

Region of Queens Municipality Regular Council

Tuesday, April 13, 2021

Immediately Following Variance Appeal Hearing

Agenda

1.0 Call to Order

2.0 Changes / Approval of Agenda

3.0 Presentations

4.0 Tabling of Petitions

5.0 Public Question / Comment Session

6.0 Approval of Minutes

6.1 Regular Council – March 23, 2021

7.0 Dangerous or Unsightly Premises

8.0 Economic Development

8.1 Astor Theatre Society – Request for Decreased Rent
(Recommendation)

9.0 Corporate Services

- 9.1 Bylaw No. 18 Respecting Deed Transfer Tax (Recommendation)
- 9.2 Fire Department & Medical First Responder Annual Registration (Recommendation)

10.0 Engineering & Public Works

11.0 Finance

- 11.1 April 7, 2021 Tax Sale Preliminary Report

12.0 Recreation & Healthy Communities

13.0 Planning

- 13.1 Variance Appeal Respecting Property Identified as PID #70275094 (located at rear of 87 Bristol Avenue) in Liverpool (Recommendation)

14.0 Reports

- 14.1 Nova Scotia Federation of Municipalities Spring Conference 2021

15.0 In-Camera Items

- 15.1 Sale of Municipal Property
- 15.2 Personnel Matter

16.0 Adjournment

**Region of Queens Municipality Regular Council
Tuesday, March 23, 2021, 6:00 p.m.**

6.1

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 6:00 p.m.

2.0 Changes / Approval of Agenda

Add In-Camera Item 15.1 – Sale of Municipal Property and change Personnel Matter to Item 15.2.

It was moved by Councillor Brown and seconded by Councillor Charlton 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

There were no questions or comments from members of the public.

6.0 Approval of Minutes

6.1 Regular Council – March 9, 2021

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

THAT the minutes of the Regular Council meeting held March 9, 2021 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

8.1 Seasonal Operation of Fort Point Lighthouse

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

THAT Council of the Region of Queens Municipality enter into a three-year Agreement with Queens County Museum for the seasonal operation of Fort Point Lighthouse.

Jenny Rockett, Director of Economic Development, stated Lane's Privateer Inn operated Fort Point Lighthouse for the past four seasons with the current agreement expiring on March 31, 2021.

An RFP was issued on January 27, 2021 for a three-year term beginning in the spring and was advertised in the South Shore Breaker and Lighthouse Now as well on social media. The deadline for submissions was February 26, 2021 and at the time of the RFP closing, there was one submission received. Queens County Museum was the sole proponent.

They intend to operate the Lighthouse seasonally for seven days a week for a minimum of six hours per day during peak months and during September and October, staff will be on site for a minimum of four hours, seven days a week.

All service requirements outlined in the RFP have been agreed to. Some proposed events are educational programming, walking tours, craft days and storytelling.

MOTION CARRIED unanimously.

9.0 Corporate Services

9.1 Job Description – Director of Economic Development

It was moved by Councillor Brown and seconded by Councillor Amirault:

THAT Council of Region of Queens Municipality approve the Director of Economic Development job description.

Chris McNeill, CAO, provided a detailed breakdown of the changes made to the job description.

MOTION CARRIED unanimously.

9.2 Job Description – Business Development Officer

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

THAT Council of Region of Queens Municipality approve the Business Development Officer job description.

Mr. McNeill provided a detailed breakdown of the changes made to the job description.

MOTION CARRIED unanimously.

9.3 Job Description – Community Development Coordinator

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

THAT Council of Region of Queens Municipality approve the Community Development Coordinator job description.

Mr. McNeill provided a detailed breakdown of the changes made to the job description.

MOTION CARRIED unanimously.

9.4 Job Description – Manager of Events, Promotions & Sponsorship

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

**THAT Council of Region of Queens Municipality approve the
Manager of Events, Promotions & Sponsorship job description.**

Mr. McNeill provided a detailed breakdown of the changes made to the job description.

MOTION CARRIED unanimously.

9.5 Job Description – Director of Recreation and Healthy Communities

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

**THAT Council of Region of Queens Municipality approve the
Director of Recreation and Healthy Communities job
description.**

Mr. McNeill provided a detailed breakdown of the changes made to the job description.

MOTION CARRIED unanimously.

9.6 Councillor Training Request

Councillor Charlton declared a Conflict of Interest at 6:45 p.m. and moved from her seat while this item was being discussed.

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

**THAT Council of Region of Queens Municipality approve
registration for Councillor Maddie Charlton in the 12-week on-
line Sustainable Communities course through Dalhousie
University's College of Continuing Education at a cost of \$985
to be funded from the 2021-2022 operating budget.**

MOTION CARRIED unanimously.

Councillor Charlton returned to her seat at 6:48 p.m.

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.

Mayor Norman reminded Council and public that the second budget planning session is Thursday, March 25, 2021 at 1:00 p.m.

12.0 Recreation & Healthy Communities

There were no items to come before this meeting.

13.0 Planning

13.1 Appointment to Planning Advisory Committee

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

**THAT Council of the Region of Queens Municipality appoint
Robert Ross to the Planning Advisory Committee representing
District 1, effective immediately, for a term to expire on
October 31, 2022.**

Mayor Norman stated the representative for the area resigned recently. Mr. Ross had previously been on the Planning Advisory Committee (PAC). PAC are well into reviewing the Municipal Planning Strategy and Land Use Bylaw and it was felt that having an experienced representative such as Mr. Ross on the committee would be helpful for the committee and its purpose.

Deputy Mayor Muise stated he had no issue with Mr. Ross being on the Committee, but felt this was the wrong way in filling the position. If the term were 6 months, he thought that would be okay, but the renewal period is for a year and a half and felt the position should have been posted in his district.

