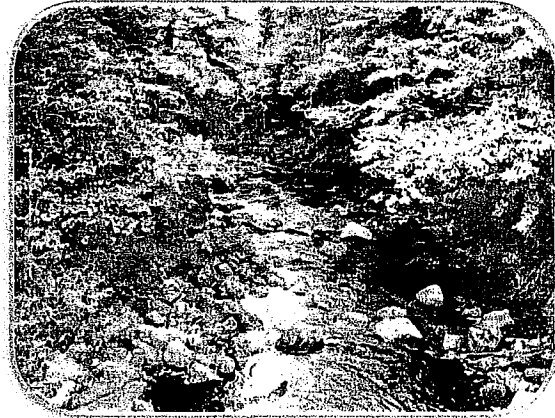


derelict vessels)



Coastal Action Why Important

- Focus on Positive Action not finger-pointing or laying blame
- Science-based, unbiased research and data collection
- Largest employer of scientifically trained youth in region
- Local service provider, shared investment (leveraging)
- Building community networks
- Developing environmental capacity



Coastal Action What we need from you



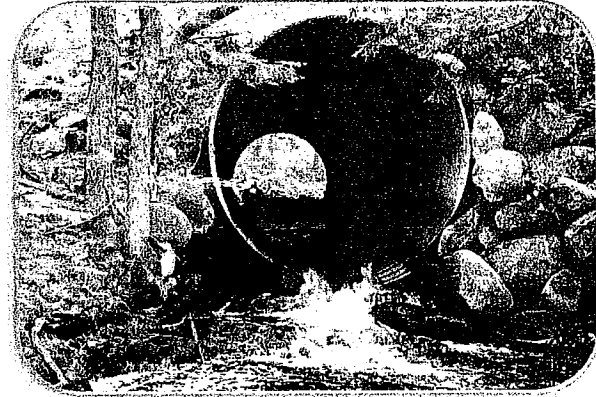
- Engage new partners
- Create interest
- Board representation
- Program support through communications
- Support in building community networks
- Collaboration in creating a healthy environment on the South Shore



Questions

Coastal Action is expanding... let's explore how we can work together for a better environment in the future.

- Thank you!





The Bluenose Coastal Action Foundation is a community-based charitable organization with a mandate to address the environmental concerns along the South Shore region of Nova Scotia. Coastal Action's goal is to promote the restoration, enhancement, and conservation of our ecosystem through research, education, and action. The organization receives direction from a volunteer board of directors supported through a full-time Executive Director

and has been an established member of the Lunenburg County community since our inception in December of 1993. Over the past 20+ years, Coastal Action has successfully completed a vast number of projects within the South Shore region of the province. Project themes have included such issues as River Restoration on the Mushamush, Gold, and LaHave River systems; Water Quality Monitoring in the LaHave River and Petite Riviere watersheds; Endangered Species Projects addressing the Roseate tern, Atlantic whitefish, Atlantic salmon, and American eel; Climate Change and Pollution Prevention initiatives (i.e., Active Transportation, Water and Energy Conservation, Solid Waste Education, etc.); and Clean Boating...to name but a few.

OUR VISION

A healthy environment supporting thriving South Shore communities.

OUR MISSION

We lead efforts to protect, enhance, and restore our ecosystem through research, education, and action on the South Shore.

OUR BOARD OF DIRECTORS

Rick Welsford, Biologist, Chair

Kelly Wilson, Councillor, Past Chair

Granville "Chip" Veinotte, retired Fisheries Officer, Vice-Chair

Jeremy Hopkins, Michelin North America (Canada) Inc., Treasurer

Mike Allen, Environmental Inspector, represents NS Environment (ex-officio advisor)

Michael Graves, Councillor, represents Town of Bridgewater

Paul MacLellan, Teacher, represents Nova Scotia Community College

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John McGee, Councillor, represents Town of Lunenburg

