

Region of Queens Municipality Regular Council

Tuesday, February 8, 2022

9:00 a.m.

Agenda

This meeting will be held virtually using the free software program known as Zoom. If you wish to watch/listen to the meeting through Zoom, please contact Heather Cook at hcook@regionofqueens.com (902) 354-5741 to receive the meeting link details.

1.0 Call to Order

2.0 Changes / Approval of Agenda

3.0 Presentations

3.1 RCMP Report – S/Sgt. Dan Archibald

4.0 Tabling of Petitions

5.0 Public Question / Comment Session

6.0 Approval of Minutes

6.1 Regular Council – January 25, 2022

7.0 Recommendations

- 7.1 Liverpool Business Development Centre HVAC Investigation
- 7.2 Solid Waste Management Facility – Tipping Fees
- 7.3 Investing in Canada Infrastructure Program (ICIP)
- 7.4 Hillsview Acres Renovations

8.0 Discussions

- 8.1 Nova Scotia Utility & Review Board 2022 Municipal Boundary Review
- 8.2 Council Implementation Report

9.0 In-Camera Items

- 9.1 Contract Negotiations – 11:00 a.m.
- 9.2 Contract Negotiations

10.0 Adjournment



COUNCIL REPORT

Region of Queens

ABSTRACT

Report on policing activity in Queens County
February 2nd, 2022

Queens Detachment

902-354-5721



FEBRUARY 2022

PERSONNEL

Current Personnel Capacity:

Current Compliment:	District Commander	S/Sgt. Dan Archibald
	Team Leader	Cpl. John Harris – Operations NCO
	Team Leader	Cpl. Mike Buckland – Operations NCO
	Members	Cst. Andrew Winsor Cst. Dave Cowan Cst. Christa Pye Cst. George Walsh Cst. Chad Burrridge Cst. Ron Duffney Cst. Tara Davis Cst. Vladimir Dounin Cst. Steve Murphy Cst. Devin Pulsifer
	Assistants	Vacant Ms. Lydia Goodick
	Senior Safety	Ms. Shelly Walker





FEBRUARY 2022

ANNUAL PERFORMANCE PLANNING

Our objectives remain the same this year as last year;

1. Road Safety
 - Maintain or increase Provincial Statute Charges
 - Maintain or increase Impaired Driving Charges
 - Maintain or increase Checkstops

2. Crime Prevention and Reduction
 - Offender Management Checks
 - Crime Prevention Presentations and Youth Advisory Meetings
 - Increase in Media Releases / Warrant Publication

3. Cybercrime
 - Increase Cybercrime Awareness/Presentations to Youth and Senior

4. Increase Connections with First Nations
 - Communicate with Acadian First Nation on quarterly basis as well as attend commercial business on reservation land in Queens County





FEBRUARY 2022

INFORMATION OF INTEREST

- Queens RCMP continues use of social media platforms about individuals with outstanding warrants in an effort to get these individuals back into the court systems and deal with outstanding charges. Members of the public are asked to contact Queens District RCMP asking anyone with information on the whereabouts of these people mentioned on social media to contact them in Queens County at 902-354-5721. Should you wish to remain anonymous call Nova Scotia Crime Stoppers toll free at 1-800-222-TIPS (8477), submit a secure web tip at www.crimestoppers.ns.ca, or use the P3 Tips App
- Queens District RCMP charge two Impaired Drivers over the weekend. Friday, May 1st, 2021, Brooklyn, NS - Queens County District RCMP arrested a 55 year-old Lunenburg County man on Highway 103 near Brooklyn, NS for Impaired Operation of a Motor Vehicle. He subsequently provided breath samples that were more than two times the legal limit. On Saturday, May 2nd, 2021, Summerville, NS - Queens County District RCMP arrested a 19 year old Liverpool woman on Highway 103 near Summerville for Impaired Operation of a Motor Vehicle. She provided breath samples that were over the legal limit.
- Queens District RCMP charged a Liverpool man following an investigation into methamphetamine trafficking in Queens County. The investigation was conducted in partnership with the South Shore Integrated Street Crime Enforcement Unit. On May 14, 2021, at approximately 10:00 a.m., police executed a search warrant on a home in Liverpool in relation to methamphetamine trafficking investigation, and arrested a 28-year-old man without incident. Police searched the home and seized a substantial quantity of methamphetamine, cocaine, cannabis, cash, an airsoft pistol, a conducted energy weapon (CEW), bear mace, drug paraphernalia and electronic devices.
- Queens District RCMP charge man with firearms offences. On November 17, 2021, West Caledonia, Nova Scotia Queens District RCMP has charged a man with firearms offences after an incident in West Caledonia. While police were in West Caledonia investigation an assault with a weapon complaint, they were flagged down by two people who advised that they had been shot at. The victims advised that they had gone to a mans home on West Caledonia Rd. to confront him about some damage he had done to a family members vehicle earlier in the day. A verbal confrontation occurred and when the victims were getting back into their vehicle, the man shot at them with what they believed was a shotgun. The victims immediately fled the area. Neither victim was injured. While police were speaking with the victims, the suspect pulled up in his vehicle. Police immediately took the man into custody without incident. He was transported to the Liverpool RCMP Detachment where he was held in custody overnight. Police continued their investigation and on the morning of November 16, a search warrant was executed at the mans residence. Queens District RCMP were



QUEENS DETACHMENT COUNCIL REPORT



FEBRUARY 2022

assisted by RCMP Police Dog Services in the search. Through the course of the search, PDS located the firearm that is believed to have been used in this incident and police seized it. Police also seized ammunition and another weapon that was believed to have been used in the original complaint being investigated prior to the shots fired incident. A significant amount of charges was laid on a 34-year-old male of West Caledonia.

