

**REGION OF QUEENS MUNICIPALITY
REGULAR COUNCIL
TUESDAY, JANUARY 22, 2019
9:45 A.M.**

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

1.0 CALL TO ORDER:

Mayor Dagley called the meeting to order at 9:45 a.m.

2.0 CHANGES / APPROVAL OF AGENDA

It was moved by Councillor Fralic and seconded by Councillor Fiske that the Agenda be approved as presented.

MOTION CARRIED unanimously.

3.0 PRESENTATIONS

3.1 Queens County Transit Society – Bill Smyth

Mayor Dagley welcomed Bill Smyth, Treasurer & Interim President, Queens County Transit Society, to Council (copy of presentation attached to original set of Minutes).

Some highlights included:

- Reviewed Vision and Mission
- Reviewed Team – 7 Board of Directors and Staff which includes 7 Volunteer Drivers
- Reviewed the accomplishments of the last year and success stories
- What's next for QCT? – Reviewed the plan for Year 2
- Reviewed the Financial details – Provincial Funding, In-Kind Contributions, Community Donations (applied for charitable status through CRA)
- Reviewed Municipal contributions across Nova Scotia
- The Ask from RQM – Funding request of \$22,000 for Year 2 – 2019–2020

For more information www.queenscountytransit.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 enquired if the scheduled Budget meetings were open to the public. He suggested that during the discussion of holding evening meeting, that the starting time be 7:00 p.m. He further enquired, under the Implementation Report, to the reasons for the bid retraction of the sale of the Caledonia Bus garage.

6.0 APPROVAL OF MINUTES:

6.1 Council Minutes – January 8, 2019

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

THAT the minutes of the Regular Council meeting held January 8, 2019 be approved as circulated.

MOTION CARRIED unanimously.

6.2 Public Hearing – January 8, 2019

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

THAT the minutes of the Public Hearing meeting held January 8, 2019 be approved as circulated.

MOTION CARRIED unanimously.

7.0 DANGEROUS OR UNSIGHTLY PREMISES:

7.1 3578 Highway 3, Brooklyn

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

THAT the Region of Queens Municipal Council declare the property located at 3578 Highway 3, Brooklyn, Queens County, Nova Scotia and identified as PID #70086509 as dangerous and unsightly as defined in the *Municipal Government Act of Nova Scotia*;

AND THAT the Region of Queens Municipal Council cause an Order to be served upon the owners of the property requiring that, within thirty (30) days of the date of the service of the Order, the following work be carried out:

- 1. Demolition of structure;**
- 2. Demolition materials to be delivered to Queens Solid Waste Management Facility; and**
- 3. Levelling of property.**

AND THAT, if the owner fails to comply with the Order, the Administrator may cause the requirements of the Order to be carried out and all expenses incurred by the Region of Queens Municipality become the responsibility of the owners.

Kelley-Anne Hurley, By-Law Officer, stated the property has been on the roster since October 2015 and was vacated in 2014. This is the second formal order by the Region of Queens Municipality.

The first order was affected in November 2015 whereby an outbuilding was demolished and an extensive exterior clean-up was conducted. Since then, we have mowed and maintained the property exterior.

The remaining dwelling, a wooden-framed, two story, single family unit has shown serious deterioration:

- Several sections of wall cladding are missing.
- Several windows are missing, several are broken.
- Soffits are rotten, falling off or missing.
- Holes in the roof and many missing asphalt shingles – the roof has a bow in the centre and is considered to be dangerous.
- Basement foundation is seriously deteriorating as the concrete is broken or clumping.
- Since 2014, there has been no heat and no maintenance.
- Substantial hole in the ground near the well; however, well has a standard crock installed and appears to be safe at this time.
- Interior has been exposed to the elements due to open windows and roof, and two doors had to be secured by RQM.
- Apparent signs of wildlife and rodents have become a nuisance.
- Property was subjected to a formal Tax Sale on November 29, 2017, but did not sell.
- Property was subjected to a formal Tax Sale by Tender on January 17, 2018 and did not sell.
- Property was subjected to a formal Tax Sale by Tender on November 6, 2018 and did not sell.

A registered letter was sent to the assessed owners on December 19, 2018 and by formal property posting dated December 20, 2018. These notifications rendered negative results.

