

**Region of Queens Municipality Regular Council**

**TUESDAY, DECEMBER 8, 2020**

**9:00 A.M.**

**MINUTES**

**PRESENT:** Mayor Darlene Norman, Chair  
Deputy Mayor Kevin Muise  
Councillor Ralph Gidney  
Councillor Maddie Charlton  
Councillor Vicki Amirault  
Councillor Jack Fancy  
Councillor David Brown  
Councillor Carl Hawkes  
Chris McNeill, CAO  
Christine Watson, Admin. Assistant – Planning & Development

**1.0 CALL TO ORDER**

Mayor Norman called the meeting to order at 9:00 a.m.

**2.0 CHANGES/APPROVAL OF AGENDA**

Add Item 14.3 – Discussion Regarding Communication – Councillor Charlton

**It was moved by Councillor Gidney and seconded by Councillor Brown that the Agenda be approved as amended.**

**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 Item 9.1 – Regular Meetings of Council, about the statement in the report of having night meetings costing several thousand and if this amount would be an unbudgeted item.

Mayor Norman stated that this would be an unbudgeted item and the exact cost is unknown at the present time.

## **6.0 APPROVAL OF MINUTES**

### **6.1 Regular Council – November 24, 2020**

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

**THAT the minutes of the Regular Council meeting held November 24, 2020 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**

### **9.1 Policy 23 – Regular Meetings of Council**

**It was moved by Councillor Charlton and seconded by Councillor Amirault:**

**THAT the Council of Region of Queens Municipality approve Policy 23 – Respecting Regular Meetings of Council.**

Mayor Norman stated that it has been brought forward that our regular day time meetings make it difficult for working people to attend and also as a barrier for those who may wish to run for Council in the future if they are working. Therefore, it is being recommended as discussed at the last Council meeting, to give staff direction to look into this matter. Today's recommendation notes every second Council meeting will be an evening meeting and would incur costs of a few thousand dollars in lieu of extra time for those attending on staff matters.

Councillor Brown stated he does not feel the proposed recommendation will do what we want it to do. Having an evening meeting every second meeting will not attract new people to run and we're not having an election for another four years. The present councillors ran with the intention that the meetings would be held during the day and changing the hours seems premature considering the extra costs.

He further stated evening travel is harder than in the day time especially after a long meeting. Older residents may find it difficult travelling for evening meetings.

Councillor Charlton stated the recommendation was brought forward to be inclusive and may still be a barrier, but is a starting point and she did not ask for all evening meetings as it would be more difficult for staff. Every other municipality around us has evening meetings. By doing the hybrid option we are allowing people the opportunity to attend either during the day or evening. As discussed at the previous meeting, during severe weather the office is closed so this should not be a reason not to hold evening meetings.

Councillor Amirault concurred with Councillor Charlton. This will provide an option for everyone who wants to attend a meeting.

Councillor Fancy stated he felt the hybrid option was confusing and not consistent and would make things awkward for staff. The hybrid will not work if its purpose is for future residents to run for Council.

Councillor Gidney stated the recommendation gives a good opportunity and choice for residents to attend. Those that cannot attend will have the option to view the video from the website.

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

## **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 HEALTHY COMMUNITIES

There were no items to come before this meeting.

## 13.0 PLANNING

- 13.1 Development Agreement – Establishment of a Recycling Depot and Processing Operation at 3965 Highway 3 in Brooklyn

**It was moved by Councillor Amirault and seconded by Councillor Gidney:**

**THAT Council of Region of Queens Municipality adopt an administrative policy respecting a development agreement with New Germany Enviro Centre Inc. to allow for the establishment of a recycling depot and processing operation on property identified as PID #70083902 and located at 3965 Highway 3 in Brooklyn.**

**MOTION CARRIED unanimously.**

- 13.2 Development Agreement – Establishment of a Beverage Formulation, Testing and Small-Scale Production Operation at 412 East Berlin Road, East Berlin

**It was moved by Councillor Amirault and seconded by Councillor Hawkes:**

**THAT Council of Region of Queens Municipality adopt an administrative policy respecting a development agreement with Snicky & Lukin Investments Ltd. to allow for the establishment of a beverage formulation, testing and small-scale production operation on property identified as PID #70093653 and located at 412 East Berlin Road in East Berlin.**

**MOTION CARRIED unanimously.**

- 13.3 Road Re-naming – Ponhook Shore Road

**It was moved by Councillor Brown and seconded by Councillor Charlton:**

**THAT the Council of Region of Queens Municipality approve the renaming of Old Mill Lane in Labelle to Ponhook Shore Road.**

Mayor Norman stated a request was received to rename a road in Labelle from Old Mill Lane to Ponhook Shore Road. At one time the road dead-ended to the lake and following development off the

extension it was called Ponhook Shore Road. Residents find it difficult with civic numbering, emergency response, etc. This will make it a continuous road.

