Region of Queens Municipality Regular Council
Tuesday, November 10, 2026
9:00 a.m.

Agenda

1.0 Call to Order and Land Acknowledgement

2.0 Approval of Agenda

3.0 Adoption of Minutes

4.0 Public Comment

5.0 Delegations and Presentations

5.1 Greenfield Recreation

5.2 Queens County Community Radio Expansion

6.0 Unfinished Business

7.0 Staff Reports

7.1 Tax Districts

7.2 Road Naming in Mount Pleasant

7.3 Implementation Report

8.0 Bylaws and Policies

8.1 Second and Final Reading of Bylaw No. 2 – Burning

9.0 Correspondence for Action

9.1 Wenjikwom Housing Commission Society- letter of support

10.0 Correspondence for Information

11.0 Reports from In Camera

12.0 Mayor's Report

13.0 Committee Business

14.0 New Business

15.0 In-Camera

15.1 Property Matter

15.2 Personnel Matter

15.3 Property Matter

15.4 Property Matter

16.0 Adjournment

Region of Queens Municipality Regular Council
Tuesday, October 27, 2026
4:00 p.m. (Closed Session)
5:30 p.m. (Public Session Begins)

Meeting Recording: 2026-10-27 - Regular Meeting of Council
Please click the time-stamp links below to watch specific portions of the recording.

Minutes

Present: Mayor Scott Christian
Deputy Mayor Maddie Charlton
Councillor Roberta Roy
Councillor Courtney Wentzell
Councillor Vicki Amirault
Councillor Jack Fancy
Councillor Stewart Jenkins
Councillor Wanda Carver
Willa Thorpe, CAO
Kate Wong, Acting Municipal Clerk

1.0 Call to Order

Mayor Christian called the Regular Council meeting to order at 3:59 p.m. and acknowledged that the meeting was being held in Mi'kma'ki, in Kespukwitk, the traditional and unceded territory of the Mi'kmaq people. The Mayor recognized that all are Treaty People with responsibilities under the Treaties.

At the beginning of the meeting, the Mayor provided an audio description of Council Chambers and the meeting setup for attendees and viewers who are blind or have low vision.

2.0 Approval of Agenda

It was moved by Councillor Wentzell, and seconded by Councillor Roy:

THAT Council for Region of Queens Municipality approve the agenda as amended to include:

Item 3.2 – Property Matter, In-Camera

Item 15.2 – Hunts Point Wharf

MOTION CARRIED.

3.0 In-Camera

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

THAT Council for Region of Queens Municipality move to In-Camera at 4:05 p.m.

MOTION CARRIED.

It was moved by Councillor Carver, and seconded by Councillor Jenkins:

THAT Council for Region of Queens Municipality return to Open Session at 5:08 p.m.

MOTION CARRIED.

4.0 Adoption of Minutes (02:30)

4.1 Regular Council Meeting – October 13, 2026

It was moved by Councillor Jenkins, and seconded by Councillor Carver:

THAT Council for Region of Queens Municipality adopt the minutes of the October 13, 2026 Regular Council meeting as circulated.

MOTION CARRIED.

5.0 Public Comment

There were no Public Comments.

6.0 Presentations and Delegations (03:26)

6.1 Nova Scotia Power

Representatives from Nova Scotia Power attended to present on the utility's role in supporting economic growth and development, recent investments in electrical reliability, and opportunities for collaboration with municipalities, developers, and businesses. The delegation highlighted infrastructure and reliability improvements undertaken in Queens, discussed the importance of early engagement during development planning, and outlined ongoing initiatives related to system planning, customer service, and the changing energy sector. Council asked questions regarding hydro infrastructure, economic development opportunities, and community funding programs.

7.0 Unfinished Business

There were no Unfinished Business items to discuss.

8.0 Staff Reports

8.1 Election of the Deputy Mayor (26:49)

The Mayor called for nominations for the position of Deputy Mayor for a two-year term. Councillor Amirault nominated Councillor Charlton, who accepted the nomination. No further nominations were received, and Councillor Charlton was acclaimed to the position of Deputy Mayor.

It was moved by Councillor Carver, seconded by Councillor Roy:

THAT Council for Region of Queens Municipality appoint Councillor Charlton as Deputy Mayor for a two-year term, beginning October 28, 2026.

MOTION CARRIED.

8.2 Trestle Trail Bridge Engineering Inspection (30:37)

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

THAT Council for Region of Queens Municipality approve the unbudgeted expense of $9,922 plus HST for cost analysis related to recommended structural improvements and direct staff to include these results in the draft 2027-2028 Capital Investment Plan
MOTION CARRIED.

It was moved by Councillor Carver, and seconded by Deputy Mayor Charlton:

THAT Council for Region of Queens Municipality direct staff to include the cost estimate for recommended approach railings at the Trestle Trail Bridge in the draft 2027-2028 Capital Investment Plan.
MOTION CARRIED.

It was moved by Councillor Amirault, and seconded by Councillor Jenkins:

THAT Council for Region of Queens Municipality direct staff to include the cost estimate for recommended wearing surface on the Trestle Trail Bridge in the draft 2027-2028 Capital Investment Plan.
MOTION CARRIED.

It was moved by Councillor Carver, and seconded by Councillor Wentzell:

THAT Council for Region of Queens Municipality direct staff to include the cost estimate for operational signage improvements on the Trestle Trail in the draft 2027-2028 Operating Budget.
MOTION CARRIED.

It was moved by Councillor Carver, and seconded by Councillor Jenkins:

THAT Council for Region of Queens Municipality direct staff to include in the asset management plan for the Trestle Trail Bridge the cost implications associated with ongoing five-year Engineering Inspections and further maintenance requirements.
MOTION CARRIED.

8.3 Litter Collection Program Update (42:37)

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

THAT Council for Region of Queens Municipality receive the report titled "Litter Collection Program Update" for information.

MOTION CARRIED.

9.0 Bylaws and Policies

9.1 Policy 99 – Winter Maintenance (46:51)

It was moved by Councillor Wentzell, seconded by Councillor Carver:

THAT Council for Region of Queens Municipality adopt Operational Policy 99 – Winter Maintenance Policy as amended.
MOTION CARRIED.

10.0 Correspondence for Action

10.1 South Shore Open Doors Association (53:11)

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

THAT Council for Region of Queens Municipality provide a letter of support to South Shore Open Doors Association for its proposed purchase and use of 20 Carten Street, Liverpool, as affordable and supportive housing.

MOTION CARRIED.

11.0 Correspondence for Information

There was no Correspondence for Information.

12.0 Reports from In Camera

There was no reports coming from In Camera.

13.0 Mayor's Report

There was no Mayor's Report.

14.0 Committee Business

14.1 Council Appointments to Committees (56:18)I

Committees of Council

- Accessibility Advisory Committee: Councillor Roy, Councillor Amirault
- Audit and Internal Control Advisory Committee: Councillor Jenkins, Deputy Mayor Charlton
- Bursary Committee: Councillor Carver, Deputy Mayor Charlton
- Inclusion Queens Advisory Committee: Mayor Christian

- Fire Services Committee: Mayor Christian, Councillor Carver
- Heritage Advisory Committee: Councillor Carver, Councillor Amirault
- Police Advisory Board: Councillor Amirault, Councillor Roy, Councillor Wentzell
- Planning Advisory Committee: Deputy Mayor Charlton, Councillor Carver, Councillor Jenkins
- Recreation Facilities Advisory Committee: Councillor Wentzell, Deputy Mayor Charlton

External Committees and Boards

- Community Landfill Monitoring Committee: Councillor Fancy
- Source Water Committee: Councillor Fancy
- Queens Community Health Board: Councillor Fancy
- South Shore Housing Action Coalition: Councillor Fancy
- South Shore Regional Library Board: Councillor Roy
- South West Nova Biosphere Committee: Councillor Wentzell
- Western Regional Crown Land Stakeholder Interaction Committee: Councillor Wentzell
- Region 6 Solid Waste Steering Committee: Councillor Jenkins

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

THAT Council for Region of Queens Municipality approve Council Appointments to Committees and External Boards (October 2026), effective October 31, 2026, until the next regular election.

MOTION CARRIED.

14.2 Police Advisory Board Reappointments (1:01:32)

It was moved by Councillor Carver, and seconded by Councillor Wentzell:

THAT Council for Region of Queens Municipality reappoint the following members to the Police Advisory Board, effective immediately, for the following terms:

- Donald Kimball – one-year term remaining, expiring October 31, 2027
- Elaina Gaetan – two-year term, expiring October 31, 2028

MOTION CARRIED.

15.0 New Business

15.1 Timing for Future Regular Council Meetings (1:10:59)

A discussion was held regarding the timing of future Regular Council meetings. Council considered the benefits and challenges of both daytime and evening meetings, including accessibility for residents, public participation, Council and staff workload considerations, meeting duration, and the increased availability of live-streamed and recorded meetings. No decision was made, and Council agreed the matter could be revisited at a future meeting.

15.2 Hunts Point Wharf (1:37:17)

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

THAT Council for Region of Queens Municipality direct the Mayor to write a letter to the Federal Minister of Fisheries and Oceans and MP Jessica Fancy-Landry advocating for the allocation of the necessary funding to undertake repairs to Hunts Point Wharf, restore the facility to full operational use, and ensure its continued operation as a working commercial fishing harbour.

MOTION CARRIED.

16.0 Adjournment

The meeting was adjourned at 7:07 p.m.

_____

Scott Christian, Mayor

_____

Kate Wong, Acting Municipal Clerk

Greenfield Community Hub

Presentation to the Region of Queens Municipality

November 10, 2026

Kevin Freeman	Chair of Board
Peter Bessey	Vice-Chair
Jan Harvie	Treasurer
Tosha Rhodenizer	Fitness Facilities Chair

Our Ask

- To increase the ongoing annual financial support to **$95k** indexed by CPI:
    - $65k operational support
    - $30k building support

Greenfield Community Hub – Governed by one Volunteer Board

Board Members, Areas of Responsibility and Years Service:

Kevin Freeman	Chair of Board	40 yrs
Peter Bessey	Vice-Chair of Board	7 yrs
Jan Harvie	Treasurer	9 yrs
Anne Brett	Secretary	3 yrs
Brian Buck	Co-Chair Building & Park	7 yrs
Dan Stevens	Co-Chair Building & Park	11 yrs

Ron Wyer	Chair - Health and Safety	7 yrs
Rachel Sapp	Chair - Membership & Scheduling	4 yr
Tosha Rhodenizer	Chair – Fitness Facilities	3 yrs
Jim Harvie	Community Gardens and Park	4 yrs
Robert Ley	Chair – IT & Communications	2 yrs

Greenfield Recreation Centre

Richard Freeman Community Park

Hunts Beach

Greenfield Cenotaph

Greenfield Community Hub

Greenfield Recreation

- Member based Fitness and Recreational facility
- Well appointed conditioning room, multipurpose space and large gymnasium with full-service changerooms
- Available 17 hrs/ day to members
- Over 43 hrs of instructor led and programmed activities / wk
- Multiple youth, adult and older adult programs
- Provides space and support for community when / if needed: showers, receptions, speakers, reduced fees for programming / memberships
- No residency restriction

Richard Freeman Community Park

- 3 Acre park open **free** to the public
- Community Garden includes 28 beds
- Well utilized amenities include walking trail, climbing wall, bike park, children's playground, 9-hole disc golf, campfire area, large gazebo, Ball diamond with backstop and bleachers and utility field with soccer nets
- Community Day events held annually

