

**REGION OF QUEENS MUNICIPALITY
REGULAR COUNCIL
TUESDAY, MARCH 13, 2018
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
Chris McNeill, CAO
Christine Watson, Recording / Management Secretary

REGRETS: Councillor Gilbert Johnson
Councillor Raymond Fiske

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 Fralic and seconded by Deputy Mayor MacLeod that the Agenda be approved as amended:

Remove Item 3.1 South Shore Regional Enterprise Network Presentation will be rescheduled.

Add 15.1 Housing Alternatives – Councillor Jack Fancy

MOTION CARRIED unanimously.

3.0 PRESENTATION

Mayor Dagley stated that Item 3.1 South Shore Regional Enterprise Network will be rescheduled.

Item 3.2 Southwest Nova Biosphere Reserve Association will be later on the agenda when presenters are available.

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 welcomed Chris McNeill, CAO. Under Item 6.1, Mr. Robertson stated he was glad to see a copy of the minutes included with the agenda. He offered his opinion under Item 10.3 and enquired if the Region would need to provide funding in order to apply for the grant.

Beth Chandler, Church Street, Liverpool – Ms. Chandler provided information on her water / sewer bill for 2017. She offered her opinion for the formula used when bills are prepared and asked that the way water is billed be changed.

6.0 APPROVAL OF MINUTES:

6.1 Council Minutes – February 27, 2018

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

THAT the minutes of the Regular Council meeting held February 23, 2018 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 CORPORATE SERVICES:

There were no items to come before this meeting.

10.0 ENGINEERING AND WORKS:

10.1 Recyclable Materials Agreements

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

THAT the Council of the Region of Queens Municipality approve Recyclable Materials Agreements with Shared Services (Municipality of the District of Shelburne, Town of Shelburne and Town of Lockport), the Town of Clarks Harbour, and the Municipality of the District of Barrington, which will become effective on April 1, 2018 and expire on March 31, 2021.

Chris McNeill, CAO, stated these contracts are due to expire on April 1, 2018 and will be renewed for three years with no increase in fees. They will remain at \$179.25/metric tonne.

MOTION CARRIED unanimously.

10.2 Landfill Tipping Fees

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

THAT the Council of the Region of Queens Municipality approve the tipping fees for solid waste disposal and contracts for Residual Municipal Solid Waste, Sorted Construction and Demolition Materials, Mixed Construction & Demolition Material, Metal/White Goods, and Contaminated Soil increase by 1.68% effective April 1, 2018.

Mr. McNeill stated based on the rolling Consumer Price Index 10 year rolling average, there is an increase of 1.68% commencing April 1, 2018 for the landfill tipping fees. This increase will recover increased costs for the running of the facility.

MOTION CARRIED unanimously.

10.3 Flood Risk Infrastructure Investment Program (FRIIP)

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

THAT the Council of Region of Queens Municipality authorize staff to submit an application to Nova Scotia Department of Municipal Affairs under its Flood Risk Infrastructure Investment Program for 50% funding for a study and recommendation to reduce flood risks along the Liverpool waterfront;

AND THAT staff continue to seek other funding sources for the remaining 50% funding.

Mr. McNeill provided background for the Flood Risk Infrastructure Investment Program (FRIIP) (copy of guidelines attached to original set of Minutes). He stated in order to submit an application to the Nova Scotia Department of Municipal Affairs under the FRIIP for 50% funding, a resolution of Council is necessary. The deadline for submission is April 26, 2018.

MOTION CARRIED unanimously.

10.4 Provincial Capital Assistance Program (PCAP)

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

THAT the Council of the Region of Queens Municipality authorize staff to submit an application to Nova Scotia Department of Municipal Affairs under its 2018-2019 Provincial Capital Assistance Program for \$200,000 funding for the next phase of the Brooklyn Sewer and Water Project.

Mr. McNeill provided background on the Provincial Capital Assistance Program (PCAP) (copy of guidelines attached to original set of Minutes). He stated the program is province wide and is estimated to be \$700,000. The Region is requesting \$200,000 of an estimated \$800,000 cost for Brooklyn Sewer and Water project. The application deadline is April 26, 2018.

MOTION CARRIED unanimously.