Mike MacLeod, Director of Planning & Development, stated Old Mill Lane is a private road which is owned and maintained by the Greater Molega Lake Lot Owners Association. The Association are requesting the name change so that Ponhook Shore Road is continuous to the Labelle Road.

**MOTION CARRIED unanimously.**

## 14.0 REPORTS

### 14.1 Council Implementation Report

The Council Implementation Report was circulated for information purposes.

### 14.2 Council Audio Options – Councillor Charlton

Councillor Charlton stated there has been discussion about reworking Council Chambers and there is a huge barrier with audio currently and is aware that will need to be discussed during budget deliberations on hiring a consultant.

Mayor Norman stated she has had discussions with Chris McNeill, CAO, on this issue. In order to make the Chambers audio and video friendly, there will need to be money invested. Over the years there has been things done but it has only provided a temporary fix and would prefer not to invest in more temporary fixes. Whereas it is a major expenditure with an estimate of approximately \$40,000, it could be discussed during budget deliberations.

Mr. McNeill stated the costs would depend on the nature of repairs, i.e. screens and microphones at each desk, as we are maxed out on the number of microphones the system can handle presently. Before proceeding, a final design will need to be developed. Once it is determined what is required an RFP will be issued and has an estimated cost of \$10,000. The electrical wiring also needs to be upgraded, so including additional upgrades an estimated cost could be \$50,000 or higher.

Councillor Brown concurred with Councillor Charlton and enquired if there is a requirement to budget for an RFP. Mr. McNeill stated Council can approve it in the next month or two but it becomes an unbudgeted expenditure or would have to come out of reserves. He suggested that if the work is not be done before the end of March, then actual costs could be in next year's budget.

Deputy Mayor Muise took the Chair at 9:33 a.m.

Mayor Norman stated there is consensus that we have to make meetings more user friendly for those who are unable to attend. She further stated that she is not in favour of using money in reserves and would prefer to wait until a full financial picture at budget time before proceeding. There are paper copies of minutes available and residents can attend meetings currently.

Mayor Norman resumed the Chair at 9:36 a.m.

#### 14.3 Discussion Regarding Communications – Councillor Charlton

Councillor Charlton stated during the Public Hearing held last evening, it was apparent that residents were not aware of what was happening and were upset. She enquired how RQM currently advertises.

Mr. MacLeod stated any planning processes are regulated through the Municipal Government Act and that RQM advertise public notices in a newspaper as required. Legally, *South Shore Breaker* is considered a flyer. There is a need to investigate further on-line advertising as well as social media.

Mr. McNeill stated RQM is a government body, not a social body. We have legislative requirements for advertising. We advertise all our legal and operational stuff on the website. As Mr. MacLeod stated we could advertise in *South Shore Breaker* but at a cost. We've had requests to advertise on the radio, but that too comes at a cost. It is recognized that we need to make residents aware of what is happening, but there is also significant costs and time needed to do them. This specific planning issue was discussed at Planning Advisory Committee 6 – 8 weeks ago, minutes are available on the website, the meetings are open to the public, as well it was discussed at Council a month ago, of which minutes are available on line.

He further stated staff will be bringing forward a proposal on how to better deal with these issues and to better streamline our advertising as part of our four-year plan proposal.

## **15.0 IN-CAMERA ITEMS**

**It was moved by Councillor Gidney and seconded by Councillor Brown that the proceedings go In-Camera at 9:58 a.m. to discuss the following:**

### **15.1 Sale of Municipal Property**

**MOTION CARRIED unanimously.**

Mayor Norman announced a 5-minute recess at 9:58 a.m.

**It was moved by Councillor Gidney and seconded by Councillor Brown that the proceedings exit In-Camera at 10:30 a.m.**

**MOTION CARRIED unanimously.**

### **15.1 Sale of Municipal Property**

**It was moved by Councillor Amirault and seconded by Councillor Gidney:**

**THAT the Region of Queens Municipality agrees to grant a Quit Claim Deed to Robert Dexter for any interest that the Municipality may have in property identified as PID #70243837;**

**AND THAT this transaction be subject to Robert Dexter becoming owner of adjacent parcel identified as PID #70088919, or a portion thereof:**

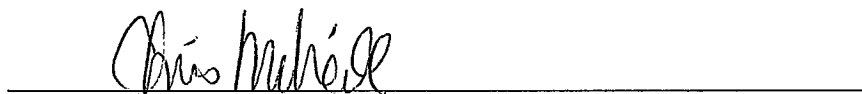
**AND THAT all costs incurred in this transaction be borne by Robert Dexter.**


**MOTION CARRIED unanimously.**

**16.0 ADJOURNMENT**

The meeting adjourned at 10:34 a.m.

  
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Mayor Darlene Norman, Chair

  
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Chris McNeill, CAO

  
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Christine Watson, Administrative Assistant – Planning & Development

Date Approved: December 22, 2020