Hunts Beach

- Public access beach area serviced with appointed swimming area (protected by swimming buoys)
- Site maintenance provided including picnic tables, waste management and overall clean-up

Greenfield Cenotaph

- Maintenance and upkeep of park
- Provision of flags and support for maintenance of monument
- Cenotaph Park is popular picnic site for workers in the area looking for an outdoor spot for lunch
- Currently mowing and waste management provided by Region of Queens

Our Challenges

- Greenfield Recreation Centre facility has been in operation for 40 yrs.
- Membership has tripled in the last 5 years
- Number of classes has increased exponentially during this time with ongoing demand for more
- Richard Freeman Community Park, officially opened in 2024
- The size of the operation necessitated both the inclusion of HST as well as hiring of PT staff, thus increasing the complexity of accounting responsibilities
- Many operational expenses have increased significantly over the past few years – namely utilities (oil and electricity) and insurance
- Donor and community support is muted in current economic environment
- Volunteer workload has dramatically increased

Annual Support of $95k will allow us to:

Operational Support = $65k

- Increase paid hrs for the manager / administration to expand the number and diversity for more programs and events. Recent requests include additional youth opportunities, new recreational and social programs such as game / cards, and speaker series, plus walking / hiking club, to name but a few
- To hire a part-time bookkeeper
- To secure paid maintenance and contractor support reducing dependence on volunteers

Building Support = $30k

- Improve energy efficiency and reduce dependency on fossil fuels while introducing cooling in gymnasium
- Accelerate the modifications needed to provide barrier free access
- Offset increases to utilities (oil and electricity) and insurance and other costs

How the Greenfield Community Hub Benefits Residents & Municipality

- Aligns with Regions desire to attract retirees to relocate to Queens county
- Active engagement of youth in community
- Active healthy living support – keeping people moving longer and healthier to help facilitate aging in place
- Foster social connection increasing safety, resiliency and wellness
- Active sharing and promoting successes to others within Region
- Provide opportunities for community as volunteers or instructors and aids recruitment and retention
- Promote a more engaged and healthy community
- Provide access to programs in close proximity to place of residence
- Mowing and waste management of the Cenotaph to be assumed by the Greenfield Community Hub
- Significantly increases community attractiveness resulting in accelerated tax base growth through new construction

Questions

Back-Up Slides

Greenfield Community Hub
STRATEGIC PLAN (2025-2028)

Mission

To lead a diverse and innovative not-for-profit committed to the pursuit and provision of excellent recreation, fitness, and sport that strengthens people in our community

Vision

The Greenfield Recreation Association will be a recognized community builder and do so through lifelong sport, recreation and wellness

Values

Respect Others	Include Everyone	Have fun	Stay Healthy	Give Back	Stronger together

3 YEAR STRATEGIC GOAL

To determine the future direction of the Greenfield Recreation Association, plan, build capacity and be execution ready to embark on transformational change

MANDATE

Actively engage community and respond to the needs independently and / or through innovative Partnerships

STRATEGIC IMPERATIVES

- Build Capacity to Serve our Community
- Prepare Operation for Sustainable Future
- Strengthening Brand awareness in Community

INITIATIVES and ACTION PLANS

Financial Viability

- Pursue relevant grant opportunities
- Strengthen financial policies, controls and budgeting process
- Analyze and create mitigation plan for risks such as the loss of the pre-primary tenancy

Engagement of Stakeholders

- Survey membership needs annually
- Enhance methods to collect member data
- Understand competitive landscape and investigate partnerships where appropriate

Environmentally Sustainable Infrastructure

- Capital asset review – Deferred maintenance / risk impact analysis
- Create capital replacement fund

Talented and Engaged People

- Create capacity to hire a site supervisor / manager
- Mitigate risk regarding dependence on 1-2 people teaching of programs and cleaning
- Actively identify and prospect new volunteers
- Celebrate the impact of volunteerism

Inclusive Programs & Services

- Based on feedback and / or best practices add new, viable programming to enhance impact of facility and do so through a lens of inclusivity & diversification

Internal

- Spotlight a member or program each monthly newsletter focused on impact and values of the GRA
- Pursue merging several related boards into one entity

External

- Establish relationships and work proactively with all levels of government
- Explore and implement innovative cost-conscious ways to promote the facility in community

QCCR Coverage Expansion

A reliable voice for all of Queens

TODAY'S REQUEST

Funding toward an engineering feasibility study

Presentation to Region of Queens Council | November 10, 2026



About QCCR

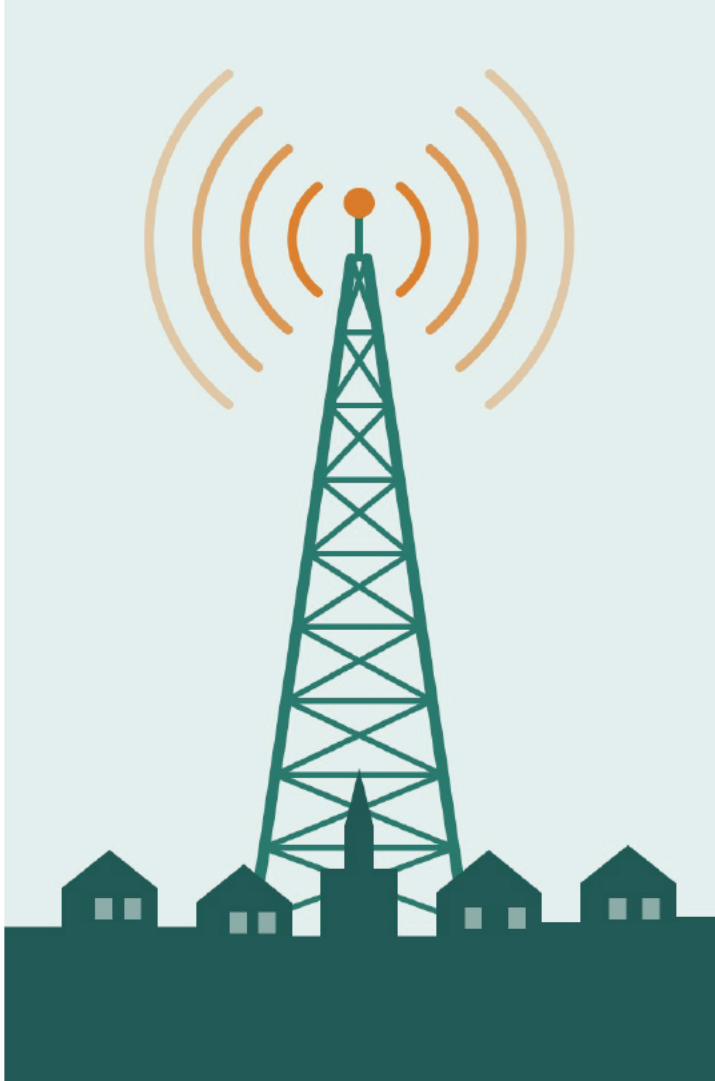
CJQC 99.3 FM federally licensed, not-for-profit

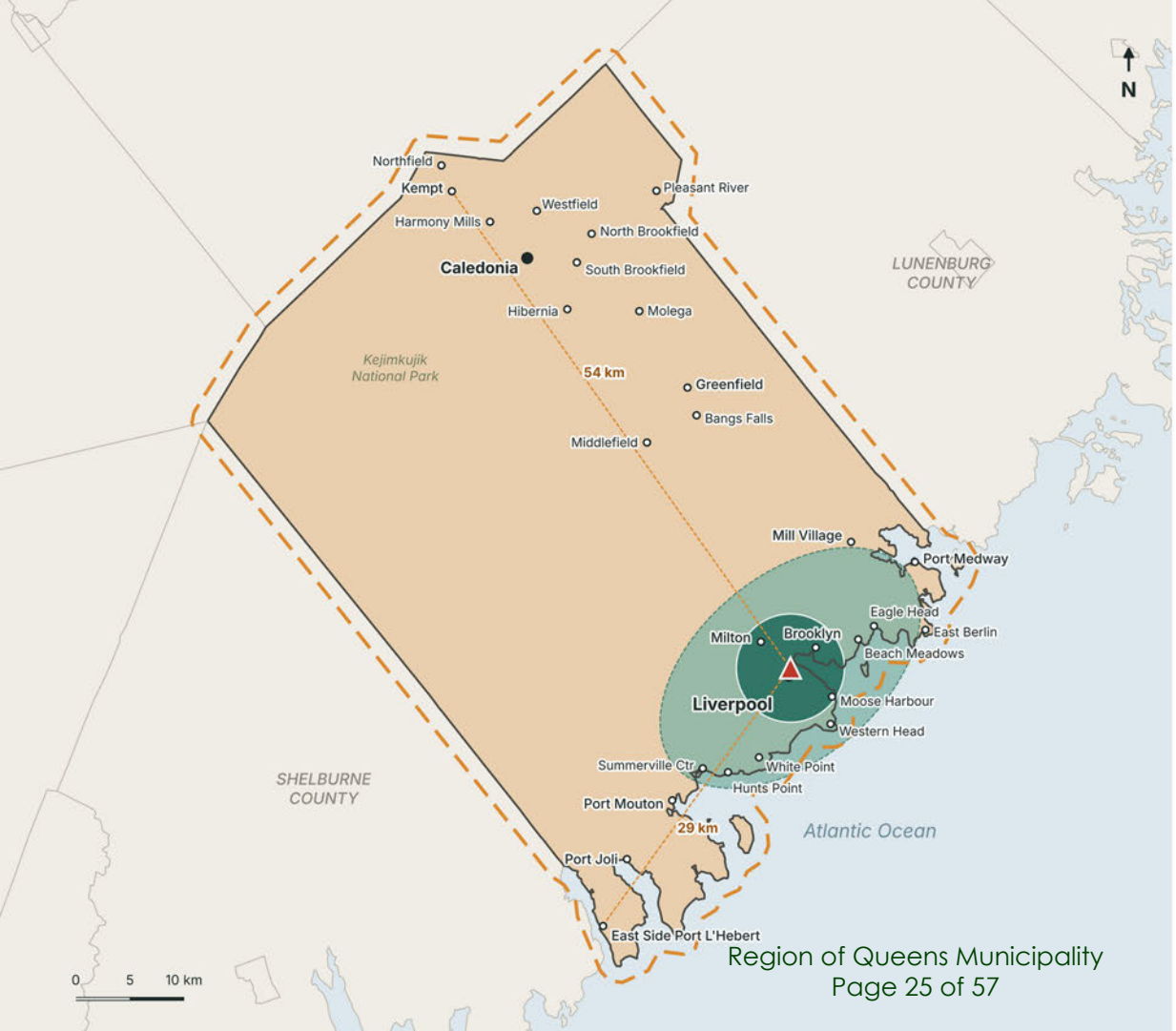
Volunteer run board and on-air volunteers

18 years on air local news, events, music and voices

Our goal: one signal that reaches every resident of Queens

- When the power and cell towers fail, residents still get local instructions
- From Caledonia to Port Mouton, every community hears the same local news
- Queens businesses reach customers in every corner of the county





QCCR 99.3 FM

Current vs Proposed Coverage

Region of Queens Municipality, Nova Scotia

- Current: reliable reception (about 5 km)
- Current: weak / patchy reception
- Proposed: full county coverage
- Proposed coverage boundary
- QCCR transmitter, Liverpool
- Municipal boundary

TODAY

50 watts. Signal serves Liverpool, Milton, Brooklyn and nearby shore communities.

