

**REGION OF QUEENS MUNICIPALITY  
REGULAR COUNCIL  
TUESDAY, SEPTEMBER 26, 2017  
10:00 a.m.**

**PRESENT:** Mayor David Dagley, Chair  
Councillor Kevin Muise  
Councillor Heather Kelly  
Councillor Brian Fralic  
Deputy Mayor Susan MacLeod  
Councillor Jack Fancy  
Richard MacLellan, Chief Administrative Officer  
Jennifer Keating-Hubley, Director of Finance  
Christine Watson, Recording / Management Secretary

**REGRETS:** Councillor Raymond Fiske  
Councillor Gilbert Johnson

**1.0 CALL TO ORDER:**

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

**2.0 CHANGES / APPROVAL OF AGENDA**

**It was moved by Councillor Muise and seconded by Deputy Mayor MacLeod that the Agenda be approved as presented:**

**MOTION CARRIED unanimously.**

**3.0 PRESENTATION(S):**

S/Sgt. Derek Smith was welcomed to Council.

Following public consultation meetings held this past winter in Liverpool and Caledonia, and discussions held with Council, a performance plan was created. Some highlights included:

- Road safety – They have a provincial directive to work toward reducing fatal and serious collisions by 3% using proactive education campaigns.  
  
The force has been asked to increase summary offences from 283 to 350, with 76 tickets being issued by the end of the first quarter. These could be generated through roadside checks, check points and/or during a violation.
- Crime Prevention/Crime Reduction – Reduction of 3% and to date have attained 50% of this goal.
- Youth Advisory Committee – Constable James is involved with this initiative and is now underway since the start of the new school year.
- Media Campaign - Constable James has done some media campaigns around thefts to unlocked vehicles.
- Cyber Crime – Continue with communications strategy and media programming such as fraud presentations to seniors by Constable James.
- Senior Safety Coordinator – The vacant position has been filled with the new hire expected to begin shortly.
- Connection with First Nations – Plan 4 proactive events per year. In July a bike rodeo was held at the Wildcat Reserve, which was well received.

- Unit Level Quality Assurance – This entails a self audit in various areas. The process is reviewed to look for any gaps and improvements.
  1. Quality of Investigations: sexual assault investigations, missing person, and sudden death. The review for this quarter is underway.
  2. Violence in Relationships – A few gaps were identified in the first quarter review, but nothing serious.

Further public consultations are being planned for this winter in Liverpool, and perhaps Caledonia and other areas and then meet again with Council to discuss priorities.

Councillor Fralic stated that the issue of littering in Queens is a priority of Council, and enquired if this was in their action plan. S/Sgt. Smith responded that this was not on their priority list this year, but was last year, and can be rolled into the education campaign this year. There were a few tickets issued over the last 3 years, but is challenging unless it is witnessed. He expressed that this issue is not unique to Queens.

#### 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 – Mr. Robertson commented on the need for assisted living in Queens, the Kiwanis Club cleans litter up at Exit 19 twice a year and voiced his concerns under Item 15.5 Mount Pleasant School as surplus property.

Marlene Duckworth, Learning Network, 108 College Street – Ms. Duckworth voiced her concerns under Item 15.5. She stated the need to find adequate space and looked forward to working with the Region in assisting them in finding new locations, as well as the businesses presently located in the building.

#### 6.0 APPROVAL OF MINUTES:

##### 6.1 Council Minutes – September 12, 2017

**It was moved by Councillor Fancy and seconded by Councillor Muise:**

**THAT the minutes of the Regular Council meeting held September 12, 2017 be approved as circulated.**

**MOTION CARRIED unanimously.**

#### 7.0 DANGEROUS OR UNSIGHTLY PREMISES:

##### 7.1 1056 Long Cove Road, Lot #7, Port Medway, Queens County, NS

**It was moved by Deputy Mayor MacLeod and seconded by Councillor Muise:**

**THAT the Region of Queens Council declare the property located at 1056 Long Cove Road in Port Medway, Queens County, Nova Scotia, as dangerous and unsightly as defined in the Municipal Government Act of Nova Scotia.**

**AND THAT the Region of Queens Council cause an Order to be served upon the owners of the property located at 1056 Long Cove Road, Port Medway, Queens County, Nova Scotia, requiring that, within seven (7) days of the date of the service of the Order, the following work be carried out:**

1. Demolition of wooden-framed structure and attached apartment unit,
2. Demolition of two outbuildings,
3. Leveling of properties,
4. Removal of wharf decking,
5. Removal of wooden supports attached to piles if required above the high water mark,
6. Removal of all solid waste items such as creosote timbers, piles of remnant lumber, plastics, lobster traps, and other miscellaneous items surrounding the dwellings, and
7. Source-separation of construction and demolition materials and delivery to Region of Queens Municipality Landfill.

**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 the Region of Queens Municipality become the responsibility of the owners.**

Kelley Anne Hurley, Bylaw Officer, stated the property is PID#70092986 located at 1056 Long Cove Road, Lot #7 in Port Medway and the assessed owner is deceased.

