

Region of Queens Municipality Regular Council

Tuesday, September 12, 2023

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 – August 8, 2023

6.2 Public Hearing – August 8, 2023

6.3 Special Council – August 24, 2023

7.0 Recommendations

7.1 Community Investment Fund – South Shore Multicultural Association

7.2 Audited Financial Statement Fiscal 2022/2023

7.3 IT System Evaluation RFP

7.4 Compensation Review RFP

8.0 Discussions

- 8.1 Council Implementation Report
- 8.2 Queens County ATV Association & Queens Rails to Trails Association
- 8.3 Policy 82 – Fire Department Capital Purchases & Operating Grants
- 8.4 NSFAM Convention Attendance

9.0 In-Camera Items

- 9.1 Contract Negotiations
- 9.2 Contract Negotiations
- 9.3 Contract Negotiations
- 9.4 Personnel
- 9.5 Personnel

10.0 Adjournment

**Region of Queens Municipality Regular Council
Tuesday, August 8, 2023 9:06 a.m.**

Minutes

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

1.0 Call to Order

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

2.0 Changes / Approval of Agenda

**Councillor Charlton requested adding Security Cameras - Playpark.
Councillor Brown noted that item 8.4 – RFP – Compensation Review was removed from the agenda.**

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

MOTION CARRIED unanimously.

3.0 Presentation

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, 45 College Street, Liverpool – Mr. Robertson urged council to approve the rezoning under Item 7.2 – Rezoning Lawrence Street in Liverpool as there is a need for affordable housing.

6.0 Approval of Minutes

6.1 Regular Council – July 11, 2023

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

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

MOTION CARRIED unanimously.

6.2 Special Council – July 31, 2023

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

THAT the minutes of the Special Council meeting held July 31, 2023 be approved as circulated.

MOTION CARRIED unanimously.

7.0 Recommendations

7.1 Medway Head Lighthouse Society – Request to Waive Policy 58 – Consumption of Alcohol on Municipal Property

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

THAT Council of Region of Queens Municipality agree to waive Policy 58 – Consumption of Alcohol on Municipally Owned Properties at the request of Medway Head Lighthouse Society at Port Medway Warehouse, on August 18, 2023.

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

Dana Henley, Operations Coordinator, stated the Medway Head Lighthouse Society has requested the waiving of Policy 58 – Consumption of Alcohol on Municipal Property during the Art Show reception on August 18, 2023. They have been successful in obtaining this exemption in previous years.

MOTION CARRIED unanimously.

7.2 Rezoning Lawrence Street in Liverpool

Deputy Mayor Fancy Declared a Conflict of Interest at 9:13 while this item was being discussed.

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

THAT Council of Region of Queens Municipality give second reading to a bylaw respecting amendments to the Land Use Bylaw, which see a change to the zoning of PID #870027982, 70040423, 70017983 and 70028477 to Multiple Unit Residential (RM).

MOTION CARRIED unanimously.

Deputy Mayor Fancy returned to the meeting at 9:16 a.m.

7.3 2024 Wheel Loader Replacement

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

THAT Council of Region of Queens Municipality approve the purchase of a 2023 Komatsu WA320-8 with extended warranty and trade in of 2009 John Deere 624K loader at a net cost of \$314,700 + HST.

Garrett Chetwynd, Assistant Director of Engineering and Public Works, stated a tender was issued for the replacement of a 2009 John Deere 624K Loader which was used at the solid waste facility.

Submissions received were evaluated on price, extended warranty, trade-in allowance, delivery date and compliance with the requested specifications. The submission from Wilson Equipment Ltd. was \$314,700.00 + HST, was the lowest bid, and included trade-in and attachments.

MOTION CARRIED unanimously.

7.4 Appointment as Fire Inspector

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

THAT Council of Region of Queens Municipality appoint Myles Harlow as a Fire Inspector for Region of Queens Municipality to administer and enforce provisions of the Nova Scotia Fire Safety Act, Regulations and National Fire Code.

Mike MacLeod, Director of Planning & Development, stated we currently have one appointed Fire Inspector for the Region of Queens. This appointment will allow Mr. Harlow to assist with these duties.

Deputy Mayor Fancy asked if Mr. Harlow would need to take courses for this. Mr. MacLeod stated the appointment is the starting point and he would need to complete courses to become qualified.

Councillor Amirault asked how long for Mr. Harlow to become fully certified. Mr. MacLeod stated it would be a 2 – 3 month course.

MOTION CARRIED unanimously.

8.0 Discussions

8.1 Council Implementation Report

Councillor Charlton asked under February 2022 – Declaring Properties as Surplus, if the letters have or are going out to property owners. Mr. MacLeod stated as part of the process, Council discussed establishing a policy respecting the sale of municipal property. Our former Municipal Clerk, Eric Levy, was working on the development of that policy and it has not yet been finalized. This project has been stalled pending the implementation of a policy.

Councillor Brown asked under October 2019 – Negotiations with Mogan Holding, what the holdup is. Mr. MacLeod stated the documentation is with the property owner to finalize the transaction.

8.2 Graffiti on Region Property

A copy of a map of Burgess Road and surrounding area was circulated with the agenda. Mayor Norman stated residents have contacted Councillor Muise with concerns of graffiti.

Mayor Norman provided background on the property that Region of Queens accepted ownership of, and that provides access to the water. It is a very small piece of land. Pictures of the entrance and breakwater area were shown. The breakwater was placed to project the back side of the property.

Mayor Norman asked Council how they wished to deal with the graffiti.

Councillor Muise stated the area is at the end of Burgess Road. There was consideration to blocking access but many residents do visit the area. The graffiti is not nice and needs to be cleaned up.

Mr. Chetwynd stated when this issue was first raised by the Municipal Clerk, and discussed with the CAO, three options were provided for consideration in December 2022.

Option 1 – Status quo – do nothing.

Option 2 – Paint over the graffiti – estimated cost of \$5,000, some environmental concerns to be considered because of the sensitive location.

Option 3 – Remove wall – estimated cost of \$40,000, the majority of that is trucking off site as well as environmental concerns. There is also a provincial control monument as part of that structure for survey needs.

Councillor Muise commented that some residents have suggested to have a mural painted at this location.

Mayor Norman stated this issue would be a staff led initiative and is not presently on any list to do. Mr. Grant stated if Council wishes to have it painted, it will be done with staff resources or contracted out. He enquired if Council wish to open up the access area, and stated there is no significant area at the end of the road but there is some turnaround. There may be an issue with DOT with increasing traffic in the area, liability with our property increased with traffic in the footpath as it exists right now.

Deputy Mayor Fancy suggested the mural may be ruined with graffiti and suggested installing a camera that may deter further graffiti.

Councillors Charlton and Amirault agreed to have the graffiti covered over now and investigate the installation of murals at some point. Mr. Grant stated it would be an unbudgeted expenditure and suggested that a recommendation be brought forward today. Council granted permission that a written recommendation be brought forward later on in the meeting.

8.3 Financial Review Quarter One

Mallory Plummer, Manager of Finance, provided a review on 2023/2024 Quarter One financial statements.

Some highlights included:

Revenue Analysis:

Deed transfer tax budget was set at \$720,000 for the year. In Quarter One it is \$321,905, and is trending downwards.

Nova Scotia Power Corporation actual is higher than budget, and is set by the province.

Tax certificates are over budget which is to be expected with a higher than expected deed transfer tax.

Licenses and Permits are over 50% of budget, main contributor is building permit revenue at 47% of budget for the year already.

Return on investments are at almost 60% of budget. This is due to the interest rate continuing to increase and fully utilizing our Investment Policy.

Queens Place revenue stands at 39% of the total budget for the year due to higher than budget ice rentals and fitness memberships.

Included in Miscellaneous revenue is an unsightly claim moved from being posted as an expense to forming a lien on the property, thus no longer being an expense to the Region, but to the assessed owner.

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

Taxation - Reduced Taxes is our low-income tax rebate. Prior year Quarter One rebates were \$76,091.71, and currently \$86,876 in rebates have been processed this year.

Other - Includes \$38,000 paid to Queens County Transit, \$14,339 installment for CAO search and \$7,848 on evaluation for lift station capacity.

Section 10 - Protective Services

Fire fighting force more than 25% because grants are paid 50% in the first installment.

Fire station building expense is much higher as a percentage as over \$30,000 spent on new heaters and repairs.

Section 11 – Transportation Services

Works garage has seen many updates including electrical, insulating, heating, washrooms and making use of space for offices to accommodate the new EPW positions approved by Council.

Staff training - 40 staff took a course on Defensive Driving.

Section 12 – Environmental Health Services

Sewage Collection treatment and disposal administration is insurance cost.

The purchase of two unbudgeted pumps cost over \$26,000.

Section 14 - Environmental Development Services

Environmental Planning and zoning administration is under budget due to vacant staffing positions.

Section 15 – Recreation and Cultural Services

Parks and Playgrounds includes purchase of 2017 Subaru for \$26,000 and a 2023 Gator Dump Trailer for \$18,800.

Section 16 – Fiscal Services

Budgeted transfers from reserve: Sidewalk Reserve, First Responders, Landfill Equipment, General Equipment, and 2nd generation Landfill.

Hillview Acres

New revenue line added for non resident associated funding.

Recruitment and Retention bonuses of \$114,000 included in Salaries and Benefits and in Other Funding Sources.

Utility

Depreciation fund interest in GIC.

Deputy Mayor Fancy asked about the change to recycling bags and if there would be a cost associated. Mr. Grant stated the province announced the way in dealing with PPE going forward but no specifics at this time. The two bag system will most likely come from the recyclers and not the province where waste is disposed of.

8.4 Security Cameras – Playpark

Councillor Charlton stated there have been a few issues with vandalism at the splash pad. The accessible washroom was recently placed and is locked. Mr. Grant noted there have been issues at the skatepark as well.

Councillor Charlton further stated she feels there should be additional steps taken, not just the installation of cameras, but to have staff investigate and bring recommendations back at the next Council meeting in September.

Joanne Veinotte, Director of Corporate Services, stated this issue has been raised previously. During budget discussions, \$20,000 was included in IT for cameras at QPEC. The first time graffiti was discussed the IT Manager was approached and he was investigating options to increasing the number of cameras. If Council wishes, we can expand it to include putting in cameras that are closer to the skatepark and splash pad. She cautioned that having the vandalism and graffiti stopping if there are cameras place may not work, but it will be a tool for our police agencies. We can investigate into more high definition cameras in those areas to provide better picture quality, but will cost significantly more than \$20,000.

Councillor Brown raised concerns around illegal dumping and having cameras installed at garbage boxes included in this request. Mayor Norman stated this issue is more complex and will be discussed and reviewed at a later date.

Councillors agreed to staff investigating and bringing a recommendation back at the next council meeting on the cost and timeframe to have cameras installed on the exterior of Queens Place Emera Center.

9.0 In-Camera Items

It was moved by Councillor Gidney and seconded by Councillor Hawkes that the proceedings go In-Camera at 10:00 a.m. to discuss the following:

- 9.1 Contract Negotiations
- 9.2 Contract Negotiations
- 9.3 Personnel
- 9.4 Personnel

MOTION CARRIED unanimously.

Mayor Norman announced a 5 minute break at 10:00 a.m.

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

MOTION CARRIED unanimously.

- 8.2 Graffiti on Region Property (continued)

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

THAT Council of Region of Queens Municipality request staff to cover over graffiti that has been placed on the breakwater and rocks on PID #70228606 and located off Burgess Road in South West Port Mouton, at an estimated cost of \$5,000, which is an unbudgeted expense.

MOTION CARRIED unanimously.

10.0 Adjournment

The meeting adjourned at 12:13 p.m.

Mayor Darlene Norman, Chair

Adam Grant, Acting Chief Administrative Officer

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

**Region of Queens Municipality Public Hearing
Amend Land Use Bylaw – Rezoning Lawrence Street
In Liverpool
Tuesday, August 8, 2023
Council Chambers, 249 White Point Road, Liverpool
9:00 a.m.**

Minutes

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

Absent: Councillor Kevin Muise

Members of Staff: Adam Grant, Acting CAO
Mike MacLeod, Director of Planning & Development
Heather Cook, Communications & Engagement Coord.

Members of the Public: 3

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 the intent to amend the Land Use Bylaw to change the zoning of PID#s 70027982, 70040423, 70017983 and 70028477 to Multiple Unit Residential (RM).

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

Mike MacLeod, Director of Planning and Development, stated in November 2022 Council approved entering into a purchase and sale agreement to sell four parcels of Municipal land on Lawrence Street and Amherst Street to private developers to construct multiple unit housing.

The properties are zoned as Lower Density Residential (RL) under the Land Use Bylaw and have a future land use designation of Serviced Residential (RES) under the Municipal Planning Strategy.

The use being proposed, a multiple unit residential housing project, for the properties is not permitted in the RL Zone but the opportunity for consideration of the proposed use would be through amendments to the Land Use Bylaw to change the zoning to Multiple Unit Residential (RM).

Council has established, through policy, a number of evaluation criteria under Policy 6-21 when looking at proposed amendments to the Land Use Bylaw, which was included with the staff report.

The Municipal Planning Strategy identifies a set of sustainable planning values respecting housing.

Some considerations include:

- Total lot area for the four lots is approximately 2.6 acres.
- Proposed 26 unit residential development.
- Significant demand for new residential housing options in Queens.
- Mix of residential densities in immediate area.
- Access to Municipal sewer and water services.
- Lots have frontage on Lawrence Street, Amherst Street and Queens Street Extension, all of which are municipally owned.

Staff have reviewed the application and are of the opinion that the proposed amendments are reasonable and in line with Council's vision, goals and policy respecting residential development.

The Planning Advisory Committee met on June 19, 2023 to review the application and are in favour of rezoning the subject properties from Lower Density Residential (RL) to Multiple Unit Residential (RM). The members of the Committee recognize the importance and need for new residential housing units in the area.

Mayor Norman thanked the developers for undertaking this project.

B. Adjournment

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

Mayor Darlene Norman, Chair

Adam Grant, Acting Chief Administrative Officer

Date Approved: _____

**Region of Queens Municipality Special Council
Thursday, August 24, 2023, 5:30 p.m. Council Chambers**

Minutes

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

Regrets: Councillor Kevin Muise

1.0 Call to Order

Mayor Norman called the meeting to order at 5:30 p.m.

2.0 Approval of Agenda

It was moved by Councillor Brown and seconded by Councillor Hawkes that the Agenda be approved as presented.

MOTION CARRIED unanimously.

3.0 In Camera

It was moved by Councillor Brown and seconded by Councillor Gidney that proceedings go In-Camera at 5:31 p.m. to discuss the following:

3.1 Personnel

MOTION CARRIED unanimously.

It was moved by Councillor Gidney and seconded by Councillor Amirault that proceedings exit In-Camera at 6:20 p.m.

MOTION CARRIED unanimously.

4.0 Adjournment

Meeting was adjourned at 6:20 p.m.

Mayor Darlene Norman, Chair

Christine Watson, Administrative Assistant – Planning & Development

Date Approved: _____

Region of Queens Municipality Staff Report

7.1

To: Council

From: Stephanie Sereda, Community Development Coordinator

Date: September 12, 2023

Re: Community Investment Fund 2023-2024

Background

The Community Investment Fund (CIF) is currently in its fourth 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.

The deadline for operational funding was January 31, 2023, and 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;

South Shore Multicultural Association

Request: \$3,000 – Events

South Shore Multicultural Association's request is for assistance with hosting a two-day event to commemorate National Day of Truth and Reconciliation (September 30, 2023) and Treaty Day (October 1, 2023). The total eligible expenses for the event festivities are \$24,000. The recommendation is to fund the amount as requested. 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

This report is seeking approval to expend money from Community Investment Fund budget line. All funding will be distributed as per guidelines set out in Operational Policy 11 – Community Investment Fund.

Recommendation

That the Council of Region of Queens Municipality provide grant funding to the South Shore Multicultural Association in the amount of \$3,000.00 from the 2023-2024 Community Investment Fund.

Communications

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

Region of Queens Municipality Staff Report

7.2

To: Council

From: Joanne Veinotte, Director of Corporate Services
Mallory Plummer, Manager of Finance

Date: September 12, 2023

Re: Audited Financial Statement Fiscal 2022-2023

Background


Auditors perform necessary procedures to obtain audit evidence to be used in evaluating the appropriateness of accounting policy, the reasonableness of accounting estimates made by management, as well as the overall presentation of the consolidated financial statements.

On August 7, 2023, Gloria Banks, Principal from Grant Thornton presented the audited financial statements to the Audit and Internal Control Committee. The statements were thoroughly reviewed by committee members and the committee recommended they be adopted by Council. This Committee currently consist of two members of Council and three independent members of the public.

Applicable Legislation

Section 42 of the *Municipal Government Act* (MGA) states

- (1) The council shall appoint a municipal auditor who is registered pursuant to this Act to be the auditor for the municipality.

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- (2) The auditor shall report to the council on the accounts and funds (a) administered by the council; and (b) where the control is apparent or implied in the council.
 - (3) The auditor's report shall contain the information, and be in the form, required pursuant to this Act.
 - (4) The auditor's report shall be filed with the council and the Minister by September 30 in each year.
 - (5) The auditor shall report, to the council and to the Minister, any management letters and any communication from the auditor detailing weaknesses in internal control, deficiencies in management information systems or other areas requiring improvement.
 - (6) The financial statements of a municipality, as reported on by the auditor, shall set out the remuneration paid to each council member and the chief administrative officer.
 - (6A) The auditor shall certify reports to the council and to the Minister if required by the regulations.
 - (7) No person shall be appointed as auditor who, at any time during the fiscal year in which the auditor is appointed, is or has been (a) a council member; (b) a contractor hired by the municipality; or (c) an employee of the municipality, except that an auditor may be reappointed as auditor.

Details

Financial Statement Review – Fiscal 2022-2023

Consolidated statements are a combination of the statements of all the separate funds.

For review purposes, the non consolidated statements will be analyzed as they provide more useful information for Council purposes. These numbers feed directly to the consolidation, therefore, this process provides a review of the consolidated numbers also.

Analysis:

B2 – Statement of Financial Position – Operating Fund



Cash and Cash Equivalents include the GIC's as they are all redeemable within less than 12 months or on demand.

Valuation Allowance for Doubtful Accounts – there is a zero balance as the uncollectible accounts were removed this year with permission from Council as there was no chance of recovery. Current collection policy is designed to prevent this from occurring in future.

Payables and Accruals are higher mainly due to trade payables increase of \$400,000. Large invoices for capital jobs submitted close to year end.

Deferred Revenue increase due to Sustainability Growth Fund payment at year end of \$763,000 to be utilized for infrastructure investment in fiscal 23/24.

Due to Special Operating Fund contains the surplus transfer and that was less than prior year transfer of \$3.4M.

B3 – Statement of Financial Position – Capital Fund


Asset Retirement Obligations are part of this statement. The ARO asset value is part of the Tangible Capital Asset line. This is broken out on page B4. There is also a new liability recorded – Asset Retirement Obligation. These changes were made to the prior year also – that is why you see a balance here for both years.

Landfill Liability has also been calculated using the Asset Retirement Obligation Method.

Our landfill liability is \$14,444,980 and the reserve balance is \$5,932,812.

B3 – Statement of Financial Activities and Changes in Fund Balance

The compactor rebuild was funded from the Landfill Equipment reserve, hence the \$1.1M transfer.



There are new accounts here due to the Asset Retirement Obligation changes. The accretion expense is broken out into Landfill and Other, as is the amortization for the Asset Retirement Obligation. Then there is amortization calculated on TCA's as normal.

Principal payment are higher than last year due to the balloon payment on debenture 27.

B5 – Statement of Operations

Section 1 – TAXES: Deed transfer tax exceeded the budgeted amount by \$505,560. When budgeted, staff used a conservative number of their best estimate.

Recovered taxes is \$40,500 less than budgeted which is a result of less properties sold than expected at tax sales. Title searches submitted to the lawyer resulted in more than half coming back with title issues that needed to be resolved before the Region was able to take to tax sale.


Nova Scotia Power Corporation payment was \$87,169 higher than budgeted. We are unaware of what this amount will be until its received, budget based on the amount received in the prior fiscal year.

Section 2 - GRANTS IN LEIU: Decided by Federal and Provincial Governments based on the schedules of properties provided by Region of Queens Finance Staff.

Section 3 – SERVICES PROVIDED TO OTHER GOVERNMENTS: Only a 2% increase from budgeted amount to actual.

Section 4 – SALES OF SERVICES: The 6% increase is related to Mixed and sorted C&D for those outside of Queens being over budget by \$33,000. Metal sales were \$7,000 more than budgeted.

Section 5 - REVENUE FROM OTHER SOURCES: Return on investments is higher (\$139,000 than budget) due to continued increases in prime rate. Cash deposits have now been invested in GIC's per strategy approved by the Audit and Internal Control Committee. The operational cash is being managed weekly to



maximize the incremental interest. It is only interest on operational cash that is included in the operations budget. Other interest revenue earned is allocated to the respective reserve from which the GIC was funded.

