

**Region of Queens Municipality Regular Council
Tuesday, February 22, 2022**

6:00 p.m.

Agenda

1.0 Call to Order

2.0 Changes / Approval of Agenda

3.0 Presentations

3.1 Diversity & Inclusion Action Team Update

3.2 Accessible Affordable Housing – Queens Care Society

4.0 Tabling of Petitions

5.0 Public Question / Comment Session

6.0 Approval of Minutes

6.1 Regular Council – February 8, 2022

7.0 Recommendations

7.1 Financial Review Quarter 3

7.2 2022 Municipal Boundary Review

7.3 Municipal Planning Strategy & Land Use Bylaw – 1st Reading

7.4 Bylaw 14 Respecting Tax Exemption – 1st Reading

8.0 Discussions

- 8.1 NSFM 2022 Plan for Organizational Change
- 8.2 Queens Universal Playpark Signage – Deputy Mayor Muise
- 8.3 Professional Development Workshop for Elected Officials
- 8.4 Appointment to Diversity & Inclusion Action Team – Tim Mossman
- 8.5 Appointment to Diversity & Inclusion Action Team – Paula Mercer

9.0 In-Camera Items

- 9.1 Sale of Municipal Property
- 9.2 Sale of Municipal Property
- 9.3 Sale of Municipal Property

10.0 Adjournment



Diversity & Inclusion Action Team
Lynda Earle, DIAT Team Lead
Update to Council
February 2022

“Inclusion is not a matter of political correctness. It is a matter of growth.”

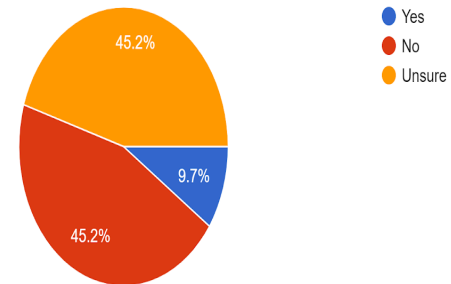
~Jessie Jackson

Why does this work matter in Queens?

- Our demographics
- Our experiences with diversity and inclusion
- Our future
 - Economic Benefits
 - Representation
 - Social Determinants of Health

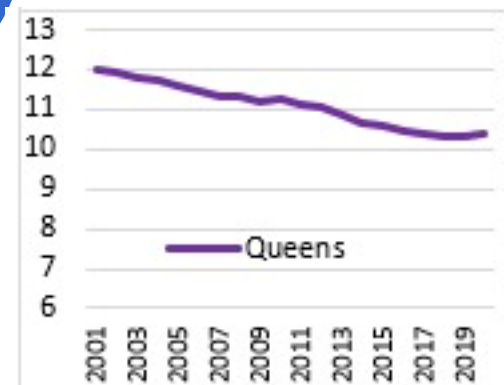
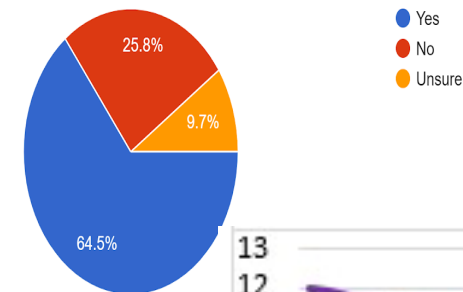
Do you feel like the communities in Queens County celebrate diversity and inclusion?

31 responses



Do you have a strong sense of belonging in your community?

31 responses



DIAT Purpose Statement

- Provide
 - Impactful Advice
 - Education
 - Recommendations
 - Provide
- Design
 - Positive and Supportive Opportunities
 - Promotion and Celebration of Diverse Communities
- Ensure
 - Inclusion for all!



What a year!

- First meeting December 2020
- Coordinator hired February 2021
- Challenges
 - Busy volunteers
 - Getting noticed
 - Learning the ropes
 - COVID-19

Successes

- Projects/Initiatives

- Assessment

- Community Survey, Municipal Workplace Inclusiveness Survey

- Education & Outreach

- Website, regular newsletters, regular social media, special awareness days calendar, media
 - Active outreach to community groups/business
 - Workplace training sessions

- Small Grant Program

- on track to distribute \$10,000 in grants this fiscal

Successes

– Municipal Policy

- Municipal Flag policy, Naming of Municipal Assets, Purchasing, HR policy review

– Connections, Collaborations & Representation

- Raising of Mi'kmaq Grand Council Flag
- 2SLGBTQ+ representation discussions
- Partnerships with Accessibility Coordinator, Economic Development, Immigration Strategy Research (Dalhousie)
- Lunenburg Pride, AMANS, Multiculturalism Assoc., South Shore Libraries, businesses, other municipal units

“Diversity is a fact, but inclusion is the choice we make every day. As leaders, we have to put out the message that we embrace and not just tolerate diversity.”

~Nellie Borrero

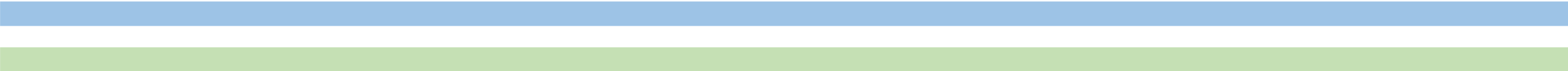
Creating a culture of inclusion in Queens

- What does it take?
 - Leadership
 - Commitment
 - Time
 - Willingness to try, fail and learn, using multiple approaches
 - A sustainable plan



Queens Care
Society

Accessible Affordable Housing
Region of Queens Municipality - February 22, 2022



What is Queens Care Society?

- Queens Care Society is a not-for-profit organization established in 2015 run by a volunteer board
- GOAL: improve the lives of the older population living in our communities
- We are informed about the challenges the elderly face and identify solutions
- Strong partnerships have been built and we facilitate making things happen
- We focus on the senior population but advocate for the entire community

QCS Strategic Goals

1. Advocacy – safe and accessible LTC, affordable housing
2. Collaboration – partnerships and planning
3. Program Delivery – senior safety, community supports
4. Education & Awareness – newsletters, presentations, events

What are our key accomplishments to date?

- **Age-Friendly Needs' Assessment Survey Report 2018**
 - Partnered with RQM to complete
- **Transportation**
 - Queens County Transit launched in Fall 2018 as a separate charitable organization
- **Housing**
 - Discussions initiated and ongoing research to address housing needs
- **Social Supports**
 - Helping Hands
 - Making Memories
 - Big Band Dance
- **Partnerships Created**
 - Merger with Senior Safety to reduce duplication of effort
 - Close partnership with Queens Home Support

Who are our key partners?

- RQM
- Province
 - MLA Support
 - Seniors and LTC
 - Health and Wellness
 - Municipal Affairs and Housing (MAH)
 - Public Works
- Federal
 - CMHC
- Queens Manor and Hillsvieview
- Queens Home Support
- South Shore Housing Action Coalition
- Astor Theatre, Legion, VON, QASL
- Efficiency NS
- Queens General Hospital Foundation
- South Shore Opportunities
- Compass NS Co-op

Vision – Aging in Place

- Breaking ground on a “campus community” that includes diversity of age, ability, race, income, sexual orientation, etc.
- Assisted living, long-term care, residential care and dementia care unit – all available here
- Seniors are more connected to community and there is less social isolation
- Seniors can avail of classes to learn about computers, exercise, crafts, etc.
- Timely access to transportation
- Inter-generational volunteerism to promote respect and interaction
- Full-time senior safety coordinator
- Improved public safety

The Present Situation in Queens County

GAPS

- 46 Seniors, 39 families and 17 non-seniors in Queens County on the NS Municipal Affairs and Housing waiting list.
- There are 67 NSIH units presently available for seniors – many which require significant maintenance and upgrade
- Many persons living on marginalized incomes
- Private rentals without subsidies are not affordable
- Many present rentals are not close to services/socialization
- Accessibility needs – stairs, bathrooms, sidewalk challenges
- Home ownership – can't afford maintenance and required renovations
- Younger workers can't afford present rentals

OPPORTUNITIES

- Federal funding – National Housing Co-investment Fund
- Announcement of LTC/Residential Care facility
- Provincial support/funding – MLA, Seniors and LTC, MAH, Public Works
- Municipal support/funding – land, infrastructure, taxes, being a 'connector'
- Private developers – interest in building accessible housing
- Co-operative Housing – provide board governance, application management, property management
- Innovative Housing Options – home shares, campus-style communities, 12 Neighbours, modular housing