MOTION CARRIED with 6 in favour and 2 against.

14.0 Reports

14.1 Area Rate Request – Seaside Recreation & Community Centre Association

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

THAT Council of Region of Queens Municipality approve the levying of a four cent per \$100 of assessment area rate for all assessment accounts in Assessment District 7, beginning in 2021-2022, for five years, with all proceeds from the area rate being provided to Seaside Recreation & Community Centre Association.

Councillor Amirault thanked Sandy and Damien for their countless hours of volunteering and the hard work put into their presentation. They provide various programs and activities at the Seaside Centre as well as provide drinking water to the residents.

The Centre had graciously provided a free Christmas dinner and are in the process of hosting a free Easter dinner. She noted she has been questioned that if they're looking for funding, why are they providing free dinners. Many people may not realize that the Centre not only receives food donations, but are also receiving money. When they hosted the Christmas dinner, they received enough to cover all their expenses and are providing dinner for residents that may not be able to have a full balanced dinner.

The vote was 192 against and 30 in favour. In addition, she received many emails and phone calls from residents, some not able to vote but owned property in the area. They were positive about the Seaside Centre but were not positive for an area rate.

As we know, 30% of Queens County is at the poverty level and the cost of basic essential needs are on the rise; food, insurances, housing and people are on a limited income. Although I cannot support this area rate, I must go with a positive attitude about the Seaside Centre for what they do to help everyone. They need volunteers, board members and donations. I hope the residents step up now that they are aware of the vision for the future of the Centre, and rally together and give them support.

Councillor Gidney commented on Policy 23, section 23.4, that the wording needs to be changed to reflect what we require. Mayor Norman suggested that he have this added to a future council agenda for review.

MOTION DEFEATED unanimously.

14.2 Queens Daycare Association Funding Request

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

THAT the Council of Region of Queens Municipality give pre-budget approval for the authorization of grant funding to Queens Daycare Association of \$50,000 to be used for cost overruns for the new infant care centre with the funding to be included in the Community Grants section of the 2021-2022 operating budget;

AND THAT prior to December 31, 2021, the Association provide a full accounting and report to the Municipality concerning the use of these funds.

Councillor Charlton stated she had spoken to Scott Christian since his presentation to Council and budget discussions, and he indicated that the Daycare has received \$150,000 in private donations. This is a good thing; the community is embracing the Daycare, stepping up and supporting it.

Councillor Brown stated in conversations he has had with residents, most are supportive of the Daycare as it is the only licensed Daycare and this direction will make it easier for them to come closer to being financially secure and help our economic development to attract young professionals and attract businesses if we have this to offer.

Deputy Mayor Muise took the Chair at 7:03 p.m.

Mayor Norman stated she was prepared to vote for the \$50,000 because when the ask was made, it was made to help with a cost overrun which was cited at \$130,000. Since learning this evening they've received \$150,000 in donations, which would cover the \$130,000 cost overrun, of which their ask was \$50,000, she stated she will not be able to support this motion.

MOTION DEFEATED with 4 in favour and 4 against.

Mayor Norman resumed the Chair at 7:05 p.m.

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

THAT the Council of Region of Queens Municipality give pre-budget approval for the authorization of grant funding to Queens Daycare Association of \$30,000 to assist with decreased operating revenues with the funding to be included in the Community Grants section of the 2021-2022 operating budget;

AND THAT prior to December 31, 2021, the Association provide a full accounting and report to the Municipality concerning the use of these funds and the benefits accrued with this municipal support.

MOTION CARRIED with 7 in favour and 1 against.

14.3 Council Implementation Report

There were no comments/questions raised from this report.

15.0 In-Camera Items

It was moved by Deputy Mayor Muise and seconded by Councillor Amirault that the proceedings go In-Camera at 7:12 p.m. to discuss the following:

- 15.1 Sale of Municipal Property
- 15.2 Personnel Matter

MOTION CARRIED unanimously.

Mayor Norman announced a 5-minute recess at 7:12 p.m.

It was moved by Councillor Gidney and seconded by Deputy Mayor Muise that the proceedings exit In-Camera at 9:08 p.m.

MOTION CARRIED unanimously.

16.0 Adjournment

The meeting adjourned at 9:08 p.m.

Mayor Darlene Norman, Chair

Chris McNeill, CAO

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

Region of Queens Municipality Staff Report

8.1

To: Council

From: Jenny Rockett, Director of Economic Development

Date: April 13, 2021

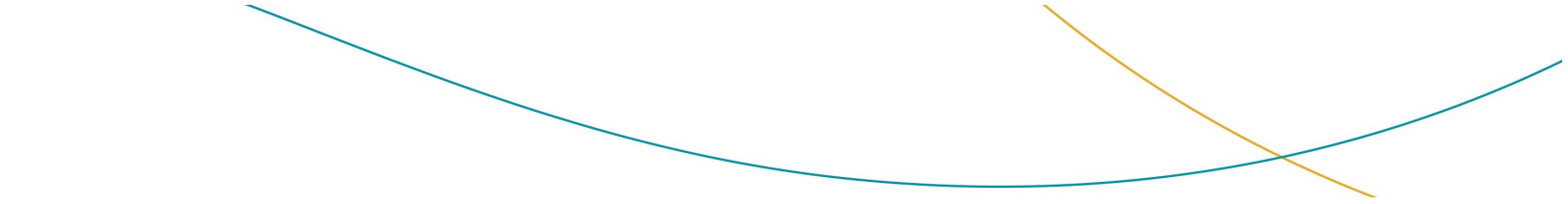
Re: Astor Theatre Society – Request for Decreased Rent

Background

Established in 1902, the Astor Theatre, originally known as the Liverpool Opera House, has had a long-standing presence in Liverpool.

