

**Region of Queens Municipality Regular Council
Tuesday, August 12, 2025
8:00 a.m.**

Agenda

XX Closed Session

XX.1 Legal

1.0 Call to Order and Land Acknowledgement

2.0 Approval of the Agenda

3.0 Declaration of Conflict of Interests

4.0 Approval of the Minutes

4.1 Regular Council Meeting - July 8, 2025

4.2 Special Council Meeting - July 16, 2025

5.0 Public Comment

6.0 Delegations and Presentations

7.0 Correspondence

7.1 Queens County Museum

8.0 Committee Reports

8.1 Pool Committee Report – Councillor Fancy

8.2 Emergency Services Committee Report – Councillor Fancy

9.0 Unfinished Business

10.0 New Business

10.1 Greenfield Recreation Funding

10.2 Car Free Parking Lot Area at Library

10.3 Temporary Borrowing Resolution – Equipment

- 10.4 Dangerous & Unsightly Property – 9777 Highway 8
- 10.5 Architectural Services – Town Hall & Cultural Centre
- 10.6 Fire Alarm System Retrofit – Liverpool Business Development Centre
- 10.7 RCMP Quarterly Report

11.0 Mayor's Report

- 11.1 Mayor's Report

12.0 Business from Members of Council

- 12.1 Tipping Fees – Greenfield & District FD – Councillor Jenkins

13.0 Closed Session

- 13.1 Personnel
- 13.2 Personnel
- 13.3 Personnel
- 13.4 Personnel
- 13.5 Property Matter
- 13.6 Personnel

14.0 Adjournment

Region of Queens Municipality Regular Council

Tuesday, July 8th, 2025

9:00 a.m.

YouTube: <https://www.youtube.com/watch?v=VxiZpXbc1Jg>

Minutes

Present:

Deputy Mayor Maddie Charlton, Chair
Councillor Vicki Amirault
Councillor Wanda Carver
Councillor Jack Fancy
Councillor Stewart Jenkins
Councillor Roberta Roy
Councillor Courtney Wentzell

Staff:

Willa Thorpe, Chief Administrative Officer
Kate Wong, Administrative Assistant
Heather Cook, Communications Officer
Steve Whynacht, Manager of IT
Mike MacLeod, Director of Land Use

Regrets:

Mayor Scott Christian

1.0 Call to Order and Land Acknowledgement

Acting Mayor Charlton called the meeting to order at 9:00 a.m. and opened the meeting by acknowledging that we are in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2.0 Approval of Agenda

Moved by Councillor Carver, seconded by Councillor Jenkins:

THAT the Council of the Region of Queens Municipality approved the agenda for the July 8th, 2025 Regular Council meeting, as amended to move Item 10.1 – Site Plan Appeal – Waterloo Street, Liverpool, to immediately follow the Public Comments section.

MOTION CARRIED.

3.0 Declaration of Conflict of Interests

There were no declarations of conflict of interest.

4.0 Approval of Minutes

4.1 June 24th 2025, Regular Council Meeting Minutes

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

THAT the minutes of the Regular Council meeting held June 24th, 2025 be approved as presented.

MOTION CARRIED.

5.0 Public Comment

Mabel Wazenski, Liverpool, expressed concern about not receiving a response from the Department of Infrastructure despite multiple requests for a callback regarding signage on her property.

10.1 Site Plan Appeal – Waterloo Street, Liverpool

Thomas Bjerke spoke regarding the letter of appeal he submitted, and expressed his opposition to the proposed 10-unit development. He cited concerns about building scale, insufficient notice of the proposed development, small size of site plans in the letter sent to neighbouring property owners, health and safety issues related to garbage placement, parking limitations, and potential impacts on property values. He also questioned whether the project aligns with zoning regulations and highlighted the short appeal period.

Jordan Rogers, Engineering Project Manager with the Housing Trust of Nova Scotia, stated that the development on Waterloo Street is intended to house healthcare workers, and represents 10 of the 116 modular housing units that Housing Trust nova Scotia is committed to build specifically for healthcare workers. He noted that the project complies with municipal standards, includes a mix of one- and two-bedroom units, and that the organization manages over 300 units province-wide. The Housing Trust of Nova Scotia employs staff to continuously care for properties upkeep. This site plan approval meets Region of Queens Municipality's Land Use Bylaw and engineering requirements. He confirmed the garbage area and parking meet requirements and said the suggestion to relocate the garbage area would be considered.

Moved by Councillor Amirault, seconded by Councillor Jenkins:

THAT Council of Region of Queens Municipality uphold the decision of the Development Officer to issue site plan approval for development of a 10-unit apartment on property identified as PID# 70023312.

MOTION CARRIED.

The meeting was recessed at 9:43am, and was called back to order at 9:50am

6.0 Delegations and Presentations

6.1 – Main and Market Traffic Study – CBCL

David Copp and Mark MacDonald from CBCL presented a traffic review of the three-way stop at Market and Main Street. The study found the intersection operates efficiently, with no significant queuing or speeding. While no major issues were identified, some pedestrian concerns were raised about visibility. Adjacent parking and excessive signage were noted as potential distractions.

Future traffic projections, including impacts from a proposed residential development, show that the intersection will continue to function through 2035 without the need for traffic signals. Minor improvements, such as combining westbound lanes and reviewing nearby parking and signage, were recommended to enhance safety and visibility.

6.2 – Forest Management Proposal - Freeman's Lumber

Marcus Zwicker, COO, Carley Archibald, Stewardship Forester, and Craig Hartlen, Forest Technician, from Freeman Lumber presented a proposal to partner with the Region of Queens Municipality on sustainable forest management.

Freeman Lumber, Nova Scotia's largest and oldest family-owned sawmill, employs over 190 people and contributes significantly to the Region economy. The company practices third-party certified sustainable forestry under the Sustainable Forestry Initiative (SFI), ensuring environmental protection, climate resilience, and biodiversity. The proposed partnership would manage approximately 1,700 hectares of municipal forest with long-term planning that balances ecological, social, and economic objectives. Benefits include fire and pest mitigation, improved public access for recreation and emergency services, upgraded forest infrastructure, and carbon sequestration. Sustainable harvesting would be carried out annually, with revenue opportunities for the Municipality and a commitment by Freeman Lumber to contribute \$2 per tonne harvested to a local community fund.