Karl Nauss, Councillor, represents Town of Mahone Bay

Brian Gilbert, retired NS Dept. of Natural Resources

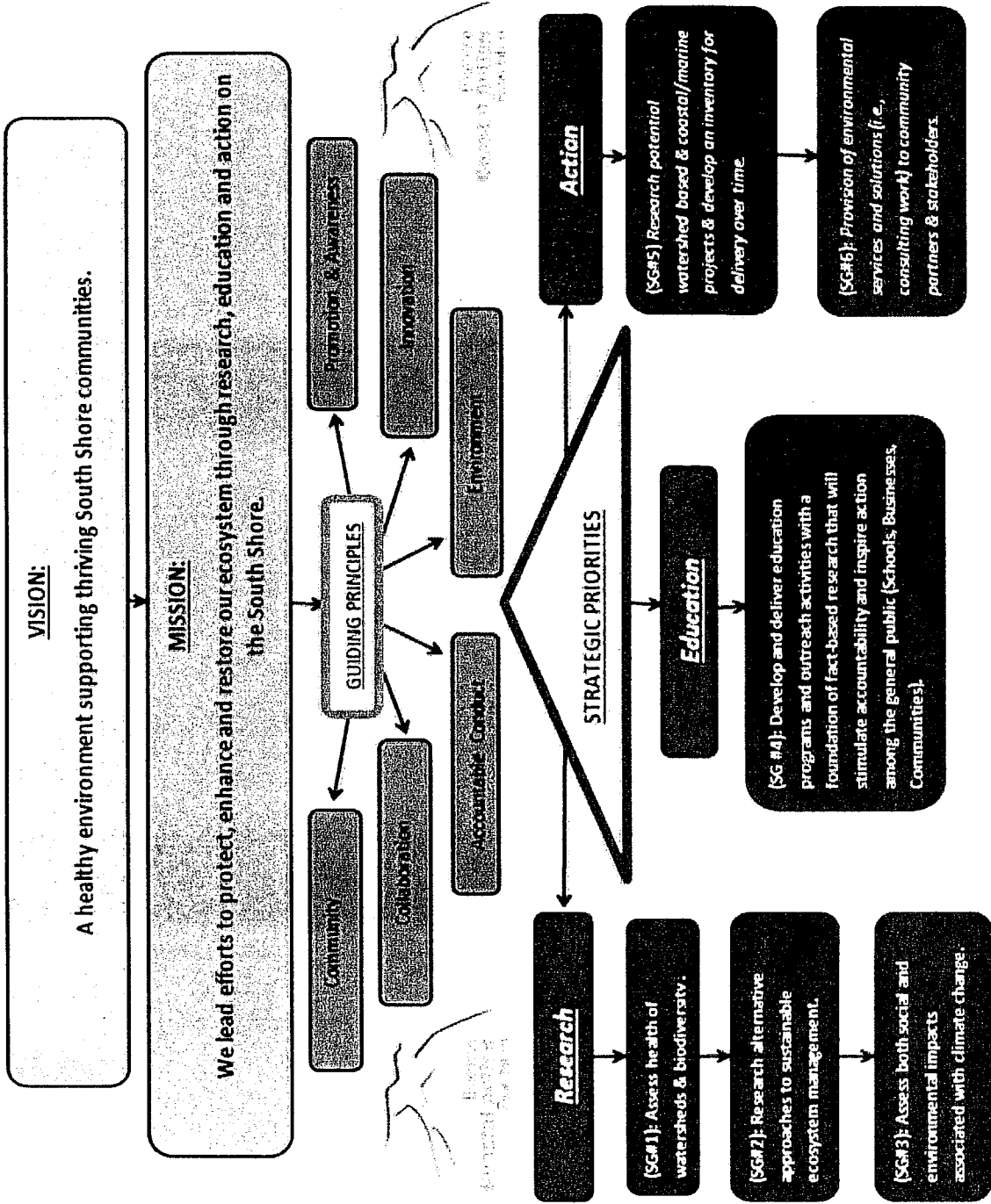
Andre Veinotte, Councillor, represents Municipality of the District of Chester

