

Region of Queens Municipality Regular Council

Tuesday, October 25, 2022

Port Medway Fire Hall, 66 Long Cove Road, Port Medway

6:00 p.m.

Agenda

1.0 Call to Order

2.0 Changes / Approval of Agenda

3.0 Presentation

4.0 Tabling of Petitions

5.0 Public Question / Comment Session

6.0 Approval of Minutes

6.1 Regular Council – October 11, 2022

6.2 Public Hearing – Automobile Repair Shop by Development Agreement – October 11, 2022

6.3 Public Hearing – Amendments to the MPS and LUB to change the Future Land use Designation – October 11, 2022

7.0 Recommendations

7.1 Lost at Sea Memorial Request

7.2 Councillor Committee Appointments

7.3 Public Committee Appointments

8.0 Discussions

- 8.1 Fire Department Leadership Training
- 8.2 Memorandum of Understanding respecting EMO Mutual Aid
- 8.3 Council Implementation Report
- 8.4 Financial Review Quarter Two

9.0 In-Camera Items

- 9.1 Contract Negotiations
- 9.2 Personnel
- 9.3 Sale of Municipal Property

10.0 Adjournment

**Region of Queens Municipality Regular Council
Tuesday, October 11, 2022, 9:35 a.m.**

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
Eric Levy, Municipal Clerk
Christine Watson, Admin. Assistant – Planning & Development

1.0 Call to Order

Mayor Norman called the meeting to order at 9:35 a.m.

2.0 Changes / Approval of Agenda

Add Item 8.3 – Develop a Policy for Traffic Studies by Developers when Development Occurs – Councillor Charlton

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

MOTION CARRIED unanimously.

3.0 Presentations

There were no presentations to come before this meeting.

4.0 Tabling of Petitions

There were no petitions to come before this meeting.

5.0 Public Question / Comment Session

Leon Robertson, College Street, Liverpool – Mr. Robertson enquired under Item 7.2 Electoral Boundary if Option 2, with 7 Councillors, is the same number of Councillors as we currently have. Mayor Norman stated yes.

6.0 Approval of Minutes

6.1 Regular Council – September 27, 2022

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

THAT the minutes of the Regular Council meeting held September 27, 2022 be approved as circulated.

MOTION CARRIED unanimously.

7.0 Recommendations

7.1 Policy 95 – Trucking of Bulk Salt Tender

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

THAT Council of Region of Queens Municipality approve that Tender PW02-2022/2023 – Trucking of Bulk Salt be awarded to Van Dyk Excavation & Truckin' for the tendered price of \$49.95 per metric tonne, plus HST for the 2022/2023 winter season.

Adam Grant, Director of Engineering & Public Works, stated in conversations with other regions they are seeing the same increases, approximately 20%, due to the cost of fuel.

MOTION CARRIED unanimously.

7.2 2024 Municipal Electoral Boundary Public Consultation

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

THAT Council of Region of Queens Municipality authorize staff to prepare and submit Council's preferred recommendation of Option 2 for the Municipality's electoral boundaries for the 2024 municipal election.

Mayor Norman stated the Province requires municipalities to do boundary reviews. The first discussions were held in February. Councillors tasked staff to look at having 6, 7 or 8 councillors representing districts. Option 2 was modified to distribute the boundaries to having 2 councillors representing the Liverpool area, which is a more balanced representation of Queens.

Councillor Charlton enquired if there would be issues with the variances of the boundaries being more than the +/- 10% allowed. Mayor Norman stated allowances for great variances are allowed with a valid argument for the increase.

Chris McNeill, CAO, stated Council deliberates on the system of governance they want. As stated, we have discussed 6, 7 or 8 council members plus a Mayor. Our responsibility is to present to the UARB which option we recommend. They will then have a public hearing, most likely in Council Chambers, and will be advertised a month in advance. The public will have the opportunity to provide input either in person or written submissions. The UARB will then make a decision based on all evidence presented. They could pick the option 2 as presented or any of the others deliberated or their own hybrid. They could come back and ask that we realign some boundaries. The UARB has full control.

Councillor Amirault enquired if the decision will be made during the hearing. Mr. McNeill stated the decision will be made within 60 days following the hearing.

Councillor Fancy noted that during previous discussions on boundaries he did not agree with removing Bristol from his riding.

MOTION CARRIED with 7 in favour and 1 against.

- 7.3 South Queens Chamber of Commerce for Waiver of Policy 58 – Consumption of Alcohol on Municipal Property

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

THAT the Council of Region of Queens Municipality agree to waive Policy 58 – Consumption of Alcohol on Municipally Owned Properties at the request of South Queens Chamber of Commerce at Main Street, Liverpool between Market Street and 255 Main Street, on October 13, 2022.

AND THAT the applicant be required to submit proof of insurance in no less than \$2,000,000.00 per occurrence with the Region of Queens Municipality as additional insured, and copy of the in effect liquor license(s) from the Province of Nova Scotia to the Region, and that all municipal, provincial, and federal laws be strictly adhered to.

Dana Henley, Community Development Coordinator, stated the Chamber of Commerce have provided one liquor license for this market and are trying to arrange insurance.

MOTION CARRIED unanimously.

- 7.4 Review of Engineering and Public Works Job Descriptions

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

THAT Council of Region of Queens Municipality approve the Assistant Director of Engineering and Public Works job description.

MOTION CARRIED unanimously.

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

THAT Council of Region of Queens Municipality approve the Capital Works Supervisor job description.

MOTION CARRIED unanimously.

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

THAT Council of Region of Queens Municipality approve the Director of Engineering and Public Works job description.

MOTION CARRIED unanimously.

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

THAT Council of Region of Queens Municipality approve the Grounds Supervisor job description.

MOTION CARRIED unanimously.

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

THAT Council of Region of Queens Municipality approve the Groundskeeper job description.

MOTION CARRIED unanimously.

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

THAT Council of Region of Queens Municipality approve the Operations Manager job description.

MOTION CARRIED unanimously.

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

**THAT Council of Region of Queens Municipality approve the
Operations Operator job description.**

MOTION CARRIED unanimously.

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

**THAT Council of Region of Queens Municipality approve the
Public Works & Solid Waste Facility Supervisor job description.**

MOTION CARRIED unanimously.

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

**THAT Council of Region of Queens Municipality approve the
Utility Supervisor job description.**

MOTION CARRIED unanimously.

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

**THAT Council of Region of Queens Municipality approve the
Solid Waste Clerk & Safety Officer job description.**

MOTION CARRIED unanimously.

7.5 Community Investment Fund 2022-2023

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

THAT the Council of Region of Queens Municipality provide grant funding to Greenfield Community Park Society in the amount up to \$9,406.25 from the 2022-2023 Community Investment Fund.

Ms. Henley stated the Greenfield Community Park Society submitted an application from the Community Investment Fund to develop a three acre piece of property behind the Greenfield Recreation Centre and Greenfield School. As part of Phase 1, they intend to construct a walking trail around the property and levelling off another part.

MOTION CARRIED unanimously.

7.6 Development Agreement to allow for the Establishment of an Automobile Repair Shop

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

THAT Council of Region of Queens Municipality adopt an administrative policy respecting entering into a development agreement which would allow for the establishment of an automobile repair shop on properties identified as PID #70071782, 70261383 and 70071816 and located at 16 Edward Street in Milton.

MOTION CARRIED unanimously.

- 7.7 Amendments to Municipal Planning Strategy and Land Use Bylaw for Future Land Designation to Serviced Residential (RES) and change Zoning to Multiple Unit Residential (RM)

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

THAT Council of Region of Queens Municipality give second reading to bylaws respecting amendments to the Municipal Planning Strategy and Land Use Bylaw, which see a change to the future land use designation of PID #'s 70077698, 70077722 and 70077680 to Serviced Residential (RES) and a change to the zoning of PID #'s 70077698, 70077722 and 70077680 to Multiple Unit Residential (RM).

Councillor Fancy stated this proposed development started as an unsolicited proposal, which the Region can investigate as it follows the policy. He would like this policy changed as he does agree with the process.

As previously mentioned, there are concerns with the fire department having access to the dry hydrant. He stated that Deputy Mayor Muise, Councillor Gidney and he met with the fire chiefs on this issue. They made a recommendation that the dry hydrant be moved to Tupper Park which would provide the space for multiple trucks and provide a space for practices to take place.

He stated he had brought his safety concerns to the MLA's office. There was discussion about moving the crosswalk to a different location in Milton, but was told there wasn't a line of sight to move it.

He stated without a verbal commitment from Council that the issues around the fire hydrant and safety issues would be dealt with prior to development, he would be voting against the motion. Mayor Norman stated that is not how things are conducted and no verbal commitment could be made until these issues go through discussions with Emergency Services and the fire departments. Without reports from the RCMP and Department of Transportation that there are safety issues, it is impossible for us, as Councillors, to verbally commit to do a traffic study.

Councillor Fancy further stated he didn't press further on the speeding issues on Bristol with the proposed development, but will for the Milton development.

Councillor Charlton stated she would like to see some form of a policy going forward as it would give the public more background on any concerns and how they are being dealt with.

She further stated she spoke to the MLA on her concerns in her area, and a traffic study was initiated but the study didn't result in what she hoped to see changed, but it was completed.

