

**REGION OF QUEENS MUNICIPALITY  
REGULAR COUNCIL  
TUESDAY, SEPTEMBER 25, 2018  
9:00 a.m.**

**PRESENT:** Deputy Mayor Susan MacLeod, Chair  
Councillor Kevin Muise  
Councillor Heather Kelly  
Councillor Jack Fancy  
Councillor Raymond Fiske  
Councillor Gilbert Johnson  
Chris McNeill, CAO  
Christine Watson, Administrative Assistant – Planning & Development

**REGRETS:** Mayor David Dagley  
Councillor Brian Fralic

**1.0 CALL TO ORDER:**

Deputy Mayor MacLeod 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 Kelly that the Agenda be approved as presented.**

**MOTION CARRIED unanimously.**

**3.0 PRESENTATION**

**3.1 Queens County Senior Safety Association – Carole Hipwell**

Deputy Mayor MacLeod welcomed Carole Hipwell, Senior Safety Coordinator, to Council (copy of presentation is attached to original set of Minutes):

Some highlights included:

- Purpose – Community-based program operated by the Queens County Senior Safety Association to enhance the safety and security of seniors.
- Partners – Nova Scotia Department of Seniors, RCMP, RQM, VON and Community Health Board
- What We Do – Address the safety concerns of seniors.
- Results – Community partnerships and connections. Services are free of charge and available to every senior in Queens County over the age of 55.
- Senior Safety Coordinator – Background of Carole Hipwell
- Fairs, Presentations and Workshops – Examples were shown and discussed.
- Individual Client Services
- Programming sessions which will increase awareness and knowledge and connects seniors with others in the community.
- Challenges – Provided challenges of the position.
- Future Thoughts – Provided future plans of the position.

Ms. Hipwell introduced Corporal John Harris to Council.

Carole Hipwell can be contacted at (902) 354-5721 or at [carole.hipwell@rcmp-grc.gc.ca](mailto:carole.hipwell@rcmp-grc.gc.ca)

#### **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 commented on the presentation and offered his opinion on the need to have assisted living in Queens. He further offered his opinion on having a gazebo in Privateer Park which could be utilized during major events and regularly throughout the weeks by other organizations.

Bill Cox, 121 Bog Road, White Point – Mr. Cox enquired to the timetable of the Flood Risk Study. He offered his opinion under the Recreation Strategy Plan and supported the proposal.

#### **6.0 APPROVAL OF MINUTES:**

##### **6.1 Council Minutes – September 11, 2018**

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

**THAT the minutes of the Regular Council meeting held September 11, 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:**

##### **8.1 August 2018: Waterfront Events**

Steve Burns, Manager Events, Promotions and Sponsorship, provided an update to the August 2018 Waterfront Events. Some highlights included:

Two major events were held during August 25 and 26, 2018 on the waterfront parks in Liverpool.

The 3<sup>rd</sup> Annual Memorial Auto Show was held in Privateer Park on Saturday, August 25 with a record 361 vehicle registrations. There were vehicle retailers, vendors, food booths and music.

The Canadian National Axe Throwing Championships were held both Saturday, August 25 and Sunday, August 26, 2018. This event was organized and executed by the NNL Society. The event attracted 55 participants from Germany, Sweden and Ireland, as well as Canadian competitors from British Columbia, New Brunswick and Nova Scotia. Promotion for this new event took place weeks in advance with interviews on Global TV, newspaper articles and social media. The NNL Society will determine whether the event will continue next year with the RQM having the first right of refusal.

In addition, the Privateer Farmers Market was held on Saturday, August 25, which is located next to the VIC in Centennial Park.

