

Region of Queens Municipality Regular Council

TUESDAY, JANUARY 12, 2021

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 In-Camera 15.2 Personnel Matter

It was moved by Councillor Amirault and seconded by Councillor Charlton that the Agenda be approved as amended.

MOTION CARRIED unanimously.

3.0 PRESENTATIONS

3.1 Queens County Transit – Bill Smyth, Past President / Past Chair

Mayor Norman welcomed Bill Smyth, Past President / Past Chair, Queens County Transit (QCT) to Council (copy of presentation attached to original set of Minutes).

Some highlights included:

- Reviewed new van with contribution from RQM
- Reviewed Vision and Mission of Queens County Transit
- Reviewed Board of Directors and Staff
- Overview of fleet
- Accomplishments in past 9 Months
- Success stories
- Challenges:
 - Resources - Biggest challenge has been aging fleet.

- North Queens - Experiencing a lack of participation from North Queens especially with reduction of vans stationed there.
- Medical – Due to Covid issues, difficult finding drivers to take riders to Halifax.
- Drivers – Ongoing search for both paid and volunteer drivers in North Queens.
- Fixed Funding – The primary source of funding comes from the Province and is based on linear kms of roads and population.
- Why continue to support QCT?
 - Affordable, door-to-door, accessible transportation. 37.4% of our population is disabled, which is the highest in the Province.
- What's next for QCT?
 - Replacement of 2012 accessible van (ordered and funds raised)
 - Increase awareness and ridership
 - Launch a county wide fundraising campaign
 - Continue to develop and strengthen Board and organization
 - Continue to recruit volunteer and paid drivers
 - Continue partnerships with Home Care, Senior Safety Officer and RQM and develop new ones
- Reviewed financial highlights
- Reviewed 3-year Capital Budget for vehicles
- Reviewed 3-year Operating Budget
- The Future of QCTS – Vision Details – Easy access step installation
- The Ask from RQM
 - Increase of \$2,000 in operating funds for 2021/2022 year from \$26,000 to \$28,000
 - Continued promotional support by RQM; in particular, Councillors.

Councillor Brown encouraged Mr. Smyth to investigate the 100km of private roads that may increase the amount of provincial funding.

Councillor Hawkes enquired to the class of license required to be a paid driver. Mr. Smyth stated a Class 4 is required for paid drivers and requirement to have a \$2Million liability insurance as well.

Councillor Charlton enquired if they transported children. Mr. Smyth responded that children under the age of 12 require an adult present with them, and children over 12 require permission/signature prior to transportation.

Mayor Norman thanked Mr. Smyth for his presentation and stated RQM would do its best to meet their ask.

Mayor Norman announced a 5-minute recess at 9:40 a.m. to allow Councillors the opportunity to view QCT's new van.

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 stated it was a good presentation from Queens County Transit and is a service needed in RQM. He enquired under 9.2 Audio/Video Update if live streaming would be available. He further stated under Item 9.3 EMO comfort stations that it was good to see this being developed and urged Councillors to accept.

6.0 APPROVAL OF MINUTES

6.1 Regular Council – December 22, 2020

It was moved by Councillor Gidney and seconded by Councillor Hawkes:

THAT the minutes of the Regular Council meeting held December 22, 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 32 Wolfe Street, PID #70029517, Liverpool, NS

It was moved by Councillor Gidney and seconded by Councillor Hawkes:

THAT Council of Region of Queens Municipality provide notice of lease termination to Albert and Traci Young for lands owned by Region of Queens Municipality located at 32 Wolfe Street, Liverpool, effective June 30, 2021.

Kelley-Anne Hurley, By-law Enforcement Officer, provided background stating Wolfe Street in Liverpool hosts three mobile homes. Presently two lots are owned by RQM, Lots 30 and 32. While the lots are owned by RQM, the mobile homes are privately owned. 32 Wolfe Street is leased by Traci and Albert Young and lease runs from April 1 to March 31 each year.