Queens Place Ice Rental and Fitness Memberships totaled \$107,000 more than budget, the result of a full year with minimal covid restrictions.

Miscellaneous revenue increase is due to non-budgeted items such as the Murphy Donation of which \$188,800 was brought into revenue and expensed in Section 15. We received \$5,500 from TIANS for VIC staff funding which was unbudgeted as well as an additional \$6,000 in recreation revenue.

Section 6 – UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS: received \$700 more than budgeted for the farm property. Municipal Grants Act payments came in as budgeted at \$1,217,234.

Section 7 – CONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS: \$50,000 more than budgeted was able to be claimed from the Safe Restart Funding, other amounts above budget come from funding from various projects that were completed during the year. It was hard to budget for these with supply availability issues and shortages of staff.

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 are as follows:

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

RQM Contribution to playground from CIF - Previous budget year \$111,773

Comfort Centers – Unbudgeted \$4,850

Post Closure Report- \$121,719

LDBC Lease Commission- \$93,750

Pension Surplus from prior year- \$336,000

Broadband funding- \$175,000

Pine Grove transfer- \$25,000

Fire Department loan payments- \$173,611

Garika & Veinot Land sales- Unbudgeted \$98,000

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

Section 9 - GENERAL GOVERNMENT SERVICES

Mayor & Council wages- under budget as COLA was used for budget in error
Bank Charges - Over as credit card charges for Queens Place are in this account. Next year these will be allocated to QP.

Low-income tax rebate additional rebates of \$13,268 distributed

Tax sale costs appear higher, but this is a timing difference. We will recover most of the title search costs upon the tax sale in Fall of 2023.

Council audio was not completed before March 31, 2023 therefore no costs related to this are here.

Vault Access project not completed due to lack of staffing in EPW.

There was substantial savings of \$160,000 on the ARO report.

The valuation allowance only expensed \$1,300 compared to the \$105,000 budgeted. There has been a significant decrease to Region of Queens taxes receivable from outstanding properties being sold at tax sale to payment arrangements implemented and maintained.

Section 10 –PROTECTIVE SERVICES

It was expected to have two full time building inspectors for the entire year, however due to recruitment issues the second building inspector did not start until September 2022 which resulted in \$24,000 less paid in wages.

Unightly premise cost accrual was \$29,000 on a demolition. In F2023, when complete, the amount will be transferred to tax account relating to the AAN and will appear as a lien on the property.

There was one loan payment less than budget which saved \$26,482.


The Fire station building required radiator repairs along with increased fuel costs put it over budget by \$13,000.

Section 11 – TRANSPORTATION SERVICES

EPW Wages under budget by \$52,417 due to employee shortage.

Equipment operations over by \$160,666 which comes from: oil (\$8,449) gasoline (\$6,954), diesel (\$45,345) and repairs all over budget. Loader repairs \$19,000 spent in pistons and sleeves alone. This equipment is over twenty years old.

Small equipment maintenance includes a \$5,000 scissor lift circuit board and \$13,000 front axle on the 2012 Trackless as largest contributors to overage.



Roads and streets under budget by \$56,277 which is a combination of sidewalks material and snow removal salt.

Airport is over as insurance was not budgeted. During budget process last year, it was expected that the airport would be sold. Also the purchase of a hangar at \$25,000 was an unbudgeted expense.

Section 12 – ENVIRONMENTAL HEALTH SERVICES

Sewage collection and disposal costs were over budget by \$68,031 which includes overage of electricity (\$25,505), sewer materials (\$7,456), gate install (\$18,199)

Garbage and waste collection fuel surcharge paid was over \$44,000 which was over budget.

There were position vacancies at the Recycling Facility which resulted in wages being \$112,863 under budget.

Section 14 - ENVIRONMENTAL DEVELOPMENT SERVICES

Administration is under due to inability to fill staffing positions that were included in budget.

Other planning was over budget as accessibility projects were completed. This corresponds to the over budget for Conditional Transfers from Section 7.

Tourism and economic development under due to inability to fill staffing positions that were included in budget and the wayfaring project costing less than anticipated.

Section 15 – RECREATION AND CULTURAL SERVICES


Both Milton and North Queens pools were under budget, due to inability to fill staffing positions.

Beach Meadows Beach Maintenance of boardwalks and grading not complete due to staff shortages.

Astor Theatre repairs not completed as budgeted for due to staffing issues.

Tractor purchased (\$33,000) in October to support operations and is funded by operations.

The unbudgeted grant payment to the Liverpool Curling Club shows an increase in Sundry Revenue and an Increase to community grants expense.



Queens Place Emera Centre Revenue for the year was \$503,257, an increase of \$114,540 from the prior fiscal year. Expenses totaled \$1,348,869 therefore Queens Place Emera Centre has a deficit of \$841,612.

Section 16 – FISCAL SERVICES

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

Region of Queens Operating Fund had a surplus of \$1,669,497 for fiscal year ended March 31, 2023.

Queens Place Emera Centre

Revenue; \$503,257 - \$106,000 or 27% over budget

Expenses: \$1,348,870 - \$36,200 under budget(staffing)

Annual loss: \$845,613

Budget loss: \$988,323

B12 - Hillsview Acres


Funding from emergency repair and capital projects included in revenue. This is expensed under Expenditure Other. A new revenue account has been added for the coming fiscal year to separate these sources of revenue.

B13 – Statement of Operations and Surplus - Water Utility

The deficit of \$88,488 came from increased cost of supply, particularly chemicals and a write off of pipe and fixture inventory at year end of \$31,000.

Administration office supplies, contracting services and insurance were all slightly over budget.

Metered sales were under budget by \$23,196 whereas other revenue was over budget by \$7,280. The other revenue increase is due to connection fee revenue not budgeted for.



Interest revenue over budget by almost \$30,000 due to initiation of investment policy and increased interest rates.

B14 – Statement of Financial Position – Water Utility

Cash and cash Equivalents are down because of balloon payment on debt.

Debenture associated with the building of the Water Treatment Plant is now paid in full.

The GIC is separated for UARB.

B17 - Statement of Financial Position – Operating Reserve

Short Term Investments (GICs) are broken out on this statement.
Significant Receivable to Special Operating Reserve is the surplus transfer.

B17 – Statement of Financial Activity and Change in Fund Balance

Significant difference in Annual Surplus is caused by Interest revenue increase in current year and previous year increased surplus, gas tax revenue and sewer reserve reimbursement.

Recommendation

THAT Council of Region of Queens Municipality adopt the Audited Financial Statements for the fiscal year ended March 31, 2023.

Communications

Upon adoption, the financial statements shall be filed with the Province of Nova Scotia, posted on our website, and a summary press release issued.

REGION OF QUEENS MUNICIPALITY
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MARCH 31, 2023

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REGION OF QUEENS MUNICIPALITY
CONSOLIDATED FINANCIAL STATEMENTS
March 31, 2023

REGION OF QUEENS MUNICIPALITY

A

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MARCH 31, 2023

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March 31, 2023

Management's Responsibility for the Consolidated Financial Statements

The consolidated financial statements have been prepared by management in accordance with public sector accounting standards, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the consolidated financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the consolidated financial statements. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of the financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. The internal controls are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements.

Council is responsible for ensuring that management fulfills its responsibility for financial reporting and internal controls, and exercises these responsibilities through the Audit Committee. Council reviews internal financial statements on a regular basis and externally audited financial statements annually. The Audit Committee also discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The external auditors, Grant Thornton LLP, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the consolidated financial statements. The external auditors have full and free access to financial management of Region of Queens Municipality and meet when required. The accompanying Independent Auditors Report outlines their responsibilities, the scope of their examination and their opinion on the consolidated financial statements.

On behalf of Region of Queens Municipality

Joanne Veinotte, CPA, CGA
Director of Corporate Services

Mike MacLeod
Acting Chief Administrative Officer

REGION OF QUEENS MUNICIPALITY
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED March 31, 2023

A4

	2023	2022 (Restated Note 2)
Financial Assets		
Cash and Cash Equivalents	\$ 8,091,381	\$ 28,382,352
Investments (Note 3)	22,858,741	-
Receivables (Note 4)		
Taxes net of Valuation Allowance	497,724	486,703
Sewer Rates	152,345	147,854
Water Rates	89,314	63,205
Due from Federal Government and its agencies	215,330	200,137
Due from Provincial Government and its agencies	52,805	143,323
Due from Other Local Governments	2,815	14,782
Pension Asset	209,870	541,347
Other Receivables	617,850	407,619
	<u>1,838,053</u>	<u>2,004,969</u>
Loans Receivable (Note 5)	119,583	174,749
	<u>32,907,758</u>	<u>30,562,070</u>
Liabilities		
Payables and Accruals (Note 6)	1,638,595	1,237,885
Deferred Revenue	1,780,868	714,130
Customer Deposits	379,901	356,610
Long Term Debt (Note 7)	3,667,253	4,342,996
Tax Sale Surplus (Note 8)	1,664,791	1,333,737
Asset Retirement Obligations - Building and Other Assets (Note 2)	544,426	529,341
Asset Retirement Obligations - Landfill (Note 2)	14,444,980	14,050,170
	<u>24,120,813</u>	<u>22,564,870</u>
Net Financial Assets	<u>8,786,945</u>	<u>7,997,200</u>
Non Financial Assets		
Tangible Capital Assets - General (Note 11)	55,352,492	55,768,555
Tangible Capital Assets - Water (Note 11)	6,839,152	6,461,015
	<u>62,191,644</u>	<u>62,229,571</u>
Inventory of Supplies	113,908	185,486
Prepaid Expenses	284,761	118,959
Net Non Financial Assets	<u>62,590,313</u>	<u>62,534,016</u>
Accumulated Surplus	<u>\$ 71,377,258</u>	<u>\$ 70,531,217</u>
Commitments (Note 12)		

See accompanying notes to the consolidated financial statements.

ON BEHALF OF REGION OF QUEENS MUNICIPALITY

Mayor

Municipal Clerk

REGION OF QUEENS MUNICIPALITY
 CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
 FOR THE YEAR ENDED March 31, 2023

A5

	2023		2022
	BUDGET	ACTUAL	ACTUAL (Restated Note 2)
REVENUE			
Taxation	\$ 12,145,938	\$ 12,618,776	\$ 12,545,368
Sales of Services	789,758	831,654	875,391
Water Rates	604,715	614,772	524,108
Water for Fire Protection	196,427	196,427	196,366
Government Transfers	1,314,026	1,469,827	2,662,364
Grants In Lieu of Taxes	316,607	293,371	313,884
Services Provided to Other Governments	2,153,196	2,561,368	2,448,893
Other Revenue from Own Sources	1,016,139	2,467,417	1,378,846
Public Health	1,434,506	1,772,476	1,507,204
Government Transfers Capital Contribution	-	695,617	1,379,408
Gain on Sale of Property	-	97,000	-
	<u>19,971,310</u>	<u>23,618,705</u>	<u>23,831,833</u>
EXPENDITURE			
General government services	2,810,747	2,822,312 ✓	2,405,416
Protective services	4,056,128	4,019,707 ✓	3,776,934
Transportation services	3,150,683	3,196,626 ✓	2,768,759
Environmental health services	5,038,573	5,500,319 ✓	5,675,664
Public health	1,500,417	1,802,449 ✓	1,438,373
Environmental development services	1,642,406	1,697,164 ✓	1,688,279
Recreational and cultural services	2,707,830	2,873,196 ✓	2,372,719
Water Treatment and Distribution	780,681	860,891 ✓	716,035
	<u>21,687,464</u>	<u>22,772,663</u>	<u>20,842,179</u>
EXCESS REVENUE OVER EXPENDITURES	\$ (1,716,154)	\$ 846,042	\$ 2,989,653
Accumulated Surplus, beginning of the year as previously reported		\$ 70,531,217	\$ 72,415,621
Prior Period Adjustment (Note 2)		\$ -	\$ (4,874,059)
Accumulated Surplus, beginning of the year as restated		<u>\$ 70,531,217</u>	<u>\$ 67,541,562</u>
Annual Surplus		\$ 846,042	\$ 2,989,653
Ending Accumulated Surplus, as restated		<u>\$ 71,377,258</u>	<u>\$ 70,531,217</u>

ON BEHALF OF REGION OF QUEENS MUNICIPALITY

 Mayor

 Municipal Clerk

REGION OF QUEENS MUNICIPALITY
 CONSOLIDATED STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED March 31, 2023

	<u>2023</u>	<u>2022</u> (Restated Note 2)
Increase (decrease) in Cash and Cash equivalents		
<i>Operating Activities:</i>		
Net Surplus (deficit)	\$ 846,042	\$ 2,989,653
Amortization - General	2,650,081	2,107,474
Amortization - Water	112,275	108,585
Loss (gain) on Disposal of Capital Assets, Net	(97,000)	-
Accretion Expense - Landfill	394,810	384,019
Accretion Expense - Other	15,085	14,468
	<u>3,921,291</u>	<u>5,604,199</u>
Receivables - Taxes, Rates and Other	(164,561)	12,064
Pension Asset	331,477	(252,365)
Payables, Accruals and Other Liabilities	400,710	419,655
Deferred Revenue	1,066,738	165,662
Inventory of Supplies	73,035	(49,295)
Change in Tax Sale Surplus	331,054	746,630
Customer Deposits	23,291	30,007
Prepaid Expenses	(167,258)	(15,512)
	<u>5,815,776</u>	<u>6,661,045</u>
<i>Capital Activities:</i>		
Acquisition of Tangible Capital Assets - General	(2,235,018)	(1,090,630)
Tangible Capital Asset Adjustment	-	(5,965)
Acquisition of Tangible Capital Assets - Water	(490,411)	(314,923)
Proceeds on sale of Tangible Capital Assets	98,000	-
	<u>(2,627,429)</u>	<u>(1,411,518)</u>
<i>Investing Activities:</i>		
Loans Receivable (net)	55,166	50,966
Investment purchases	(22,858,741)	-
	<u>(22,803,575)</u>	<u>50,966</u>
<i>Financing Activities:</i>		
Issuance of Long Term Debt	-	507,757
Debt Principal Repayment	(675,743)	(418,271)
	<u>(675,743)</u>	<u>89,486</u>
Net Change in cash and cash equivalents	<u>(20,290,970)</u>	<u>5,389,979</u>
Cash and Cash equivalents		
Beginning of Year (restated)	<u>28,382,352</u>	<u>22,992,373</u>
End of Year	<u>\$ 8,091,382</u>	<u>\$ 28,382,352</u>

ON BEHALF OF REGION OF QUEENS MUNICIPALITY

 Mayor

 Municipal Clerk

REGION OF QUEENS MUNICIPALITY
 CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
 FOR THE YEAR ENDED March 31, 2023

A7

	2023		2022
	BUDGET	ACTUAL	(Restated Note 2)
Annual Surplus	\$ (1,716,154)	\$ 846,042	\$ 2,989,653
Changes in Tangible Capital Assets			
Acquisition of Tangible Capital Assets - General	(2,476,130)	(2,235,018)	(1,090,630)
Acquisition of Tangible Capital Assets - Water	(40,000)	(490,411)	(314,923)
Tangible Capital Asset Adjustment	-	-	(5,965)
Disposal of Capital Assets	-	1,000	-
Accretion Expense Asset Retirement Obligation	-	-	398,487
Amortization of Tangible Capital Assets - General	2,650,081	2,650,081	2,107,474
Amortization of Tangible Capital Assets - Water	109,961	112,275	108,585
	<u>143,912</u>	<u>37,926</u>	<u>1,203,027</u>
Changes in other Non Financial Assets			
Inventory of Supplies	-	73,036	(49,296)
Prepaid Expenses	-	(167,258)	(15,512)
	<u>-</u>	<u>(94,222)</u>	<u>(64,808)</u>
Change in Net Financial Assets	<u>(1,572,243)</u>	<u>789,745</u>	<u>4,127,873</u>
Net Financial Assets - Beginning of Year, as previously stated		7,997,200	14,483,296
Asset Retirement Prior Period Adjustment (Note 2)		-	(10,613,968)
Net Financial Assets, as restated		<u>7,997,200</u>	<u>3,869,328</u>
Net Financial Assets - End of Year	\$ <u>(1,572,243)</u>	\$ <u>8,786,946</u>	\$ <u>7,997,200</u>

ON BEHALF OF REGION OF QUEENS MUNICIPALITY

 Mayor

 Municipal Clerk

MARCH 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

These consolidated financial statements are the responsibility of management and have been prepared in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board and conform to the accounting principles prescribed for Nova Scotia municipalities by the Department of Municipal Affairs and for water utilities by the Nova Scotia Utility and Review Board. Region of Queens Municipality is a municipality in the Province of Nova Scotia and operates under the provisions of the Nova Scotia Municipal Government Act.

Basis of Consolidation

The consolidated financial statements include the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all operations accountable to the Municipality for the administration of their affairs and resources which are owned or controlled by the Municipality. Interdepartmental transactions and balances are eliminated. Funds included in the financial statements are: general operating fund, general capital fund, water operating, water capital, Hillsview Acres, Queen's Place Emera Centre, and the operating, capital and equipment reserve funds.

The assets, liabilities, taxation and other revenues and expenses with respect to the operations of the South Shore Regional Centre for Education and the Western Regional Housing Authority are not reflected in these consolidated financial statements as they are provincial government entities. The Municipality's contributions to these entities are recorded in the consolidated statement of operations as expenses.

Budget Figures

The budget figures contained in these financial statements were approved by Council on March 22, 2022 in its original fiscal plan; they also include budgets prepared and approved by controlled entities and are adjusted for amortization in accordance with Public Sector requirements. Note 17 outlines the original fiscal plan and the adjustments made to come to the budget figures shown in these financial statements.

Cash and Cash Equivalents

Cash and Cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

Investments

Guaranteed Income Certificates, both redeemable and non-redeemable with the non-redemption maturity period being no longer than 12 months. All investments are made in compliance with Policy 18 – Investments and valued at cost plus accrued interest.

Financial Instruments

Initial measurement

Financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred. Financial instruments consist of receivables, receivables from Province of Nova Scotia and federal government, bank indebtedness, and payables.

Subsequent measurement

At each reporting date, the Municipality measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for investments, which must be measured at fair value. The Municipality uses the effective interest rate method to amortize any premiums, discounts, transaction fees and financing fees to the statement of operations. The financial instruments measured at amortized cost are bank indebtedness, receivables, payables and accruals, and loans payable.

MARCH 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

For financial assets measured at cost or amortized cost, the Municipality regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Municipality determines there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

Unless otherwise noted, it is management's opinion that the Municipality is not exposed to significant interest or credit risk arising from financial instruments.

Inventory of Supplies

The inventory of supplies held for consumption is recorded at the lower of cost or replacement cost.

Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset, less accumulated amortization value. Donated assets are capitalized and recorded at their estimated fair value upon acquisition. The threshold for each category represents the minimum cost an individual asset must have before it is to be recorded as a tangible capital asset on the statement of financial position. Tangible capital asset additions not meeting the threshold of \$50,000 per year are expensed in the year of acquisition.

Amortization

Amortization of tangible capital assets, other than amortization on those forming part of the regulated Water Utility, is recorded in the statement of operations on a straight line basis over an asset's useful life.

Amortization of tangible capital assets of the Water Utility is recorded on a straight line basis over their estimated useful lives as prescribed by the Nova Scotia Utility and Review Board. An amount of cash equal to the amortization expense of the Water Utility is transferred to a special water capital bank account which is used to help fund replacement of existing Water Utility plant and equipment or, on approval by the Nova Scotia Utility and Review Board, to repay the principal of capital debt. No amortization is recorded in the years of acquisition or disposal.

The following table outlines an asset's estimated useful life:

	Years
Land Improvements	20
Buildings and engineered structures	40
Building Improvements	20
Outdoor swimming pools	25
Heavy Equipment	15
Operating Equipment	12
Vehicles	5
Office and Information Technology-system development packaged system	10
Computer Hardware and Software	5
Office Furniture and Equipment	10
Streets/Roads	30
Sidewalks	25
Illumination Structures	15-25
Bridges/Railings-construction	50
Bridges/Railings-upgrades	15
Storm Water Conveyance Structures	35
Airport-runways	30
Airports-navigational aids	15
Sewer Infrastructure	50

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standard;
- iii. the Municipality is directly responsible or accepts responsibility; and
- iv. a reasonable estimate of the amount can be made.

Management has reviewed potential sites where a material liability may exist and has concluded there is no known material liability at this time.

Asset Retirement Obligation

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- a) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- b) The past transaction or event giving rise to the liability has occurred;
- c) It is expected that future economic benefits will be given up; and
- d) A reasonable estimate of the amount can be made.

The liability for closure of operational sites and post-closure care relating to landfill sites has been recognized based on estimated future expenses. An additional liability for the removal of asbestos, lead paint in five of the buildings owned by the Municipality and one potentially contaminated fuel site has also been recognized based on estimated future expenses on closure of the site and post-closure care. Under the modified retrospective method, the discount rate and assumptions used on initial recognition are those as of the date of adoption of the standard. Assumptions used in the subsequent calculations are revised yearly.