GAP

North Queens (Caledonia, Kempt) and the shore from Port Mouton south are out of range.

GOAL

Reach every community in the municipality, out to about 60 km from Liverpool.

Coverage areas are estimates from QCCR's licensed parameters (CRTC: 50 W ERP), not a field measurement. Actual reception varies with terrain, weather and receiver.

Digital has limits in rural Nova Scotia

Cell and internet

- Rural areas still have gaps in cell and internet service
- Need power, towers and lines
- Towers run out of backup power in long outages
- Downed lines cut internet and landlines

Local radio

- One transmitter reaches any battery or car radio
- Reaches seniors and rural homes without internet
- Alert Ready, plus local road closures, shelters and live updates

When things go wrong



Fiona, Sept 2022

Cell service failed on all carriers. The Province turned to live radio



Lee, Sept 2023

Liverpool to Lunenburg hit hardest. Poles snapped in Milton



Storm, Jan 2026

Power out in Port Medway, Eagle Head, Beach Meadows and Brooklyn, but the online outage map missed most of it



Wildfire, May 2026

East Port L'Hebert fire, just outside our borders and our signal. It could have been disastrous

Battery radio works when everything else fails, **but only if the signal reaches you.**

A public safety partner

The Region reached out

Protective Services asked QCCR how it could help in emergencies.

Residents raised it

At Council's 2025 town halls, residents asked how coastal communities with one road in and out would be warned.

The Region has committed

Its Strategic Priorities call for stronger emergency management and better communication.

QCCR can help the Region deliver on its own plan.



Expanding QCCR supports all four of Council's pillars

Governance

Goal: better communications

Council updates and decisions reach every home

Environment and Infrastructure

Goal: stronger emergency management

Local warnings when power and cell fail

Community Wellness

Goal: accessible programs and services

Connects residents to local programs and supports

Economic Development

Goal: an Economic Development Plan

Local businesses and events reach the whole municipality

Residents asked how the Region will reach people who don't use social media. Council's answer included local media partnerships. QCCR would be the only one reaching every community.

Source: Region of Queens, Council's Strategic Priorities 2026-2029

Good for the local economy

- One local voice that reaches every community, not just Liverpool
- Small businesses can reach customers across the whole municipality
- Promotes events like Privateer Days, the Queens County Fair and the Greenfield Fire Department Planked Salmon Supper
- Shares the community calendar, plus Council updates and decisions, municipal-wide

49%

of residents at the Region's 2025 town halls and online survey chose Economic Development as the top priority

67%

of them chose an Economic Development Plan as the top economic goal

Residents asked for economic growth. A municipal-wide local voice helps deliver it.

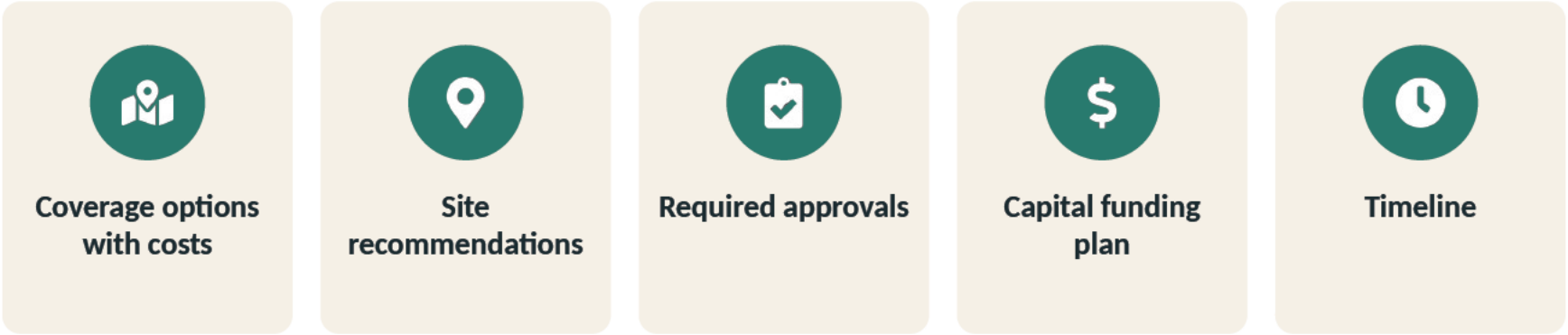
How expansion works

1	2	3	4	5	6
Engineering study	**Site selection**	**Federal approvals**	**Capital funding**	**Build and test**	**Emergency protocols with the Region**

TODAY'S REQUEST

- Radio coverage is regulated federally by ISED and the CRTC, not the Province
- Options: a stronger signal from Liverpool, more transmitters, or both. The study decides.
- QCCR already holds its federal licence and can apply to expand once the study is done

What the study will deliver



Prepared by a qualified firm. QCCR will return to Council with the findings and full cost estimates.

The ask

$10,000 + HST

Estimated study cost

UP TO

$5,000 + HST

Requested from the Region

Step 1 only. This funds the study, not construction.

The decision

We are not asking Council to approve an expensive expansion today. We are asking Council to help establish the facts, costs and options so every community in Queens can be served.

PROPOSED MOTION

That Council contribute up to $5,000 plus HST toward an engineering feasibility study for QCCR coverage expansion.

Thank you. Questions?

Region of Queens Municipality
Staff Report
For the Regular Meeting of November 10, 2026

Date: October 23, 2026

File No: 10350-50-2611-001

To: Mayor and Council

From: Willa Thorpe, CAO

Subject: Tax Districts

Prepared by:	CAO Concurrence:
J. Veinotte, Director of Finance	*W. Thorpe, CAO*

RECOMMENDATION

THAT Council of Region of Queens Municipality receive the report titled "Tax Districts" for information.

PURPOSE

This report provides Council with information regarding the calculation of current area rate costs, current allocation methodology and amount, alternative allocation methodology and amount, and historical costs associated with area rates.

BACKGROUND

In the spring of 2026, during the 2026-2027 operating budget discussion, Council committed to reviewing the application and structure of tax rates and tax districts within Region of Queens to ensure fairness and transparency for residents.

A staff report was presented at the September 8, 2026 Council meeting and received for information with a request for staff to return to Council with additional information.

Staff were directed to provide information on how Halifax Regional Municipality (HRM) allocates costs associated with road maintenance. This information was not disclosed on HRM's website as it is included in calculation of each tax area's base rate. Staff reached out to HRM tax revenue department and were unable to attain any further information.

In addition, HRM would not be considered comparable to Region of Queens Municipality as there is a considerable difference in total population, population density, geographical area, assessment values, services provided and respective service levels.

ALTERNATIVES/OPTIONS

Option 1 – Council receives the report for information.

Option 2 – Council requests further information on specified aspects of the report.

ANALYSIS

At Region of Queens, costs incurred to provide services are funded by property owners via payment of property taxes. The allocation of costs can be changed at the discretion of Council. Changes in allocation of costs within the Region would result in increases for some property owners and decreases for others.

Costs are incurred to provide a level of service. One mechanism to reduce costs is to explore decreasing current levels of service.

Current area rate costs and allocation:

			GENERAL RATE
Area Rates:	**D1-12**	**D13**	**D1-13**
Road Levy	75%	25%	N/A
R&S	N/A	75%	25%
Paving	N/A	100%	N/A
Debt	N/A	100%	N/A
Jclass Roads	75%	N/A	25%

Costs associated with allocation to all Districts (D1-13) are part of the general tax rate and have been included in this analysis to ensure all relevant data is provided.

The following table uses operating budget figures for 2026-2027 to calculate the allocation of costs associated with area rates.

The general tax rate in the table below is allocated based on the assessment values in the respective districts, rather than divided by 13 and then allocated equally to each district. Districts 1-12 represent 85% of total assessment values for Region of Queens, whereas District 13 represents 15%.

	26-27 BUDGET			GENERAL RATE IN BUDGET	
Area Rates:	**Cost:**	**D1-12**	**D13**	**D1-13 (1-12)**	**D1-13 (D13)**
Road Levy	$ 314,800	$ 236,100	$ 78,700		
R&S	$ 2,087,364		$ 1,565,523	$ 442,052	$ 79,789
Paving	$ 410,400		$ 410,400		
Debt	$ 87,267		$ 87,267		
	$ 2,899,831				
Jclass Roads	$ 250,000	$ 187,500		$ 52,944	$ 9,556
	$ 3,149,831	$ 423,600	$ 2,141,890	$ 494,996	$ 89,345

In order to determine what effect including all the current area rate costs in the general tax rate would have, it was necessary to first use the cost table above to determine the implications on the current rate.

Current:	District 1 -12		$ 1,253,307,933	Assessment Values
		Area rate costs	$ 918,489	
			0.000732852	
		Cents on txrt	**7.3 for each District 1-12**	
	District 13		$ 226,537,350	Assessment Values
		Area rate costs	$ 2,231,342	
			0.00984977	
		Cents on txrt	**98.5 for District 13**	

Districts 1-12 contribute 7.3 cents per $100 of assessment to fund budgeted area rate costs of $3,149,831.

District 13 contributes 98.5 cents per $100 of assessment to fund budgeted area rate costs of $3,149,831. For the 26/27 budget year, these costs are being subsidized by the District 13 reserve.

If these costs were part of the general rate and an area rate was not charged, 21.3 cents would be added to each property tax bill for every $100 of assessment.

IF THERE WERE NO AREA RATES			
All Districts treated equally:			
Assessment Values:		$	1,479,845,283
	Area rate costs	$	3,149,831
			0.00212849
	Cents on txrt		**21.3 for each rate $100 of assessment**

Districts 1-12 rate would increase by 14 cents (21.3-7.3) per $100 of assessment.

District 13 rate would decrease by 77.2 cents (98.5-21.3) per $100 of assessment.

Council directed staff to explore a three-tiered approach to generate scenarios that allocate costs based on district proximity to District 13.

Tax Districts:

1 Western Head
Mersey Point
Mount Pleasant
Old Port Mouton Road
Hunts Point
White Point
Beech Hill

2 St. Catherine's River
Port Mouton
Central Port Mouton
South West Port Mouton
East Port L'Hebert
Port Joli
Summerville

3 Milton West
Town Lake Road
(fr. Civic 30 & up)
Wolfe Street Extension
Bich Avenue Extension

4 Milton East

5 Brooklyn West
Sandy cove
Great Hill

6 Brooklyn East
Shore Road

7 Beach Meadows
Eagle Head
East Berlin
West Berlin
Port Medway

8 East Port Medway
Mill Village
Charleston
Danesville

9 Greenfield
Middlefield
Buckfield
Bangs Falls
Pleasantfield
LaBelle

10 South Brookfield
Westfield
North Brookfield
Pleasant River
Molega

11 Caledonia
West Caledonia
Part of South Brookfield (Hibernia & Whiteburn)

12 Harmony
Northfield
Kempt
New Grafton

13 Liverpool

Three resulting tiers (areas):
Area 1: District 13
Area 2: Districts adjacent to district 13: 1,3,4,5
Area 3: Remaining districts: 2,6,7,8,9,10,11,12

Scenario #1	%age allocation	Cost allocation	Area Rt/$100 of assessment	Current	Change
Area 1	75%	$ 2,362,373.25	$ 1.04	$ 0.98	$ 0.06
Area 2	15%	$ 472,474.65	$ 0.13	$ 0.07	$ 0.06
Area 3	10%	$ 314,983.10	$ 0.04	$ 0.07	$ (0.04)
Scenario #2					
Area 1	65%	$2,047,390.15	$ 0.90	$ 0.98	$ (0.08)
Area 2	25%	$787,457.75	$ 0.22	$ 0.07	$ 0.15
Area 3	10%	$314,983.10	$ 0.04	$ 0.07	$ (0.04)
Scenario #3					
Area 1	55%	$1,732,407.05	$ 0.76	$ 0.98	$ (0.22)
Area 2	25%	$787,457.75	$ 0.22	$ 0.07	$ 0.15
Area 3	20%	$629,966.20	$ 0.07	$ 0.07	$ (0.00)
Scenario #4					
Area 1	45%	$1,417,423.95	$ 0.63	$ 0.98	$ (0.36)
Area 2	30%	$944,949.30	$ 0.26	$ 0.07	$ 0.19
Area 3	25%	$787,457.75	$ 0.09	$ 0.07	$ 0.01

The recalculated tax rate is reflected in the Area Rt/$100 of assessment column.