She enquired, if a traffic study has been done in the Milton area. Mayor Norman stated not that she is aware of. She indicated she had no issue signing a letter to MLA to initiate a traffic study as in her option, whether this development goes up or not, there is an issue there.

Councillor Gidney noted the speed limit is 50 km with no passing in the Milton area. The issue is with people not respecting the limits.

Deputy Mayor Muise commented on the meeting held with the fire chiefs on the dry hydrant and noted there may be a problem with the trucks being able to fit in the area. They did look at Tupper Park which could fit 2 – 3 trucks at a time.

Deputy Mayor Muise took the Chair at 10:20 a.m.

Mayor Norman stated this area at one time had a shoe factory, a Masonic Hall, a hardware store, and the canoe and camera club in addition to a couple other buildings on the property. There was no view of the river.

The falls are manmade and were installed by Nova Scotia Power Inc. They are not a set of falls that canoes race over; it is a rolling set of falls that are dangerous. We have no guarantee that they will keep them there.

The traffic issues are everywhere. They require RCMP to perhaps set up speed indicators.

The future land use designation for that land is Urban Commercial and would allow automobile body shops, convenience stores, farm markets, liquor establishments, arenas, medical clinics, private clubs, duplex dwellings, multi-unit dwellings, etc.

She commented that she understood people's desire not to have change, but spoke to several people from the area that would not come to the meeting today and speak of being in favour because they did not want to be ostracized by their community in their support of this. Some residents are looking forward to the day that they can sell their home and remain in the community.

Within Milton we have a Blacksmith Shop, Tupper Park and we have Pine Grove Park. The boat launch will still be accessible and the dry hydrant will be accessible.

She further stated that she met with Eric Fry who enquired of urban property available for development, and she suggested this property which could be readily serviced. Unlike many people's opinion, we do not have urban available serviced land for development. She believes there are more people who support this project and will look forward to increase housing.

Several weeks ago she met with the Province on affordable housing and to relay our thoughts. They indicated that in order to achieve affordable housing, with rent of approximately \$700, has to be provincially subsidized. A developer cannot build and rent for anything less in today's market. We have asked our provincial government for subsidized housing. We also need housing of all calibers; single family residential homes, and apartments for people who do not want to have the upkeep of property.

MOTION CARRIED with 6 in favour and 2 against.

Mayor Norman resumed the Chair.

7.8 Election of Deputy Mayor

Councillor Gidney nominated Councillor Fancy for Deputy Mayor

Councillor Hawkes nominated Councillor Brown for Deputy Mayor.

A secret ballot was held.

Mayor Norman announced a 5 minute break at 10:30 a.m.

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

THAT the Council of Region of Queens Municipality approve selection of Councillor Fancy as Deputy Mayor for a two-year term to begin on November 1, 2022 and expire October 31, 2024.

MOTION CARRIED unanimously.

8.0 Discussions

8.1 Lost at Sea Memorial Request

Mayor Norman stated the Queens Historical Society's made a presentation to Council and requested to place a Lost at Sea Memorial in Fort Point Lighthouse Park.

Staff looked at the space but any location would need to be investigated as there are underground infrastructure that may need to be relocated. If possible, try not to eliminate any trees.

The Diversity and Inclusion Action Team has reviewed the request and suggested additional wording on the monument to acknowledge those lost at sea prior to 1759. They also suggested consulting with Acadian First Nations and Native Council of Nova Scotia for appropriate wording.

Should the Queens County Historical Society no longer exist, the Queens County Museum will update and maintain the data base.

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

THAT the issue be referred to the next Council meeting for a recommendation.

MOTION CARRIED unanimously.

8.2 Yarmouth to Maine Ferry

Mayor Norman stated a letter has been received from Mayor Pam Mood, Yarmouth, requesting municipalities support them by submitting a letter to the Premier respecting the importance of an International Link to the United States for Nova Scotia.

Councillor Fancy asked Mr. McNeill for his opinion. Mr. McNeill stated any increase in traffic to Queens County or western Nova Scotia is positive for businesses and our community. We have highways throughout Nova Scotia which are funded, this would be the same, but on water as they are essentially highways.

Councillors agreed for Mayor Norman to submit a letter of support.

Councillor Charlton enquired if the Director of Economic Development could distribute to the business directory list. Mayor Norman stated yes.

8.3 Development of Policy – Traffic Studies by Developer when Development Occurs – Councillor Charlton

Councillor Charlton stated she is looking for options for Council to consider and what other municipalities do for development. In speaking with the Mayor from Bridgewater, provisions of traffic studies are included for new development.

It would be a good step and be proactive and our residents would be fully aware if there are any issues that could be looked at.

In reference to Bristol development, there weren't many people here concerned about the development itself, they were concerned about the traffic. Now would be the time to look at this to be proactive.

Mayor Norman asked for clarification on which types of developments that would be included i.e. specific units such as development of a pool or library, public development, private development, or any type of development.

She further enquired if it only be within the streets of Liverpool that we own, e.g. the issue around the Garika Park, we own the land but don't have an impact on the road.

Councillor Charlton stated it would look different depending on locations, i.e. on provincial roads as it is unclear what we can or cannot do on roads that are not ours. She asked that there be further discussion on the issue with more context around what other municipalities do.

Councillor Amirault agreed that this was a good idea and to look at Queens County as a whole.

Councillor Brown stated he was concerned as we have no control over provincial roads and if we put traffic studies in place as part of the development process, it may be adding a layer that may deter developers.

Mr. McNeill stated based on discussions, research will be done over the next couple of months and brought back to Council as a discussion item.

9.0 In-Camera Items

It was moved by Councillor Charlton and seconded by Councillor Hawkes that the proceedings go In-Camera at 10:58 a.m. to discuss the following:

- 9.1 Acquisition of Municipal Property
- 9.2 Acquisition of Municipal Property
- 9.3 Contract Negotiations
- 9.4 Acquisition of Municipal Property
- 9.5 Contract Negotiations

MOTION CARRIED unanimously.

Mayor Norman announced a 5 minute break at 10:58 a.m.

It was moved by Councillor Gidney and seconded by Councillor Amirault that the proceedings exit In-Camera at 12:10 p.m.

MOTION CARRIED unanimously.

10.0 Adjournment

The meeting adjourned at 12:10 p.m.

Mayor Darlene Norman, Chair

Eric Levy, Municipal Clerk

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

**Region of Queens Municipality Public Hearing
Automobile Repair Shop by Development
Agreement – 16 Edward Street, Milton
Tuesday, October 11, 2022
Council Chambers, 249 White Point Road, Liverpool
9:00 a.m.**

Minutes

Members of Council: Mayor Darlene Norman, Chair
Deputy Mayor Kevin Muise
Councillor Ralph Gidney
Councillor Maddie Charlton
Councillor Vicki Amirault
Councillor Jack Fancy
Councillor David Brown
Councillor Carl Hawkes

Members of Staff: Chris McNeill, CAO
Mike MacLeod, Director of Planning & Development
Eric Levy, Municipal Clerk
Heather Cook, Communications & Engagement Coord.

Members of the Public: 9

Call to Order

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

A. Remarks

Mayor Norman stated the purpose of the Public Hearing is to provide any interested person an opportunity to present an oral or written presentation to Council of Region of Queens Municipality with regard to its intention to enter into a development agreement with Samantha Corner and Robie Leigh Murphy to allow for an automobile repair shop on properties identified as PID #70071782, 70261383 and 70071816 and located at 16 Edward Street in Milton.

Mayor Norman reviewed the procedures for the Hearing which were provided on the agenda.

B. Staff Remarks

Mike MacLeod, Director of Planning & Development, stated an application to enter into a development agreement that would allow for an automobile repair shop located at 16 Edward Street in Milton has been received.

The property is zoned as General Residential (RG) under the Land Use Bylaw which does not include an automobile repair shop as a permitted use; however, Council can consider such uses through provision within the Land Use Bylaw through a development agreement process.

Policy 6-21 of the Municipal Planning Strategy (MPS) sets out a number of evaluation criteria that Council can take into consideration when looking at development agreements.

Policy 6-15 of the MPS includes the conditions that Council may incorporate into a development agreement.

The property is three parcels of land, which are owned by the applicant, are approximately 2 ½ acres with approximately 215 feet of frontage on Edward Street. Edward Street is predominantly a low density residential neighbourhood.

A letter from the previous owners has been included indicating that the properties were previously used for an auto body repair / auto body business for a number of years.

Edward Street is a provincially owned and maintained public road and provides existing access to the property.

The proposed automobile shop is 150' from the closed dwelling and the wooded area provides a significant buffer.

Letters of support from several of the neighbours were included.

C. Adjournment

Mayor Norman declared the Public Hearing adjourned at 9:05 a.m.

Mayor Darlene Norman, Chair

Eric Levy, Municipal Clerk

Date Approved: _____

**Region of Queens Municipality Public Hearing
Amendments to the MPS and LUB to change the
Future Land Use Designation to Serviced
Residential (RES) and Zoning to Multiple Unit
Residential (RM)
Tuesday, October 11, 2022
Council Chambers, 249 White Point Road, Liverpool
9:06 a.m.**

Minutes

Members of Council: Mayor Darlene Norman, Chair
Deputy Mayor Kevin Muise
Councillor Ralph Gidney
Councillor Maddie Charlton
Councillor Vicki Amirault
Councillor Jack Fancy
Councillor David Brown
Councillor Carl Hawkes

Members of Staff: Chris McNeill, CAO
Mike MacLeod, Director of Planning & Development
Eric Levy, Municipal Clerk
Heather Cook, Communications & Engagement Coord.