The liability is discounted using a present value calculation and adjusted yearly for accretion expense. The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets. The landfill capital asset is being amortized using the units of production method, while the buildings capital assets affected by the asbestos, lead and fuel contamination liability are being amortized with the building following the depreciation accounting policy:

Non financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Solid Waste Management Facility Liability

The Municipality accrues landfill closure and post-closure care requirements that include final covering and landscaping, ongoing environmental monitoring, site inspection and maintenance. The liability is accrued based on the remaining useful life. The reported liability is based on estimates and assumptions using the best information available to management. Future events may result in significant changes to the estimated expenses, total capacity and the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable. The change in the liability at each reporting period is charged as an expense.

Valuation Allowance

Uncollected Taxes and Rates

MARCH 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Region of Queens Municipality provides a valuation allowance for 100% of the value of taxes outstanding for real properties identified as invalid assessments, owner unknown properties, properties whose titles cannot be certified for tax sale and properties not sold at tax sale. The allowance also contains accounts more than three years in arrears.

In the Water Utility, the valuation allowance is provided for estimated losses for outstanding water receivables.

Other Receivables

The Region provides a valuation allowance for all receivables other than taxes and rates that are determined to be uncollectible.

Deferred Revenue

Deferred revenue represents user charges and other fees that have been collected, for which the related services have yet to be performed. These amounts are recognized as revenue in the fiscal year the services are performed. Region of Queens Municipality received Safe Restart funding from the Province of Nova Scotia in the amount of \$590,735. Amounts remaining unspent at March 31, 2023 of \$287,395 have been included in Deferred Revenue.

Government Transfers

Government transfers are recognized in the period in which events giving rise to the transfer occur, providing the transfers are authorized, eligibility criteria have been met and reasonable estimates of the amounts can be made.

Taxation and Related Revenues

Property tax billings are prepared by the Municipality based on assessment rolls issued by the Property Valuation Services Corporation. Tax rates are established annually by Council, incorporating amounts to be raised for local services. Taxation revenues are recorded at the time they are levied and the tax billings are due. Assessments and the related property taxes are subject to appeal with any resulting tax adjustments being recorded when the results of the appeal process are known.

User Fee Revenue

Sales of service and other user fee revenue are recognized on an accrual basis. Charges for water usage are recorded as Water rates. Charges for sewer usage are recorded in Taxation.

Post-employment Future Benefits

Employees of the Municipality participate in the Nova Scotia Public Service Superannuation Plan (NSPSSP), a contributory pension plan administered by Pension Services Superannuation Plan Trustee Incorporated, which provides pension benefits based on length of service and earnings. The Municipality is not obligated for any unfunded liability, nor is the Municipality entitled to any surplus that may arise in the NSPSSP. Employer contributions are recognized as an expense in the period. The Nova Scotia Public Sector Superannuation Plan is a Multiemployer defined benefit plan for accounting purposes and as such is accounted for as a defined contribution plan by the Municipality.

Use of Estimates

The preparation of financial statements in conformity with public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating provisions for valuation allowances, accrued liabilities, asset retirement obligations and in performing actuarial valuations of employee future benefits. Actual results could differ from these estimates.

MARCH 31, 2023

2. CHANGE IN ACCOUNTING POLICY

PS 3450 – Financial Instruments and PS 2601 – Foreign Currency Translation:

On April 1, 2022, Region of Queens Municipality adopted Public Accounting Standards PS 3450 – Financial Instruments and PS 2601 – Foreign Currency Translation. The standards were adopted prospectively from the date of adoption. The new standards provide for the recognition, measurement, presentation and disclosure of financial instruments and foreign currency transactions.

Under PS 3450, all financial instruments, including derivatives, are included on the statement of financial position and are measured either at fair value or amortized cost based on the characteristics of the instrument and the Organization's accounting policy choices (see Note 1 – Significant Accounting Policies). There are no adjustments to financial statements as a result of this policy.

PS 3280 – Asset Retirement Obligations:

Region of Queens Municipality removed the landfill liability that has been recognized to date and recognized an asset retirement obligation upon adoption of PS3280 on April 1, 2021, using the modified retrospective method. The liability represents the required closure and post-closure costs for the Solid Waste Facility site owned and operated by Region of Queens Municipality. The liability was measured as of 2006, when the site became active. The discount rate used to calculate the obligation was 2.81% per annum.

On April 1, 2021 Region of Queens Municipality recognized an additional asset retirement obligation related to five buildings owned by the Region. Buildings at high risk for the presence of lead paint and asbestos carry with them a regulatory obligation for remediation and therefore an asset retirement obligation exists. Building useful life calculations are based on forty years.

In accordance with the provisions of this new standard, the financial statements reflect the following adjustments at April 1, 2021:

Landfill Obligation:

A decrease of \$3,965,543 to Landfill Liability to remove the liability recognized to date because 3270 was withdrawn under the old standard, and an accompanying increase of \$3,965,543 to opening Accumulated Surplus.

An increase of \$9,018,116 to the Asset Retirement Obligation Asset Account, representing the original estimate of the obligation as of the date the site became active, and an accompanying increase of \$3,762,172, in Accumulated Amortization, representing the increase of amortization had the liability been originally recognized.

The asset retirement obligation for the Landfill is \$13,666,151, representing the original amount of \$9,018,116 discounted to the present value amount using a rate of 2.81%

A decrease of Opening Accumulated Surplus of \$4,444,664 as a result of the recognition of the liability and an accompanying increase in depreciation expense and accretion expense.

Asbestos and Lead Obligation:

An increase of \$250,485 to the Asset Retirement Obligation Asset Account, representing the original estimate of the obligation and an accompanying increase in Accumulated Amortization of \$165,005 representing the years of amortization had the originally liability been recognized.

An asset retirement obligation in the amount of \$522,157, representing the original obligation of \$250,485 discounted to the present value using a rate of 2.81%

A decrease in Opening Accumulated Surplus of \$429,394, as a result of the recognition of the liability and accompanying increase in depreciation expense and accretion expense.

Net reduction in Accumulated Surplus of \$10,613,968.

MARCH 31, 2023

2. CHANGE IN ACCOUNTING POLICY (CONTINUED)

	2023	2022	PY ADJ	CHANGE
Asset Retirement Obligations - Other Assets	\$ 544,426	\$ 529,341	\$ -	\$ 529,341
Solid Waste Post Closure Asset Retirement Liability	14,444,980	14,050,170	3,965,543	10,084,627
				<u>\$ 10,613,968</u>

3. INVESTMENTS

Redeemable Guaranteed Income Certificates

	Principal	Accrued Interest	
\$ 3,600,000.00	\$ 68,295.89		
\$ 400,000.00	5,986.30		
\$ 4,000,000.00	62,728.77		
\$ 1,000,000.00	16,397.26		
\$ 500,000.00	8,198.63		
\$ 500,000.00	8,198.63		
<u>\$ 10,000,000.00</u>	<u>\$ 169,805.48</u>	<u>\$ 10,169,805.48</u>	

Non Redeemable Guaranteed Income Certificates

\$ 2,000,000.00	\$ 18,871.23		
\$ 2,000,000.00	37,808.22		
\$ 2,000,000.00	31,894.79		
\$ 2,000,000.00	12,723.29		
\$ 2,000,000.00	41,424.66		
\$ 500,000.00	7,978.36		
\$ 1,000,000.00	9,855.62		
\$ 1,000,000.00	9,855.62		
<u>\$ 12,500,000.00</u>	<u>\$ 170,411.79</u>	<u>\$ 12,670,411.79</u>	
<u>\$ 22,500,000.00</u>	<u>\$ 340,217.27</u>	<u>\$ 22,840,217.27</u>	

Guaranteed Income Certificates earn interest rates between 4.75% and 6.00%. Balance does not include \$18,524 in cash reinvested in April 2023.

4. RECEIVABLES

			2023	2022
	CURRENT YEAR	PRIOR YEARS	TOTAL	TOTAL
Balance – beginning of year	\$ -	648,017	648,017	840,391
Current year's tax levy and interest	13,101,611	-	13,101,611	12,735,534
Collection of area rates	<u>42,032</u>	<u>-</u>	<u>42,032</u>	<u>40,544</u>
	<u>13,143,643</u>	<u>648,017</u>	<u>13,791,660</u>	<u>13,616,469</u>
Current year's collections	12,541,444	507,286	13,048,730	12,863,018
Reduced taxes	103,268	-	103,268	64,892
Transmission of area rates	<u>42,032</u>	<u>-</u>	<u>42,032</u>	<u>40,544</u>
	<u>12,686,744</u>	<u>507,286</u>	<u>13,194,030</u>	<u>12,968,453</u>
Taxes receivable	\$ <u>456,899</u>	\$ <u>140,731</u>	597,630	648,017
Valuation allowance – taxes			(99,906)	(161,314)
Net taxes receivable			497,724	486,703
Governments			273,765	373,024
Water rates			89,314	63,205
Sewer rates			152,345	147,854
Pension Asset (Note 14)			209,870	541,347
General, other and accrued interest			615,035	403,820
Valuation allowance – other			-	(10,983)
Total receivables			<u>\$ 1,838,053</u>	<u>\$2,004,969</u>

5. LOANS RECEIVABLE

	2023	2022
Port Medway Fire Department – non interest bearing with annual installments of \$10,000 with final installment of \$5,000, maturing in 2028,	\$ 45,000	\$ 55,000
Liverpool Fire Department – non interest bearing repayable in annual installments of \$4,600 maturing in 2025, two annual installments were made in 2023	9,200	18,400
Mill Village Fire Department – non interest bearing repayable in annual installments of \$20,000 maturing in 2025,	40,000	60,000
Liverpool Fire Fighters Association – non interest bearing repayable in annual installments of \$15,966 maturing in 2024	<u>25,383</u>	<u>41,349</u>
	\$119,583	\$174,749

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6. PAYABLES AND ACCRUALS

	2023	2022
General	\$1,503,899	\$ 965,380
Governments	<u>134,696</u>	<u>272,505</u>
	<u>\$1,638,595</u>	<u>\$ 1,237,885</u>

7. LONG TERM DEBT

The long term debt issued and outstanding (2023 - \$3,667,253; 2022 - \$4,342,996). Principal repayments required during the next five years are as follows:

2023/24	\$ 432,232
2024/25	\$ 434,396
2025/26	\$ 437,632
2026/27	\$ 367,645
2027/28	\$1,043,308

All long term debt outstanding at year end has been properly authorized by the Department of Municipal Affairs.

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 CONSOLIDATED SCHEDULE OF CAPITAL DEBT CHARGES AND TERM DEBT
 March 31, 2023

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7. LONG TERM DEBT (CONTINUED)

	Balance April 1, 2022	Issued	Redeemed	Balance March 31, 2023	Interest	Interest Rate	Debt Number
ENVIRONMENTAL HEALTH - SEWER							
Debentures-Nova Scotia Department of Finance and Treasury Board 2018-2028	\$ 371,000	-	\$ 53,000	\$ 318,000	\$ 10,650	2.06%-3.2995%	38A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2019-2029	358,576	-	44,822	313,754	8,143	1.982%-2.712%	39A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2020-2030	151,164	-	16,796	134,368	2,035	.6780%-1.8790%	40A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2021-2031	158,674	-	15,868	142,807	2,347	.5%-2.259%	41A1
ENVIRONMENTAL HEALTH-LANDFILL							
CMHC 2017-2025	262,819	-	62,494	200,325	7,761	3.35%	cmhc
RECREATION AND COMMUNITY SERVICES							
Debentures-Nova Scotia Department of Finance and Treasury Board 2017-2027	1,079,168	-	67,448	1,011,720	38,822	2.792%-3.856%	32A1
FCM 2017-2032	1,000,148	-	90,921	909,227	18,653	2.00%	GMF
BUILDINGS AND SIDEWALKS							
Debentures-Nova Scotia Department of Finance and Treasury Board 2019-2029	91,688	-	11,461	80,227	2,082	1.982%-2.712%	39A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2020-2030	24,570	-	2,730	21,840	331	.6780%-1.8790%	40A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2021-2031	211,735	-	21,174	190,561	3,132	.5%-2.259%	41A1
	3,709,542	-	386,713	3,322,829	93,957		
WATER UTILITY							
Debentures-Nova Scotia Department of Finance and Treasury Board 2008-2023	245,604	-	245,604	0	7,011	4.955%-5.21%	27A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2019-2029	133,736	-	16,717	117,019	3,037	1.982% - 2.712%	39A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2020-2030	116,766	-	12,974	103,792	1,572	.6780%-1.8790%	40A1
Debentures-Nova Scotia Department of Finance and Treasury Board 2021-2031	137,348	-	13,735	123,613	2,032	.5%-2.259%	41A1
	633,454	-	289,030	344,424	13,653		
	\$ 4,342,996	\$ -	\$ 675,743	\$ 3,667,253	\$ 107,610		

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8. TAX SALE SURPLUS

Proceeds received from a tax sale of property in excess of the taxes and costs outstanding are held in Trust for a period of 20 years, unless withdrawn by the previous owner. If the Supreme Court of Nova Scotia has not issued an order directing the payment of the trust to a person with an interest in the land sold for taxes during this 20 year period, the amount is to be transferred to the Capital Reserve Fund. There were two tax sales in this fiscal year.

In this fiscal year tax surplus activity was;(\$321,693) redemptions, \$50,829 interest and \$601,918 in proceeds from tax sales.

Proceeds from tax sales of properties were received in the following years:

2009	467
2010	10,992
2011	295
2013	68,631
2014	9,293
2015	15,909
2016	30,576
2017	115,197
2018	53,258
2019	207,344
2020	89,770
2021	442,345
2022	620,711
	<u>\$1,664,791</u>

9. Asset Retirement Obligation:

Region of Queens Municipality's retirement obligation consists of several obligations as follows:

Landfill Obligation: Region of Queens Municipality owns and operates a Solid Waste Facility located at 3750 Highway 8. The liability for the closure of operational sites and post closure costs have been recognized under PS 3280 – Asset Retirement Obligation. Costs were based on the presently known obligations that will exist at the estimated year of closure and for thirty years after this date. The landfill has an estimated useful life of twenty six years with ten years remaining. These costs were discounted to March 31, 2023 using a discount rate of 2.81%.

Asbestos/Lead Obligation: Region of Queens Municipality owns five buildings still in use that are considered high risk for the presence of asbestos and/or lead paint. These substances represent a health hazard upon demolition of the building and there is a legal obligation to remove it. Following the adoption of PS3280 an asset retirement obligation was recognized related to the removal and/or remediation of these substances. This obligation was calculated using the remaining useful life of these buildings and a discount rate of 2.81%.

The transition and recognition of the asset retirement obligations involved an accompanying increase to the Asset Retirement Obligations Asset and restatement of prior year's numbers. See note 2.

Asset Retirement Obligation Asset	Landfill	Buildings	Total
Opening Balance	\$ 9,018,116	\$ 250,485	\$ 9,268,601
Accumulated Amortization	(4,012,984)	(171,268)	\$ (4,184,252)
Amortization	(250,812)	(6,262)	\$ (257,074)
Ending Balance	\$ 4,754,321	\$ 72,955	\$ 4,827,276
 Asset Retirement Obligation			
Opening Balance	\$ 14,050,170	\$ 529,341	\$ 14,579,511
Accretion	394,810	15,085	409,895
Ending Balance	\$ 14,444,980	\$ 544,426	\$ 14,989,406

10. TANGIBLE CAPITAL ASSETS - 2022

	Cost beginning of year	Additions	Disposals	Cost end of year	Amortization	Accumulated Amortization	NBV
LAND	\$6,401,891	\$ -	\$ -	\$ 6,401,891	\$ -	\$ -	\$ 6,401,891
GENERAL GOVERNMENT SERVICES	1,847,692	-	-	1,847,692	40,770	1,363,741	483,952
ENVIRONMENTAL DEVELOPMENT SERVICES	3,237,893	-	-	3,237,893	61,901	1,665,100	1,572,794
PROTECTIVE SERVICES							
Law Enforcement	731,516	-	-	731,516	21,140	452,806	278,710
Protective Services	555,616	-	-	555,616	7,761	439,268	116,348
ENVIRONMENTAL HEALTH SERVICES							
Sewage Collection and Disposal	16,284,424	234,864	-	16,519,288	324,972	6,339,731	10,179,557
Landfill Site	14,273,740	51,188	5,965	14,330,893	356,125	6,261,328	8,069,565
Materials recovery facility	800,349	-	-	800,349	17,154	382,783	417,566
PUBLIC HEALTH AND WELFARE SERVICES	1,218,512	-	-	1,218,512	16,284	1,131,636	86,876
MAINTENANCE DEPARTMENT	5,525,886	128,232	-	5,654,118	179,019	3,818,946	1,835,172
RECREATION, PLANNING, TOURISM	21,500,962	-	-	21,500,962	596,887	6,088,035	15,412,927
PUBLIC WORKS							
Sidewalks	606,940	-	-	606,940	16,360	465,400	141,540
Traffic Lights	127,110	-	-	127,110	5,084	91,520	35,591
Streets	8,126,790	635,769	-	8,762,559	205,631	3,160,602	5,601,957
Airport	153,597	40,576	-	194,173	1,312	144,413	49,760
UTILITY PLANT AND EQUIPMENT	8,847,489	314,924	-	9,162,413	108,585	2,701,398	6,461,015
ASSET RETIREMENT OBLIGATION	9,268,601	-	-	9,268,601	257,074	4,184,252	5,084,349
	\$99,509,008	\$1,405,553	\$5,965	\$100,920,526	\$2,216,059	\$38,690,959	\$ 62,229,571

11. TANGIBLE CAPITAL ASSETS - 2023

	Cost beginning of year	Additions	Disposal	Cost end of year	Amortization	Accumulated Amortization	NBV
LAND	\$6,401,891	\$ -	\$ 1,000	\$ 6,400,891	\$ -	\$ -	6,400,891
GENERAL GOVERNMENT SERVICES	1,847,692	-	-	1,847,692	30,188	1,393,939	453,753
ENVIRONMENTAL DEVELOPMENT SERVICES	3,237,893	-	-	3,237,893	61,901	1,727,000	1,510,893
PROTECTIVE SERVICES							
Law Enforcement	731,516	-	-	731,516	21,140	473,946	257,570
Protective Services	555,616	-	-	555,616	7,761	447,029	108,587
ENVIRONMENTAL HEALTH SERVICES							
Sewage Collection and Disposal	16,519,303	244,539	-	16,763,842	312,750	6,652,482	10,111,360
Landfill Site	14,330,879	700,494	-	15,031,373	887,116	7,148,444	7,882,929
Materials recovery facility	800,349	-	-	800,349	17,154	399,937	400,412
PUBLIC HEALTH AND WELFARE SERVICES	1,218,512	59,827	-	1,278,339	16,284	1,147,920	130,419
MAINTENANCE/TRANSPORTATION	5,654,126	413,337	-	6,067,463	191,842	4,010,788	2,056,675
RECREATION, PLANNING, TOURISM	21,500,961	185,771	-	21,686,732	598,406	6,686,441	15,000,291
PUBLIC WORKS							
Sidewalks	606,940	-	-	606,940	16,356	481,756	125,184
Traffic Lights	127,110	-	-	127,110	5,084	96,604	30,506
Streets	8,762,559	631,049	-	9,393,608	225,712	3,386,314	6,007,294
Airport	194,173	-	-	194,173	1,312	145,725	48,448
UTILITY PLANT AND EQUIPMENT	9,162,412	490,411	-	9,652,824	112,275	2,813,697	6,839,127
ASSET RETIREMENT OBLIGATION	9,268,601	-	-	9,268,601	257,074	4,441,325	4,827,276
	\$100,920,534	\$2,725,429	\$1,000	\$103,644,963	\$ 2,762,354	\$41,453,347	\$ 62,191,644

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12. COMMITMENTS

Contract/Leases

As at March 31, 2023, the Region of Queens is committed to making the following payments:

A contract for garbage collection for the subsequent year of \$799,309 plus HST expires March 31, 2026.

A contract for residual waste transfer from transfer stations to the Region of Queens Solid Waste Management Facility expires March 31, 2026.

A contract for the transfer of organic material from the Region of Queens Solid Waste Management Facility to the composting facility expires March 31, 2025.

A contract for fire answering service for the subsequent year of \$27,807 plus HST expires March 31, 2024.

Lease for library space for the subsequent year of \$51,680 plus HST, expires December 31, 2024.

13. REMUNERATION AND EXPENSES OF ELECTED OFFICIALS AND CHIEF ADMINISTRATIVE OFFICER PAID DURING THE YEAR

	Remuneration	Expenses
Councillors		
Mayor – D. Norman	44,526	1398
District 1 – K. Muise	22,777	704
District 2 – R. Gidney	22,263	0
District 3 – M. Charlton	22,263	2253
District 4 – V. Amirault	22,263	89
District 5 – J. Fancy	22,862	1454
District 6 – D. Brown	22,263	5872
District 6 – C. Hawkes	<u>22,263</u>	<u>1439</u>
	201,480	13,209
Chief Administrative Officer		
C. McNeill	<u>143,044</u>	<u>431</u>
	<u>\$ 334,524</u>	<u>\$ 13,640</u>

14. EMPLOYEES' RETIREMENT PENSION PLAN

Region of Queens Defined Benefit Plan

Effective September 30, 2020 all pension assets were transferred to the Nova Scotia Public Service Superannuation Plan (NSPSSP), who are now the administrators of the employee pension plan. A Pension Asset has been recorded as an estimate of the overpayments by plan contributors. There was no difference between the actual over contributions and this estimate.