The Astor Theatre closed its doors in March 2020 due to public health orders related to the COVID-19 pandemic. As the largest arts and culture organization in the Region, the not-for-profit Astor Theatre Society (incorporated in 1987), prior to the pandemic, attracted more than 17,000 people a year to the beautiful Astor Theatre, for live theatre, movies, comedy acts, live music, variety shows, recitals and more. In the past, many attendees were from Queens County, however, efforts have been made in recent years to market the Theatre beyond Queens. This resulted in an increase of visitors from Shelburne and Lunenburg Counties.

Astor Theatre Society has invested in capital improvements specific to the Theatre, including new (to them) seats, a new grand piano, new and enhanced sound and lighting equipment. More recently, with the Agreement to operate the Town Hall Arts and Cultural Centre, improvements have been made to enhance visitor experience.



In recent months, the Astor Theatre and THACC have maintained a minimum level of activity, mainly in the rental of meeting rooms for a variety of weekly community events and groups, most of which are provided as a community service or at very low cost.

Astor Theatre Society has an active board of volunteers guiding the operations of the Astor Theatre and pre-COVID staffing included a General Manager, a part-time Technical/Artistic Director, an operations coordinator and student employees.

Details

The current Lease between RQM and Astor Theatre Society was signed in June 2020 and expires on April 30, 2025. The leased space includes the seating/stage area, office space, concessions and main entrance to the Theatre. Rent for the Astor Theatre is \$6,000.00 per year. However, as the Lease was signed during the pandemic and the Astor Theatre was not open, a reduced rent of \$3,000.00 was approved for the first year (2020-21) of the five-year term. At the time the reduced rent was approved, it was expected that the Astor Theatre would resume regular operations in September 2020. This did not happen.

There is currently \$2,000 outstanding in rent for 2020-21. In an email (dated March 31, 2021) from the Chairman, John Simmons, Astor Theatre Society has requested that this amount be waived. Further to this, they are requesting rent be waived until the end of 2021. The email request is attached.

Applicable Legislation

Section 51(1) of the Municipal Government Act (MGA) states that a municipality may sell or lease property at a price less than market value to a nonprofit organization that the council considers to be carrying on an activity that is beneficial to the municipality.



Section 51(2) of the MGA states that a resolution to sell or lease property referred to in subsection (1) at less than market value shall be passed by at least a two thirds majority of the council present and voting.

Budget Impacts

Waiving the outstanding rent for 2020-21, results in a loss of revenue of \$2,000. A further reduction of revenue in the amount of \$4,500.00 will be incurred for 2021-22.

Recommendation

THAT the Council of Region of Queens Municipality waive Astor Theatre Society's outstanding rent of \$2,000 for 2020-21 and further rental payments totalling \$4,500 until December 31, 2021.

Communications

Staff will communicate Council's decision to members of the Astor Theatre Society Board.

From: JOHN SIMMONDS <johnsimmonds1@me.com>

Sent: March 31, 2021 1:41 PM

To: Chris McNeill <cmcneill@regionofqueens.com>; Ralph Gidney <rgidney@regionofqueens.com>; Jenny Rockett <jrockett@regionofqueens.com>

Cc: Kristopher Snarby <kris.snarby@exitinterlake.com>; Loris Azzano <loris.azzano@gmail.com>; Colleen Wolfe <robert.wolfe@bellaliant.net>; General Manager <Manager@astortheatre.ns.ca>; Rick Gilbert <richardgilbert@bellaliant.net>; Susan Letson <susanletson2013@gmail.com>; Janine Stewart <bookkeeper@astortheatre.ns.ca>

Subject: Astor Theatre Rent

Good afternoon Chris;

The subject has come up recently about overdue rent payments for The Astor Theatre. As you know the most recent lease negotiations allowed for a 6 month holiday on rental payments after which our recollection was that it would be reviewed. This was all in recognition of the ongoing Covid-19 shutdowns and the belief that by fall of 2020 or very early in 2021 things would get back to normal. Obviously this has not occurred and we will be well into late summer before we can see meaningful revenue generating activity.

We have survived so far through various grants to maintain some level of needed staffing and equipment refurbishing and upgrades. The theatre and THACC have continued to maintain a minimum level of activity mainly in meeting rooms for a variety of weekly community events and groups most of which are provided as a community service or at very low rental fees.

We are asking for a continuance of the rent free status until the end of 2021 by which time we should hopefully be back in full operation with revenue producing shows/concerts and rentals. We hope to start with movies shortly once the Atlantic bubble is resurrected so that a technician can come from New Brunswick to repair our projector.

We have not received official notification but I understand that budget constraints will not allow for the capital and operating funds which we requested in our January presentation to council. I would remind you that until several years ago the Astor Theatre Society was only paying a nominal one dollar rent. We also assume that Region's operating expenses have been reduced for the building with lower cleaning and utilities costs.

By allowing us to operate rent free for the balance of the year we can maintain operations, continue to provide services and start to build the strong calendar of shows and concerts that the people of Queens so desperately need. In part the health and well being of our fellow citizens are at risk.

Our board is comprised of 9 hard working and dedicated volunteers along with a strong contingent of additional volunteers on call to help us run the theatre once it is up and running. As Chairman one of my roles is to ensure that we do not lose their enthusiasm as we continuously struggle to make ends meet. I need your support to assure them that we are not truly alone. I look forward to hearing from you.

Thank you.