Vacant, Councillor, represents Municipality of the District of Lunenburg



37 Tannery Road, PO Box 730, Lunenburg, NS, B0J 2C0

Tel: 902-634-9977 Email: info@coastalaction.org Web: www.coastalaction.org





ANNUAL ORGANIZATIONAL BUDGET (Based on March 2016 Audited Financial Statements)

Total Revenue: \$650,911

Revenue Source	Amount
Federal Government	\$269,890
Provincial Government	\$89,135
Municipal Government	\$26,189
Other Charities and Foundations	\$88,600
Industry Contributions	\$146,100
Other Sources of Revenue (i.e., Program registration fees, donations, etc.)	\$17,867
Academia	\$13,130
Total	\$650,911

LIST OF PROJECTS 2016-17

- Atlantic Whitefish Recovery Project
- Morton Centre Environmental Education Programs
- LaHave River Living Shorelines / Bridgewater Outdoor Classroom Project
- Garden Lots Salt Marsh Interpretive Trail Project
- LaHave River Watershed Project
- Catchment Liming in the Gold River Watershed
- American Eel & Elver Research Project
- Shale Pit Remediation and Wetland Expansion Project
- Stormwater Management in Town of Bridgewater
- Bridgewater Community Energy Initiative
- Climate Change Adaptation and Education Project

* For more details on any of our Projects please visit our website at www.coastalaction.org

ENVIRONMENTAL ISSUES AND CONCERNS

- Straight Pipe Septic Systems
- Microplastics and Marine Debris
- Derelict and Abandoned Vessels – Potential use as marine habitat improvements
- Marine Protected Areas
- Nova Scotia Causeways
- “Greening” of Businesses / Environmental Certification Program for Businesses



Region of Queens Municipality

POLICY 81 Fees / Booking Procedures: Town Hall Arts & Cultural Centre

Date Approved: 14 March 2017

1.0 PURPOSE

The purpose of this policy is threefold:

- 1.1 To establish guidelines for the booking and use of the following spaces in the Town Hall Arts & Cultural Centre:
 - a. Common Display Room, and
 - b. Multi-Purpose Room, and
 - c. Volunteer Office.

- 1.2 For the Period 1st April 2017 – 31st March 2020, to name Julie Babin, Owner / Operator of The Welcome Matte Frame Shop, a business taking residence in the Town Hall Arts & Cultural Centre, as the contact individual for some reservations.

- 1.3 To identify Julie Babin as a legal Agent of the Region of Queens Municipality with authority to:
 - a. Schedule bookings,
 - b. Set pricing schedules annually,
 - i. The Agent is able to provide quarterly updates to the Pricing Schedule for Councils consideration in response to community needs / uses of the space that might not have been identified during the original Pricing Schedule, and
 - c. Receive payment related to bookingsfor the spaces identified in 1.1(a – b), and to limit her legal authority on behalf of the Municipality to 1.3(a – c) only.

2.0 AUTHORITY

- 2.1 Municipal Government Act, Part 3, Section 48 (1)
- 2.2 Municipal Government Act, Part 3, Section 48 (3)
- 2.3 Municipal Government Act, Part 3, Section 61 (1)
Municipal Government Act, Part 3, Section 61 (2)



3.0 POLICY

3.1 General Statement of Policy

It shall be the policy of The Region of Queens Municipality ("RQM") to have guidelines for use of the Common Display Room, Multi-Purpose Room, and Volunteer Office at the Town Hall Arts & Cultural Centre.

3.2 Facility Space

Booking of space shall be on a first-come, first-served basis.

Booking of the Common Display Room and Multi-Purpose Room shall be made by contacting RQMs Agent (see 1.2 above). All conflicts of booking times relating to the Common Display Room and Multi-Purpose Room will be resolved by and at the full discretion of RQMs Agent.