YEARLY STATISTICS (April 1st to March 31st is our fiscal year)

TRAFFIC

- Number of Impaired Drivers – 12
- Roadside Suspensions – 2
- Prohibited Driving (Criminal Code) - 1
- Number of Tickets - 312
- Number of Check-stops – 46
- Number of warnings issued – 110
- Inspection (Defect) issued – 6

The speed radar trailer has been utilized all summer and fall months. This unit will continue to be utilized in problematic areas throughout Liverpool and rural Queen County.

Queens County has also scheduled a member for training in early 2022 as a Drug Recognition Expert or DRE. A DRE is capable of testing drivers for impairment by drug and is viewed as an expert in the courts for charges pursued of Impaired Driving by Drug.

CRIME REDUCTION

Since April 1st, 2021, Queens District has seen a decrease in court conditioned offenders residing in our area. Since April 2021, we have conducted 22 curfew checks resulting in several breach of court ordered conditions. This strategy will continue to any court ordered released individuals who residing in the Region of Queens.

We have conducted 16 media releases which include proactive public service announcements as well as investigations of significance.



QUEENS DETACHMENT COUNCIL REPORT



FEBRUARY 2022

CALLS FOR SERVICE BREAK DOWN

In total approximately 2700 calls for service incidents were reported to date this fiscal year. A break down of some of those calls for service are as followed;

- Assaults – 103
- Robbery/Harassment/Treats/Extortion/Intimidation – 129
- Sexual Offences – 15
- Drug Possession/Trafficking - 12
- Thefts/Possess Stolen Property – 97
- Mischief – 136
- Break and Enter - 26
- Arson - 5
- Fraud/Forgery – 61
- Mental Health Act – 122
- Suspicious Person/Vehicle – 47
- False Alarms – 56
- Well Being Check – 62
- Quarantine Act – 45
- Health Act COVID) - 63

In 2021, 27 prisoners have been held at the Detachment cells.

COMMUNITY POLICING REPORT

In January, 2022, Cst. Duffney finished his role as the CPO for the Queens District Detachment. He performed the duties exceptionally and his work in that position has been appreciated by all of us at the detachment and the same feedback had been heard throughout the community and youth alike.

The community policing officer duties have been temporarily modified due the COVID-19 outbreak but continues to be regularly active in all the schools throughout Queens County with a decrease in presentations depending on Provincial Restrictions. All community and senior based events have minimal to nil events and activities since the pandemic.

Cst. Winsor will assume the CPO role for 2022 into the foreseeable future.

S/Sgt. Dan Archibald
District Commander
RCMP Queens District



Region of Queens Municipality Regular Council 6.1
Tuesday, January 25, 2022, 6:00 p.m. via Zoom

Minutes

Present: Mayor Darlene Norman, Chair
Deputy Mayor Kevin Muise – Joined at 6:32 p.m.
Councillor David Brown
Councillor Maddie Charlton
Councillor Ralph Gidney
Councillor Vicki Amirault
Councillor Jack Fancy
Councillor Carl Hawkes – Joined at 6:08 p.m.
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

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

MOTION CARRIED unanimously.

3.0 Tabling of Petitions

There were no petitions to come before this meeting.

4.0 Public Question / Comment Session

Leon Robertson, 45 College Street, Liverpool – Mr. Robertson enquired if the cost of installation was included or extra under items 6.5 – Tender Submissions for Universally-Designed Playpark Equipment at Etli Militamk. Mayor Norman stated this would be discussed later on the agenda.

Mr. Robertson further enquired about renovations for tenant under Item 6.7 – Request from Liverpool Business Development Centre Tenant. Mayor Norman advised Mr. Robertson that a call centre is operating at this

location and if he is interested in information pertaining to this, he can make contact with her and she will provide him with the information.

Anne Laws, 19 Old Meeting House Road, Beach Meadows and 39 Rock Island Lane, Labelle – Mrs. Laws provided comments concerning the second reading of the proposed Noise Bylaw. She stated the proposed quiet hours will now be from 11:00 p.m. to 6:00 a.m. which does not allow kids and families 8 hours of uninterrupted rest. She requested to ask each member of Council if they acknowledge this. Mayor Norman stated that this was not a question/answer session for Councillors, but is an opportunity for residents to address Council.

Mrs. Laws further stated that this proposed Noise Bylaw tells us that in the Region of Queens any noise, no matter how loud or how prolonged, will be tolerated and have to be tolerated by citizens as there is no recourse through the Region or through the RCMP, as they will not file a disturbing of the peace charge for noise.

Despite having citizen complaints, if Council accepts this Noise Bylaw as proposed, they have shown a lack of responsible standard of care and have displayed a market departure of the standard of which responsible and competent people habitually govern themselves, which is the dictionary definition in Canadian Laws of gross negligence. You are aware of problems that during quiet time hours they cannot be addressed because Region of Queens has an ineffective Bylaw and the RCMP refuses to lay a disturbing the peace charge. In that, I feel that if Council does vote through this proposed Noise Bylaw that the Ad Hoc Committee has brought forward that you are grossly negligent and I believe you can be challenged.

5.0 Approval of Minutes

5.1 Regular Council – January 11, 2022

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

THAT the minutes of the Regular Council meeting held January 11, 2022 be approved as circulated.

MOTION CARRIED unanimously.

6.0 Recommendations

6.1 Ad Hoc Noise Bylaw Committee Recommendation – Second Reading

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

THAT Council of Region of Queens Municipality give second reading to a Bylaw Respecting Noise.

