

Region of Queens Municipality Regular Council

TUESDAY, AUGUST 11, 2020

9:00 A.M.

MINUTES

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

REGRETS: Councillor Gilbert Johnson

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 Muise and seconded by Councillor Fralic that the Agenda be approved as amended:

Add: Item 14.2 – Reports – Councillor Fiske

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

Leon Robertson – College Street, Liverpool – Mr. Robertson enquired under 9.1 – Diversity and Inclusion Action Team Terms of Reference, if this was included in the original budget and asked where the funding will come from.

Mayor Dagley stated it is not included in the existing budget. There is an intent to apply for funding from the province. There is a volunteer action team which may have expenses going forward. Later a coordinator will need to be hired to work with the group and hope those costs will come out of the funding from the province. Any costs that may incur later will be dealt with at that time.

6.0 APPROVAL OF MINUTES

6.1 Regular Council – July 28, 2020

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

THAT the minutes of the Regular Council meeting held July 28, 2020 be approved as circulated.

Mayor Dagley stated it would be appropriate to move an amendment under Item 13.2 to correct the error of the Public Hearing date to be August 25, 2020 instead of August 28, 2020.

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

THAT the date of August 28, 2020 under Item 13.2 be changed to August 25, 2020.

AMENDMENT 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

9.1 Diversity and Inclusion Action Team Terms of Reference

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

THAT the Council of the Region of Queens Municipality approve the draft Terms of Reference for a Diversity and Inclusion Action Team.

Councillor MacLeod stated she was not going to vote in favour of the recommendation. She provided reasons for her decision, some of which included:

- In the report it says that there will be no cost to this diversity action team. However, it states in there that they will implement a small grants program. It does not say where that money will be coming from; whether that will be money applied for grants, or if that will be money that comes out of the budget.
- Under the membership aspect, there is no Council member on this team and usually when there is a team of this caliber, there should be some Council representation to bring back information to council.
- The process is not the same as the Accessibility Coordinator, who is responsible to put together the Terms of Reference for that team and expressed she feels RQM is moving too quickly and that there should be a general process as done in other committees.
- It is unclear where the cost for the coordinator will be coming from.

Mayor Dagley stated the team or the coordinator will be bringing recommendations to Council.

Chris McNeill, CAO, stated there are no costs associated with the Terms of Reference. There may be costs incurred afterwards for the small grants, but is not indicative of approval of the Terms of Reference. Funding would be provided by Council at a later date and is not being approved by Council today. There will be costs incurred with the hiring of the Diversity and Inclusive Coordinator and will be separate from the Terms of Reference but that won't be until later in the year.

The volunteer team will consist of a group of marginalized members of our community, to ensure there would be fair and reasonable representation, and to keep the size of the team manageable, there will be no members of Council. It may be difficult to find people to come forward and RQM wishes to provide a safe forum for them to focus on their needs and have open discussions.

Councillor Fancy stated he felt RQM was approaching this topic in the wrong manner and requires a deeper discussion than what has been so far and he would be voting against it.

MOTION CARRIED with 5 in favour and 2 against.

10.0 ENGINEERING & PUBLIC WORKS

There were no items to come before this meeting.

11.0 FINANCE

11.1 Financial Statements – 1st Quarter 2020

Jennifer Keating-Hubley, Director of Finance, was welcomed to Council and provided an update on the 1st Quarter 2020-2021 financial statements. Some highlights included:

Further to comments from the public gallery, some departments look as though they're higher than 25%; all our insurance items are paid up front at the beginning of the year, so all insurance budget line items are full right now. Departments are seasonal in their expenditure needs, those showing above the 25% spent are more heavily weighted in the spring/summer offering of services and programs.

Fire Departments fall under protective services and their grants are paid quarterly at 50%, 20%, 20% and 10% respectively; this statement shows 1st quarter allotment at 50% grant funding. As well as the truck replacement schedule which pays the entire annual contribution on the first grant payments to each of the departments who are eligible for reimbursement from the truck replacement reserve, paid over a period of 10 years.

Nova Scotia Power grant in lieu has not been received yet. We have a couple larger valued appeals still outstanding, though property taxes were conservatively estimated based on pending appeal expectations. Property taxes actually billed are higher than what was budgeted, so if those appeals should conclude not in our favour, we will still meet total budgeted tax revenue.