First Steps in Achieving Our Vision

- Partnerships – identify local passionate individuals and organizations with the expertise to assist.
- Determine key contacts at the municipal, provincial and federal levels
- Research innovative and success stories and options for affordable housing (eg. co-ops, 12 neighbours, Larche).
- Community Engagement – build a diverse, representative housing committee
- National Housing Co-Investment Fund – follow the required documentation checklist
- Project Coordination – required expertise to guide the committee
- Identify Capital Requirements – land, infrastructure, accessibility, energy efficiency, existing buildings, etc
- Funding – governments, private trusts and foundations, in-kind donations, fundraising

How the RQM Can Help

1. Land Opportunities – serviced, close to amenities, acreage to include a diversity of housing needs
2. Ability to post on the RQM site what we are trying to accomplish to garner support, interest, funding.
3. Partnership – utilizing resources of RQM to move the project along – be the “connectors” to target the resources available
4. Funding – support the build and potential annual funding or in-kind service (tax breaks/incentives/reprieves, etc)

THANK YOU



Queens Care
Society

Region of Queens Municipality Regular Council 6.1
Tuesday, February 8, 2022, 9:00 a.m. via Zoom

Minutes

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

1.0 Call to Order

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

2.0 Changes / Approval of Agenda

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

MOTION CARRIED unanimously.

3.0 Presentations

3.1 RCMP

Mayor Norman noted Cpl. Harris was absent for their presentation and will be added to a future meeting.

4.0 Tabling of Petitions

There were no petitions to come before this meeting.

5.0 Public Question / Comment Session

Leon Robertson, 45 College Street, Liverpool – Mr. Robertson enquired under Item 7.3 – Investing in Canada Infrastructure Program, if the application is not approved for 75% funding, what is the outlook going forward? Mayor Norman stated this would be a decision of Council.

Mr. Robertson further offered his opinion under Item 8.1 Nova Scotia Utility & Review Board 2022 Municipal Boundary Review that with 7 Councillors and the number of people represented, it looks fair and reasonable.

6.0 Approval of Minutes

6.1 Regular Council – January 25, 2022

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

THAT the minutes of the Regular Council meeting held January 25, 2022 be approved as circulated.

MOTION CARRIED unanimously.

7.0 Recommendations

7.1 Liverpool Business Development Centre HVAC Investigation

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

THAT 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.

Adam Grant, Director of Engineering & Public Works, stated the former Liverpool Call Center was originally constructed in 2002 and utilizes a roof top unit for the heating ventilation air conditioning (HVAC). The unit has required numerous repairs and is approaching its end of serviceable life and parts are becoming difficult and near impossible to acquire.

In discussions 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 HVAC needs and deficiencies, as well as propose recommendations to upgrade if necessary. It is anticipated the cost will be significant.

Councillor Amirault enquired how long to complete the scope of work. Mr. Grant stated it would be 3 to 4 weeks.

MOTION CARRIED unanimously.

7.2 Solid Waste Management Facility – Tipping Fees

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

THAT Council of 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.

Mallory Plummer, Manager of Finance, stated the proposed increase of 1.60% is based on a rolling ten-year average for all solid waste streams.

MOTION CARRIED unanimously.

7.3 Investing in Canada Infrastructure Program (ICIP)

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

THAT 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.

Chris McNeill, CAO, stated Nova Scotia's Department of Municipal Affairs and Housing recently announced they are accepting applications under the Investing in Canada Infrastructure Program (ICIP) for projects related to wastewater, drinking water or solid waste.

RQM has an outfall at the end of Waterloo Street where sewage is collected and it goes into the harbour untreated. We have applied several times in the past for federal and provincial funding to correct this. A part of the project, originally costed at \$4.2-\$4.3 Million, was completed two years ago and 100% gas tax funding was used to fund it. Costing for the remaining upgrades is approximately \$3 Million and if Council agrees, we will submit an application. The application deadline is April 1 and no decisions are going to be made for several months. If approved, work would not begin until 2023 and will take approximately 2 - 3 years to complete.

MOTION CARRIED unanimously.

7.4 Hillsview Acres Renovations

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

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

Mr. Grant stated funding was received from the Province to carry out renovations to washroom and stairs, tub room upgrades and entrance door replacements at Hillview Acres. The total received from the province was \$273,600. A tender was issued in June with the lowest bid of \$475,000 received.

Councillor Fancy enquired if the work could be undertaken in house. Mr. Grant stated that we do not have the expertise to complete as required by the Department of Health.

Councillor Charlton enquired if other ways can be found to complete this work. Mr. Grant stated yes, but the tender process is not the solution.

MOTION CARRIED unanimously.

8.0 Discussions

8.1 Nova Scotia Utility & Review Board 2022 Municipal Boundary Review

Mayor Norman stated we are required to undertake a boundary review by the provincial government. It is a two-step process; the first being Council must decide if they are going to remain with 7 Councillors and the second is looking at the boundary lines, i.e. 10% of population is disbursed in each district and a community of interest.

Council will need to decide if this review is done in-house with current staff or hire a person outside. If hiring an outside person, this will be required as a budget item. It is also highly recommended to hold a public consultation as part of the process. The review completion date is December 2022.

Following a roundtable discussion, some highlights included:

- Increase Councillors from 7 to 8.
- A review of boundary lines using the +/- 10% population in each district.
- Use of the voter list to aid in review of boundary lines.
- A decrease in Councillors from 7 to 6.

- The hiring of an outside person to do the boundary review will need to be a budget item and would cost approximately \$15,000 – \$20,000.

Mr. McNeill stated staff can provide 3 options at a future council meeting the end of June – July. This would allow public consultation in July – August.

Mayor Norman stated staff will bring back a recommendation next Council meeting requesting staff to look at three options of boundaries consisting of six, seven and eight Councillors.

8.2 Council Implementation Report

There were no discussion items to come before this meeting.

8.3 Financial Review Quarter Three

Joanne Veinotte, Director of Corporate Services, gave an update on financial third quarter. Some highlights included:

Revenue Analysis:

- Deed transfer tax has leveled off. December's revenue was \$85,632 this year, \$63,030 in December 2020. Total revenue in Quarter three was \$406,244 vs. \$167,000 in 2020.
- Metal sales for the month were over \$65,000. Adam Grant, Director of Engineering & Public Works was approached by our purchasing broker with an offer that would equate to three times November 2020's price and a prime opportunity to move on the sale of derelict works vehicles and equipment.
- Miscellaneous revenue is higher than budget. \$16,500 was received as an insurance settlement to offset repair costs for the damaged door at the MRF facility.
- A small credit was received from GE Trucking for \$9,300 for overpayments made in prior years.

- CIMCO reimbursed \$1,400 for incremental wage costs due to the leak at QPEC.

Other:

- Common services are 127.51% over budget because that cost center contains the power costs for the administration building; meter issue has been resolved and a significant credit will be on our next bill.
- QPEC is still being significantly affected by Covid protocols. Budgeted revenue is down slightly on a year to date basis at 73.71% of budget, but costs are only 65.9% of budget.

Capital Project Updates:

- Court Street – Costs to date are \$468,454 (budget of \$630,000). Not yet fully costed due to outstanding invoices for paving and materials.
- Union Street – Costs to date are \$463,568 (budget of \$495,000). Project is completed and fully budgeted. Under budget 6.4%.
- Airport Fuel Tanks – Cost to date \$40,576.14 (budget \$50,000). This project is completed and full costed. 18.9% under budget.
- Tandem Truck – Cost to date \$70,116 (budget \$140,000). Covid has severely impacted available inventory in this market.

Water Utility:

Budgeted at \$103,075. Depreciation is booked at year end.

9.0 In-Camera Items

It was moved by Councillor Gidney and seconded by Councillor Fancy that the proceedings go In-Camera at 10:20 a.m. to discuss the following:

- 9.1 Contract Negotiations
- 9.2 Contract Negotiations

MOTION CARRIED unanimously.

Mayor Norman announced a 10 minute break at 10:20 a.m.

It was moved by Councillor Gidney and seconded by Councillor Brown that the proceedings exit In-Camera at 1:13 p.m.

MOTION CARRIED unanimously.

10.0 Adjournment

The meeting adjourned at 1:13 p.m.