Councillor Fancy stated he looked at the HRM Noise Bylaw No. 200 and they address things such as fireworks and enquired why can't we do that here, i.e. restrictions? Mayor Norman stated any municipality is free to try and enforce bylaws. The Ad Hoc Committee which had a representative from each district did not believe that fireworks bylaws were something we should be enforcing; therefore as Council recommended, we followed the recommendations of the Ad Hoc Committee.

Councillor Brown, as part of the Ad Hoc Committee, stated they understood what was wanted as part of the bylaw and what was not. Fireworks was looked at, but unenforceable as our county is so large and we do not have RCMP stations throughout. He is aware of a group trying to ban them as there were some unfortunate events during New Year's. This is an improvement of the previous policy. It is a living document and can be changed, and believes this is a good place to start.

Councillor Charlton stated that she also was part of the Ad Hoc Committee and agreed with Councillor Brown's comments and supports the document.

Councillor Gidney stated he did not understand why the RCMP won't investigate noise complaints during non-quiet hours. They should speak to the residents to find out what is going on, and feels at least to follow-up even if charges are not laid. Mayor Norman stated that she is aware that the people involved have contacted the RCMP and have had various discussions with them. At this point in time there has been little satisfaction on the complainant's part; however

that is not to say that things will not change in the future.

MOTION CARRIED with 5 in favour and 2 against.

6.2 Ad Hoc Personnel Policy Review Committee

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

THAT Council of Region of Queens Municipality appoint Councillor Vicki Amirault and Councillor Ralph Gidney to the Ad Hoc Personnel Policy Review Committee.

MOTION CARRIED unanimously.

6.3 Transgender Week Flag Request

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

THAT Council of Region of Queens Municipality approve the application made by Diversity and Inclusion Action Team to have a Transgender flag flown on the Special Purpose flagpole located in front of the Town Hall Arts and Cultural Centre, Liverpool for a one week period, from November 14 through November 20 (inclusive), 2022.

Councillor Gidney enquired when the Veteran Flag would be flown in November. Shelley Connolly, Deputy Clerk, stated the Veteran Flag would be flown November 1 – 14 and the Transgender flag would be flown November 14 – 20.

MOTION CARRIED with 6 in favour and 1 against.

6.4 Region 6 Solid Waste Management – 2022/2023 Budget

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

THAT Council of Region of Queens Municipality approve Region 6 Solid Waste Management's proposed budget for the year 2022/2023.

MOTION CARRIED unanimously.

6.5 Tender Submissions for Universally-Designed Playpark Equipment at Etli Militamk

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

THAT the Council of Region of Queens Municipality authorize staff to negotiate final design and purchase of playpark components with PlayPower at the estimated cost of \$164,719.47 plus HST.

Elise Johnston, Accessibility Coordinator, stated RQM entered into an Agreement with PAC Autism Nova Scotia in April 2019 for the installation of an inclusive playground which was extended for an additional year until April 9, 2022.

Autism Nova Scotia would be responsible to source appropriate playground equipment and amenities. They put together the preliminary budget and together with the local fundraising team, provided the tender package. This then went to RQM to manage the tender process to purchase the equipment.

The Steering Committee consists of Chris McNeill, CAO; Adam Grant, Director of Engineering & Public Works; Meaghan Roberts Director of Recreation & Healthy Communities; Dana Henley, Community Development Coordinator; and Ms. Johnston.

Specifics identified by PAC Autism Nova Scotia were things such as ramped accesses, a roof, a variety of level challenges, interactive

panels, inclusive sandbox, spinners, wobbling or rocking elements, and a variety of swing sets. The Steering Committee asked for the standard CSA and accessibility standards to be met, warranties and maintenance info, local references were checked, and rationale on elements.

For the play equipment, we have asked for the design, supply and the installation of the equipment that excludes the site prep, excavation, and surfacing.

Request for Proposals were issued in early December and four proposals were received from three companies. PlayPower met the criteria and is the best choice, although they had the latest delivery dates. It was felt that the value was worth the wait.

Councillors offered their thanks to all involved for all their hard work.

MOTION CARRIED unanimously.

6.6 Tender Submissions for Universally-Designed Spray Pad Components at Etli Militamk

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

THAT the Council of Region of Queens Municipality authorize staff to negotiate final design and purchase of spray pad components with ABC Recreation at an estimated cost of \$69,983.68 plus HST.

Meaghan Roberts, Director of Recreation and Healthy Communities, stated the process for the Request For Proposal (RFP) for the spray pad was the same as for the play park which incorporated the suggestions from PAC Autism Committee.

Three proposals for the spray pad were received from two companies. The Committee met to review the proposals and determined that Option A from ABC Recreation stood out with the largest number of elements and varied water features, and was within the allowable water consumption.

MOTION CARRIED unanimously.

6.7 Request from Liverpool Business Development Centre Tenant

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

THAT the Council of Region of Queens Municipality authorize an estimated investment of \$33,500 plus HST in Liverpool Business Development Centre to develop separate washroom and kitchen facilities for Belliveau Veinotte, to be funded from the Special Operating Reserve.

Councillor Amirault enquired if RQM staff will complete the work or hire an outside contractor. Adam Grant, Director of Engineering & Public Works, stated RQM staff will be doing the work with the exception of two local subcontractors to assist with some.

MOTION CARRIED unanimously.

6.8 Municipal Innovation Program Application

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

THAT the Council of Region of Queens Municipality authorize the submission of an application under the province's Municipal Innovation Program for up to 75% funding for an Asset Management Coordinator and associated costs.

Mayor Norman stated previously RQM thought that the funds to hire this employee would come from the gas tax, but unless it is an outside contractor, these funds are not available. The Municipal Innovation Program under the province is accepting applications to provide up to 75% of the cost.