Members of the Public: 9

Call to Order

Mayor Norman called the Public Hearing to order at 9:06 a.m.

A. Remarks

Mayor Norman stated the purpose of the Public Hearing is to provide any interested person an opportunity to present an oral or written presentation to Council of Region of Queens Municipality with regard to its intention to amend the Municipal Planning Strategy and Land Use Bylaw to change the future land use designation to PID #'s 70077698, 70077722 and 70077680 to Serviced Residential (RES) and the zoning of PID #'s 70077698, 70077722 and 70077680 to Multiple Unit Residential (RM).

Mayor Norman reviewed the procedures for the Hearing which were provided on the agenda.

1. Debbie Wamboldt, 16 Glenwood Street, Milton

Ms. Wamboldt stated she feels there are traffic issues on Highway 8 and she has been involved in instances that she has reported to RCMP and the MLA. In addition, people are parking on both sides of the highway when visiting businesses making it difficult to pass and often requiring people to change lanes to get by.

She urged Council to deal with the traffic issues before allowing the proposed development to go forward.

She thanked Councillor Fancy for holding a public meeting with the developers, although he was told not to hold the meeting.

She stressed the difficulty in trying to cross the street and had asked to have the crosswalk moved, which has not happened yet.

2. Matt Collins, 245 Highway 8, Milton

Mr. Collins stated he was disappointed that the proposed development is being considered. The view of the falls is important and is part of the history of Milton and is being taken away in order to make money. The lot could be turned into a park.

He further commented that he is disappointed that there was no consultation and a lack of transparency. He was unsure of how notification of the public hearing was done and felt that more needs to be done to ensure people are aware of what is going on.

The proposed site is a prime piece of real estate and there are other places that could be developed but did agree we need housing. This area already has a problem with traffic.

3. Coralee Turner, 305 Highway 8, Milton

Ms. Turner stated she did not feel the proposed development was an appropriate use of this property and indicated that there was no listing for the property which she felt was disrespectful of the people in the community.

She further stated an online petition against the proposed development has been created on Change.org and has received over 100 signatures.

She enquired to the sale price and the assessed value of the property.

She indicated that the petition had been submitted to Councillors and enquired if it had been received. Mayor Norman stated an email was received this morning.

4. Rhonda Collins, 245 Highway 8, Milton

Ms. Collins stated anyone growing up in Milton would have an attachment to the falls and surrounding area and feels it is sad to have to come and fight to keep it.

She stated there wasn't much transparency around the proposed development and felt a meeting should have been held elsewhere. The procedure seems to be cut and dry.

The rent for the apartments will be too high.

Consideration should be given to develop the property into something that everyone can enjoy and not as proposed.

She attended the meeting held in Milton and noted there was not a clear plan.

B. Adjournment

Mayor Norman declared the Public Hearing adjourned at 9:23 a.m.

Mayor Darlene Norman, Chair

Eric Levy, Municipal Clerk

Date Approved: _____

Region of Queens Municipality Staff Report

7.1

To: Council

From: Chris McNeill, Chief Administrative Officer

Date: October 25, 2022

Re: Lost at Sea Memorial Request


Background

Fort Point Lighthouse Park was developed in the early 1990's by the former Town of Liverpool as part of its overall waterfront development plans. The park currently houses a refurbished lighthouse structure with the ability to climb to the top and crank the horn, as well as two outside washrooms.

The property is 2.5 acres and sits along the Liverpool Harbour. Contained within the park are many old trees, a historic cannon, interpretative panels, walkways lined with interlock pavers, and parking for about 6-8 vehicles. In 2021, the Municipality entered into a partnership arrangement that sees Queens County Museum staff oversee the building during the summer and fall months.

At the September 13, 2002, Council Meeting, Queens County Historical Society Lost at Sea Committee representatives made a presentation concerning a proposed new Lost at Sea Memorial that they would like to see manufactured and placed in Fort Point Lighthouse Park. The Committee has been meeting since 2011 and has compiled a list of 883 acceptable names to date that would meet the Committee's established criteria for inclusion.

The project is proposed to include those lost at sea from 1759 to present who were born in Queens County, moved to Queens County and became residents, were lost at sea while working away, privateer crew members from Queens



County, residents lost at sea in foreign ports due to illness, and members of all armed forces lost at sea while on active duty. It is expected that the interpretative panel will have a QR code that will allow names to be researched instantly on-site and updated regularly, and therefore names will not be placed on the monument itself.

The Committee is looking for Council authorization to place the monument at Fort Point Lighthouse Park so that they can begin fund raising the expected half million dollar cost of creating the memorial.

Details

Fort Point Lighthouse Park has the necessary space to accommodate the proposed monument should Council wish to place it there. Any specific location decisions should be approved by the Director of Engineering and Public Works, as there is underground infrastructure in the park that may need to be relocated at an additional cost and time. Tree removal should be avoided wherever possible.

Our Diversity and Inclusion Action Team has reviewed this request as well and would like to see additional wording placed on the monument to acknowledge those lost at sea prior to 1759, and those that may not have been part of a formal fishing business or formally registered under colonial governments, but still played an important part in our marine heritage. Therefore, consultation should take place with Acadia First Nation and Native Council of Nova Scotia by the proponents to establish such appropriate wording.

Additionally, the proponent, Queens County Historical Society has agreed to create, maintain, and update the information for the QR Code system. To ensure longevity, staff propose that any agreement for the establishment of this monument provide a provision whereby should the Historical Society no longer exist, that Queens County Museum, or its successor, be responsible for the updating and maintenance of the QR system or its replacement.

At the October 11, 2022, Council Meeting, Council requested a recommendation to support this request.

Applicable Legislation

Section 47 of the *Municipal Government Act* states that:

(2) The council may exercise any of its powers and duties by resolution unless a policy or a by-law is required by an enactment.

(5) The 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


Budget impacts to the Municipality are currently unknown until the monument location is determined and the potential cost of relocating infrastructure is determined. As well, it is currently unknown what the financial ask the proponents will be making of the municipality are for the project, in addition to the use of municipal lands.

Recommendation

THAT Council of Region of Queens Municipality grant approval for Queens County Historical Society to place a Lost at Sea Monument on municipal lands at Fort Point Lighthouse Park with the full cost of the project to be funded by the Proponent;

SUBJECT TO approval of the final location by the Municipality's Director of Engineering and Public Works to minimize costs for moving current infrastructure and eliminate or lessen the need for tree removal;

FURTHER THAT prior to creating the Monument Plaque that the Proponent carry out consultations with Acadia First Nation and Native Council of Nova Scotia seeking input and suggested wording for inclusion on the plaque of those individuals lost at sea prior to 1759 and those after 1759 who may not have been deemed or recognized as fisherman or marine workers according to colonial laws at the time, but who contributed greatly to our marine and fishing heritage and communities;



AND FURTHER THAT Queens County Historical Society shall be fully responsible for the lost at sea database and website, including yearly updates at its sole cost; and should Queens County Historical Society dissolve or fail to carry out their duties according to this agreement, that Queens County Museum will accept responsibility for this work thereafter.

Communications

The Proponents and Diversity and Inclusion Action Team will be advised of Council's decision.

Region of Queens Municipality Staff Report

7.2

To: Council

From: Eric J. Levy, Municipal Clerk and Diversity Coordinator

Date: October 25, 2022

Re: Councillor Committee Appointments

Background

Per *Administrative Policy 3 – Respecting Council Appointments on Committees*, Councillors are appointed to committees for two-year terms. Upon expiration of those appointments, Councillors are appointed to new committees. Councillors may be re-appointed to no more than 50% of current committees.

Councillors were asked to submit their choices for committees for consideration. With these choices in mind, the Mayor, Deputy Mayor, and Municipal Clerk met to determine committee recommendations.

Recommendation

THAT Council of Region of Queens Municipality approve the following committee appointments for a two year term:

Bursary Selection Committee

Councillor Ralph Gidney, Chair
Councillor Carl Hawkes, Vice-Chair



Audit and Internal Control Committee

Councillor Vicki Amirault, Chair
Councillor Ralph Gidney

Planning Advisory Committee

Councillor Maddie Charlton, Chair
Councillor David Brown, Vice-Chair
Councillor Carl Hawkes

Heritage Advisory Committee

Councillor Carl Hawkes, Chair
Councillor Maddie Charlton, Vice-Chair

Emergency Services Committee

Deputy Mayor Jack Fancy
Councillor Kevin Muise
Councillor Ralph Gidney

Region 6 Solid Waste Steering Committee

Councillor David Brown
Councillor Kevin Muise (Alternate)

South West Nova Biosphere Committee

Mayor Darlene Norman

South Shore Regional Library Board

Councillor Vicki Amirault

Queens Community Health Board

Councillor Vicki Amirault

South Shore Housing Action Coalition

Councillor Maddie Charlton

Western Regional Crown Land Stakeholder Interaction Committee

Councillor Kevin Muise

Accessibility Advisory Committee

Councillor David Brown, Chair
Deputy Mayor Jack Fancy

Region of Queens Municipality Staff Report

7.3

To: Council

From: Eric J. Levy, Municipal Clerk and Diversity Coordinator

Date: October 25, 2022

Re: Public Committee Appointments

Background

The terms of appointments for public members of the following committees will expire on October 31, 2022:

- Planning Advisory Committee
- Heritage Advisory Committee
- Accessibility Advisory Committee

Vacancies for these committees were advertised on Region of Queens Municipality website and social media channels for a three-week period. During this time, vacancies for the Diversity and Inclusion Action Team were also advertised.