John Simmonds

Chairman

Region of Queens Municipality

9.1

Staff Report

To: Council

From: Chris McNeill, Chief Administrative Officer

Date: April 13, 2021

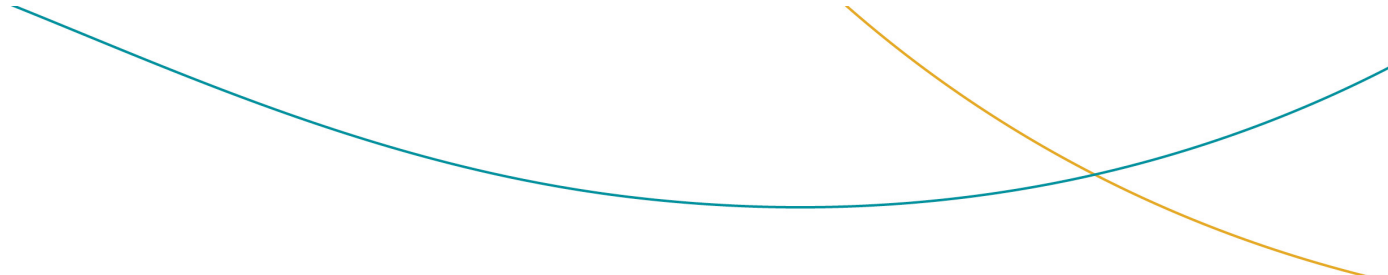
Re: Bylaw No. 18 Respecting Deed Transfer Tax

BACKGROUND

Several decades ago, Province of Nova Scotia began giving municipalities the authority to charge a tax on the sale of a property referred to as a deed transfer tax. The tax does not apply to inter-family transfer for a nominal sale price, but rather only applies to arm's length transactions at fair market value. The tax is required to be paid at the time of registering a new ownership deed with Nova Scotia Registry of Deeds. Originally the tax was set at one-half of one percent when it was first instituted by Region of Queens Municipality in 1998, then increased to one percent in 2010 with the additional revenue promulgated to be used towards subsidizing the costs of the expected ongoing operating costs of Queens Place Emera Centre. This rate is still in effect today and generates between \$350,000 and \$425,000 per year depending on the number of transactions and value of such transactions each year.

DETAILS

Council at its second 2021-2022 budget session held on March 25, 2021, requested that the rate of the deed transfer tax be increased to the maximum limit of 1.5% as soon as possible to assist with increased operating costs of the Municipality. To that end, Council now needs to approve a new Deed Transfer Tax bylaw to effect this change. This will require first reading, followed by a newspaper advertisement, second reading, a further newspaper advertisement, submission to the Minister of Municipal Affairs for filing, and notice to Provincial Registrar of Deeds to change



their accounting system to reflect the new rate. Therefore, the implementation date of this change will not be possible until June 1, 2021, at the earliest.

APPLICABLE LEGISLATION

Section 102 of the *Municipal Government Act* (MGA) states that:

(1) a council may determine, by by-law, that a deed transfer tax applies in the municipality and the rate of the deed transfer tax, but the rate of the deed transfer tax shall not exceed one and one half per cent of the value of the property transferred.

(2) A deed transfer tax applies to the sale price of every property that is transferred by deed.

Section 104 of the *Municipal Government Act* (MGA) states that the deed transfer tax shall be paid by the grantee named in the deed within ten days of the transfer.

Section 109 of the *Municipal Government Act* (MGA) states that:

(1) Where a deed transfers property

(a) between persons married to one another;

(aa) to a municipality;

(b) between persons formerly married to one another, if the transfer is for the purpose of division of marital assets; or

(c) by way of gift, notwithstanding that

(i) the deed transfers property subject to an encumbrance, including a mortgage or a tax lien, and the grantee assumes the amount of the encumbrance, including interest and expenses, or

(ii) there is a nominal consideration therefor, it is exempt from deed transfer tax.

(2) Where

(a) a deed merely confirms, corrects, modifies or supplements a deed previously given;

(b) there is no consideration beyond one dollar; and

(c) the deed does not include more property than the deed previously given,



it is exempt from deed transfer tax.

(3) A deed from the Nova Scotia Farm Loan Board to a borrower under the Agriculture and Rural Credit Act is not subject to deed transfer tax.

(4) A deed given pursuant to a tax sale is not subject to deed transfer tax.

(5) A deed is not subject to deed transfer tax if the certificates of execution for the deed show, on their face, that they were signed by the official prior to the date on which the municipality adopted a deed transfer tax.

(6) A deed which transfers property pursuant to an agreement of purchase and sale entered into prior to the date on which the municipality adopted a deed transfer tax, is not subject to deed transfer tax.

(7) Where the grantee is a registered Canadian charitable organization, a deed is exempt from the deed transfer tax if the property is not to be used for any commercial, industrial, rental or other business purpose and if an officer of the grantee makes and files an affidavit to that effect.

(8) Notwithstanding subsection (7), where, within three years after the filing of the affidavit, the property is used by the grantee for a commercial, industrial, rental or other business purpose or is sold or conveyed by the grantee, the treasurer shall compute the deed transfer tax for which the grantee would have been liable if the grantee had not been a registered Canadian charitable organization and the grantee is liable to pay the amount of the tax and interest on it at the rate of ten per cent per annum computed from the date of the deed referred to in subsection (7).

Section 104 of the *Municipal Government Act* (MGA) states that where the council and the Minister agree that the Registrar of Deeds is to be the municipality's agent and collector of the deed transfer tax, the Registrar is the municipality's agent and collector and has all of the powers of the treasurer pursuant to this Part.



BUDGET IMPACTS

It is expected that this increased deed transfer tax rate will generate up to an additional \$150,000 in revenue in 2021-2022, and potentially up to \$200,000 more in future fiscal periods.

RECOMMENDATION

THAT Council of Region of Queens Municipality give first reading to Bylaw No. 18 Respecting Deed Transfer Tax.

COMMUNICATIONS

Once first reading is approved, the proposed new bylaw will be published in a newspaper circulating in the Municipality according to the rules set out by the Municipal Government Act, noting the opportunity for residents to comment on this proposed change prior to second reading and adoption.