Councillor Charlton enquired if the 75% was just for one year. Mr. McNeill stated yes. Councillor Charlton stated with the understanding of paying this employee from gas tax, that consideration be given to the position being changed to a term position for the first year and reassess whereas there is no guarantee that the full 75% will be granted.

Mayor Norman stated if we do not apply for the grant now, we will not have it, and as discussed, we know that this position is for at least for two years. We could advertise as a one year term position, with the qualifications needed to complete the project, and pay the full amount ourselves.

Deputy Mayor Muise stated he agreed with Councillor Charlton that we should look at having the position as a two year term whereas the funding cannot come from the gas tax.

Councillor Brown stated when this position was discussed at the last Council meeting, it was stated this position would become a full time position by transitioning into Public Works when the asset portion of the position was completed, which is a two year project. If we do not get this project done, there will not be any gas tax credits given to RQM. If RQM loses the gas tax credits, it will negatively impact tax rates for our residents. If we have to find funding for this out of our operating budget, it frees up the money from the gas tax we are getting, so it's no difference for the money we spend each year, it's just an accounting procedure as to which account it comes from. RQM needs to get moving on this project and cannot afford to wait.

Councillors Gidney and Fancy agreed that this position should now be a two year term.

Mr. McNeill stated the two year term will limit candidates and may delay in finding a suitable candidate. Councillor Charlton enquired what would happen should no one apply. Mr. McNeill stated the job would be contracted out to the private sector and cost 2 – 3 times more. Councillor Amirault agreed with Mr. McNeill.

MOTION DEFEATED with 4 in favour and 4 against.

7.0 Discussions

7.1 Provision of Staff for Income Tax Booking

Councillor Amirault stated when it was discovered that RQM would not be taking bookings for income tax as staff are too busy, community members have stepped up to fulfill this vacancy. She thanked them.

Mayor Norman stated Ted Bulley will be providing the name and number the first of February and residents can call at that time for appointments.

7.2 Nova Scotia Federation of Municipalities 2022 Spring Conference

Mayor Norman stated Nova Scotia Federation of Municipalities is holding their 2022 Spring Conference at White Point Beach Resort May 4 – 6, 2022, depending on Covid restrictions. They are looking for a representative from the Municipality where the conference is being hosted in Queens to sit on the Planning Committee. The Planning Committee will look at all suggestions submitted and provide topics for discussion and are expected to attend the entire conference, make introductions, etc. They will meet in early February. The hosting municipality can provide a social night.

No Councillors came forward to sit on this Committee.

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

THAT Mayor Norman sit on the Planning Committee for the Nova Scotia Federation of Municipalities 2022 Spring Conference.

MOTION CARRIED unanimously.

Mayor Norman asked if any Council member has any topics for discussions or issues to provide them to her.

8.0 In-Camera Items

It was moved by Councillor Charlton and seconded by Councillor Brown that the proceedings go In-Camera at 7:00 p.m. to discuss the following:

- 8.1 Contract Negotiations
- 8.2 Personnel
- 8.3 Personnel

MOTION CARRIED unanimously.

Mayor Norman announced a 10 minute break at 7:00 p.m.

It was moved by Councillor Gidney and seconded by Deputy Mayor Muise that the proceedings exit In-Camera at 8:23 p.m.

MOTION CARRIED unanimously.

- 8.3 Personnel

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

THAT Council of Region of Queens Municipality remove Melissa Thiele from the Audit and Internal Control Committee effective immediately for breach of Policy 74.

MOTION CARRIED unanimously.

9.0 Adjournment

The meeting adjourned at 8:25 p.m.

Mayor Darlene Norman, Chair

Chris McNeill, CAO

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

Region of Queens Municipality Staff Report

7.1

To: Council

From: Adam Grant, Director of Engineering and Public Works

Date: February 8, 2022

Re: Liverpool Business Development Centre HVAC Investigation

Background

The former Liverpool Call Center, 54 Harley Umphrey Drive, was originally constructed in 2002 and utilizes a roof top unit (RTU) for the facility's Heating Ventilation Air Conditioning (HVAC) needs.

Details

Over the course of the last two decades of operation the RTU at the facility has required numerous repairs, over and above what is considered normal maintenance. It has always been alleged that the existing unit is severely oversized for the local climate leading to premature failure of compressors, coils and other components.

Nearing twenty years of operation, the existing unit is quickly approaching its end of serviceable life, parts are becoming difficult and near impossible to acquire.

Through discussion with DUMAC Energy Limited, it was felt the best approach would be to conduct a mechanical investigation of the unit and facility to assess the state of existing equipment, the facilities' HVAC needs and deficiencies, as well as propose recommendations to upgrade if necessary. The fee for this service is \$10,750 plus HST, with work to begin immediately.



Applicable Legislation

Section 47 (5) of the *Municipal Government Act* sets out that council may make and carry out a contract, perform an act, do any thing or provide a service for which the municipality or the council is authorized by an Act of the Legislature to spend or borrow money.

Budget Impacts

This assessment is an unbudgeted expense. It is recommended that it be funded from the regular call centre maintenance budget and this operating budget area will reflect the over expenditure at year end.

Recommendation

THAT the Council of Region of Queens Municipality approve the contracting of DUMAC Energy Limited to conduct a HVAC investigation at 54 Harley Umphrey Drive, Liverpool, at a cost of \$10,750 plus HST, to be funded as an unbudgeted item in the Call Centre operating budget.

Communications

DUMAC Energy will be advised following approval from Council. Building tenants will be made aware of the contract and contract will be facilitated so as to not interfere with their normal building operations.