This property is in a state of disrepair. The structures are dangerous and pose an immediate threat to public safety.

With the upcoming winter season, and the risk of extreme winds along with possible snow loads, the dwellings could potentially collapse and fall into the ocean at Long Cove. The once attached wharf decking has been compromised due to environmental conditions and the significant deterioration of the structure.

Upon receiving several formal complaints regarding the offending property, investigations reveal that the property owner is now deceased and there is no other vested interest in the property. The property has been left for three years without any maintenance. Protocol for notification has been met in posting the order on the property August 15, 2017. No interest was received whatsoever at this time, with the exception of numerous complaints.

**MOTION CARRIED unanimously.**

## **8.0 ECONOMIC DEVELOPMENT:**

There were no items to come before this meeting.

## **9.0 CORPORATE SERVICES:**

### 9.1 Strategic Priorities

Richard MacLellan, CAO, stated this is a quarterly update on strategic priorities and work done to date.

## **10.0 ENGINEERING AND WORKS:**

There were no items to come before this meeting.

## **11.0 FINANCE:**

### 11.1 Audited Financial Statements for 2016/2017

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

**THAT the Council of the Region of Queens Municipality approve the Audited Financial Statements and the Trust Fund Financial Statements for the fiscal year ended March 31, 2017 as presented by Belliveau Veinotte Inc.**

Jennifer Keating-Hubley, Director of Finance, stated the Audit Committee met this morning to review the Draft financial statements. There were no major issues and everything was clear and organized. Some improvement regarding the FCI for uncollected taxes.

**MOTION CARRIED unanimously.**

## **12.0 RECREATION AND COMMUNITY FACILITIES:**

There were no items to come before this meeting.

## **13.0 PLANNING**

### **13.1 Dog Kennel at 380 Brooklyn Shore Road by Development Agreement**

**It was moved by Deputy Mayor MacLeod and seconded by Councillor Kelly:**

**THAT the Council of the Region of Queens Municipality give notice of its intention to enter into a development agreement with Kirk Mitton to allow for a dog boarding kennel on property located at 380 Brooklyn Shore Road in the community of Brooklyn and is identified at PID #70089065:**

**AND THAT a public hearing be scheduled for October 24, 2017 at 8:45 a.m. in Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS.**

Mike MacLeod, Planner, stated that an application has been received to operate a dog kennel located at 380 Brooklyn Shore Road, Brooklyn. The property is located in the General Residential (R2) zone, which does not permit this use; however the Municipal Planning Strategy (MPS) permits Council to consider such uses by way of a development agreement. The applicants are applying for primarily a day kennel with an occasional overnight boarding. A number of conditions are included in the development agreement to mitigate potential challenges around this type of use.

**MOTION CARRIED unanimously.**

### **13.2 Telecommunication Tower in Greenfield by Development Agreement**

**It was moved by Deputy Mayor MacLeod and seconded by Councillor Fancy:**

**THAT the Council of the Region of Queens Municipality give notice of its intention to enter into a development agreement to allow for the erection of a new telecommunication tower on property identified as PID #70113584 and located off Medway River Road in Greenfield.**

**AND THAT a Public Hearing be scheduled for October 24, 2017 in the Council Chambers of the Municipal Administration Building located at 249 White Point Road, Liverpool, NS at 8:45 a.m.**

Mr. MacLeod stated an application has been received to erect a new telecommunication tower on property located on the Medway River Road in Greenfield.

The zoning does not permit telecommunication towers; however, under provision in the Municipal Planning Strategy (MPS), Council can consider such uses by way of a development agreement.

The applicant, Eastlink, intends to lease a portion of the property from the landowner to facilitate this. They are proposing a 30 meter self supporting tower within the property. Part of the application was for the applicant to host a public consultation prior to submitting to Council, which was held with approximately 15 people in attendance. There were no objections. The tower is intended to improve internet service to the residents and businesses in the surrounding area.

**MOTION CARRIED unanimously.**

13.3 Veteran Parking at Municipal Parking Meters

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

**THAT the Council of the Region of Queens Municipality give second reading for a revision of Bylaw 9, A Bylaw Respecting Parking Meters.**

**MOTION CARRIED unanimously.**

13.4 Heritage Advisory Committee Appointment

**It was moved by Councillor Fancy and seconded by Councillor Fralic:**

**THAT the Council of the Region of Queens Municipality appoint Leslie Scott, Councillor Gilbert Johnson and Councillor Kevin Muise to the Heritage Advisory Committee.**

Mr. MacLeod stated this is additional appointments as per the Heritage Property Bylaw, which requires two Councillors be serving on the committee. Following last month's recommendation we had another expression of interest from the public. This will complete the members required.

**MOTION CARRIED unanimously.**

**14.0 REPORTS**

14.1 Bylaw Enforcement Officer's Report – August 2017

14.2 Building Official's Monthly Report – August 2017

**15.0 OTHER:**

15.1 Building Permit Fees

Mr. MacLellan stated staff initiated a review of building permit fees across Nova Scotia municipalities, and noted that Queen's fees are at the bottom of the scale. The Region's last fee schedule was reviewed in 2009. A revised fee schedule will be developed during the 2018/2019 budget preparation for consideration.

