

**Region of Queens Municipality Regular Council
Tuesday, May 9, 2023
Immediately Following Variance Appeal Hearing
Scheduled at 9:00 a.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 – April 25, 2023

7.0 Recommendations

7.1 Community Investment Fund – Liverpool Junior Hockey Association

7.2 Variance Appeal Respecting Property Identified as PID #70275094
(located at rear of 87 Bristol Avenue)

8.0 Discussions

9.0 In-Camera Items

10.0 Adjournment

Region of Queens Municipality Regular Council

Tuesday, April 25, 2023 6:00 p.m.

**West Queens Community Centre,
70 Riverhead Road, Port Mouton**

Minutes

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

1.0 Call to Order

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

2.0 Changes / Approval of Agenda

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

MOTION CARRIED unanimously.

3.0 Presentation

3.1 West Queens Medical First Responders

Mayor Norman welcomed members of the West Queens Medical First Responders (WQMFR) to Council.

Brenda Huskins, WQMFR member, provided details of the WQMFR. This year will be 25 years of continuous service to Queens County.

Have become an official non-profit Society with the Nova Scotia Registry of Joint Stocks companies in 2000.

Under the auspices of the Nova Scotia Department of Health have become part of the support system of the provincial EHS system.

Members serve on committees to maintain their responder unit, fundraising, maintain equipment, education and training to maintain up-to-date skills under EHS-sponsored training. Courses include health-related documentation, primary physical surveys, airways management, critical response in cases of patient-weight issues, cardiopulmonary and resuscitation requirements, external defibrillation, assessing vital signs, pre-hospital burn care, primary scene and crime scene surveys, fractures and hypothermia, personal protective equipment, electricity-threat awareness, triage, and backboards. Awareness training also includes vehicle extrication.

WQMFR are part of the Valley Communications 911 emergency dispatch system covering 10 counties 24 hours a day. Last year, 2022, responded to 11 medical and EHS support requests in Port Mouton, Hunts Point and Port Joli with time involvements ranging from 23 minutes to an hour.

Under Emergency Service Provider agreement under the Municipal Government Act (2023-2024), the status of the West Queens Medical First Responders has been confirmed to respond to medical calls. In addition, other calls consist of Operational – for vehicle rescue; Awareness – for water rescue, structural/excavation collapse, high angle rescue and hazardous materials; Other – man-made and natural disasters for which there is training equipment and common system to undertake.

A slide show of their first responder unit was shown.

Deputy Mayor Fancy enquired how they are notified under the EHS system. Ira Huskins, WQMFR member, stated when a 911 call is made, paramedics are dispatched and then their members are paged. In most cases, the paramedics are already at the scene, and upon arrival, assist in any capacity required. There are occasions when travel with the paramedics is necessary.

Mayor Norman presented Chief Peter Colp a certificate celebrating their 25 year anniversary and thanked them for their service.

4.0 Tabling of Petitions

There were no petitions to come before this meeting.

5.0 Public Question / Comment Session

Douglas Bent, 120 Meadow Pond Lane, Liverpool – Mr. Bent raised concerns on the Treaty of 1867, governance and the human race. He asked for Council support. He stated an information session will be held on the water front in Liverpool on Wednesday evening, April 26, 2023.

6.0 Approval of Minutes

6.1 Regular Council – April 11, 2023

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

THAT the minutes of the Regular Council meeting held April 11, 2023 be approved as circulated.

MOTION CARRIED unanimously.

7.0 Recommendations

7.1 Proposed 2023/2024 Operating, Capital, Water Utility, and Hillview Acres Budget

Mayor Norman stated five budget meetings were held to reach this budget. She cautioned Council as \$1.8 Million is being taken out of surplus to balance the budget rather than increasing taxes by 4 cents.

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

THAT the Council of Region of Queens Municipality authorize the levying of a four (4) cent area rate in Assessment Districts 5 and 6, to be provided to Brooklyn Recreation Committee.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality authorize the levying of a one point five (1.5) cent area rate in Assessment Districts 5 and 6, to be provided to Brooklyn Cemetery Committee.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality authorize the levying of area rates for all assessment accounts according to the following rules:

Assessment Districts 1-12, excluding assessment account numbers 10148820, 10462223, and 00132837, a road levy charge of 75% of the provincially mandated road charge, as well as those properties in Assessment Districts 1, 3, 5, and 6 that are connected to, or have the ability to connect to, Liverpool's Water Utility hydrant charges at 100%.

Assessment District 13, as well as assessment account numbers 10148820, 10462223, and 00132837, debt charges for Assessment District 13 at 100% for roads and streets and 30% for sewer; roads, streets, and sidewalk expenses at 75%, engineering and public works equipment expenses at 75%, Liverpool street paving expenses at 100%, and Liverpool Water Utility hydrant charges at 100%.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality authorize the levying of the following tax rates for Assessment District 13, as well as assessment account numbers 10148820, 10462223, and 00132837, effective April 1, 2023:

Residential and Resource base rates of \$1.04 per \$100 of assessment plus an area rate of 88 cents per \$100 of assessment for those properties connected to or have the ability to connect to Liverpool's Water Utility, or 77 cents per \$100 of assessment for those unable to connect to Liverpool's Water Utility.