Region of Queens Municipality Staff Report

7.2

To: Council

From: Mallory Plummer, Manager of Finance

Date: February 8, 2022

Re: Solid Waste Management Facility – Tipping Fees

Background

The Region of Queens holds multiple contracts for the disposal of various solid waste streams at the landfill facility. Contained in these agreements are mechanisms for annual fee increases. Each year the rolling ten-year average of CPI is used to revise the tipping fee schedule.

Details

The proposed increases at 1.60% are reflected in the revised 2022/23 tipping fee schedule (attached) and are calculated based on a rolling ten-year average for all solid waste streams.

Consumer Price Index – 10 years

2012	2.0
2013	1.2
2014	1.7
2015	0.4
2016	1.3
2017	1.4
2018	2.1
2019	2.2
2020	0.3
2021	3.4
Average	1.60

Budget Impact

Applicable solid waste budget items have been projected using the revised tipping fees schedule.

Recommendation

That Council of the Region of Queens Municipality approve the tipping fees schedule as attached, for Residual Municipal Solid Waste, Sorted Construction and Demolition Material, Mixed Construction & Demolition Material, Blue Bag Recyclables, Metal/White goods, Contaminated Soil and Septage effective April 1, 2022.

Communications

Letters are sent annually informing contract holders and regular commercial users of the Solid Waste Facility, informing of rate changes effective April 1st each year.

QUEENS SOLID WASTE MANAGEMENT FACILITY

TIPPING FEE SCHEDULE
EFFECTIVE APRIL 1, 2022

MATERIAL	GENERATED WITHIN REGION OF QUEENS		GENERATED OUTSIDE REGION OF QUEENS
	Residential	Commercial	
Residual Municipal Solid Waste	No Charge	\$92.75 / tonne	\$92.75 / tonne
Sorted Construction & Demolition Material	No Charge	\$41.22 / tonne	\$63.71 / tonne
Mixed Construction & Demolition Material	\$66.66	\$66.66 / tonne	\$66.66 / tonne
Blue Bag Recyclables	No Charge	\$193.23 / tonne	\$193.23 / tonne
Compostable Organic Material	No Charge	Actual	Actual + \$7.00 /tonne
Metal/White Goods	No Charge	\$41.22 / tonne	\$41.22 / tonne
Contaminated Soil	\$53.61	\$53.61 / tonne	\$53.61 / tonne
Septage Disposal	N/A	\$0.0267 / litre	\$0.0353 / litre

Region of Queens Municipality Staff Report

7.3

To: Council

From: Chris McNeill, Chief Administrative Officer

Date: February 8, 2022

Re: **INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP)**

Background

Nova Scotia's Department of Municipal Affairs and Housing recently announced that they have now begun accepting applications under the Investing in Canada Infrastructure Program (ICIP). To be eligible, projects must be related to wastewater, drinking water, or solid waste.

Details

During the past Nova Scotia Department of Municipal Affairs and Housing call for infrastructure project applications, the Municipality submitted an application for Lower Waterloo Street, Liverpool, water and sewer upgrades. This project was not approved.

Staff are recommending that this project is still our main infrastructure priority and should be the focus of any application Council wishes to submit. Prior to an application being submitted, Council authorization to submit the application is required. The project will renew water, combined sanitary and storm sewer lines and eliminate one existing combined sewer outfall (CSO). The scope of the infrastructure renewal will include Waterloo Street from School to the east end of the street. Waterloo Street CSO also disposes from James Street, Bartling



Avenue, Williams Street, Enos Collins Drive and Bootleggar Lane at an estimated cost of \$3 million including HST.

Should Council not agree that this project is their priority, then staff would welcome recommendations for other projects that fit the program criteria so that these can be costed prior to the application deadline.

Applicable Legislation

Section 60 (1) of the *Municipal Government Act* states that a municipality or a village may agree with one or more municipalities, villages, service commissions, the Government of the Province or of Canada or a department or agency of either of them or a band council pursuant to the Indian Act (Canada) to provide or administer municipal or village services.

Budget Impacts

If approval is given by the province for funding of this project, then the remaining percentage expected to be around 25% will need to be included in the 2022-2023 capital budget and be funded through reserves or long term borrowing.

Recommendation

THAT the Council of Region of Queens Municipality authorize the submission of an application under the Nova Scotia Investing in Canada Infrastructure Program for the replacement of water and combined sanitary and storm sewer on Lower Waterloo Street, Liverpool.

Communications

No public communication of this approval is required at this time.



**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

February 1, 2022

Dear Mayors, Wardens and Commission Chairs:

Re: Call for Applications - Investing in Canada Infrastructure Program (ICIP)

I am pleased to let you know that the Province will soon be accepting applications under the Green – Environmental Quality Stream of the Investing in Canada Infrastructure Program.

When you are preparing to apply for funding, please remember that only projects under the wastewater, drinking water or solid waste categories will be eligible. These projects must meet provincial and/or federal regulations where applicable.

Applications will be accepted between February 4, 2022, and April 1, 2022. I hope you and your councils or commissions will consider potential projects and submit them for consideration.

Further details regarding the application process will be sent to your CAO or Clerk in the coming days.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Lohr', written in a cursive style.