MOTION CARRIED unanimously.

8.0 ECONOMIC DEVELOPMENT:

8.1 Queens County Branding

Jenny Rockett, Director of Economic Development, stated as part of the 2020 Vision the Economic Department was tasked to work with the community stakeholders to develop a Queens County brand and marketing initiatives to reduce the numerous brands currently in use to a solitary approach.

A community brand is more than creating a logo and tag line, and there are tools that help to implement a brand. The Federation of Canadian Municipalities defines a community brand as a “clear and consistent vision and message that conveys what a community represents. Once this has been developed, the Region of Queens brand will be central to all of our marketing strategies and promotions.

A leadership team will be made up of a small group of staff with diverse perspectives and skillsets. The team will guide and coordinate the branding and marketing processes. They will identify challenges, identify assets/resources and work together to draft a request for proposal (RFP). Following this process, the team will work with the successful external consultant to ensure that residents of Queens County are actively and meaningfully engaged in the branding process.

In mid-January, a leadership team will be selected and the RFP will be created and released in mid-February. The team will score and propose a successful external consultant the end of March. The chosen process has not yet been determined; however, it is expected that there will be a period of public engagement, data analysis, designing/creating the brand, soliciting feedback on the proposed brand, incorporating any changes and then launching the brand. Following the branding process, it is important to bring the vision to life through concerted marketing and promotion efforts, which will likely require the development of marketing and promotion strategy as well as collateral materials and website design.

9.0 CORPORATE SERVICES:

9.1 Summary of Proclamations Submitted in 2018

The summary of Proclamations for 2018 were discussed. Deputy Mayor Kelly requested that a summary could be reviewed on an annual basis.

9.2 Discussion on the Continuation of Evening Meetings

Mayor Dagley stated evening meetings were held on a trial basis of one evening meeting per quarter per year. Councillors provided reasons for wanting to continue with process.

Mayor Dagley asked for consensus to continue with a trial to hold one evening meeting 4 times per year with a start time of 7:00 p.m. The vote was 1 in favour and 7 against.

Mayor Dagley asked for consensus to continue to hold one evening meeting 4 times per year with a start time of 7:00 p.m. in different community venues. The vote was 5 in favour and 3 against.

Mayor Dagley asked for consensus to continue to hold evening meetings 4 times per year with start time of 6:00 p.m. in different community venues. The vote was 4 in favour and 4 against. Defeated.

Staff will prepare a recommendation report to bring back at a future meeting.

10.0 ENGINEERING AND WORKS:

10.1 Region 6 Solid Waste Management – 2019/2020 Budget

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

THAT the Council of Region of Queens Municipality approve the Region 6 Waste Management proposed budget for the year 2019/2020.

MOTION CARRIED unanimously.

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 Purchase & Sale Agreement – Queens Daycare Association

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

THAT the Council of the Region of Queens Municipality approve a purchase and sale agreement with Queens Daycare Association for the sale of properties identified as PID #'s 70182902 and 70046792, known as the former Mount Pleasant School, for the purchase price of \$1.00.

Mike MacLeod, Director of Planning & Development, stated the properties were declared surplus by Council in September 2017. A Request for Proposals (RFP) was issued in October 2018. A proposal submitted by Queens Daycare Association was accepted by Council recommending entering into a purchase and sale agreement for a purchase price of \$1.00 with a closing date of July 2019.

The Food Bank's (current tenant) contract expires the end of June 2019. If they vacate the premises prior to this date, the closing date with Queens Daycare Association can be moved forward.

MOTION CARRIED unanimously.

14.0 REPORTS

14.1 Council Implementation Report – ending December 2018

The Council Implementation Report – ending December 2018 was circulated for information purposes (copy attached to original set of Minutes).

15.0 IN-CAMERA ITEMS

It was moved by Deputy Mayor Kelly and seconded by Councillor MacLeod that the proceedings go In-Camera at 11:45 a.m. to discuss the following:

- 15.1 Contract Negotiations
- 15.2 Personnel Matter

MOTION CARRIED unanimously.

Mayor Dagley announced a 10 minute recess at 11:45 a.m.


It was moved by Deputy Mayor Kelly and seconded by Councillor Fancy that the proceedings exit In-Camera at 1:25 p.m.