As per the Public Sector Accounting Board handbook, section 3250-Retirement Benefits, the accounting valuation result for the Region of Queens Pension Plan (the "Plan") as at December 31, 2019 indicated a pension asset of \$288,982 which had been reflected in the financial statements. When the pension transfer to the Nova Scotia Public Service Superannuation Plan was completed and remaining funds transferred, there was a higher than anticipated surplus. This surplus was recognized in revenue in the 21/22 fiscal year with a corresponding receivable. This payment holiday will be drawn down with subsequent payrolls, which is expect to be used by the fall of 2023. The balance as of March 31, 2023 is \$209,870.

Nova Scotia Public Service Superannuation Plan (NSPSSP)

Nova Scotia Public Service Superannuation plan employer contribution formula is 8.4% of the first \$66,600 of gross pay and 10.9 % of the remainder to a maximum of \$198,643. This is matched by the employee. Maximums are based on calendar year 2023

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14. EMPLOYEES' RETIREMENT PENSION PLAN (CONTINUED)

Although, the NSPSSP is a defined benefit pension plan, the Municipality accounts for it as a defined contribution plan as it is a multiemployer plan and contributions are recorded as expenses when they are paid or payable. Contributions to the Plan are required by both the employer and its employees. Total employer contributions for 2023 were \$331,477 and are recognized as an expense in the period as part of salaries, wages and benefits as disclosed in Note 18.

15. SOLID WASTE CLOSURE AND POST CLOSURE LIABILITY

The Municipality owns and operates a Solid Waste Management Facility. It has an obligation under Nova Scotia Department of Environment regulations for costs related to the closure and post closure care of the sites once capacity is reached. The following cost and capacity information is based upon ongoing evaluation and best estimates by management in consultation with internal and external technical consultants.

As at March 31, 2023, based on current Municipal Solid Waste usage and compaction rates, the remaining capacity of the 2nd Generation solid waste cell is approximately 217,083 tonnes. Total closure costs in current period dollars are estimated to be approximately \$7,090,773. The cost estimate is adjusted based on Statistics Canada's CPI average increase over the preceding three years. Costs for post closure care and maintenance of this site in the current period are approximately \$7,354,206 when discounting is applied.

As at March 31, 2023, based on current closure and post closure requirements, estimated total costs would be \$14,444,979 in current period dollars. These costs are expected to be incurred over a period of 30 years subsequent to closure of the current cells.

The municipality has internally restricted assets of \$5,932,812 to fund these future costs which are included in cash and cash equivalents. The determination of required additions to the reserve is based on management's knowledge of the future expected costs to close the site with an additional allowance intended to fund potential changes in environmental regulatory standards. Management's estimates for the reserve include consideration that costs will escalate and attempt to ensure that, should the site be closed; no funds would need to be borrowed to complete the closure. Alternatively, the method used to calculate the solid waste closure and post-closure liability as recorded in the statement of financial position is explicitly outlined by Canadian Public Sector Accounting Standards.

The liability recognized in the financial statements is based on estimates and assumptions using the Municipality's best information and judgment. Future events may result in significant changes to the estimated expenses, total capacity or the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable.

16. TRUST FUNDS UNDER ADMINISTRATION

Trust Funds administered by the Municipality are reported on separately and not included in the consolidated financial statements.

March 31, 2023

17. BUDGET FIGURES

Public Sector Accounting Standards (PSAS) require a comparison of the results for the period with those originally planned on the same basis as that used for actual results. The fiscal plan in the statement of operations and statement of changes in net assets has been adjusted to be on a consistent basis as actual results. Below is a reconciliation of the figures from the approved fiscal plan to the fiscal plan per the financial statement:

	Approved Fiscal Plan	Consolidation (As required by PSAS)*	Fiscal Plan Per Financial Statements
REVENUE			
Taxation	\$ 15,396,999	\$ (3,251,063)	\$ 12,145,936
Sale of services	789,758		789,758
Water rates	-	604,715	604,715
Water for fire protection		196,427	196,427
Government transfers	1,314,026		1,314,026
Grants in lieu of taxes	316,607		316,607
Services provided to other governments	2,153,196		2,153,196
Other revenue from own sources	1,008,139	8,000	1,016,139
Public health	1,434,506		1,434,506
Transfers from own funds	730,111	(730,111)	-
	23,143,342	(3,172,032)	19,971,310
EXPENDITURE			
General government services	5,850,087	(3,039,340)	\$ 2,810,747
Protective services	4,413,298	(357,170)	4,056,128
Transportation services	2,721,836	428,847	3,150,683
Environment health services	3,996,639	1,041,934	5,038,573
Public health	1,592,164	(91,747)	1,500,417
Environmental development services	1,620,505	21,901	1,642,406
Recreation and cultural services	2,359,503	348,327	2,707,830
Water treatment and distribution	-	780,681	780,681
Fiscal services	589,000	(589,000)	-
	23,143,032	(1,455,568)	21,687,464
ANNUAL SURPLUS	310	(1,716,464)	(1,716,154)

* The adjustments above include netting school board appropriations and reduced taxes against tax revenues, reclassification of revenues and expenditures amongst categories, and the elimination of transfers between funds, and amortization of tangible capital assets.

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18. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.

19. SEGMENT DISCLOSURE

Region of Queens Municipality is a diversified municipal government institution that provides a wide range of services to its citizens. Municipal services are provided by departments and their activities are reported in those segments. Expenses of the following departments have been separately disclosed in segmented information consistent with provincially legislated requirements as follows:

General Government Service

Activities that provide for the overall operation of the Municipality and that are common to, or affect all of, the services provided by the Municipality. This includes the activities of the Mayor and Council as well as the following administrative activities: human resources, legal services, facilities management, finance and administration, communications and technology, and the office of the Chief Administrative Officer.

Protective Services

Activities that provide for the public safety of the citizens of the Municipality. This includes police and fire protection and other protective services such as by-law enforcement, building and fire inspections, Ground Search and Rescue and Emergency Measures Organization.

Transportation Services

Activities performed by the Engineering and Public Works Department. This includes management, maintenance and development of a wide variety of municipal infrastructure. Primary activities are road maintenance, sidewalk repair and maintenance and snow removal and salting (within the boundaries of Liverpool only). Activities also included are sewer operations, equipment maintenance, and supervision of water utility.

Environment Health Services

Activities that provide environmentally regulated services. This includes the collection of solid waste materials, the maintenance and operation of a solid waste site, solid waste landfill closure and post-closure costs allocated to the current year, sanitary wastewater collection and treatment, and supervision of solid waste facility.

Public Health Services

Activities related to the operations of Hillsview Acres Residential Care Facility and mandatory transfers to the Regional Housing Authority.

Environmental Development Services

Activities that support and manage the Municipality's physical and economic development. This includes activities related to land use planning, zoning and development, activities related to investment attraction, existing business retention and expansion, business support and promotion to enhance the economy of the Region.

Recreation and Cultural Services

Activities related to the Municipality's recreation facilities, including the operations and maintenance of two outdoor pools, parks, trails, beaches, Queens Place Emera Centre and various cultural facilities including a library. This also includes the expenditures for various recreational programming and special events as well as human, financial, and administrative support of volunteer organizations within the Municipality.

Water Treatment and Distribution

Activities related to the treatment and distribution of drinking water to its users through a comprehensive water treatment facility.

Educational Services

Activities related to the mandatory funding of school boards.

MARCH 31, 2023

19. SEGMENT DISCLOSURE (CONTINUED)

CONSOLIDATED EXPENSES BY OBJECT

	2023	2022 (restated)
Salaries, wages and benefits	\$ 6,106,547	\$ 6,079,602
Interest on long-term debt	106,477	122,333
External transfers and grants	3,517,663	3,256,467
Amortization	2,505,282	2,210,083
Other	<u>10,536,697</u>	<u>9,199,723</u>
	<u>\$22,772,666</u>	<u>\$20,824,139</u>

REGION OF QUEENS MUNICIPALITY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

March 31, 2023

19. SEGMENT DISCLOSURE (CONTD)

	General Government Services	Protective Services	Roads & Streets (Public Works) Services	Environment Health Services	Public Health Services	Environmental Development Services	Recreation and Cultural Services	Treatment and Distribution	2023	2022
Taxation	\$ 10,473,411	\$ 196,427	\$ 1,390,131	\$ 558,807	\$ -	\$ -	\$ -	\$ -	\$ 12,618,776	\$ 12,545,368
Sale of services	14,951	11,491	-	805,211	-	-	-	-	831,654	875,391
Water Rates / Fire Protection	-	-	-	-	-	-	-	811,199	811,199	720,474
Government transfers	1,382,365	-	-	87,462	-	-	-	-	1,469,827	2,662,364
Grants in lieu of taxes	265,865	27,506	-	-	-	-	-	-	293,371	313,884
Services provided other gov't	-	-	-	2,561,368	-	-	-	-	2,561,368	2,448,893
Other revenue own sources	1,356,576	-	-	-	-	-	1,043,128	67,713	2,467,417	1,378,846
Public health	-	-	-	-	1,772,476	-	-	-	1,772,476	1,507,204
Government transfers - capital	-	-	695,617	-	-	-	-	-	695,617	1,379,409
Proceeds from sale of property	97,000	-	-	-	-	-	-	-	97,000	-
Total Revenues	\$ 13,590,169	\$ 235,424	\$ 2,085,748	\$ 4,012,848	\$ 1,772,476	\$ -	\$ 1,043,128	\$ 878,912	\$ 23,618,705	\$ 23,831,833
Salaries, wages and benefits	1,265,499	206,008	1,012,083	709,412	1,189,913	627,363	899,605	196,665	6,106,547	6,079,602
Interest/discount on long-term debt	-	-	5,545	30,937	-	-	57,401	12,594	106,477	122,333
External transfers and grants	485,830	2,423,366	274,190	440,308	1,6284	61,901	218,278	-	3,517,663	3,212,397
Amortization	30,188	28,901	440,308	1,217,020	16,284	1,007,900	598,406	112,275	2,505,282	2,210,083
Materials, services and other expenses	1,040,795	1,361,432	1,464,500	3,298,803	480,252	1,007,900	1,099,506	783,507	10,536,696	9,217,763
Total Expenditures	\$ 2,822,312	\$ 4,019,707	\$ 3,196,626	\$ 5,254,715	\$ 1,802,449	\$ 1,697,164	\$ 2,873,196	\$ 1,106,497	\$ 22,772,666	\$ 20,842,179
Surplus / (Deficit) by category	\$ 10,767,857	\$ (3,784,282)	\$ (1,110,879)	\$ (1,241,867)	\$ (29,973)	\$ (1,697,164)	\$ (1,830,069)	\$ (227,585)	\$ 846,041	\$ 2,989,653

(restated Note 2)

REGION OF QUEENS MUNICIPALITY
SUPPLEMENTARY FINANCIAL INFORMATION
NON-CONSOLIDATED FINANCIAL STATEMENTS
(Unaudited – See advisory to reader)
March 31, 2023

Advisory to readers

Region of Queens Municipality prepares both consolidated and non-consolidated financial statements.

Non-consolidated financial statements are prepared to provide details of the individual funds managed by the Municipality. In particular, they provide information on the fund performance compared to the approved operating budget of the Municipality. For all other purposes, readers are advised to refer to the consolidated financial statements that have been audited.

These non-consolidated financial statements have **not** been audited. The non-consolidated financial statements are **not** presented in full accordance with Canadian public sector accounting standards.

SUPPLEMENTARY FINANCIAL INFORMATION (Unaudited – See advisory to reader)

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REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

B1

NON-CONSOLIDATED OPERATING FUND STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED March 31, 2023

	SCHEDULE	2023		2022
		BUDGET	ACTUAL	ACTUAL
REVENUE				
Taxes		\$ 15,396,999	\$ 15,979,267	\$ 15,842,905
Grants in lieu of taxes	2	316,607	293,371	313,884
Services provided to other governments	3	2,153,196	2,188,965	2,133,526
Sales of services	4	789,758	833,263	875,391
Other revenue from own sources	5	1,008,139	1,455,468	1,188,543
Unconditional transfers from other governments	6	1,229,426	1,230,164	2,446,660
Conditional transfers from Federal and Provincial governments or agencies	7	84,600	239,663	215,704
Other transfers	8	730,111	1,239,704	825,334
		<u>21,708,836</u>	<u>23,459,865</u>	<u>23,841,948</u>
EXPENDITURE				
General government services	9	2,780,560	2,419,966	2,364,643
Protective services	10/1	4,413,298	4,370,305	4,188,529
Transportation services	11	2,721,836	2,791,683	2,378,043
Environmental health services	12	3,996,639	4,081,469	3,809,648
Public health/Schools	13/1	3,227,186	3,185,528	3,121,290
Environmental development services	14	1,620,505	1,402,263	1,301,378
Recreational and cultural services	15	2,359,504	2,388,096	2,006,434
Fiscal services	16	589,000	1,151,058	1,202,353
Transfer current year surplus		-	1,669,497	3,469,629
		<u>21,708,526</u>	<u>23,459,864</u>	<u>23,841,947</u>
EXCESS REVENUE OVER EXPENDITURES		<u>\$ 310</u>	<u>\$ 0</u>	<u>\$ 0</u>

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REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

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NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION - OPERATING FUND

March 31, 2023

	2023	2022
Financial Assets		
Cash and cash equivalents	\$ 4,696,393	\$ 4,691,216
Taxes Receivable	597,630	648,017
Valuation Allowance for Uncollectible Taxes	(99,906)	(161,314)
	<u>497,725</u>	<u>486,703</u>
Other Receivables	830,535	974,731
Valuation Allowance for Doubtful Accounts	-	(10,983)
	<u>830,535</u>	<u>963,748</u>
Due from Federal Government and its agencies	164,032	157,822
Due from Provincial Government and its agencies	52,805	143,323
Due from other local governments	152,345	147,854
Due from own funds:		
Capital Fund	409,438	-
Water Utility Operating Fund	-	-
Trusts	-	-
Special Operating Reserve	-	1,455
	<u>165,142</u>	<u>199,439</u>
	<u>943,761</u>	<u>649,893</u>
	6,968,413	6,791,560
Liabilities		
Payables and Accruals - Trade	1,345,584	856,060
Deferred revenue	1,781,093	714,088
Prepayment of taxes	365,058	340,470
Federal Government and its agencies	1,914	234
Provincial Government and its agencies	31,919	34,425
Other local governments	-	-
Tax sale surplus	1,664,791	1,333,737
Due to Own Funds:		
Capital Fund	-	26,511
Special Water Capital Reserve	7,064	936
Water Utility Operating Fund	6,702	21,471
Trusts	542	-
Special Equipment Reserve	-	-
Special Operating Reserve	1,903,511	3,553,454
Special Capital Reserve	45,798	25,642
	<u>7,153,975</u>	<u>6,907,029</u>
Net Debt	<u>(185,562)</u>	<u>(115,469)</u>
Non Financial Assets		
Prepaid expenses	185,562	115,469
Net Financing	185,562	115,469
Net Assets	<u>0</u>	<u>(0)</u>
Accumulated Surplus	<u>(0)</u>	<u>(0)</u>

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See accompanying notes to the non-consolidated financial statements.

 Mayor

 Municipal Clerk

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

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NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION - CAPITAL FUND

March 31, 2023

	2023	2022
Financial Assets		
Cash and cash equivalents	\$ 62,977	\$ 186,408
Prepaid Expenses	96,417	
Due from Federal government and Its Agencies	42,661	29,946
Due from Operating Fund	-	26,511
Due from Special Operating Reserve	214,540	599,636
Due from Water Capital Reserve	228,884	122,354
Due from Special Capital Reserve	1,000	109,038
	<u>646,479</u>	<u>1,073,893</u>
Liabilities		
Payables and Accruals	42,028	107,691
Asset Retirement Obligation - Building and Other	544,426	529,341
Asset Retirement Obligation - Landfill	14,444,980	14,050,170
Due from Operating Fund	409,438	-
Due from Special Capital Reserve	-	750,000
Due from Water Capital	28,576	-
Long Term Debt (note)	3,667,253	4,097,392
	<u>19,136,701</u>	<u>19,534,595</u>
Net Debt	<u>(18,490,222)</u>	<u>(18,460,701)</u>
Non Financial Assets		
Tangible capital assets, at cost	93,992,139	87,573,869
Less: Amortization	38,639,647	31,805,308
	<u>55,352,492</u>	<u>55,768,561</u>
Net Assets	<u>36,862,271</u>	<u>37,307,854</u>
Accumulated Surplus	<u>36,862,271</u>	<u>37,307,854</u>

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NON-CONSOLIDATED CAPITAL FUND STATEMENT OF FINANCIAL ACTIVITIES AND CHANGES IN FUND BALANCE
 FOR THE YEAR ENDED March 31, 2023

	2023	2022
Revenue:		
Other	-	-
Financing and Transfers		
Interest	9,073	1,251
Transfer from Special Operating Reserve	1,061,359	911,210
Transfer from Equipment Reserve	1,113,821	179,420
Transfer to Operating	-	-
Transfer to Reserve	-	-
Accretion Landfill Liability	(394,810)	(1,058,403)
Accretion Asset Retirement Obligation	(15,085)	(14,468)
Amortization - Landfill Asset Retirement Obligation	(250,812)	(250,812)
Amortization - Asset Retirement Obligation	(6,262)	(6,262)
Amortization	(2,393,007)	(1,844,424)
Debtenture reimbursement to Special Operating Reserve	-	(507,757)
Principal Payments in Long Term Debt	430,139	377,337
Net Financing and Transfers	<u>(445,583)</u>	<u>(2,212,907)</u>
Annual Surplus (Deficit)	<u>(445,583)</u>	<u>(2,212,907)</u>
BALANCE - BEGINNING OF YEAR	\$ 37,307,854	\$ 44,394,821
Asset Retirement Obligation Equity Adjustment		(4,874,059)
BALANCE-END OF YEAR	<u>\$ 36,862,271</u>	<u>\$ 37,307,854</u>

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

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NON-CONSOLIDATED CAPITAL FUND TANGIBLE CAPITAL ASSET SUMMARY

March 31, 2023

	2023		2022	
	COST	ACCUMULATED AMORTIZATION	NBV	NBV
LAND	\$ 6,400,891	\$ -	\$ 6,400,891	\$ 6,401,891
GENERAL GOVERNMENT SERVICES	1,847,892	1,393,939	453,753	483,940
ENVIRONMENTAL DEVELOPMENT SERVICES	3,237,893	1,727,000	1,510,893	1,572,794
PROTECTIVE SERVICES				
Law enforcement	731,516	473,946	257,570	278,710
Protective Services	555,616	447,029	108,587	116,348
ENVIRONMENTAL HEALTH SERVICES				
Sewage collection and disposal	16,763,842	6,652,482	10,111,361	10,179,572
Landfill site	15,031,373	7,148,444	7,882,929	8,069,551
Materials recovery facility	800,349	399,937	400,412	417,566
PUBLIC HEALTH AND WELFARE SERVICES	1,278,339	1,147,920	130,419	86,876
MAINTENANCE DEPARTMENT	6,067,463	4,010,784	2,056,679	1,835,180
RECREATION, PLANNING, TOURISM	21,686,732	6,686,441	15,000,291	15,412,926
PUBLIC WORKS				
Sidewalks	606,940	481,756	125,184	141,540
Traffic lights	127,110	96,604	30,506	35,591
Streets	9,393,608	3,386,314	6,007,293	5,601,957
AIRPORT	194,173	145,725	48,448	49,770
ASSET RETIREMENT OBLIGATION	9,268,601	4,441,325	4,827,276	5,084,349
	<u>\$ 93,992,139</u>	<u>\$ 38,639,647</u>	<u>\$ 55,352,492</u>	<u>\$ 55,768,561</u>

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)
 SCHEDULES TO NON-CONSOLIDATED STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED March 31, 2023