A Dangerous and Unsightly file was opened in May 2019. The original site inspection findings revealed a vacant unit, high grass and other exterior issues with the mobile home that required attention in order to bring the property up to neighbourhood standards. Several conversations were held with Mr. and Mrs. Young but recently conversations were via email. These conversations revealed minimal compliance; however, good intentions.

A formal Order to Comply was issued on June 9, 2020 by way of personal delivery and property posting. Directives were issued in order to remedy the condition with a deadline of Friday, July 31, 2020. A follow-up site inspection was conducted on Monday, August 3, 2020 whereby some work was carried out; however, not completed. The grass was being mowed on a continual basis, some exterior painting was completed and the property cleaned up of items strewn about. An extension to the original deadline was granted due to substantial rainfall at the time of October 20, 2020. Mrs. Young was duly advised that this would be a final deadline as the time allotted was considered to be fair.

MOTION CARRIED unanimously.

9.2 Council Chamber Audio and Video Upgrade Options

Mayor Norman stated the discussion paper prepared by staff is for direction to staff to issue an RFP based on the layout of council. The report offers two options, but council can offer a third option of their own design if neither options are appropriate.

Deputy Mayor Muise stated he felt Option 2 was the best option but doesn't allow people to face the Chairperson and may not be seen. Chris McNeill, CAO, stated there is no head of the table anymore, everyone is equal. With everyone sitting around a round table it, is a more inclusive model.

Councillor Brown stated he felt Option 2 was the best option but noted that the report did not include wireless mics and asked that consideration be given to include this when issuing the RFP.

Councillor Fancy stated he felt Option 2 was the best option and enquired if it was felt that the present location was going to be permanent before making any decisions. Mr. McNeill stated the current building suits the needs well for RQM.

Councillor Charlton stated she felt Option 2 was her choice and stated it would provide more accessibility.

Councillors Amirault, Hawkes and Gidney stated Option 2 would be their choice for the layout. Councillor Gidney enquired if live streaming would be given consideration. Mr. McNeill stated this would be built in as one of the features for consideration.

Consensus to have screens in front of each councillor and a TV for the public to view was given.

9.3 EMO Memorandum of Understanding for Comfort Centre

It was moved by Deputy Mayor Muise and seconded by Councillor Gidney:

THAT Council of Region of Queens Municipality approve the draft Memorandum of Understanding (MOU) Respecting the Use of Community Facilities as a Municipal Comfort Centre or Municipal Emergency Shelter during an Emergency;

AND FURTHER THAT Council authorize the Mayor and Chief Administrative Officer to enter into any agreements related to this MOU with appropriate local community organizations that are interested.

Mr. McNeill stated RQM has had general agreements for when we wanted to use a facility and provided reimbursement for using them, but there was never any dollar value or detail included. This MOU is very detailed and also explains the difference for a comfort centre and emergency shelter.

Councillor Charlton stated that she and other Councillors have heard from the fire chiefs on this and they are not happy that this has come about in this manner and said that this agreement differs from the previous one. She further stated she doesn't understand why they would not see this agreement prior to it coming before Council. Mayor Norman stated the MOU is not just for fire halls, but is open to any community halls who are interested in participating. Mr. McNeill stated some interest has been shown from community halls and there would be nothing in this agreement that the fire chiefs would not be aware of and is basically the same agreement discussed with them previously.

Councillor Brown stated the agreement sent out to the fire chiefs for review in August had a \$500/day rental and is cut back to \$250/day in this version and feels that the fire chiefs should have been consulted where they have been providing this service for a long time. He further stated he feels that a vote on this should not go forward until the fire chiefs have been consulted to get them on board with the program.

Mr. McNeill stated the EMO Coordinator, Brian Hatt, has reach out to the fire chiefs on numerous occasions. Some have provided feedback, one or more are interested in signing it, one or more do not wish to sign any agreement. We have gone above and beyond to try and find a fair agreement. We are trying to find a balance of what is fair to the taxpayers as well as what is reasonable to the fire departments.

Councillor Gidney noted that the agreement does not have a provision for a yearly review and feels that it should be reviewed on a yearly basis.