Recommendation

THAT Council of Region of Queens Municipality approve the following public member committee appointments:

Planning Advisory Committee

Gary Clark, District 1, for a term expiring October 31, 2024
Zenia Horton, District 2, for a term expiring October 31, 2023
Jonathan Bower, District 3, for a term expiring October 31, 2024
Mary White, District 4, for a term expiring October 31, 2023
Linda Rafuse, District 5, for a term expiring October 31, 2024
Pamela Brennan, District 6, for a term expiring October 2023

Heritage Advisory Committee

Linda Rafuse, for a term expiring October 31, 2024
Danielle Robertson, for a term expiring October 31, 2024

Accessibility Advisory Committee

Wayne Huskins, for a term expiring October 31, 2024
Shelly Neilson, for a term expiring October 31, 2024
Mackenzie Colp, for a term expiring October 31, 2024
Tyler Roy, for a term expiring October 31, 2024
Kelly Oxner, for a term expiring October 31, 2024

Diversity and Inclusion Action Team

Rigel Jones, for a term expiring October 1, 2023
Dotse Dunyo, for a term expiring October 1, 2023
Haritha Gnanarantna, for a term expiring October 1, 2023

Region of Queens Municipality Staff Report

8.1

To: Council

From: Eric Levy, Municipal Clerk & Diversity Coordinator

Date: October 25, 2022

Re: Fire Department Leadership Training

Background

At the September 13, 2022, Emergency Services Committee Meeting, Chief Chris Wolfe of North Queens Fire Association requested support from the Municipality and other Fire Chiefs to seek outside leadership or other training support to help improve relations amongst Fire Chiefs and with the Municipality. The other four Chiefs agreed.

Details

External leadership training requires the services of a skilled facilitator who specializes in this area of work. Such training is expected to initially take two full days, probably separated by a few weeks at an estimated cost of \$10,000 to \$12,000. The Chiefs all agreed to participate.

Applicable Legislation

Section 47 of the *Municipal Government Act* states that:

(2) The council may exercise any of its powers and duties by resolution unless a policy or a by-law is required by an enactment.

(5) The 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

There is currently no funding allocated in the 2022-2023 operating budget to fund this training. Therefore, if Council agrees for this expenditure to happen in this fiscal year, it will require approval to fund it as an unfunded liability in 2022-2023.

Direction

Staff are seeking Council direction in this matter.

Communications

No communications are required at this time.

Region of Queens Municipality Staff Report

8.2

To: Council

From: Eric J. Levy, Municipal Clerk and Diversity Coordinator

Date: October 25, 2022

Re: Memorandum of Understanding respecting EMO Mutual Aid

Background


Several pieces of provincial legislation have requirements for municipalities concerning emergency management. As part of the Region of Queens Emergency Measures Plan several agreements have been made with a variety of community groups to provide services like comfort centres, emergency shelter, and showers should they be required.

Presently, EMO officials for Region for Region of Queens have identified the need for a Memorandum of Understanding with neighbouring municipalities concerning mutual aid during an emergency.

Details

The draft agreement outlines the terms and conditions for mutual aid during an emergency between the following municipal units:

- Region of Queens Municipality
- Municipality of the District of Lunenburg
- Municipality of the District of Chester

- 
- Town of Bridgewater
 - Town of Lunenburg, and
 - Town of Mahone Bay

The agreement outlines procedures for requesting assistance, discretion for providing assistance and cost bearing.

Applicable Legislation

Emergency Management Act 10(1)(b), "...enter into agreements and make payments to persons and organizations for the provision of services in the development and implementation of emergency management plans;"

Bylaw No. 4 Emergency Management Bylaw

6(a), "Subject to preliminary approval of Council, the Municipal Emergency Management Planning Committee may, as part of municipal emergency management plans, negotiate an agreement to be approved by the Council or person designated by the Council with the Government of Canada, the Province of Nova Scotia, a municipality, city or town, or any other agency or person.

(b) Any agreement negotiated under subsection (a) is not binding until it is approved by Council."

Discussion

Staff is seeking Council's input on how to proceed.

THIS MUNICIPAL EMERGENCY MANAGEMENT MUTUAL AID AGREEMENT made this _____ day of _____, 2022

**BETWEEN: REGION OF QUEENS MUNICIPALITY
 MUNICIPALITY OF THE DISTRICT OF LUNENBURG
 MUNICIPALITY OF THE DISTRICT OF CHESTER
 TOWN OF BRIDGEWATER
 TOWN OF LUNENBURG, and
 TOWN OF MAHONE BAY**

WHEREAS an emergency could affect the separate parties to such a degree that their individual resources would be inadequate to cope with the emergency;

AND WHEREAS for the purposes of this Agreement, “emergency” as defined by the Nova Scotia *Emergency Management Act*, means a present or imminent event in respect of which the Minister or a municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in the Province;

AND WHEREAS the parties recognize the need for timely exchange of information and sharing of resources during such an emergency;

THEREFORE, the parties agree to render, upon request, all possible assistance to each other in the event of an emergency, subject to the following conditions:

1. The request for assistance shall be made by the Chief Administrative Officer (CAO) (or designate) at the request of the Mayor or Warden of the party affected. The request will be forwarded to the receiving CAO (or designate) for discussion with that party’s Mayor or Warden.
2. The extent of the assistance rendered shall be at the discretion of the responding party. The CAO (or designate) of the responding party will advise the CAO of the requesting party of the nature of the assistance to be rendered.
3. Any extraordinary or unusual costs, reasonably incurred in the provision of assistance by any party, shall be borne by the requesting party.

IT IS FURTHER AGREED that, in the event of an emergency occurring within the boundaries of a party to this agreement which may affect any or all of the other parties, the party within whose boundaries such an emergency occurs shall notify those other parties which may be affected.

TERMINATION OF AGREEMENT

This Agreement shall be binding for not less than one (1) year from its effective date and shall continue to be binding upon the parties in subsequent years and shall be considered to renew automatically from year to year. A party may terminate its participation in this Agreement upon at least sixty (60) days written notice to the other parties. Once a termination is effective, it shall no longer be a party to this Agreement, but this Agreement shall continue to be in force among the remaining parties.

This agreement will become effective when the last party to sign it (as indicated by the date stated opposite that party's signature).

IN WITNESS WHEREOF this Agreement is executed on behalf of the participating parties by their duly authorized signing authorities.

SIGNED AND SEALED in the presence of:

<p>Mayor: _____ Region of Queens Municipality</p> <p>Date Approved: _____</p>	<p>Witness: _____</p> <p>Date Signed: _____</p>
<p>Mayor: _____ Municipality of the District of Lunenburg</p> <p>Date Approved: _____</p>	<p>Witness: _____</p> <p>Date Signed: _____</p>
<p>Warden: _____ Municipality of the District of Chester</p> <p>Date Approved: _____</p>	<p>Witness: _____</p> <p>Date Signed: _____</p>

Mayor: _____ Town of Bridgewater Date Approved: _____	Witness: _____ Date Signed: _____
Mayor: _____ Town of Lunenburg Date Approved: _____	Witness: _____ Date Signed: _____
Mayor: _____ Town of Mahone Bay Date Approved: _____	Witness: _____ Date Signed: _____

DRAFT

Date	Recommendation	Responsibility	Action Taken
April 12, 2022	Enter into the proposed Purchase and Sale Agreement with Liemke Ventures Limited for property bearing PID #70110903, being the property known as South Shore Regional Airport, for the appraised value of \$565,000 plus HST.	M. MacLeod	Pending finalization of land transaction.
Aug. 9, 2022	Approve the initiation of the Bylaw drafting process that would document the conditions required in order to facilitate collection of Road Levies by Region of Queens as part of the tax billing process.	E. Levy	In progress.
Aug. 9, 2022	Approve a donation of \$100,000 to the South Shore Regional Hospital Foundation Brighter Days Campaign, to be funded directly from the Special Operating Reserve in the 2022/2023 budget year.	J. Veinotte	Cheque processed.
Aug. 9, 2022	Approve the installation of a new barrier free access ramp and building entry on the eastern side of the Town Hall Arts and Cultural Centre (RBC side) to meet the accessibility needs of users of the facility.	Adam Grant	Development Permit approved.
Aug. 9, 2022	Declare properties identified as PID #s 70077698, 70777722 and 70077680 as surplus to municipal needs and enter into a purchase and sale agreement with Eric and Dawn Fry to convey the municipal lands for the appraised value of \$95,000.	M. MacLeod	Transaction in process,

Date	Recommendation	Responsibility	Action Taken
Aug. 9, 2022	Declare property identified as a portion of PID 70260203 as surplus to municipal needs and enter into a purchase and sale agreement with Queens Care Building Society for the future development of a new long term care facility.	M. MacLeod	Transaction in process.
Sept. 13, 2022	Approve the naming of an existing right of way off Highway 331 in East Port Medway as Cahoon Lane.	M. MacLeod	Complete
Sept. 13, 2022	Approve Operational Policy Number 7 – Fees for Planning Services.		Website and manual updated.
Sept. 13, 2022	Appoint Deborah Spartinelli and Sandi Muise to the Pool Committee effective October 1, 2022. AND THAT Ann Doggett and Lezlie Armstrong from the public be appointed to the Pool Committee effective October 1, 2022.	E. Levy	Appointees have been notified of their appointments to the Committee.
Sept. 13, 2022	Adopt the policies set out in the Region of Queens Municipality Human Resource Policy Employee Handbook dated August 10, 2022.		Website updated.
Sept. 13, 2022	Mayor Norman, Councillor Fancy, Councillor Brown and Councillor Charlton attend the Nova Scotia Federation of Municipalities Conference from November 1 – 4, 2022, AND THAT Councillor Gidney and Councillor Amirault will attend subject to their availability.		Registration completed.
Sept. 27, 2022	Approve Policy 95 Maintenance of Trees.		Website updated.