Freeman Lumber emphasized transparency, compliance with environmental standards, employment of local contractors, and extended an invitation to Council to tour their facilities.

The meeting was recessed at 11:05am, and was called back to order at 11:16am

7.0 Correspondence

7.1 Shaping the Future: Policing in Nova Scotia – Attorney General & Minister of Justice

Moved by Councillor Amirault, seconded by Councillor Carver:

THAT the Council of Region of Queens Municipality receives the letter "Shaping the Future: Policing in Nova Scotia" from the Attorney General and Minister of Justice for information.

MOTION CARRIED.

8.0 Committee Reports

There were no committee reports to come before Council.

9.0 Unfinished Business

10.0 New Business

10.2 Proposed Amendment to Land Use Bylaw, Main Street

Moved by Councillor Wentzell, seconded by Councillor Jenkins:

THAT the Council of the Region of Queens Municipality maintain status quo and deny the application to amend the Municipal Planning Strategy and Land Use Bylaw to allow new multiple unit residential dwellings as a permitted main use in the Downtown Commercial (CD) Zone.

MOTION CARRIED

10.3 Server Room Air Conditioning

Moved by Councillor Amirault, seconded by Councillor Jenkins:

THAT the Council of Region of Queens Municipality approve the expenditure of \$4,700.00 plus HST for the replacement of the server room air conditioning unit, including electrical upgrades from 120V to 220V, to be funded from the municipality's accumulated surplus.

MOTION CARRIED.

10.4 Provincial Volunteer Awards - Volunteer of the Year

Moved by Councillor Wentzell, seconded by Councillor Carver:

THAT the Council of Region of Queens Municipality select Jean Robinson as the Region of Queens Municipality's 2025 Volunteer of the Year.

MOTION CARRIED.

11.0 Mayor's Report

No Mayor's Report was presented at this meeting.

12.0 Business from Members of Council

12.1 Federation of Canadian Municipalities Conference Report – Mayor Christian and Councillor Wentzell

The report was included for information purposes.

13.0 Closed Session

At 11:50 a.m., it was moved by Councillor Carver and seconded by Councillor Amirault that Council move to the Closed Session of the agenda to discuss three items:

13.1 Contract Negotiation

13.2 Contract Negotiation

13.3 Personnel Matters

MOTION CARRIED.

At 12:41p.m., it was moved by Councillor Roy and seconded by Councillor Jenkins that Council return to the Open Session of the agenda.

MOTION CARRIED.

14.0 Adjournment

Region of Queens Municipality Special Council

Wednesday, July 16, 2025

1:00 p.m.

Minutes

Present: Mayor Scott Christian, Chair
Deputy Mayor Maddie Charlton
Councillor Roberta Roy
Councillor Courtney Wentzell
Councillor Vicki Amirault
Councillor Jack Fancy
Councillor Stewart Jenkins
Councillor Wanda Carver

Staff: Willa Thorpe, CAO
Angela Green, Municipal Clerk
Heather Cook, Communications Officer
Richard Lane, Special Projects

1.0 Call to Order

Mayor Christian called the meeting to order at 1:05 p.m.

2.0 Changes / Approval of Agenda

It was moved by Deputy Mayor Charlton and seconded by Councillor Amirault that the Agenda be approved as presented.

MOTION CARRIED unanimously.

3.0 Declaration of Conflict of Interests

There were no conflicts declared.

4.0 Closed Session

It was moved by Deputy Mayor Charlton and seconded by Councillor Carver that the proceedings go In-Camera at 1:10 p.m. to discuss the following:

- 4.1 Contract Negotiations
- 4.2 Contract Negotiations
- 4.3 Contract Negotiations
- 4.4 Personnel

MOTION CARRIED unanimously.

It was moved by Deputy Mayor Charlton and seconded by Councillor Roy that the proceedings exit In-Camera at 2:25 p.m.

MOTION CARRIED unanimously.

- 4.1 Contract Negotiations

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

THAT the Council of Region of Queens Municipality spend up to \$10,000.00 of unbudgeted expense to come from the accumulated surplus for equipment for the rental space at Beach Meadows.

MOTION CARRIED with 7 in favour and 1 against.

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

THAT the Council of Region of Queens Municipality enter into an agreement with Crepes by the Coast until September 1, 2025, and authorizes the Mayor and CAO to execute the agreement.

MOTION CARRIED with 7 in favour and 1 against.

4.2 Contract Negotiations

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

THAT the Council of Region of Queens Municipality enters into an agreement with Tesla to research the feasibility of installing electric vehicle charging stations at Queens Place Emera Centre.

MOTION CARRIED unanimously.

5.0 Adjournment

The meeting was adjourned at 2:26 p.m.

Mayor Scott Christian, Chair

Angela Green, Municipal Clerk

Date Approved: _____



Queens County Museum & Perkins House Museum

109 & 104 Main Street, PO Box 1078

Liverpool, Nova Scotia. B0T1K0

+1 (902) 354-4058



July 24, 2025

Mayor Scott Christian & Council

249 White Point Road

P.O. Box 1264

Liverpool, Nova Scotia

B0T1K0

Dear Mayor Scott Christian & Council,

I am writing on behalf of the Queens County Museum and its Board of Trustees to thank you and council for your recent financial support.

The \$10000 Operating Grant you allocated to the museum under the Community Investment Fund helps with our operating costs as well as reminds our community and our volunteer Board of Trustees that the museum and the work we do is valued and appreciated by our residents and visitors alike.

Our museum has much to offer – from the history of our early founding to a wealth of local and family history that would very likely surprise you and your council members. To that end I encourage you and your fellow councillors to come and have a personal tour of all the things we have on offer. Until then,

With thanks and respect,

David Nickerson

Chair

Queens County Museum

Region of Queens Municipality Staff Report

10.1

To: Mayor and Council

From: Joanne Veinotte, Director of Finance
Meaghan Roberts, Director of Recreation

Date: August 12, 2025

Re: Greenfield Recreation Association

Background


The Greenfield Recreation Association has operated a volunteer run, not for profit recreational facility for the past 40 years. It includes a regulation size gym, fitness center, yoga room, and provides space for a pre-primary school program. It is utilized by both the community and the local elementary school.