Councillors Fancy and Charlton agreed that the recommendation should be tabled and have the fire chiefs provide feedback in case there is anything else that is missing.

Councillor Brown further stated that it's not so much with the changes to the agreement that the fire chiefs are upset with, but they have an issue with the process in which this item came forward to Council.

It was moved by Deputy Mayor Muise and seconded by Councillor Charlton:

THAT the recommendation be tabled to the February 23, 2021 Council meeting.

MOTION CARRIED with 7 in favour, 1 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

There were no items to come before this meeting.

14.0 REPORTS

There were no reports to come before this meeting.

15.0 IN-CAMERA ITEMS

It was moved by Councillor Hawkes and seconded by Councillor Brown that the proceedings go In-Camera at 10:45 a.m. to discuss the following:

15.1 Acquisition of Municipal Property

15.2 Personnel Matter

Mayor Norman announced a 5-minute recess at 10:45 a.m.

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

MOTION CARRIED unanimously.

15.2 Personnel Matter

It was moved by Deputy Mayor Muise and seconded by Councillor Amirault:

THAT Council of Region of Queens Municipality approve the appointment of Adam Grant as Director of Engineering and Public Works effective immediately.

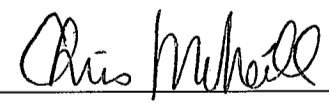
MOTION CARRIED unanimously.

16.0 ADJOURNMENT

The meeting adjourned at 12:02 p.m.



Mayor Darlene Norman, Chair

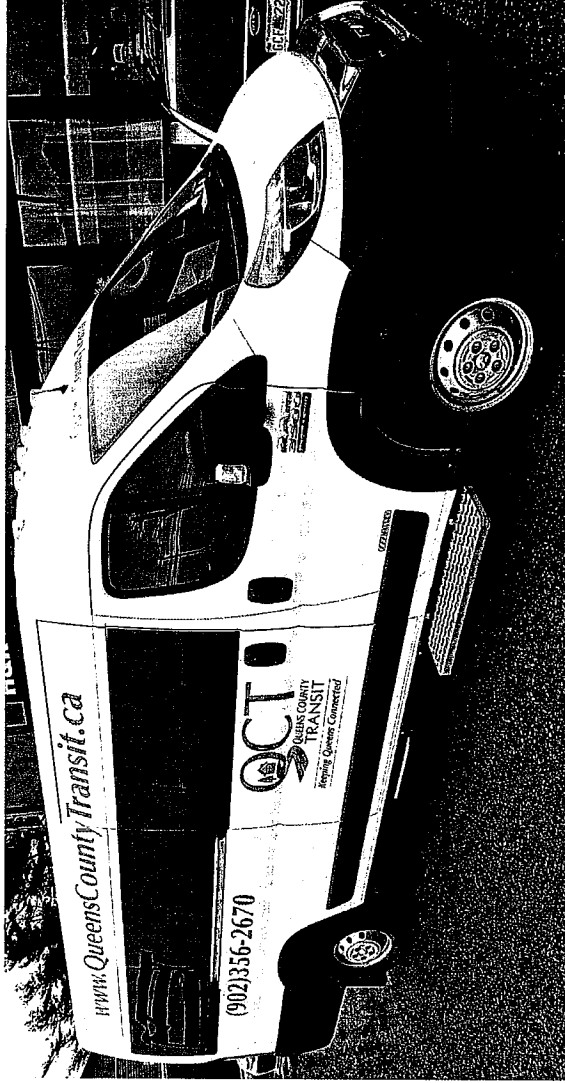


Chris McNeill, CAO



Christine Watson, Administrative Assistant – Planning & Development

Date Approved: 



