

**Region of Queens Municipality Regular Council**  
**Tuesday, April 26, 2022      6:00 p.m.**

**Hunts Point Community Hall**  
**200 Silver Rock Drive, Hunts Point, Nova Scotia**

**MINUTES**

Present:      Mayor Darlene Norman  
                 Councillor David Brown  
                 Councillor Vicki Amirault  
                 Councillor Maddie Charlton  
                 Councillor Ralph Gidney  
                 Councillor Jack Fancy  
                 Councillor Carl Hawkes  
                 Chris McNeill, Chief Administrative Officer  
                 Wanda Allison, Recording Secretary / Utility Clerk

Regrets:      Deputy Mayor Kevin Muise

**1.0 Call to Order**

Mayor Norman called the meeting to order at 6:00 p.m.

**2.0 Changes/Approval of Agenda**

Mayor Norman requested an addition to the agenda:

7.5 Non-Resident Deed Transfer Tax and Property Tax

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

**THAT the agenda be approved as amended.**

**MOTION CARRIED unanimously.**

**3.0 Tabling of Petitions**

There were no petitions to come before this meeting.

**4.0 Public Question/Comment Session**

Mayor Norman invited members of the public to present any comments or concerns. Hearing none, Mayor Norman proceeded with the next item on the agenda.

## **5.0 Approval of Minutes**

### **5.1 Regular Council – April 12, 2022**

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

**THAT the minutes of the Regular Council meeting held April 12, 2022  
by approved as amended.**

Councillor Gidney advised there was an error in the Minutes on Page  
13 under Item 7.2 “Queens County History Society”. He stated the  
word “over” in the second paragraph should be removed to read as  
follows:

“He enquired if the owners are aware of the Façade Program if they  
wished to paint the murals.”

**MOTION CARRIED unanimously.**

## **6.0 Recommendations**

### **6.1 Changes in Reserve Accounts**

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

**THAT Council of Region of Queens Municipality approve the following  
reserve accounts being created, and reserves and unbudgeted  
reserve transfers:**

**Transfer balance of NSTRIP Reserve to Operating Surplus \$1090.33;  
and**

**Create Sidewalk Reserve; and**

**Create EMO Comfort Centre Reserve with allocation of EMO funding  
from fiscal year 2021-2022 of \$50,000; and**

**Transfer remaining balance for bunker gear and breathing apparatus  
of \$20,865.02 from Fire Department Equipment Reserve to Fire  
Department Safety Reserve; and**

**Create Municipal Planning Strategy and Bylaw Development  
Reserve; and**

**Re-allocate Pollution Abatement Reserve balance estimated at \$187,400 to Sewer Project Reserve; and**

**Allocate \$97,768.12 from Liverpool Business Development Centre Reserve to pay commission and leasing brokerage; and**

**Allocate \$5,922.50 from Water Equipment Special Operating Reserve to fund purchase of new meter reader in the utility.**

Joanne Veinotte, Director of Corporate Services, advised Council changes to reserves or creations of new reserves require Council approval. This motion addresses the direction previously given by Council during budget discussions.

**MOTION CARRIED unanimously.**

6.2 Policy 94 – Non-Union Salary and Wage Increases

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

**THAT Council of Region of Queens Municipality approve Policy 94 respecting Non-Union Salary and Wage Increases.**

**MOTION CARRIED unanimously.**

6.3 Administrative Policy 4 – Respecting Notice to Council Members for Policies

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

**THAT Council of Region of Queens Municipality repeal Administrative Policy 4 respecting Notice to Council Members for Policies.**

It was explained repealing Policy 4 would align the Region of Queens Municipality with the other 48 municipalities in the province that refer to the *Municipal Government Act* which provides 7 days' notice to Council for policies.

**MOTION CARRIED 6 for, 1 against**

6.4 Destruction of Records

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

**THAT the said documents and records as set out in the affidavit of Shelley Connolly, Deputy Clerk, sworn to the 14<sup>th</sup> day of April, 2022 are to be forthwith destroyed.**

**MOTION CARRIED unanimously.**

6.5 Revised Municipal Planning Strategy and Land Use Bylaw

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

**THAT Council of Region of Queens Municipality recommend the following changes to the draft Municipal Planning Strategy and Land Use Bylaw, as given first reading by Council on February 22, 2022:**

- **Limit the number of RV's able to be parked on a property at any one time to 2;**
- **Change the Future Land Use designation of properties identified as PID#'s 70162862 and 70162896 to Rural (RUR) in the Municipal Planning Strategy;**
- **Change the proposed zoning of properties identified as PID#'s 70162862 and 70162896 to Resort (Re) in the Land Use Bylaw;**
- **Change the Future Land Use designation of properties identified as PID#'s 70133475 and 70126552 to Rural (RUR) in the Municipal Planning Strategy;**
- **Change the proposed zoning of properties identified as PID#'s 70133475 and 70126552 to Inland Rural (R5);**
- **Increase the maximum number of fowl or rabbits permitted under Section 7.8.1 of the Land Use Bylaw to 10;**
- **Reword Section 7.8.1 (b) of Land Use Bylaw respecting enclosure of fowl and rabbits for clarity;**
- **Permit household livestock operations in the General Residential (RG) Zone;**
- **Change the minimum shoreline development setback reduction criteria on a marine shoreline to 15.2 metres (50 feet) from top of bank;**
- **Add a new clause identifying a minimum setback distance of 30 metres (98.4 feet) of ordinary high water mark, where there is no identifiable top of bank on a marine shoreline;**
- **Removal of 9.5.15 (b) of Land Use Bylaw respecting maximum number of typefaces and font sizes for signage in the Downtown Commercial (CD) Zone;**

- **Minor changes in wording to improve clarity and form;**

**AND THAT a public hearing be scheduled for May 17, 2022 at 6:30 p.m. at the Liverpool Fire Hall, 520 Main Street in Liverpool.**

Mike MacLeod, Director of Planning and Development, explained the motion reflects the direction given by Council after the 1<sup>st</sup> reading.