Details

On April 1, 2025, a letter of request was received from the Association (attached) requesting funding for a part time staff member to support the operations of the facility. During budget deliberations, funding of \$25,000 was approved for the Greenfield Recreation Association; \$5,000 for operating and \$20,000 to support the cost of the new role.

Funding for a similar Society requires the following reporting:

1. A report on all activities that were supported by the position and the benefits to the community created with this municipal support;
2. Financial statements outlining administration of funds under the project, including all revenues, expenses and current bank account balance;
3. Any further plans for sustainability of the position beyond this current year.



Staff are requesting clarification from Council that these criteria will apply to Greenfield Recreation Association. The funding request was for annual ongoing support indexed to inflation. The letter accompanying the funds disbursement will include that annual funding is at the discretion of Council during the budget process.

Budget Impacts

Funding for the period of April 2025 – March 2026 has been included in the Region of Queens Municipality's 2025-2026 operating budget.

Recommendations

- 1) **THAT** the Council of Region of Queens Municipality receive the report titled "Greenfield Recreation Association Funding" for information.
- 2) **THAT** the Council of the Region of Queens Municipality direct staff to follow Society reporting requirements, including a report on all activities that were supported by the position and the benefits to the community created with this municipal support, providing financial statements outlining administration of funds under the project (including all revenues, expenses and current bank account balance) and any further plans for sustainability of the position beyond this current year.

Communications

The funding disbursement will include a letter outline reporting the requirements.

Greenfield Recreation Association
5048 Highway #210, PO Box 242
Greenfield, NS B0T 1E0

April 1, 2025

His Worship Scott Christian
Mayor of Region of Queens Municipality
249 White Point Road
Liverpool, NS B0T 1K0

Dear Sir:

Re: Greenfield Recreation Association \$25,000 yearly grant request

Greenfield Recreation Association (GRA) is a registered not for profit society. For the past 40 years we have operated a volunteer run recreation facility in Greenfield. The facility provides members from throughout the Region of Queens with a full suite of recreational services including:

1. A regulation size gymnasium suitable for a variety of sports including basketball, volleyball, floor hockey, badminton, and pickleball (3 courts). A variety of weekly fitness classes are held in the gym. Additionally, the gym is used on a daily basis in the early afternoon by the students of the adjacent Greenfield Elementary School.
2. A very well-equipped Fitness Centre offers a full range of cardio and weight equipment, as well as free weights.
3. Our yoga room hosts 3 weekly sessions of the very popular Easy Movers class primarily targeting seniors and others requiring accommodation for injuries or mobility issues. A weekly yoga class is provided that is also very well attended.
4. Space is provided for a very active Pre-primary School Program.

For the past few years, GRA has been the grateful recipient of an annual \$5000 operating grant from RQM. In recent years, this grant has been the only governmental funding received. All other capital and operating costs have been covered by membership fees, generous local donors, and from room rentals.

GRA's membership has grown by more than 35% in the last two years. This very strong growth, while much appreciated, has placed a significant strain on our volunteer

resources. As such, we are creating a new part time, paid staffing position, which will provide administrative and management support for the facility.

We are seeking additional RQM funding to support the cost of this new hire. We are asking for a total yearly grant of \$25,000, indexed yearly to inflation, which is made up of the current \$5,000 per year plus an additional \$20,000.

In support of this request, we provide the following additional documents:

1. Detailed description for planned new hire
2. Strategic Plan
3. SWOT analysis

We look forward to your favourable consideration of our request and will be pleased to provide any additional information you may require.

Sincerely,



Peter Bessey
Vice Chair
Greenfield Recreation Association

Cc: Councillor Stewart Jenkins
3 Attachments

Proposal for new position for Greenfield Recreation

With the significant increases in membership, we have been experiencing in the past year or more, the workload on our volunteer Board members has become increasingly difficult to manage. This is especially true for our Membership Committee Chair, as well as for our Treasurer position. In addition, and with the increases in membership, it has become difficult for volunteers to attend to the needs of membership including active facilitation of further growth and evolution of programming.

We need to provide additional support to our busy board members and growing membership. We recognize that we do not have the financial capacity to create a full-time position at this time.

To address our need for support, we recommend:

1. The creation of a part time position to be called, "Manager, Greenfield Recreation"
2. That the position be a term contract position for an initial one-year period with the ability to renew at the end of the term.
3. Working a maximum of 12.5 hours weekly (generally 2.5 hours per day for 5 days a week with some daytime and some evening hours). (Annual Cost of \$16,250 paid as salary same amount biweekly).
4. Have a target hourly wage of \$25 per hour (Note: Position to be posted with request to specify required hourly rate).
5. Primary reporting to Chair of the Board, with secondary reporting to the Vice Chair of the Board.

Duties for the Manager, Greenfield Recreation would include:

1. Oversight and monitoring of the cleaning contract position
2. Monitoring inventory and ordering the cleaning supplies
3. Re-supplying first aid supplies and monitoring AED equipment
4. Having a presence in the building to assist with member communication and support
5. Inspecting the building and fitness equipment on a regular basis
6. Responding to Greenfield Recreation emails or forwarding to appropriate board members
7. Picking up and opening our mail and distributing / addressing as appropriate.
8. Scheduling and conducting new member tours
9. Accepting member applications, setting up fobs, and updating member spreadsheet
10. Ensuring forms available for guests, and sign in book
11. Spot checking for adherence to GRC rules e.g. signing in, adherence to guest policy, etc.
12. Creating, circulating and posting the monthly activity schedule
13. Managing rental requests
14. Liaising with Pre-Primary program
15. Monitoring and correcting humidity and heat settings.
16. Assisting with monitoring of fire alarm system.
17. Assisting with identifying funding opportunities and preparing applications for same
18. Preparing draft of monthly newsletter for approval at the Board

-
19. Managing rental requests as well as managing setup tear down if required for rentals.
 20. Other duties as assigned.
-
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Region of Queens Municipality Staff Report

10.2

To: Mayor and Council
From: Morgan MacDonald, Physical Activity Coordinator
Date: August 12th, 2025
Re: Car-Free Parking Lot Area - Liverpool Business Development Centre


Background

In January 2025, the Region of Queens Municipality completed the planned interior renovations for the Thomas H. Raddall Library at the Liverpool Business Development Centre. Future plans include work at the entrance, exterior of the facility and additions of green spaces.