BYLAW NO. 18

A BYLAW RESPECTING DEED TRANSFER TAX

BE IT ENACTED by the Council of Region of Queens Municipality, under the authority of the Municipal Government Act, S.N.S. 1998, Chapter 18, as follows:

1. This bylaw shall be known as Bylaw Number 18 and may be cited as the “Deed Transfer Tax Bylaw”.

DEFINITIONS

2. “Deed” means an instrument by which land is conveyed, transferred, assigned, or vested in a person, but does not include a will, mortgage, agreement of sale or lease for a term of less than twenty-one years.

DEED TRANSFER TAX

3. On every deed, whereby property situate wholly or partly within Region of Queens Municipality is conveyed, a deed transfer tax of one and one-half percent of the value of the property thereby conveyed is imposed and levied and payable to the Municipality.

PENALTIES

4. Any person found to be in violation of this bylaw shall be liable, upon conviction, to a fine of not less than Five Hundred Dollars (\$500) and not more than Five Thousand Dollars (\$5,000) and, in default of payment, to a term of imprisonment of a minimum of One (1) day and not to exceed Ninety (90) days.

EFFECTIVE DATE

5. This bylaw shall take effect from the 1st day of June 2021.

REPEAL

6. Deed Transfer Tax Bylaw adopted by the Council of Region of Queens Municipality on the 15th day of March, 2010, is hereby repealed effective 11:59 p.m. on May 31, 2021.

OFFICIAL CERTIFICATION

THIS IS TO CERTIFY THAT this bylaw was passed by the Council of Region of Queens Municipality at a duly constituted meeting of said Council held on the day of May, 2021.

SIGNED by the Mayor and Deputy Clerk this day of May, 2021.

Mayor

Deputy Clerk

READINGS: First Reading: April 13, 2021

Date of Publication:

Second Reading:

Newspaper Passing:

Filed / Approved: Minister of Municipal Affairs
May , 2021

Region of Queens Municipality Staff Report

9.2

To: Council

From: Chris McNeill, Chief Administrative Officer

Date: April 13, 2021

Re: Fire Department and Medical First Responder Annual Registration

Background

When the Municipal Government Act was enacted in 1998, there was a new requirement that emergency service providers register with their municipality and have municipal councils acknowledge and accept the level of services, including boundaries, which each municipal emergency service provider would offer.

The fire chiefs expressed a desire to have their terms of service and registration re-approved annually at the beginning of each fiscal year. In light of this, the departments have submitted their 2021-2022 level of service capabilities forms for Council's review and approval.

It is a requirement under Council's Policy 82 – Fire Department Capital Purchase and Operating Grants, as funding of grants to emergency providers is contingent on receiving annual registration and financial records.



Details

Attached are the fire registration forms from our five fire departments and one medical first responder agency. All six organizations have appropriately filled out their registration renewals and have their authorized signatures attached.

Applicable Legislation

Section 294 of the *Municipal Government Act* states that

- (1) A body corporate may apply to a municipality for registration as a fire department.
- (2) A municipality shall not refuse to register a body corporate that complies with this Act if the
 - (a) municipality is satisfied that the body corporate is capable of providing the services it offers to provide;
 - (b) body corporate carries liability insurance, as required by the municipality;
 - (c) body corporate does not provide the fire services for profit; and
 - (d) municipality does not provide the same services for the same area.
- (3) A fire department, including a fire department of a municipality, village or fire protection district, shall register in each municipality in which it provides emergency services.
- (4) A registered fire department shall provide the municipality with a list of specific emergency services it will endeavour to provide and the area in which the services will be provided.
- (5) Registration continues in force until withdrawn by the municipality for cause or the fire department requests that the registration be revoked.

Budget Impacts

The cost for fire services is included in the annual operational budget and capital funding is provided subject to policies of Council.



Recommendation

THAT Council of the Region of Queens Municipality approves the 2021-2022 fire department and medical first responder registrations effective April 1, 2021, for Greenfield and District Fire Department, Liverpool Fire Fighters Association, Mill Village and District Fire Department, North Queens Fire Association, Port Medway Fire Department, and West Queens Medical First Responder Society, according to the service levels for each department included on their 2021-2022 Application for Registration.

Communications

Upon approval of this recommendation, staff will inform each emergency service organization in writing of this approval and attached a copy of the approval annual registration form. Additionally, staff will acknowledge this approval on social media.

**Application for Registration as a Fire Department or
Emergency Service Provider under the Municipal Government Act
2021-22**

Municipal Unit: Region of Queens Municipality
 Department Name: GREENFIELD & DISTRICT FIRE DEPARTMENT
 Contact / Address: Chief Moyal Conrad, RR#1, Greenfield, Nova Scotia, B0T 1E0
 E-Mail Address: moyalsuzette@gmail.com
 Incorporated Body Under: SOCIETIES ACT OF NOVA SCOTIA

Required Insurance Held: Liability, Vehicle, Building and Equipment, Workers Compensation and Medical

Communities or Area Protected by this Registration: Middlefield, Pleasantfield, Greenfield, Bangs Falls, Buckfield, Labelle

Please indicate the service that the department will endeavour to provide and the level of service by placing an 'X' in the appropriate box.