The change in tax rate per $100 of assessment is calculated in the column furthest to the right.

For example, in the third scenario, the tax rate in District 13 would be reduced by 22 cents per $100 of assessment, Districts 1, 3, 4, and 5 would see an increase of 15 cents per $100 of assessment and Districts 2, 6, 7, 8, 9, 10, 11, 12 would see no change in rate.

Council requested number of dwellings per district information. Dwelling numbers were compiled from the PVSC database.

DISTRICTS	DWELLINGS #	Residential Ass$	Av Ass$ per Dwelling	Rank by $	TTL Ass$	%age of TTL
1	845	$ 202,052,300	$ 239,115.15	2	$ 227,676,700	15.4%
2	643	$ 141,121,500	$ 219,473.56	3	$ 165,831,100	11.2%
3	300	$ 36,604,000	$ 122,013.33	11	$ 37,657,900	2.5%
4	424	$ 51,981,600	$ 122,598.11	10	$ 53,436,700	3.6%
5	189	$ 24,148,700	$ 127,770.90	9	$ 40,768,900	2.8%
6	313	$ 50,544,000	$ 161,482.43	7	$ 53,592,300	3.6%
7	489	$ 124,627,500	$ 254,861.96	1	$ 136,128,500	9.2%
8	426	$ 78,566,600	$ 184,428.64	5	$ 83,135,200	5.6%
9	1184	$ 225,944,700	$ 190,831.67	4	$ 256,542,000	17.3%
10	716	$ 120,347,100	$ 168,082.54	6	$ 138,053,700	9.3%
11	283	$ 30,212,500	$ 106,757.95	12	$ 38,262,933	2.6%
12	205	$ 19,846,300	$ 96,811.22	13	$ 22,222,000	1.5%
13	1359	$ 188,617,700	$ 138,791.54	8	$ 226,537,350	15.3%
	7376				$ 1,479,845,283	100.0%

Information on the historical cost of these budget lines, allocation and total costs are attached to this report.

IMPLICATIONS

Financial:

- Financial implications would be minimal overall as the amount recovered from the collection of area rates is determined by the budget process.
- A change in allocation of costs based on current tax districts for the 27/28 fiscal year would require a Council decision by January 2027. Changes to cost allocation based on area rates (geographic boundaries) would require substantial software programing and mapping work; implementation could occur in the 28/29 fiscal year.
- Determining an objective methodology for redefining the areas using geographic boundaries could involve external resources which are not currently included in the operating budget.
- Programming changes in enterprise software may result in increased operating costs, depending on the extent of the changes and support hours available in the fiscal year.
- Costs for public engagement may be incurred, pending the scope of the project.

Staffing:

- Changes to the tax structure will have a significant impact on staff resources in the Finance department. Methodology of calculating property tax revenue for the budget will need to be updated based on the new tax structure.
- If changes are based on geographical boundaries, staff time in the Land Use department will be necessary. Upon completion of any boundary changes, Land Use staffing resources will be required to identify the corresponding assessment account numbers.
- Area rates are currently applied through financial software by district; changes will require programming updates.

Social:

- Area rates are used to fund the costs of service provided to an area. Changes to the area to which these costs are applied may cause financial challenges for some residents who experience an increase in total property tax costs.

COMMUNICATIONS

Should Council wish to update tax district boundaries or area rate boundaries, a public communications process would be initiated accordingly.

BYLAWS/PLANS/POLICIES

N/A

SUMMARY

In the spring of 2026, during the operating budget discussion, Council committed to reviewing the application and structure of tax rates and tax districts within Region of Queens. At the September 8, 2026 Council meeting a staff report was accepted for information by Council and additional information was requested. Staff recommend Council receive the report "Tax Districts" for information.

ATTACHMENTS/REFERENCE MATERIALS

Historical Costs – Area Rates

HISTORICAL COSTS - AREA RATES

EXPENSES		District 1-12		District 1-13		District 13		District 1-12		District 1-13		District 13
		2020/2021		2020/2021		2020/2021		2021/2022		2020/2021		2021/2022
ROADS AND STREETS	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL
Road Levy	75%	194,860	25%		25%	64,953	75%	196,224	25%		25%	65,408
J Class Roads	75%	-	25%	-	0%	-	75%		25%		0%	-
Street and Road Maintenance			25%	15,676	75%	47,027			25%	10,346	75%	31,037
Sidewalks Material& Labour			25%	10,268	75%	30,805			25%	7,568	75%	22,703
Storm Water Management			25%	1,591	75%	4,772			25%	2,327	75%	6,980
De-Icing Materials Supply			25%	16,066	75%	48,198			25%	22,823	75%	68,468
Traffic Signals and Markings			25%	8,613	75%	25,840			25%	9,056	75%	27,169
Equipment Permitting			25%	4,664	75%	13,993			25%	4,653	75%	13,960
Asphalt Paving	0%	-			100%	251,977					100%	245,548
		194,860		**56,879**		**487,566**		**196,224**		**56,773**		**481,273**
Debenture Principal & Interest												
Principal	0%				100%	11,461	0%				100%	14,191
Interest	0%				100%	2,904	0%				100%	9,520
		-				**14,365**						**23,711**
Small tools and Equipment												
Small Tools and Equipment			25%	4,435	75%	13,305			25%	3,537	75%	10,610
Public Works Safety Equipment			25%	3,569	75%	10,706			25%	6,196	75%	18,588
				8,004		**24,011**				**9,733**		**29,199**
Common Services-Equipment Operations												
Salary & Benefits Mechanic			25%	23,086	75%	69,258			25%	24,127	75%	72,381
Equipment Oil & Fluids			25%	2,062	75%	6,185			25%	4,385	75%	13,155
Equipment Gas			25%	5,358	75%	16,073			25%	10,854	75%	32,562
Equipment Diesel			25%	17,838	75%	53,514			25%	20,349	75%	61,047
EPW Vehicle Maintenance			25%	23,582	75%	70,745			25%	25,267	75%	75,800
Trucks-Insurance			25%	1,307	75%	3,922			25%	4,347	75%	13,042
Small Equipment Maintenance			25%	1,468	75%	4,403			25%	2,525	75%	7,576
Plow Insurance			25%	893	75%	2,679			25%	235	75%	705
Heavy Equipment Maintenance			25%	15,970	75%	47,910			25%	16,787	75%	50,362
Loader-Insurance			25%	503	75%	1,509			25%	470	75%	1,410
Backhoe - Insurance			25%	132	75%	397			25%	118	75%	353
Contracted Services			25%	5,263	75%	15,790			25%	4,223	75%	12,668
				97,462		**292,386**				**113,687**		**341,060**
		194,859.75		**162,344**		**818,327**		**196,224.00**		**180,192**		**875,242**
		District 1-12 85%		137,993				District 1-12 85%		153,163		
		District 13 15%		24,352				District 13 15%		27,029		
		District 1-12		**$ 332,852**	28.3%			**District 1-12**		**$ 349,387**	27.9%	
		District 13		**$ 842,679**	71.7%			**District 13**		**$ 902,271**	72.1%	

HISTORICAL COSTS - AREA RATES

EXPENSES		District 1-12		District 1-13		District 13		District 1-12		District 1-13		District 13
		2022/2023		2022/2023		2022/2023		2023/2024		2023/2024		2023/2024
ROADS AND STREETS	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL
Road Levy	75%	205,643			25%	68,548	75%	218,614			25%	72,871
J Class Roads	75%		25%		0%	-	75%	21,659	25%	7,220	0%	
Street and Road Maintenance			25%	19,978	75%	59,935			25%	45,343	75%	136,029
Sidewalks Material& Labour			25%	13,669	75%	41,006			25%	13,853	75%	41,559
Storm Water Management			25%	438	75%	1,315			25%	2,285	75%	6,854
De-Icing Materials Supply			25%	17,919	75%	53,756			25%	23,795	75%	71,385
Traffic Signals and Markings			25%	7,371	75%	22,113			25%	11,310	75%	33,930
Equipment Permitting			25%	5,860	75%	17,579			25%	5,730	75%	17,189
Asphalt Paving					100%	259,571	0%				100%	271,455
		205,643		**65,235**		**523,822**		**240,273**		**109,535**		**651,274**
Debenture Principal & Interest												
Principal	0%				100%	35,365	0%				100%	35,365
Interest	0%				100%	5,545	0%				100%	5,151
						40,910						**40,515**
Small tools and Equipment												
Small Tools and Equipment			25%	3,322	75%	9,965			25%	5,962	75%	17,886
Public Works Safety Equipment			25%	4,661	75%	13,983			25%	7,483	75%	22,450
				7,983		**23,948**		**-**		**13,445**		**40,336**
Common Services-Equipment Op												
Salary & Benefits Mechanic			25%	25,547	75%	76,642			25%	21,980	75%	65,939
Equipment Oil & Fluids			25%	5,872	75%	17,616			25%	6,614	75%	19,842
Equipment Gas			25%	13,889	75%	41,666			25%	11,084	75%	33,252
Equipment Diesel			25%	32,336	75%	97,009			25%	25,071	75%	75,212
EPW Vehicle Maintenance			25%	28,774	75%	86,321			25%	44,489	75%	133,467
Trucks-Insurance			25%	3,319	75%	9,957			25%	3,072	75%	9,215
Small Equipment Maintenance			25%	9,066	75%	27,197			25%	2,606	75%	7,819
Plow Insurance			25%	345	75%	1,034			25%	379	75%	1,136
Heavy Equipment Maintenanc			25%	25,586	75%	76,758			25%	18,755	75%	56,265
Loader-Insurance			25%	1,034	75%	3,101			25%	715	75%	2,144
Backhoe - Insurance			25%	345	75%	1,034			25%	174	75%	521
Contracted Services			25%	2,733	75%	8,200			25%	1,543	75%	4,630
				148,844		**446,533**		**-**		**136,481**		**409,444**
		205,642.50		**222,062**		**1,035,213**		**240,272.77**		**259,462**		**1,141,569**
		District 1-12 85%		188,752				District 1-12 85%		220,543		
		District 13 15%		33,309				District 13 15%		38,919		
		District 1-12		**$ 394,395**	27.0%			**District 1-12**		**$ 460,815**	28.1%	
		District 13		**$ 1,068,523**	73.0%			**District 13**		**$ 1,180,488**	71.9%	

