

**REGION OF QUEENS MUNICIPALITY  
REGULAR COUNCIL  
TUESDAY, JANUARY 14, 2020  
MILTON COMMUNITY HALL  
7:00 P.M.**

**PRESENT:** Mayor David Dagley, Chair  
Councillor Kevin Muise  
Deputy Mayor Heather Kelly  
Councillor Brian Fralic  
Councillor Susan MacLeod  
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 7:00 p.m.

**2.0 CHANGES / APPROVAL OF AGENDA**

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

**15.1 Leasing of Municipal Property  
15.2 Communications - Personnel**

**MOTION CARRIED unanimously.**

**3.0 PRESENTATIONS**

There were no presentations to come before this meeting.

**4.0 TABLING OF PETITIONS:**

There were no petitions to come before this meeting.

**5.0 PUBLIC QUESTION / COMMENT SESSION:**

Michelle Roy – 56 King Street, Liverpool – Ms. Roy enquired on Item #2 under Issues that Arose from the EMO Report, why losing ice at QPEC was on the list. Mayor Dagley explained power was connected quickly to QPEC for the National Women’s Hockey Fall Training Camp and to provide showers to residents. She further enquired why it was felt that the departments were not asked by EMO to provide help.

Murray Cluett, Liverpool – Mr. Cluett asked that members of the public be allowed to provide input when the EMO report is discussed. Mayor Dagley stated the meeting would be following protocol and comments and/or questions brought forward by residents would be taken into consideration and answered when EMO and Councillors discuss the report.

Mr. Cluett further offered his opinion that if EMO doesn’t cover the costs of opening comfort centres then RQM should. Mayor Dagley explained that EMO does not pay for costs incurred but submits invoices to RQM, who in turn looks for reimbursement from the province, if there are funds available.

Kim Moulton, Old Falls Road, Liverpool – Ms. Moulton offered her opinion that the fire departments are following protocol in protecting the families in the community.

Chris Wolfe, Fire Chief, North Queens Fire Association, Caledonia – Mr. Wolfe stated following a meeting with RQM and EMO concerning a new plan of protocols to establish comfort centres, he stated the fire chiefs were not present and is looking for clarification and asked if it will be done in future.

He further stated there is a need for new and younger people to join the membership and is struggling to do so. He hopes the RQM, EMO and firefighters can work together to revise the EMO plan.

Douglas Bent, Caledonia – Mr. Bent enquired to changing the protocol of the meeting and allow the public to offer their comments and questions.

Lisa Conway, Caledonia – Ms. Conway enquired if there was funding from the province for municipalities to provide comfort centres in emergencies. She further stated if there wasn't a need for the fire halls being opened, then people wouldn't have been there.

Trevor Munroe, Fire Chief, Liverpool Fire Department – Mr. Munroe stated he felt the fire departments were being punished for offering services. Council should reject the recommendations from EMO and their bylaws need to be brought up to standards.

Kendall Farmer, Fire Chief, Port Medway Fire Department – Mr. Farmer stated he was in attendance at a meeting at QPEC and was told under extreme conditions they should park their trucks as outlined in Item 7 of the recommendations, and to only respond to emergencies. He stated regardless of what happens at this meeting he has intentions to continue serving the community.

He stated meals were offered to residents, to their department members, NSPI and the military members who assisted with the cleanup. His concern was not about reimbursement, but questioned if they were not following policy and opened up as a comfort centre, why a member of the EMO contacted them on a daily basis to see if the hall would be open on the following day.

Donald Whynot, Chief, Mill Village & District Fire Department – Mr. Whynot enquired to how serious do things need to be for EMO to act, and the reimbursement to departments for things such as fuel. The departments should be recognized.

Moyal Conrad, Chief, Greenfield Fire Department – Mr. Conrad stated there is a fire department rep who sits on the EMO Committee, but the departments were not part of the recommendations brought forward in the EMO report, and did not like that the committee were making rules without their input. He submitted invoices for reimbursement after receiving an email that EMO would be covering the costs. Their fire department would continue to help its residents when the need arises.

He further stated the EMO meetings are held during the day and the chiefs are not able to attend.

Mayor Dagley thanked the fire departments for their efforts and values all those who volunteer. Although the departments do fundraising to help with their department costs, the RQM invests approximately \$700,000 in grants each year.

Shelley Whynot, Liverpool – Ms. Whynot offered her opinion that if the fire departments were involved in the decision making process and solutions with EMO, it would create change and make things better for everyone as this is what residents are asking for. She encouraged times of meetings to be held for them to be able to attend and participate.

Gary Carroll, Mill Village Fire Department Member – Mr. Carroll stated that things were done very well and to the letter of the law, but questioned where the spirit of law is. There is a need to look at the spirit in decision making concerning regulations.

**6.0 APPROVAL OF MINUTES:**

6.1 Council Minutes – December 10, 2019

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

**THAT the minutes of the Regular Council meeting held December 10, 2019 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 in items to come before this meeting.