Commercial base rate of \$2.14 per \$100 of assessment plus an area rate of 88 cents per \$100 of assessment for those properties connected to, or have the ability to connect to Liverpool's Water Utility, or 77 cents per \$100 of assessment for those unable to connect to Liverpool's Water Utility.

AND THAT the Council of Region of Queens Municipality authorize the levying of the following tax rates for Assessment Districts 1-12, excluding assessment account numbers 10148820, 10462223, and 00132837, effective April 1, 2023:

Residential and Resource base rate of \$1.04 per \$100 of assessment plus an area rate of 3 cents per \$100 of assessment for the provincially mandated road charge, and on all assessment accounts in Assessment Districts 1, 3, 5, and 6, for those properties connected to, or have the ability to connect to Liverpool's Water Utility, 10 cents per \$100 of assessment.

Commercial base rate of \$2.14 per \$100 of assessment plus an area rate of 3 cents per \$100 of assessment for the provincially mandated road charge, and on all assessment accounts in Assessment Districts 1, 3, 5, and 6, for those properties connected to, or have the ability to connect to Liverpool's Water Utility, 10 cents per \$100 of assessment.

Commercial Seasonal base rate of \$1.61 per \$100 of assessment plus an area rate of 2 cents per \$100 of assessment for the provincially mandated road charge.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality approve the proposed 2023-2024 Liverpool Water Utility Operating budget reflecting a deficit of \$173,700;

AND THAT Council also adopt the proposed three-year operating budgets for the years 2023-2024, 2024-2025, and 2025-2026, for submission to the Nova Scotia Utility and Review Board reflecting deficits of \$173,700, \$167,388, and \$193,506.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality approve the proposed 2023-2024 Capital Budget reflecting expenditures of \$14,417,946.

Councillor Muise stated he is voting against this recommendation as he feels the \$763,000 for the Waterloo project should be invested into housing projects.

He further stated he agrees with the extension of the road on Queens Place Drive, but it should not include water and sewer as it is changing what was agreed to.

Councillor Gidney stated using money from the accumulated surplus is a proper use at this time. Assessments have increased and interest rates are high, so this will help ease the burden on residents.

MOTION CARRIED with 7 in favour and 1 against.

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

THAT the Council of Region of Queens Municipality establish June 1, 2023, as the due date for all property taxes, with no interest being charged for any taxes being paid on or before June 30, 2023.

MOTION CARRIED unanimously.

7.2 Job Evaluation – Civil Engineering Technologist

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

THAT Council of the Region of Queens Municipality approve the Civil Engineering Technologist Job Description.

MOTION CARRIED unanimously.

7.3 Job Description – Operations Coordinator

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

THAT Council of Region of Queens Municipality approve the Operations Coordinator Job Description.

MOTION CARRIED unanimously.

7.4 Job Description – Survey Technician

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

THAT Council of Region of Queens Municipality approve the Survey Technician Job Description.

MOTION CARRIED unanimously.

7.5 Community Investment Fund 2023-2024

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

THAT the Council of Region of Queens Municipality provide grant funding to CJQC Radio Society for eligible operating expenses in the amount up to \$5,000.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to Friends of Hank Snow Society for eligible operating expenses in the amount up to \$10,000.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to Mersey Tobebatic Research Institute for eligible operating expenses in the amount up to \$5,596.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to North Queens Board of Trade for eligible operating expenses in the amount up to \$10,000.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to North Queens Heritage Society for eligible operating expenses in the amount up to \$1,500.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to Queens County Blades in the amount of up to \$5,000 for 2023-2024 CanSkate Learn to Skate Program from the 2023-2024 Community Investment Fund budget; such funding shall be available in increments of \$125 for each new skater registered in the CanSkate program in the 2023-2024 season who has not previously been subsidized by this grant funding in previous years.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to Queens County Fair Association for eligible operating expenses in the amount up to \$10,000.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to Queens County Museum in the amount of \$5,000.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

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

THAT the Council of Region of Queens Municipality provide grant funding to Seaside Recreation and Community Centre for eligible operating expenses in the amount up to \$10,000.00 from the 2023-2024 Community Investment Fund.

MOTION CARRIED unanimously.

7.6 Fire Department and Medical First Responder Annual Registration

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

THAT Council of Region of Queens Municipality approve the 2023-2024 fire department and medical first responder registration effective April 1, 2023, for North Queens Fire Association according to the service levels included on the 2023-2024 Application for Registration.

MOTION CARRIED unanimously.

