

Region of Queens Municipality Regular Council

Tuesday, May 10, 2022 9:00 a.m.

Minutes

Present: Mayor Darlene Norman, Chair
Deputy Mayor Kevin Muise
Councillor David Brown
Councillor Vicki Amirault
Councillor Maddie Charlton
Councillor Ralph Gidney
Councillor Jack Fancy
Councillor Carl Hawkes
Chris McNeill, CAO
Dana Henley, Community Development Coordinator

1.0 Call to Order

Mayor Norman called the meeting to order at 9:01 a.m.

2.0 Changes / Approval of Agenda

Add: Item 6.10 – Tree Request

Add: Item 7.4 – Pool Discussion

It was moved by Councillor Gidney and seconded by Councillor Charlton 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

Leon Robertson, 45 College Street, Liverpool – Mr. Robertson enquired under Item 7.2 HVAC System, if the building is fully leased at present. Mayor Norman noted that it is.

Mr. Robertson also enquired where the repair cost of \$1.3-1.5 million would come from; if it would be a capital expense or operational. Mayor Norman stated that it is unbudgeted, and that there is no decision at this point in time, and that when the decision is made it would be determined where the expense would be funded.

Deborah Herman-Spartinelli, 7438 Highway 3, Summerville - Now that the letter has been received from the donor on the pool, she requested that the Terms of Reference be put on the agenda for the next Council meeting.

5.0 Approval of Minutes

5.1 Regular Council – April 26, 2022

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

THAT the minutes of the Regular Council meeting held April 26, 2022 be approved as circulated.

MOTION CARRIED with 7 in favour and 1 against.

6.0 Recommendations

6.1 Victoria Order of Nurses Flag Request

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

THAT Council of Region of Queens Municipality approve the application made by Victoria Order of Nurses to have the VON flag flown on the Special Purpose flagpole located in front of the Town Hall Arts and Cultural Centre, Liverpool during the dates outlined in the attached application.

Councillor Gidney questioned if the VON flag been flown before. Eric Levy, Municipal Clerk and Diversity Coordinator, stated that the VON flag has been flown in the past and that this application is seeking to see the VON flag flown during VON week for the next five years.

MOTION CARRIED unanimously.

6.2 Position Name Change – Hillsvie Acres

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

THAT Council of Region of Queens Municipality approve a change in job title for the support position at Hillsvie Acres from Administrative Assistant to Administrative and HR Assistant.

Joanne Veinotte, Director of Corporate Services, stated that this position at present is a one to two day per week position, and that with an increase to the volume of administrative workload and reporting requirements for Hillsvie due to the COVID-19 pandemic, the position is now being funded by the Province of Nova Scotia at 80% to assist in the provision of administrative support including confidential HR matters, that staff require to ensure that the facility runs smoothly.

MOTION CARRIED unanimously.

6.3 Streetlight – Highway 3, Broad River

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

THAT the Council of Region of Queens Municipality approve the installation of a new streetlight by the community postal boxes on Highway 3 in Broad River.

Deputy Mayor Muise clarified that while the request for the light does not meet the spacing criteria, when you look along Highway 3 there are no poles along that part of the highway. It is very dark in that area, and feels very strongly that a light should be placed there.

MOTION CARRIED unanimously.

6.4 Streetlight – East Side Port L'Hebert Road, East Port L'Hebert

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

THAT the Council of Region of Queens Municipality approve the installation of a new streetlight in front of #94 East Side Port L'Hebert Road in East Port L'Hebert.

Mike MacLeod, Director of Planning & Development, stated that while this request does not meet policy criteria for spacing, there is a safety concern, as there is a blind hill in the area and it is very dark as well.

MOTION CARRIED unanimously.

6.5 Quit Claim Deed – Greenfield Community Resource Centre Society

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

THAT Region of Queens Municipality agrees to grant a Quit Claim Deed to Greenfield Community Resource Centre Society for any interest that the Municipality may have in properties identified as PID# 70183959 and 70277231;

AND THAT all costs incurred in this transaction be borne by Greenfield Community Resource Centre Society.

Mike MacLeod, Director of Planning & Development, stated there are two parcels of land located behind the Greenfield School, and adjacent to the Greenfield Fire Hall that this request deals with. It is the intent of the Society to use the property for community outdoor space. Property Online shows title as Greenfield School, Section 16; however under the Education Act of Nova Scotia that was dissolved and the property held in

trust by that School Section may have been transferred to the Municipality. Staff were unable to confirm that any such conveyance took place. By granting a quit claim deed, the Region is not granting title to the property, but rather releasing any interest in the property that the Region may have.

MOTION CARRIED unanimously.

6.6 Community Investment Fund

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

That the Council of Region of Queens Municipality provide grant funding to Queens County Fair Association in the amount up to \$25,575.00 from the 2022-2023 Community Investment Fund.

Meaghan Roberts, Director of Recreation and Healthy Communities, stated that an application had been received by Queens County Fair Association under the new capital fund, to construct a new building for accessible washrooms.

MOTION CARRIED unanimously.

6.7 Policy 18 - Investments

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

THAT Council of Region of Queens Municipality approve Policy 18 respecting Investments and authorize staff to forward the policy to Minister of Municipal Affairs and Housing for approval.

Councillor Gidney called a point of order. Before a policy is passed, amended or repealed the council shall give at least seven days' notice to all council members. Chris McNeill, CAO stated the policy was sent out two week ago via email to all Councillors.

Joanne Veinotte, Director of Corporate Services, stated this policy was approved by Council approximately a year ago, and was forwarded to the province for approval. Department of Municipal Affairs had requested a few changes; removing the reference to FRAM (Financial Reporting and Accounting Manual) and replaced it with a reference from the Municipal Government Act.