Presentation to RQM

DATE Jan 12, 2021

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

QCT Team

BOARD OF DIRECTORS

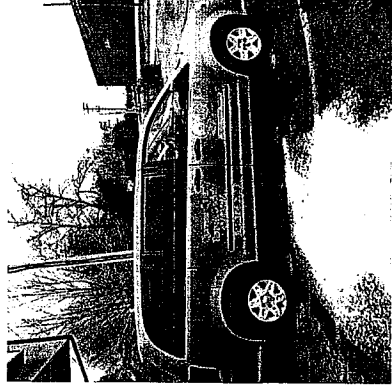
- Alex Doggett - Chair
- Bob MacGowan, Vice Chair
- Craig Harding, Secretary
- Mike Metcalf, Treasurer
- Gil Johnson
- Don Kimball
- Dee Kozlowski
- Tara Smith
- Shelly Walker
- Grant Webber
- Bill Smyth, Past Chair

QCT STAFF

- Tammy Leblanc, Manager
- Kim Cunningham, Dispatcher
- Paid Drivers
 - David Dicks
 - Barry Anthony
 - Dave LeBlanc
- Active Volunteer Drivers:
 - Bill Allan
 - Alta Mason
 - Eric Frail
 - Valerie Frail
 - Raymond Fiske

Overview of Queens County Transit

- A fleet of 3 vehicles, including two accessible vans
 - 2012 Dodge Caravan 2 passengers + 1 Wheelchair
 - 2020 Dodge Promaster – 8 pass or 7 with 1 Wheelchair or 5 with 2 Wheelchairs. **Flexible**
 - 2018 Dodge Caravan – 5 Passengers



Overview Continued

Accomplishment in the past 9 Months

Ridership	Last year Apr 1 to Mar 31 2020 12 months	Last year Apr 1 to Dec 31 2019 9 months	This year Apr 1 to Dec 31 2019 9 months
Total	3,947	2,801	1472
Wheelchair	581	487	309
NSCC	1,858	1,278	0
Seniors	711	484	650

• Included in above

Food	119	92	371
Medical	926	615	478

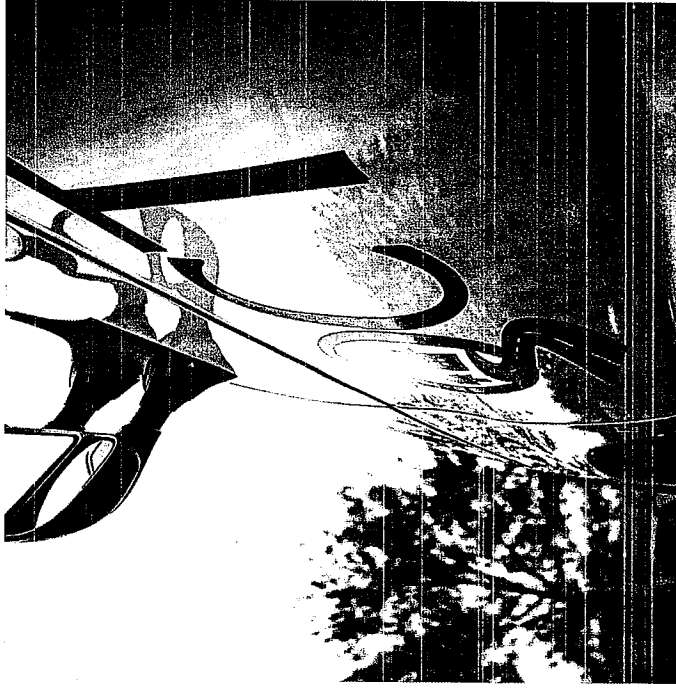
- Recommitted to office at 31 Milton Road
- Purchased interim used accessible van to replace two existing vans that failed.
- Initiated co-operative endeavors with key players needing transportation – in process

Success stories!

- **PENNY LANE** – assisting in driving residents to Penny Lane as Penny Lane cannot provide transportation during the Pandemic
- **SPECIAL MEDICAL NEEDS** – a volunteer driver transported a pregnant lady to Bridgewater for a specialized appointment who could not afford alternative means of transportation.
- **MEDICAL APPOINTMENTS:** currently transporting 5 dialysis patients alleviating the stress on the ambulance service
- **ACCESSIBILITY: 384 Wheel Chair RIDES** in the past 12 months.
- **REDUCING ISOLATION:** assisting with grocery and prescription deliveries during the pandemic – particularly for those most vulnerable – these trips are fully subsidized.