3.0 PRESENTATION

3.2 Southwest Nova Biosphere Reserve Association – Cliff Drysdale and Ian Manning

Mayor Dagley welcomed Cliff Drysdale, Chairman, Southwest Nova Biosphere Reserve Association and Ian Manning, NSCC AGRG, to Council. (A copy of the presentation is attached to the original set of Minutes.)

Some highlights included:

- Provided background on Southwest Nova Biosphere.
- Explained the governance for the biosphere, which was designated by UNESCO in September 2001.
- Reviewed the Mission Statement.
- Explained and circulated a copy of the map of region zones within the Biosphere.
- Explained UNESCO zoning of the different areas within the Biosphere.
- Explained the goals for the Biosphere Association.
- Provided background on:
 - Developing an operational and administrative capacity for the Southwest Nova Biosphere Reserve Association (SNBRA).
 - SNBRA's proposed role to support forestry science, education and sustainable resource management in southwestern Nova Scotia.
 - Reviewed Deliverables:
 - Science and Geomatics Conferences/Lecture series/Workshops
 - Transboundary standing committee participation.

- Reviewed Recommendations
 - Acquire funding to employ SNBRA Executive Director and Yarmouth Interpreter Centre Coordinator,
 - Continue “Interactive Science Atlas Development”,
 - Develop an educational programme for schools,
 - Enlist support for the proposed SNBRA/COGS Coordination agreement, and
 - Seek financial support from Nova Scotia government and Government of Canada to sustain SNBRA operations.

Ian Manning, NSCC, showed a video to Council on an Interactive Science Atlas for the Biosphere that he is presently working on. It is not yet available to the public to use.

For further information, see www.swnovabiosphere.ca.

Mayor Dagley thanked Mr. Drysdale and Mr. Manning for the presentation.

11.0 FINANCE:

11.1 Tax Exemption Bylaw, second reading

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

THAT Council of the Region of Queens Municipality gives second and final reading to a Bylaw Respecting Tax Exemptions (copy attached).

Jennifer Keating-Hubley, Director of Finance, stated the Tax Exemption Bylaw is modified each year and this is the second of two required readings. There were no changes from the first reading on February 13, 2018.

MOTION CARRIED unanimously.

11.2 Blue Cross Coverage

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

THAT the Council of the Region of Queens Municipality approves the renewal of Blue Cross coverage, for monthly costs effective April 1, 2018 as follows:

Single Coverage	\$153.91
Family Coverage	\$398.64

Mrs. Keating-Hubley stated that Morneau Shepell has advised that effective April 1, 2018, our dental coverage rates will increase by 4.77%, and the health premium increases by 10.15%, for an overall monthly premium increase of 9.12%. The premiums are split 50/50 with the employees.

MOTION CARRIED with 5 in favour, and 1 against.

12.0 RECREATION AND COMMUNITY FACILITIES:

12.1 Queens Place Emera Centre Advisory Committee Terms of Reference

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

THAT the Council of Region of Queens Municipality authorize an extension in the term of office for all members of the Queens Place Emera Centre Advisory Committee until June 30, 2018;

AND THAT staff prepare a revised Terms of Reference in consultation with Advisory Committee members for discussion at the April 10, 2018, regular Council meeting.

Meaghan Roberts, Director of Recreation and Healthy Communities, stated the current terms expire on March 31, 2018. The Committee has asked for an extension to allow them to review and amend the current Terms of Reference. This will allow an appropriate amount of time to advertise for new members as well as the current members to reapply.

MOTION CARRIED unanimously.

13.0 PLANNING

There were no items to come before this meeting.

14.0 REPORTS

There were no items to come before this meeting.

15.0 OTHER:

15.1 Housing Alternatives – Councillor Jack Fancy

Councillor Fancy stated he sits on the South Shore Housing Board and provided highlights from his most recent meeting. The actions discussed are based in the Lunenburg / Bridgewater areas.

- Volunteers arrange for old phones to be repaired and given to people in need.
- Volunteers work with the LCLC to arrange a bike exchange to people with financial or physical needs.
- Explained the “Village Movement” that is being investigated. This involves paying a fee to a dedicated individual in the area to provide assistance to one of their family members as they do not live in the area. He suggested this may be something that may work in the Queens and may be something that can be coordinated through the Senior Safety Coordinator.
- Co-op Housing – having someone share expenses and live together.
- Home Sharing – renting rooms.