HISTORICAL COSTS - AREA RATES

EXPENSES		District 1-12		District 1-13		District		District 1-12		District 1-13		District 13
		2024/2025		2024/2025		2024/2025		2025/2026		2025/2026		2025/2026
ROADS AND STREETS	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL
Road Levy	75%	226,061			25%	75,354	75%	230,137			25%	76,712
J Class Roads	75%	112,500	25%	37,500	0%		75%	-	25%		0%	-
Street and Road Maintenance			25%	56,879	75%	170,638			25%	101,309	75%	303,927
Sidewalks Material& Labour			25%	8,734	75%	26,201			25%	16,645	75%	49,936
Storm Water Management			25%	7,846	75%	23,538			25%	7,511	75%	22,533
De-Icing Materials Supply			25%	20,137	75%	60,410			25%	22,325	75%	66,974
Traffic Signals and Markings			25%	18,310	75%	54,930			25%	38,782	75%	116,346
Equipment Permitting			25%	5,085	75%	15,255			25%	5,354	75%	16,062
Asphalt Paving	0%				100%	312,972	0%	-			100%	395,890
		338,561		**154,491**		**739,298**		**230,137**		**191,926**		**1,048,381**
Debenture Principal & Interest												
Principal	0%				100%	35,365	0%				100%	64,856
Interest	0%				100%	17,993	0%				100%	18,425
						53,358						**83,282**
Small tools and Equipment												
Small Tools and Equipment			25%	10,990	75%	32,971			25%	8,653	75%	25,959
Public Works Safety Equipment			25%	7,586	75%	22,757			25%	23,429	75%	70,287
		-		**18,576**		**55,728**		**-**		**32,082**		**96,246**
Common Services-Equipment Op												
Salary & Benefits Mechanic			25%	28,325	75%	84,976			25%	50,208	75%	150,625
Equipment Oil & Fluids			25%	4,936	75%	14,807			25%	5,883	75%	17,648
Equipment Gas			25%	7,450	75%	22,349			25%	7,003	75%	21,008
Equipment Diesel			25%	4,639	75%	13,917			25%	15,932	75%	47,797
EPW Vehicle Maintenance			25%	36,472	75%	109,416			25%	47,624	75%	142,872
Trucks-Insurance			25%	5,083	75%	15,248			25%	7,069	75%	21,207
Small Equipment Maintenance			25%	5,608	75%	16,825			25%	6,293	75%	18,878
Plow Insurance			25%	765	75%	2,295			25%	214	75%	643
Heavy Equipment Maintenanc			25%	26,309	75%	78,926			25%	39,398	75%	118,195
Loader-Insurance			25%	764	75%	2,292			25%	1,174	75%	3,521
Backhoe - Insurance			25%	95	75%	286			25%	107	75%	321
Contracted Services		0	25%		75%	-			25%		75%	
		-		**120,445**		**361,336**		**-**		**180,905**		**542,715**
		338,561.25		**293,512**		**1,209,720**		**230,136.75**		**404,913**		**1,770,623**
		District 1-12 85%		249,485				District 1-12 85%		344,176		
		District 13 15%		44,027				District 13 15%		60,737		
		District 1-12		**$ 588,047**	31.9%			**District 1-12**		**$ 574,313**	23.9%	
		District 13		**$ 1,253,747**	68.1%			**District 13**		**$ 1,831,360**	76.1%	

Region of Queens Municipality
Staff Report
For the Regular Meeting of November 10, 2026

Date: October 29, 2026

File No: 10350-50-2611-002

To: Mayor and Council

From: Mike MacLeod, Director of Land Use

Subject: Road Naming in Mount Pleasant

Prepared by:	CAO Concurrence:
NAME/TITLE	*W. Thorpe, CAO*

RECOMMENDATIONS

THAT Council of the Region of Queens Municipality approve the naming of a new private road off of Shore Road in Mount Pleasant as **King Cochrane Way**.

THAT Council of the Region of Queens Municipality approve the naming of a new private road off of Shore Road in Mount Pleasant as **Patricia Jane Lane**.

PURPOSE

To seek direction from Council respecting an application for the naming of two new private roads in Mount Pleasant.

BACKGROUND

Two applications have been received by the Land Use Department respecting the naming of new private roads off of Shore Road in Mount Pleasant. The first application would see the naming of **King Cochrane Way**. Refer to map attached as Appendix A. The second application would see the naming of **Patricia Lane** or **Patricia Jane Lane**. Refer to map attached as Appendix B.

ALTERNATIVES/OPTIONS

Option 1 – Council approve the naming of a new private road off of Shore Road in Mount Pleasant as King Cochrane Way.

Option 2 – Council recommend that the applicant submit another name option instead of King Cochrane Way for a new private road off of Shore Road in Mount Pleasant.

Option 3 - Council approve the naming of a new private road in Mount Pleasant as Patricia Lane.

Option 4 - Council approve the naming of a new private road in Mount Pleasant as Patricia Jane Lane.

Option 5 – Council recommend that the applicant submit another name option instead of Patricia Lane and Patricia Jane Lane for a new private road off of Shore Road in Mount Pleasant.

ANALYSIS

Option 1 - The proposed road name **King Cochrane Way** is acceptable to the Land Use Department, as no same or similar road name exists in Queens County.

Under the Region's Policy respecting Naming and Renaming of Roads, Section 6.05 sets out that:

> *At the request for a road (private or public) name change or the naming of an unnamed road, a petition (Schedule "A") must be submitted by the owner of the road. However, if no specific owner can be determined, a petition signed by seventy percent (70%) of the persons that own land abutting the*

road may be submitted. This includes owners of both developed and vacant land on the road.

The new road is owned by the applicants and they have submitted a petition for road naming. The petition is attached as Appendix C.

Option 2 – Council deems King Cochrane Way unsuitable and request that the applicant submit an alternative road name.

Option 3 - The proposed road name of **Patricia Lane**; which is the first name choice of the applicant; does not currently exist in the Municipality's road listing; however, there is a similar road name recently approved in Hunts Point, named as Patricias Way. Although in different communities, staff feel that these names are too similar and creates a potential for confusion. Staff do not recommend approving Patricia Lane.

Option 4 - The proposed road name of **Patricia Jane Lane**; which is the second name choice of the applicant, does not currently exist in the Municipality's road listing; however, there is a similar road name recently approved in Hunts Point named as Patricias Way. Staff feel that there is adequate differentiation between the two names for Patricia Jane Lane to be acceptable, particularly since the two roads are located in different communities.

The new road proposed as Patricia Lane or Patricia Jane Lane is owned by the applicants and they have submitted a petition for road naming. The petition is attached as Appendix D.

Option 5 - Council deems Patricia Lane and Patricia Jane Lane unsuitable and request that the applicant submit an alternative road name.

IMPLICATIONS

The Region of Queens has an operational policy respecting road name signage for private roads (Policy 69), which sets out that the Municipality will purchase and install private road name signs in an effort to ensure that proper signage is in place for emergency service purposes. This is a one-time purchase and install, after which, the responsibility for the signage becomes the responsibility of the road owner.

Costs to purchase and install the signage is approximately $500.00.

COMMUNICATIONS

The Applicant will be advised of Council's decision.

BYLAWS/PLANS/POLICIES

The request for road naming falls under the Region of Queens Municipality Naming and Renaming of Roads Policy and the Private Road Name Signage Policy.

SUMMARY

Applications have been received by the Land Use Department, which would see the naming of two new private road off of Shore Road in Mount Pleasant. **King Cochrane Way** is the first name choice of the applicants for one of the roads and is acceptable to Staff, as no same or similar road name exists in the Municipality. The second new road is proposed to be named as either **Patricia Lane** or **Patricia Jane Lane.** Staff feel that Particia Lane is too similar to a road name that currently exists in Queens County. Although Patricia Jane Lane is also similar to an existing road name, there is adequate differentiation between the two names for Patricia Jane Lane to be acceptable.

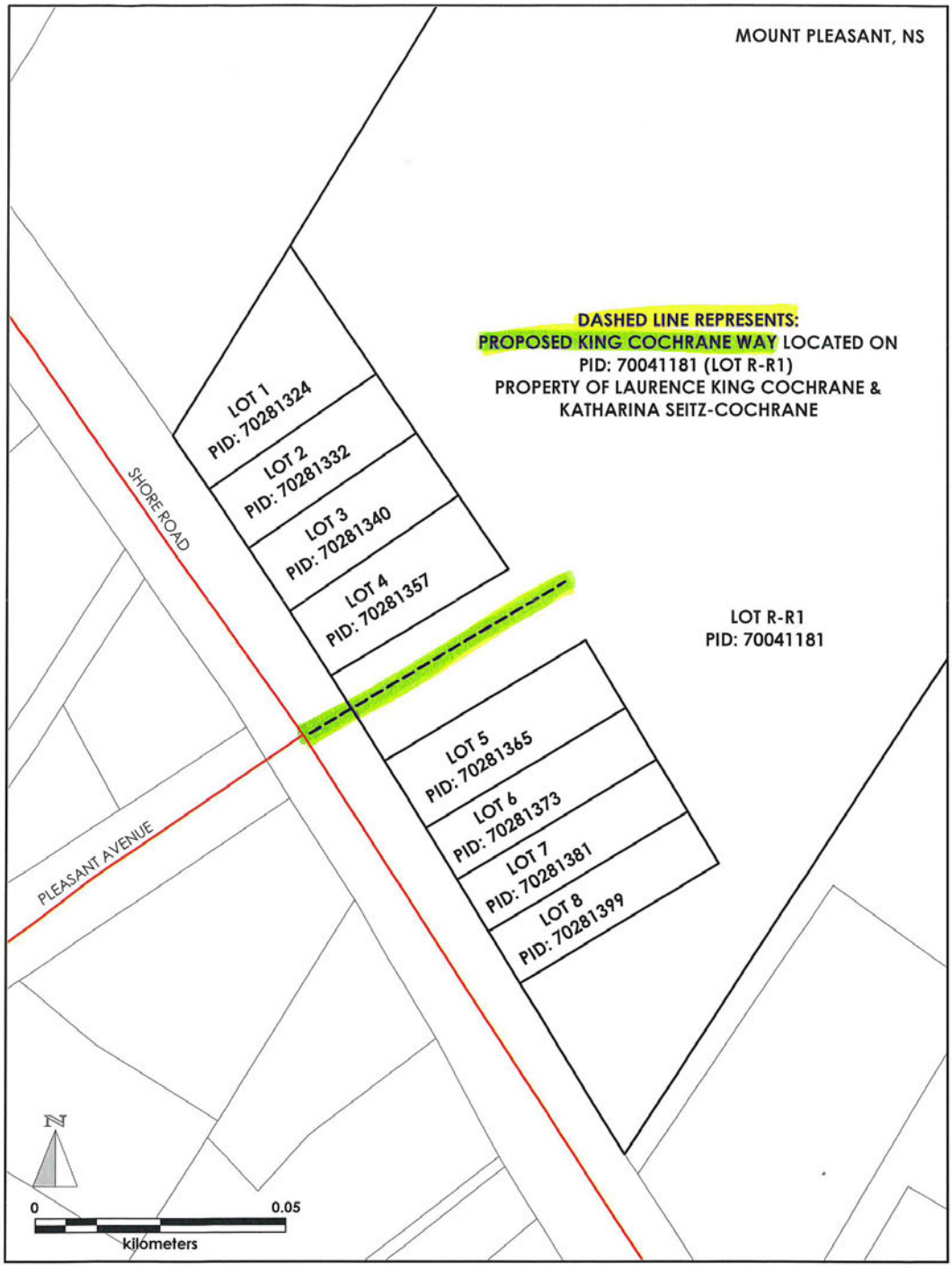
The applications comply with the Municipality's Naming and Renaming of Roads Policy and Staff support the recommendations to approve the naming of King Cochrane Way and Patricia Jane Lane.