South Shore Public Libraries (SSPL) submitted and received a modest grant for landscaping services for the space. Allowances for work of this nature were integrated into the Lease Agreement by 'Joint Projects' requiring collaboration to mitigate any possible operational impacts.

The Department of Recreation started conversations with Capital Projects to explore use of extended outdoor space that would include a section of the existing parking lot as a car-free protected area to promote physical activity, programming, and social engagement.

Municipal staff discussed this project with SSPL who were both supportive and enthusiastic about this opportunity. Recreation staff presented the car-free activity area to Communities Culture Tourism and Heritage (CCTH) as part of the 2025/2026 Active Communities Fund application which was accepted and is expected to be signed by the Minister shortly. The car-free area has also been



incorporated into the library's landscaping design report.

Staff from Infrastructure, Building/Fire, and Operations reviewed safety of the space and maintenance considerations and provided design input. The Region's insurance provider has approved design and use of this space as planned.

Details


Currently under construction is a safe, multipurpose space that will be car-free by default and can also be open to vehicles when necessary or desired. A wall of interlocking concrete jersey barriers has been placed on site. Posts for a traffic barrier bumper fence on the sides of this area have been installed with pending quotes for application of fence brackets and wooden rails.

A new library entrance canopy planned by the Municipality, is expected to be constructed before the winter of 2026. The SSPL 'green space improvements', including a path connecting the library entrance to the car-free parking lot area, are in development stages.

This project seeks to add value and function to our municipally owned building while offering a convenient space for outdoor municipal, library, and community programming, activities, and engagement.

This car-free protected area will have convenient access to LBDC facilities and nearby infrastructure that offer:

- Accessible washrooms
- Accessible parking
- Kitchen facilities
- Emergency equipment
- Indoor meeting space
- Rails-to-trails system
- Connections to planned active transportation infrastructure improvements



There will be upcoming opportunities to participate in shaping the future of this great new community space including a community meeting followed by an open house. These meetings will explore creating a list of candidate names for this space, reviewing design elements, and recreational/leisure equipment purchase options.

Staff are reviewing further departmental collaboration for shade/rain shelter(s), seating areas, potential solar generation and future municipal use for events and programming.

Applicable Legislation

Section 65 of the Municipal Government authorizes the expenditure of funds to support recreation programs; recreation facilities, and other expenditures related to these powers and responsibilities of the municipality.

Budget Impacts

The 2025/2026 operating budget has provision for these expenditures.

Recommendation

THAT Council of the Region of Queens Municipality accept the report titled Car-Free Parking Lot Area - Liverpool Business Development Centre for information.

Communications

Information about the project will be shared on the Region of Queens Municipality social media channels.

Car – Free Parking
Lot Area

Liverpool Business
Development Center
/ Thomas H. Raddall
Library



A NEW OUTDOOR SPACE

- Community Events
- Library Programs
- Municipal Events
- Community Use



Play / Move / Gather / Share

info@regionofqueens.com 902-354-3453



Overview of Planned Project



A safe multipurpose space in existing parking lot that would be car free by default but could also be open to vehicles when necessary or desired.



Extension of library green space, connected by path.



Adds value and function to our municipally owned building and offers a convenient space for outdoor RQM, library, and community programming



Easy access to library facilities:

Accessible Washrooms

Kitchen Facilities

Emergency Equipment

Indoor Meeting

Space

- Community Events
- Municipal Events
- Library Programs
- Community Use



Stay tuned for upcoming engagement events to participate in shaping the future of this great new community space.

... And of course opportunities to use it!

Play / Move / Gather / Share

info@regionofqueens.com 902-354-3453

Queens
Coast

Region of Queens Municipality Staff Report

10.3

To: Mayor and Council

From: Joanne Veinotte, Director of Finance

Date: August 12, 2025

Re: Temporary Borrowing Resolution – Equipment

Background

Staff are requesting to participate in the fall 2025 Municipal Finance Corporation debenture process to replace an asset in the Department of Infrastructure.


Details

The replacement of asset #202 (1995 Ford L9000 Tandem Dump Truck) was included in the 2024-2025 Capital Investment Plan. The replacement vehicle, a 2025 International HX620 Tandem Dump Truck, was ordered in spring of 2024, and arrived in summer of 2025.

Replacement of this asset was budgeted to be funded by debenture. Staff are requesting to participate in the fall 2025 Municipal Finance Corporation debenture process for this asset; to participate, a Temporary Borrowing Resolution (attached) must be completed and approved by Council. In addition, this resolution must be approved by the Minister of Finance before the debenture process can proceed.

Applicable Legislation

Section 66 of the Municipal Government Act provides that a municipality may borrow to expend funds for a capital purpose as authorized by statute, subject to



the approval of the Minister. Section 65 of the Municipal Government Act provides that a municipality must approve a capital budget and expend funds for a capital purpose identified in said budget. Section 91 of the Municipal Government Act provides that a municipality is authorized to borrow money, subject to the approval of the Minister.

Budget Impacts

The debenture amount requested will be \$220,000 to be retired over ten years. Principal and interest expenditures will be included in future operating budgets. The original budget for this project was \$238,870; the trade-in value of Asset #202 reduced the cost to \$220,000.

Recommendation

THAT Council of Region of Queens Municipality approves Temporary Borrowing Resolution (File 25/26 01) in the amount of \$220,000 for the purchase of 2025 International HX620 Tandem Dump Truck.

Communications

Two signed and sealed copies of the Temporary Borrowing Resolution and a copy of Council's resolution will be submitted to the Department of Municipal Affairs for approval.

MUNICIPAL COUNCIL OF THE

TEMPORARY BORROWING RESOLUTION

Amount: \$ _____ Purpose: _____

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the _____, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the _____ has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHEREAS the Council of the _____ has determined to borrow for the purposes of _____;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the _____ borrow a sum or sums not exceeding _____ Dollars (\$ _____) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the _____ to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding _____ Dollars (\$ _____) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the _____
held on the ____ day of _____, 2025.
GIVEN under the hands of the Clerk and under the seal of the _____
this ____ day of _____, 2025.