**9.0 CORPORATE SERVICES:**

9.1 Job Description – Bylaw Enforcement Officer

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

**THAT the Council of Region of Queens Municipality approve the revised Bylaw Enforcement Officer Job Description.**

**MOTION CARRIED unanimously.**

9.2 Job Description – Building / Fire Official

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

**THAT the Council of Region of Queens Municipality approve the revised Building / Fire Official Job Description.**

**MOTION CARRIED unanimously.**

9.3 Job Description – Director of Engineering & Public Works

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

**THAT the Council of Region of Queens Municipality approve the revised Director of Engineering & Public Works Job Description.**

**MOTION CARRIED unanimously.**

9.4 Job Description – Assistant Director of Engineering & Public Works

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

**THAT the Council of Region of Queens Municipality approve the revised Assistant Director of Engineering & Public Works Job Description.**

**MOTION CARRIED unanimously.**

9.5 Job Description – Solid Waste Clerk/Safety Officer

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

**THAT the Council of Region of Queens Municipality approve the revised Solid Waste Clerk / Safety Officer Job Description.**

**MOTION CARRIED unanimously.**

**10.0 ENGINEERING AND WORKS:**

10.1 Flood Risk Study

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

**THAT the Council of Region of Queens Municipality award CBCL Limited the Liverpool Coastal Flooding Mitigation Study in the amount of \$74,878.00 + HST.**

Brad Rowter, Director of Engineer & Public Works, provided background on Liverpool's flooding issues stating that Liverpool's flooding is primarily associated with coastal impacts from storm surges and are enhanced by low inland elevation.

The most common and significant flooding occurs within the Town parking lot which was built upon reclaimed land that was once river bottom. The major contributor to increased flooding risk into the future is sea level rise through climate change and increases in storm frequency and intensity.

A request for Proposals titled “Liverpool Coastal Flooding Mitigation Study” closed September 18, 2018 with two submissions, and called for the following to be included:

1. Review all applicable historical hazard event information and relevant previous reports affecting Liverpool and surrounding areas.
2. Assess the nature, extent, magnitude, frequency and potential effect of all applicable hazards that may affect flooding in vulnerable coastal areas of Liverpool.
3. Investigate and identify mitigation and adaption measures to reduce flood risk within vulnerable areas. Prioritize implementation in accordance with risk and effect.
4. Develop conceptual design and budgetary costs for each prioritized mitigation measure within each implementation phases.
5. Provide detailed design and costing on mitigation measures associated with Town Park Lot Site.

The budget available for the study is \$75,000.00 with funding equally shared by the Region and the Province of Nova Scotia through the Flood Risk Infrastructure Investment Program.

Submissions were received from GHD for \$62,058.75 + HST and CBCL Limited for \$74,878.00 + HST. CBCL Limited showed a higher level of effort by an additional 25% person-hours and proposed Geotechnical Program. They have also performed numerous similar studies across the Maritimes in recent years with success.

**MOTION CARRIED unanimously.**

## 10.2 Capital Project Update

Mr. Rowter provided an update to the Capital Works projects.

Union Street / Mill Lane – Upgrades to water, sanitary sewer, storm sewer, catch basin, sewer and waterline laterals are all installed, functioning and in use. The curbs, gutter and sidewalk is approximately 85% complete. We had to remove some of the existing curb, gutter and sidewalk as the grading on the street was compromised and in poor condition. Nova Scotia Power removed two utility poles, which have been relocated and are being rewired and provides better street alignment. The grading and shaping of the road base will begin next week which will lead to paving before the end of October. The project is projected to be under budget by approximately 5 – 10%.

Brooklyn Sewer and Water – The sewer and water mains are installed. The water is live and available for connection. The sewer is not available yet. Work remains to be done on the pump station, primarily through electrical hookup by Nova Scotia Power and then leading to commissioning of the pump station by an electrician and instrumentation technician which will be scheduled next week.

When the pump station is operational, we will need to go back to Markland Avenue, excavate the very bottom of the Avenue and Shore Road to eliminate the sewer outfall to the harbour. We will then bypass that sewer to the new sanitary sewer mains and through to the new pump station. The sewer will then be conveyed to the South Queens Sewer Treatment Plant for treatment via the Brooklyn Sewer.