ATTACHMENTS/REFERENCE MATERIALS

Operational Policy 6 - Naming and Renaming of Roads

Operational Policy 69 - Private Road Name Signage

Appendix A


MOUNT PLEASANT, NS
DASHED LINE REPRESENTS:
PROPOSED KING COCHRANE WAY LOCATED ON
PID: 70041181 (LOT R-R1)
PROPERTY OF LAURENCE KING COCHRANE &
KATHARINA SEITZ-COCHRANE
LOT 1
PID: 70281324
LOT 2
PID: 70281332
LOT 3
PID: 70281340
LOT 4
PID: 70281357
LOT R-R1
PID: 70041181
LOT 5
PID: 70281365
LOT 6
PID: 70281373
LOT 7
PID: 70281381
LOT 8
PID: 70281399
SHORE ROAD
PLEASANT AVENUE
N
0
0.05
kilometers

Appendix B


MOUNT PLEASANT, NS
DOTTED LINE REPRESENTS:
PROPOSED PATRICIA JANE LANE LOCATED ON
LOTS 1 - 8
PROPERTY OF GKC PROPERTY DEVELOPMENTS INC.
& LOT R-R1
PROPERTY OF LAURENCE KING COCHRANE & KATHARINA
SEITZ-COCHRANE
---DASHED LINE REPRESENTS:
ADDITIONAL PROPOSED ROAD (KING COCHRANE WAY)
APPLIED FOR BY SAME APPLICANT
LOT 1
PID: 70281324
LOT 2
PID: 70281332
LOT 3
PID: 70281340
LOT 4
PID: 70281357
LOT R-R1
PID: 70041181
LOT 5
PID: 70281365
LOT 6
PID: 70281373
LOT 7
PID: 70281381
LOT 8
PID: 70281399
SHORE ROAD
PLEASANT AVENUE
N
0
0.05
kilometers

Appendix C

SCHEDULE "A"

PETITION

We, the undersigned property owners in the Region of Queens Municipality realizing the importance of the necessity of having a Civic Addressing System, request that the road along which our properties lie become officially recognized as:

First Choice Name: KING Cochrane Way

Second Choice Name: _____

Third Choice Name: _____

Further contact may be made to:

Name: Larry Cochrane

Address: (Civic and Mailing) [redacted]

Telephone: [redacted]

ASSESSED OWNER	CIVIC NO.	MAILING ADDRESS
Larry Cochrane		same as above

Appendix D

SCHEDULE "A"

PETITION

We, the undersigned property owners in the Region of Queens Municipality realizing the importance of the necessity of having a Civic Addressing System, request that the road along which our properties lie become officially recognized as:

First Choice Name: Patricia Lane

Second Choice Name: Patricia Jane Lane

Third Choice Name: _____

Further contact may be made to:

Name: [redacted]

Address: (Civic and Mailing) [redacted]

Telephone: [redacted]

ASSESSED OWNER	CIVIC NO.	MAILING ADDRESS
Larry Cochrane		same as above

Council Implementation Tracker

Date	Records Mgmt Reference	Resolution	Moved By	Responsibility	Sub Department	Action Taken to Date, Next Steps, and Timeline	Status
October 27 2026		THAT Council for Region of Queens Municipality direct the Mayor to write a letter to the Federal Minister of Fisheries and Oceans and MP Jessica Fancy-Landry advocating for the allocation of the necessary funding to undertake repairs to Hunts Point Wharf, restore the facility to full operational use, and ensure its continued operation as a working commercial fishing harbour.	Roy	Administration	Communications Officer		In Progress
October 27 2026		THAT Council for Region of Queens Municipality reappoint the following members to the Police Advisory Board, effective immediately, for the following terms: Donald Kimball – one-year term remaining, expiring October 31, 2027, Elaina Gaetan – two-year term, expiring October 31, 2028	Carver	Administration	Director of Protective Services	Members notified of their reappointments.	Completed .
October 27 2026		THAT Council for Region of Queens Municipality approve Council Appointments to Committees and External Boards (October 2026), effective October 31, 2026, until the next regular election.	Amirault	Administration	Municipal Clerk	Councillors notifed with new committee information. Will make changes on the website.	Completed .
October 27 2026		THAT Council for Region of Queens Municipality provide a letter of support to South Shore Open Doors Association for its proposed purchase and use of 20 Carten Street, Liverpool, as affordable and supportive housing.	Charlton	Administration	Communications Officer		
October 27 2026		THAT Council for Region of Queens Municipality adopt Operational Policy 99 – Winter Maintenance Policy as amended.	Wentzell	Infrastructure			Complete
October 27 2026		THAT Council for Region of Queens Municipality receive the report titled "Litter Collection Program Update" for information.	Carver	Infrastructure			Complete
October 27 2026		THAT Council for Region of Queens Municipality direct staff to include in the asset management plan for the Trestle Trail Bridge the cost implications associated with ongoing five-year Engineering Inspections and further maintenance requirements.	Carver	Infrastructure			
October 27 2026		THAT Council for Region of Queens Municipality direct staff to include the cost estimate for operational signage improvements on the Trestle Trail in the draft 2027-2028 Operating Budget.	Carver	Infrastructure			
October 27 2026		THAT Council for Region of Queens Municipality direct staff to include the cost estimate for recommended wearing surface on the Trestle Trail Bridge in the draft 2027-2028 Capital Investment Plan.	Amirault	Infrastructure			
October 27 2026		THAT Council for Region of Queens Municipality direct staff to include the cost estimate for recommended approach railings at the Trestle Trail Bridge in the draft 2027-2028 Capital Investment Plan.	Carver	Infrastructure			
October 27 2026		THAT Council for Region of Queens Municipality approve the unbudgeted expense of $9,922 plus HST for cost analysis related to recommended structural improvements and direct staff to include these results in the draft 2027-2028 Capital Investment Plan	Charlton	Infrastructure		2026-11-04 Proposal awarded to vendor **Objective: Receive analysis 2026-12-15**	In Progress

October 27 2026		THAT Council for Region of Queens Municipality appoint Councillor Charlton as Deputy Mayor for a two-year term, beginning October 28, 2026.	Carver	Administration			Completed
October 13 2026		THAT Council for the Region of Queens Municipality establish the Recreation Facilities Advisory Committee and adopt its mandate and terms of reference as amended to include providing advice and recommendations on recreational programming.	Charlton	Administration		Advertising for applicant committee members begins first week of November, closing after three weeks; applications will be reviewed by staff, with recommended appointments scheduled to come to Council on December 8.	In Progress
October 13 2026		THAT Council for the Region of Queens Municipality appoint Meghan Hightower Smith to the Accessibility Advisory Committee for a term ending October 31, 2028, and reappoint Sally Tanner for a second term ending October 31, 2028.	Roy	Administration		Applicant notified of acceptance to the Accessibility Advisory Committee	Completed
October 13 2026		THAT Council for the Region of Queens Municipality consider further allocations for dry hydrants as part of the 2027–2028 operating budget.	Fancy	Administration	Protective Services	Referred to budget process.	In Progress
October 13 2026		THAT Council for the Region of Queens Municipality establish a reserve for unspent funds associated with dry-hydrant installation, beginning with the current year's allocation.	Fancy	Administration	Protective Services / Finance	Referred to Finance.	In Progress
October 13 2026		THAT Council for the Region of Queens Municipality direct staff to proceed to legal review of revisions to Bylaw No. 3, a bylaw respecting dogs, with the following directions: Remove secure-containment requirements for undesignated dogs. Include feedback received from professional dog trainers in the package sent for legal review.	Charlton	Administration	Deputy CAO / Policy Consultant	Staff will be initiating legal review process as requested, with target of returning to Council at December 8 meeting.	In Progress
October 13, 2026		THAT Council for the Region of Queens Municipality give first reading to Bylaw No. 30, a bylaw to repeal Bylaw No. 2, a bylaw respecting burning.	Wentzell	Administration			Completed
October 13 2026		THAT Council for the Region of Queens Municipality receive the report and draft forestry management policy and direct staff to undertake additional research in consultation with industry partners in Queens County while Council receives feedback from constituents and return to a future council meeting.	Jenkins	Administration		As of November 1, Clean Foundation has begun undertaking revisions per direction of Council. Staff will strive to carry out requested partner engagement prior to the end of the calendar year, however Council should be aware this may be delayed due to staffing vacancy in Policy Analyst position.	In Progress

October 13 2026		THAT Council for the Region of Queens Municipality receive the Council Implementation Report for information	Wentzell	Administration			Completed
October 13 2026		THAT Council for Region of Queens Municipality submit an application to the Province of Nova Scotia for cost-sharing paving of three segments of J-class roads: a. 553 metres of 0684 Emeneau Road, Brooklyn; b. 163 metres of 0655 French Street, South Brookfield; c. 224 metres of 0686 M. Smith Road, Liverpool.	Amirault	Infrastructure		2026-11-03 Application Submitted **Objective: Response anticipated from PNS 2027-03**	Completed
October 13 2026		THAT Council for the Region of Queens Municipality receive the year-to-date Community Investment Fund allocation report for information.	Carver	Administration	Economic Development	N/A	Completed
October 13 2026		THAT Council for the Region of Queens Municipality receive the 2026–2027 fiscal year, Quarter 2 Capital Investment Plan implementation progress report for information.	Jenkins	Infrastructure			Complete
September 22 2026		THAT Council for Region of Queens Municipality write to the Province requesting safety improvements to Beach Meadows Beach Road, including widening the road, reducing the current 50 km/h speed limit to a more suitable speed limit, clearing overgrown roadside vegetation, and clearing the two culverts obstructed by vegetation.	Amirault	Administration	Communications Officer	Letter to be drafted for Mayoral review and signature before dispatch.	Completed
September 22 2026		THAT Council for Region of Queens Municipality direct staff to express the Municipality's interest in the Bat-friendly Community Certification program and request further information on the program and certification requirements.	Wentzell	Administration	Communications Officer	Letter to be drafted and sent.	Completed.
September 22 2026		THAT Council for Region of Queens Municipality receive the joint submission from fixed-roof accommodation operators for information.	Carver	Administration	Community Economic Development	Meeting with accommodations operators wit Mayor and staff to discuss Accommodations Levy was held on 9/29. Input from operators will be key part of shaping terms of reference for advisory committee terms of reference that will be brought to Council for first consideration prior to end of 2026 calendar year.	Completed
September 22 2026		THAT Council for Region of Queens Municipality direct staff to further develop Administrative Policy No. 102 with consideration for residents residing in temporary structures.	Charlton	Administration	Policy Analyst / Infrastructure	Staff will engage and develop revisions, with intent to report back before end of 2026.	In Progress
June 09, 2026	10350-60-2606-005	THAT Council for Region of Queens Municipaltiy direct staff to proceed with modifying College Street in Liverpool to become a one-way street.	Fancy	Infrastructure		2026-06-22 Signage plan completed, signs ordered. Signs scheduled for install2026-06-30 College will be effectively a one-way on 2026-07-13	Complete