MOTION CARRIED unanimously.

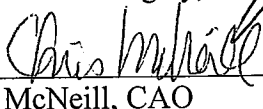
16.0 ADJOURNMENT

It was moved by Deputy Mayor Kelly and seconded by Councillor Fancy that the meeting be adjourned at 1:26 p.m.

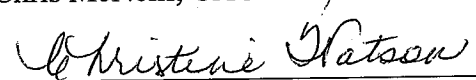
MOTION CARRIED unanimously.



Mayor David Dagley, Chair



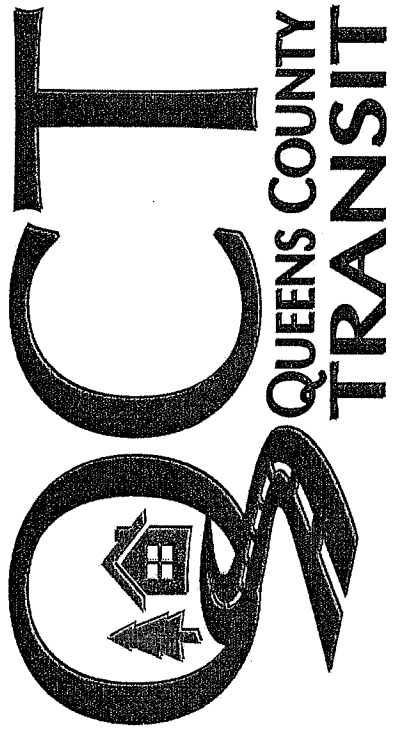
Chris McNeill, CAO



Christine Watson, Administrative Assistant – Planning & Development

Date Approved:

February 12, 2019



Keeping Queens Connected

Presentation to RQM

DATE January 22, 2019

QCT Vision and Mission

VISION

Keeping Queens Connected

MISSION

Queens County Transit shall provide an inclusive, accessible, and effective transit service that is efficient and sustainable for all residents

Overview of Queens County Transit

- Responded to need for affordable transportation identified over 4 years ago through the work of the Queens Care Society
- Queens County residents were among the last in NS to have access to a community-based transportation service
- Provide an affordable, secure and reliable door-to-door transportation service to all residents of Queens County
 - Monday-Friday 8am-5pm within and outside Queens County
- A fleet of **3** vehicles, including two accessible vans

QCT Team

BOARD OF DIRECTORS

- Bill Smyth, Interim Chair and Treasurer
- Bob MacGowan, Vice Chair
- Craig Harding, Secretary
- Alex Doggett
- Grant Webber
- Don Kimball
- Dee Kozlowski

QCT STAFF

- Tammy Leblanc, Coordinator
- Van Drivers:
 - Bruce Wentzell
 - Eric Frail
 - Allen Conrad
- 7 Volunteer Drivers

Accomplishments in the last year

- Put wheels on the road on deadline!
- Offered **905** rides in 4.5 months to Queens County Residents – so far!
 - Trips for medical appointments, employment and recreation
 - Daily trips for 6 NSCC students, including one student with special needs (Achieve and WC)
- Formed a committed volunteer board of directors who spent countless hours working together to make it happen
- Creating jobs in the community
 - Hired a coordinator who goes above and beyond
 - Hired 3 part-time drivers
- Recruited 7 volunteer drivers – more needed! Excellent opportunity to give back
- Increasing awareness in the community with launch, Caledonia parade, radio ads, newsletters, brochure mailout
- Set up an office in Liverpool
- Established valuable partnerships various regional and provincial groups
- Building community infrastructure and reducing social isolation

Success stories!

- **EDUCATION:** Supporting NSCC student cerebral palsy who wouldn't have been able to attend college without us and is excelling. The NSCC riders have become a close knit family helping and caring for each other.
- **ISOLATED SENIOR:** Connected very lonely and depressed resident with Senior Safety Coordinator and existing senior groups. She is now using one of our volunteer drivers on a regular basis. She said, *"I feel like I've finally been heard."*
- **MEDICAL APPOINTMENTS:** Senior bound to motorized wheelchair was able to attend a medical appointment as his van no longer works.
- **VALUABLE EMPLOYMENT:** Hired driver through Employment Solutions (START Program) who was, in turn, able to drive five people to forklift training in Kentville who are also registered with Employment Solutions.
- **REDUCING ISOLATION:** Seniors Shopping Trip. Driver had a van load of seniors shopping in Halifax. He phoned and said his ribs hurt from laughing so much. They had a blast.