Mayor Darlene Norman, Chair

Chris McNeill, CAO

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

Region of Queens Municipality Staff Report

To: Council

From: Joanne Veinotte, CPA, CGA
Director of Corporate Services

Date: February 22, 2022

Re: Financial Review Quarter Three

Background

Responsible governance includes a comprehensive review of financial information and performance as compared to budget.

Non consolidated financial statements for the quarter are provided to Council with a staff report containing supplemental information that Finance staff deem significant for Council.

This report is to be reviewed by the Audit and Internal Control Committee before being presented to Council if time allows.


Any questions or concerns Council have regarding the statements are addressed in the meeting by the Director of Corporate Services and the Manager of Finance.

This report was reviewed by the Audit and Internal Control Committee on February 7th and on the Council Agenda in February 8th as a discussion item.

Details

Financial Report – Quarter Three

Revenue Analysis:



Deed transfer tax has leveled off with December's revenue of \$85,632 still outpacing December 2020 (\$62,030). This is the first month since April that revenue has been below \$100,000 for the month. Total revenue for Quarter 3 in this fiscal year was \$406,244. Quarter 3 in fiscal 2020 was \$167,317. As inventory of product decreases we anticipate revenue to level off.

Metal sales for the month were over \$65,000, with \$64,859 from the sale of recycled metals. Revenue was modestly budgeted after a large volume sale in November 2020 and market indications at budget time did not indicate that the price of metal would be worthy of a sale in this fiscal year. Director Grant was approached in October by our purchasing broker with a significant offer, more than 3 times November 2020's price. Staff determined it was a prime opportunity to move on the sale of derelict works vehicles and equipment that had exhausted parts salvage generating a non-typical volume of metal. Typical items in this revenue stream are household items like barbeques, hot water heaters and lobster traps.

Provincial grant in lieu of tax disbursements (Section 2) are paid in January/February each year.

Miscellaneous revenue is higher than budget. We received a \$16,500 insurance settlement to offset repair costs for the damaged door at the MRF facility. Drag race track revenue is part of this cost center and none was budgeted. We received a credit from GE Trucking for \$9300 for overpayments made in prior years. CIMCO reimbursed \$1400 for incremental wage costs due to the leak at QPEC.

Other:

Common Service are 127.51% over budget because that cost center contains the power costs for the admin building. The issue with the meter has supposedly been resolved and we have been told there will be a significant credit on our next bill. Director of Engineering and Public Works and myself are monitoring.

Queens Place is still being significantly effected by Covid protocols. Budgeted revenue is slightly down on a year to date basis at 73.71% of budget, but costs



are only 65.9 % of budget. This is a reflection of effective management of staff and lower maintenance costs.

Fiscal transfers (Sections 8 and 16) do not appear to reconcile with their respective budget numbers. This is because year end entries record some of the related transactions. Any unbudgeted transfer from Reserves must be approved by Council. Director of Corporate Services will provide a staff report to Council at year end and ask for approval should this situation occur.

Capital project updates:

Court Street: Budget \$630,000, Actual to date \$468,454, Variance 25.6% under budget. *Not yet fully costed as there are outstanding invoices for paving and materials.*

Union Street: Budget \$495,000, Actual to date \$463,568, Variance 6.4% under budget. *This project is completed and fully costed.*

Airport Fuel Tanks: Budget \$50,000, Actual to date \$40,576.14, Variance 18.9% under budget. *This project is completed and fully costed.*

Tandem Truck: Budget \$140,000. Actual to date \$70,116, Variance 49.9% under budget. *The inventory available for sale in this market has been severely impacted by Covid. Market availability of used trucks is highly volatile, presenting equipment from poor condition to excellent and prices of \$15,000 to \$250,000. Staff were able to source a good quality used piece of equipment that was under the proposed budgeted allowance and still satisfy all the operational requirements.*

Water Utility:

Depreciation is booked at year end, budgeted at \$103,075.

Summary:

With the exception of the above noted items, quarter three was as expected. There was no unbudgeted reserve activity for the quarter.



Applicable Legislation

Section 65 of the *Municipal Government Act* provides that a municipality shall adopt an operating budget for each fiscal year.

Section 65A (1) of the *Municipal Government Act* states that subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if (a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality

Budget Impacts

Any forecasted impact on budget will be included in this staff report.

Recommendation

THAT Council of Region of Queens Municipality adopt the Financial Report for Quarter Three of the 2021 fiscal year.

Communications

The report will be included in the meeting minutes posted on the Municipality's website.

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

REVENUE:	F2021		
	ACTUAL	Budget %age	BUDGET
1. TAXES			
Assessable property			
Residential	\$ 8,560,884	99.91%	\$ 8,568,546
Commercial	1,646,578	101.72%	1,618,812
	<u>10,207,462</u>		<u>10,187,358</u>
Resource			
Taxable assessments	829,297	99.89%	830,227
Forest property tax (less than 50,000 acres)	29,945	100.20%	29,886
Forest property tax (50,000 acres or more)	268	100.00%	268
	<u>859,510</u>	99.90%	<u>860,381</u>
Area rates			
Protective services	196,366	99.99%	196,394
Transportation services	1,351,405	100.06%	1,350,641
Other	76,125	99.83%	76,254
	<u>1,623,896</u>	100.04%	<u>1,623,289</u>
Special assessment			
Environmental health service	416,239	75.64%	550,304
Other			
Recovered - Tax sale	154,327		-
Change of use	531		-
Deed transfer tax	1,257,437	228.62%	550,000
	<u>1,412,296</u>	256.78%	<u>550,000</u>
Based on revenue:			
Aliant	42,144	87.80%	48,000
Nova Scotia Power Corporation	829,326	103.38%	802,187
Nova Scotia Power Corporation-HST rebate	58,589	123.04%	47,617
	<u>930,059</u>	103.59%	<u>897,804</u>
Conditional transfers to other government Agencies			
Correctional services	(132,186)	72.96%	(181,182)
Deficit of Regional Housing Authority	-	0.00%	(138,000)
Appropriation to SS Regional Center for Education	(2,269,020)	75.00%	(3,025,360)
	<u>(2,401,206)</u>	71.79%	<u>(3,344,542)</u>
	<u>\$ 13,048,255</u>	115.22%	<u>\$ 11,324,594</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

	F2021		
	ACTUAL	Budget %age	BUDGET
2. GRANTS IN LIEU OF TAXES			
Federal Government	\$ 51,204	97.27%	\$ 52,639
Federal Government Agency Canada Post	5,676	103.20%	5,500
Provincial Government			
Provincial property	-	0.00%	85,121
Crown timberlands	-	0.00%	142,230
Fire protection	-	0.00%	27,630
	-	0.00%	254,981
	\$ 56,880	18.17%	\$ 313,120
3. SERVICES PROVIDED TO OTHER GOVERNMENTS			
Local Governments			
Environment health services-landfill	\$ 1,648,771	81.49%	\$ 2,023,311
4. SALES OF SERVICES			
Protective services	\$ 7,538	53.84%	\$ 14,000
Environmental health services	663,465	90.46%	733,405
Other - Tax Certificates	16,670	151.55%	11,000
	\$ 687,673	90.67%	\$ 758,405
5. OTHER REVENUE FROM OWN SOURCES			
Licenses and permits	\$ 55,507	132.16%	\$ 42,000
Fines	19,258	56.64%	34,000
Rentals	46,290	227.43%	20,354
Return on investments	33,246	39.58%	84,000
Penalties and interest	111,664	82.03%	136,121
Revenue collected on behalf of others	40,544	100.01%	40,540
Less: Disbursement of collected revenue above	(40,540)	100.00%	(40,540)
Queens Place	292,914	73.71%	397,379
Recreation Program Revenue	59,045	77.76%	75,935
Miscellaneous	37,872	205.83%	18,400
	\$ 655,801	81.14%	\$ 808,189