Clerk

Region of Queens Municipality Staff Report

10.4

To: Mayor and Council

From: Kelley-Anne Hurley, S.CST, Bylaw Enforcement Officer
Brenda Keating, S.CST. Bylaw Enforcement Officer

Date: August 12, 2025

Re: 9777 Highway 8, Caledonia, Queens Co., NS
PID #70154539

Background

The property located at 9777 Highway 8, Caledonia, Queens Co., NS, and identified as PID# 70154539, has been included on the Region's "dangerous or unsightly premises" roster since 2012. This most recent file was opened January 27, 2025. A formal complaint was received and upon site inspection the complaint was verified. This property is deemed dangerous and unsightly and not meeting neighbourhood standards.

The property contains a travel trailer that is being used as a primary residence of the property tenant. There is also another smaller travel trailer that is being used as a shelter for feral cats and is considered hazardous. There is a two-story barn type outbuild at the back of the property that lacks structural integrity and is likely to collapse. So many miscellaneous items such as metal, lumber, windows, doors, furniture, household items, wire, construction materials, and equipment are strewn about the property, that it is extremely dangerous to do a proper site inspection. This property is considered to be a potential threat to public safety.

Details



To remedy the condition of the property, staff are recommending:

- Full demolition / removal of the smaller travel trailer;
- Demolition of the two-story barn outbuilding;
- Transport construction and demolition materials to the Region of Queens Landfill Facility;
- Levelling of the property; and
- Clean-up and / or removal of miscellaneous items strewn about the property.

Applicable Legislation

Section 346(1) of the *Municipal Government Act* states that where a property is dangerous or unsightly, the council may order the owner to remedy the condition by removal, demolition, or repair, specifying in the formal order what is required to be done.


Section 348(3) further specifies that where the owner fails to comply with the requirements of an order within the time specified in the order, the administrator may enter upon the property without warrant or other legal process and carry out the work specified in the order.

Budget Impacts

Any costs incurred by Region of Queens Municipality will become the responsibility of the property owner(s), and a lien placed against the property to ensure the collection of incurred costs.

Recommendation

THAT the Council of Region of Queens Municipality declares the property located at #9777 Highway 8, Caledonia, Queens County, NS and identified as PID #70154539 as dangerous or unsightly as defined in the *Municipal Government Act of Nova Scotia*.



AND THAT an Order be served upon the owner of the property requiring that within (30) days of the date of the service of the Order, the following work be carried out:

1. Removal of small derelict camper;
2. Demolition of one outbuilding;
3. Construction and demolition materials transported to the Region of Queens Landfill Facility;
4. Levelling of the property; and
5. Clean-up of miscellaneous items strewn about the property;

AND THAT if the owner fails to comply with the Order, the Administrator may cause the requirements of the Order to be carried out and all expenses incurred by the Region of Queens Municipality become the responsibility of the property owner.

Region of Queens Municipality Staff Report

10.5

To: Mayor and Council
From: Elise Johnston, Manager of Capital Projects
Date: August 12, 2025
Re: Architectural Services for Town Hall Arts & Cultural Centre

Background

The Region of Queens owns the Town Hall Arts and Cultural Centre (219 Main Street), commonly referred to as the Astor Theatre, which is an entertainment and cultural hub in Queens and the South Shore as well as a valuable community asset. Owned by the Municipality and operated by the Astor Society, both groups have been desirous of providing many upgrades for the last several years. Some of these proposed upgrades are accessibility requirements while others will improve facility operations and increase programming opportunities.

Details

Currently, barriers to legislated accessibility exist at the Centre. As well, the antiquated climate control system of oil-fired hot water heat and manually operated vents limit programming activities at the Centre.

Upgrades have been previously presented to Council, including an HVAC study presented on November 14, 2023. Also, staff have been successful in accessing grants from provincial and federal sources for an accessible lift and a universal washroom. Though welcome additions to the facility, these projects are examples that were developed and completed in isolation, prior to understanding a long-term vision for the facility.

Now, with a greater range of upgrade possibilities to review, a holistic overview and design approach is needed to ensure the best outcome for operation of

the facility and experience of the guests. To achieve this outcome, the Municipality and Astor Society agreed to develop a long-term strategy and integrated design by appropriate experts.

An Expression of Interest (INF12-2025-2026) for Architectural Services was posted on the provincial procurement site on May 30, 2025, seeking proposals from qualified firms with backgrounds including the modernization of historic facilities such as Astor. The first phase of this endeavor is to detail the total scope of works according to various updated standards and best practices for heritage buildings, with following phases of design and tender development for *specific elements* within the overall project.

At the June 19, 2025, deadline six firms submitted responses, each with strong and relevant experience. After evaluation, DSRA Architecture has been selected as the best value for fees at a cost of \$17,500 + HST. The proposed Phase 1 involves all key design disciplines - Architecture, Structural, Mechanical, Electrical, and Civil, which will result in an assessment report summarizing the findings and outlining proposed design options. Phase 1 is expected to be completed by fall 2025.

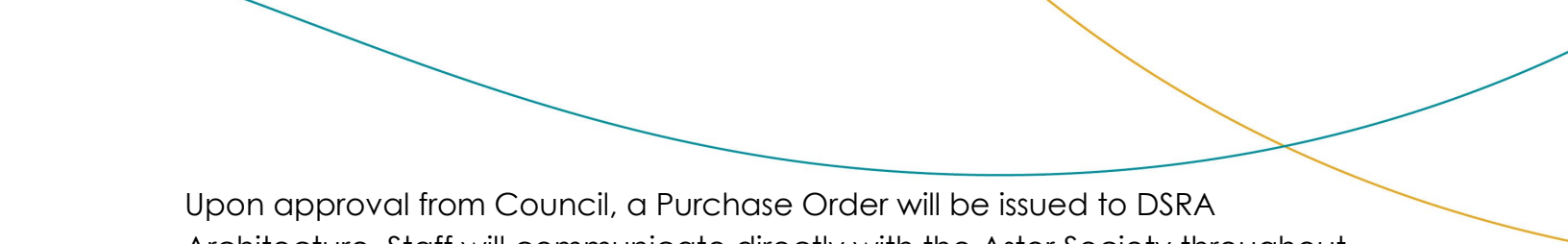
DSRA Architecture's past projects referencing energy and accessibility retrofits on heritage buildings, including the Lunenburg Academy, PEI Province House and Halifax City Hall. DSRA Architecture's proposal articulated Phase 1 as a 'Condition & Needs Assessment, Code Review, and Options Analysis' to ensure a comprehensive understanding of the existing building, required upgrades and will include community vision from meetings with invested parties.

