

Region of Queens Municipality

Regular Council Meeting Minutes

Tuesday, March 26, 2024, 6:00 p.m.

Present:

Council:

Mayor Darlene Norman, Chair
Deputy Mayor Jack Fancy
Councillor Maddie Charlton
Councillor David Brown
Councillor Vicki Amirault
Councillor Kevin Muise
Councillor Ralph Gidney
Councillor Carl Hawkes
Tara Druzina, Recording Secretary

Staff:

Cody Joudry, CAO
Director Veinotte
Director MacLeod
Heather Cook
Steve Whynacht
Stephanie Sereda

1.0 Call to Order

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

2.0 Changes / Approval of Agenda

- 1) Under 8.0 – Discussion, 8.4 – Tax Exemption Request from Queens Manor to be moved to 7.1
- 2) Under 8.0 – Discussion, 8.6 – Queens County ATV Association and Queens Rails to Trails: Road Trails Act to be added
- 3) Under 9.0 - In Camera Items – additional items to be added; 9.2 – Legal Advice - Solicitor Client Privilege and 9.3 - Personnel

It was moved by Councillor Charlton and seconded by Councillor Brown that the agenda be approved as amended.

MOTION CARRIED unanimously.

3.0 Presentation

3.1 Queens County ATV Association and Queens Rails to Trails Association: Road Trails Act

Mayor Norman welcomed Mr. Wigglesworth and Mr. White from the Queens County ATV Association and Queens Rails to Trails Association. The representatives explained that their goal is to establish a connected route across Queens County to complete the section of the Western Loop of the Great Trail and "Road Trails", as per the Road Trails Act, promoting recreation and fostering positive local economic impact.

Discussion ensued.

The Mayor explained that there is a process for moving this matter forward, which involves several municipal departments, public engagement, and the creation and approval of a by-law.

Mayor Norman thanked the representatives for their informative presentation and their time.

4.0 Tabling of Petitions

No petitions were tabled.

5.0 Public Question / Comment Session

There were no Public Questions or Comments before this meeting.

6.0 Approval of Minutes

6.1 Regular Council – March 12, 2024

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

THAT the minutes of the Regular Council meeting held March 12, 2024, be approved as circulated.

MOTION CARRIED unanimously.

6.2 Public Hearing – March 12, 2024

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

THAT the minutes of the Public Hearing meeting held March 12, 2024, be approved as circulated.

MOTION CARRIED unanimously.

6.3 Special Council – March 18, 2024

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

THAT the minutes of the Special Council meeting held March 18, 2024, be approved as circulated.

MOTION CARRIED unanimously.

7.0 Recommendations

8.4 Tax Exemption Request from Queens Manor

Director Veinotte explained that each year, Council reviews properties listed in By-law No.14, the Tax Exemption By-law, for possible additions and deletions of properties to be exempt from taxation. A request has been received by Queens Manor to be added to this year's exemption list.

Discussion ensued.

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

THAT Council of the Region of Queens Municipality receive the report titled 'Queens Manor Tax Exemption Request' for information.

MOTION CARRIED unanimously.

7.1 By-law No. 14 – Tax Exemptions

Director Veinotte explained that each year Council reviews properties listed in By-law No. 14, the Tax Exemption Bylaw, for possible additions and deletions of properties to be exempt from taxation. Council reviewed the Director's proposal.

Discussion ensued.

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

THAT Council of the Region of Queens Municipality receive the report titled 'By-law 14 Second Reading'.

MOTION CARRIED unanimously.

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

THAT Council of the Region of Queens Municipality give second reading to By-law No. 14 respecting Tax Exemptions.

MOTION CARRIED unanimously.

7.2 Spending Approval

Director Veinotte explained that the budgeting process begins each year in late December. The goal is to have a budget and Capital Investment Plan approved by Council before April 1, which marks the beginning of the fiscal year to which the budget applies. However, the Operating Budget and Capital Investment Plan have not yet been approved by Council. To ensure seamless continuity of normal operations, Council must approve a motion establishing interim spending limits.

Discussion ensued.

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

THAT Council of Region of Queens Municipality receive the report titled 2024-2025 Spending Limitations without an Approved Budget.

MOTION CARRIED unanimously.

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

THAT Council of Region of Queens Municipality approve one-third of the operational expense budget for 2024/2025, in the amount of \$7,590,000, for the purpose of providing spending authority and business continuity in the fiscal year beginning April 1, 2024, and until a full Operating Budget is presented and approved by Council.

MOTION CARRIED unanimously.

8.0 Discussions

8.1 Live Streaming Council Meetings

Staff members Heather Cook and Steve Whynacht delivered a detailed report regarding live streaming Council meetings.

Discussion ensued.

Councillor Charlton noted that meetings held outside the Council Chambers present challenges in ensuring high-quality audio, making communication very difficult. Now that live streaming will soon be available to all residents, offering complete transparency at every meeting, both staff and Council should explore more interactive formats, such as Town Hall meetings, to enhance communication and interaction with residents.