He stated the meetings are open to everyone, and encouraged more community involvement.


16.0 IN-CAMERA ITEMS

There were no items to come before this meeting.

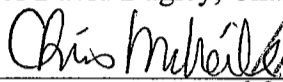
17.0 ADJOURNMENT

It was moved by Councillor Muise and seconded by Councillor Kelly that the meeting be adjourned at 10:34 a.m.

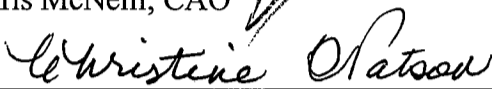
MOTION CARRIED unanimously.



Mayor David Dagley, Chair



Chris McNeill, CAO



Christine Watson, Recording / Management Secretary

Date Approved: March 27, 2018

Advancing Science, Sustainable Forest Resource
Management, Education, and Biodiversity
Protection in the UNESCO Southwest Nova
Biosphere Region

Introduction:

The Southwest Nova Biosphere Reserve was recognized in 2001 and recertified in 2017 by the United Nations Education, Science and Cultural Organization (UNESCO) as a world class example for advancement of science, sustainable resource management and cultural richness.

To maintain this prestigious status there is a requirement for governments, educational institutions, communities and industry to work cooperatively to advance science and understanding of the challenges of natural resource use, including forestry, in a sustainable rural communities socioeconomic context.

Protection of species at risk, maintenance of biological diversity, understanding climate change impacts, invasive species and ecological dynamics must also be addressed with a high degree of collaboration.

There is a also requirement to ensure the Southwest Nova Biosphere Reserve Association(SNBRA) has staff resources so it can deliver educational services and coordinate initiatives so the Biosphere Regions' global status is maintained.

This presentation is intended to show how development of SNBRA partnerships, application of state of the art geomatics, 'open science/open data' concepts, and educational programming can support principles of sustainable forest resource management, biodiversity protection and scientific effectiveness.

SNBRA Governance:

The UNESCO Southwest Nova Biosphere Region has an area of 15189 sq. km. 100,000 persons live in communities in Annapolis, Digby, Yarmouth Shelburne and Queens Counties.

The UNESCO Southwest Nova Biosphere Reserve was designated by UNESCO on September 11, 2001.

Board participation includes representatives from municipalities, First Nations, non-governmental organizations, education/academic participants, and interested citizens.