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

	F2021		
	ACTUAL	Budget %age	BUDGET
6. UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS			
Provincial Government			
Service Nova Scotia & Municipal Relations			
Assessment Act, farm property acreage	\$ 12,192	98.61%	\$ 12,364
Municipal Grants Act-equalization	1,825,852	150.00%	1,217,234
	\$ 1,838,044	149.48%	\$ 1,229,598
7. CONDITIONAL TRANSFERS FROM FEDERAL & PROVINCIAL GOVERNMENTS OR AGENCIES			
Federal Government - ACOA	\$ 27,526	50.97%	\$ 54,000
Federal Government - Other	-		-
Provincial Government			
Environmental Health Services			
Garbage & refuse collection & disposal	7,685	13.97%	55,000
Other Provincial Funding			
RRFB - Waste Separation Funding	-	0.00%	7,500
DMA funding	27,472	183.15%	15,000
Civic number grant	-	0.00%	4,794
Safe Restart Funding (inc Transit)	-	0.00%	91,950
	\$ 62,683	27.46%	\$ 228,244
8. OTHER TRANSFERS			
Transfer from other fund			
Special Operating Reserve	313,893	120.73%	260,000
Special Equipment Reserve (Landfill)	-	0.00%	113,500
Special Equipment Reserve (Fire Dept)	-	0.00%	178,611
	\$ 313,893		\$ 552,111
TOTAL REVENUE:	\$ 18,312,001		\$ 17,237,572

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

EXPENDITURES:	F2021		
	ACTUAL	Budget %age	BUDGET
9. GENERAL GOVERNMENT SERVICES			
Legislative			
Remuneration - mayor	\$ 35,971	76.88%	\$ 46,788
Remuneration - council	125,404	76.26%	164,436
Other			
Travel	3,297	82.43%	4,000
Other	9,874	82.28%	12,000
	<u>174,546</u>	<u>76.82%</u>	<u>227,224</u>
General administration			
Administration	842,699	75.97%	1,109,251
Financial management	20,045	80.18%	25,000
Bank charges	9,702	64.68%	15,000
Taxation			
Administration	48,059	75.87%	63,344
Tax billings	14,163	99.64%	14,214
Assessment Services	236,572	75.00%	315,429
Appeals Prior year	1,523		-
Reduced taxes (Section 69)	58,892	78.52%	75,000
Tax sale	9,666	96.66%	10,000
Common services	130,354	127.51%	102,234
Other	35,308	51.92%	68,000
	<u>1,406,983</u>	<u>78.28%</u>	<u>1,797,472</u>
Other general government services			
Conventions/Elections	13,734	70.18%	19,569
Insurance	1,120	98.25%	1,140
Grants to organizations	91,647	52.37%	175,000
Other	50,080	84.24%	59,446
	<u>156,581</u>	<u>61.37%</u>	<u>255,155</u>
Valuation allowance			
Uncollectible taxes	3,545	3.22%	110,000
	<u>3,545</u>	<u>3.22%</u>	<u>110,000</u>
	<u>\$ 1,741,655</u>	72.88%	<u>\$ 2,389,851</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

	F2021		
	ACTUAL	Budget %age	BUDGET
10. PROTECTIVE SERVICES			
Police protection			
Administration-prosecution fees/DNA testing	\$ 13,368	45.92%	\$ 29,114
Crime investigation, prevention and protective services	1,668,517	74.93%	2,226,813
	<u>1,681,884</u>	74.55%	<u>2,255,927</u>
Law enforcement			
Building/Fire Inspection	133,579	74.55%	179,191
Bylaw	64,324	73.33%	87,720
	<u>197,903</u>	74.15%	<u>266,911</u>
Fire protection			
Fire fighting force	903,628	87.63%	1,031,200
Fire alarm system	21,645	73.45%	29,467
Water supply and hydrants	147,296	74.68%	197,235
Fire station building	26,928	65.28%	41,250
Other	59	0.79%	7,500
	<u>1,099,556</u>	84.15%	<u>1,306,652</u>
Emergency measures	50,982	41.69%	122,299
	<u>\$ 3,030,325</u>	76.68%	<u>\$ 3,951,789</u>
11. TRANSPORTATION SERVICES			
Common services			
Administration	\$ 441,568	52.00%	\$ 849,216
Equipment operations	275,174	66.93%	411,134
Small tools and equipment	27,907	89.66%	31,125
Works/Storage garages	59,651	88.51%	67,398
Insurance	2,922	51.82%	5,639
Staff training	1,949	25.99%	7,500
	<u>809,173</u>	58.98%	<u>1,372,012</u>
Road transport			
Roads and streets	411,645	52.79%	779,837
Street lighting	221,502	73.93%	299,616
	<u>633,147</u>	58.65%	<u>1,079,453</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

	F2021		
	ACTUAL	Budget %age	BUDGET
11. TRANSPORTATION SERVICES continued			
Debenture			
Interest	4,032	156.81%	2,571
Principal	14,191	123.82%	11,461
	<u>18,223</u>	<u>129.86%</u>	<u>14,032</u>
Air transportation			
Airport	8,678	99.13%	8,754
	<u>8,678</u>		<u>8,754</u>
	<u>\$ 1,469,220</u>	<u>59.38%</u>	<u>\$ 2,474,251</u>
12. ENVIRONMENTAL HEALTH SERVICES			
Sewage collection and disposal			
Administration	\$ 22,089	96.56%	\$ 22,876
Sewage collection systems	79,538	75.64%	105,157
Sewage treatment and disposal	166,494	47.20%	352,747
	<u>268,121</u>	<u>55.77%</u>	<u>480,780</u>
Debenture			
Interest	23,368	104.11%	22,445
Principal	114,618	117.17%	97,822
	<u>137,986</u>	<u>114.73%</u>	<u>120,267</u>
Garbage and waste collection and disposal			
Administration	100,251	75.96%	131,985
Uncollectible (Recovery) Receivables	-		-
Garbage and waste collection	984,182	77.96%	1,262,478
Landfill	528,627	72.58%	728,333
Special Capital Reserve - closure costs	224,221	69.69%	321,730
Recycling	520,021	71.43%	727,996
	<u>2,357,303</u>	<u>74.30%</u>	<u>3,172,522</u>
Debenture			
Interest	10,830	95.76%	11,310
Principal	60,468	103.35%	58,508
	<u>71,298</u>	<u>102.12%</u>	<u>69,818</u>
	<u>\$ 2,834,708</u>	<u>73.76%</u>	<u>\$ 3,843,387</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

	F2021		
	ACTUAL	Budget %age	BUDGET
14. ENVIRONMENTAL DEVELOPMENT SERVICES			
Environmental planning and zoning			
Administration	237,672	74.71%	318,115
Other	32,093	19.02%	168,700
	<u>269,766</u>	55.41%	<u>486,815</u>
Other environmental development services			
Tourism and economic development	<u>669,242</u>	68.70%	<u>974,085</u>
Debenture			
Interest	-		-
Principal	-		-
	<u>-</u>		<u>-</u>
	<u>\$ 939,008</u>		<u>\$ 1,460,900</u>
15. RECREATION AND CULTURAL SERVICES			
Recreational facilities			
Swimming pools	\$ 48,707	75.70%	\$ 64,338
Parks and Playgrounds	206,801	80.77%	256,027
Queens Place	729,110	65.90%	1,106,438
	<u>984,618</u>	69.01%	<u>1,426,803</u>
Cultural buildings and facilities			
Historical sites	1,255	83.67%	1,500
Court House	9,541	62.56%	15,250
Museums	38,035	36.49%	104,242
Regional Library Funding	69,000	75.00%	92,000
TH Raddall Library	54,501	77.86%	70,000
	<u>172,332</u>	60.90%	<u>282,992</u>
Other recreational & cultural services	<u>182,650</u>	60.18%	<u>303,518</u>
Debenture			
Interest	52,818	85.70%	61,628
Principal	158,369	100.00%	158,369
	<u>211,187</u>	96.00%	<u>219,997</u>
	<u>\$ 1,550,787</u>	69.44%	<u>\$ 2,233,310</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021

	F2021		
	ACTUAL	Budget %age	BUDGET
16. FISCAL SERVICES			
Transfers to own reserves, funds and agencies			
Other funds			
Special Operating Reserve	\$ 702,235	138.41%	\$ 507,354
Special Equipment Reserve	294,420	78.45%	375,283
<u>TOTAL EXPENDITURES:</u>	<u>\$ 996,655</u>	112.92%	<u>\$ 882,637</u>

**REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED December 31, 2021**

**HILLSVIEW
ACRES**

	F2021		
	ACTUAL	Budget %age	BUDGET
REVENUE			
Resident care	\$ 1,125,000	83.51%	\$ 1,347,175
EXPENDITURE			
Salaries and benefits	845,754	76.81%	1,101,150
Building	84,885	80.17%	105,879
Supplies and equipment	16,269	62.09%	26,200
Resident care	71,470	74.26%	96,246
Other	8,613	48.66%	17,700
	<u>1,026,990</u>	<u>76.23%</u>	<u>1,347,175</u>
EXCESS OF REVENUE OVER EXPENDITURE OPERATIONS	<u>98,010</u>		-