	Structural	Defensive	N/A	
1. Fire and Fire Related Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Registered First Responder	Medical Assistance	N/A	
2. Medical Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Technician	Operational	Awareness	N/A
3. Vehicle Rescue	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Water Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Ice Rescue	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Structural/Excavation Collapse	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. High Angle Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Hazardous Materials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Provider	Assistance	N/A	
9. Ground Search and Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Other: _____				

Please refer to the "Evaluation of Services Provided and Level of Service" Information attached, in answering the following questions:

11. Are there limits on the level of service that will be provided in respect to any of the services checked above? If so, please indicate:
Due to low to medium fire fighter levels outside of the district, we would have limited number at times. But mutual aid arrangements are in place.
12. Does the department have the equipment to perform the services checked above? YES
13. Does the department have the training or experience necessary to perform the services checked above? YES
- Date: MAR 28/2021

[Signature]
 Signature of Society Representative

 Signature of Municipal Representative

Name (please print) MOYAL CONRAD
GREENFIELD AND DISTRICT
FIRE CHIEF

Name (please print) _____

RETURN BY APRIL 1ST

Application for Registration as a Fire Department or Emergency Service Provider under the Municipal Government Act

2021-22

Municipal Unit: Region of Queens Municipality
 Department Name: NORTH QUEENS FIRE ASSOCIATION
 Contact / Address: Chief Chris Wolfe; P.O. Box 25, Caledonia, Nova Scotia, B0T 1B0
 Email Address: info@northqueensfire.ca
 Incorporated Body Under: SOCIETIES ACT OF NOVA SCOTIA
 Required Insurance Held: Liability, Vehicle, Building and Equipment, Workers Compensation and Medical

Communities or Area Protected by this Registration: Kempt, Northfield, Albany New, New Grafton, Harmony Mills, Westfield, West Caledonia, Caledonia, Whiteburne Mines, Hibernia, South Brookfield, North Brookfield, Pleasant River, Molega North, Molega

Please indicate the service that the department will endeavour to provide and the level of service by placing an X in the appropriate box.

	Structural	Defensive	N/A
1. Fire and Fire Related Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Registered First Responder	Medical Assistance	N/A
2. Medical Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Technician	Operational	Awareness
3. Vehicle Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Water Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Ice Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Structural / Excavation Collapse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. High Angle Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Hazardous Materials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Provider	Assistance	N/A
9. Ground Search and Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Other: <u>Wilderness Rescue</u>			

Please refer to the "Evaluation of Services Provided and Level of Service" Information attached, in answering the following questions:

11. Are there limits on the level of service that will be provided in respect to any of the services checked above? If so, please indicate:
No

12. Does the department have the equipment to perform the services checked above? Yes

13. Does the department have the training or experience necessary to perform the services checked above? Yes

Date: April 1, 2021

[Signature]
 Signature of Society Representative

 Signature of Municipal Representative

Name (please print) Chris Wolfe

 Name (please print)

RETURN BY APRIL 1ST

**Application for Registration as a Fire Department or
Emergency Service Provider under the Municipal Government Act**
2021-22

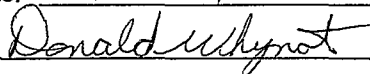
Municipal Unit: Region of Queens Municipality
 Department Name: **MILL VILLAGE & DISTRICT FIRE DEPARTMENT**
 Contact/Address: Chief Donald Whynot, 60 Danesville Loop, Danesville, Nova Scotia, B4V 8P4
 E-Mail Address: donaldwhynot@eastlink.ca
 Incorporated Body Under: SOCIETIES ACT OF NOVA SCOTIA
 Required Insurance Held: **Liability, Vehicle, Building and Equipment, Workers Compensation and Medical**
 Communities or Area Protected by this Registration: **Mill Village, Danesville, East Port Medway, Charleston**

Please indicate the service that the department will endeavour to provide and the level of service by placing an X in the appropriate box.

	Structural	Defensive	N/A	
* 1. Fire and Fire Related Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Registered First Responder	Medical Assistance	N/A	
** 2. Medical Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Technician	Operational	Awareness	N/A
*** 3. Vehicle Rescue	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Water Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Ice Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Structural / Excavation Collapse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. High Angle Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Hazardous Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Provider	Assistance	N/A	
9. Ground Search and Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Other:	_____			

Please refer to the "Evaluation of Services Provided and Level of Service" Information attached, in answering the following questions:

11. Are there limits on the level of service that will be provided in respect to any of the services checked above? If so, please indicate:
 #1 - Interior attack is dependent upon number of trained SCBA Firefighters available.
 #2 - Dependent upon number of trained MFRs available.
 #3 - Dependent upon number of trained technicians available.
12. Does the department have the equipment to perform the services checked above? *yes*
13. Does the department have the training or experience necessary to perform the services checked above? *yes*

Date: March 31, 2021

 Signature of Society Representative
 Name (please print) DONALD WHYNOT

 Signature of Municipal Representative
 Name (please print) _____

RETURN BY APRIL 1ST

**Application for Registration as a Fire Department or
Emergency Service Provider under the Municipal Government Act**
2021-22

Municipal Unit: Region of Queens Municipality
 Department Name: **PORT MEDWAY FIRE DEPARTMENT**
 Contact/Address: Chief Kendall Farmer, PO Box 132, Port Medway, Nova Scotia, B0J 2T0
 E-Mail Address: kendall.farmer@eastlink.ca
 Incorporated Body Under: SOCIETIES ACT OF NOVA SCOTIA
 Required Insurance Held: **Liability, Vehicle, Building and Equipment, Workers Compensation and Medical**
 Communities or Area Protected by this Registration: **Port Medway**

Please indicate the service that the department will endeavour to provide and the level of service by placing an X in the appropriate box.