Honourable John A. Lohr
Minister

c CAOs, Clerks/Treasurers

Region of Queens Municipality Staff Report

7.4

To: Council

From: Adam Grant, Director of Engineering and Public Works

Date: February 8, 2021

Re: Hillsvie Acres Renovations

Background

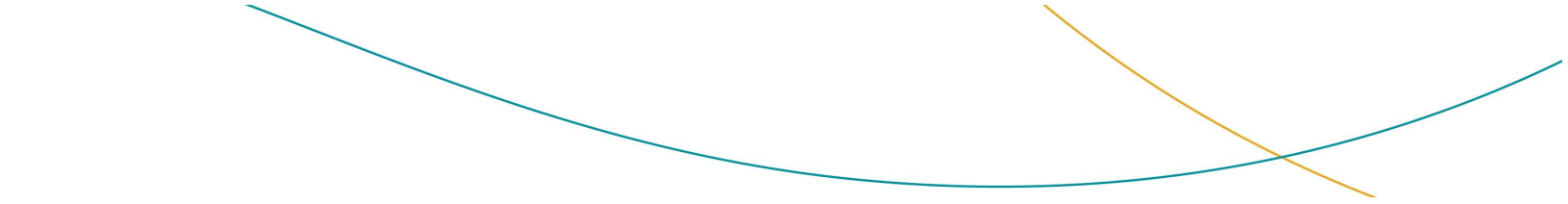
Funding was received from the Province of Nova Scotia to carry out renovations to Hillsvie Acres. The renovations involved three approvals for three separate projects:

- Washroom & Stairs
- Tub Room Upgrades
- Entrance Door Replacements

Details

The first project for work to renovate an existing interior stairwell and create new washrooms was previously tendered and rejected. The two subsequent approvals were designed and packaged with the first and issued for tender together.

The second project consisted of necessary upgrades to the existing tub room to remove hazards and hindrances related to accessibility and worker requirements for tasks in that area including a new tub apparatus. The third project consisted of replacing all exterior residential entrance systems from their deteriorated state and replacing with a more robust commercial style entrance with accessible considerations.



Funding allowed for architectural design and creation of relevant construction specifications. A tender was released on the provincial procurement website on December 21, 2021 and closed on January 27, 2022 with two submissions received.

Initial budget estimates and value applied for the three projects totaled \$273,600 and would include both the architectural design and construction costs of the work. Two proposals were received for the construction from Rikjak Construction Ltd. and Avondale Construction Ltd at a cost of \$475,000 and \$678,000 respectively which does not include architectural cost.

Applicable Legislation

Section 47 (5) of the *Municipal Government Act* sets out that council may make and carry out a contract, perform an act, do any thing or provide a service for which the municipality or the council is authorized by an Act of the Legislature to spend or borrow money.

The project specification states in Section 00 41 00 .21 BID ACCEPTANCE
.2 The owner reserves the right to accept or reject any and all tenders and to accept any tender which it may consider to be in its best interests."

Budget Impacts

Staff will investigate alternative options for completing the project based on provincial funding criteria.

Recommendation

THAT the Council of Region of Queens Municipality reject all tenders for Hillsview Acres Project #21011/ 21084 Hillsview Acres Renovations.

Communications

A letter noting Council's decision will be provided to the proponents.



Nova Scotia Utility and Review Board

Mailing address

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1 855 442-4448 (toll-free)
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December 10, 2021

cmcneil@regionofqueens.com

Region of Queens Municipality
c/o Chief Administrative Officer
PO Box 1264
Liverpool, NS B0T 1K0

Dear Mr. McNeill:

S. 369 of the Municipal Government Act – 2022 Municipal Boundary Review

Section 369 of the *Municipal Government Act* requires councils of every town and municipality to apply to the Nova Scotia Utility and Review Board in 2022 to “confirm or to alter the number and boundaries of polling districts and the number of councillors.” All councils must conduct a study into the number of councillors and into the reasonableness and fairness of the number and boundaries of polling districts before making the application to the Board.

Enclosed is a copy of a User Guide prepared by the Board to provide guidance to towns and municipalities in the preparation of their applications. This information is also available on the Board’s website: <https://nsuarb.novascotia.ca/> under the Municipal Boundaries page.

Also, enclosed is a copy of Board’s *Municipal Government Act Rules (Rules)*. *Rule 27* sets out the information that is required to be filed by towns and municipalities which have polling districts or wards (to be completed on Form C). *Rule 28* sets out the requirements for towns which have no polling districts or wards (Form D).

If you have questions about the application process, please contact the undersigned. Please confirm receipt of this letter.

Yours very truly,

Bruce Kiley
Chief Clerk of the Board

Encl.

USER GUIDE

Statutory requirements for applications

Every eight years since 2006, the council of every municipality and town in the province must study the number and boundaries of its polling districts, their fairness and reasonableness and the number of councillors. After it completes the study, and before the end of the year, the council must apply to the Board to confirm or to change the number and boundaries of polling districts and the number of councillors. For towns that elect councillors at large, an application must be filed with the Board to confirm or change the number of councillors.¹

The Board must consider several factors to decide the number and boundaries of polling districts, including the number of electors, relative parity of voting power, population density, community of interest and geographic size.² To determine the number of councillors for a town, the Board must consider the population and geographic size of the town.³ The position of mayor is not included in the number of councillors and does not fall within the scope of the Board's review.⁴

Recommended two-step process for study

In past decisions, the Board provided specific guidance to municipalities and towns about municipal boundary applications.

Council may decide to hire a consultant or third party to do the required study, but it does not have to. Many councils direct senior municipal staff to conduct the study, in some cases aided by committees which include members from the public.

The Board recommends a two-step process. At the first stage, council should decide the desired number of councillors (i.e., the size of council). Questions about the distribution of polling districts should be addressed in a second stage.

Deciding the size of council involves considering the desired style of the council, the governance structure of the council, and a determination of an effective and efficient number of councillors. The style of government should not be decided until adequate public consultation has occurred. The size of council and its governance structure is a matter which can then be decided by council in an informed debate.

Once the number of councillors and polling districts is decided, the task becomes one of distributing the polling districts, balancing the number of electors, relative parity of voting power, population density, community of interest and geographic size.⁵ As with the number of polling districts, public consultation is essential to a successful boundary setting process.