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED September 30, 2021

**WATER
UTILITY**

	F2021		
	ACTUAL	Budget %age	BUDGET
OPERATING REVENUE			
Metered sales	\$ 388,986	77.80%	\$ 500,000
Public fire protection	147,296	74.68%	197,235
Other	7,305	84.06%	8,690
	<u>543,587</u>	<u>77.00%</u>	<u>705,925</u>
OPERATING EXPENDITURE			
Source of Supply		0.00%	16,501
Water treatment	223,963	88.96%	251,765
Transmission and distribution	126,771	73.28%	172,999
Administration	79,263	56.69%	139,818
Amortization	-	0.00%	103,075
	<u>429,997</u>	<u>62.85%</u>	<u>684,158</u>
OPERATING SURPLUS	<u>113,590</u>	<u>521.85%</u>	<u>21,767</u>
NON OPERATING REVENUE			
Interest	5,310	42.48%	12,500
Other			-
	<u>5,310</u>	<u>42.48%</u>	<u>12,500</u>
NON OPERATING EXPENDITURE			
Debenture			
Interest	20,148	119.45%	16,868
Principal	70,625	122.50%	57,651
	<u>90,773</u>	<u>121.81%</u>	<u>74,519</u>
NON OPERATING (DEFICIT) SURPLUS	<u>(85,463)</u>	<u>137.80%</u>	<u>(62,019)</u>
EXCESS REVENUE OVER EXPENDITURES	<u>\$ 28,127</u>	<u>-69.88%</u>	<u>\$ (40,252)</u>

Region of Queens Municipality Staff Report

7.2

To: Council

From: Chris McNeill, Chief Administrative Officer

Date: February 22, 2022

Re: 2022 Municipal Boundary Review

Background

Municipal Government Act of Nova Scotia requires that every municipality in Nova Scotia conducts a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors, every eight years. After the study is completed, and before the end of 2022, Council must apply to the Nova Scotia Utility and Review Board to confirm or to alter the number and boundaries of polling districts and the number of councillors.

Reports were prepared in 1999 and 2006 to keep the then-current Councillor numbers at 9 after amalgamation. In 2013, Council proposed to reduce Council's size from nine Councillors to seven. All three proposals were submitted to the Nova Scotia Utility and Review Board and were subsequently approved.

Details

The first step in the process for 2022 is for Council to determine the type and style of governance that it wishes to provide and consider what it believes its residents would desire and expect. This requires Council to consider the current demographics of the community, council committee style, community geography and size of districts, methods of communication and consultation with community members, communities of interest, et cetera.



Applicable Legislation

Section 369 of the *Municipal Government Act* notes that:

(1) In the year 1999, and in the years 2006 and every eighth year thereafter the council shall conduct a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors.

(2) After the study is completed, and before the end of the year in which the study was conducted, the council shall apply to the Board to confirm or to alter the number and boundaries of polling districts and the number of councillors.

Section 370 states that unless the Board otherwise orders, where boundaries of polling districts are revised, any councillor holding office at the time of the revision continues to hold office until the next regular municipal election.

Budget Impacts

For this Phase 1 of the electoral boundary review process, it is anticipated that the costs will be limited to map paper and printing which will be paid for through the planning department budget.

Recommendation

THAT Council of Region of Queens Municipality authorize staff to prepare three potential electoral boundary review options for consideration of Council comprising of six councillors, seven councillors, and eight councillors.

Communications

No external communications are required at this time.

Region of Queens Municipality Staff Report

7.3

To: Council

From: Mike MacLeod, Director of Planning and Development

Date: February 22, 2022

Re: Municipal Planning Strategy and Land Use Bylaw – 1st Reading


Background

The Region of Queens Municipality Municipal Planning Strategy (MPS) and Land Use Bylaw (LUB) were adopted by Council on July 20, 2009. These planning documents apply to all lands within the boundary of the Municipality. The Municipal Government Act sets out that Council shall include policy within the municipal planning strategy on how it intends to review MPS and LUB. With this in mind, the MPS sets out that:

In addition to employing specific implementation measures, it shall be the intention of Council to monitor current development trends and issues in order to respond to unpredicted or unanticipated changes. Changes could come as a result of new technology and/or changes in community attitudes. In practice and according with Section 214 (2) of the Municipal Government Act, Council has determined that the Strategy should be reviewed at least every eight (8) years.

Policy 12.1.4

It shall be the intention of Council to review this MPS when the Minister of Service Nova Scotia & Municipal Relations considers it necessary; or when Council considers it necessary; but in any case it shall be reviewed not later than eight (8) years from the coming into force of the Strategy or from the date of the last review.



Much has changed within the Municipality since the adoption of the Regional Planning Documents in 2009. For example, local residents are getting older, indicating a need for the Region to become more age friendly, and to pursue efforts to retain and / or attract youth and young families. In addition, with the closure of several major employers, employment and economic growth are required. With the increasing frequency, intensity and duration of climate change impacts of sea level rise and storm surges, the Region additionally requires enhanced coastal areas planning policy attention to manage threats to land uses adjacent to the ocean.

Details

Municipal Staff and the Region's Planning Advisory Committee have worked closely with our consultants UPLAND Planning and Design Studio over the past 3 years on the preparation of a revised MPS and LUB which will guide, influence and manage positive change and development within the Region over the next ten + years.

The revised Municipal Planning Strategy and Land Use Bylaw build upon the existing vision, goals and objectives under the current MPS and aligns this with the current priorities of Council to move toward attainment of its community vision and to guide the delivery of municipal programs and services throughout the Region.


The MPS / LUB Review has been undertaken within broader strategic objectives established by Council for the Region of Queens Municipality. While it is recognized that community planning needs, issues and areas of focus will vary from one community to another, the Review process focused on the following policy areas:

- Achieving a balance of economic, environmental and social sustainability;
- Encouraging local employment and business growth and expansion;
- Achieving economic development through community planning;
- Pursuing housing innovation, affordability, diversity, choice and density;
- Enhancing neighbourhood character and appeal of residential areas;

- 
- Tourism development partnerships and marketing of the Region;
 - Recreation, active mobility, healthy community and open space planning;
 - Social policy, arts, culture and heritage considerations;
 - Provision of responsive and affordable community facilities and services;
 - Cost effectiveness in local transportation and municipal infrastructure; and,
 - Overall emphasis on public safety and the livability of residents of Queens.

The planning review has been carried out through a number of key processes, which included the following:

- A comprehensive stakeholder engagement process which included:
 - Open house meetings at various locations throughout Queens;
 - Key stakeholder engagement sessions;
 - Municipal staff consultation sessions;
 - Survey;
 - Preparation of a detailed report on “What We Heard”.
- Preparation of six “Analysis and Discussion Papers” on the current state of the Municipality in the areas of:
 - Population and demographics,
 - Environment,
 - Residential development,
 - Economy,
 - Infrastructure, and
 - General policy.
- Preparation of a Policy Direction Paper which is intended to serve as a policy framework in drafting the new MPS and LUB.
- Preparation of 1st draft of the new MPS and LUB.
- Community engagement sessions hosted throughout Queens to receive feedback on the draft documents.
- Preparation of a summary report on feedback received during community engagement.
- Preparation of final draft of planning documents.



While the initial timeframe for the MPS / LUB Review project was anticipated to be approximately 18 months, COVID 19 has created a number of challenges in moving this project forward and has greatly extended our original timeline. This being said; however, Staff and our consultants at UPLAND are comfortable that we are finally at a stage where we can bring a revised Municipal Planning Strategy and Land Use Bylaw forward to Council for first reading.

Applicable Legislation

Municipal Government Act, being Chapter 18 of the Acts of 1998.

Recommendation

That Council of Region of Queens Municipality give first reading to a revised Municipal Planning Strategy and Land Use Bylaw;

And That an in-person public hearing be scheduled for March 22, 2022 at 1:00 pm in the auditorium of the Liverpool Fire Hall, located at 520 Main Street in Liverpool;

And That a virtual public hearing be scheduled for March 23, 2022 at 6:30 pm via Zoom.