Date	Recommendation	Responsibility	Action Taken
Sept. 27, 2022	<p>Submit the following J-Class roads to Nova Scotia Public Works for consideration of cost sharing in 2023-2024:</p> <ul style="list-style-type: none"> • College Street from Shore Road to Pleasant Avenue • Roxbury Road • Oliver Street, and • Fostertown Road. <p>AND THAT the roads be submitted in the following priority order:</p> <ul style="list-style-type: none"> • College Street from Shore Road to Pleasant Avenue • Roxbury Road • Oliver Street, and • Fostertown Road. 	CAO	List of roads submitted to TIR.
Sept. 27, 2022	Agrees to enter into an agreement with Holly Murphy-Stenton and Michael Murphy with regards to the establishment of an outdoor community pool.	CAO	Agreement forwarded to donors for review and signature.
Oct. 11, 2022	Approve that Tender PW02-2022/2023 – Trucking of Bulk Salt be awarded to Van Dyk Excavation & Truckin' for the tendered price of \$49.95 per metric tonne, plus HST for the 2022/2023 winter season.	A Grant	Tenderers advised following Council.
Oct. 11, 2022	Authorize staff to prepare and submit Council's preferred recommendation of Option 2 for the Municipality's electoral boundaries for the 2024 municipal election.	CAO	Final application being prepared for submission.

Date	Recommendation	Responsibility	Action Taken
Oct. 11, 2022	<p>Agree to waive Policy 58 – Consumption of Alcohol on Municipally Owned Properties at the request of South Queens Chamber of Commerce at Main Street, Liverpool between Market Street and 255 Main Street, on October 13, 2022.</p> <p>AND THAT the applicant be required to submit proof of insurance in no less than \$2,000,000.00 per occurrence with the Region of Queens Municipality as additional insured, and copy of the in effect liquor license(s) from the Province of Nova Scotia to the Region, and that all municipal, provincial, and federal laws be strictly adhered to.</p>	D. Henley	Insurance and license were received.

Date	Recommendation	Responsibility	Action Taken
Oct. 11, 2022	<p>Approve the Assistant Director of Engineering and Public Works job description.</p> <p>Approve the Capital Works Supervisor job description.</p> <p>Approve the Director of Engineering and Public Works job description.</p> <p>Approve the Grounds Supervisor job description.</p> <p>Approve the Groundskeeper job description.</p> <p>Approve the Operations Manager job description.</p> <p>Approve the Operations Operator job description.</p> <p>Approve the Public Works & Solid Waste Facility Supervisor job description.</p> <p>Approve the Utility Supervisor job description.</p> <p>Approve the Solid Waste Clerk & Safety Officer job description.</p>	A Grant	Job descriptions were reviewed and a copy was given to employees.
Oct. 11, 2022	Provide grant funding to Greenfield Community Park Society in the amount up to \$9,406.25 from the 2022-2023 Community Investment Fund.	D. Henley	Applicant notified and cheque mailed October 14, 2022.

Date	Recommendation	Responsibility	Action Taken
Oct. 11, 2022	Adopt an administrative policy respecting entering into a development agreement which would allow for the establishment of an automobile repair shop on properties identified as PID #70071782, 70261383 and 70071816 and located at 16 Edward Street in Milton.	M. MacLeod	Approved by Council. Currently awaiting completion of appeal period.
Oct. 11, 2022	Give second reading to bylaws respecting amendments to the Municipal Planning Strategy and Land Use Bylaw, which see a change to the future land use designation of PID #'s 70077698, 70077722 and 70077680 to Serviced Residential (RES) and a change to the zoning of PID #'s 70077698, 70077722 and 70077680 to Multiple Unit Residential (RM).	M. MacLeod	Approved by Council. Amending Bylaws sent to Province for approval.
Oct. 11, 2022	Approve selection of Councillor Fancy as Deputy Mayor for a two-year term to begin on November 1, 2022 and expire October 31, 2024.		Council Approved October 11.

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.

Region of Queens Municipality Staff Report

8.4

To: Council

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

Date: October 25, 2022

Re: Financial Review Quarter Two

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

Details

Financial Report – Quarter Two

Revenue Analysis:

Section 1 – TAXES: Deed transfer tax has now surpassed the budgeted figure for the year. September activity involved significant change in ownership of properties by one owner and that represented over 60% of the September's amount.



Another successful tax sale took place with 23 properties being sold clearing \$48,906 from outstanding accounts and adding \$252,994 to the Tax Sale Surplus Reserve.

Section 5: REVENUE FROM OWN SOURCES: Return on Investments is well over budget as interest rates continue to climb. Investment strategy for long term cash commitments is being reviewed to maximize this revenue. Note that only the funds invested from Operations are recorded on the Operating Statement.

Section 7: OTHER PROVINCIAL FUNDING – DMA Final payment of Beautification Program from prior year \$10,000, \$20,000 contribution for Astor lift.

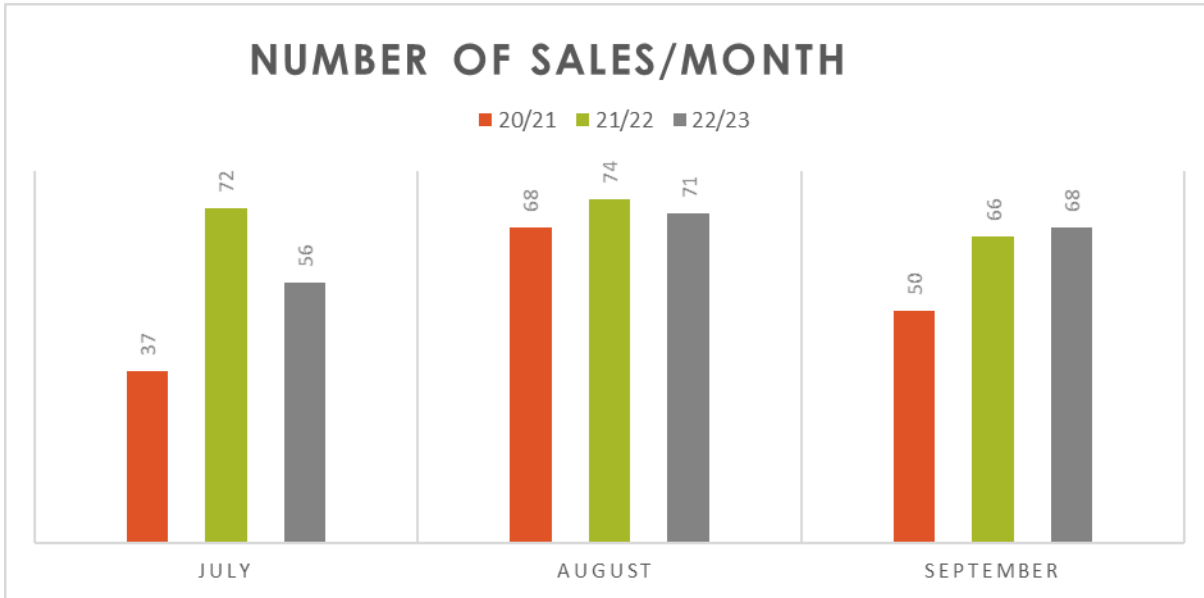
Analysis of real estate activity Q2:

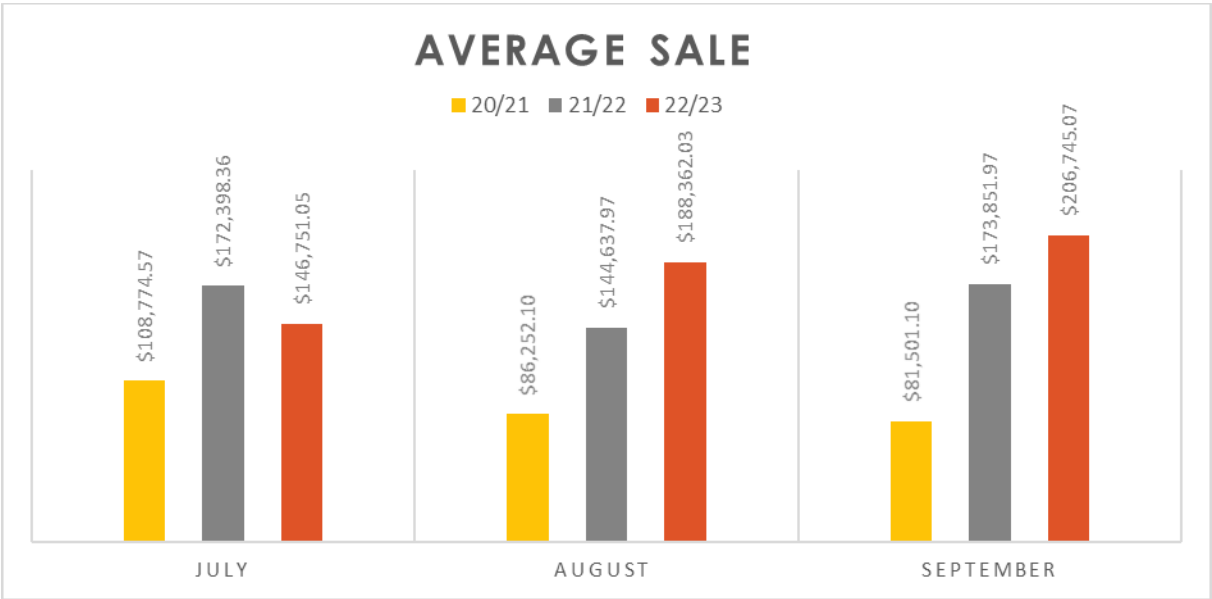
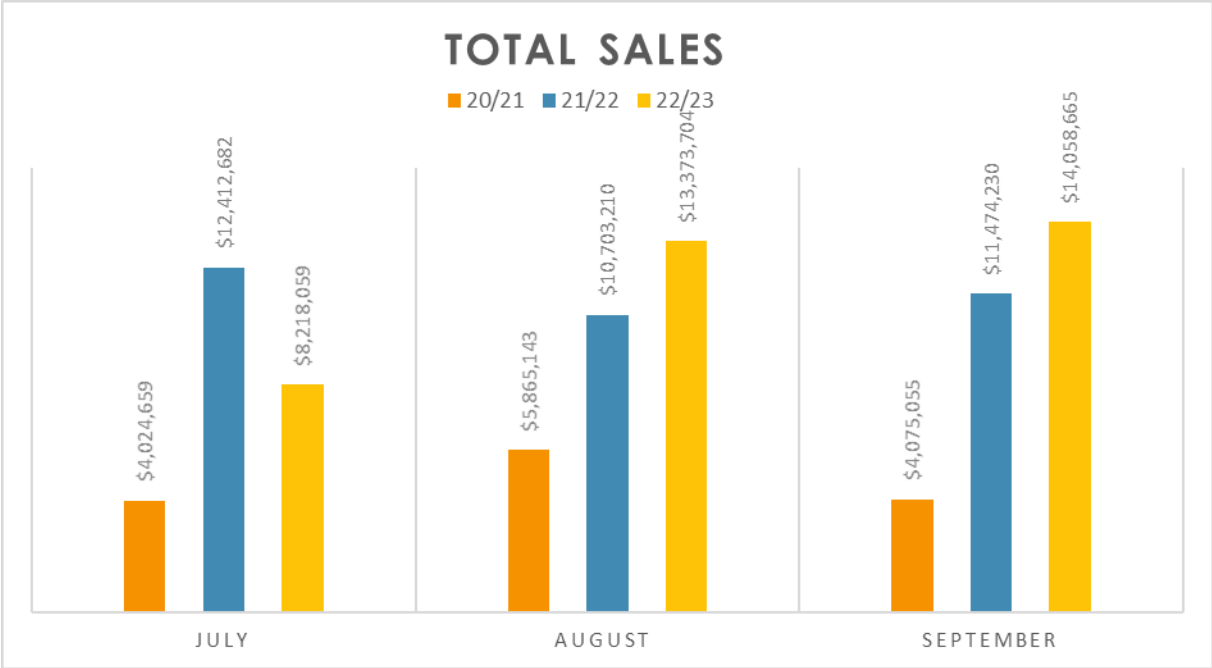
Total number of sales were 212 in 21/22 vs 195 22/23, so very close, and sales increased just over \$1M as compared to last year. Average sale value was \$163,6300 in Q2 21/22 vs \$180,620 22/23.

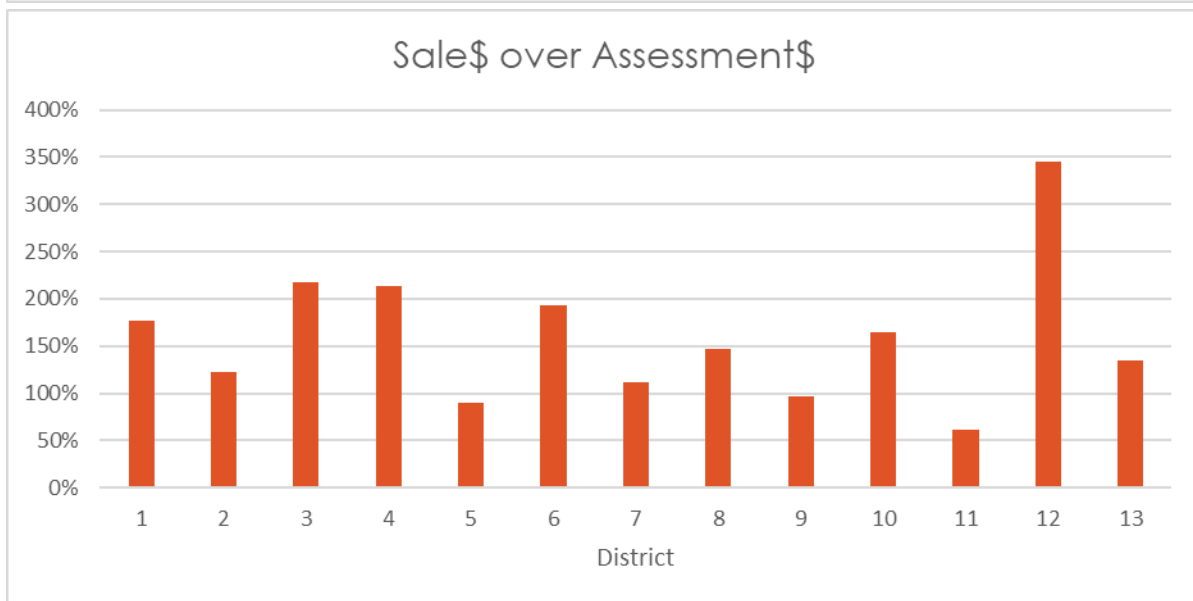
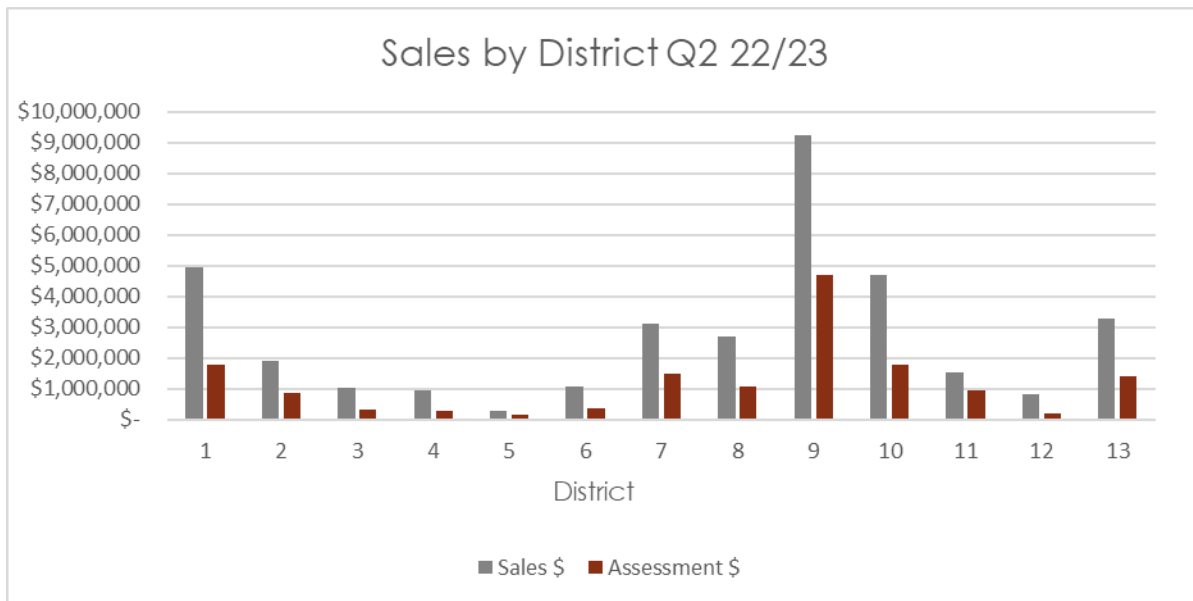
Sales by District still show strong sales for District 9.

Sale prices are consistently over assessed value. The reason why this is significantly higher than we have seen is that many of the transactions were resource lands with low assessed values sold at market. There was a few of these in almost every district.