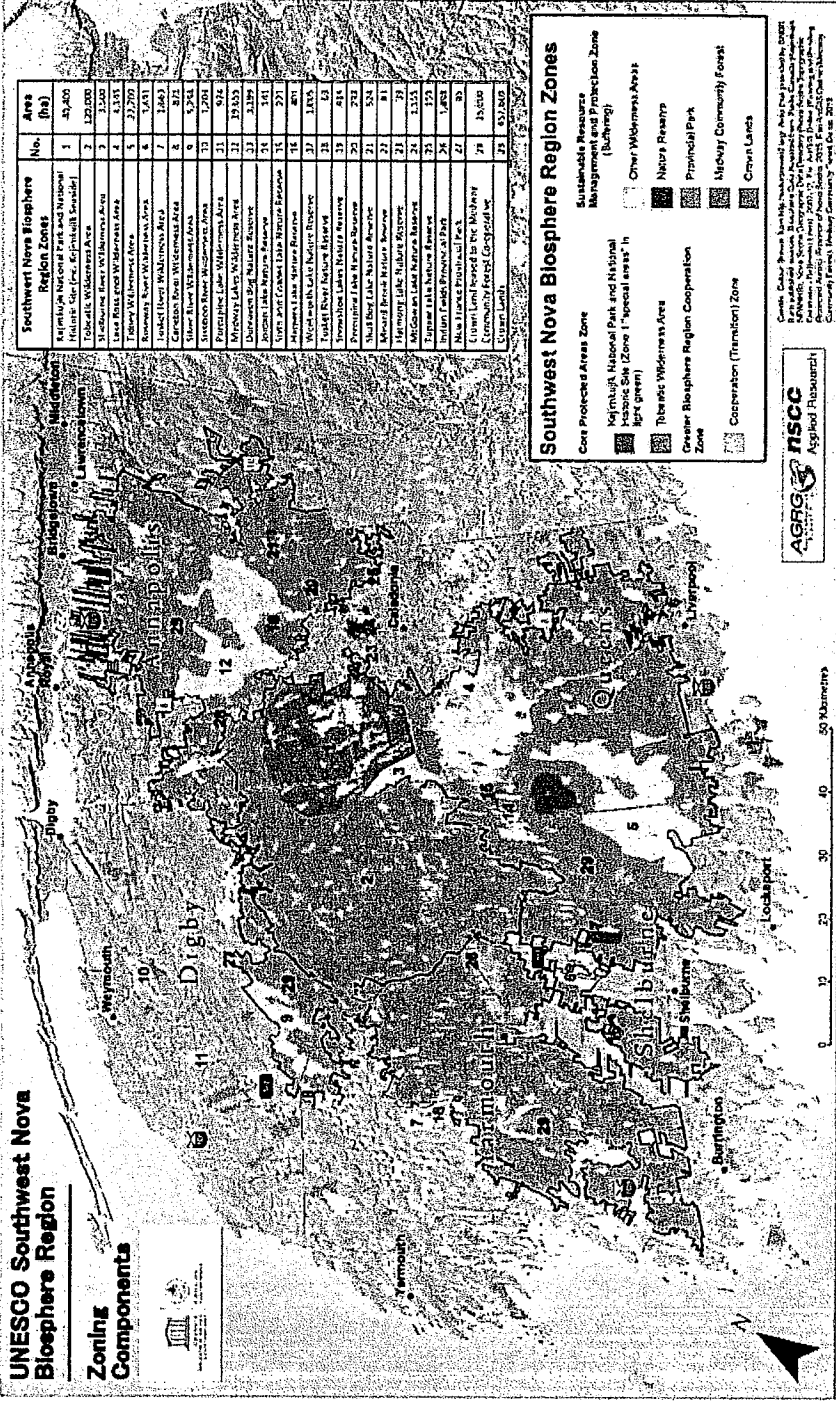
The UNESCO Southwest Nova Biosphere Reserve was re-certified August 2017 by the International Coordinating Council (ICC) of UNESCO's Man and the Biosphere Programme in Paris following a comprehensive Periodic Review Process.

UNESCO Southwest Nova Biosphere Region mission statement:

- a) For nature, we support conservation efforts and collaboration for success through education and research.
- b) For culture, we help promote the integrity of cultural resources and heritage in the region.
- c) For industry, we promote and encourage traditional and contemporary resource management that identifies opportunities for enhancement and innovation.
- d) For communities, we encourage people to work together for common goals in new and expanded partnerships.

UNESCO Southwest Nova Biosphere Region

Zoning Components



Region Zones	No.	Area (ha)
Acadia National Park and National Historic Site (Inc. Shipwreck Scowder)	1	42,400
Tobacco Workers Area	2	129,000
St. John's River Wetlands Area	3	2,500
Little Falls and Wetlands Area	4	5,335
Blacks River Wetlands Area	5	21,700
Black River Wetlands Area	6	1,600
Concordia River Wetlands Area	7	1,600
St. John's River Wetlands Area	8	3,245
St. John's River Wetlands Area	9	1,200
Port Jervis Lake Wetlands Area	10	974
Port Jervis Lake Wetlands Area	11	19,852
Port Jervis Lake Wetlands Area	12	2,139
Port Jervis Lake Wetlands Area	13	141
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Southwest Nova Biosphere Region Zones

Core Protected Areas Zone

- Nova Scotia National Park and National Historic Site (Zone 1 - Special areas 1-4)
- Thematic Wilderness Area
- Greater Biosphere Region Cooperation Zone
- Cooperation (Transition) Zone

Sustainable Resource Management and Production Zone (Buffering)

- Other Wilderness Areas
- Nature Reserves
- Provincial Park
- Mitigatory Community Forest
- Crown Lands

Graphic: Centre for Rural Planning, Management and Applied Rurality, 2007. Data: Centre for Rural Planning, Management and Applied Rurality, 2007. Source: Centre for Rural Planning, Management and Applied Rurality, 2007. The map is based on the following data: Centre for Rural Planning, Management and Applied Rurality, 2007. Source: Centre for Rural Planning, Management and Applied Rurality, 2007.