	Structural	Defensive	N/A
1. Fire and Fire Related Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Registered First Responder	Medical Assistance	N/A
2. Medical Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Technician	Operational	Awareness
3. Vehicle Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Water Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Ice Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Structural / Excavation Collapse	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. High Angle Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Hazardous Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Provider	Assistance	N/A
9. Ground Search and Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Other: _____			

Please refer to the "Evaluation of Services Provided and Level of Service" information attached, in answering the following questions:

11. Are there limits on the level of service that will be provided in respect to any of the services checked above? If so, please indicate:
Yes, depending upon available manpower until mutual aid arrives
12. Does the department have the equipment to perform the services checked above? Yes
13. Does the department have the training or experience necessary to perform the services checked above? Yes

Date: Mar. 1, 2021

Kendall Farmer

Signature of Society Representative

Name (please print) Kendall Farmer

Signature of Municipal Representative

Name (please print) _____

RETURN BY APRIL 1ST

Application for Registration as a Fire Department or Emergency Service Provider under the Municipal Government Act

2021-22

Municipal Unit: Region of Queens Municipality
 Department Name: WEST QUEENS MEDICAL FIRST RESPONDER SOCIETY
 Contact / Address: Janet Gatzke, 829 South West Port Mouton Road, Port Mouton, NS, B0T 1T0
 E-Mail Address: thegatzkes@hotmail.com
 Incorporated Body Under: SOCIETIES ACT OF NOVA SCOTIA
 Required Insurance Held: Liability, Vehicle and Medical

Communities or Area Protected by this Registration: Hunts Point including and west of Chalet Drive, Beech Hill Farms, Summerville Centre, Port Mouton, Southwest Port Mouton, Port Joli, East Port L'Hebert

Please indicate the service that the department will endeavour to provide and the level of service by placing an X in the appropriate box.

	Structural	Defensive	N/A
1. Fire and Fire Related Emergencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Registered First Responder	Medical Assistance	N/A
2. Medical Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Technician	Operational	Awareness
3. Vehicle Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Water Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Ice Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Structural / Excavation Collapse	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. High Angle Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Hazardous Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Provider	Assistance	N/A
9. Ground Search and Rescue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

10. Other: Major roads and natural disasters for which the service has the training, equipment and common system to undertake.

Please refer to the "Evaluation of Services Provided and Level of Service" Information attached, in answering the following questions:

11. Are there limits on the level of service that will be provided in respect to any of the services checked above? If so, please indicate:
Response may be delayed daytime hours with fewer first responders available due to work
12. Does the department have the equipment to perform the services checked above? yes
13. Does the department have the training or experience necessary to perform the services checked above? yes

Date: Mar 1 2021

Janet Gatzke

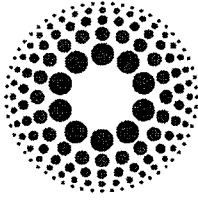
Signature of Society Representative

Name (please print) Janet Gatzke

Signature of Municipal Representative

Name (please print) _____

RETURN BY APRIL 1ST



NOVA SCOTIA
FEDERATION OF
MUNICIPALITIES

Registration

Delegate Before April 23 rd	\$ 225
Delegate After April 23 rd	\$ 250
Non-Member Delegate Before April 23 rd	\$ 250
Non-Member Delegate After April 23 rd	\$ 275

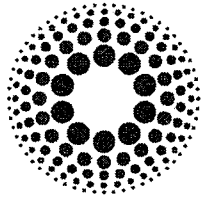
[Click here to register](#)

Cancellation policy: If you wish to cancel your registration in order to receive a full refund, you must provide an email in writing to **Alexandra** before April 26th at 4:30 p.m.

Cancellations received after this deadline will be subject to the full fee or substitution only.

Questions about registration? Contact Alexandra

NSFM Spring Conference 2021, ®



NOVA SCOTIA
FEDERATION OF
MUNICIPALITIES

Day One

Thursday, May 6, 2021

Virtual via Zoom

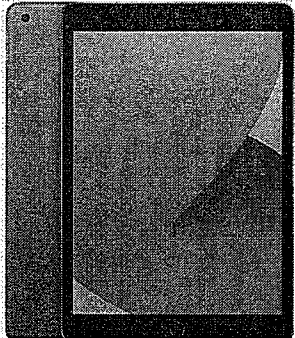

Time	
8:45 a.m. – 9:15 a.m.	<p data-bbox="836 254 1117 289">Opening Greetings</p> <p data-bbox="836 333 1338 415">NSFM Acting President's Report Mayor Amanda McDougall, CBRM</p> <p data-bbox="836 462 1094 539">Update from CEO Juanita Spencer</p>
9:15 a.m. – 10:15 a.m.	<p data-bbox="836 577 1250 613">Keynote Speaker – Bill Carr</p> <p data-bbox="836 659 1321 741">Living with Resilience: The Art of Bouncing Back!</p> <p data-bbox="836 787 1422 1115">Why do some people bounce back from tragedy and others fall apart? How do some people stay upbeat during tough times while others collapse? What makes one person thrive while another person barely survives in exactly the same circumstances? The answer to all of these questions is 'resilience'.</p> <p data-bbox="836 1161 1433 1913">Resilience is that strength of spirit that lets you bounce back and make a go of it, despite adversity. Resilience is a skill mindset that can be developed. The key to resilience is perspective; How you see the world, how you see yourself and how you see the two in relation to one another, are critical considerations that make all the difference. In both his keynote and in his workshop on resilience, Bill discusses such things as; self-talk, mirror neurons, toxic and tonic people and how they affect your day-to-day reality, understanding change as transformation, learning to be gentle with ourselves, learning not to "jury-rig" in times of transformation, taking care with what you feed your head and heart,</p>