Success stories – sums it all up!

“I have been using this service since early October 2018 and just want to express my thanks to all involved in bringing this wonderful service to us.

I have found the staff to be kind and courteous and professional in every way...that includes all levels of this service from the telephone bookings with Tammy to the drivers who are kind ...courteous and very patient.

This service is for everyone who needs transportation...whether it be to visit a friend...an apt...grocery shopping...whatever your needs may be...they are always happy to accommodate you...all they ask is to give them 48 hrs notice if you can...if not...most times they can still help you out....of course, if you have regular appts best to give them these as soon as you can and then you are booked...they pick you up at your door...with smiles...it is affordable and so very much needed in our community...so give them a call and take advantage of this great service....you will be happy you did!!!

Thanks everyone!!!”

What's next for QCT?

- On April 1, transition from the "Pilot" Phase to the "Start-Up" Phase for the next year – called YEAR 2
- More outreach to increase awareness and ridership
- Launch fundraising campaign to help raise necessary funds (charitable status pending)
- Continue to develop and strengthen board and organization
- Continue to recruit volunteer drivers
- Continue valuable partnerships including with RQM
- Apply for provincial funding - NS-TRIP (Last year) and CTAP funding
 - Need RQM financial support to complete the picture)
- Continue and expand providing much-needed transportation services to Queens County!

Financial details

- Initial estimated expenditures of **\$95,000-\$150,000K/year**, allowing \$10,000 for 1 vehicle in first year and \$35,000 for a second vehicle in year 3!
However 3 vehicles were purchased because of availability and opportunity and current estimated expenditures now range from **\$106,000 in Year 2 to \$197,000 in year 4** which includes 2 new accessible van replacements in each of year 3 and 4.
- **PROVINCIAL FUNDING:** Both NS-TRIP (this year only) and CTAP funds ongoing
 - NS-TRIP: \$19,587 for YEAR 2 and no more after that
 - CTAP operational funding estimated at \$65,000

Financial details

- IN-KIND CONTRIBUTIONS – We have been Donated the use of office space, storage space for vehicle parts like winter/summer tires, office equipment
- COMMUNITY DONATIONS – Nominal individual , SQCC and Corporate SPONSORSHIPS – approx. \$6,000 in window decals.
- We have applied for Charitable status through CRA.

Municipal contributions across NS

- Province suggests municipal contributions be equivalent to CTAP funding (approx. 1/3)
 - Average municipal contribution in 2015-16 was approx. 16% of total revenue – our ask approx 16%
 - Without municipal contribution this service can not exist
- Breakdown of municipal contributions (17 transit services)
 - \$0 to \$10,000 3
 - \$10,001 to \$20,000 5
 - \$20,001 to \$40,000 3
 - \$40,001 to \$70,000 2
 - \$70,001 and above 4
- Line item in budget

The Ask

- Ongoing RQM support is vital for the sustainability of QCT
- Requesting \$22K in year 2 – 20% of QCT operating costs

Potential contributions	Pre-pilot YEAR 1 * (2018-2019)	Pilot YEAR 1 * (2018-2019)	Start-up YEAR 2 (2019-2020)	Ongoing YEAR 3 (2020-2021)
Funding request	\$3,250 *	\$12,500 (\$15,750 total)	\$22,000	\$26,000
Activities and expenses include:	Hiring manager, setting up operations, marketing and outreach, volunteer driver recruitment	Vehicle purchase, part-time driver, staff and volunteer training, marketing and outreach	2 near full time and 1 part-time paid driver, near full time Manager with dispatch duties and ongoing operating costs	Full-time manager, dispatcher and driver, ongoing operating costs, vehicle purchase and maintenance

Why continue to support QCT?

- We are addressing a **real need** for affordable, door-to-door, accessible transportation – a need that will continue to grow because of aging population
- We are helping people **access important services and education and employment opportunities** – and enabling people stay in Queens County
- We are creating **vital community infrastructure** and reducing social isolation
- We are seeing an increase in the need to support **Seniors and Students**

Thank you!
Questions?