UNESCO Zoning

Core Protected Areas Zone (160,400 ha): Within Kejimikujik National Park and National Historic Site (UNESCO Category 2) Core Protected Area in the centre of southwestern Nova Scotia, endangered, threatened, rare species, and important cultural features are protected by Parks Canada's own zoning plan. the **Tobeatic Wilderness Area** features a strict 'no development' policy within its boundaries

Buffer Zone (457,669 ha): Adjacent to the Core Protected Areas a "Sustainable Resource Management and Protection Area" comprised of Western Nova Scotia Crown Lands with managed forests, a range of protected wilderness areas and nature reserves provides for adaptive buffering and protection of significant ecosystems and biodiversity.

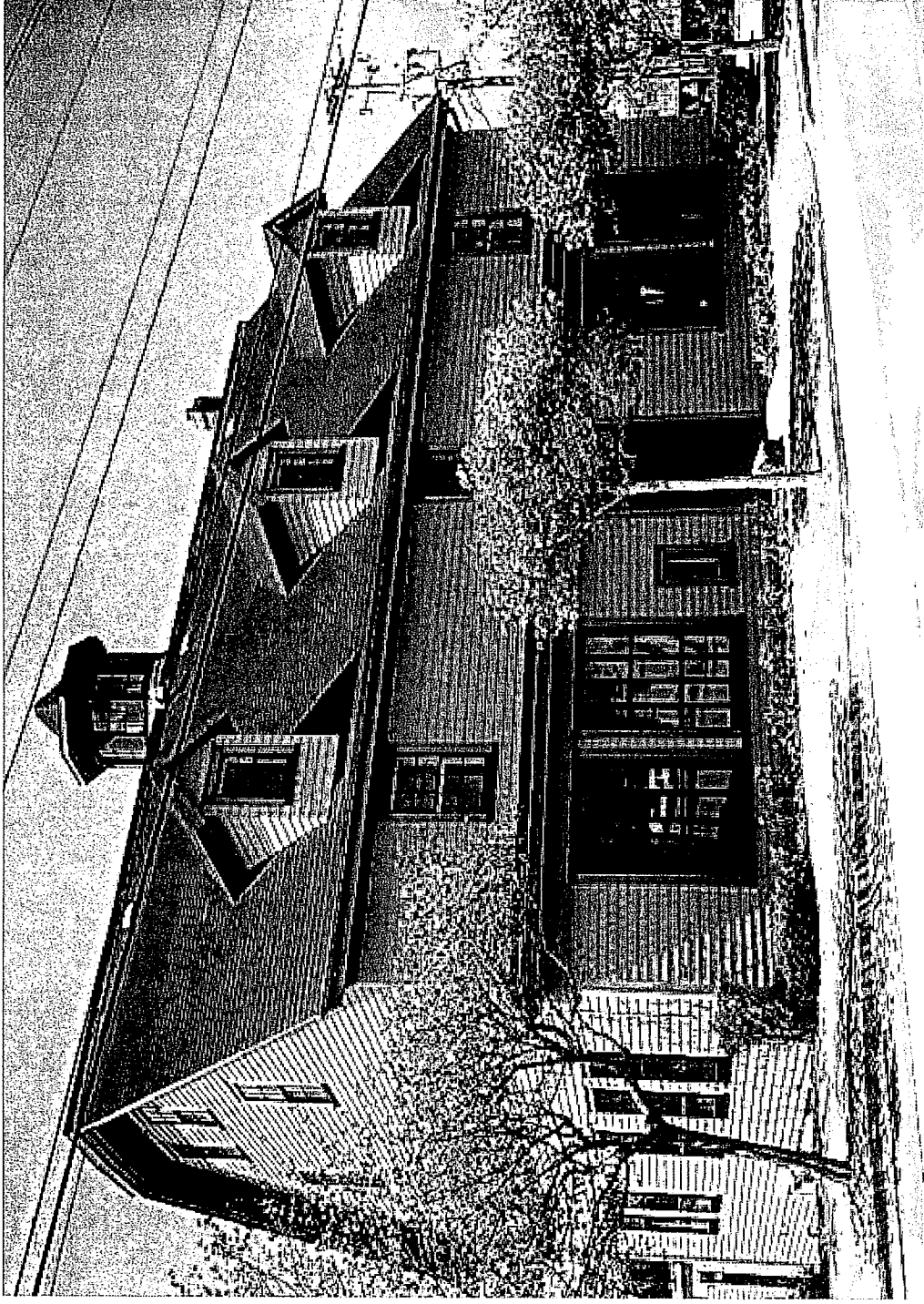
Zone of Cooperation: Lands outside the core protected areas and buffer zones remain within a greater Biosphere Region "Zone of Cooperation", primarily consisting of privately owned lands, coastal and inland communities. Major industries include the fishery, forestry, agriculture, and tourism.