DRAFT

	2023		2022
	BUDGET	ACTUAL	ACTUAL
I. TAXES			
Assessable property			
Residential	\$ 8,994,891	\$ 9,027,193	\$ 8,560,744
Commercial			
Commercial property	1,545,397	1,549,762	1,646,578
Resource			
Taxable assessments	772,820	772,230	829,297
Forest property tax (less than 50,000 acres)	29,434	29,649	29,945
Forest property tax (50,000 acres or more)	268	143	268
	802,522	802,022	859,510
Area rates			
Protective services	196,427	196,427	196,366
Transportation services	1,391,218	1,390,131	1,351,401
Recreational and cultural	-	-	-
Other	77,618	77,581	76,125
	1,665,263	1,664,139	1,623,892
Special assessment			
Environmental health service	560,600	558,807	554,984
Other			
Deed transfer tax	800,000	1,305,557	1,503,962
Change of use tax	-	-	531
Recovered Taxes	100,000	59,950	162,645
	900,000	1,365,507	1,667,139
Based on revenue:			
Aliant	44,000	43,446	42,144
Nova Scotia Power Corporation	829,326	916,495	829,326
Nova Scotia Power Corporation-HST rebate	55,000	51,896	58,589
	928,326	1,011,837	930,059
	\$ 15,396,999	\$ 15,979,267	\$ 15,842,905
Conditional transfers to other government Agencies			
Correctional services	(181,535)	(174,963)	(176,247)
Deficit of Regional Housing Authority	(157,658)	(116,000)	(95,930)
Appropriation to South Shore Regional Centre for Education	(3,069,528)	(3,069,528)	(3,025,360)
	(3,408,721)	(3,360,491)	(3,297,537)
	\$ 11,988,278	\$ 12,618,776	\$ 12,545,368
2. GRANTS IN LIEU OF TAXES			
Federal Government	\$ 60,050	\$ 56,352	\$ 51,204
Federal Government Agency			
Canada Post	-	-	5,676
Provincial Government			
Provincial property	95,339	75,943	94,241
Crown timberlands	133,580	133,571	135,124
Fire protection	27,638	27,506	27,638
	256,557	237,020	257,004
	\$ 316,607	\$ 293,371	\$ 313,884

REGION OF QUEENS MUNICIPALITY
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 SCHEDULES TO NON-CONSOLIDATED STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED March 31, 2023

DRAFT

	2023		2022
	BUDGET	ACTUAL	ACTUAL
3. SERVICES PROVIDED TO OTHER GOVERNMENTS			
Local Governments			
Environment health services-landfill	\$ 2,153,196	\$ 2,188,965	\$ 2,133,526
4. SALES OF SERVICES			
Protective services	\$ 12,000	\$ 11,491	\$ 10,435
Environmental health services	762,758	805,211	843,287
Other	15,000	16,560	21,670
	<u>\$ 789,758</u>	<u>\$ 833,263</u>	<u>\$ 875,391</u>
5. OTHER REVENUE FROM OWN SOURCES			
Licenses and permits	\$ 50,500	\$ 59,837	\$ 63,171
Fines	28,000	27,523	23,890
Rentals	251,194	246,724	92,354
Return on Investments	50,400	189,343	50,582
Penalties and Interest	140,000	135,558	134,293
Revenue collected for Other Government Agencies	42,029	42,032	40,544
Less: Transmission of revenue collected for Other Government Agencies	(42,029)	(41,954)	(40,540)
Queens Place	396,745	503,257	388,717
Miscellaneous	91,300	293,147	111,364
Pension Surplus	-	-	324,168
	<u>\$ 1,008,139</u>	<u>\$ 1,455,468</u>	<u>\$ 1,188,543</u>
6. UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS			
Provincial Government			
Service Nova Scotia & Municipal Relations			
Assessment Act, farm property acreage	\$ 12,192	\$ 12,930	\$ 12,192
Municipal Grants Act-equalization	1,217,234	1,217,234	2,434,468
	<u>\$ 1,229,426</u>	<u>\$ 1,230,164</u>	<u>\$ 2,446,660</u>
7. CONDITIONAL TRANSFERS FROM FEDERAL & PROVINCIAL GOVERNMENTS OR AGENCIES			
Federal Government - ACOA Queens Coast Branding		\$ -	\$ 59,526
Provincial Government			
Environmental Health Services			
Garbage & refuse collection & disposal	60,000	87,462	52,029
Other Provincial Funding			
RRFB - Waste Separation Funding	10,000	9,174	9,381
DMA funding - Beautification Façade and Wayfairing		10,000	10,000
Community Culture and Heritage		3,360	
Wayfairer funding			1,472
Civic number grant	4,600	4,619	4,614
Transitional Funding - Accessibility		65,454	
Provincial Funding			
Safe Restart Funding (inc Transit)	10,000	59,596	78,682
	<u>\$ 84,600</u>	<u>\$ 239,663</u>	<u>\$ 215,704</u>

REGION OF QUEENS MUNICIPALITY
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	2023		2022
	BUDGET	ACTUAL	ACTUAL
8. OTHER TRANSFERS			
Transfers from own valuation allowances & equity			
Surplus of prior year	\$ 336,000	\$ 436,000	\$ -
Transfer from other fund			
Capital Fund		-	
Special Operating Reserve	153,000	410,373	514,573
Special Capital Reserve	40,000	219,720	29,636
Special Equipment Reserve	201,111	173,611	281,126
	<u>\$ 730,111</u>	<u>\$ 1,239,704</u>	<u>\$ 825,334</u>

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REGION OF QUEENS MUNICIPALITY
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 SCHEDULES TO NON-CONSOLIDATED STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED March 31, 2023

DRAFT

	2023		2022
	BUDGET	ACTUAL	ACTUAL
9. GENERAL GOVERNMENT SERVICES			
Legislative			
Remuneration - mayor	\$ 46,890	\$ 44,526	\$ 44,526
Remuneration - council	164,768	156,954	155,841
Other			
Travel	11,700	12,888	4,684
Other	17,000	16,363	22,196
	<u>240,358</u>	<u>230,731</u>	<u>227,247</u>
General administration			
Administration	1,101,594	1,093,011	1,122,285
Financial management	24,000	30,546	40,241
Bank charges	2,500	4,803	11,821
Taxation			
Administration	66,450	66,378	64,106
Tax billings	15,000	14,504	14,163
Assessment Services	310,830	310,830	315,429
Tax rebate or cancellations			
Reduced taxes (Section 69)	90,000	103,268	64,892
Tax sale	22,500	36,464	9,285
Common services	214,802	101,420	117,511
Other	328,397	168,763	49,985
	<u>2,176,073</u>	<u>1,929,986</u>	<u>1,809,718</u>
Other general government services			
Conventions/Elections	17,250	19,300	12,770
Insurance	1,232	1,120	1,120
Grants to organizations	175,000	175,000	175,000
Other	65,646	61,242	53,981
	<u>259,128</u>	<u>256,662</u>	<u>242,870</u>
Valuation allowance			
Uncollectible taxes	105,000	1,385	83,288
Prior years appeals	-	1,201	1,523
	<u>105,000</u>	<u>2,586</u>	<u>84,811</u>
	<u>\$ 2,780,559</u>	<u>\$ 2,419,966</u>	<u>\$ 2,364,646</u>

REGION OF QUEENS MUNICIPALITY
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 (Unaudited - See Advisory to Reader)
 SCHEDULES TO NON-CONSOLIDATED STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED March 31, 2023

DRAFT

	2023		2022
	BUDGET	ACTUAL	ACTUAL
10. PROTECTIVE SERVICES			
Police protection			
Administration-prosecution fees/DNA testing	\$ 25,623	\$ 19,024	\$ 22,430
Crime investigation, prevention and protective services	2,470,295	2,470,198	2,224,689
	<u>2,495,918</u>	<u>2,489,222</u>	<u>2,247,119</u>
Law enforcement			
Building/Fire Inspection	182,068	158,531	163,452
Bylaw	91,434	111,400	86,014
	<u>273,502</u>	<u>269,930</u>	<u>249,466</u>
Fire protection			
Fire fighting force	1,084,089	1,057,607	1,111,492
Fire alarm system	29,981	29,223	28,941
Water supply and hydrants	196,427	196,427	196,366
Fire station building	62,637	75,578	46,540
Other	5,000	4,200	7,376
	<u>1,378,134</u>	<u>1,363,034</u>	<u>1,390,716</u>
Emergency measures	67,616	58,391	111,320
Other-Court House	16,593	14,764	13,662
	<u>\$ 4,231,763</u>	<u>\$ 4,195,341</u>	<u>\$ 4,012,283</u>
11. TRANSPORTATION SERVICES			
Common services			
Administration	\$ 976,645	\$ 924,228	\$ 697,526
Equipment operations	434,711	595,378	454,764
Small tools and equipment	41,000	31,930	38,932
Works/Storage garages	69,272	69,470	90,145
Insurance	2,948	3,008	2,922
Staff training	12,500	10,529	7,151
	<u>1,537,076</u>	<u>1,634,543</u>	<u>1,291,439</u>
Road transport			
Roads and streets	850,977	794,700	743,289
Street lighting	288,600	290,391	314,173
	<u>1,139,577</u>	<u>1,085,090</u>	<u>1,057,462</u>
Debt service			
Interest	5,449	5,545	5,496
Principal	35,365	35,365	14,191
	<u>40,814</u>	<u>40,910</u>	<u>19,687</u>
Air transportation			
Airport	4,369	31,140	9,456
	<u>\$ 2,721,836</u>	<u>\$ 2,791,683</u>	<u>\$ 2,378,043</u>

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 FOR THE YEAR ENDED March 31, 2023

DRAFT

	2023		2022
	BUDGET	ACTUAL	ACTUAL
12. ENVIRONMENTAL HEALTH SERVICES			
Sewage collection and disposal			
Administration	\$ 23,397	\$ 21,290	\$ 22,089
Sewage collection systems	109,552	139,202	105,093
Sewage treatment and disposal	200,074	240,562	253,828
	<u>333,023</u>	<u>401,054</u>	<u>381,011</u>
Debenure			
Interest	22,300	23,176	24,637
Principal	130,485	130,486	114,618
	<u>152,785</u>	<u>153,662</u>	<u>139,255</u>
Garbage and waste collection and disposal			
Administration	132,227	119,952	127,072
Uncollectible (Recovery) Receivables	-	-	-
Garbage and waste collection	1,429,416	1,473,350	1,330,004
Landfill	801,312	865,312	770,921
Special Capital Reserve - closure costs	307,528	329,966	322,249
Recycling	770,094	667,919	668,848
	<u>3,440,577</u>	<u>3,456,499</u>	<u>3,219,094</u>
Debenure			
Interest	7,761	7,761	9,820
Principal	62,493	62,494	60,468
	<u>70,254</u>	<u>70,254</u>	<u>70,288</u>
	<u>\$ 3,996,639</u>	<u>\$ 4,081,469</u>	<u>\$ 3,809,648</u>
13. PUBLIC HEALTH AND WELFARE SERVICES			
Hillsview Acres-per statement B16	\$ -	\$ -	\$ -
	<u>-</u>	<u>-</u>	<u>-</u>

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)
 SCHEDULES TO NON-CONSOLIDATED STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED March 31, 2023

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DRAFT

	2023		2022
	BUDGET	ACTUAL	ACTUAL
14. ENVIRONMENTAL DEVELOPMENT SERVICES			
Environmental planning and zoning			
Administration	\$ 423,477	\$ 312,787	\$ 319,572
Other	168,137	192,245	40,045
	<u>591,614</u>	<u>505,032</u>	<u>359,617</u>
Other environmental development services			
Tourism and economic development	1,028,891	897,231	941,761
	<u>1,028,891</u>	<u>897,231</u>	<u>941,761</u>
	<u>\$ 1,620,505</u>	<u>\$ 1,402,263</u>	<u>\$ 1,301,378</u>
15. RECREATION AND CULTURAL SERVICES			
Recreational facilities			
Swimming pools	\$ 69,517	\$ 53,418	\$ 52,688
Parks and Playgrounds	312,675	294,295	234,270
Queens Place	1,169,224	1,133,099	1,031,781
	<u>1,551,416</u>	<u>1,480,813</u>	<u>1,318,738</u>
Cultural buildings and facilities			
Historical sites	1,500	1,300	1,289
Museums	108,316	71,602	62,597
Regional Library Funding	92,000	92,000	92,000
TH Raddall Library	73,000	63,216	72,757
	<u>274,816</u>	<u>228,118</u>	<u>228,644</u>
Other recreational & cultural services	317,426	463,395	239,055
Debt service			
Interest	57,475	57,401	61,628
Principal	158,369	158,369	158,369
	<u>215,844</u>	<u>215,770</u>	<u>219,997</u>
	<u>\$ 2,359,503</u>	<u>\$ 2,388,096</u>	<u>\$ 2,006,434</u>
16. FISCAL SERVICES			
Transfers to own reserves, funds and agencies			
Other funds			
Special Capital Reserve	\$ -	\$ 219,720	\$ -
Special Operating Reserve	215,000	1,952,095	4,056,810
Equipment Reserve	374,000	370,000	375,283
Special Operating Reserve - Funding for Special Projects	-	386,773	325,000
	<u>\$ 589,000</u>	<u>\$ 2,928,587</u>	<u>\$ 4,757,093</u>

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

B12

NON-CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE-HILLSVIEW ACRES
 FOR THE YEAR ENDED March 31, 2023

	2023		2022
	BUDGET	ACTUAL	ACTUAL
REVENUE			
Resident care	\$ 1,434,506	\$ 1,772,476	\$ 1,507,204
EXPENDITURE			
Salaries and benefits	1,166,781	1,189,913	1,149,179
Building	120,700	159,955	123,576
Supplies and equipment	26,825	47,156	39,128
Resident care	109,000	114,469	98,674
Other	11,200	152,953	11,533
	<u>1,434,506</u>	<u>1,664,445</u>	<u>1,422,089</u>
EXCESS OF REVENUE OVER EXPENDITURE OPERATIONS	-	108,031	85,115
AMOUNT TRANSFERRED TO SPECIAL OPERATING RESERVE	-	108,031	85,115
EXCESS REVENUE OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

WATER UTILITY - B13

NON-CONSOLIDATED STATEMENT OF OPERATIONS AND SURPLUS
 FOR THE YEAR ENDED March 31, 2023

	2023		2022
	BUDGET	ACTUAL	ACTUAL
OPERATING REVENUE			
Metered sales	\$ 594,445	\$ 571,249	\$ 516,033
Public fire protection	196,427	196,427	196,366
Other	10,270	17,550	8,075
	<u>801,142</u>	<u>785,226</u>	<u>720,474</u>
OPERATING EXPENDITURE			
Source of supply	10,764	2,308	-
Water treatment	323,440	374,253	304,668
Transmission and distribution	240,548	189,368	138,788
Administration	89,296	170,094	139,053
Amortization	109,961	112,275	108,585
	<u>774,009</u>	<u>848,297</u>	<u>691,094</u>
OPERATING (DEFICIT) SURPLUS	<u>27,133</u>	<u>(63,071)</u>	<u>29,380</u>
NON OPERATING REVENUE			
Interest	8,000	25,973	8,478
Other	-	4,629	399
	<u>8,000</u>	<u>30,602</u>	<u>8,877</u>
NON OPERATING EXPENDITURE			
Debtenture			
Interest	6,672	12,594	20,752
Principal	43,425	43,426	70,625
	<u>50,097</u>	<u>56,020</u>	<u>91,377</u>
NON OPERATING (DEFICIT) SURPLUS	<u>(42,097)</u>	<u>(25,417)</u>	<u>(82,500)</u>
EXCESS REVENUE OVER EXPENDITURES	<u>\$ (14,964)</u>	<u>(88,488)</u>	<u>(53,120)</u>
SURPLUS-BEGINNING OF YEAR		546,037	599,157
SURPLUS-END OF YEAR		<u>\$ 457,549</u>	<u>\$ 546,037</u>

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REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

WATER UTILITY - B14

NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION WATER UTILITY
 March 31, 2023

	2023	2022
ASSETS		
Cash and cash equivalents	\$ 305,526	\$ 624,258
RECEIVABLES		
Rates	90,611	63,205
Other	8,637	12,369
DUE FROM OWN FUNDS		
Water Utility Capital Fund	133,329	-
PREPAID EXPENSES	3,007	3,990
DUE FROM OWN FUNDS		
Capital Fund	28,576	-
Operating Fund	6,702	21,471
Special Operating Reserve Fund	-	-
INVENTORIES - at cost	113,908	185,486
	\$ 690,297	\$ 910,778
LIABILITIES AND EQUITY		
ACCOUNTS PAYABLE and ACCRUED LIABILITIES	\$ 31,343	\$ 33,413
RESERVE for SEDIMENT REMOVAL	180,000	180,000
DUE TO OWN FUNDS		
General Operating Fund	-	-
Water Utility Capital Fund	-	108,585
PREPAID ACCOUNTS	16,140	16,140
CUSTOMERS' DEPOSITS	2,475	2,475
	229,958	340,613
EQUITY		
SURPLUS	460,339	570,165
	\$ 690,297	\$ 910,778

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See accompanying notes to the non-consolidated financial statements.

 Mayor

 Municipal Clerk

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)
 NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION WATER CAPITAL FUND
 March 31, 2023

WATER UTILITY - B15

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ASSETS	2023	2022
CASH AND CASH EQUIVALENTS		
Amortization (Note 1)	\$ 576,002	\$ 1,066,987
Short Term Investment	508,199	
DUE FROM OWN FUND:		
General Operating Fund	7,064	936
Water Utility Operating Fund	-	108,585
UTILITY PLANT AND EQUIPMENT		
	<u>9,652,824</u>	<u>9,162,412</u>
	<u>\$ 10,744,089</u>	<u>\$ 10,338,920</u>
LIABILITIES AND EQUITY		
DUE TO OWN FUND:		
Capital Fund	\$ 239,015	\$ 122,354
Water Utility Operating Fund	133,329	-
	<u>372,344</u>	<u>122,354</u>
LONG TERM DEBT		
Debentures Issued to provincial government or its agencies		
Municipal Finance Corporation	-	245,604
DUE TO OWN FUND:		
Water Utility Operating Fund	-	-
ACCUMULATED ALLOWANCE FOR AMORTIZATION (Note 1)		
	<u>2,813,672</u>	<u>2,701,397</u>
	3,186,016	3,069,355
EQUITY		
INVESTMENT IN UTILITY PLANT AND EQUIPMENT		
	<u>7,558,073</u>	<u>7,269,565</u>
	<u>\$ 10,744,089</u>	<u>\$ 10,338,920</u>

See accompanying notes to the non-consolidated financial statements.

 Mayor

 Municipal Clerk

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

WATER UTILITY - B16

NON-CONSOLIDATED WATER UTILITY TANGIBLE CAPITAL ASSET SUMMARY

March 31, 2023

	2023	2022
LAND AND RIGHTS	\$ 853,674	\$ 853,674
STRUCTURES AND IMPROVEMENTS	512,545	512,545
STRUCTURES AND IMPROVEMENTS-BRICK/CONCRETE	152,909	152,909
STRUCTURES AND IMPROVEMENTS-FRAME	116,415	116,415
TREATMENT PLANT	875,736	875,736
DISTRIBUTION RESERVOIR	364,939	364,939
MAINS - DISTRIBUTION	4,474,487	4,223,091
MAINS - TRANSMISSION	882,930	643,915
SERVICES	173,626	173,626
METERS	148,880	148,880
HYDRANTS	43,963	43,963
TRUCKS	69,290	69,290
TOOLS	84,581	84,581
EQUIPMENT	657,484	657,484
EXCAVATOR & LOADER	241,365	241,365
	<u>\$ 9,652,824</u>	<u>\$ 9,162,412</u>

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NON-CONSOLIDATED WATER CAPITAL FUND STATEMENT OF INVESTMENT IN TANGIBLE CAPITAL ASSETS

FOR THE YEAR ENDED March 31, 2023

	2023	2022
BALANCE - BEGINNING OF YEAR	\$ 7,269,565	\$ 7,027,407
Transfers from special reserve	251,396	192,570
Interest	37,111	8,654
Term debt retired	-	40,934
BALANCE-END OF YEAR	<u>\$ 7,558,072</u>	<u>\$ 7,269,565</u>

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)

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NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION - SPECIAL OPERATING RESERVE

March 31, 2023

	Capital	Operating	Equipment	2023	2022
FINANCIAL ASSETS					
Cash	\$ 1,171,793	\$ 2,465,888	\$ 1,753,020	\$ 5,390,700	\$ 21,813,483
Short Term Investments	5,687,167	13,723,157	-	-	-
Due from Own Funds					
Capital Fund	-	-	-	-	785,997
General Operations	45,798	1,903,511	-	1,949,309	3,579,096
Equipment Reserve	-	380,916	-	-	-
Interest Receivable	-	-	-	-	775
Loans Receivables	25,383	94,200	-	119,583	174,749
	<u>6,930,141</u>	<u>18,567,672</u>	<u>1,753,020</u>	<u>27,250,833</u>	<u>26,354,100</u>
LIABILITIES					
Due to Own Funds					
Capital Fund	1,000	204,409	-	205,409	745,446
Equipment	-	-	380,916	-	-
Tax Surplus	-	-	-	-	-
General Operating	-	-	165,142	165,142	199,439
	<u>1,000</u>	<u>204,409</u>	<u>546,058</u>	<u>751,467</u>	<u>944,885</u>
NET FINANCIAL ASSETS	6,929,141	18,363,262	1,206,962	26,499,365	25,409,215
ACCUMULATED SURPLUS					
General	<u>\$ 6,929,141</u>	<u>\$ 18,363,262</u>	<u>\$ 1,206,962</u>	<u>\$ 26,499,366</u>	<u>\$ 25,409,215</u>

NON-CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES AND CHANGE IN FUND BALANCE
 - SPECIAL OPERATING RESERVE

FOR THE YEAR ENDED March 31, 2023

	Capital	Operating	Equipment	2023	2022
Revenues					
Interest	\$ 229,841	\$ 592,039	\$41,256.09	\$ 863,136	\$ 159,402
Proceeds from Disposal of Assets	-	-	-	-	-
Conditional Gas Tax	-	695,617	-	695,617	1,379,409
PC Contribution from Local Governments	329,966	-	-	329,966	303,416
Donations	-	300	-	300	-
Other	-	40,680	-	40,680	16,524
Transfer from Tax Sale Surplus	-	-	-	-	7,545
Debenture Proceeds	-	-	-	-	507,757
Gain on sale of Land	97,000	-	-	-	-
Transfer from Own Reserves	-	-	-	-	20,865
Transfer from Operating Fund	98,000	2,061,966	571,374	2,731,340	4,752,193
	<u>754,807</u>	<u>3,390,602</u>	<u>612,630</u>	<u>4,758,039</u>	<u>7,147,111</u>
Financing and Transfers					
Transfer to Own Reserves	-	-	-	-	2,733
Transfer to Operating Fund	219,720	847,981	173,611	1,241,312	825,334
Transfer to Capital	-	1,312,756	1,113,821	2,426,577	1,283,199
Transfer to Special Capital	-	-	-	-	-
Transfer to Own Reserves	-	-	-	-	20,865
	<u>219,720</u>	<u>2,160,737</u>	<u>1,287,432</u>	<u>3,667,889</u>	<u>2,132,131</u>
Annual Surplus	535,087	1,229,865	(674,802)	1,090,150	5,014,980
Accumulated Surplus Beginning of Year	6,394,054	17,133,398	1,881,764	25,409,216	20,394,236
Accumulated Surplus End of Year	6,929,141	18,363,262	1,206,962	26,499,365	25,409,215
	<u>\$ 6,929,141</u>	<u>\$ 18,363,262</u>	<u>\$ 1,206,962</u>	<u>\$ 26,499,365</u>	<u>\$ 25,409,215</u>

MARCH 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

These consolidated financial statements are the responsibility of management have been prepared in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board and to conform to the accounting principles prescribed for Nova Scotia municipalities by the Department of Municipal Affairs and for water utilities by the Nova Scotia Utility and Review Board. The Region of Queens Municipality is a municipality in the Province of Nova Scotia and operated under the provisions of the Nova Scotia Municipal Government Act.