Notices for the mandatory sewer connection will be issued next week. Water connection is optional. Following that will be the road base preparation, paving, shouldering and landscaping to be completed by the end of October. We are expected to be under budget by approximately 5%.

**11.0 FINANCE:**

There were no items to come before this meeting.

**12.0 RECREATION AND COMMUNITY FACILITIES:**

There were no items to come before this meeting.

**13.0 PLANNING**

**13.1 Update on Community Sessions – Land Use Planning**

Mike MacLeod, Director of Planning & Development, provided an update on the Municipal Planning Strategy (MPS) and Land Use Bylaw (LUB).

Upland Planning & Design Studios were contracted for the formal review of the MPS and LUB. On July 30, 2018, Staff and the Planning Advisory Committee had a startup meeting with Upland to discuss the major themes and issues that we would be looking at during the process, public engagement, project identity as well as the work plan that will be under taken over the duration of the project.

We have gone through a branding exercise for the project and the official title of the project is Queens – Planning for the Future. All communications will be using this theme.

Upland has been working at a stand alone project website which will keep the public up to date on the status of the project, upcoming meetings and background information. The website is now up and running and can be found at QueensPlan.com. They are working on plans to engage the public and will be holding meetings with the public and focus groups for input as well as having pop up meetings during events to get public input. An online survey will be available as well.

There will be public meetings held in each of the 7 electoral districts and are open to the general public. Any member of the public can attend in their district or any of the districts. The first public session was held on Monday, September 24 in Mersey Point. Meetings are scheduled for Tuesday, September 25 in Port Mouton, Wednesday, September 26 in Beach Meadows, Thursday, September 27 in Greenfield, and Wednesday, October 3 in the afternoon in Milton and in the evening in Liverpool and Thursday, October 4 in North Queens at the Business Hub. The meeting are scheduled from 6:00 – 8:00 p.m. The afternoon scheduled meeting in Milton will be held from 1:00 – 3:00 p.m. The intent of these meeting will be to gather public input and to establish a vision for future development in Queens.

Upland will be hosting focus group meetings which will be by invitation on:

1. Business and Economic Development – Tuesday, September 25
2. Parks and Environmental Protection – Wednesday, September 26
3. Local Contractors and Development – Thursday, September 27
4. Community Well Being – Thursday, October 4

**14.0 REPORTS**

There were no reports to come before this meeting.

**15.0 IN-CAMERA ITEMS**

**It was moved by Councillor Kelly and seconded by Councillor Fancy that the proceedings go In-Camera at 10:55 a.m. to discuss the following:**

**15.1 Setting a Minimum Price at a Tax Sale**

**15.2 Sale of Municipal Property**

**MOTION CARRIED unanimously.**

**Deputy Mayor MacLeod announced a 5 minute recess at 10:57 a.m.**

**It was moved by Councillor Kelly and seconded by Councillor Muise that the proceedings exit In-Camera at 12:00 Noon.**

**MOTION CARRIED unanimously.**

Deputy Mayor MacLeod announced that Council would recess until 1:00 p.m.

## **16.0 RECREATION STRATEGY PLAN**

Meaghan Roberts, Director of Recreation & Healthy Communities, Norm Amirault, MPAL, and Dana Henley, Administrative Assistant – Recreation & Healthy Communities were in attendance to provide background on the Recreation Strategy Plan.

The Recreation Department has seen numerous challenges in the recreation section including staffing and operating two outdoor pools. With the re-introduction of programming in 2018, a varied mix of free and low-cost programs were offered throughout all of Queens, but were mostly unsuccessful.

More challenging is our ability and capacity to continue to own and operate dozens of recreational facilities, parks, playgrounds and properties. Some parts of our community have very little recreation or public space, some groups and organizations are aggressive in asking for help, while others do not.