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treasurer@queenscountytransit.ca

Region of Queens Municipality

COUNCIL IMPLEMENTATION REPORT – JANUARY 2018

Date	Recommendation	Responsibility	Action Taken
January 23, 2018	Register the Port Mouton (Spectacle) Lighthouse, in the Municipal Registry of Heritage Properties for the Region of Queens.	M. MacLeod	Designation process complete. Staff to arrange a plaque unveiling ceremony for summer 2019 at request of Lighthouse Society.

COUNCIL IMPLEMENTATION REPORT – MAY 2018

Date	Recommendation	Responsibility	Action Taken
May 8, 2018	Authorize Mersey Branch Legion 38 to seek out an appropriate field gun for placement in Centennial Park in 2019. AND THAT the Chief Administrative Officer be authorized to designate an appropriate location within the park for the placement of such field gun should the cost of the concrete base be agreed to in the 2019-2020 budget, and the Legion is able to source a field gun.	C. McNeill	Letter sent from Mayor Dagley on May 14, 2018 to Murray Crouse.

COUNCIL IMPLEMENTATION REPORT – July 2018

Date	Recommendation	Responsibility	Action Taken
July 10, 2018	Request Nova Scotia Department of Justice increase the Out of Court Settlement for disposing or causing or permitting disposal of collectable waste or non-collectable waste at location or in a manner contrary to By-law (Section 50 of By-law #13) to a minimum of \$697.50 for first and subsequent offences.	M. MacLeod	Staff have been advised that Solid Waste Bylaw will need to be amended to effect a fine level increase. To be brought back to a future Council meeting.
July 10, 2018	Make application to Historic Sites and Monuments Board of Canada to have the Liverpool Court House designated as a property of National Historic Significance.	M. MacLeod	Application has been sent to Historic Sites and Monuments Board of Canada for review.

Date	Recommendation	Responsibility	Action Taken
July 24, 2018	<p>Authorize an expenditure of up to \$90,000 for required upgrades to the Trestle Trail Bridge for Phase 1 as noted in CBCL Report issued March 2, 2018, to be funding in 2018-2019 through a withdrawal from Gas Tax Reserve.</p> <p>SUBJECT to final approval of Director of Engineering and Works on proposed construction schedule, design, and construction standards;</p> <p>AND THAT the Chief Administrative Officer be authorized to execute the required funding agreement and operational agreement with Queens Rails to Trails Association on the Municipality's behalf.</p>	C. McNeill	<p>Letter sent to Queens County Rails to Trails on August 2, 2018.</p> <p>Work underway by consultants to finalize tender documents.</p>

COUNCIL IMPLEMENTATION REPORT – August 2018

Date	Recommendation	Responsibility	Action Taken
Aug 14, 2018	Register the property identified as PID #70017827 and located at 547 Main Street in Liverpool, and known as the West House, in the municipal registry of heritage property for the Region of Queens.	M. MacLeod	Registration completed. Plaque to be ordered. Ceremony scheduled at a future date.

COUNCIL IMPLEMENTATION REPORT – November 2018

Date	Recommendation	Responsibility	Action Taken
Nov. 27, 2018	<p>Declare the property located at 877 New Grafton Road, New Grafton, Queens County, Nova Scotia as dangerous and unsightly as defined in the <i>Municipal Government Act</i> of Nova Scotia;</p> <p>AND THAT Region of Queens Municipal Council cause an Order to be served upon the owner of the property located at 877 New Grafton Road, New Grafton, Queens County, Nova Scotia requiring that, within thirty (30) days of the date of the service of the Order, the following work be carried out:</p> <p>1. Removal of all abandoned/derelict vehicles;</p>	K. Hurley	<p>Property posted with Formal Order by RQM November 28, 2018 at 11:55 hrs.</p> <p>Formal Order expires December 27, 2018.</p> <p>Follow-up to Order January 4, 2019 – Follow-up revealed partial cleanup. Tenders to be sent out for foundation cleanup.</p> <p>Tenders for clean-up sent out January 18, 2019. Work to be carried out on/before February 11, 2019.</p>