District	# Sales	Sales \$	Assessment \$	inc %age
1	18	\$ 4,957,850	\$ 1,790,300	176.93%
2	12	\$ 1,901,019	\$ 855,800	122.13%
3	4	\$ 1,054,500	\$ 331,700	217.91%
4	5	\$ 939,900	\$ 299,300	214.03%
5	3	\$ 300,576	\$ 158,600	89.52%
6	9	\$ 1,082,300	\$ 369,200	193.15%
7	20	\$ 3,136,158	\$ 1,486,800	110.93%
8	14	\$ 2,702,038	\$ 1,096,500	146.42%
9	47	\$ 9,226,100	\$ 4,685,500	96.91%
10	31	\$ 4,681,563	\$ 1,772,600	164.11%
11	13	\$ 1,528,200	\$ 948,200	61.17%
12	6	\$ 846,423	\$ 190,000	345.49%
13	13	\$ 3,293,801	\$ 1,402,000	134.94%
	195	\$ 35,650,428	\$ 15,386,500	131.70%







Section 8 – OTHER TRANSFERS

This is where the funding is brought in from reserves for budgeted items and for Council approved unbudgeted items.

The transfers to date are as follows:

South Shore Hospital Foundation Donation – Unbudgeted \$100,000

RQM Contributioun to playground from CIF \$111,773

Comfort Centers \$4425

Post Closure Report \$70,037

LDBC Lease Commission \$46,875

The Post Closure transfer was more than budget because AECOM was unable to complete the majority of the work in 21/22.

Special Operating Reserve transfer is higher than budget because the RQM contribution toward funding of the Playground was not included in the 22/23 budget as it was approved in a preceding year.

Expenditures:

Expenditures are expressed as a percentage of annual budget, therefore those that are recorded at the beginning of the year will be close to 100% of budget rather than 25% for the quarter.

Section 9 - GENERAL GOVERNMENT SERVICES

Travel – *Council* related is all mileage expense for meetings.

Other – Queens Coast Branded clothing (no bill yet).

Taxation - Reduced Taxes is our low income tax rebate. The increase in the Low Income Cut Off made a significant difference to the number of people who took advantage of this program. 303 this year vs 218 last - 39% increase!

Section 11 – TRANSPORTATION SERVICES

Roads and streets: costs for high ticket items like paving are not posted for projects yet.


Street lighting: Includes costs of \$12,000 for damaged light by an uninsured automobile. Unable to recover from automobile owner.

Section 12 – ENVIRONMENTAL SERVICES

Garbage and Waste Collection is the contract with GE Trucking. The fuel surcharge ranges from \$8,000 per month to \$10,000 per month. A recalculation of this charge is done monthly by staff to ensure it is accurate.

Section 14 - ENVIRONMENTAL DEVELOPMENT SERVICES

Tourism and Economic Development is now broken out into different lines.



Facilities: VIC, Port Medway, Fort Point, Christmas Lighting
Marketing and Promotion: Brochure, Website, Advertising, Signage
Administration: Staffing
Liverpool Business Development Center
Event Strategy – SB budget line
Community Initiatives/Signage/Other: Façade program, Wayfinding, Data,
Economic Diversification

There is a lease commission payment of \$46,875 in expenditures for the LDBC that is funded through a transfer in Section 8.

Section 15 – RECREATION AND CULTURAL SERVICES

Swimming Pools: Under budget as a result of staffing shortages all summer. Director's time to lifeguard and supervise pool staff has not been included. There was also a significant amount of work needed at North Queens and it has not been costed to the pool yet.

Section 16 – FISCAL SERVICES

Budgeted transfers from reserve with the exception of the \$100,000 donation which was unbudgeted but approved by Council, \$111,773 CIF contribution to playground, and Comfort Center funding from Reserve.

HILLSVIEW ACRES

Agency staffing and operational support costs have been broken out separately on the statement.

Budget Impacts

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

Communications

The report will be included in the meeting minutes.

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022

REVENUE:	F2022		
	ACTUAL	Budget %age	BUDGET
1. TAXES			
Assessable property			
Residential	\$ 9,028,415	100.37%	\$ 8,994,891
Commercial	1,548,906	100.23%	1,545,397
	<u>10,577,320</u>		<u>10,540,288</u>
Resource			
Taxable assessments	772,230	99.92%	772,820
Forest property tax (less than 50,000 acres)	29,649	100.73%	29,434
Forest property tax (50,000 acres or more)	143	53.43%	268
	<u>802,022</u>	<u>99.94%</u>	<u>802,522</u>
Area rates			
Protective services	196,427	100.00%	196,427
Transportation services	1,390,154	99.92%	1,391,218
Other	77,581	99.95%	77,618
	<u>1,664,162</u>	<u>99.93%</u>	<u>1,665,263</u>
Special assessment			
Environmental health service	<u>279,132</u>	<u>49.79%</u>	<u>560,600</u>
Other			
Recovered - Tax sale	34,369		100,000
Change of use	-		-
Deed transfer tax	833,060	104.13%	800,000
	<u>867,428</u>	<u>96.38%</u>	<u>900,000</u>
Based on revenue:			
Aliant	43,446	98.74%	44,000
Nova Scotia Power Corporation	916,495	110.51%	829,326
Nova Scotia Power Corporation-HST rebate	51,896	94.36%	55,000
	<u>1,011,837</u>	<u>109.00%</u>	<u>928,326</u>
Conditional transfers to other government Agencies			
Correctional services	(87,482)	48.19%	(181,535)
Deficit of Regional Housing Authority	-	0.00%	(157,658)
Appropriation to SS Regional Center for Education	(1,534,764)	50.00%	(3,069,528)
	<u>(1,622,246)</u>	<u>47.59%</u>	<u>(3,408,721)</u>
	<u>\$ 13,579,656</u>	<u>113.27%</u>	<u>\$ 11,988,278</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022

	F2022		
	ACTUAL	Budget %age	BUDGET
2. GRANTS IN LIEU OF TAXES			
Federal Government	\$ 56,352	93.84%	\$ 60,050
Federal Government Agency Canada Post	-		-
Provincial Government			
Provincial property	-	0.00%	80,964
Crown timberlands	-	0.00%	147,955
Fire protection	-	0.00%	27,638
	-	0.00%	256,557
	\$ 56,352	17.80%	\$ 316,607
3. SERVICES PROVIDED TO OTHER GOVERNMENTS			
Local Governments			
Environment health services-landfill	\$ 1,148,400	53.33%	\$ 2,153,196
4. SALES OF SERVICES			
Protective services	\$ 7,875	65.62%	\$ 12,000
Environmental health services	444,714	58.30%	762,758
Other - Tax Certificates	9,940	66.27%	15,000
	\$ 462,529	58.57%	\$ 789,758
5. OTHER REVENUE FROM OWN SOURCES			
Licenses and permits	\$ 36,773	72.82%	\$ 50,500
Fines	12,593	44.98%	28,000
Rentals	127,362	50.70%	251,194
Return on investments	60,003	119.05%	50,400
Penalties and interest	74,624	53.30%	140,000
Revenue collected on behalf of others	42,032	100.01%	42,029
Less: Disbursement of collected revenue above Queens Place	(35,000)	83.28%	(42,029)
Recreation Program Revenue	236,260	59.55%	396,745
Miscellaneous	41,202	58.86%	70,000
	16,897	79.33%	21,300
	\$ 612,747	60.78%	\$ 1,008,139

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022

	F2022		
	ACTUAL	Budget %age	BUDGET
6. UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS			
Provincial Government			
Service Nova Scotia & Municipal Relations			
Assessment Act, farm property acreage	\$ 12,930	106.05%	\$ 12,192
Municipal Grants Act-equalization	304,309	25.00%	1,217,234
	<u>\$ 317,239</u>	25.80%	<u>\$ 1,229,426</u>
7. CONDITIONAL TRANSFERS FROM FEDERAL & PROVINCIAL GOVERNMENTS OR AGENCIES			
Federal Government - ACOA	\$ -		\$ -
Federal Government - Other	3,360		-
Provincial Government			
Environmental Health Services			
Garbage & refuse collection & disposal	10,199		-
Other Provincial Funding			
RRFB - Waste Separation Funding	-		70,000
DMA funding	30,000		-
Civic number grant	-		4,600
Safe Restart Funding	-		10,000
	<u>\$ 43,559</u>	51.49%	<u>\$ 84,600</u>
8. OTHER TRANSFERS			
Transfer from other fund			
Surplus of Other Years			336,000
Special Capital Reserve	70,037	175.09%	40,000
Special Operating Reserve	271,073	177.17%	153,000
Special Equipment Reserve (Fire Dept)	-	0.00%	201,111
	<u>\$ 341,110</u>		<u>\$ 730,111</u>
TOTAL REVENUE:	<u>\$ 16,561,592</u>		<u>\$ 18,300,115</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022