To create a more sustainable recreation system in Queens, the following is asked to be considered:

1. Policy Development – There are currently more than 15 policies and need to be streamlined and rewritten.
2. Grant Programs and Criteria – It is recommended that the recreation grant programs and criteria be amended to ensure funding is being allocated in the most appropriate and equitable manner.
3. Programming – The department will require the hiring of several additional staff specifically during the spring and summer, and contract for other staff during the other times of the year, e.g. March Break. Following the effort this summer with programming that was offered, it is clear that programming is not cost effective or efficient because of the vast spanse of Queens County and the varied interests and needs of our communities. It is recommended that all short term programming cease as of April 1, 2019.
4. Training – One way the department can help support community groups and organizations is through coordinating and funding training opportunities for coaches, leaders, instructors and future staff.
5. Infrastructure Development – With the proposed elimination of programming, the department can focus its efforts on infrastructure development and allows for use and participation when it is most convenient for residents and not staff, and moves opportunities throughout Queens depending on demand instead of centralization where the Municipality currently owns facilities or lands.
6. Management Plans – It is proposed that management plans be created for certain recreational properties like Pine Grove Park and other parks and playground areas.
7. Community Group Support – The department will continue its normal support for community groups with free photocopying, booking appointments for volunteer income tax program, post and ticket production, community event promotions, sourcing out funding opportunities and assistance with grant writing.
8. Events – Event coordination and offering will continue, but will be limited to the annual tattoo bus trip, Canada Day events in Liverpool and National Health and Fitness Week.

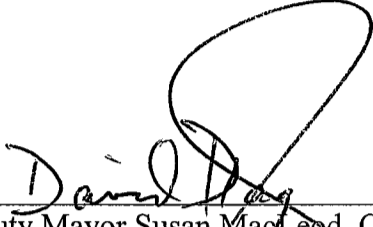
By investing in community infrastructure and leadership training throughout Queens County, there will be more benefits to various communities which will be longer term and will create stronger communities.

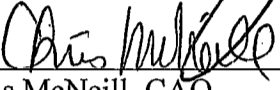
Consensus was given by Council to proceed on developing a strategy and amend policies to effect these changes.

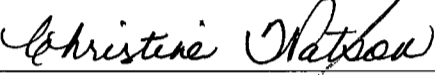
17.0 ADJOURNMENT

It was moved by Councillor Muise and seconded by Councillor Johnson that the meeting be adjourned at 2:37 p.m.

MOTION CARRIED unanimously.

  
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Deputy Mayor Susan MacLeod, Chair

  
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Chris McNeill, CAO

  
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Christine Watson, Administrative Assistant – Planning & Development

Date Approved: October 9, 2018



# Queens County Seniors Safety Program

*Safety and Security  
At Home  
& in Your Community*

## Purpose

- ▶ Community-based program
- ▶ Operated by the Queens County Senior Safety Association in partnership with the RCMP
- ▶ Enhancing the safety & security of seniors at home and in the community

## Partners

- ▶ Nova Scotia Department of Seniors
- ▶ RCMP
- ▶ Region of Queens Municipality
- ▶ VON
- ▶ Community Health Board

## What We Do

Addressing the safety concerns of seniors by:

- Promoting education and awareness about senior abuse, crime prevention, and safety & health issues
- Enhancing communication between seniors and police and other related services and organizations
- Providing information, educational sessions, and referral services to seniors
- Offering direct contact with seniors through the Senior Safety Coordinator

## Results...

- ▶ We build
  - ❖ Community partnerships and connections
  - ❖ Supports and engagement within & between; seniors, the police, families, and others who share our vision
  - ❖ Social connections to reduce feelings of isolation & vulnerability

Our safety services are free of charge, available to every senior in Queens County over the age of 55.

## Senior Safety Coordinator

Day to day operation of the program is the role of the Senior Safety Coordinator

### Carole Hipwell

- ▶ A retired teacher (18 years with SSRSB)
- ▶ HBSc in Kinesiology, BEd, MEd (Leadership)
- ▶ Experience in a variety of occupations prior to teaching
- ▶ Started this position November 2017
- ▶ Work from the Liverpool RCMP Detachment



## Sample Highlights

### QUEENS COUNTY 50+ INFO FAIR

Free  
event!