Basis of Consolidation

The consolidated financial statements include the assets, liabilities, revenues, and expenses of the reporting entity. The reporting entity is comprised of all operations accountable to the Municipality for the administration of their affairs and resources which are owned or controlled by the Municipality. Interdepartmental transactions and balances are eliminated. Funds included in the financial statements are general operating fund, general capital fund, water operating, water capital, Hillsview Acres, Queen's Place Emera Centre, and the operating, capital, and equipment reserve funds.

The assets, liabilities, taxation and other revenues and expenses with respect to the operations of the South Shore Regional Centre for Education and the Western Regional Housing Authority are not reflected in these consolidated financial statements as they are provincial government entities. The Municipality's contributions to these entities are recorded in the consolidated statement of operations as expenses.

Budget Figures

The budget figures contained in these financial statements were approved by Council on March 22, 2022, in its original fiscal plan.

Cash and Cash Equivalents

Cash and Cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

Investments

Guaranteed Income Certificates, both redeemable and non-redeemable with the non-redemption maturity period being no longer than 12 months. All investments are made in compliance with Policy 18 – Investments.

Financial Instruments

Initial measurement

Financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred. Financial instruments consist of receivables, receivables from Province of Nova Scotia and federal government, bank indebtedness, and payables.

Subsequent measurement

At each reporting date, the Municipality measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for investments, which must be measured at fair value. The Municipality uses the effective interest rate method to amortize any premiums, discounts, transaction fees and financing fees to the statement of operations. The financial instruments measured at amortized cost are bank indebtedness, receivables, payables and accruals, and loans payable.

MARCH 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

For financial assets measured at cost or amortized cost, the Municipality regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Municipality determines there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

Unless otherwise noted, it is management's opinion that the Municipality is not exposed to significant interest or credit risk arising from financial instruments.

Inventory of Supplies

The inventory of supplies held for consumption is recorded at the lower of cost or replacement cost.

Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset, less accumulated amortization value. Donated assets are capitalized and recorded at their estimated fair value upon acquisition. The threshold for each category represents the minimum cost an individual asset must have before it is to be recorded as a tangible capital asset on the statement of financial position. Tangible capital asset additions not meeting the threshold of \$50,000 per year are expensed in the year of acquisition.

Amortization

Amortization of tangible capital assets, other than amortization on those forming part of the regulated Water Utility, is recorded in the statement of operations on a straight line basis over an asset's useful life.

Amortization of tangible capital assets of the Water Utility is recorded on a straight line basis over their estimated useful lives as prescribed by the Nova Scotia Utility and Review Board. An amount of cash equal to the amortization expense of the Water Utility is transferred to a special water capital bank account which is used to help fund replacement of existing Water Utility plant and equipment or, on approval by the Nova Scotia Utility and Review Board, to repay the principal of capital debt. No amortization is recorded in the years of acquisition or disposal.

The following table outlines an asset's estimated useful life:

	Years
Land Improvements	20
Buildings and engineered structures	40
Building improvements	20
Outdoor swimming pools	25
Heavy Equipment	15
Operating Equipment	12
Vehicles	5
Office and Information Technology-system development packaged system	10
Computer Hardware and Software	5
Office Furniture and Equipment	10
Streets/Roads	30
Sidewalks	25
Illumination Structures	15-25
Bridges/Railings-construction	50
Bridges/Railings-upgrades	15
Storm Water Conveyance Structures	35
Airport-runways	30
Airports-navigational aids	15
Sewer Infrastructure	50

MARCH 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or living organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when all the following criteria are met:

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standard;
- iii. the Municipality is directly responsible or accepts responsibility; and
- iv. a reasonable estimate of the amount can be made.

Management has reviewed potential sites where a material liability may exist and has concluded there is no known material liability at this time.

The Municipality follows Public Sector Accounting Standard 3270 for recognizing its current liability.

Asset Retirement Obligation

An asset retirement obligation is recognized when, as at the financial reporting date, all the following criteria are met:

- a) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- b) The past transaction or event giving rise to the liability has occurred;
- c) It is expected that future economic benefits will be given up; and
- d) A reasonable estimate of the amount can be made.

The liability for closure of operational sites and post-closure care relating to landfill sites has been recognized based on estimated future expenses. An additional liability for the removal of asbestos, lead paint in several of the buildings owned by the Municipality and one potentially contaminated fuel site has also been recognized based on estimated future expenses on closure of the site and post-closure care. Under the modified retrospective method, the discount rate and assumptions used on initial recognition are those as of the date of adoption of the standard. Assumptions used in the subsequent calculations are revised yearly.

The liability is discounted using a present value calculation and adjusted yearly for accretion expense. The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets. The landfill capital asset is being amortized using the units of production method, while the buildings capital assets affected by the asbestos, lead and fuel contamination liability are being amortized with the building following the depreciation accounting policy:

Non financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Solid Waste Management Facility Liability

The Municipality accrues landfill closure and post-closure care requirements that include final covering and landscaping, ongoing environmental monitoring, site inspection and maintenance. The liability is accrued as the landfill site's capacity is used. The reported liability is based on estimates and assumptions using the best information available to management. Future events may result in significant changes to the estimated expenses, total capacity and the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable. The change in the liability at each reporting period is charged as an expense.

Valuation Allowance

Uncollected Taxes and Rates

The Region of Queens Municipality provides a valuation allowance for 100% of the value of taxes outstanding for real properties identified as invalid assessments, owner unknown properties, properties that titles cannot be certified for tax sale and properties not sold at tax sale. The allowance also contains accounts more than three years in arrears.

In the Water Utility, the valuation allowance is provided for estimated losses for outstanding water receivables.

MARCH 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Other Receivables

The Region provides a valuation allowance for all receivables other than taxes and rates that are determined to be uncollectible.

Deferred Revenue

Deferred revenue represents user charges and other fees that have been collected, for which the related services have yet to be performed. These amounts are recognized as revenue in the fiscal year the services are performed. Region of Queens Municipality received Safe Restart funding from the Province of Nova Scotia in the amount of \$590,735. Amounts remaining unspent on March 31, 2023, have been included in Deferred Revenue.

Government Transfers

Government transfers are recognized in the period in which events giving rise to the transfer occur, providing the transfers are authorized, eligibility criteria have been met and reasonable estimates of the amounts can be made.

Taxation and Related Revenues

Property tax billings are prepared by the Municipality based on assessment rolls issued by the Property Valuation Services Corporation. Tax rates are established annually by Council, incorporating amounts to be raised for local services. Taxation revenues are recorded at the time they are levied and the tax billings are due. Assessments and the related property taxes are subject to appeal with any resulting tax adjustments being recorded when the results of the appeal process are known.

User Fee Revenue

Sales of service and other user fee revenue are recognized on an accrual basis. Charges for water usage are recorded as Water rates. Charges for sewer usage are recorded in Taxation.

Post-employment Future Benefits

Employees of the Municipality participate in the Nova Scotia Public Service Superannuation Plan (NSPSSP), a contributory pension plan administered by Pension Services Superannuation Plan Trustee Incorporated, which provides pension benefits based on length of service and earnings. The Municipality is not obligated for any unfunded liability, nor is the Municipality entitled to any surplus that may arise in the NSPSSP. Employer contributions are recognized as an expense in the period. The Nova Scotia Public Sector Superannuation Plan is a Multiemployer defined benefit plan for accounting purposes and as such is accounted for as a defined contribution plan by the Municipality.

Use of Estimates

The preparation of financial statements in conformity with public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating provisions for valuation allowances, accrued liabilities, asset retirement obligations and in performing actuarial valuations of employee future benefits. Actual results could differ from these estimates

MARCH 31, 2023

2. CHANGE IN ACCOUNTING POLICY

PS 3450 – Financial Instruments and PS 2601 – Foreign Currency Translation:

On April 1, 2022, Region of Queens Municipality adopted Public Accounting Standards PS 3450 – *Financial Instruments* and PS 2601 – *Foreign Currency Translation*. The standards were adopted prospectively from the date of adoption. The new standards provide for the recognition, measurement, presentation and disclosure of financial instruments and foreign currency transactions.

Under PS 3450, all financial instruments, including derivatives, are included on the statement of financial position and are measured either at fair value or amortized cost based on the characteristics of the instrument and the Organization's accounting policy choices (see Note 1 – Significant Accounting Policies). There are no adjustments to financial statements as a result of this policy.

PS 3280 – Asset Retirement Obligations:

Region of Queens Municipality removed the landfill liability that has been recognized to date and recognized an asset retirement obligation upon adoption of PS3280 on April 1, 2021, using the modified retrospective method. The liability represents the required closure and post-closure costs for the Solid Waste Facility site owned and operated by Region of Queens Municipality. The liability was measured as of 2006, when the site became active. The discount rate used to calculate the obligation was 2.81% per annum.

On April 1, 2021 Region of Queens Municipality recognized an additional asset retirement obligation related to five buildings owned by the Region. Buildings at high risk for the presence of lead paint and asbestos carry with them a regulatory obligation for remediation and therefore an asset retirement obligation exists. Building useful life calculations are based on forty years.

In accordance with the provisions of this new standard, the financial statements reflect the following adjustments at April 1, 2021:

Landfill Obligation:

A decrease of \$3,965,543 to Landfill Liability to remove the liability recognized to date because 3270 was withdrawn under the old standard, and an accompanying increase of \$3,965,543 to opening Accumulated Surplus.

An increase of \$9,018,116 to the Asset Retirement Obligation Asset Account, representing the original estimate of the obligation as of the date the site became active, and an accompanying increase of \$3,762,172, in Accumulated Amortization, representing the increase of amortization had the liability been originally recognized.

The asset retirement obligation for the Landfill is \$13,666,151, representing the original amount of \$9,018,116 discounted to the present value amount using a rate of 2.81%

A decrease of Opening Accumulated Surplus of \$4,444,664 as a result of the recognition of the liability and an accompanying increase in depreciation expense and accretion expense.

Asbestos and Lead Obligation:

An increase of \$250,485 to the Asset Retirement Obligation Asset Account, representing the original estimate of the obligation and an accompanying increase in Accumulated Amortization of \$165,005 representing the years of amortization had the originally liability been recognized.

An asset retirement obligation in the amount of \$522,157, representing the original obligation of \$250,485 discounted to the present value using a rate of 2.81%

A decrease in Opening Accumulated Surplus of \$429,394, as a result of the recognition of the liability and accompanying increase in depreciation expense and accretion expense.

Net reduction in Accumulated Surplus of \$10,613,968.

MARCH 31, 2023

2. CHANGE IN ACCOUNTING POLICY (CONTINUED)

	2023	2022	PY ADJ	CHANGE
Asset Retirement Obligations - Other Assets	\$ 544,426	\$ 529,341	\$ -	\$ 529,341
Solid Waste Post Closure Asset Retirement Liability	14,444,980	14,050,170	3,965,543	10,084,627
				<u>\$ 10,613,968</u>

3. RECEIVABLES

	CURRENT YEAR	2023 PRIOR YEARS	TOTAL	2022 TOTAL
Balance – beginning of year	\$ -	648,017	648,017	840,391
Current year's tax levy and interest	13,101,611	-	13,101,611	12,735,534
Collection of area rates	<u>42,032</u>	<u>-</u>	<u>42,032</u>	<u>40,544</u>
	<u>13,143,643</u>	<u>648,017</u>	<u>13,791,660</u>	<u>13,616,469</u>
Current year's collections	12,541,444	507,286	13,048,730	12,863,018
Reduced taxes	103,268	-	103,268	64,892
Transmission of area rates	42,032	-	42,032	<u>40,544</u>
	<u>12,686,744</u>	<u>507,286</u>	<u>13,194,030</u>	<u>12,968,453</u>
Taxes receivable	\$ <u>456,899</u>	\$ <u>140,731</u>	597,630	648,017
Valuation allowance – taxes			<u>(99,906)</u>	<u>(161,314)</u>
Net taxes receivable			497,724	486,703
Governments			273,765	373,024
Water rates			89,314	63,205
Sewer rates			152,345	147,854
Pension Asset (Note 15)			209,870	541,347
General, other and accrued interest			615,035	403,820
Valuation allowance – other			<u>-</u>	<u>(10,983)</u>
Total receivables			<u>\$ 1,838,053</u>	<u>\$2,004,969</u>

MARCH 31, 2023

4. LOANS RECEIVABLE	2023	2022
SPECIAL OPERATING RESERVE FUND		
Port Medway Fire Department – non interest bearing Repayable in annual installments of \$10,000 with final installment of \$5,000, maturing in 2028,	\$ 45,000	\$ 55,000
Liverpool Fire Department – non interest bearing Repayable in annual installments of \$4,600 maturing in 2025, Two annual payments were made in 2023	9,200	18,400
Mill Village Fire Department – non interest bearing Repayable in annual installments of \$20,000 maturing in 2025	40,000	60,000
SPECIAL CAPITAL RESERVE FUND		
Liverpool Fire Fighters Association – non interest bearing Repayable in annual installments of \$15,966 maturing in 2024	<u>25,383</u>	<u>41,349</u>
	\$119,583	\$174,749

5. LONG TERM DEBT

The long term debt issued and outstanding (2023-\$3,667,253, 2022 - \$4,342,996). Principal repayments required during the next five years are as follows:

2023/24	\$ 432,232
2024/25	\$ 434,396
2025/26	\$ 437,632
2026/27	\$ 367,645
2027/28	\$1,043,308

All long term debt outstanding at year end has been properly authorized by the Department of Municipal Affairs.

NON CONSOLIDATED SCHEDULE OF CAPITAL DEBT CHARGES AND TERM DEBT
 March 31, 2023

5. LONG TERM DEBT (CONTINUED)

		Balance April 1, 2022	Issued	Redeemed	Balance March 31, 2023	Interest	Interest Rate	Debt Number
ENVIRONMENTAL HEALTH - SEWER								
Debtures-Nova Scotia Department of Finance and Treasury Board	2018-2028	\$ 371,000	-	\$ 53,000	\$ 318,000	\$ 10,650	2.06%-3.2995%	38A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2019-2029	358,576	-	44,822	313,754	8,143	1.982%-2.712%	39A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2020-2030	151,164	-	16,796	134,368	2,035	.6780%-1.8790%	40A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2021-2031	158,674	-	15,868	142,807	2,347	.5%-2.259%	41A1
ENVIRONMENTAL HEALTH-LANDFILL								
CMHC	2017-2025	262,819	-	62,494	200,325	7,761	3.35%	cmhc
RECREATION AND COMMUNITY SERVICES								
Debtures-Nova Scotia Department of Finance and Treasury Board	2017-2027	1,079,168	-	67,448	1,011,720	38,822	2.792%-3.856%	32A1
FCM	2017-2032	1,000,148	-	90,921	909,227	18,653	2.00%	GMF
BUILDINGS AND SIDEWALKS								
Debtures-Nova Scotia Department of Finance and Treasury Board	2019-2029	91,688	-	11,461	80,227	2,082	1.982%-2.712%	39A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2020-2030	24,570	-	2,730	21,840	331	.6780%-1.8790%	40A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2021-2031	211,735	-	21,174	190,561	3,132	.5%-2.259%	41A1
		3,709,542	-	386,713	3,322,829	93,957		
WATER UTILITY								
Debtures-Nova Scotia Department of Finance and Treasury Board	2008-2023	245,604	-	245,604	0	7,011	4.955%-5.21%	27A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2019-2029	133,736	-	16,717	117,019	3,037	1.982% - 2.712%	39A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2020-2030	116,766	-	12,974	103,792	1,572	.6780%-1.8790%	40A1
Debtures-Nova Scotia Department of Finance and Treasury Board	2021-2031	137,348	-	13,735	123,613	2,032	.5%-2.259%	41A1
		633,454	-	289,030	344,424	13,653		
		\$ 4,342,996	\$ -	\$ 675,743	\$ 3,667,253	\$ 107,610		

MARCH 31, 2023

6. TAX SALE SURPLUS

Proceeds received from a tax sale of property in excess of the taxes and costs outstanding are held In Trust for a period of 20 years, unless withdrawn by the previous owner. If the Supreme Court of Nova Scotia has not issued an order directing the payment of the trust to a person with an interest in the land sold for taxes during this 20 year period, the amount is to be transferred to the Capital Reserve Fund. There were two tax sales in this fiscal year.

In this fiscal year tax surplus activity was;(\$321,693) redemptions, \$50,829 interest and \$601,918 in proceeds from tax sales.

Proceeds from tax sales of properties were received in the following years:

2009	467
2010	10,992
2011	295
2013	68,631
2014	9,293
2015	15,909
2016	30,576
2017	115,197
2018	53,258
2019	207,344
2020	89,770
2021	442,345
2022	620,711
	<u>\$1,664,791</u>

7. Asset Retirement Obligation:

Region of Queens Municipality's retirement obligation consists of several obligations as follows:

Landfill Obligation: Region of Queens Municipality owns and operates a Solid Waste Facility located at 3750 Highway 8. The liability for the closure of operational sites and post closure costs have been recognized under PS 3280 – Asset Retirement Obligation. Costs were based on the presently known obligations that will exist at the estimated year of closure and for thirty years after this date. The landfill has an estimated useful life of twenty six years with ten years remaining. These costs were discounted to March 31, 2023 using a discount rate of 2.81%.

Asbestos/Lead Obligation: Region of Queens Municipality owns several building that are considered high risk for the presence of asbestos and/or lead paint. These substances represent a health hazard upon demolition of the building and there is a legal obligation to remove it. Following the adoption of PS3280 an asset retirement obligation was recognized related to the removal and/or remediation of these substances. This obligation was calculated using the remaining useful life of these buildings and a discount rate of 2.81%.

The transition and recognition of the asset retirement obligations involved an accompanying increase to the Asset Retirement Obligations Asset and restatement of prior year's numbers. See note 20.