Time	
	<p>the negative role all media can play, and how all this and much more affects your perspective, and finally how to nurture and grow your resilience when you need it most.</p> <p>Like any skill, once you understand the mechanics and assemble the tools and apply yourself, you can become a master. The last year was a difficult one and this year looks every bit as challenging – never has resilience mattered more and been more sorely needed.</p> <p>Let Bill guide you with wit and wisdom in his newest offering – Living with Resilience: The Art of Bouncing Back!</p> <p><i>Bill Carr is known as a multi-medium artist, an actor, humorist, writer and motivational speaker. For over twenty-five years, Bill has been making people laugh at what's trivial while helping them think deeply about what counts. Bill helps people see their world in new and exciting ways. Bill's unique blend of humour and insight inspires laughter and consideration; offering his audience a fresh perspective on what they face every day.</i></p>
10:15 a.m. -10:45 a.m.	<p>Honourable Brendan Maguire Minister of Municipal Affairs, Province of Nova Scotia</p>
10:45 a.m. – 11:00 a.m.	<p>Break</p>
11:00 a.m. – 12:15 p.m.	<p>Collaboration Success Stories</p> <p><i>Rural Internet and a Global Geopark:</i></p>

Time	
	<p data-bbox="834 235 1263 310"><i>Cumberland and Colchester's Collaboration Success Story</i></p> <p data-bbox="834 361 1432 1020">The neighbouring Municipalities of Cumberland and Colchester recently collaborated on two significant projects that are now set to improve quality of life and propel rural economic development in the region. One will result in a \$62.1 Million rural broadband network with capacity to serve all areas of the two counties, the other, a UNESCO Global Geopark designation that places the area's Fundy Shore firmly on the international stage. Learn how shared vision, tenacity, and most importantly – effective teamwork – led to historic collaborative success between these two municipalities.</p> <p data-bbox="834 1071 1399 1230"><i>The Mentoring Plus Strategy: A Collaborative approach with the Towns of Kentville, New Glasgow and Truro surrounding Municipalities</i></p> <p data-bbox="834 1281 1432 1860">Many regions across the Province of Nova Scotia are facing many issues such as, the changing nature of work, an increasing number of retirees, increasing health care costs and a reduced labor force to mention a few. The Mentoring Plus Strategy is attempting to address these issues by drawing upon the skills and knowledge of retired/near retired people to help support individuals 16-plus including the unemployed and underemployed to explore and connect to career paths. Examples will be provided.</p> <p data-bbox="834 1906 1133 1940"><i>Pictou County REMO</i></p>

Time	
	<p>Pictou County REMO is an agency that oversees emergency management planning, preparation, response, and recovery in Pictou County. It is comprised of representatives from the six municipal units in Pictou County that work to ensure government, emergency and community services can continue during a crisis. The collaboration between the six municipal units and many community groups strengthened during the pandemic and helped make Pictou County a more resilient area.</p>
12:15 p.m. – 1:15 p.m.	<p>Lunch Break</p>
1:15 p.m. – 1:45 p.m.	<p>Cape Breton Central MLA Kendra Coombes (tbc) NDP Municipal Critic</p>

Time	
<p>1:45 p.m. – 2:45 p.m.</p>	<p><i>Partnerships and Collaboration Moving Asset Management Forward in Nova Scotia</i></p> <p>Local municipalities are making incremental yet significant progress with asset management planning. Dedication to these on-going efforts will continue to support our municipalities in developing the long-term plans, investments, and resource allocations needed to effectively manage service expectations (such as, regulatory requirements and public expectations).</p> <p>Please join us for an overview of how contributions from the Nova Scotia Infrastructure Asset Management Working Group (IAMNS) have positively impacted the re-alignment and ongoing evolution of the Nova Scotia Asset Management Program. This overview will include success stories relating to the development of meaningful partnerships and collaborations from both the provincial and municipal perspectives.</p> <p>Presenters: Jennifer Duncan, Nova Scotia Asset Management Program Representative, Department of Municipal Affairs Troy Burgess, Manager of Operations, Windsor/West Hants Regional Municipality Valerie Williams, Manager, Asset Management, Halifax Water</p>
<p>2:45 p.m. – 3:00 p.m.</p>	<p>Break</p>

Time	
3:00 p.m. – 3:30 p.m.	Truro-Bible Hill-Millbrook-Salmon River MLA Dave Ritcey (tbc) PC Municipal Affairs Critic
3:30 p.m.	Prize Draw! Win a 10.2" 128G Apple iPad! You even get to select your own color (silver, space grey or gold)   <i>Must be present on ZOOM call to win</i>

Time

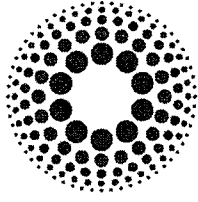
3:35 p.m. – 4:20 p.m.

Networking!

Join in the fun and play some “getting to know you” virtual games with your fellow municipal colleagues – hosted by one of the NSFM planning committee members.



You will have the opportunity to join three randomly assigned 15-minute networking games.



NOVA SCOTIA
FEDERATION OF
MUNICIPALITIES

Day Two

Friday, May 7, 2021

Virtual Via Zoom

Time	
8:30 a.m. – 9:30 a.m.	<p data-bbox="833 247 1206 285">Getting Regulation Right</p> <p data-bbox="833 331 1409 491">As we move through the pandemic and come out the other side, getting regulation right will be critical to the recovery.</p> <p data-bbox="833 537 1425 1037">The Nova Scotia Office of Regulatory Affairs and Service Effectiveness was created in 2015 with a mandate to establish and maintain a high functioning regulatory environment, which includes reducing unnecessary regulatory burden – or red tape – in Nova Scotia. Its work focuses on the regulatory environment for business, citizens, between governments and with other orders of government, including municipalities.</p> <p data-bbox="833 1083 1419 1373">Leanne Hachey and Emily Pond will discuss the work of the Office, including regulatory 'lessons learned' during the pandemic along with its regulatory partnerships with Halifax Regional Municipality and the five municipalities in Cape Breton.</p>

Caucus Meetings through separate zoom links

10:00 a.m. – 11:00 a.m.	Rural Caucus Meeting
11:30 a.m. – 12:30 p.m.	Towns Caucus Meeting
2:00 p.m. – 3:00 p.m.	Regional Caucus Meeting