Deed Transfer Tax looks like it is going to come in above budget again; if current rate is maintained, it is estimated revenue will end approximately \$80,000 over budget.

Queens Place revenues have ended 16% this quarter; if you project that out for the year, it looks like we'll be shy between \$300,000 and \$350,000 in revenue. Now that the different phases have begun reopening, we'll see how those revenues fair going forward.

Administration and general government services; we have purchased the mailing/envelope stuffing machine which was delayed due to postponing the budget approval scheduled for March's council meeting. No purchase was made prior to budget approval. The purchase, setup and installation of software with training took some time. The first opportunity to use this was dog tax invoicing. This went very smoothly, cutting time from 2 days to only a few hours. Templates are being developed now for utility billings and property taxes and will be ready for next year's billing.

12.0 RECREATION AND HEALTHY COMMUNITIES

12.1 Community Investment Fund – Nova Scotia Guides Association

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

THAT the Council of the Region of Queens Municipality provide grant funding to Nova Scotia Guides Association in the amount of \$3,886.15 from 2020-2021 Community Investment Fund.

Meaghan Roberts, Director of Recreation and Healthy Communities, stated a funding request was received from the Nova Scotia Guides Association for replacement of canoes, paddles, life jackets, archery targets and log rolling logs which are required to hold their annual guide camp, which was cancelled for 2020 due to COVID-19. This will allow them to upgrade and replace equipment to bring it up to standards. The equipment will also be available to anyone using the site as well.

MOTION CARRIED unanimously.

12.2 Policy 78: Queens Place Ice Rental Cancellations

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

THAT the Council of the Region of Queens Municipality approve amended Operational Policy 78 – Queens Place Emera Centre Ice Rental Cancellations.

Ms. Roberts provided clarification to changes made to Operational Policy 78 – Queens Place Emera Centre Ice Rental Cancellations. Some highlights included:

Cancellations for tournaments, competitions or special events which exceed seven rental hours must be received a minimum of thirty days prior to the scheduled use. Two weeks is almost impossible to fill if cancelled.

If the user is within the cancellation time frame, either 14 or 30 days, they'll only get charged back for any cancellation amounts for ice that we're unable to re-sell.

Cancellations will go through our Customer Service Manager, who will follow up in writing to confirm all ice cancellations. This will provide consistency as there are many employees working the front desk.

A list will be provided each spring for the upcoming year of ice time unavailability to all ice users for the upcoming year and QPEC reserves the right to update this schedule as required due to tournaments, competitions, and special events. They will be offered alternative ice time options.

School based bookings will not be charged for cancellations when schools are closed due to weather and they re-schedule the ice for a different time.

MOTION CARRIED unanimously.

13.0 PLANNING

There were no items to come before this meeting.

14.0 REPORTS

14.1 Council Implementation Report

The Council Implementation Report was attached for information and no questions were brought forward on the action items.

14.2 Councillor Raymond Fiske

Councillor Fiske announced that he will not be reoffering again for his seat on Council in this year's election. He wished everyone all the best in the future. He acknowledged Jason Croft, who was present in the gallery, who is running for Council in his district and wished him well.

He further acknowledged staff and CAO for their work and wished them well.

Mayor Dagley thanked Councillor Fiske for his service and wished him well.

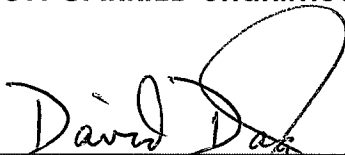
15.0 IN-CAMERA ITEMS

There were no In-Camera items to come before this meeting.

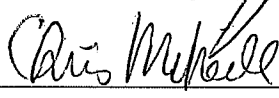
16.0 ADJOURNMENT

It was moved by Councillor Fancy and seconded by Councillor Muise that the meeting be adjourned at 10:08 a.m.

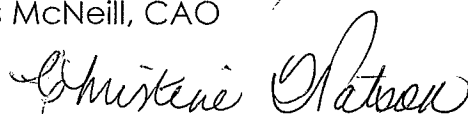
MOTION CARRIED unanimously.



Mayor David Dagley, Chair



Chris McNeill, CAO



Christine Watson, Administrative Assistant – Planning & Development

Date Approved: August 25, 2020