MOTION CARRIED with 7 in favour and 1 against.

6.8 Tender Submissions for Universally-Designed Playpark Rubber Surfacing

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

THAT the Council of Region of Queens Municipality authorize staff to negotiate final agreement for supply and install of rubber surfacing for the Universally-Designed Playpark with ARP for \$103,600 plus HST.

Elise Johnston, Accessibility and Inclusion Coordinator, stated that a tender was issued for the installation of rubber surfacing under the play structure equipment and swings, in the high impact absorption areas. Two submissions were received, with products that met the specifications as detailed in the tender document. The recommended submission came in at a lower cost with a longer warranty period.

MOTION CARRIED unanimously.

6.9 Appointment to Diversity and Inclusion Action Team

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

THAT Council of the Region of Queens Municipality appoint Melissa Labrador to the Diversity and Inclusion Action Team.

MOTION CARRIED unanimously.

6.10 Tree Request

Mayor Norman noted that this request came in after the agenda deadline, after a sudden passing and sudden funeral. A request was made to place a memorial tree where childhood friends gathered in the Milton Blacksmith Shop area.

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

THAT Council of Region of Queens Municipality agree to accept a donation from Eleanor Legge of a lilac tree;

AND THAT the planting location be in a mutually agreeable location at Milton Blacksmith Shop grounds with the future maintenance being the responsibility of the Municipality.

MOTION CARRIED unanimously.

7.0 Discussions

7.1 Road Naming – Lavender Cove Road

Mayor Norman noted that the road has had a little white sign for years that said Lavender Cove Road.

Mike MacLeod, Director of Planning and Development, stated that an application was received to name an existing driveway to a road. Naming of roads require a signed petition with 70% of abutting land owners agreeing to the name. The original request had two names; Rivercrest Way or Riverside Court, and those petitions received less than the required 70% support. A new petition was submitted with the name Lavender Cove Road, and 80% support was received from the abutting land owners for the name of Lavender Cove Road.

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

THAT Council of Region of Queens Municipality forward the matter regarding the naming of an existing driveway off Highway 3 in Port Mouton Lavender Cove Road to the next regularly held Council meeting, scheduled for May 24, 2022 for a recommendation.

MOTION CARRIED unanimously.

7.2 Liverpool Business Development Centre HVAC Investigation

Mayor Norman reviewed that Council had a lengthy discussion on this matter at the April 26, 2022 Council meeting, where Council agreed that further investigation into the expression of interest to purchase the Liverpool Business Development Centre was warranted. Correspondence was forwarded to all of Council regarding this, and the party is not interested in purchasing the building.

Discussion ensued regarding how this expense could be funded, should Council decide to complete the repairs rather than place the building for sale, life expectancy of the building, future maintenance, responsibility to tenants and terms of current leases, the employment potential by retaining ownership of the building, and the timeline for completing the repairs.

Joanne Veinotte, Director of Corporate Services, suggested that staff could prepare a report for Council with options for funding the repairs, options for selling the building and timelines. Council agreed.

Adam Grant, Director of Engineering and Public Works, suggested that staff contact the larger tenant regarding the potential of dividing their

current space into different zones, so that the design work could continue in the meantime while discussions are taking place. Council agreed.

7.3 Administrative Policy 23 – Respecting Regular Meetings of Council

Mayor Norman stated current policy sets out the days and times that Council meets each month. Staff are requesting direction from Council if they wish to amend the schedule of Council meetings in the summer months permanently by amending Policy 23, to avoid having to discuss this matter each spring and also to consider how to deal with holding an evening summer meeting in North Queens area.

Discussion ensued regarding potential scheduling scenarios. Eric Levy, Municipal Clerk and Diversity Coordinator was requested to enquire with North Queens School if there would be a scheduling conflict with school activities on the fourth Tuesday of June; namely prom and graduation ceremonies, and if there were no conflicts to bring a recommendation back to the next regularly scheduled Council meeting on May 24, 2022.

Mayor Norman announced a 10 minute break at 10:23 a.m.

7.4 Pool Discussion

Councillor Fancy reviewed that a large donation has been offered for the construction of a new pool. Two Council meetings ago the development of a Terms of Reference document was discussed, and that a letter of offer was required from the donors stating any terms that the donation was contingent upon. Clarification was provided by Chris McNeill, CAO that it wouldn't be appropriate for staff to bring forward a recommendation for a community group steering committee for a facility that RQM was going to own and operate.

Mayor Norman advised that she received a letter from the potential donor, that was addressed to her, which came from the potential donor's lawyer with the terms and conditions of the offer. Mayor Norman participated in a zoom call with the potential donors, at which time both parties agreed that they wished to revise, with the guidance of their lawyer, the terms and conditions of the donation. It is anticipated that the revised offer will be received in time for discussion at the next regularly scheduled Council meeting, as a confidential item.

Discussion ensued regarding a steering committee and staff capacity to carry out a pool project. Mayor Norman asked for Council's patience in receiving of the donation offer and terms and conditions therein for discussion at a future meeting.

8.0 In-Camera Items

It was moved by Councillor Gidney and seconded by Councillor Amirault that the proceedings go In-Camera at 10:50 a.m. to discuss the following:

- 8.1 Contract Negotiations
- 8.2 Personnel

MOTION CARRIED unanimously.

Mayor Norman announced a 5 minute break at 10:50 a.m.

It was moved by Councillor Gidney and seconded by Councillor Amirault that the proceedings exit In-Camera at 1:06 p.m.

MOTION CARRIED unanimously.

9.0 Adjournment

The meeting adjourned at 1:07 p.m.



Mayor Darlene Norman, Chair



Chris McNeill, CAO



Dana Henley, Community Development Coordinator

Date Approved: May 24, 2022