	<p>2. Removal of car parts, tires, scrap metals, construction and demolition materials, household garbage and other miscellaneous items strewn throughout the property;</p> <p>3. Relocate motorcycle and truck cap; and</p> <p>4. Removal of remnant cinderblock foundation from previous demolition.</p> <p>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 owner.</p>		
Nov. 27, 2018	Approve that Tender PW08-2018/2019 – Trucking of Bulk Salt be awarded to Donald Whynot Trucking Ltd. for the tendered price of \$39.75 per metric tonne, plus HST for the 2018/2019 winter season.	B. Rowter	Letters of notifications dated November 27, 2018 were sent to tenderers.
Nov. 27, 2018	Adopt an administrative policy respect a development agreement with Eastlink and Donna Marie Jones to allow for the erection of a cellular telecommunication tower on property identified as PID #70047055 and located off Meadow Pond Lane in Liverpool.	M. MacLeod	Motion rescinded December 11, 2018.
Nov. 27, 2018	<p>Enter into a purchase and sale agreement with Queens Daycare Association for the sale of properties identified as PID #70182902 and 70046792, known as the former Mount Pleasant School, for the purchase price of \$1.00;</p> <p>AND THAT a Public Hearing be held on January 8, 2019 at 6:00 p.m. in the Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS.</p>	M. MacLeod	Queens Daycare Association advised of Council recommendation.

Date	Recommendation	Responsibility	Action Taken
Nov. 27, 2018	Enter into a purchase and sale agreement with Robert A. Cole for the sale of property identified as PID #70154695, known as the former Caledonia School Bus Garage, for the purchase price of \$151,000.	M. MacLeod	Subsequent to Council's approval, Mr. Cole has withdrawn his proposal to purchase the property.

COUNCIL IMPLEMENTATION REPORT – December 2018

Date	Recommendation	Responsibility	Action Taken
Dec. 11, 2018	<p>Agree to waive Operational Policy 58 – Consumption of Alcohol on Municipally Owned Properties, at the request of Lane's of Liverpool Ltd. at Fort Point Lighthouse, Liverpool, during Saturday, December 15 and Sunday, December 16;</p> <p>AND THAT the applicant be required to provide proof of insurance of no less than \$2,000,000 with the Region of Queens Municipality named as additional insured, and a copy of the in effect liquor license from the Province of Nova Scotia, to the Region in advance of the event. All municipal, provincial and federal laws shall be strictly adhered to during the event.</p>	R. Lane	Lane's informed and required documentation received.
Dec. 11, 2018	<p>Approve draft loan agreement with Mill Village and District Fire Department in the amount of \$100,000 to allow for the purchase of a building to house its fire apparatus and equipment, with the loan to repaid over five years;</p> <p>AND THAT this be funded from the Special Operating Reserve.</p>	CAO	Loan agreement signed December 17, 2018.

Date	Recommendation	Responsibility	Action Taken
Dec. 11, 2018	<p>Give budget approval for a Tournament/Special Events Assistance Grant of \$500.00 to Queens County Minor Hockey Association to help with the costs associated with hosting the 2018 Jack Frost Tournament.</p> <p>AND THAT it is to be funded from Community Grants and Programs budget line of the Recreation & Healthy Communities Department.</p>	M. Roberts	Cheque and letter dated December 19, 2018 sent to QCMHA.
Dec. 11, 2018	<p>Authorize the expenditure of \$55,670.77 plus \$10,000 for installation and HST to be used for the purpose of upgrading internet services at Queens Place Emera Centre.</p> <p>AND THAT \$40,000 be funded as a withdrawal from Queens Place Emera Centre Fundraising Account with the remainder being funded from the Queens Place Emera Centre Equipment Reserve Account.</p>	M. Roberts	Bell contract signed December 19, 2018. Work to begin first week of January.
Dec. 11, 2018	<p>Accepts its legal advice that its approval on November 27, 2018 of a development agreement for an Eastlink Tower near Meadow Pond Lane is invalid because of the failure to give Notice to nearby assessed property owners, as required by Section 5.7 of the Land Use Bylaw, and accordingly rescinds its motion approving the development agreement;</p> <p>AND THAT Council hereby sets January 22, 2019 at 9:00 a.m. for a fresh hearing on that development agreement, and directs staff to ensure that appropriate notices are duly provided.</p>	M. MacLeod	Eastlink has been notified of the error and advised that a new hearing has been scheduled for January 22, 2019.