Communications

Notices of the public hearings will be placed on the project website, in the news paper, on the Municipality's website, social media, on local radio, and an email distribution list which was generated during the course of the project.

Region of Queens Municipality Staff Report

7.4

To: Council

From: Mallory Plummer, Manager of Finance

Date: February 22, 2022

Re: Tax Exemption Bylaw, first reading

Background

Each year, Council review properties that are included under the Region's Tax Exemption Bylaw for possible additions and deletions. Attached is the proposed bylaw for 2022-2023, with a list of the associated exempted properties.

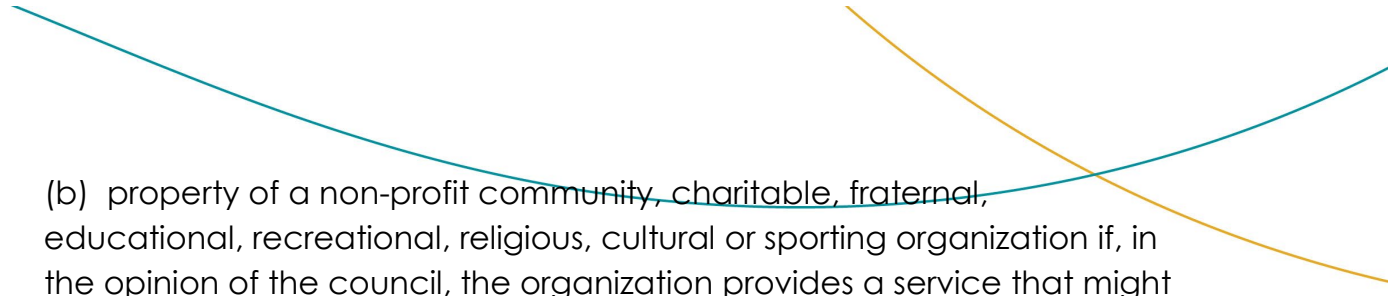
Details

Since the approval of the current Tax Exemption Bylaw, staff are recommending two deletions from this Tax Exemption list. The Zetland Lodge #9 sold their property to a private individual and therefore must be deleted from the list. Trustees of Prince of Whales has also been removed, as the building which the Prince of Wales partially occupies is owned by a private company and therefore is not eligible for an exemption.

Applicable Legislation

MGA 71 (1) The council may, by policy, exempt from taxation, to the extent and under the conditions set out in the policy

- (a) property
 - a. of a named registered Canadian charitable organization, and
 - b. that is used directly and solely for charitable purpose;



(b) property of a non-profit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organization if, in the opinion of the council, the organization provides a service that might otherwise be a responsibility of the council;

(e) the buildings, pump stations, deep well pumps, main transmission lines, distribution lines, meters and associated plant and equipment of a municipal water utility.

Budget Impacts

Equates to approximately \$220,000 in tax dollars forgiven to local community groups and water utility users.

Recommendation

That Council of the Region of Queens Municipality gives first reading to Bylaw 14 respecting Tax Exemptions.

Communications

The second reading of this Bylaw will be advertised in a local paper and on our website, to be brought forward on March 22, 2022 for final approval.

BYLAW NO. 14

A BYLAW RESPECTING TAX EXEMPTIONS

BE IT ENACTED by the Council of the 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 14 and may be cited as “The Tax Exemption Bylaw”.
2. The property of the organizations, or institutions named in Schedule “A” that would otherwise be classified as commercial, residential or resource property shall be totally exempt from taxation, including area rates, in the Region of Queens Municipality and the property of the organizations, or institutions named in Schedule “B” that would otherwise be classified as commercial property shall be partially exempt from taxation, including area rates, and will be required to pay the residential rate of taxes in the Region of Queens Municipality.
3. Where a property or part thereof, listed in Schedule “A” or “B”, ceases to be occupied by the association or for the purposes set out in the Schedule, partial or total exemption from taxation shall cease and the owner of the property shall immediately be liable for the real property tax on such property or part thereof for the portion of the year then unexpired.
4. This bylaw shall be reviewed on an annual basis, to examine the tax-exempt status of the properties exempted by this bylaw.
5. This bylaw shall have effect in the municipal taxation year commencing on April 1, 2022.

REPEAL

6. The Tax Exemption Bylaw adopted by the Council of the Region of Queens Municipality on 24th day of March 2020, is hereby repealed.

THIS IS TO CERTIFY THAT this Bylaw was passed by the Council of the Region of Queens Municipality at a duly constituted meeting of said Council held the 22nd day of March, 2022.

SIGNED by the Mayor and Deputy Clerk this _____ day of March, 2022

MAYOR

DEPUTY CLERK

READINGS: First: February 22, 2022
Second: March 22, 2022
Date of Publication: February 23, 2022
Newspaper: March 30, 2022

Office of the Minister of Municipal Affairs and Housing

Filed / Approved: _____

SCHEDULE "A"
Non-Profit Organizations

<u>Assessment District</u>		<u>Assessment Account Number</u>
1	Hunts Point Community Hall	02116774
	Mersey Point Community Association	03217167
	District No. 3 Athletic Association	06018025
	Hollow Log Rifle & Pistol Association	02060078
	White Point Community Association	04905504
	Genesis Christian Ministries Inc	04605802
	Harbour Authority Moose Harbour	03389111
	Queens Archers Association	01641832
	Queens Archers Association	01641859
	Queens Archers Association	00197254
	Queens Archers Association	06466613
Queens Day Care Association	03377768	
Queens Day Care Association	04918665	
2	Port L'Hebert Community Hall	00889555
	Port Joli Community Association	03788946
	Spectacle Light Society	01763709
	SW Port Mouton Women's Community Assoc.	04499182
	West Queens Recreation Association	04918053
	West Queens Recreation Association	04318137
	West Queens Coastal Community Devel Assoc	03400611
3	Milton Community Association	03257665
	Milton Community Association	10740215
	Milton Community Association	10740223
	Trustees of Prince of Wales Lodge	03400905
	The Milton Canoe and Camera Club	04924037
	Queens Association for Supported Living	03012212
4	Queens Association for Supported Living	00583405
5	Brooklyn Recreation Committee Society	04764269
6	Brooklyn Recreation Committee Society	00484806
	Brooklyn Recreation Committee Society	04764323
	Queens Recreational Boating Assoc	08373183
	Queens Recreational Boating Assoc	00424897
	Queens Recreational Boating Assoc	00424501

7	Seaside Recreation & Community Center Assoc	03401324
	Medway Head Lighthouse Society	10573548
	Medway Head Lighthouse Society	01763776
8	Mill Village Community Hall	00889563
	Danesville Community Hall	01080687
9	Twinfields Community Association	08360510
	Greenfield First Settlers Place	01502379
	Greater Molega Lake Lot Owners Association	01796356
10	Westfield Community Club	04877047
	Trustees Community Club Pleasant River	00888877
11	North Queens Historic Society	03539091
	Mechanics Lodge #78 AF	03189317
	North Queens Medical Centre Association	03562956
	Roman Catholic Episcopal Corporation	00759538
	Margaret Stanhope (Hunt Park)	02110393
	North Queens Board of Trade	03539059
12	Kempt Community Hall	02331578
	New Grafton Community Assoc	03491048
	Mersey Tobeatic Research Institute	06470548
13	Zetland Lodge #9	05047056
	Region of Queens Municipality	
	Hank Snow Museum	08400113
	Astor Theatre	04645693
	Parking Lot/Veteran's Park	04645995
	Friends of Hank Snow Society	02578204
	Hines Proguide Ltd	04645766
	Queens Association for Supported Living	02950529
	Queens Association for Supported Living	04026489
	Queens Association for Supported Living	08375305
	Liverpool Baseball Club (1982)	05172322
	Liverpool Baseball Club (1982)	08390274
	Liverpool Baseball Club (1982)	01317288
	Liverpool Curling Club	02571358
	Region of Queens Water Utility	04645774

SCHEDULE "B"

Non-Profit Organizations

<u>Assessment District</u>		<u>Assessment Account Number</u>
13	Vishwa Nirmala Dharma Educational Society (50% value)	01885987
13	Queens General Hospital Foundation (50% value)	02912058



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

NSFM 2022: PLAN FOR ORGANIZATIONAL CHANGE

February 2022

Better government. Stronger communities.