¹ *Municipal Government Act*, S.N.S. 1998, c. 18, s. 369. Part XVI of the *Municipal Government Act* applies to the Halifax Regional Municipality (*Halifax Regional Municipal Charter*, S.N.S. 2008, c. 39, s. 364).

² *Municipal Government Act*, s. 368(4).

³ *Municipal Government Act*, s. 368(5).

⁴ The definition of "councillor" means a council member other than the mayor (*Municipal Government Act*, s. 3(p)).

⁵ *Municipal Government Act*, s. 368(4).

Ideally, the public consultation process should mirror the two-step process outlined above, but the Board recognizes that for smaller municipalities or towns (or in instances where the first round of consultation has shown a preference to substantively maintain the status quo, including its boundaries), a second round of public consultation may not be practical or necessary.

Public consultation

Public consultation is an inherent part of the required study. The type and amount of consultation is within council's discretion, but it should give members of the public an opportunity to express their views on the size of their council, upon the location of boundaries for town wards or municipal polling districts, or whether a town should be divided into wards, should that be applicable. Giving the public an opportunity to provide its valuable input is a key part of the decision-making process leading to an application by a municipality or town.

Relative parity of voting power

The target variance for relative parity of voting power should be $\pm 10\%$ from the average number of electors per polling district or ward. The municipality or town must justify any variance exceeding this target in its application to the Board. The larger the proposed variance, the greater the burden on the municipal unit to justify the higher variance from the average number of electors. Factors that may support higher variances include the need to accommodate population density, community of interest or geographic size.

Polling district boundary descriptions

The municipal unit must supply descriptions of the existing and proposed municipal polling districts (or the wards in the case of towns). In most cases, the descriptions are in written form, which is acceptable to the Board. However, in recent years, municipalities and towns have asked to provide the descriptions of their polling districts or wards using digital GIS technology.

The Board will accept digital mapping descriptions instead of text descriptions, but in addition to filing a large hard copy map showing all polling districts, the Board also requires individual digital mapping for each polling district or ward. The individual mapping is to be filed by way of hard copy (8.5 x 11-inch format) and electronically (JPEG). The Board is mindful that due to differences in the size of the respective polling districts, the relative scale on each of the maps may differ.

Regardless of the format adopted by a municipality or town, the description must be able to address any inquiry made by electors or municipal election staff during a municipal election. The scale of any digital mapping descriptions must be able to respond to any inquiry.

Hearing - general procedure

When an application is received, the Clerk of the Board will contact the municipality or town to schedule a public hearing. Once the hearing date is confirmed, a notice of hearing will be prepared by the Clerk of the Board and published twice in a local newspaper. The notice will invite members of the public to apply to participate in the hearing as a formal intervenor or to comment on the application by way of providing a letter of comment or registering to speak in person at the hearing. The Board will bill the municipality or town for the cost of these advertisements. The Board will also direct the municipality or town to post the notice of hearing on their social media accounts.

When no change to the number of polling districts and councillors is requested, and no member of the public has contacted the Board to oppose the application or to request to speak at the hearing, the Board may hold the public hearing by telephone or video conference. When the application requests a change to the number of polling districts and councillors, or if there is a material change proposed to the boundaries of the polling districts, the Board will likely conduct the public hearing in person. However, the Board reserves the right to decide the format of the hearing in each case.

The Board normally holds in-person public hearings in the municipality or town where the application arises. Outside HRM, Board hearings are usually held in municipal council chambers or other rooms within the municipal building.

Municipalities or towns do not have to be represented by legal counsel but may do so. Most do not, and their applications are presented by one or more of the following: Mayor, Warden, Chief Administrative Officer, Clerk, Chair of the local boundary review committee, etc.

At the public hearing itself, the Board member or panel chair opens the hearing by briefly describing the application and then asking the parties to identify themselves. The Board's hearings are all recorded electronically by a Board hearing clerk who is also responsible for handling the exhibits filed and discussed during the hearing.

During the public hearing, the town or municipality presents evidence through the examination of its witnesses. Each witness is first sworn in or affirmed (whichever their preference) to testify. In the case of municipal boundary hearings, the evidence is typically in the form of a presentation by a municipal official, including a discussion of the study or consultation undertaken by the municipal unit, any report prepared by the applicant, and details contained in the application. After the municipal unit has presented its application, the Board will usually ask questions related to the application. The Board may ask for more information or data to be filed as an undertaking after the hearing.

After the application is presented, the Board will open the hearing to any groups who have formally intervened in the matter and any members of the public who may have comments, either in support or opposed to the application. The Board or the municipal unit representative may ask questions to the intervenors or members of the public who have given comments. At the end of such comments, the town or municipality will be given an opportunity to respond to any concerns or issues raised by the public and to make any final submissions summarizing the key points of their application.

Most municipal boundary review hearings take one or two hours.

Board Decision

The Board normally issues a written decision within 60 days of the hearing. The Board will also issue an Order giving effect to the approved number of councillors and polling districts, and to the boundaries of the polling districts. Where text descriptions are used for the polling districts or wards, the Board may require the municipal unit to submit an electronic WORD or PDF version of the descriptions.