Potential design strategies will be presented to Council at the completion of phase 1, and completion of this project will improve access by the Municipality to funding opportunities from provincial and federal sources.

Budget Impacts

This project is not currently included in the Municipality's 2025-2026 financial plan. The project value of \$17,500 + HST is proposed to be funded by the Accumulated Surplus.

Communications



Upon approval from Council, a Purchase Order will be issued to DSRA Architecture. Staff will communicate directly with the Astor Society throughout the project.

Recommendation

THAT the Council of Region of Queens Municipality approve \$17,500 + HST for Architectural Services at the Town Hall Arts and Cultural Centre, with funding coming from the Accumulated Surplus.

**Region of Queens Municipality
Staff Report**

10.6

To: Mayor and Council
From: Elise Johnston, Manager of Capital Projects
Date: August 12, 2025
Re: Fire Alarm System Retrofit for Liverpool Business Development Centre

Background

The Region of Queens Municipality owns the Liverpool Business Development Centre (LBDC) at 54 Harley Umphrey Drive. The ~3,000m² building was purpose-built in 2003 as a call centre and has since had several renovations to support additional tenants and provision of diverse services.


Details

This structure includes a fire alarm as part of the building protection system. During the creation of the library space, based on the mix of tenancies on site and updated building standards, the alarm system was identified as no longer meeting building code requirements. To comply with the current building code, the fire alarm system must be replaced.

When the issue was identified, staff engaged with DUMAC Engineering in the winter and spring of 2025 to explore a public process to replace the system. A Request for Proposals (INF19-2025-2026) was posted on the provincial procurement site on July 10, 2025, and a site visit for prospective proponents was conducted on July 17, 2025 (for one bidder).

At the July 30 closing date, one submission was received:

- Dayspring Electric \$88,142.86 + HST



As part of the Request for Proposals, Dayspring advised that they are partnering with Chubb Canada (a well-established fire alarm systems supplier and consultant) on the project.

The fee for this proposal aligns with the estimate shared by the consultant during design.

Budget Impacts

Although the concept of the project was identified prior to 2025-2026 budget deliberations, the scope and associated estimate was not available during budget review. As such, the fee for this work is not included in the 2025-2026 financial plan. Staff recommend this expense be funded from the Operations Capital Reserve.

Communications

Upon approval from Council, a Purchase Order will be issued to Dayspring Electric.

Recommendation

THAT Council for the Region of Queens Municipality approve \$88,142.86 + HST for replacement of the fire alarm system at the Liverpool Business Development Centre, with funds coming from the Operations Capital Reserve.



**Quarterly Police Report
Municipality Of Queens**

July, 2025

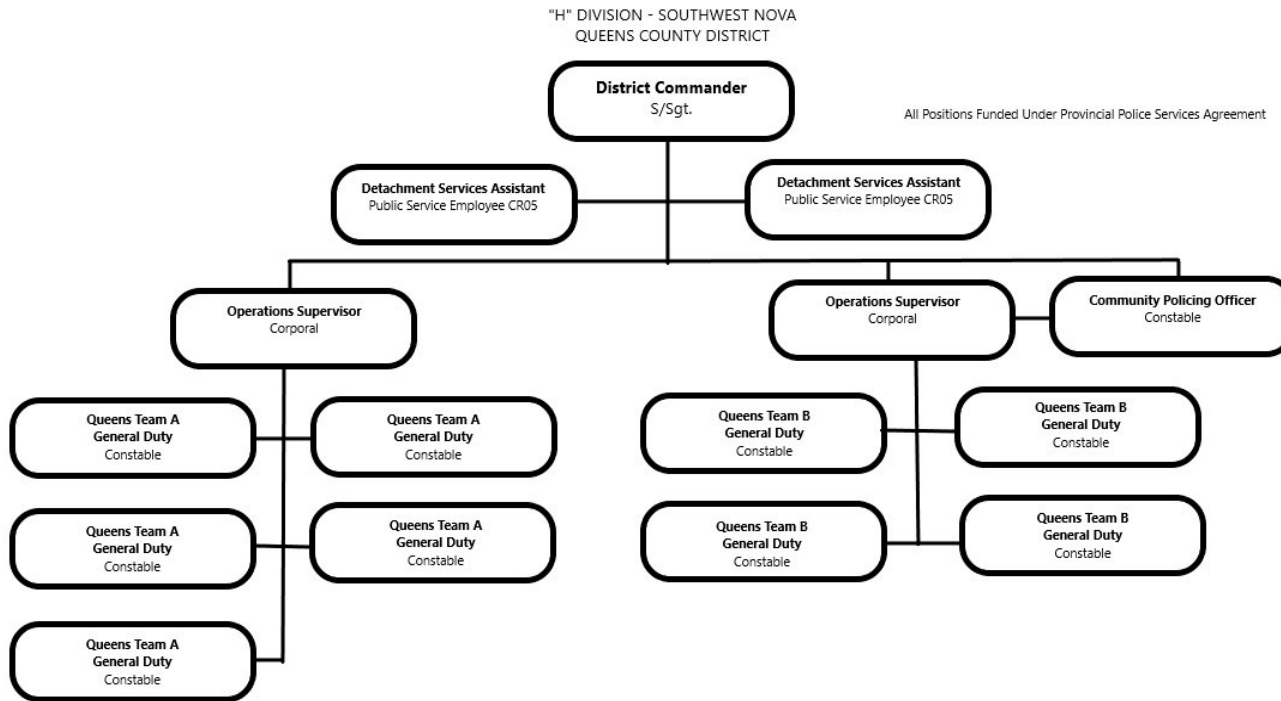
2025/2026

Fiscal Year

1st Quarter

April - June

1. QUEENS DISTRICT ORGANIZATIONAL CHART



- 1 Staff Sergeant (District Commander)
- 2 Corporals (Shift Supervisors/Operations Manager)
- 9 Constables (Investigators)
- 1 Constable (Community Policing Officer)
- 2 Public Service Employees
- 1 Senior Safety Coordinator

1.1 CURRENT POSITION HUMAN RESOURCING STATUS

- Fully Staffed
- One Constable remaining on Recruit Field Training
- One Constable on Parental Leave

2. QUEENS DISTRICT FLEET

- (2) Patrol Cars
- (4) Patrol SUVs
- (1) Administration Vehicle
- (1) Unmarked Patrol (SUV)
- (2) Off-Road Terrain Vehicles

4. CALLS FOR SERVICE

Calls for Service include unfounded and unsubstantiated Criminal Code, Federal & Provincial Statutes as well as Assistance to other agencies and bylaw enforcement within Queens District.