AGENDA

1. Purpose of this Presentation
2. Overview of Proposed Changes
3. Brief Explanation of Each Proposed Change
4. Feedback/Questions

PURPOSE OF THIS PRESENTATION

- Outlining the organizational changes that are supported by the Board
- Outlining how these organizational changes can be made in a decisive but appropriate fashion
- Gathering your thoughts on these proposed changes and timeline

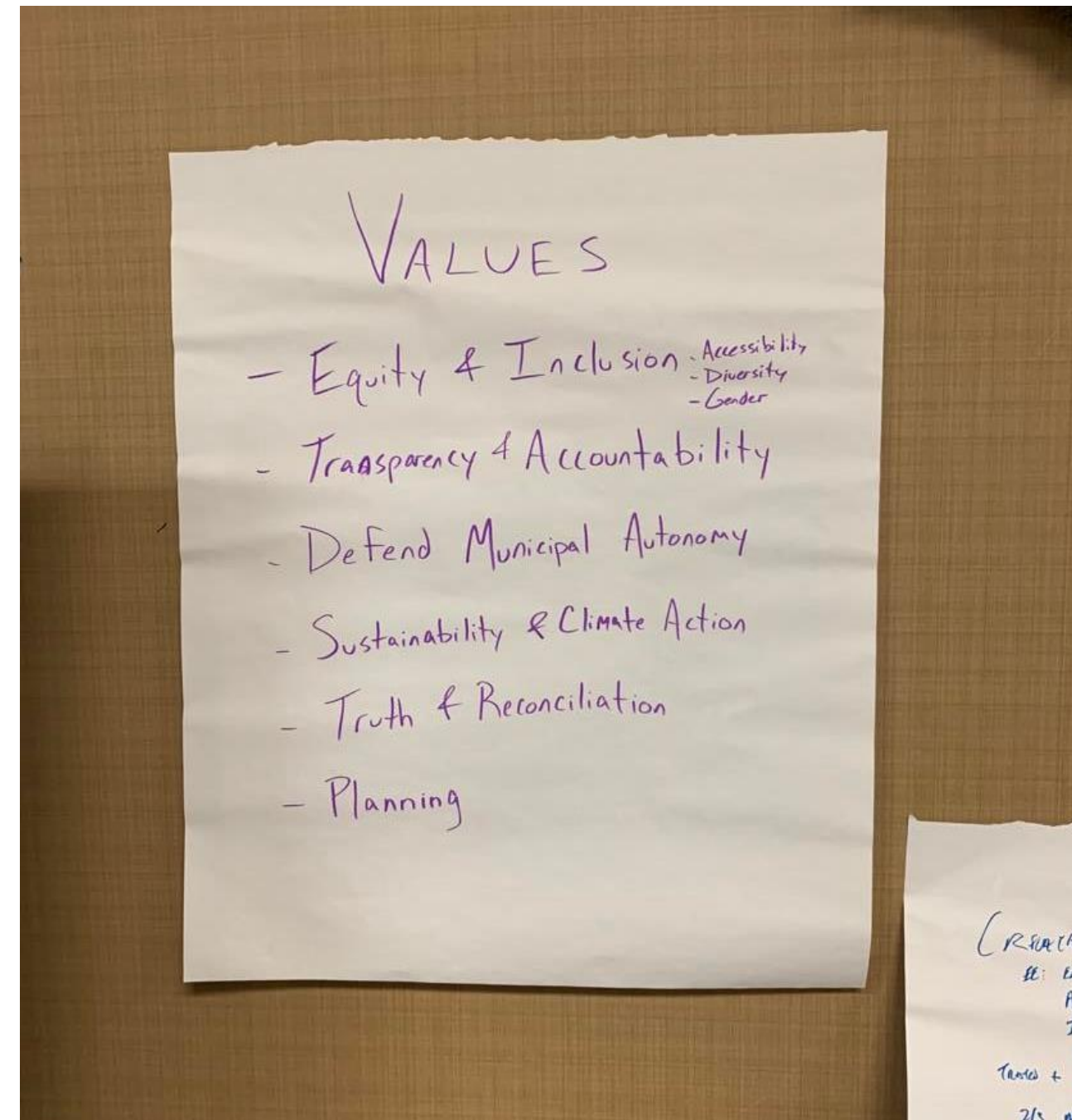
OVERVIEW OF PROPOSED CHANGES

1. Guiding Principles
2. Recognition of Municipal Councils as Members
3. Caucuses
4. Creation of Regional Electoral Boundaries
5. Resolutions and Statements of Municipal Interest



GUIDING PRINCIPLES

- Establish core guiding principles
- Clarify to the membership, the general public, other levels of government, and for internal decisions
- Staff will propose a list of guiding principles



MUNICIPAL COUNCILS AS MEMBERS

- Recentering membership engagement on municipal councils, as stated in our current by-laws
- Will increase general awareness of NSFM's work
- Will increase consistency and coordination
- A role for individuals to participate in elections will be maintained
- Staff will map out necessary changes and ensure that new procedure is crystal clear



STRENGTHENING UNITY - CAUCUSES

- The more unified we are, the stronger and more effective we become
- Caucuses can create unnecessary divisions rather than collaboration on common concerns
- Staff will map out the necessary changes to by-laws and policies that this calls for
- Will change the composition of the Board of Directors and members participate in the election of Board positions



REGIONAL ELECTION BOUNDARIES

- Replaces caucuses as the forums in which members vote for Representatives on the Board
- Ensures representation of NSFM members across Nova Scotia on the Board
- Staff will draft new policies for elections and help to orientate the membership around new procedures



REGIONAL ELECTION BOUNDARIES

<p style="text-align: center;">Cape Breton-Strait Area (2 Board seats)</p> <ul style="list-style-type: none"> • Town of Antigonish • Town of Port Hawkesbury • Town of Mulgrave • County of Antigonish • District of Guysborough <ul style="list-style-type: none"> • County of Inverness • County of Richmond • District of St. Mary's • Municipality of Victoria 	<p style="text-align: center;">Valley (2 Board seats)</p> <ul style="list-style-type: none"> • Town of Annapolis Royal • Town of Berwick • Town of Kentville • Town of Middleton • West Hants Regional Municipality <ul style="list-style-type: none"> • Town of Wolfville • County of Annapolis • County of Kings
<p style="text-align: center;">Southwestern Shore (2 Board seats)</p> <ul style="list-style-type: none"> • Town of Clark's Harbour • Town of Digby • Town of Yarmouth • District of Argyle • District of Barrington <ul style="list-style-type: none"> • District of Clare • District of Digby • District of Yarmouth 	<p style="text-align: center;">South Shore (2 Board seats)</p> <ul style="list-style-type: none"> • Town of Bridgewater • Town of Mahone Bay • Town of Lockeport • Town of Lunenburg • Town of Shelburne <ul style="list-style-type: none"> • District of Chester • District of Lunenburg • District of Shelburne • Region of Queens Municipality
<p style="text-align: center;">Colchester/Cumberland/Pictou/East Hants (2 Board seats)</p> <ul style="list-style-type: none"> • Town of Amherst • Town of New Glasgow • Town of Oxford • Town of Pictou • Town of Stellarton • Town of Trenton • Town of Truro <ul style="list-style-type: none"> • Town of Stewiacke • Town of Westville • County of Colchester • District of East Hants • County of Cumberland • County of Pictou 	<p style="text-align: center;">Cape Breton Regional Municipality (1 Board seat)</p> <hr/> <p style="text-align: center;">Halifax Regional Municipality (2 Board seats)</p>



RESOLUTIONS

- Need to move on from static priorities and become more agile
- Need to establish priorities in a way that
 - tracks progress on agreed upon priorities
 - gives a mandate to respond to emergent concerns
- Due to be reviewed in June and established for the next three years



STATEMENTS OF MUNICIPAL INTEREST

- Board members will establish areas of general municipal interest and strike advisory committees
- Emergent concerns will also be considered
- Advisory Committees will produce Statements of Municipal Interest
- Each governed by Terms of Reference and reviewed at a regular interval
- Advisory Committees will be of members and for members, responding to membership requests to investigate an issue
- Staff support a sub-committee to devise policy and procedure to enable this new practice