2016-2020 Electoral Boundary Comparisons

	Electors	Councillors	Average
Yarmouth	7,934	7	1,133
Argyle	6,264	9	696
Barrington	5,352	5	1,070
Shelburne	3,320	7	474
Queens	8,914	7	1,273
Lunenburg	20,831	10	2,083
Chester	7,826	7	1,118
Clare	6,730	8	841
Digby	5,523	5	1,105
Annapolis	14,678	11	1,334
Kings	34,747	9	3,861
West Hants	15,290	11	1,390
Halifax	330,302	16	20,644
East Hants	18,454	11	1,598
Colchester	27,684	11	2,517
Cumberland	15,684	8	1,961
Pictou	16,182	12	1,349
Antigonish	11,154	10	1,115
St. Mary's	1,852	7	265
Guysborough	3,756	8	470
Inverness	12,344	6	2,057
Richmond	7,008	5	1,402
Victoria	4,933	8	617
Cape Breton	79,571	12	6,631
AVERAGE* (exc. HRM/CBRM*)	11,657	8	1,351

Region of Queens Municipality

COUNCIL IMPLEMENTATION REPORT – January 2022

Date	Recommendation	Responsibility	Action Taken
Jan. 11, 2022	Consent that the Treasurer may call tenders for the properties previously scheduled for public auction.	M. Plummer	Advertized in the January 19 th newspaper as well as advertized on social media.
Jan. 11, 2022	Approve the Asset Management Coordinator Job Description.	S. Connolly	Manuals updated.
Jan. 25, 2022	Give second reading to a Bylaw Respecting Noise.	C. McNeill	Notice of Passing Bylaw advertised in The Chronicle Herald January 27, 2022.
Jan. 25, 2022	Appoint Councillor Vicki Amirault and Councillor Ralph Gidney to the Ad Hoc Personnel Policy Review Committee.	E. Levy	Documents have been sent to committee for review. Plans for meeting dates are ongoing. Staff members include Heather Cook, Wanda Allison, Shelley Connolly and Eric Levy.
Jan. 25, 2022	Approve the application made by Diversity and Inclusion Action Team to have a Transgender flag flown on the Special Purpose flagpole located in front of the Town of Hall Arts and Cultural Centre, Liverpool for a one week period, from November 14 through November 20 (inclusive), 2022.	S. Connolly	Application approved January 25.

Date	Recommendation	Responsibility	Action Taken
Jan. 25, 2022	Approve Region 6 Solid Waste Management's proposed budget for the year 2022/2023.	S. LeBlanc	Region 6 advised of budget approval January 26, 2022.
Jan. 25, 2022	Authorize staff to negotiate final design and purchase of playpark components with PlayPower at the estimated cost of \$164,719.47 plus HST.	E. Johnston	Contract signed and submitted.
Jan. 25, 2022	Authorize staff to negotiate final design and purchase of spray pad components with ABC Recreation at an estimated cost of \$69,983.68 plus HST.	M. Roberts	Negotiations underway.
Jan. 25, 2022	Authorize an estimated investment of \$33,500 plus HST in Liverpool Business Development Centre to develop separate washroom and kitchen facilities for Belliveau Veinotte, to be funded from the Special Operating Reserve.	Adam Grant	In progress.
Jan. 25, 2022	Remove Melissa Thiele from the Audit and Internal Control Committee effective immediately for breach of Policy 74.	J. Veinotte	Ms. Thiele notified via letter dated January 28, 2022 of her removal from AICC.

Region of Queens Municipality

COUNCIL IMPLEMENTATION REPORT – January – December 14, 2021

Date	Recommendation	Responsibility	Action Taken
Nov. 23, 2021	Submit a formal request to Nova Scotia Federation of Municipalities requesting that Region of Queens Municipality’s status within the organization be transferred from the Rural Caucus to the Regional Caucus.	CAO	Letter sent with a response expected in February 2022.
Dec. 14, 2021	<p>Declare the property located at 536 West Street, Milton, Queens County, Nova Scotia and identified as PID#70074323 as dangerous or unsightly as defined in the Municipal Government Act of Nova Scotia.</p> <p>AND THAT Region of Queens Municipal Council cause an Order to be served upon the Estate of David C. Winters located at 536 West Street, Milton, Queens County, Nova Scotia requiring that, within thirty (30) days of the date of the service of the Order, the following work be carried out:</p> <ol style="list-style-type: none"> 1. Removal of derelict RV; 2. Removal of derelict vehicle; 	K. Hurley	<p>Order served December 16. Posted property, duly advised the Estate and parties thereof.</p> <p>Tender issued January 18 with a closing date of January 24. Work to be completed on or before February 14, 2022.</p> <p>Scott Oickle Salvage awarded contract.</p>

3. Removal of derelict sailboat and trailer;
4. Removal of derelict speed boat, trailer and motor;
5. Clean-up and removal of construction and demolition debris from two, collapsed outbuildings; and
6. Removal of miscellaneous items strewn about such as scrap metals, household garbage, plastics, propane tanks, vinyl siding, oil barrels, piles of lumber, etc.

AND THAT, if the Estate of David C. Winters fail to comply with the Order, the Administrator may cause the requirements of the Order to be carried out and all expenses incurred by the Region of Queens Municipality become the responsibility of the parties of interest.

Region of Queens Municipality

COUNCIL IMPLEMENTATION REPORT – January – December 22, 2020

Date	Recommendation	Responsibility	Action Taken
Feb. 25, 2020	Authorize staff to begin the process of finalizing future programming for a new outdoor aquatic facility.	M. Roberts	Further review will be undertaken by staff.

Region of Queens Municipality

COUNCIL IMPLEMENTATION REPORT – JANUARY – DECEMBER 10, 2019

Date	Recommendation	Responsibility	Action Taken
Oct. 22, 2019	Enter into negotiations with Mogan Holdings Limited for the Municipal acquisition of a portion of property identified as PID #70026547 and located adjacent to McLeod Street in Liverpool for the sale price of \$1.00; AND THAT the Region of Queens Municipality will assume the costs associated with subdividing the property.	M. MacLeod	Survey complete. Awaiting preparation of deed for signatures and registration.