Booking of the Volunteer Office shall be made by contacting the Economic Development Department of RQM. Requests are to be submitted no later than 15th December. All conflicts of booking times relating to the Volunteer Office will be resolved by and at the sole discretion of the Economic Development Department of RQM. RQM reserves the right to interrupt from time to time, and for short periods only, the use of this space.

The Volunteer Office is designated for use by volunteer and / or not-for-profit groups and is intended to be shared space. It shall be used to house a staff person and limited real property such as, but not necessarily limited to, a filing cabinet. It shall be the determination of the Economic Development Department of RQM whether the proposed real property to be stored by a Facility User in the Volunteer Office will be acceptable.

All users shall sign a "use of space agreement", herein identified as Schedule A, which forms part of this policy and which is subject to revisions upon the approval by the Council of RQM.

3.3 Fees

Fees related to the Common Display Room and the Multi-Purpose Room will be established by RQMs Agent and approved following adequate consideration by RQM Council; all fees are subject to HST. Payment of fees relating to the Common Display Room and the Multi-Purpose Room is to be made in accordance with the guidelines and schedule established by RQMs Agent.

Use of the Volunteer Office will be provided without cost to registered not-for-profit organizations. Use of the Volunteer Office by community volunteer groups will be provided at a monthly cost of \$8.70 plus HST, resulting in an all-in total monthly cost of

\$10.00. Payment of this fee is to be made to the Economic Development Department of RQM.

3.4 Indemnification

All Facility Users shall sign a “use of space agreement” which shall indemnify and hold harmless RQM, its officers, Agent, and employees from and against all liabilities, claims expenses, demands, loss, cost, damages, actions, suits or other proceedings by whomsoever made, directly or indirectly arising out of the project attributable to bodily injury, sickness, disease or death or damage to or destruction of tangible property caused by any acts or omissions of the Facility User, its officers, agents, servants, employees, customers, invitees or licensees, or occurring in or on the premises or any part thereof and, as a result of activities under this proposal.

All groups and / or users that are non-incorporated or that do not hold society registration may be required to have all participants sign Schedule A.

3.5 Insurance

RQM and its Agent reserve the right to require evidence of insurance from a Facility User should this be deemed necessary. Determination of and for the need of insurance is at the sole discretion of RQM or its Agent.

THIS IS TO CERTIFY THAT this Operational Policy was passed by the Council of the Region of Queens Municipality at a duly constituted meeting of said Council held the xx day of [month] 201x.

MAYOR

MUNICIPAL CLERK & COORDINATOR

REPEAL

Operational Policy 81: Fees/Booking Procedures – Old Liverpool Town Hall, adopted by the Council of the Region of Queens Municipality on the 23rd day of June 2015, is hereby repealed.



“SCHEDULE A”

REGION OF QUEENS MUNICIPALITY – FACILITY USER RENTAL AGREEMENT

THIS AGREEMENT made this _____ day of _____, 20_____

BETWEEN:

The Region of Queens Municipality, a municipal body corporate, with offices in Liverpool, in the County of Queens and Province of Nova Scotia, hereinafter referred to as the “MUNICIPALITY”

AND:

_____, in the County of _____, Province of Nova Scotia, hereinafter referred to as the “FACILITY USER”.

The Municipality and the Facility User agree as follows:

1. Facility means: _____
Describe room(s)

2. Use of Facility: _____ # of People: _____

The Facility shall not be used for any purpose except that purpose identified and as described above without first obtaining the written consent of the Municipality or its Agent.

3. Term: (a) Date(s): _____ (b) Time/Hours (to/from): _____

4. Rental: The rental fee, including HST, shall be \$_____, and the Facility User shall pay the full sum of said rental fee to the Municipality or its Agent, as determined by Facility, prior to the first booking date.

5. A full refund or credit may be issued at the sole discretion of municipal staff or the Municipality’s Agent, as determined by the Facility. All requests must be made 24 hours in advance of the proposed Facility booking.