Asset Retirement Obligation Asset	Landfill	Buildings	Total
Opening Balance	\$ 9,018,116	\$ 250,485	\$ 9,268,601
Accumulated Amortization	(4,012,984)	(171,268)	(4,184,252)
Amortization	(250,812)	(6,262)	(257,074)
Ending Balance	\$ 4,754,321	\$ 72,955	\$ 4,827,276
Asset Retirement Obligation			
Opening Balance	\$ 14,050,170	\$ 529,341	\$ 14,579,511
Accretion	394,810	15,085	409,895
Ending Balance	\$ 14,444,980	\$ 544,426	\$ 14,989,406

8. TANGIBLE CAPITAL ASSETS - 2023

	Cost beginning of year	Additions	Adjustment	Cost end of year	Amortization	Accumulated Amortization	NBV
LAND	\$6,401,891	\$ -	\$ 1,000	\$ 6,400,891	\$ -	\$ -	\$6,400,891
GENERAL GOVERNMENT SERVICES	1,847,692	-	-	1,847,692	30,188	1,393,939	453,753
ENVIRONMENTAL DEVELOPMENT SERVICES	3,237,893	-	-	3,237,893	61,901	1,727,000	1,510,893
PROTECTIVE SERVICES							
Law Enforcement	731,516	-	-	731,516	21,140	473,946	257,570
Protective Services	555,616	-	-	555,616	7,761	447,029	108,587
ENVIRONMENTAL HEALTH SERVICES							
Sewage Collection and Disposal	16,519,303	244,539	-	16,763,842	312,750	6,652,482	10,111,360
Landfill Site	14,330,879	700,494	-	15,031,373	887,116	7,148,444	7,882,929
Materials recovery facility	800,349	-	-	800,349	17,154	399,937	400,412
PUBLIC HEALTH AND WELFARE SERVICES	1,218,512	59,827	-	1,278,339	16,284	1,147,920	130,419
MAINTENANCE/TRANSPORTATION	5,654,126	413,337	-	6,067,463	191,842	4,010,788	2,056,675
RECREATION, PLANNING, TOURISM	21,500,961	185,771	-	21,686,732	598,406	6,686,441	15,000,291
PUBLIC WORKS							
Sidewalks	606,940	-	-	606,940	16,356	481,756	125,184
Traffic Lights	127,110	-	-	127,110	5,084	96,604	30,506
Streets	8,762,559	631,049	-	9,393,608	225,712	3,386,314	6,007,294
Airport	194,173	-	-	194,173	1,312	145,725	48,448
UTILITY PLANT AND EQUIPMENT	9,162,412	490,411	-	9,652,824	112,275	2,813,697	6,839,127
ASSET RETIREMENT OBLIGATION	9,268,601	-	-	9,268,601	257,074	4,441,325	4,827,276
	\$ 100,920,534	\$ 2,725,429	\$ 1,000	\$ 103,644,963	\$ 2,762,354	\$ 41,453,347	\$62,191,644

9. TANGIBLE CAPITAL ASSETS - 2022

	Cost beginning of year	Additions	Disposals	Cost end of year	Amortization	Accumulated Amortization	NBV
LAND	\$6,401,891	\$ -	\$ -	\$ 6,401,891	\$ -	\$ -	\$ 6,401,891
GENERAL GOVERNMENT SERVICES	1,847,692	-	-	1,847,692	40,770	1,363,741	483,952
ENVIRONMENTAL DEVELOPMENT SERVICES	3,237,893	-	-	3,237,893	61,901	1,665,100	1,572,794
PROTECTIVE SERVICES							
Law Enforcement	731,516	-	-	731,516	21,140	452,806	278,710
Protective Services	555,616	-	-	555,616	7,761	439,268	116,348
ENVIRONMENTAL HEALTH SERVICES							
Sewage Collection and Disposal	16,284,424	234,864	-	16,519,288	324,972	6,339,731	10,179,557
Landfill Site	14,273,740	51,188	5,965	14,330,893	356,125	6,261,328	8,069,565
Materials recovery facility	800,349	-	-	800,349	17,154	382,783	417,566
PUBLIC HEALTH AND WELFARE SERVICES	1,218,512	-	-	1,218,512	16,284	1,131,636	86,876
MAINTENANCE DEPARTMENT	5,525,886	128,232	-	5,654,118	179,019	3,818,946	1,835,172
RECREATION, PLANNING, TOURISM	21,500,962	-	-	21,500,962	596,887	6,088,035	15,412,927
PUBLIC WORKS							
Sidewalks	606,940	-	-	606,940	16,360	465,400	141,540
Traffic Lights	127,110	-	-	127,110	5,084	91,520	35,591
Streets	8,126,790	635,769	-	8,762,559	205,631	3,160,602	5,601,957
Airport	153,597	40,576	-	194,173	1,312	144,413	49,760
UTILITY PLANT AND EQUIPMENT	8,847,489	314,924	-	9,162,413	108,585	2,701,398	6,461,015
ASSET RETIREMENT OBLIGATIONS	9,268,601	-	-	9,268,601	257,074	4,184,252	5,084,349
	\$99,509,008	\$1,405,553	\$5,965	\$100,920,526	\$2,216,059	\$38,690,959	\$ 62,229,571

MARCH 31, 2023

10. COMMITMENTS

Contract/Leases

As at March 31, 2023, the Region of Queens is committed to making the following payments:

A contract for garbage collection for the subsequent year of \$799,309 plus HST expires March 31, 2026.

A contract for residual waste transfer from transfer stations to the Region of Queens Solid Waste Management Facility expires March 31, 2026.

A contract for the transfer of organic material from the Region of Queens Solid Waste Management Facility to the composting facility expires March 31, 2025.

A contract for fire answering service for the subsequent year of \$27,807 plus HST expires March 31, 2024.

Lease for library space for the subsequent year of \$51,680 plus HST, expires December 31, 2024.

11. REMUNERATION AND EXPENSES OF ELECTED OFFICIALS AND CHIEF ADMINISTRATIVE OFFICER PAID DURING THE YEAR

	Remuneration	Expenses
Councilors		
Mayor – D. Norman	44,526	1398
District 1 – K. Muise	22,777	704
District 2 – R. Gidney	22,263	0
District 3 – M. Charlton	22,263	2253
District 4 – V. Amirault	22,263	89
District 5 – J. Fancy	22,862	1454
District 6 – D. Brown	22,263	5872
District 6 – C. Hawkes	<u>22,263</u>	<u>1439</u>
	201,480	13,209
Chief Administrative Officer		
C. McNeill	<u>143,044</u>	<u>431</u>
	<u>\$ 334,542</u>	<u>\$ 13,640</u>

12. FIRE DEPARTMENT FUNDING

Each year two cents from the tax rate is dedicated to supporting the capital truck fund for fire departments in Region of Queens Municipality. In this fiscal year that amount was \$201,374. This revenue was used to reimburse the departments for the principal payments of truck loans that the municipality agreed to for the five fire departments.

MARCH 31, 2023

13. RESERVE BALANCES

	2023	2022
Special Operating Reserve Allocations		
2 nd Generation Landfill	\$ 5,047,739	\$ 4,725,886
Sewer projects	\$ 435,425	\$ 1,203,621
Canada Community Building Fund	\$ 1,000,195	\$ 958,227
Organic project	\$ 789,922	\$ 762,821
Hillsview Acres	\$ 767,653	\$ 636,990
Community Investment Fund	\$ 380,363	\$ -
Liverpool Business Development Center	\$ 189,838	\$ 275,710
Post Closure Septage	\$ 261,445	\$ 252,475
Pine Grove	\$ 95,313	\$ 116,573
Parkland Fee	\$ 111,094	\$ 66,924
Computer Equipment	\$ 64,519	\$ 62,306
Fire Department Safety Training/Equipment	\$ 50,917	\$ 50,917
Sidewalk Reserve	\$ 77,501	\$ -
Comfort Center	\$ 45,150	\$ -
Recreation for All	\$ 19,783	\$ 20,403
Fundraising (QP \$1206, SP \$14,379)	\$ 16,241	\$ 15,684
First Responders Training/Equipment	\$ 12,279	\$ 8,279
NS Trip	\$ -	\$ 50,063
Permit Management System	\$ 40,785	\$ -
Special Capital Reserve Allocations		
2 nd Generation Landfill – Post Closure	\$ 5,932,812	\$ 5,513,966
Special Equipment Reserve Allocations		
Landfill Equipment	\$ 882,454	\$ 1,375,399
Public Works Equipment	\$ 165,062	\$ 379,201
Water Equipment	\$ 51,676	\$ 50,543
Airport Equipment	\$ 49,222	\$ 48,143
Fire Department Capital Trucks	\$ 58,549	\$ 28,479
	<u>\$ 16,545,937</u>	<u>\$ 16,602,612</u>

MARCH 31, 2023

14. SCHOOL CAPITAL

On January 1, 1982 the Municipality of the County of Queens joined with the Town of Liverpool to form Queens District School Board (now South Shore Regional Centre for Education). Under the agreement, all school land and buildings on hand as at December 31, 1981 will remain assets of the Region of Queens Municipality, but will be under the operating control of the Regional Centre until such time as they no longer require the assets for school purposes. At that time, the Regional Centre re-conveys the land and buildings to the Region of Queens.

15. EMPLOYEES' RETIREMENT PENSION PLAN

Region of Queens Defined Benefit Plan

Effective September 30, 2020 all pension assets were transferred to the Nova Scotia Public Service Superannuation Plan (NSPSSP), who are now the administrators of the employee pension plan. A Pension Asset has been recorded as an estimate of the overpayments by plan contributors.

As per the Public Sector Accounting Board handbook, section 3250-Retirement Benefits, the accounting valuation result for the Region of Queens Pension Plan (the "Plan") as at December 31, 2019 indicated a pension asset of \$288,982 which had been reflected in the financial statements. When the pension transfer to the Nova Scotia Public Service Superannuation Plan was completed and remaining funds transferred, there was a higher than anticipated surplus, the difference has been recognized in revenue and the pension asset reflects the future payment holiday of \$541,347. This payment holiday will be drawn down with subsequent payrolls, which is expected to be used by the fall of 2023. The balance as of March 31, 2023 is \$209,870.

Nova Scotia Public Service Superannuation Plan (NSPSSP)

Nova Scotia Public Service Superannuation plan employer contribution formula is 8.4% of the first \$66,600 of gross pay and 10.9 % of the remainder to a maximum of \$198,643. This is matched by the employee. Maximums are based on calendar year 2023.

Although, the NSPSSP is a defined benefit pension plan, the Municipality accounts for it as a defined contribution plan as it is a multiemployer plan and contributions are recorded as expenses when they are paid or payable. Contributions to the Plan are required by both the employer and its employees. Total employer contributions for 2023 were \$331,477 and are recognized as an expense in the period as part of salaries, wages and benefits as disclosed in Note 16.

16. SOLID WASTE CLOSURE AND POST CLOSURE LIABILITY

The Municipality owns and operates a Solid Waste Management Facility. It has an obligation under Nova Scotia Department of Environment regulations for costs related to the closure and post closure care of the sites once capacity is reached. The following cost and capacity information is based upon ongoing evaluation and best estimates by management in consultation with internal and external technical consultants.

As at March 31, 2023, based on current Municipal Solid Waste usage and compaction rates, the remaining capacity of the 2nd Generation solid waste cell is approximately 217,083 tonnes. Total closure costs in current period dollars are estimated to be approximately \$7,090,773. The cost estimate is adjusted based on Statistics Canada's CPI average increase over the preceding three years. Costs for post closure care and maintenance of this site in the current period are approximately \$7,354,206 when discounting is applied.

As at March 31, 2023, based on current closure and post closure requirements, estimated total costs would be \$14,444,979 in current period dollars. These costs are expected to be incurred over a period of 30 years subsequent to closure of the current cells.

The municipality has internally restricted assets of \$5,932,812 to fund these future costs which are included in cash and cash equivalents. The determination of required additions to the reserve is based on management's knowledge of the future expected costs to close the site with an additional allowance intended to fund potential changes in environmental regulatory standards. Management's estimates for the reserve include consideration that costs will escalate and attempt to ensure that, should the site be closed; no funds would need to be borrowed to complete the closure. Alternatively, the method used to calculate the solid waste closure and post-closure liability as recorded in the statement of financial position is explicitly outlined by Canadian Public Sector Accounting Standards.

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16. SOLID WASTE CLOSURE AND POST CLOSURE LIABILITY (CONTINUED)

The liability recognized in the financial statements is based on estimates and assumptions using the Municipality's best information and judgment. Future events may result in significant changes to the estimated expenses, total capacity or the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable.

17. TRUST FUNDS UNDER ADMINISTRATION

Trust Funds administered by the Municipality are reported on separately and not included in the non - consolidated financial statements.

18. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.

March 31, 2023

19. BUDGET FIGURES

Public Sector Accounting Standards (PSAS) require a comparison of the results for the period with those originally planned on the same basis as that used for actual results. The fiscal plan in the statement of operations and statement of changes in net assets has been adjusted to be on a consistent basis as actual results. Below is a reconciliation of the figures from the approved fiscal plan to the fiscal plan per the financial statement:

	Approved Fiscal Plan	Consolidation (As required by PSAS)*	Fiscal Plan Per Financial Statements
REVENUE			
Taxation	\$ 15,396,999	\$ (3,251,063)	\$ 12,145,936
Sale of services	789,758		789,758
Water rates	-	\$ 604,715	604,715
Water for fire protection		\$ 196,427	196,427
Government transfers	1,314,026		1,314,026
Grants in lieu of taxes	316,607		316,607
Services provided to other governments	2,153,196		2,153,196
Other revenue from own sources	1,008,139	\$ 8,000	1,016,139
Public health	1,434,506		1,434,506
Transfers from own funds	730,111	\$ (730,111)	-
	23,143,342	(3,172,032)	19,971,310
EXPENDITURE			
General government services	5,850,087	(3,039,340)	\$ 2,810,747
Protective services	4,413,298	(357,170)	\$ 4,056,128
Transportation services	2,721,836	428,847	\$ 3,150,683
Environment health services	3,996,639	1,041,934	\$ 5,038,573
Public health	1,592,164	(91,747)	\$ 1,500,417
Environmental development services	1,620,505	21,901	\$ 1,642,406
Recreation and cultural services	2,359,503	348,327	\$ 2,707,830
Water treatment and distribution	-	780,681	\$ 780,681
Fiscal services	589,000	(589,000)	\$ -
	23,143,032	(1,455,568)	21,687,464
ANNUAL SURPLUS	310	(1,716,464)	(1,716,154)

* The adjustments above include netting school board appropriations and reduced taxes against tax revenues, reclassification of revenues and expenditures amongst categories, and the elimination of transfers between funds, and amortization of tangible capital assets.

MARCH 31, 2023

20. SEGMENT DISCLOSURE

Region of Queens Municipality is a diversified municipal government institution that provides a wide range of services to its citizens. Municipal services are provided by departments and their activities are reported in those segments. Expenses of the following departments have been separately disclosed in segmented information consistent with provincially legislated requirements as follows:

General Government Service

Activities that provide for the overall operation of the Municipality and that are common to, or affect all of, the services provided by the Municipality. This includes the activities of the Mayor and Council as well as the following administrative activities: human resources, legal services, facilities management, finance and administration, communications and technology, and the office of the Chief Administrative Officer.

Protective Services

Activities that provide for the public safety of the citizens of the Municipality. This includes police and fire protection and other protective services such as by-law enforcement and building and fire inspections.

Transportation Services

Activities performed by the Engineering and Public Works Department. This includes management, maintenance and development of a wide variety of municipal infrastructure. Primary activities are road maintenance, sidewalk repair, maintenance and snow removal and salting (within the boundaries of Liverpool only). Activities also included are sewer operations, equipment maintenance, and supervision of water utility.

Environment Health Services

Activities that provide environmentally regulated services. This includes the collection of solid waste materials, the maintenance and operation of a solid waste site, solid waste landfill closure and post-closure costs allocated to the current year, sanitary wastewater collection and treatment, and supervision of solid waste facility.

Public Health Services

Activities related to the operations of Hillsvlew Acres nursing home and mandatory transfers to the Regional Housing Authority.

Environmental Development Services

Activities that support and manage the Municipality's physical and economic development. This includes activities related to land use planning, zoning and development, activities related to investment attraction, existing business retention and expansion, business support and promotion to enhance the economy of the Region.

Recreation and Cultural Services

Activities related to the Municipality's recreation facilities, including the operations and maintenance of two outdoor pools, parks, trails, beaches, and various cultural facilities including a library. This also includes the expenditures for various recreational programming and special events as well as human, financial, and administrative support of volunteer organizations within the Municipality and surrounding area.

Water Treatment and Distribution

Activities related to the treatment and distribution of drinking water to its users through a comprehensive water treatment facility.

Educational Services

Activities related to the mandatory funding of school boards.

CONSOLIDATED EXPENSES BY OBJECT

	2023	2022
Salaries, wages and benefits	\$ 6,106,547	\$ 6,079,602
Interest on long-term debt	106,477	122,333
External transfers and grants	3,517,663	3,256,467
Amortization	2,505,282	1,953,010
Other	<u>10,536,697</u>	<u>8,775,207</u>
	<u>\$22,772,666</u>	<u>\$20,186,619</u>

REGION OF QUEENS MUNICIPALITY
 NOTES TO NON CONSOLIDATED FINANCIAL STATEMENTS

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20. SEGMENT DISCLOSURE (CONTD)

	General Government Services	Protective Services	Roads & Streets (Public Works) Services	Environment Health Services	Public Health Services	Environmental Development and Cultural Services	Recreation and Cultural Services	Treatment and Distribution	2023	2022
Taxation	\$ 10,473,411	\$ 196,427	\$ 1,390,131	\$ 558,807	\$ -	\$ -	\$ -	\$ -	\$ 12,618,776	\$ 12,545,368
Sale of services	\$ 14,951	\$ 11,491	\$ -	\$ 805,211	\$ -	\$ -	\$ -	\$ -	\$ 831,654	\$ 875,391
Water Rates / Fire Protection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 811,199	\$ 811,199	\$ 720,474
Government transfers	\$ 1,382,365	\$ -	\$ -	\$ 87,462	\$ -	\$ -	\$ -	\$ -	\$ 1,469,827	\$ 2,662,364
Grants in lieu of taxes	\$ 265,865	\$ 27,506	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 293,371	\$ 313,884
Services provided other gov't	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,561,368	\$ 2,448,893
Other revenue own sources	\$ 1,356,576	\$ -	\$ -	\$ 2,561,368	\$ -	\$ -	\$ 1,043,128	\$ 67,713	\$ 2,467,417	\$ 1,378,846
Public health	\$ -	\$ -	\$ -	\$ -	\$ 1,772,476	\$ -	\$ -	\$ -	\$ 1,772,476	\$ 1,507,204
Government transfers - capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 695,617	\$ 1,379,409
Proceeds from sale of property	\$ 97,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 97,000	\$ -
Total Revenues	\$ 13,590,169	\$ 235,424	\$ 2,085,748	\$ 4,012,848	\$ 1,772,476	\$ -	\$ 1,043,128	\$ 878,912	\$ 23,618,705	\$ 23,831,833
Salaries, wages and benefits	1,265,499	206,008	1,012,083	709,412	1,189,913	627,363	899,605	196,665	6,106,547	6,079,602
Interest/discount on long-term debt	-	-	5,545	30,937	-	-	57,401	12,594	106,477	122,333
External transfers and grants	485,830	2,423,366	274,190	-	116,000	-	218,278	-	3,517,663	3,212,397
Amortization	30,188	28,901	440,308	1,217,020	16,284	61,901	598,406	112,275	2,505,282	1,953,010
Materials, services and other expenses	1,040,795	1,361,432	1,464,500	3,298,803	480,252	1,007,900	1,099,506	783,507	10,536,696	8,819,277
Total Expenditures	\$ 2,822,312	\$ 4,019,707	\$ 3,196,626	\$ 5,254,715	\$ 1,802,449	\$ 1,697,164	\$ 2,873,196	\$ 716,035	\$ 22,772,666	\$ 20,186,619
Surplus / (Deficit) by category	\$ 10,767,857	\$ (3,784,282)	\$ (1,110,879)	\$ (1,241,867)	\$ (29,973)	\$ (1,697,164)	\$ (1,830,069)	\$ 162,877	\$ 846,041	\$ 3,645,214

REGION OF QUEENS MUNICIPALITY
SUPPLEMENTARY FINANCIAL INFORMATION
TRUST STATEMENTS
(Unaudited – See advisory to reader)
March 31, 2023

REGION OF QUEENS MUNICIPALITY
 SUPPLEMENTARY FINANCIAL INFORMATION
 (Unaudited - See Advisory to Reader)
 Statement of Financial Position - Trust Bursaries
 March 31, 2023

C1

	2023				2022	
	J.Roy Gordon Award	Gertrude Ford Newcombe Scholarship	V. Harlow Gordon Scholarship	E.H. Ted Harlow Award	Ted Harlow Award	Total:
ASSETS						
CASH	\$ 36,741	\$ 15,967	\$ 14,188	\$ 10,545	\$ 21,317	\$ 90,600
INVESTMENTS - at cost	15,446	2,588	10,247	10,978	14,930	54,189
	<u>52,187</u>	<u>18,555</u>	<u>24,436</u>	<u>21,523</u>	<u>36,247</u>	<u>144,790</u>
Due T/F Operating	52,187	18,555	24,436	21,523	36,247	143,290
RESERVES						
DIVIDENDS	3,696	2,216	2,032	1,815	2,540	10,760
DISBURSEMENTS						
Bank Charges	29	29	29	29	27	141
Scholarships	1,000	500	1,000	1,500	-	4,000
	<u>1,029</u>	<u>529</u>	<u>1,029</u>	<u>1,529</u>	<u>27</u>	<u>2,002</u>
	<u>2,667</u>	<u>1,687</u>	<u>1,003</u>	<u>286</u>	<u>2,513</u>	<u>8,758</u>
Balance Beginning of year:	49,521	16,867	23,432	21,237	33,733	134,531
Balance End of year:	<u>\$ 52,188</u>	<u>\$ 18,555</u>	<u>\$ 24,435</u>	<u>\$ 21,523</u>	<u>\$ 36,247</u>	<u>\$ 143,290</u>

See accompanying notes to the non-consolidated financial statements.