**9.0 CORPORATE SERVICES**

9.1 Job Description – Fitness Attendant - Revised

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

**THAT the Council of Region of Queens Municipality approve the Fitness Attendant – Revised Job Description.**

**MOTION CARRIED unanimously.**

9.2 Job Description – Fitness Attendant (Casual)

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

**THAT the Council of Region of Queens Municipality approve the Fitness Attendant (Casual) Job Description.**

**MOTION CARRIED unanimously.**

9.3 Policy 89 – Grant Disclosure

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

**THAT the Council of Region of Queens Municipality approve Policy 89 respecting Grant Disclosure.**

Chris McNeil, CAO, stated as set out by the Province of Nova Scotia amendments to the *Municipal Government Act*, this policy was created which provides an opportunity for residents of Queens County to see all grant funding provided, including the total amount to each organization or agency, the program or budget line the funding was provided from as well as the purpose. This information will be posted on RQM website on a yearly basis.

**MOTION CARRIED unanimously.**

9.4 Destruction of Records

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

**THAT the said documents and records as set out in the affidavit of Shelley Connolly, Deputy Clerk, sworn to the 6<sup>th</sup> day of January A.D., 2020, are to be forthwith destroyed.**

**MOTION CARRIED unanimously.**

**10.0 ENGINEERING & PUBLIC WORKS**

There were no items to come before this meeting.

**11.0 FINANCE**

There were no items to come before this meeting.

**12.0 RECREATION AND COMMUNITY FACILITIES**

12.1 Community Investment Fund Policy (Revised)

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

**THAT the Council of Region of Queens Municipality approve amended Operational Policy 11 – Community Investment Fund.**

Mayor Dagley welcomed Meaghan Roberts, Director of Recreation & Healthy Communities, and Dana Henley, Administrative Assistant, to Council.

Councillor Johnson enquired:

1. If there is a surplus in the fund, what happens to it?

Chris McNeill, CAO, stated the intent is to roll the funds back into the fund, but is subject to the discretion of Council.

2. Will it be necessary to change the submission date from January 31?

Yes as it is necessary to advertise for 6 weeks.

3. Is there an appeal process for those who were denied or those who don't qualify?

Council makes the final decision and application can be revisited for further consideration.

4. What is considered a donation?

A small nominal amount is acceptable. An organization making a larger amount of a donation is not (e.g. if donating \$500 and then submitting an application for a \$500 grant).

5. Why does Director of Recreation and Healthy Communities administer the plan whereas the fund involves other departments?

The CIF replaces several other recreation policies. Other departments get involved and are part of discussions when necessary.

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

**THAT an amendment to amend Section 11.6 by allowing the submission date of January 31<sup>st</sup> to be extended to February 28, 2020, as an extension specifically for the year 2020, to allow reasonable time to advertise and applicants to apply this year.**

**MOTION CARRIED unanimously.**

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

**THAT applicants can receive up to \$1,000 in kind work related to capital projects.**

**MOTION CARRIED with 5 in favour and 3 against.**

**MOTION AS AMENDED CARRIED unanimously.**

### **13.0 PLANNING AND DEVELOPMENT**

#### **13.1 Land Use Bylaw Amendments – 531 West Street, Milton**

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

**THAT the Council of the Region of Queens Municipality give notice of its intention to amend the definition section of the Land Use Bylaw to increase the number of residents permitted in Small Options Homes to 6 and the number of residents permitted in a Residential Care Facilities to 7 or more;**

**AND THAT a Public Hearing be held on February 11, 2020 in the Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS at 9:00 a.m.**

Mike MacLeod, Director of Planning & Development, stated an application to make amendments to the Land Use Bylaw to increase the number of residents permitted under a small options home use was made by Queens Association for Supported Living. They have recently purchased the property located at 531 West Street in Milton. Their intent was to convert the existing dwelling into a small options home. The property is located on the northern end of West Street, near Potanoc Street, in Milton and is 2 acres. Support workers attending the home will have no impact on traffic in the area and there is adequate room on the property to accommodate off street parking. The footprint or appearance of the existing dwelling will not be changed.

As part of the Municipal Planning Strategy and Land Use Bylaw review project, the intention is to amend the definition to reflect up to 6 residents in a small options home and over 6 residents in a residential care facility.

The property is currently zoned as General Residential (R2) under the Land Use Bylaw which allows for up to 3 residents and in order to accommodate the applicant's request, amendments would be required to the Bylaw to rezone the property to Multiple Unit Residential (R3).

It had already been the intent under the Municipal Planning Strategy and Land Use Bylaw review project to amend these definitions to reflect up to 6 residents in a small options home and over 6 residents in a residential care facility.

Three options were reviewed:

1. Maintain status quo (deny amendment request).
2. Amend the Land Use Bylaw to rezone from General Residential (R2) to Multiple Unit Residential (R3).