Success Stories - Continued!

- WILL SCOTT "This is the most amazing service ever. My mom relies heavily on this and I am so thankful they are there for her!"
- LORAINÉ BOUDREAU "I think it's a Great thing to be doing for Queen's County Resident's ! ETAL ! .."
- EVELYN FREDERICKS "My husband had to go to Halifax a couple times, and I have to say, it was an enjoyable ride, and the driver, Bill, was excellent, made conversation and just made us feel relaxed.."



Success stories!

To whom it may concern:

Please accept this dedication to you
Jewell in being memory of my mom,
Jean Smith. Mom used your wheelchair
van to take her to 2019 Remembrance
Day celebration at Harts Point. Being a
proud veteran it was very important
for her to attend and your wheelchair
van was her only way to attend. Thank you
for allowing this to happen! Your service
is an asset.

Sincerely,

Janet Spicer

Challenges!

- **RESOURCES:** Our biggest challenge, apart from Covid and physical distancing requirements has been our ageing Fleet. Both of our wheelchair vans had to be taken off of the road. We were able to acquire a retired mini van from Kings Point to Point Transit pending delivery of a replacement. The replacement was ordered in Nov 2019 and delivered Dec 2020. With reduced capacity we were **unable** to meet demand.
- **NORTH QUEENS:** - Still experiencing lack of participation - They feel Isolated and historically have relied on friends and family. With reduction in Vans we were no longer able to station an accessible van in North Queens.
- **MEDICAL:** – Difficulty finding a driver to take riders to Halifax due to Covid issues.
- **Drivers:** – ongoing search for Paid drivers in North Queens and volunteer drivers throughout the county.
- **Fixed Funding:** – Primary source of funding from Province based on linear kms of roads and population – limits expansion without help and timing of funding from Province.

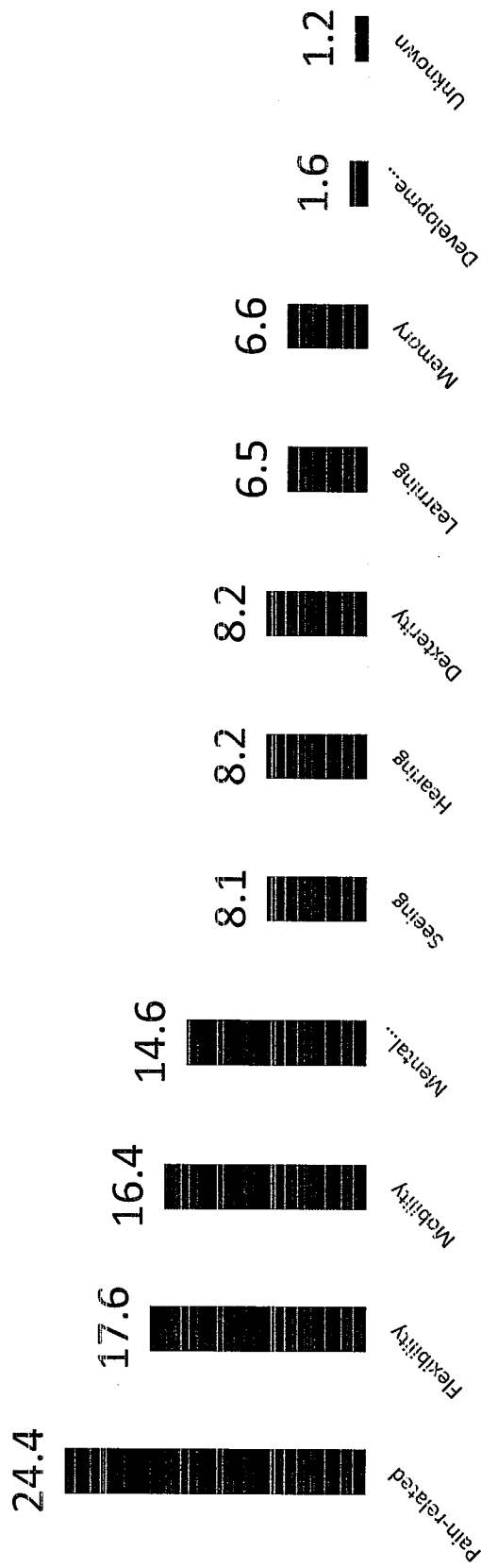
Why continue to support QCT?