Monday, May 28<sup>th</sup> 1 – 3 pm  
Best Western Plus Liverpool Hotel &  
Convention Centre



- ❖ 32 exhibitors & interactive displays
- ❖ Over 200 visitors
- ❖ Entertainment - Dick Henneberry
- ❖ Lots of interagency networking
- ❖ Light refreshments & snacks - Liverpool Superstore

## Presentations

*Safe Driving Reminders*

*Domestic Violence*

*Frauds & Scams*



Milton

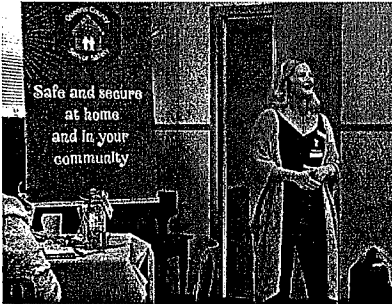
Seaside Centre

Westfield

Mersey Point

## Workshops

### Noontime Knowledge (Community Health Board Grant)



- ▶ 6 weeks - 1 session/week
- ▶ Various topics and guest speakers
- ▶ Light lunch included
- ▶ No cost to participants
- ▶ Could attend all or just one
- ▶ Interactive, interesting & fun

*Healthy Eating on a Budget*



*Staying Active on the Trails*



*Staying Healthy & Mobile*

*Decluttering & Downsizing*

*Mental Health for Seniors*

*Senior Safety Program*

## Workshop Series



## Individual Client Services

- Assistance to complete forms & applications
- Refer to Seniors Community Health Team - leading to appropriate health supports
- Respond to family & community member concerns
- Advocate for seniors needing legal or medical navigation assistance

## Individual Client Services

- Safety check in calls & follow-up
- Assistance to secure housing - WRHA
- Home visits to monitor seniors living alone
- Communicating with many service agencies and contacts for some of the more intensive needs.

## Cooperating With;

- ▶ RCMP -
  - ▶ The program allows RCMP to connect vulnerable seniors with supports they might need
- ▶ VON -
  - ▶ Referrals to and from are invaluable
  - ▶ VON provides car use 2 days per week
- ▶ Seniors Community Health Team
  - ▶ Connecting seniors to appropriate health supports like 'Continuing Care', Geriatric assessments, OT, ...
- ▶ Adult Protection -
  - ▶ Identifying and following up on serious concerns of Elder Abuse or Mental Capacity



## PROGRAMMING

- ▶ Safe driving program
- ▶ Safety in the home and on the streets
- ▶ Latest frauds/scams - Identify theft- Safe banking- money management
- ▶ Senior abuse
- ▶ Legal matters - POA, End of Life Planning
- ▶ Health issues- Dementia- Alzheimer, Mental Illness
- ▶ Addictions
- ▶ Mobility issues
- ▶ Lifelines
- ▶ Vial of life
- ▶ Home repair grants
- ▶ Living alone and loss and grief
- ▶ Fire safety - Emergency preparedness
- ▶ Falls prevention
- ▶ Medication safety

These sessions increase awareness and knowledge and also connects seniors to others in the community

## Challenges

- ▶ Fixed Income & Poverty
- ▶ Affordable services for home maintenance
  - ▶ Snow shoveling, lawn mowing, small repairs
- ▶ Financial abuse
- ▶ Mental Health Issues
- ▶ Hoarding/living situations
- ▶ Life stresses

## Future Thoughts

- ▶ Monthly presentations in various Queens communities
- ▶ Presentations by request
- ▶ Cooperative Activities with other organizations i.e. Region of Queens, Queens Manor, etc.
- ▶ Senior Safety Information drop-in times - e.g. North Queens Medical Centre
- ▶ Community check-in volunteers to reduce isolation & loneliness and for safety during weather events

Questions???

**Carole Hipwell, Coordinator**

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