7.7 Community Investment Fund – Greenfield Community Park Society

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

THAT the Council of Region of Queens Municipality provide grant funding to Greenfield Community Park Society in the amount up to \$31,924.03 from the 2023-2024 Community Investment Fund.

AND THAT the funding not be released until Greenfield Community Park Society provides satisfactory proof of its financial resources to complete the total project as submitted.

MOTION CARRIED unanimously.

7.8 Chief Administrative Officer Recruitment Services

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

THAT Council of Region of Queens Municipality accept the proposal submitted by Gerald Walsh and Associates Inc. to support the Search Committee in filling the vacancy of Chief Administrative Officer Region of Queens Municipality.

Mayor Norman stated the Search Committee consists of Councillor Charlton, Councillor Brown, Deputy Mayor Fancy and herself. Five expressions of interest were issued and 3 responded. The recruitment services were reviewed and the decision to go with Gerald Walsh and Associates Inc. is the decision of the Committee.

MOTION CARRIED unanimously.

8.0 Discussions

8.1 Council Implementation Report

There were no issues brought forward from this report.

8.2 Request for Placement of Community "Little Free Library"

Mayor Norman stated at last Council meeting there was discussion on a memorial bench and memorial picnic table, and it was decided to have the Municipal Clerk draft a policy on how to best deal with these type of requests. She asked if this item should be included as part of the policy and be deferred until it is in place. Council agreed.

9.0 In-Camera Items

It was moved by Councillor Gidney and seconded by Councillor Charlton that the proceedings go In-Camera at 6:55 p.m. to discuss the following:

9.1 Potential Litigation

MOTION CARRIED unanimously.

Mayor Norman announced a 5 minute break at 6:55 p.m.

It was moved by Councillor Gidney and seconded by Councillor Brown that the proceedings exit In-Camera at 7:35 p.m.

MOTION CARRIED unanimously.

10.0 Adjournment

The meeting adjourned at 7:35 p.m.

Mayor Darlene Norman, Chair

Eric Levy, Municipal Clerk

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

Region of Queens Municipality Staff Report

7.1

To: Council

From: Dana Henley, Community Development Coordinator

Date: May 9, 2023

Re: Community Investment Fund 2023-2024

Background

The Community Investment Fund (CIF) is entering its fifth year. It was initially approved by Council on November 27, 2019, and amended by Council on January 14, 2020.

Total funding available in the 2023-2024 budget year is \$175,000, in addition to the remainder in reserve, which will be updated once all 2022-2023 approvals under the fund are completed.

The deadline for operational funding was January 31, 2023; all other funds are available for application throughout the year beginning April 1 until all funds have been exhausted.

Details

The request for Council's consideration is an Event Investment Fund application that has provided a complete application.



Organizations are eligible for Event Investment Funds under four categories:

- a. Up to ten percent (10%) funding of eligible expenses for provincial, national or international events where the budget exceeds \$300,000;
- b. Up to ten percent (10%) funding of eligible expenses for events where the budget is between \$150,000 and \$299,999;
- c. Up to twelve and one-half percent (12.5%) funding of eligible expenses for events where the budget is between \$20,000 and \$149,999;
- d. Up to twenty percent (20%) funding of eligible expenses for events where the budget is up to \$19,999;

Liverpool Junior Hockey Association

Request: \$12,500.00

Liverpool Junior Hockey Association hosted the Don Johnson Cup on April 25 – 30, 2023 at Queens Place Emera Centre. The Don Johnson Cup included five teams, playing thirteen games. The total projected eligible expenses for the Don Johnson Cup are \$57,724.25, and the total overall budget is \$99,724.25. All required documentation was provided and the funding application meets Policy 11 – Community Investment Fund's criteria, under section (c) of the Event Investment categories for funding up to twelve and one-half percent (12.5%) of eligible expenses.

Applicable Legislation


Municipal Government Act (MGA) authorizes Council to expend money under:

Authorized municipal expenditures

65A (1) Subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if:

- (a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality;
- (b) the expenditure is in respect of an emergency under the *Emergency Management Act*; or
- (c) the expenditure is legally required to be paid.

(5) In the event of ambiguity in whether or not the municipality has the authority under this or any other Act to spend money or to take any other



action, the ambiguity may be resolved so as to include, rather than exclude, powers the municipality had on the day before this Section came into force.

Budget Impacts

All funding will be distributed as per guidelines set out in Operational Policy 11 – Community Investment Fund, with the approved amount coming from the Community Investment Fund budget line.

Recommendation

That the Council of Region of Queens Municipality provide grant funding to Liverpool Junior Hockey Association in the amount up to \$7,215.53 from the 2023-2024 Community Investment Fund to support eligible expenses of the Don Johnson Cup.

Communications

The funding applicants will be notified of a decision. Approved applicants will be included in the 2023-2024 Grant Disclosure per Policy 89.