2024/2025 FYTD	2025/2026 FYTD	1 st QUARTER 2024/2025	1 st QUARTER 2025/2026
654	745	654	745

5. QUEENS DISTRICT CRIME STATISTICS

April - June (1st Quarter)

All data are working data and are subject to change through ongoing investigations and data quality measures.

Statistics represent first line scoring, consistent with Stats Can.

Files marked unfounded and unsubstantiated have been removed. Files marked insufficient evidence to proceed are included.

Detachment information is parsed from the "Notes" field in the PROS data.

If the location was not properly entered in this field, the stat will not be included in the dashboards.

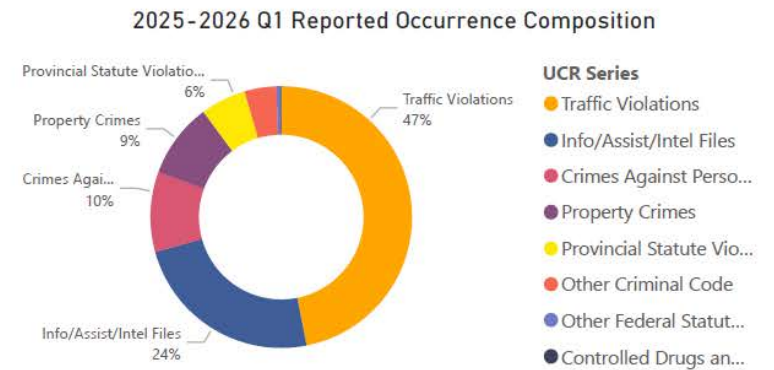
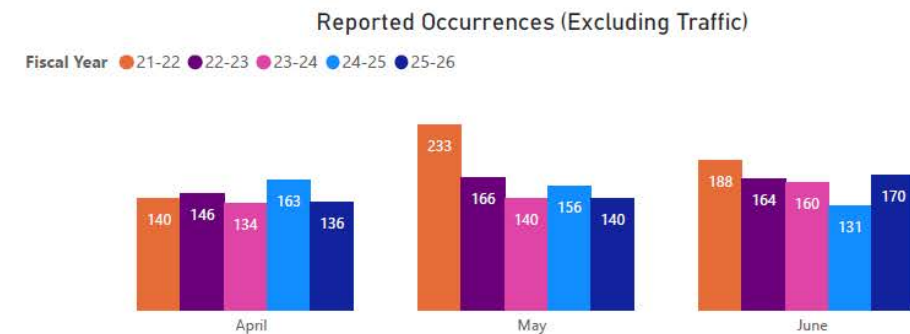
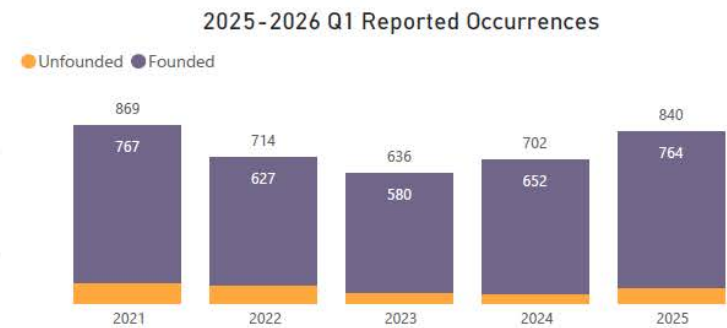
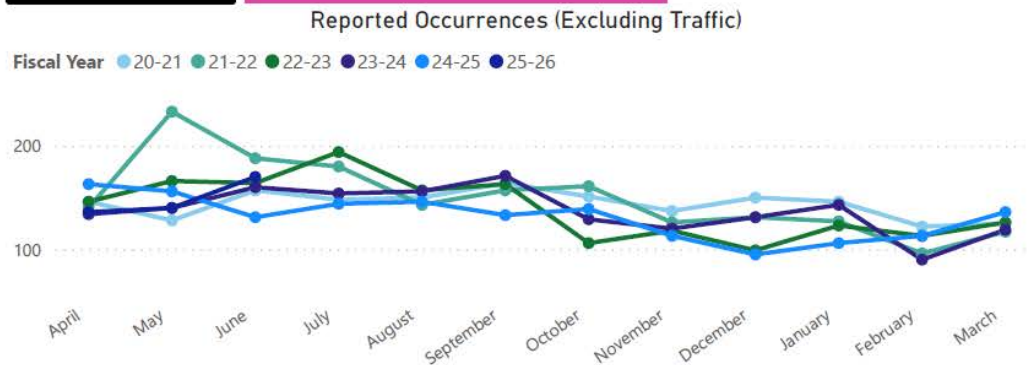
Traffic stats and stats coded to Traffic Units have been removed.