- 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 contribute to the Focus of the County - ACCESSIBILITY
- We are helping people **access important services and education and employment opportunities** – and enabling people to 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**
- **Growing** need to assist the disabled – 37.4% of our population – the highest in the Province – more accessible vans.

Why continue to support QCT?

- Growing need to assist the disabled – 37.4% of our population – the highest in the Province – more accessible vans.

Disability Rate by Type Queens County, 2017



What's next for QCT?

- Replacement of our 2012 accessible van. (*Van Ordered and funds raised*)
- More outreach to increase awareness and ridership
- Launching a county wide fundraising campaign to help raise necessary funds
- Continuing to develop and strengthen board and organization
- Continuing to recruit volunteer and paid drivers
- Continuing valuable partnerships with Home Care, Senior Safety Officer and RQM while developing new ones

Financial Highlights

	Original budget for 2020/21 – full year	Actual Position to Dec 31 – 9 months
Fare Revenues	26,875	11,061
Salaries	63,759	45,423
Stipend to Volunteer Drivers	10,625	14,502
Vehicle Repairs & Maintenance	7,500	2,295

3 Year Capital Budget - Vehicles

	2020/2021	2021/2022	2022/2023
Dodge Promaster – 2020	84,950 (1) (delivered)		
Dodge Promaster - 2021		84,950 (2) (Ordered)	
Mini Van – Accessible 2021		80,000 (3) (to be approved)	
Mini Van – Accessible 2022		80,000 (4) (to be approved)	
Mini Van – Regular			50,000 (5)

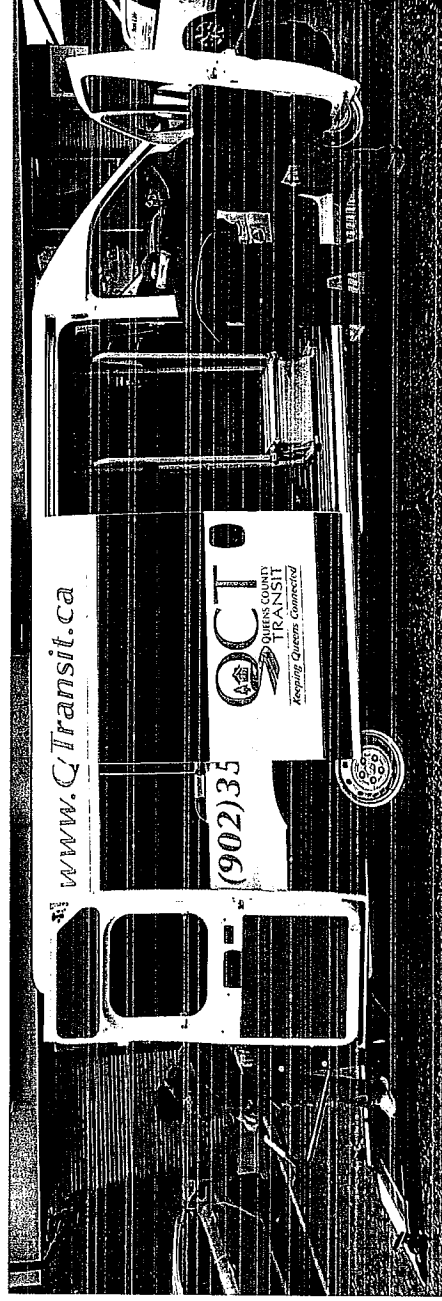
- (1) 2020 Dodge Promaster Accessible – Funded 25% Region of Queens – 75% through Provincial ATAP Program**
- (2) 2021 Dodge Promaster Accessible - Funded 75% through ATAP Program, \$4,793 RQM – Balance Donations (Already received)
- (3) 2021 Mini Accessible - Funded 75% through ATAP Program – Balance Donations
- (4) 2021/2022 Mini Accessible – Funded 75% ATAB – Bal donations
- (5) 2022 - Regular Mini Van – Funded 50% ATAP – Bal Donations – Note ATAP only funds 50% for Non- Accessible