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

THAT Council of the Region of Queens Municipality receive the report titled 'Live Streaming Council Meetings' for information.

MOTION CARRIED unanimously.

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

THAT Council of the Region of Queens Municipality consider a motion at their April 9, 2024, meeting to direct staff to simultaneously live stream all Council proceedings (e.g., regular, special, emergency, and public hearings) on the Region of Queens Municipality's YouTube and Facebook pages for meetings hosted in Council Chambers.

MOTION CARRIED unanimously.

8.2 Queens Neighbourhood Cooperative Housing – Construction Date Extension

Deputy Mayor Fancy declared a conflict because he has involvement in the initiative.

Director MacLeod explained that a request has been submitted to the Municipality from Queens Neighbourhood Co-operative Housing Ltd. which seeks to extend the date for commencement of construction of their multi-unit residential development on Lawrence Street in Liverpool from June 30, 2024, to December 31, 2024.

Discussion ensued.

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

THAT the Council of Region of Queens Municipality receive the report titled Queens Neighbourhood Co-operative Housing – Construction Date Extension.

MOTION CARRIED unanimously.

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

THAT the Council of the Region of Queens Municipality consider a motion at their April 9, 2024, meeting to change the date for initiating construction to Queens Neighbourhood Co-operative House be extended from June 30, 2024, to December 31, 2024.

MOTION CARRIED unanimously.

8.3 CIF Update – Queens County Track Society

Deputy Mayor Fancy declared a conflict because of his association with the project.

Staff member Stephanie Sereda explained that on November 22, 2022, Council approved a Community Investment Fund (CIF) application from the Queens County Track Society (QCTS) for a new full-size artificial turf soccer field and an eight (8) lane gravel running track at the Liverpool Regional High School. The organization has since made some internal changes and reimagined some aspects of the project. Since the original CIF approval required the project be completed this fiscal year (2023-2024) QCTS is requesting Council extend the deadline while acknowledging the changes in project scope.

Discussion ensued.

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

THAT Council of the Region of Queens Municipality receive the report titled 'CIF Update - Queens County Track Society' for information.

MOTION CARRIED unanimously.

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

THAT Council of Region of Queens Municipality agree to grant up to, and not to exceed, a total of \$250,000 for the Queens County Track Society's updated field and running track project, subject to being completed by March 31, 2025, and adequate CIF reporting is completed.

MOTION CARRIED unanimously.

8.5 Budget Meetings

CAO Joudry explained that staff are finalizing a draft budget for Council's consideration. A schedule of events was presented along with communication details.

Discussion ensued.

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

THAT Council of the Region of Queens Municipality receive the report titled '2024-2025 Budget Meetings' for information.

MOTION CARRIED unanimously.

8.6 Queens ATV and Rails to Trails

Council discussed the presentation that was delivered by the Associations' representatives earlier in the meeting.

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

THAT Council of the Region of Queens Municipality receive the Queens County ATV Association and Queens Rails and Trails Association presentation. And that staff be instructed to prepare a comprehensive report encompassing timelines, next steps, and a plan for public engagement and consultation. This report should also include an assessment of all potential impacts to the municipality. It is requested that staff provide this report at their earliest convenience.

MOTION CARRIED unanimously.

9.0 In-Camera Items

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

THAT the proceedings go In-Camera at 7:20 to discuss 9.1 Labour Relations, 9.2 – Legal Advice - Solicitor Client Privilege, and 9.3 – Personnel.

MOTION CARRIED unanimously.

9.1 Labour Relations

This matter was dealt with in camera and ratified in public as follows:

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

THAT Council receive the Collective Bargaining Agreement between Region of Queens Municipality and the Canadian Union of Public Employees, Local 4719 for information.

AND THAT Council approve the agreement and authorize staff to execute it.

MOTION CARRIED unanimously.

9.2 Legal Advice - Solicitor Client Privilege

There were no disclosures or actions to be made as a result of this in-camera discussion.

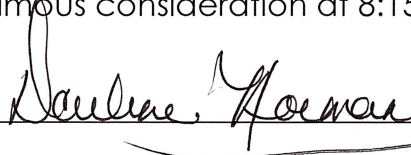
9.3 Personnel Item

There were no disclosures or actions to be made as a result of this in-camera discussion.

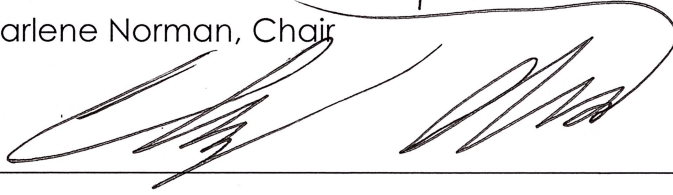
Council reverted to open session at 8:10 p.m.

10.0 Adjournment


With there being no further business, the March 26, 2024 Council meeting adjourned by unanimous consideration at 8:15 p.m.



Mayor Darlene Norman, Chair



Cody Joudry, CAO

 ANGELA GREEN
ADMIN ASST - ADMINISTRATION

Tara Druzina – Recording Secretary

Date Approved: APRIL 9, 2024

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