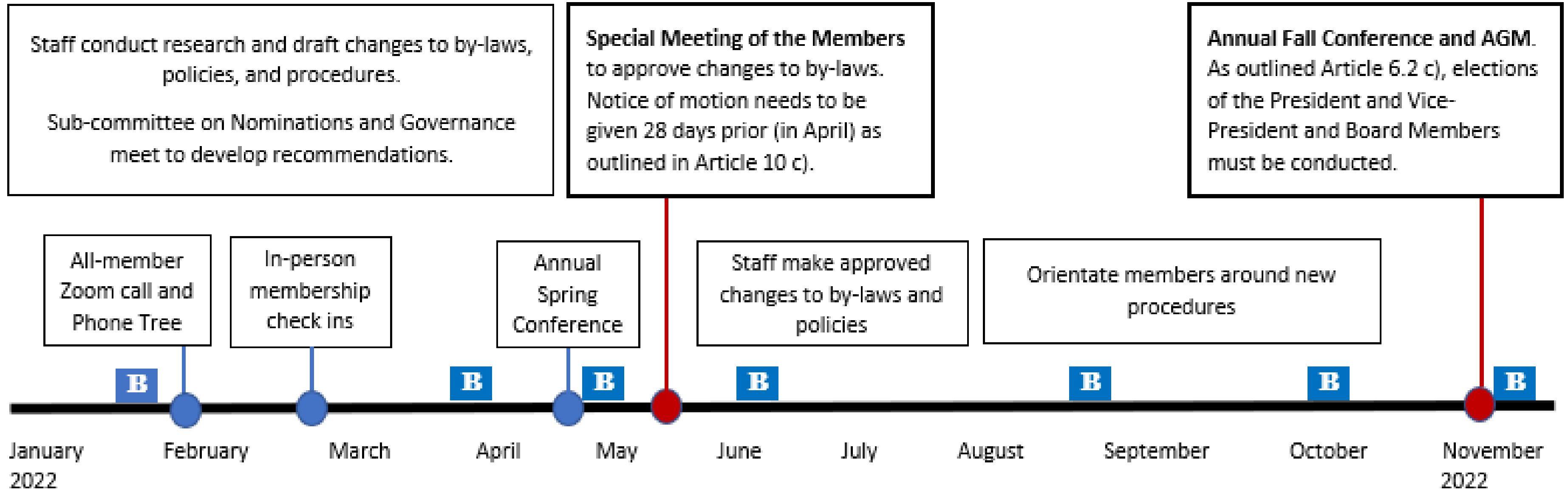
NEXT STEPS

- Engage with members to explain these proposed changes and get feedback
- Staff are directed to review relevant by-laws and policies and prepare motions for a Special Meeting of the Members
- Subcommittees to be struck
 - develop the plan for advisory committees and Statements of Municipal Interest
- By-law changes must be announced by a Notice of Motion 28 days in advance.



NSFM 2022 Timeline

B = scheduled Board meeting





QUESTIONS, FEEDBACK, DISCUSSION

This is going to be a big year for all of us.

Region of Queens Municipality Staff Report

8.4

To: Council

From: Eric Levy

Date: Feb 22, 2022

Re: Tim Mossman - Appointment to Diversity and Inclusion Action Team

Background

The Diversity and Action Inclusion Team (DIAT) recently had some vacancies. These vacancies are being advertised on various Region of Queens Social Media.

Details

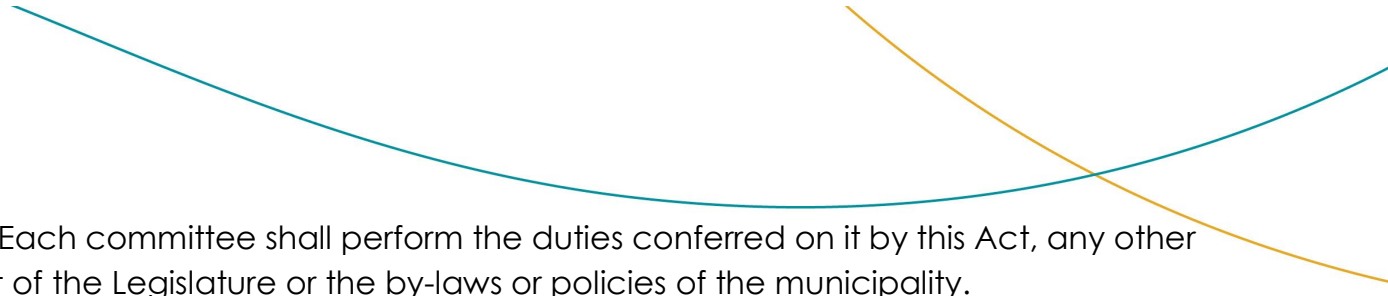
The Action Team is comprised entirely of community representatives that are community members at risk of exclusion or work with people who are at risk of exclusion.

Recently, a new application was received from Tim Mossman. Tim is an Outreach Worker with SchoolsPlus in Queens County who has done considerable community and school work, particularly surrounding 2SLGBTQ+ rights and visibility.

Applicable Legislation

Section 24 of the *Municipal Government Act* states that:

(1) The council may establish standing, special and advisory committees.



(2) Each committee shall perform the duties conferred on it by this Act, any other Act of the Legislature or the by-laws or policies of the municipality.

(3) The council may appoint persons who are not members of the council to a committee and may establish a procedure for doing so.

Budget Impacts

All members of Committees, including public members, are reimbursed for reasonable out of pocket expenses related to their participation on committees and mileage to attend meetings.

Recommendation

THAT Council of the Region of Queens Municipality appoint Tim Mossman to the Diversity and Inclusion Action Team.

Communications

Upon approval of this recommendation, a letter informing the applicant of their appointment will be sent.

Region of Queens Municipality Staff Report

8.5

To: Council

From: Eric Levy

Date: Feb 22, 2022

Re: Paula Mercer Appointment to Diversity and Inclusion Action Team

Background

The Diversity and Action Inclusion Team (DIAT) recently had some vacancies. These vacancies are being advertised on various Region of Queens Social Media.

Details

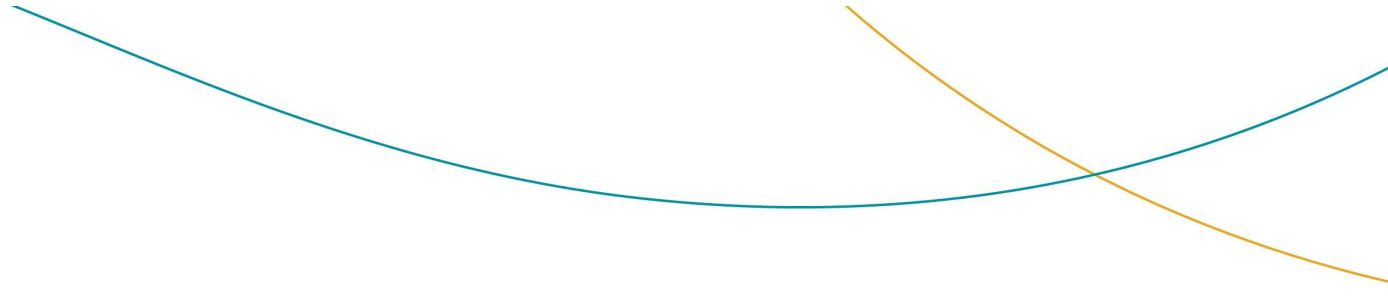
The Action Team is comprised entirely of community representatives that are community members at risk of exclusion or work with people who are at risk of exclusion.

Recently, a new application was received from Paula Mercer. Paula is the former Associate VP, Student Experience at Mount Saint Vincent University. In this role, Paula worked on, or with, a multitude of equity, diversity, and inclusion initiatives including Accessibility Services, International Centre, Aboriginal Student Centre, Black Student Advising, and 2SLGBTQIA+ Pride Committee and many other organizations.

Applicable Legislation

Section 24 of the *Municipal Government Act* states that:

(1) The council may establish standing, special and advisory committees.



(2) Each committee shall perform the duties conferred on it by this Act, any other Act of the Legislature or the by-laws or policies of the municipality.

(3) The council may appoint persons who are not members of the council to a committee and may establish a procedure for doing so.

Budget Impacts

All members of Committees, including public members, are reimbursed for reasonable out of pocket expenses related to their participation on committees and mileage to attend meetings.

Recommendation

THAT Council of the Region of Queens Municipality appoint Paula Mercer to the Diversity and Inclusion Action Team.

Communications

Upon approval of this recommendation, a letter informing the applicant of their appointment will be sent.