Developing an operational and administrative capacity for the Southwest Nova Biosphere Reserve Association (SNBRA)

Goals:

- 1.** Develop a collaborative institutional presence with a head office in the Town of Yarmouth that facilitates heritage education projects with other municipalities and organizations across the Biosphere Region, while addressing administrative needs of the SNBR Association.
- 2.** Create a permanent staff and institutional agreements to support SNBRA's UNESCO mission to celebrate culture and communities, advance science, education, and sustainable resource management in a regional and global context.

Yarmouth UNESCO
Biosphere Region
Heritage Culture and
Science Interp Centre



Deliverables:

- Exec Director to support SNBRA function
- Implement 2017 Management Action and Strategic Plan and other new initiatives
- Killam Interp centre coordination and development.
- Presentation of educational programmes associated with natural and cultural related themes (eg lecture series, TVO BR series)
- Maintain and update “Touring Through Time/Une Tournée Dans L’Passé” Smart Phone Map App
- “Centres of Excellence” designation acknowledging cultural educational and scientific initiatives.
- importance of position(s) with career potential, teamwork environment

SNBRA's proposed role to support forestry science, education and sustainable resource management in southwestern Nova Scotia

Goals:

1. Advance innovative development of the SWN Biosphere Region 'Interactive Science Atlas' project supported by the Nova Scotia Department of Natural Resources (NSDNR) and municipal councils in the Biosphere region.
2. Facilitate collaboration with NSCC COGS, SNBRA, educational institutions, NGOs, municipalities and the governments of Nova Scotia and Canada to advance scientific, economic and cultural information management, geomatics analysis, and online presentation of information using the 'Southwest Nova Biosphere Region 'Interactive Science Atlas' concept.
3. Strive to establish the UNESCO Southwest Nova Biosphere Reserve as a global leader for the development and application of geomatics technology to support innovative integrated natural resource research and monitoring.

COGS Geomatics Coordination: Establish a Coordinator position from within the faculty at NSCC COGS to optimize use of standard information management protocols, apply the 'open science/open data concept as an element of the 'Interactive Science Atlas', ensure a high standard of data management quality assurance, and develop new geomatics project challenges for NSCC COGS faculty and students.

The COGS Coordinator would participate as a member of the SNBRA Science Committee, assist with education programme development and presentation, while generating collaborative proposals for new projects and funding sources.

Deliverables:

Science and Geomatics Conferences/Lecture series/Workshops:

In collaboration with **SNBRA** the COGS Coordinator would contribute to leadership and guidance for the presentation of conferences, school and community lecture series and workshops.

Events could be held in different communities throughout the Biosphere Region addressing local and regional science issues, including forestry and climate change impacts, to advance public understanding, sustainable resource use, and identification of new research and monitoring priorities.

(A mini conference is being planned in spring 2018 with input from SNBRA and the Western Crown Lands Interaction Committee.)

Transboundary standing committee participation; Based on UNESCO Southwest Nova Biosphere Region zoning system the COGS Coordinator would participate with a SNBRA standing committee to address transboundary resource management issues involving Parks Canada, Environment Nova Scotia, the NS Department of Natural Resources and other agencies, in a cooperative fashion.