6. Unless otherwise directed, the Municipality will have a representative on-site fifteen (15) minutes prior to the commencement of the aforesaid dates and times to open the Facility and will be on call during the aforesaid hours.
7. The Facility User shall comply with all municipal disclaimers, including "no alcohol" without required permits and municipal approval.
8. The Facility User will comply with all municipal, provincial, and federal bylaws, statutes, and / or regulations.
9. It is the responsibility of the Facility User to leave the Facility(ies) in a respectable state. Failure to do so may incur additional charges at the sole discretion of the Municipality or its Agent.
10. The Municipality reserves the right to terminate this Agreement for any reason whatsoever, at its sole discretion, at any given time.
11. The Facility User will indemnify and hold harmless the Municipality, its officers, Agent, and employees from and against all liabilities, claims expenses, demands, loss, cost, damages, actions, suits or other proceedings by whosoever made, directly or indirectly arising out of the project attributable to bodily injury, sickness, disease or death or damage to or destruction of tangible property caused by any acts or omissions of the Facility User, its officers, agents, servants, employees, customers, invitees, or licenses or occurring in or on the premises or any part thereof and, as a result of activities under this proposal.

SIGNED, SEALED & DELIVERED
 In the Presence of

_____)
 _____)
 _____)

Facility User

_____)
 _____)
 _____)

Region of Queens Municipality

Financial Condition Index

The Financial Condition Index helps municipal councils and Nova Scotians make sense of municipal financial information by providing a variety of sources of information in a single document. The index is organized into three financial dimensions that focus on where municipalities get their revenue, how they spend their money, and how they manage their finances.




The index was developed jointly by the Province of Nova Scotia, the Union of Nova Scotia Municipalities, and the Association of Municipal Administrators. Thresholds are based on jurisdictional scans, literature reviews, and municipal consultations.

You can view the Financial Condition Index for all municipalities by selecting one fiscal year or selecting a multi-year trend.



[+ View Another FCI](#)

Region of Queens - 2015/16










FCI Color Legend

-  The Municipal Indicator Score **meets** the Threshold and the Rural Municipality Average.
-  The Municipal Indicator Score **meets** the Threshold but **does not meet** the Rural Municipality Average.
-  The Municipal Indicator Score **does not meet** the Rural Municipality Threshold.



Indicator Legend









 Information Legend  Chart Legend

Revenue Dimension











Indicator	Score	Rural Municipality Average	Rural Municipality Threshold*
Reliance on Government Transfers (%)  	8.4	4.5	Below 15.0
Uncollected Taxes (%)  	14.1	9.1	Below 10.0
3-Year Change in Tax Base (%)  	2.6	9.6	Above 3.9
Commercial Property Assessment (%)  	8.8	11.2	Above 10.0
Reliance on Single Business/Institution (%) 	4.1	3.4	Below 10.0

Budget Dimension

Indicator	Score	Rural Municipality Average	Rural Municipality Threshold*
Residential Tax Effort (%)  	2.7	2.3	Below 4.0


Indicator	Score	Rural Municipality Average	Rural Municipality Threshold*
Deficits in the Last Five years (#)  	0.0	0.4	Below 1.0
Budgeted Expenditures Accuracy (%)  	0.4	3.2	Between -5.0 And 5.0
Liquidity (Ratio)  	4.6	3.3	Above 1.0
Operating Reserves (%)  	57.7	51.0	Above 10.0

Debt & Capital Dimension

Indicator	Score	Rural Municipality Average	Rural Municipality Threshold*
Debt Service (%)  	6.2	4.6	Below 15.0
Outstanding Debt (%)  	0.4	0.5	Below 3.5
Undepreciated Assets (%)  	70.2	62.1	Above 60.0
5-year Capital Purchases (%)  	221.2	201.3	Above 100.0
5-year Contributions to Capital Reserves (%)  	16.6	29.0	Above 10.0

* Indicates the threshold is inclusive of the value found in the table. For example, if the threshold is 'below 15%', the municipality meets the threshold if their score is equal to or less than 15%.

Downloadable Documents

- > Financial Condition Index - Brochure [ - 415.50 kb]
- > Frequently Asked Questions