Mayor Norman expressed her displeasure that the 3<sup>rd</sup> Public Hearing regarding the Municipal Planning Strategy and Land Use Bylaw is again scheduled to take place in South Queens. She noted there were no previous public hearings held in North Queens.

**MOTION CARRIED 6 for, 1 against**

## **7.0 Discussions**

### **7.1 Streetlight – East Side Port L’Hebert Road, East Port L’Hebert**

Mayor Norman and Deputy Muise spoke with a resident residing at 94 East Port L’Hebert Road, East Port L’Hebert who felt an additional streetlight near her residence would provide safety to an area of road that has a blind hill and used regularly by residents who walk in the evening.

Council discussed the large number of dark areas county-wide that would benefit from additional streetlights and felt this could become costly should more requests be received. Council requested additional information, including cost and budget implications, prior to providing staff direction for this request.

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

**THAT Council of Region of Queens Municipality forward the matter regarding the installation of a streetlight near civic address 94 East Side Port L’Hebert Road, East Port L’Hebert to the next regularly held Council meeting, scheduled for May 10, 2022 for a recommendation.**

**MOTION CARRIED unanimously.**

7.2 Streetlight – Highway 3 in Broad River

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

**THAT Council of Region of Queens Municipality forward the matter regarding the installation of a streetlight next to the community postal boxes on Highway 3, Broad River to the next regularly held Council meeting, scheduled for May 10, 2022 for a recommendation.**

**MOTION CARRIED unanimously.**

7.3 February 22, 2022 Tax Tender Summary

Mallory Plummer, Manager of Finance provided a summary from the Tax Tender that took place on February 22, 2022.

There were 14 properties listed, however, 3 properties were removed from the list prior to the Tax Tender taking place. From the remaining 11 properties, the total amount received was \$106,592.72 of which \$32,238.66 was applied to these accounts and the remainder \$76,402.13 was allocated to the Tax Sale Surplus Reserve account.

The next Tax Sale will take place in July at the Liverpool Best Western. There are 33 properties on the preliminary list, all of which are non-redeemable.

The Manager of Finance reviewed the 5-year analysis of outstanding arrears. Mallory Plummer acknowledged the dedicated efforts from the Finance Department to decrease these amounts since 2018-2019.

7.4 Liverpool Business Development Centre HVAC Investigation

Adam Grant, Director of Engineering and Works, provided a summary of DUMAC's report regarding the roof top unit (RTU) located at the Liverpool Business Development Centre.

After 20 years, the existing unit is approaching its end of serviceable life. The consultant's report provided two options:

1. Purchasing one (1) unit for the entire building; or
2. Purchasing four (4) units for the building to separate the HVAC system into zones. This option has an additional cost of \$250,000 for additional structural alterations prior to installing these 4 units.

The estimated cost to implement these options range from \$1.3 million to 1.5 million plus HST and does not include the additional costs noted for Option 2.

Council discussed various options to fund the replacement cost of the HVAC system. Council agreed Option 2 would better serve the use of the Liverpool Business Development Centre.

Mayor Norman mentioned there was an expression of interest to purchase the Liverpool Business Development Centre property potentially in the future from the current large tenant.

After additional discussion, Council agreed that the expression of interest to purchase the Liverpool Business Development Centre property merits further investigation before providing direction to staff regarding the necessary replacement of the HVAC system. This information should be available for the next regularly scheduled Council meeting scheduled for May 10, 2022.

#### 7.5 Non-Resident Deed Transfer Tax and Property Tax

Mayor Norman advised she is attending a meeting with other mayors and wardens and there will be discussion about the Province of Nova Scotia's decision to impose additional rates for non-resident property tax and deed transfer tax. The Mayor was seeking Council's opinion on this matter before she attends the meeting.

It was the consensus of Council that the Province's increase to the deed transfer tax and the introduction of a property tax rate applied to non-resident property assessments does not address the province-wide housing shortage.

#### 8.0 In-Camera Items

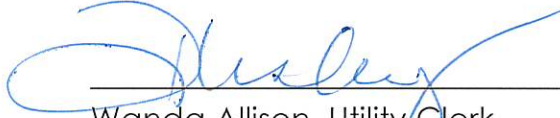
There were no in-camera items.

**9.0 Adjournment**

Mayor Norman adjourned the meeting at 7:21 p.m.

  
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Mayor Darlene Norman, Chair

  
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Chris McNeill, Chief Administrative Officer

  
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Wanda Allison, Utility Clerk

Date approved: May 10, 2022