Recommendations:

1. Acquire funding to employ a SNBRA Exec. Director and Yarmouth Interp Centre Coordinator to support administration, project development needs, heritage culture programming.
2. Continue 'Interactive Science Atlas development' for computer/smartphone platform access to relevant science based and practical information for forest users, landowners, students and various government jurisdictions
3. Develop an educational programme for schools, post secondary education institutions, businesses, communities and citizens to demonstrate 'Interactive Science Atlas' use for a variety of geomatics applications.
4. Enlist support for the proposed SNBRA/ COGS Coordination agreement
5. Seek financial support from the NS Government and Government of Canada to sustain SNBRA operations based on the services provided.

Flood Risk Infrastructure Investment Program

The Flood Risk Infrastructure Investment Program (FRIIP) is a Provincial program which has been developed to encourage municipalities to invest in infrastructure which reduces flood risks and community vulnerability. Typically, the program may fund up to 50% of eligible project costs.

Eligibility

This program is available exclusively to Nova Scotia municipalities but may be invested in non-municipal infrastructure provided all involved parties are in agreement. Projects must demonstrate support of key stakeholders where relevant, i.e. neighbouring municipalities, provincial and federal government departments, private sector, homeowners.

Preference will be given to projects that have been identified as part of the Municipal Climate Change Action Plan (MCAAP) or other infrastructure risk assessment studies.

Eligible Project Types

- River Training and Floodway Improvement
- Floodwater Containment and Flood Intensity Mitigation
- Study work including: mapping to identify flood prone areas; and identification of potential solutions to mitigate flood impacts.

Please note stormwater management is NOT eligible under this program.

Application

The on-line project application form must be completed in full or the request will not be considered. The information in the application is required to determine eligibility and to evaluate projects for funding under the FRIIP.

Non-municipal applications must be accompanied by and the supporting study, and letters of support from key stakeholders, including impacted municipalities.

Municipal applications must include a resolution of Council supporting the submission of the project for funding consideration under FRIIP.

Key Dates

Applications close April 26, 2018.

Applications may be considered after this date only if budget permits.

Program Contact

For further information regarding FRIIP, please contact:

Jennifer Duncan, P. Eng.
Senior Municipal Engineer
Department of Municipal Affairs
P: 902-424-5676
F: 902-424-0821
Jennifer.Duncan@novascotia.ca

Provincial Capital Assistance Program (PCAP) Guidelines

The Provincial Capital Assistance Program is a Provincial program designed to contribute financially towards the cost of high priority municipal infrastructure projects in order that this cost burden might be reduced to an affordable level. Typically, the program may fund up to 50% of eligible project costs.

Eligible Project Types

The following projects are eligible for funding assistance under this program:

- Construction or expansion of facilities for the treatment and disposal of sanitary sewage;
- Construction of sanitary sewage collection systems;
- Construction of storm sewer systems;
- Installation of individual and communal in-ground sewage disposal facilities within a Wastewater Management District;
- Construction of water intake, treatment, pumping and storage facilities;
- Installation of water transmission and distribution systems;
- Construction, acquisition, upgrading or expansion of solid waste management facilities and equipment;
- Municipal infrastructure engineering and research studies related to eligible project categories.

As the amount of funding available for distribution on an annual basis is limited, funding requests for projects designed to eliminate serious environmental and health problems (actual and potential) are generally accorded priority attention in the allocation of program funding. Pollution abatement is a primary emphasis of the program.

In allocating program funds, emphasis will be placed on projects designed to eliminate existing problems. Funding will not generally be available under this program for projects designed to open up land for new development (residential, commercial or industrial).

The provincial government wishes, where practical, to encourage intermunicipal cooperation in the provision of water supply, sewage disposal and solid waste management. Consequently, intermunicipal projects may receive special consideration in the distribution of program funding.

Application

The on-line project application form must be completed in full or the request will not be considered. The information in the application is required to determine eligibility and to evaluate projects for funding under the PCAP.

Applications must include a resolution of Council supporting the submission of the project for funding consideration under PCAP.

Key Dates

Applications close April 26, 2018.

Applications may be considered after this date only if budget permits.

Program Contact

For further information regarding PCAP, please contact:

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