EXPENDITURES:	F2022		
	ACTUAL	Budget %age	BUDGET
9. GENERAL GOVERNMENT SERVICES			
Legislative			
Remuneration - mayor	\$ 23,432	49.97%	\$ 46,890
Remuneration - council	81,672	49.57%	164,768
Other			
Travel - Council related	3,572	71.43%	5,000
Other Council	1,823	10.72%	17,000
	<u>110,499</u>	<u>47.29%</u>	<u>233,658</u>
General administration			
Administration	524,868	47.65%	1,101,594
Financial management	4,551	18.96%	24,000
Bank charges	2,340	93.60%	2,500
Taxation			
Administration	31,717	47.73%	66,450
Tax billings	14,504	96.69%	15,000
Assessment Services	155,415	50.00%	310,830
Appeals Prior year	1,199		-
Reduced taxes	89,409	99.34%	90,000
Tax sale	6,759	30.04%	22,500
Common services	44,791	20.85%	214,802
Other	91,208	27.77%	328,397
	<u>966,760</u>	<u>44.43%</u>	<u>2,176,073</u>
Other general government services			
Boundary Review	414	41.40%	1,000
Conventions/Elections	18,737	81.64%	22,950
Insurance	1,120	90.91%	1,232
Grants to organizations	79,123	45.21%	175,000
Other	43,547	66.34%	65,646
	<u>142,942</u>	<u>53.77%</u>	<u>265,828</u>
Valuation allowance			
Uncollectible taxes	45	0.04%	105,000
	<u>45</u>	<u>0.04%</u>	<u>105,000</u>
	<u>\$ 1,220,245</u>	43.88%	<u>\$ 2,780,559</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022

	F2022		
	ACTUAL	Budget %age	BUDGET
10. PROTECTIVE SERVICES			
Police protection			
Administration-prosecution fees/DNA testing	\$ 11,363	57.40%	\$ 19,797
Crime investigation, prevention and protective service:	1,235,099	49.88%	2,476,121
	<u>1,246,462</u>	49.94%	<u>2,495,918</u>
Law enforcement			
Building/Fire Inspection	69,893	38.39%	182,068
Bylaw	43,099	47.14%	91,434
	<u>112,992</u>	41.31%	<u>273,502</u>
Fire protection			
Fire fighting force	798,547	73.66%	1,084,089
Fire alarm system	14,579	48.63%	29,981
Water supply and hydrants	98,214	50.00%	196,427
Fire station building	35,848	57.23%	62,637
Other	-	0.00%	5,000
	<u>947,187</u>	68.73%	<u>1,378,134</u>
Emergency measures	34,819	51.50%	67,616
	<u>\$ 2,341,461</u>	55.55%	<u>\$ 4,215,170</u>
11. TRANSPORTATION SERVICES			
Common services			
Administration	\$ 416,922	42.69%	\$ 976,645
Equipment operations	295,400	67.95%	434,711
Small tools and equipment	35,850	87.44%	41,000
Works/Storage garages	28,240	40.77%	69,272
Insurance	3,007	102.00%	2,948
Staff training	4,441	35.53%	12,500
	<u>783,859</u>	51.00%	<u>1,537,076</u>
Road transport			
Roads and streets	199,411	23.43%	850,977
Street lighting	126,068	43.68%	288,600
	<u>325,480</u>	28.56%	<u>1,139,577</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022

	F2022		
	ACTUAL	Budget %age	BUDGET
11. TRANSPORTATION SERVICES continued			
Debenture			
Interest	1,271	23.32%	5,449
Principal	14,191	40.13%	35,365
	<u>15,462</u>	<u>37.88%</u>	<u>40,814</u>
Air transportation			
Airport	5,625	128.75%	4,369
	<u>5,625</u>		<u>4,369</u>
	<u>\$ 1,130,426</u>	41.53%	<u>\$ 2,721,836</u>
12. ENVIRONMENTAL HEALTH SERVICES			
Sewage collection and disposal			
Administration	\$ 21,290	90.99%	\$ 23,397
Sewage collection systems	60,793	55.49%	109,552
Sewage treatment and disposal	99,389	32.10%	309,627
	<u>181,472</u>	<u>41.00%</u>	<u>442,576</u>
Debenture			
Interest	11,045	49.53%	22,300
Principal	117,398	89.97%	130,485
	<u>128,443</u>	<u>84.07%</u>	<u>152,785</u>
Garbage and waste collection and disposal			
Administration	54,984	41.58%	132,227
Uncollectible (Recovery) Receivables	-		-
Garbage and waste collection	736,900	55.83%	1,319,864
Landfill	392,078	48.93%	801,312
Special Capital Reserve - closure costs	148,524	48.30%	307,528
Recycling	299,055	38.83%	770,094
	<u>1,631,542</u>	<u>48.98%</u>	<u>3,331,025</u>
Debenture			
Interest	-	0.00%	7,761
Principal	-	0.00%	62,493
	<u>-</u>	<u>0.00%</u>	<u>70,254</u>
	<u>\$ 1,941,457</u>	48.58%	<u>\$ 3,996,640</u>

REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022

	F2022		
	ACTUAL	Budget %age	BUDGET
14. ENVIRONMENTAL DEVELOPMENT SERVICES			
Environmental planning and zoning			
Administration	153,952	36.35%	423,477
Other	73,401	43.66%	168,137
	<u>227,353</u>	<u>38.43%</u>	<u>591,614</u>
Other environmental development services			
Tourism and Economic Development			
Facilities	56,368	51.97%	108,467
Marketing and Promotion	73,134	64.15%	114,000
Administration	163,274	40.89%	399,342
Liverpool Business Development Center	187,174	90.71%	206,332
Event Strategy	26,225	64.36%	40,750
Community Initiatives/Signage/Other	7,734	4.83%	160,000
	<u>513,911</u>	<u>49.95%</u>	<u>1,028,891</u>
	<u>\$ 741,264</u>	<u>45.74%</u>	<u>\$ 1,620,505</u>
15. RECREATION AND CULTURAL SERVICES			
Recreational facilities			
Swimming pools	\$ 49,383	71.04%	\$ 69,517
Parks and Playgrounds	164,293	52.54%	312,675
Queens Place	458,014	39.17%	1,169,224
	<u>671,690</u>	<u>43.30%</u>	<u>1,551,416</u>
Cultural buildings and facilities			
Historical sites	960	63.99%	1,500
Court House	4,484	27.02%	16,593
Museums	31,793	29.35%	108,316
Regional Library Funding	46,000	50.00%	92,000
TH Raddall Library	33,226	45.52%	73,000
	<u>116,464</u>	<u>39.97%</u>	<u>291,409</u>
Other recreational & cultural services	<u>129,386</u>	<u>40.76%</u>	<u>317,426</u>
Debenture			
Interest	30,354	52.81%	57,475
Principal	158,369	100.00%	158,369
	<u>188,723</u>	<u>87.44%</u>	<u>215,844</u>
	<u>\$ 1,106,263</u>	<u>46.56%</u>	<u>\$ 2,376,095</u>

**REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022**

	F2022		
	ACTUAL	Budget %age	BUDGET
16. FISCAL SERVICES			
Transfers to own reserves, funds and agencies			
Other funds			
Special Operating Reserve	\$ 311,093	177.77%	\$ 175,000
Special Equipment Reserve	187,000	50.00%	374,000
Special Capital Reserve	78,037	195.09%	40,000
TOTAL EXPENDITURES:	\$ 576,130	97.81%	\$ 589,000

**REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED SEPTEMBER 30, 2022**

**HILLSVIEW
ACRES**

	F2022		
	ACTUAL	Budget %age	BUDGET
REVENUE			
Resident care	\$ 856,566	59.71%	\$ 1,434,506
EXPENDITURE			
Salaries and benefits	541,973	46.45%	1,166,781
Agency staffing	31,317		-
Operational Support	15,000		-
Building	57,146	47.35%	120,700
Supplies and equipment	11,831	44.10%	26,825
Resident care	54,977	50.44%	109,000
Other	11,972	106.89%	11,200
	<u>724,217</u>	<u>50.49%</u>	<u>1,434,506</u>
EXCESS OF REVENUE OVER EXPENDITURE OPERATIONS	<u>132,350</u>		-

**REGION OF QUEENS MUNICIPALITY
NON-CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE QUARTER ENDED September 30, 2022**

**WATER
UTILITY**

	F2022		
	ACTUAL	Budget %age	BUDGET
OPERATING REVENUE			
Metered sales	\$ 290,375	48.85%	\$ 594,445
Public fire protection	98,214	50.00%	196,427
Other	15,380	149.75%	10,270
	<u>403,968</u>	<u>50.42%</u>	<u>801,142</u>
OPERATING EXPENDITURE			
Source of Supply	84	0.78%	10,764
Water treatment	167,768	51.87%	323,440
Transmission and distribution	98,953	41.14%	240,548
Administration	51,288	57.44%	89,296
Amortization	-	0.00%	109,961
	<u>318,092</u>	<u>41.10%</u>	<u>774,009</u>
OPERATING SURPLUS	<u>85,876</u>	<u>316.50%</u>	<u>27,133</u>
NON OPERATING REVENUE			
Interest	7,824	97.79%	8,000
Other	-	-	-
	<u>7,824</u>	<u>97.79%</u>	<u>8,000</u>
NON OPERATING EXPENDITURE			
Debenture			
Interest	8,816	132.13%	6,672
Principal	30,722	70.75%	43,425
	<u>39,538</u>	<u>78.92%</u>	<u>50,097</u>
NON OPERATING (DEFICIT) SURPLUS	<u>(31,714)</u>	<u>75.34%</u>	<u>(42,097)</u>
EXCESS REVENUE OVER EXPENDITURES	<u>\$ 54,162</u>	<u>-361.95%</u>	<u>\$ (14,964)</u>