3 Year Operating Budget - Highlights

3 year OPERATING Budget - Queens Community Transit Society - Condensed				
	Budget 2020-21	Actual 9 months to Dec 31, 2020 (unadjusted)	Budget 2021-22	Budget 2022-23
Revenue Sources:				
CTAP (Province)	65,879	44,469	65,879	65,879
Municipal – Special Covid				
	26,000	25,674	28,000	28,000
Fare Income	29,875	11,061	57,030	59,732
Donations (receipt issued)Non Capital	26,000	9,418	24,859	36,400
Corporate Sponsorship	2,500	0	7,000	9,000
Misc	3,112	807	7,000	7,500
Queens Community Health Board	2,960	0	3,000	3,000
TOTAL Revenue	156,326	117,429	192,768	209,511
Expenditures:				
Salaries and Driver stipends	74,384	59,925	144,461	154,458
Other Administrative Expenses	23,746	10,811	23,580	26,650
Vehicle Expenses	19,426	8,486	22,727	27,688
Total Expenditures	117,556	79,222	190,768	208,796
CASH SURPLUS (Deficit)	38,770	38,207	2,000	715
<i>Cash Surplus without Covid Grant</i>		12,533		

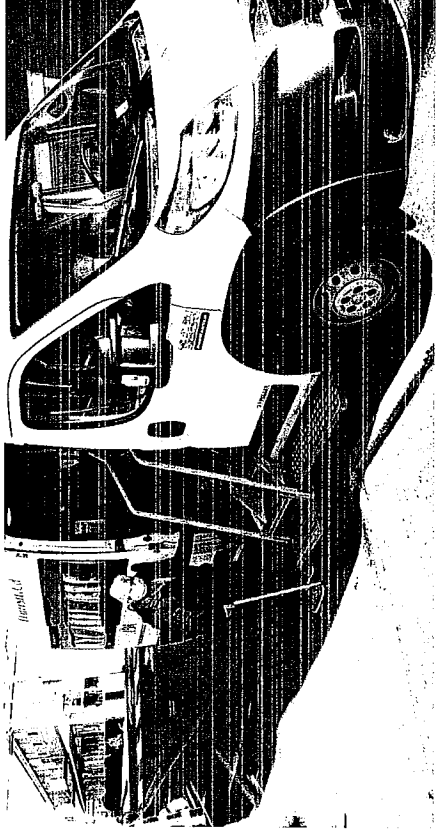
The Future of QCTS - Vision Details

- Improved Accessibility to all of Queens
- Vans based in Liverpool, Greenfield and Caledonia
- Sharing with other organizations such as:
 - VON, Queens Manor, Queens Care Society and Queens Home Support
 - Being the Pride of the Region of Queens

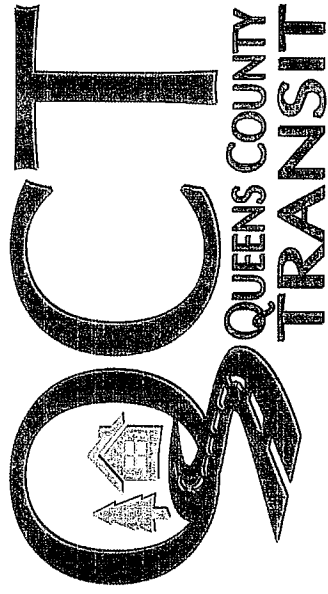


The Ask

- An increase of \$2,000 in operating funds for 2021/2022 year from \$26,000 to \$28,000.
- Continued Promotional support by RQM and in particular by you the Councilors. Remember - the benefit is directly for your Constituents, and of course in making Queens a more attractive place to live.



Thank you!
Questions?



Keeping Queens Connected

www.queenscountytransit.ca

Info@queenscountytransit.ca