ON BEHALF OF REGION OF QUEENS MUNICIPALITY

 Mayor

 Municipal Clerk

REGION OF QUEENS MUNICIPALITY
SUPPLEMENTARY FINANCIAL INFORMATION
(Unaudited - See Advisory to Reader)
Statement of Financial Position - Hillsview Acres Trust

C2

March 31, 2023

	2023	2022
Financial Assets		
Cash and cash equivalents	\$ 40,864	\$ 48,655
Reserves		
Increase in Resident's deposits	34,565	103,817
Decrease in Resident's deposits	42,357	102,924
Net Change	(7,791)	893
Balance at Beginning of year	48,655	47,762
Balance at End of year	<u>\$ 40,864</u>	<u>\$ 48,655</u>

See accompanying notes to the non-consolidated financial statements.

ON BEHALF OF REGION OF QUEENS MUNICIPALITY

Mayor

Municipal Clerk

March 31, 2023

NOTE 1 - PURPOSE OF TRUST

Trust funds under administration by the Region of Queens Municipality.

NOTE 2 - FORMER EMPLOYEE PENSION TRUST

A former employee was granted a supplementary retirement plan in addition to his/her regular pension plan. These funds, previously held in trust to be utilized to fulfill the obligation of the supplementary retirement plan, have been depleted.

**Region of Queens Municipality
Surplus Analysis - Fiscal 22/23**

Revenue:

	Over/(under)
Deed Transfer tax	505,560
Residential taxes collected	32,302
Recovered taxes	(40,050)
Nova Scotia Power	87,000
Environmental Health Services	43,505
Return on Investments	139,000
QPEC	107,000
Miscellaneous	202,000
Safe Restart	50,000
Hospital donation	100,000
	<u>\$ 1,226,317</u>

Murphy Donation \$188,800, TIANs funding

Expenses:

	Over/(under)
Administration - Common Services	(123,400)
Other	(160,000)
Uncollectible taxes	(104,000)
EPW Wages	(53,000)
Equipment Operations	161,000
Roads and Streets	(56,000)
Airport Hanger Purchase	25,000
Law Enforcement	(36,000)
Sewage collection systems	29,650
Sewage treatment and disposal	68,000
LBDC repairs	88,000
Garbage and waste collections	44,000
Recreation services	(71,000)
Recycling	(102,000)
Planning	(86,000)
Tourism and EDEV	(132,000)
Cultural buildings and facilities	(47,000)
Other Recreational Services	146,000
	<u>\$ (408,750)</u>

Council audio/vault access not done \$30,000
Savings on ARO report

Diesel and Equipment repair
Salt and sidewalk materials
Purchase
Staffing shortages
Building repairs
Gate install \$20,000, other repairs
Building Repairs (pump on fire & security)
Fuel surcharge

Staffing shortages
Staffing shortages
BDO vacancy, Wayfarer project scaled back from budgeted
Repairs not all completed as budgeted
Murphy donation and tractor for ground crew

NET \$ 1,635,067

Surplus : \$ 1,669,497

Region of Queens Municipality Staff Report

7.3

To: Council

From: Joanne Veinotte, Director of Corporate Services

Date: September 12, 2023

Re: IT System Evaluation RFP

Background

Region of Queens Municipality's operations depend on reliable and up to date IT infrastructure. With the increase in cyber attacks, it is important to mitigate risk and have a prioritized plan to ensure that the IT infrastructure is monitored for obsolescence as well utilizing the latest technology available that is cost effective, to control risk.

Details

There is no strategic plan in place for IT infrastructure management. There is also no policies for use of the system; including work email, work cell phones and iPads. A business continuity plan also needs to be written that outlines how the system will be operated should a significant failure or breach occur.

The RFP will provide the foundational information that the IT Manager can use to complete these tasks.

The Request for Proposal was posted on the Nova Scotia Procurement site on October 13, 2022 and closed November 4, 2022.



Eleven submissions were received and scored by staff according to the scoring matrix in the RFP document.

The proposal with the highest score was Bulletproof Solutions ULC, based out of Fredericton.

In January 2023 staff met virtually with the top three teams to further detail the scope of expectations in the RFP and to ensure that there was a clear understanding of the purpose of the RFP. As a result of these meetings, Bulletproof Solutions was determined to have the best understanding of the needs and purpose of the RFP.

During the meeting with Bulletproof there was discussion surrounding which standards should be used as benchmarking for our systems; Cybersecurity Canada or NIST CSF. It was determined at that meeting that the Cybersecurity Canada framework would be the better fit and with would result in a reduction of price. In a follow-up meeting in August 2023, the Bulletproof Team noted that upon further reflection and consultation with colleagues that NIST CSF was the better fit for municipal units. This is why the budgeted cost was \$60,000 and the proposal is for \$61,425 plus HST. The unbudgeted cost will be \$4000.

Applicable Legislation

The *Municipal Government Act* states in Section 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."

Budget Considerations

The operational budget includes \$60,000 for this audit. There will be an unbudgeted expense of \$4000 as the anticipated reduction in cost did not occur.



Recommendation

THAT Council of Region of Queens Municipality contract Bulletproof Solutions ULC Cyber Center to complete an IT Systems Evaluation of Region of Queens Municipality.

Region of Queens Municipality Staff Report

7.4

To: Council

From: Joanne Veinotte, Director of Corporate Services

Date: September 12, 2023

Re: Compensation Review RFP

Background


Recognition and attraction issues for existing and future employees are of concern for Council and senior staff of the Municipality. An independent compensation review for union, non union, and elected officials including: wage and salary levels, monetary and non monetary benefits, and recommendation on overtime policy for non union staff was requested by Council

Details

The review will provide benchmark and comparative compensation levels for union, non-union and elected officials. Upon successful completion a presentation will be made to Council with the results.

The Request for Proposal was posted on the Nova Scotia Procurement site on August 9, 2023 and closed August 25, 2023.

Six submissions were received and scored by staff according to the scoring matrix in the RFP document.



The proposal with the highest score was KBRS, a Halifax firm with considerable experience in compensation reviews in the Atlantic Canada, both in government and in the private sector.

Applicable Legislation

The *Municipal Government Act* states in Section 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."

Budget Considerations

The operational budget includes \$50,000 for this review and recommended proposal is quoted at \$22,950 plus HST plus travel if required, therefore it is within budget.

Recommendation

THAT Council of Region of Queens Municipality contract KBRS to complete a Municipal Compensation and Benefits Review for Union and Non – Union staff and Elected Officials of Region of Queens Municipality.



Region of Queens Municipality

8.1

COUNCIL IMPLEMENTATION REPORT – January – August 2023

Date	Recommendation	Responsibility	Action Taken
Feb. 14, 2023	Approve the placement of a new replacement pool for Milton Centennial Pool on the lands of Queens Place Emera Centre.	M. Roberts	The project is currently with the Project Manager for costing.
Feb. 14, 2023	Give approval to register and apply for grants with consultation and approval from the appropriate staff member. The Pool Committee or designate will research and write the grants for approval.	Intermin CAO	No requests received by staff at this time.
Feb. 14, 2023	Give pre-budget approval to contracting CBCL Engineering to conduct a feasibility study for the extension of services to Mount Pleasant, NS, at a cost of up to \$21,500 plus HST, to be funded out of the 2023-2024 operating budget.	Adam Grant	In progress.
Mar. 14, 2023	Approve entering into a contract with DUMAC Energy Limited to conduct a HVAC investigation at the Town Hall Arts and Cultural Center, 219 Main Street, Liverpool, at a cost of \$10,975 plus HST, to be budgeted in the 2023-2024 fiscal year.	Adam Grant	In progress.

Date	Recommendation	Responsibility	Action Taken
June 13/23	<p>Approve the purchase of two 2023, 4x4 ¾ Ton Pickups from Mosher Motors at a price of \$152,320 + HST.</p> <p>AND THAT Council of Region of Queens Municipality approves the purchase of a used vehicle to meet the requirements of the building inspector from David Hatt Auto Sales Ltd. at a maximum price of \$40,000 + HST.</p>	Adam Grant	PO issued, equipment ordered.
June 13/23	Approves the purchase of a 2023 Trackless MT7 from Saunders Equipment Ltd., Fredericton, NB at a price of \$178,820 + HST.	Adam Grant	PO issued, equipment ordered.
July 11/23	Appoint the three Council members appointed to the Police Advisory Board as an ad-hoc nominating committee to review applications and recommend appointments to Council for current and future community appointment vacancies on the Police Advisory Board.	Angela Green	Four applications received and provided to ad-hoc nomination committee to review and recommendation.
July 11/23	Approves the tender for the replacement of the HVAC system at the Liverpool Business Development Center to Sea Coast HVAC at a cost of \$1,766,325.00 + HST.	Adam Grant	In progress
July 11/23	Approves the purchase of a 2024 Bucher/Freightliner V65T/M2-106 from Saunders Equipment Ltd., Fredericton, NB at a price of \$388,000 + HST.	Adam Grant	PO issued. Equipment ordered.

Date	Recommendation	Responsibility	Action Taken
July 11/23	Enter into a Site Host Agreement with Nova Scotia Power for the location of an EV charging station on Municipal property.	R. Lane	Council has been advised of the final preferred location on Legion Street ahead of signing the Agreement.
Aug. 8/23	Give second reading to a bylaw respecting amendments to the Land Use Bylaw, which see a change to the zoning of PID #870027982, 70040423, 70017983 and 70028477 to Multiple Unit Residential (RM).	M. MacLeod	Notice of Passing in Lighthouse Now on August 16, 2023. 14 day appeal period.
Aug. 8/23	Approve the purchase of a 2023 Komatsu WA320-8 with extended warranty and trade in of 2009 John Deere 624K loader at a net cost of \$314,700 + HST.	Adam Grant	In progress.
Aug. 8/23	Appoint Myles Harlow as a Fire Inspector for Region of Queens Municipality to administer and enforce provisions of the Nova Scotia Fire Safety Act, Regulations and National Fire Code.	M. MacLeod	Fire Marshall's office has been notified.
Aug. 8/23	Staff to cover over graffiti that has been placed on the breakwater and rocks on PID #70228606 and located off Burgess Road in South West Port Mouton, at an estimated cost of \$5,000, which is an unbudgeted expense.	Adam Grant	In progress.



Region of Queens Municipality

COUNCIL IMPLEMENTATION REPORT – January – December, 2022

Date	Recommendation	Responsibility	Action Taken
Feb. 22, 2022	<p>Declare the following properties as surplus to municipal needs and have them advertised for sale at fair market value:</p> <ul style="list-style-type: none"> • 70127501 • 70164561 • 70143276 • 70248018 • 70248026 • 70019609 <p>AND THAT Council of Region of Queens Municipality declare the following properties as surplus to municipal needs and offer them for sale to abutting property owners at a minimum bid of \$0.25 per square foot:</p> <ul style="list-style-type: none"> • 70275508 • 70019872 • 70062245 • 70101613 <p>AND THAT Council of Region of Queens Municipality declare the following property as surplus to municipal needs and offer it for sale to abutting property owner for a minimum bid of the cost of land migration, deed preparation and deed recording:</p> <ul style="list-style-type: none"> • 70271812 	M. MacLeod	Staff are in process of drafting a new bylaw respecting sale of municipal property.

Date	Recommendation	Responsibility	Action Taken
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	Meeting with lawyer and GMLLOA scheduled for August 22.
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. Project at 95% complete.



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.

Tues. Sept 12th

Council discussion item:

Matter: Queens Co. ATV Association and Queens's Rails to Trails Association have requested a letter which illustrates RQM support for the redesignating/amending the rail trail corridor from West St behind RQM office to Silver Rock Road to include Multi use.

As per a letter the Queens Rails to Trails Association received from a former minister of Natural Resources adding motorized would be contingent upon:

- a) Establishing a viable, legal link with motorized trails north of Highway 103 and/or west of the Broad River
- b) An approved plan in place to upgrade trail and structures to accommodate the change in use as per provincial standards and policy: and
- c) Completion of a consultation process to specifically address the concerns of neighboring landowners

Having such a support letter in place would help prepare the associations as they await openings of funding applications and the approval of the 'Road Trails Act'. As well as these changes would make it permissible for cyclists and other users to use this trail.

Attachments: letter dated Aug 16/23 from D White to Mayor, Acting CAO and Councillors of RQM

August 16, 2023

David H. White
President Queens Co. ATV Assoc.
Secretary Queen's Rails to Trails Assoc.
159 Goldpan Dr
South Brookfield NS B0T 1X0

Subject: RQM Endorsement for reclassifying Trail from RQM to Silver Rock Rd as Multi Use

Dear Mayor Norman, Acting CAO & Councillors of the Region of Queens Municipality:

We would like to thank you for your time and questions at the council meeting on July 11, 2023 when we presented our proposal for the 'Road Trail' in the Brooklyn, Liverpool, Hunts Point and Port Mouton areas, including changes to trail classifications.

In our presentation we asked for the RQM to provide a letter of support for redesignating/amending the regulations covering the section of trail indicated (West St behind RQM Office to and including that point on the western end of Silver Rock Rd in Hunts Point. At that time we indicated a letter from the former Minister John MacDonell indicating support for this change in the future as the trail was developed to connect the Great Trail.

With the Trestle Trail Agreement and the anticipated 'Road Trail' agreement with the province we are asking for a letter supporting that the trail use permissions for the trail mentioned be amended/reclassified to include Multi Use designation so that all recreational users may utilize this trail to provide greater connectivity, recreational opportunities, and opportunity for economic impact in our region.

In addition, this change would enable greater access to funding opportunities to assist with trail maintenance/improvements and allow great access for actually carrying out maintenance work.

We are formally requesting a letter of support addressed to our group as we work with provincial departments/ministers to seek these changes as addressed in the ministerial letter that indicated future support to make this trail Multi Use.

We appreciate the support shown at council on July 11, 2023 and look forward to working with council as we continue to move forward with the development of trails in Queens County.

Thank you,

David H. White
President Queens Co. ATV Assoc.
Secretary Queen's Rails to Trails Assoc.
C. 902.523.2539
E. dwhite2@gnspes.ca

Region of Queens Municipality Staff Report

8.3

To: Council

From: Joanne Veinotte

Date: September 12, 2023

Re: Policy 82 – Fire Department Capital Purchases and Operating Grants.

Background

At the February 7, 2023 meeting of the Audit and Internal Control Committee, this policy was reviewed as part of the overall finance related policy review


Details

Attached is a revised of Policy 82 – Fire Department Capital Purchases and Operating Grants. This policy was last reviewed in 2015.

On January 31st, 2023 Director of Corporate Services attended a meeting with the Fire Chiefs to review this policy and receive input from the departments for updating.

The Chiefs agreed to request the following update:
Remove the base rate referred to in 82.11 and replace with the equivalent cents on the tax rate.

There was no agreement on any other changes, including the truck purchase schedule.



This policy update is necessary in order to distribute funding that was approved in the 23/24 budget based on the requested change.

Budget Impacts

Future operational expenses will be increased if the policy is changed and funding models are adjusted.



POLICY NO. 82

Fire Department Capital Purchases and Operating Grants

BE IT ENACTED by the Council of Region of Queens Municipality, under the authority of the Municipal Government Act, S.N.S. 1998, Chapter 18, as follows: This policy shall be known as Policy Number 82 and may be cited as "Fire Department Capital Purchases and Operating Grants".

POLICY PURPOSE

It shall be the policy of the Region of Queens Municipality (RQM) to establish protocols for the replacement and purchasing of capital vehicles for Fire Services within the Region and to ensure the financial viability and affordability for both Fire Departments and the Region of Queens.

DETERMINATION OF NEEDS

The determination of capital vehicle needs as shown on Schedule A for purchasing will be mutually agreed upon and reviewed every five (5) years by the Fire Chiefs. The scope and affordability of the reserve will be at the sole discretion of Region of Queens Municipality.

Schedule A

Department	Vehicle Type	Replacement Year	Vehicle being Removed from Inventory
Greenfield Fire Department	Pumper/Tanker	2015/2016	Ford '87 – Pumper
Liverpool Fire Department	Pumper/Tanker	2016/2017	Pemfab '94 – Pumper
Port Medway Fire Department	Rescue/Utility	2016/2017*	Chevrolet '85 – R/U
North Queens Fire Department	Pumper/Tanker	2017/2018	LRB Fab '85 – P/T
Mill Village Fire Department	Rescue/Utility	2018/2019	Ford '89 – R/U
Charleston Fire Department	Rescue/Utility	2018/2019	GMC '78 – R/U
Liverpool Fire Department	Pumper/Tanker	2019/2020	Freightliner '01 – P/T
North Queens Fire Department	Pumper/Tanker	2021/2022	Metal Fab '96 – P/T
Liverpool Fire Department	Aerial	2025/2026	Lafrance '98 – Aerial

*Schedule Amended – June 8, 2016 – Emergency Services Committee

The criteria used to determine the schedule will be at the discretion of the Fire Chiefs, though, consideration should be reflective of but not limited to:

- a) the age of the vehicle;
- b) the usage;
- c) the condition; and
- d) the community needs.

Fire departments are encouraged to source used vehicles that meet their required needs in an attempt to minimize costs.

If for any reason the schedule for vehicle replacement needs to be reconsidered, do to unforeseen circumstances not in the control of either party, it will be done through consultation with all Fire Chiefs and notice of consensus will be forwarded to the Region.

FUNDING PRINCIPLES

Any capital vehicle purchase balance owing over the fixed amounts listed below will be the responsibility of the Fire Department. The Region's funding will not exceed the following for vehicle purchases:

- a) Pumpers/Tankers - maximum \$275,000.00
- b) Aerial Trucks - maximum \$275,000.00
- c) Rescue/Utility Vehicles - maximum \$100,000.00.

If the Region or Fire Department's financial viability changes, the financial funding will be re-examined and adjusted accordingly to ensure the Region's financial security.

GRANTS

All monies offered by the Region are provided to all Fire Departments upon completion and submission of the Annual Registration form and supporting financial documentation which shall be submitted by the scheduled deadlines in order to receive funding in a timely manner.

For greater clarity budget estimates shall be submitted prior to May's installment payment being issued, and the financial statement signed by an independent reviewer, who is not a fire department member, spouse or relative of a member, shall be submitted prior to the July payment being issued each year.

The Region of Queens will provide an operating general grant to departments to assist in operating costs.

The Region also provides additional funding to Fire Departments through the general tax rate, for general operating costs which are as follows:

- a) Medical Insurance;
- b) Liability Insurance;
- c) Workers Compensation;
- d) Operating Equipment;
- e) Mutual Aid;

- f) Dispatching Services; and
- g) Dry Hydrant Installation/Maintenance.

All operational grant funding will be based on the equivalent of 5 cents on the tax rate each year fiscal year, as calculated by the Finance Department and distributed between departments based on a formula agreed upon by all Chiefs.

Grant funding will be subject to a review at any time by the Region to ensure viability and shall be reviewed at least every ten (10) years.

Monies provided for the purchase of operating equipment or the operating general grant may be used for capital or operating equipment needs and should be reflected in the annual financial statement. Any building maintenance or capital repairs shall be the responsibility of the Fire Department to fund.

CAPITAL VEHICLE FLEET RESERVE

The Region shall establish a “fire department fleet reserve” that shall be utilized to repay the debt incurred by individual fire departments for the purchase of a capital vehicle.

Pumpers, pumper tankers, one aerial vehicle, rescue and utility vehicles will constitute a capital vehicle purchase; all other vehicle purchases remain the full responsibility of each individual fire department.

Upon purchase of a new capital vehicle, one capital vehicle shall be taken out of service and notification provided to the Region, subject to the retention of one surplus vehicle which will be held for the use of any fire department who may have an unexpected need.

Capital vehicle loans that existed prior to this policy for Liverpool Fire Department will have the yearly payment allocation paid through this new fire department fleet reserve until the debt has been eliminated.

All borrowing of monies and ownership of capital vehicles remain the direct responsibility of fire departments.

Should a financial institution require the Region of Queens to guarantee the fire

departments maximum contribution of \$275,000, each guarantee shall be subject to Ministerial approval through Municipal Affairs as per Section 88(3) of the Municipal Government Act and this approval shall be known prior to any borrowing taking effect.

EFFECTIVE DATE

This policy shall take effect from the date of approval by Council.

OFFICIAL CERTIFICATION

THIS IS TO CERTIFY THAT this policy was passed by the Council of Region of Queens Municipality at a duly constituted meeting of said Council held on the 12th day of September , 2023.

SIGNED by the Mayor and Municipal Clerk this 12th day of September, 2023.

Mayor

Acting Municipal Clerk