March 31, 2026	10350-60-2603-090	THAT the Council of the Region of Queens Municipality direct staff to research, draft, and report back on proposed revisions to Administrative Policy #59 – Sewer Fees Policy with the intent of setting out Wastewater Betterment Charge fees and specifying when implementation of those fees will begin.	Charlton	Infrastructure		Staff Report scheduled 2026-09-08 2026-09-08 Completed	Complete
September 22 2026		THAT Council for Region of Queens Municipality repeal Bylaw No. 2 – A Bylaw Respecting Burning.	Charlton	Administration	Policy Analyst	Two readings are required to legally complete the repeal of this Bylaw. First reading will take place on October 13, followed by second reading on November 10, 2026.	In Progress
September 22 2026		THAT Council for Region of Queens Municipality approve the recommendation of the Inclusion Queens Committee and allocate $1,000 from the Committee's Diversity and Inclusion Small Grant Program to support the fifth annual National Day for Truth and Reconciliation event taking place on September 30, 2026.	Roy	Administration	Accessibility Coordinator	Cheque requisition completed.	Complete
September 22 2026		THAT Council for Region of Queens Municipality receive the report titled "Quarterly Update – Strategic Action Plan and Grant Application Summary" for information.	Jenkins	Administration			Complete
September 22 2026		THAT Council for Region of Queens Municipality accept the 2026–2027 Quarter 1 Financial Report as presented.	Jenkins	Finance			Complete
March 31, 2026	10350-60-2603-087	THAT the Council of Region of Queens Municipality adopt Operational Policy 100 – Litter Collection, and to direct staff to consider an approach for disposal of litter collected outside of the program.	Charlton	Infrastructure		OP#100 implementation underway. Amendment to be developed in summer 20262026-06-18 Scheduled for 2026-08-11 Council	Complete
March 10, 2026	10350-60-2603-027	THAT Council direct Staff to engage with the Province to explore amending the GRID terms and conditions to reflet only Phase One.	Charlton	Infrastructure		2026-03-11 Met with PNS, directed by PNS to provide update with next PMR due 2026-04-30 2026-05-04 Updated PMR submitted to Province for consideration to realign funding to support other CIP work 2026-06-18 No update from the province 2026-07-22 Revised PMR accepted by the Province	Complete
September 8 2026		THAT Council for Region of Queens Municipality receive the petition for road repairs and paving of Upper West Street in Milton for information; prepare a letter of advocacy supporting	Roy	Administration	Communications Officer	Letter to be drafted for Mayoral review	Complete

		road repairs on Upper West Street specifically and throughout Queens County generally; and THAT the Mayor advocate for roadside trimming on rural roads to improve visibility and public safety.				and signature before dispatch.	
September 8 2026		THAT Council for Region of Queens Municipality adopt the Terms of Reference for the Source Water Protection Committee as presented.	Wentzell	Infrastructure			Completed
September 22 2026		THAT Council for Region of Queens Municipality remove the three-hour parking restriction from the municipal parking lots on Henry Hensey Drive, allowing all-day parking.	Amirault	Infrastructure		2026-10-09 Being planned **Objective: Complete before 2026-12-30**	In Progress
September 8 2026		THAT Council for Region of Queens Municipality receive the correspondence from Cycling Nova Scotia and the Nova Scotia Department of Public Works regarding the Blue Route Provincial Cycling Network for information.	Carver	Administration		No further action at this time.	Completed
September 8 2026	**10350-60-2609-008 ??**	THAT Council for Region of Queens Municipality provide a letter of support to Queens Rails to Trails and Queens County ATV Association for the proposed registration of the new multi-use trail connection between Brooklyn and Port Mouton with Trans Canada Trail.	Jenkins	Administration	Communications Officer	Letter written and sent - September 22, 2026	Completed
September 8 2026		THAT Council for Region of Queens Municipality amend Administrative Policy 59 – Sewer Fees effective October 1, 2026 to include a betterment fee of $3,000 per residential unit and $20 per square metre for commercial development.	Charlton	Finance			
September 8 2026		THAT Council for Region of Queens Municipality amend Administrative Policy 59 – Sewer Fees effective April 1, 2027 with an equivalent user unit fee of $358.00 per year, a septage treatment disposal rate of $33.50 per tonne for inside Queens, a septage treatment disposal rate of $44.30 per tonne for outside Queens, and a leachate treatment fee of $43.60 per tonne from Queens Solid Waste Management Facility.	Wentzell	Finance			
September 8 2026		THAT Council for Region of Queens Municipality receive the report titled "Council Implementation Report" for information.	Wentzell	Administration	Municipal Clerk	No further action at this time.	Completed
September 8 2026		THAT Council for Region of Queens Municipality provide a grant to Habitat for Humanity Nova Scotia for new capital expenses in the amount of up to $25,000 from the 2026-2027 Community Investment Fund Capital Investment Fund.	Fancy	Administration	Community Economic Development	Cheque requisition filed with Finance.	Completed
September 8 2026		THAT Council for Region of Queens Municipality provide a grant to the Queens County Arts and Crafts Society for operating expenses in the amount of up to $900 from the 2026-2027 Community Investment Fund.	Amirault	Administration	Community Economic Development	Cheque requisition filed with Finance.	Completed.
September 8 2026		THAT Council for Region of Queens Municipality receive the report titled "Tax Districts" for information, provide direction to staff as discussed, and that the matter be brought back to Council at a future meeting.	Jenkins	Finance			
September 8 2026		THAT Council of the Region of Queens adopt the audited financial statements as recommended by the Audit and Internal Control Committee at their August 31, 2026 meeting as presented.	Jenkins	Finance			
August 11, 2026		THAT Council for Region of Queens Municipality direct the Fire Services Committee to develop a strategic plan related to modernizing fire services in Region of Queens Municipality.	Fancy	Administration	Protective Services	Following discussion at the September Fire Services Committee meeting, the Chiefs agreed to	In Progress

						begin the strategic planning process. Updated expected at December Fire Services meeting.	
August 11, 2026		THAT Council for Region of Queens Municipality direct staff to investigate the possibility of organizing a Disability Expo.	Roy	Administration	Accessibility	Referred to Accessibility Coordinator to work with Accessiblity Committee on developing event framkework.	In Progress
August 11, 2026		THAT Council for Region of Queens Municipality approve Liverpool Regional High School's Unified Baseball Tournament application for Inclusion Queens Small Grant funding in the amount of $500.00 for their September 2026 tournament.	Roy	Administration	Accessibility	Cheque req has been filed with Finance and will be picked up upon completion.	Completed
August 11, 2026		THAT Council for Region of Queens Municipality receive for discussion the draft Mandate and Terms of Reference for the Recreation Facilities Advisory Committee; AND THAT Council provide staff with feedback and direction on the draft Mandate and Terms of Reference, directing staff to return at a future meeting of Council with updated drafts for adoption, including increasing the Committee to ten members, consisting of eight community members, one of whom shall represent the Indigenous community, and two Councillors; AND THAT the language surrounding representation identifies such representation as "preferred" rather than "mandatory", AND THAT staff provide clarity that the mandate encompasses all recreation properties; AND THAT the meeting frequency be increased from quarterly to monthly.	Amirault	Administration	Clerk	Referred to staff for revision; staff to return with revised version at October 13 Council meeting.	Completed
September 8 2026		THAT Council for Region of Queens Municipality direct staff to investigate options for sidewalk extensions within the Town of Liverpool, with particular focus on high-density areas and neighbourhoods such as Barrs Street and Old Port Mouton Road.	Charlton	Infrastructure		2026-09-09 Meeting scheduled with Consultant for 2026-09-16 2026-09-14 Meeting rescheduled by Consultant to 2026-09-23 2026-09-21Meeting rescheduled by Consultant to 2026-10-07 2026-10-07 Proposal for gap analysis anticipated 2026-10-28 **Objective: Staff report to Council 2026-12-08**	In Progress
September 8 2026		THAT Council for Region of Queens Municipality direct the Traffic Authority to review traffic patterns on Barrs and Croll Streets and report back to Council with options for traffic calming measures.	Charlton	Infrastructure		2026-09-09 Meeting scheduled with Consultant for 2026-	In Progress

						09-16 2026-09-14 Meeting rescheduled by Consultant to 2026-09-23 2026-09-21Meeting rescheduled by Consultant to 2026-10-07 2026-10-07 Proposal for gap analysis anticipated 2026-10-28 **Objective: Staff report to Council 2026-12-08**	
August 11, 2026		THAT Council for Region of Queens Municipality request that the Traffic Authority consider interim safety measures at the Main Street and School Street intersection while awaiting the planned intersection upgrades.	Charlton	Infrastructure		2026-08-27 Potential options being assessed2026-09-09 Meeting scheduled with Consultant for 2026-09-162026-09-14 Meeting rescheduled by Consultant to 2026-09-232026-09-21Meeting rescheduled by Consultant to 2026-10-072026-10-07 Project work ongoing, recommendations pending**Objective: Staff report to Council 2026-11-24**	In Progress
August 11, 2026		THAT Council for Region of Queens Municipality direct staff to carry out additional research and prepare a revised version of draft Bylaw 30 (Well Loan Program), providing specific requests for changes or information to consider.	Wentzell	Administration	Policy Analyst	Deferred due to vacant Polocy Analyst position; staff to review and report back to Council during Winter 2026-27.	Scheduled
August 11, 2026		THAT Council for Region of Queens Municipality adopt amended Administrative Policy 3 – Council Appointments to Committees, as attached and amended to remove 'unanimous consent', thereby repealing and replacing the version adopted by Council on April 9, 2019.	Charlton	Administration	Policy Analyst		Completed
August 11, 2026		THAT Council for Region of Queens Municipality receive the report titled 'Council Implementation Report' for information.	Carver	Administration	Policy Analyst	Municipal Clerk will return with requested updates.	Completed
August 11, 2026	10350-60-2608-001	THAT Council for Region of Queens Municipality authorize entering into the 2027-2030 Three-Year Cost Share Agreement for Subdivision Streets - Agreement No. 2026-017, with the Nova Scotia Department of Transportation and Infrastructure, AND	Amirault	Administration		Agreement signed and sent	Complete