15.2 South Shore Regional Enterprise Network Liaison & Oversight Committee Meeting

Mr. MacLellan stated that he and Mayor Dagley attended the South Shore Regional Enterprise Network Liaison & Oversight Committee meeting. Recruitment continues for the position of CEO. Bill Rafuse, a Queens County resident, was appointed to the committee representing Queens. There is still a vacancy for another Queens County representative which has been re-advertised. A review of the Provincial REN Conference was provided, which was well received and thought to have good value.

Work continues on initiatives on business retention and expansion, and training has been completed.

15.3 Job Description Amendments

**It was moved by Councillor Muise and seconded by Councillor Fancy:**

**THAT the Council of the Region of Queens Municipality approve the revised job descriptions for the Executive Secretary and Secretary/Receptionist – Finance Department.**

Mr. MacLellan stated these are strictly housekeeping amendments, with minor tweaks to reflect duties and no change to pay scales. These have not been reviewed in 10 years.

**MOTION CARRIED unanimously.**

15.4 UNSM Committee Appointment

Mr. MacLellan stated on August 22, 2017 Council approved the motion to direct staff to prepare a report outlining options for the consideration of Council regarding opportunities for participation, managing participation and determining selections and appointments from the municipality of UNSM. Staff investigated the committee and working group recruitment approach from the Union of Nova Scotia Municipalities. Travel expenses are paid by UNSM. As per Policy 47 – Council Attendance at Meetings, Workshops and Conferences, and Administrative Policy 7 – Respecting Expenses, Council approval is required to travel to out of town UNSM meetings or registrations.

Based on the UNSM Policy and whereas the UNSM is seeking qualified individual candidates, there is not an opportunity for Council to make or recommend appointments to UNSM committees or working groups. Participation is on an individual basis and opportunity.

15.5 Former Mount Pleasant School Property

**It was moved by Councillor Fralic and seconded by Councillor Fancy:**

**THAT the Council of the Region of Queens Municipality:**

- 1. Declare 108 College Street surplus to Municipal Requirements,**
- 2. Provide notice of existing lease tenants that the property is to be vacated no later than June 30, 2019,**
- 3. Direct staff to work with tenants to identify alternative location options, including other municipal facilities, and**
- 4. Direct staff to assess the costs and value of demolition of the property in advance of disposition.**

Mr. MacLellan stated this building presently consists of five tenants; Queens County Day Care, South Shore Family Resource Association, Queens County Learning Network, Queens County Food Bank and Plant to Plate. These businesses are important to the community and we will endeavour to assist them in finding new locations.

The former Mount Pleasant School was built in 1957 and came to municipality some time ago as a surplus school. Three tenants pay less than market value rent; \$1.20 /sq ft (\$9,000 revenue / year). For reference, market value in a better conditioned building would be \$10.00/ sq ft (\$75,000 revenue / year). We subsidize the rent on a cost basis of \$20,000 / year. The issue is the condition of the building. Approximately a quarter of a million dollars in preferred maintenance is required. The level of investment that is required to maintain the building does not make sense and recommends investigate a better property solution. In order to meet funding levels, we would have more than double the annual expenditures of the building. One primary issue is the septic system, which is beyond its life and is a big cost item. The current facility is not sustainable at existing funding levels. The recommendation is a two year time frame which is adequate time to deal with identifying options.

**MOTION CARRIED unanimously.**

**16.0 IN-CAMERA ITEMS**

**It was moved by Councillor Kelly and seconded by Councillor Fancy that the proceedings go In-Camera at 11:40 a.m. to discuss the following:**

- 16.1 Contract Negotiations MGA 22(2)e**
- 16.2 Property Matters MGA 22(2)a**
- 16.3 Personnel Matters MGA 22(2)c**

**MOTION CARRIED unanimously.**

**COUNCIL RECESSED FOR 5 MINUTES AT 11:40 A.M.**

**It was moved by Councillor Kelly and seconded by Councillor Fralic that the proceedings exit the In-Camera session at 1:21 p.m.**

**MOTION CARRIED unanimously.**

- 16.3 Personnel Matter


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

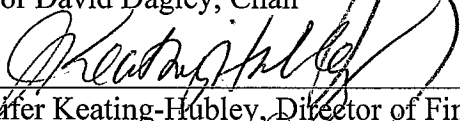
**THAT the Council of the Region of Queens Municipality approve the Job Description for the term position Project Manager, Economic Development.**

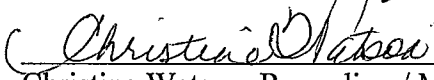
**MOTION CARRIED unanimously.**

**17.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 1:22 p.m.

  
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Mayor David Dagley, Chair

  
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Jennifer Keating-Hubley, Director of Finance

  
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Christine Watson, Recording / Management Secretary

Date Approved: October 10, 2017