3. Amend the definition section of the Land Use Bylaw to increase the number of residents permitted under a small options home and under a residential care facility.

Staff reviewed the application and proposed use of the property and are of the opinion that Option 3 is the most appropriate.

The Planning Advisory Committee have reviewed the application and agree that increasing the number of residents permitted in a small options home and residential care facility is reasonable and are in favor of the application.

**MOTION CARRIED unanimously.**

## 14.0 REPORTS

### 14.1 EMO Hurricane Dorian Report and Recommendations

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

**THAT the Council of Region of Queens Municipality adopt the Hurricane Doran report and recommendations.**

Mayor Dagley welcomed Brian Hatt, EMO Coordinator, and Louis Landry, Deputy Emergency Measures Coordinator, to Council.

Mr. Hatt reviewed the history of Hurricane Dorian which occurred on September 7, 2019, and reviewed the issues that arose, some of which included:

1. Shortages of fuel at local gas stations.
2. Lack of power.
3. Demand for showers from residents in areas where power was still out.
4. Downed trees and power lines.
5. Limited tree cutting and removal services.
6. Reduced communications ability for some people.
7. Fire departments and community groups setting up comfort stations without being asked to, and then expecting reimbursement.
8. Queens General Hospital not wanting to provide oxygen support for those residents requiring full-time oxygen support.

The following recommendations were reviewed and discussed:

1. Queens EMO will no longer be responsible to setup or pay the costs for local comfort centres. A comfort centre is a building that provides residents with refreshments, ability to charge devices, and warmth.
2. Going forward, the Municipality will only establish emergency shelters during or following an emergency situation where a need exists, in established and agreed upon locations. Emergency centres provide short-term accommodations, food, and registration services. When emergency centres are established by the Municipality, the full cost of the centres will be paid for by Queens EMO according to rules provided by Queens EMO at the time. Shelters are under the control of the Red Cross in state of emergencies.
3. Queens EMO will oversee a proposed infrastructure program for community organizations willing to be a comfort centre by providing one-time funding of 50% of the cost to purchase and install a generator, up to \$2,500, to become a comfort centre for that community. No funding would be provided by the Municipality thereafter for power, refreshments, fuel, food, et cetera. The fund would be limited to 4 facilities per year.
4. Current agreements with fire departments are community groups for comfort centres will be terminated as they are not being adhered to.

5. New emergency measures communications materials will be developed and printed and circulated to all homes within Queens County on a biennial basis, and be available at government offices, libraries, et cetera outlining to be prepared for 72 hours.
6. Promote Nova Scotia Power's critical customer communications program for those in need of such services. This service registers contact information for local residents based on certain criteria and notifies those residents prior to power outages when known and during power outages when unknown.
7. Region of Queens Municipality and Queens EMO to adopt Nova Scotia Transportation & Infrastructure Renewal and Nova Scotia Power protocols for removing personnel from roadways during hazardous weather events. An exception is when assistance is required to assist with the response when a known emergency exists.

Councillor Fiske, Chairman, Emergency Services Committee, called for a meeting to be held as soon as possible with the Fire Departments and EMO members to discuss the report and recommendations.

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

**THAT the motion be deferred to a future meeting once the EMO committee and all external agencies have met to review policies and processes.**

**MOTION CARRIED unanimously.**

#### **15.0 IN-CAMERA ITEMS**

**It was moved by Deputy Mayor Kelly and seconded by Councillor Muise that the proceedings go In-Camera at 9:13 p.m. to discuss the following:**

- 15.1 Leasing of Municipal Property**
- 15.2 Communications - Personnel**

**MOTION CARRIED unanimously.**

Mayor Dagley announced a 10 minute recess at 9:13 p.m.

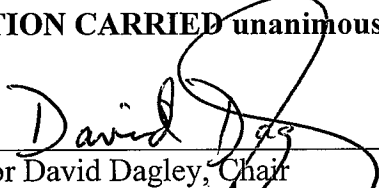
**It was moved by Councillor Fancy and seconded by Councillor Fiske that the proceedings exit In-Camera at 10:27 p.m.**

**MOTION CARRIED unanimously.**

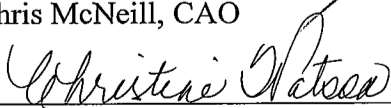
#### **16.0 ADJOURNMENT**

**It was moved by Councillor Fiske and seconded by Councillor Johnson that the meeting be adjourned at 10:28 p.m.**

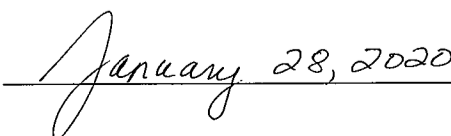
**MOTION CARRIED unanimously.**

  
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Mayor David Dagley, Chair

  
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Chris McNeill, CAO

  
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Christine Watson, Administrative Assistant – Planning & Development

Date Approved:

  
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January 28, 2020