5.1 CALLS FOR SERVICE COMPARISON



DETACHMENT STATISTICS 2025-2026 Q1
DATA CURRENT TO 2025-07-02

Protected "A"



6.DETACHMENT FOUNDED OCCURRENCES



DETACHMENT FOUNDED OCCURRENCES FYTD Q1 2025-2026
DATA CURRENT TO 2025-07-02

Protected "A"

H DIVISION

QUEENS

UCR Series	21-22	22-23	23-24	24-25	25-26
Controlled Drugs and Substances Act	4	2	1	4	1
Crimes Against Persons	42	50	41	35	52
Info/Assist/Intel Files	229	192	200	236	199
Other Criminal Code	30	33	29	27	21
Other Federal Statute Violations	3	0	2	4	3
Property Crimes	57	92	85	74	65
Provincial Statute Violations	95	24	25	22	35
Traffic Violations	303	234	197	250	388
Total	763	627	580	652	764

FISCAL YEAR TO DATE TOTALS

*Excludes
Unfounded
Occurrences*

Crimes Against Persons	21-22	22-23	23-24	24-25	25-26
Assault	21	14	20	21	26
Extortion / Harassment / Threats	18	30	19	11	22
Kidnapping / Hostage / Abduction	0	0	0	0	0
Offences Related to Death	0	0	1	0	0
Robbery	1	0	0	0	1
Sex Assaults & Offences	2	6	1	3	3

Property Crimes	21-22	22-23	23-24	24-25	25-26
Arson	0	1	1	2	1
Break and Enter	3	5	1	6	5
Fraud	14	16	16	13	6
Mischief	20	48	41	29	33
Possess Stolen Goods	0	1	0	0	0
Theft of MC	0	0	0	0	0
Theft of MV	1	0	5	3	2
Theft of Other MV	1	3	0	1	1
Theft Over \$5000	1	2	2	0	0
Theft under \$5000	17	16	19	20	17

7. ANNUAL PERFORMANCE PLANNING OBJECTIVES

1) ENHANCED ROAD SAFETY

QUEENS	APRIL	MAY	JUNE
Seatbelt and Helmet Charges	0	0	1
<i>Speeding Charges</i>	2	27	17
<i>Stunting Charges</i>	0	0	0
<i>Other Aggressive Driving Charges (excludes speeding and stunting)</i>	0	0	0
Cell Phone Charges	0	0	0
Other MVA Charges	18	24	19
Unlic/Susp/Revoked (287 (2) & 64)	4	3	4
Other Prov. Stat Charges	2	2	3
Impaired Drivers - Alcohol	1	0	1
Impaired Drivers - Drugs	0	0	0
Refusal Charges	0	0	2
Administrative Suspensions	0	0	0
CC Prohibited Driving Charges	0	0	0
OTH CC Charges (traffic Stops)	0	0	0
Check Points Conducted	3	2	5
Written Warnings	22	32	35
Defect Notices	0	2	0
SFST Tests	0	0	0
DRE Evaluations	0	0	0
ASD Tests	1	5	10
ADSE Tests	0	0	0

Initiatives -

- Summary Offence Tickets - 131
- Written Warnings - 90
- Check Stops - 10
- Impaired Driving - 4

Monthly Queens Education and Enforcement

April 23rd – Targeted enforcement on this date saw members target the town of Liverpool for check-stops during day-shift for improved police visibility within the town. Throughout the day, check stops were conducted at connector roads. Despite the large quantity of vehicles checked being in the mid to high hundreds, minimal SOTS were issued as most drivers were compliant.

May 23rd – Planned Targeted Enforcement on this date saw members target the North Queens/Calendonia area for check-stop during dayshift for improved police visibility within the town. A focus on ORV and Youth Driving was a focal point. Throughout the day, check stops were conducted at the North Queens School during opening hours and bus routes where a heavy flow of traffic as well as high visibility by the public. Five Queens District members assisted in the operation along with one SWN Traffic Services member, resulting in 20 SOTS And 8 Warnings throughout the day.,

June 24th - Planned Targeted Enforcement on this date saw members target the North Queens/Calendonia area for the second month in a row. Check-stops during dayshift for improved police visibility within the town. A focus on ORV and Youth Driving was a focal point. Throughout the day, check stops were conducted at the North Queens School during opening hours and bus routes . Four Queens District members assisted in the operation along with one SWN Traffic Services member, resulting in 15 SOTS and 12 Warnings throughout the day combined with high visibility and positive feedback by the community.

2) CRIME REDUCTION

- Prolific Offender Curfew Checks - 131
- Decrease of outstanding Warrants of Arrest - 12 active

Only one offender was charged with a Breach of Court Order in the last 3 months, showing that most court ordered offenders are abiding by their curfew and residing conditions. A large amount of checks continue to be conducted by members to ensure this behaviour continues.

3) Enhancing Relationships with Indigenous Communities

Proactive Patrols on Reservations - Wildcat - 7
Ponhook - 0
Medway River - 7

Proactive First Nation Formalized Event Attendance - 0 events scheduled to date

Queens RCMP continue to communicate with WFN Counsel keeping an open dialouge of communication should any issues arise within any of the three indigenous communities.

Some significant and noteworthy items this past quarter include the following:

- There were approximately 69 persons crimes (assaults, utter threats etc) in which 19 were cleared by way of charges and 5 remain still under investigation
- Of those 69 files, 3 were sexual in nature.
- There were 42 calls for service that were Intimate Partner Violence (IPV) in nature resulting in charges in 12 of those incidences (9 male and 3 female).
- There were 3 Missing Person investigations, all in which the subjects were located.
- Members responded to 42 calls for service related to individuals experiencing mental health crisis.
- There were 0 Motor Vehicle Fatality Investigations this quarter
- Members responded to 44 motor vehicle collisions during this quarter.
- Members conducted 5 human death investigations during this quarter, all non-suspicious.
- Homicide - Queens District RCMP charged a man with attempt to commit murder.

On March 28, 2025, at approximately 3:30 a.m., Queens District RCMP and EHS responded to a weapons call at a home on Hwy. 3 in Mill Village. When officers arrived at the scene, they located a man with life-threatening injuries and learned that another man had left in a vehicle. The victim, an 84-year-old man, was transported to hospital by EHS, with injuries consistent with being stabbed.

At approximately 7:45 a.m., officers located the suspect at home in Vogglers Cove and he was safely arrested.

Derek Dominix, age 60, of Mill Village, was subsequently charged with Attempt to Commit Murder and was remanded into custody..

On April 11, 2025, the victim, who had been in the hospital since the incident, died from their injuries. The Nova Scotia Medical Examiner's Office ruled the death a homicide. The man's death was the result of intimate partner violence. The Southwest Nova RCMP Major Crime Unit has taken carriage of the investigation. On April 22, 2025, the charge of Attempt to Commit Murder that had been laid against Dominix was upgraded to Second-Degree Murder. Dominix remains in custody and will appear in Bridgewater Provincial Court on May 15, 2025, at 9:30 a.m.