		THAT the Mayor and Chief Administrative Officer be authorized to execute the Agreement on Council's behalf.					
July 14, 2026	10350-60-2607-018	THAT Council for Region of Queens Municipality accept the terms of a successful performance review for the CAO, as discussed *In Camera*.	Jenkins	Administration			Complete
July 14, 2026	10350-60-2607-017	THAT Council for Region of Queens Municipality appoint Laurie Frandsen to the Inclusion Queens Advisory Committee, for a term to expire October 31, 2028.	Carver	Administration	Municipal Clerk	Committee information Updated.	Complete
July 14, 2026	10350-60-2607-016	THAT Council for Region of Queens Municipality direct staff to commission an independent market appraisal of the property located at 14 Middlefield Road with PID 70247887, and return to a future in-camera Council meeting with a staff report outlining options for Council's consideration.	Amirault	Administration	Project Officer	Staff have initiated this process as of July 20. Report to Council will follow in October.	Complete
July 14, 2026	10350-60-2607-013	THAT Council for Region of Queens Municipality direct staff to come back with an amendment to Administrative Policy Number 3, to allow for more flexibility in Committee appointments.	Charlton	Administration	Municipal Clerk	Underway, report coming to Council on August 14.	Complete
August 11, 2026		THAT the Council of the Region of Queens Municipality award INF17-2026-2027 Traffic Engineering – Main and School to CBCL at a price of $36,503.00 + HST, funded from the accumulated surplus. AND THAT the Council of the Region of Queens Municipality direct staff to include the project in the 2027 Capital Investment Plan with construction scheduled to be completed by March 2028.	Amirault	Infrastructure		2026-08-24 Initiation with Consultant complete2026-10-23 Consultant has updated that work is progressing**Objective : Staff report to Council 2027-03-23**	In Progress
July 14, 2026	10350-60-2607-011	THAT Council for Region of Queens Municipality adopt the revised Terms of Reference for the Community Monitoring Committee, as attached to the Staff Report dated July 2, 2026.	Jenkins	Administration	Municipal Clerk	Committee Information Updated.	Complete
July 14, 2026	10350-60-2607-010	THAT Council for Region of Queens Municipality approve and adopt the revised Terms of Reference for the Accessibility Advisory Committee, as set out in Appendix A to the Staff Report dated June 11, 2026.	Roy	Administration	Municipal Clerk	Committee Information Updated.	Complete
July 14, 2026	10350-60-2607-009	THAT Council for Region of Queens Municipality direct staff to dissolve the current Pool Steerage Committee with gratitude for their work, and facilitate the creation of a Recreation Facility Advisory Committee with a mandate and Terms of Reference to return to Council for adoption at the next Council meeting.	Fancy	Administration	Municipal Clerk	Revised TOR and report coming to Council on October 13 for consideration.	Complete
July 14, 2026	10350-60-2607-008	THAT Council for Region of Queens Municipality direct the Mayor to respond to the South Shore Housing Action Coalition confirming Region of Queens Municipality's continued participation in the partnership, with a continued emphasis on Queens County context respecting housing security.	Charlton	Administration	Communications Officer	Completed and sent July 30, 2026	Complete
July 14, 2026	10350-60-2607-007	THAT Council for Region of Queens Municipality give Second and Final Reading to Bylaw No. 29 – Accommodation Levy, pursuant to Section 75A of the Municipal Government Act, to come into effect October 1, 2026.	Wentzell	Administration	Project Officer	Staff have confirmed approach to implementing administrative processes outlined in the Bylaw; community outreach and operator involvement have taken place. Staff will in future return to Council with	Complete

						reocmmended TOR for establishing a committee to advise Council on investment of levy funds.	
July 14, 2026	10350-60-2607-006	THAT Council for Region of Queens Municipality receive the report titled 'Council Implementation Report' for information.	Jenkins	Administration	Municipal Clerk	Municipal Clerk will return with requested updates.	Complete
July 14, 2026	10350-60-2607-005	THAT Council for Region of Queens Municipality approve a grant to the Brooklyn Recreation Committee for eligible capital upgrade expenses in an amount of $25,000.00 from the 2026–2027 Community Investment Fund, in accordance with the Community Investment Fund Policy; AND THAT the grant be conditional upon the Brooklyn Recreation Committee providing proof of eligible expenditures to the satisfaction of staff prior to disbursement of funds.	Amirault	Community Economic Development	Community Economic Development	Cheque requisition has been filed with Finance and will be disbursed based on CIF policy.	Complete
July 14, 2026	10350-60-2607-004	THAT Council of Region of Queens Municipality direct staff to proceed with Phase 2 of the Water Conservation & Storage Program during the 2026–27 fiscal year; AND THAT Phase 2 of the Water Conservation & Storage Program focus, for an initial period ending three (3) weeks after commencement, on in-person registration sessions for low-income residents in West Queens and North Queens (including the Caledonia and Greenfield areas), and that thereafter, if funds remain in the program, it be opened to all eligible Region of Queens Municipality residents until funds are exhausted; AND THAT $33,000.00 from the Region of Queens Rural Water Initiative be allocated to fund Phase 2 of the Water Conservation & Storage Program.	Charlton	Administration	Protective Services	Phase 2 outreach completed in the month of September and October. In total, more than 280 addditional barrels are beign rpovided to low-income community members; staff are currently working on delivery logistics with Rainbarrel.ca.	In Progress
July 14, 2026	10350-60-2607-012	THAT Council for Region of Queens Municipality direct staff to return with a report with an update on motion 10350-60-2601-002, an update on the approach and timeline for replacement of water meters, and an update on the expected timeline associated with the NSURAB permitting process for this project, and return to Council with options to consider.	Charlton	Infrastructure		Updates to "update on motion 10350-60-2601-002" are provided on that line.Water Meter replacement scheduled on Now, Next, Later on 2026-04-30 as 'Next'2026-07-30 Meter replacement tender in development2026-08-28 RFP at 90%2026-09-11 Tender remains in development at 95%**Objective: Tender results presented during CIP deliberations in January**2026-07-24 RAB returned application with two new information	In Progress

						requests to be submitted by 2026-08-082026-08-12 RAB approval recieved.**2026-08-12 Complete**	
June 23, 2026	10350-60-2606-033	THAT Council for Region of Queens Municipality direct staff to come back at the July 14th meeting with options on how we can expand our rain barrel and tote program.	Amirault	Administration	Administration	Staff report received at July 14 Coucnil meeting	Complete
June 23, 2026	10350-60-2606-032	THAT Council for Region of Queens Municipality request that the Traffic Authority provide recommendations respecting traffic calming measures for Henry Hensey Drive.	Amirault	Infrastructure		2026-07-28 Staff report to Council pending 2026-10-13 **Objective: Staff report to Council 2027-10-13**	In Progress
June 23, 2026	10350-60-2606-031	THAT Council for Region of Queens Municipality enters into an easement agreement with Nova Scotia Power Inc. to grant use of land for the installation and maintenance of one utility pole and underground power transmission cabling along Old Cobbs Barn Road in Liverpool.	Carver	Community Economic Development		Staff have engaged Tesla and Nova Scotia Power on the plan to provide power to the site underground as discussed in staff report.	Complete
June 23, 2026	10350-60-2606-025	THAT Council for Region of Queens Municipality direct staff to proceed with an accessible washroom facility adjacent to the playground at the Etli Milita'mk Universally Designed Playpark, to operate 365 days per year.	Roy	Infrastructure		2026-06-29 Design and development in progress by staff and contractor2026-11-02 - Tender closing Nov 3, NSP scope completed Oct.**Objective: Facility open to the public Spring 2027**	In Progress
June 23, 2026	10350-60-2606-026	THAT Council for Region of Queens Municipality approve the naming of a new private road off Highway 3 in Summerville Centre as Flat Rocks Lane.	Jenkins	Land Use			Complete
June 23, 2026	10350-60-2606-024	THAT Council for Region of Queens Municipality direct staff to proceed with design work for replacing the failed façade at Queens Place Emera Centre with prefinished metal siding.	Jenkins	Infrastructure		2026-06-30 Architect is designing the facade panel and creating tender spec for repair with the approved metal siding finish. 2026-10-05 Tender for construction in development **Objective: Completed 2027-03-30**	In Progress
May 12, 2026	10350-60-2605-011	THAT Council for Region of Queens Municipality award Tender INF16-2026-2027, for Phase IIIb of the Waterloo East project, to Dexter Construction Company Limited at the tendered price of $2,352,656.25, plus HST, as recommended by staff, and that staff	Charlto n	Infrastructure		2026-05-12 Intent to award provided to contractor, contract development underway	In Progress

		return to Council with further information for the shortfall of this project outside of grants with options for long term borrowing.				2026-05-28 Contractor has advised they will mobilize early July 2026-06-30 Public meeting scheduled for 2026-07-07, contractor expected to start within following week 2026-08-07 - contractor making steady progress on project from Jul 14 onwards 2026-11-02 Base paving coimpleted Oct 29. manholes, sidewalk and top lift being completed next. **Objective: Completed 2026-12-30**	
June 09, 2026	10350-60-2606-008	THAT Council for Region of Queens Municipality direct staff to initiate discussions with the Lunenburg County Regional Emergency Management Organization (Lunenburg REMO) regarding the Region of Queens Municipality joining the existing regional emergency management structure; AND THAT staff be directed to work with Lunenburg REMO to return to a future Regular meeting of Council with a report outlining the proposed Inter- Municipal Service Agreement (IMSA), governance structure, financial implications, and implementation requirements associated with the Region of Queens Municipality joining Lunenburg REMO; AND THAT Council for Region of Queens Municipality direct staff to proceed with application to the Nova Scotia Department of Emergency Management 2026–27 Regional Emergency Readiness Grant program in collaboration with the preferred REMO partner.	Charlton	Administration	Protective Services	CAO's office has received letter from Lunenburg County REMO requesting more information; CAO, Deputy CAO, Director of Protective Services have drafted response to be returned to LC REMO.- Mayor and staff attended the Lunenburg REMO Advisory Committee meeting to answer their questions. We will hear back after their November meeting.	In Progress
June 09, 2026	10350-60-2606-007	THAT Council for the Region of Queens Municipality direct staff to proceed with implementing Phase 1 of the proposed accessibility upgrades at Pine Grove Park in partnership with the Nova Scotia Guide Service; AND THAT Council for the Region of Queens Municipality direct staff to further investigate costs, funding opportunities and implications of Phase 2, and refer consideration of Phase 2 to the 2027/2028 Budget deliberations.	Wentzell	Administration	Community Economic Development	Archaeological assessment completed by Boreas Heritage; RQM staff to review results with Province and project working group later in November. Project update to Council to follow.	In Progress

May 12, 2026	10350-60-2605-009	THAT Council for Region of Queens Municipality authorize staff to proceed with the design and tender of planned upgrades at the Town Hall Arts and Cultural Centre, as budgeted in the 2026–2031 Capital Investment Plan.	Jenkins	Infrastructure		2026-05-12 Intent to award provided to consultant, contract development underway 2026-05-27 Design work by contractor underway 2026-08-31 30% design stage complete 2026-11-02 99% completion drawing, spec, due to RQM Nov 13 **Objective: Tender in winter 2027**	In Progress
June 09, 2026	10350-60-2606-003	THAT Council for Region of Queens Municipality direct staff to incorporate gender-based violence considerations into the Community Wellness Strategy.	Carver	Administration		GBV is incorporated in RQM planning appraoch to Community Safety and Wellbeing strategy. Staff havealso initiated conversations with Accesibility Committee around opportunities for public education.	Complete
May 26, 2026	10350-60-2605-028	THAT Council for Region of Queens Municipality enter into an easement agreement with Queens Neighbourhood Co-operative Housing Ltd. (QNCH) for the purpose of constructing a retaining wall, catch basin, and drainage ditch to address storm water issues within QNCH property identified as PID 70027982; and THAT all costs incurred in this transaction be borne by Queens Neighbourhood Co-operative Housing Ltd.	Wentzell	Land Use		Staff have forwarded a draft copy of the easement agreement to the Municipal solicitor for review and comment.	Complete
May 26, 2026	10350-60-2605-027	THAT Council for Region of Queens Municipality authorize staff to enter into a lease agreement with Sammy Cochrane to operate his business, Crepes by the Coast, in the Beach Meadows Beach kiosk, for a period from June 1 to September 1, 2026, inclusive, with a mutual option to renew for 2027.	Jenkins	Community Economic Development	Community Economic Development	Vendor is occupying the kiosk space.	Complete
May 26, 2026	10350-60-2605-026	THAT Council for Region of Queens Municipality accept this report for information and direct staff to: 1) fund completed capital project costs from the 25/26 Capital Investment Plan that are ineligible for Build Canada Strong Funding from the accumulated surplus in the amount of $117,179; and 2) fund eligible cost overruns from the Wastewater UV upgrade project in the amount of $142,691 from the Build Canada Strong Fund.	Charlton	Finance		New fees will be incorporated into operating budget.	Complete
May 12, 2026	10350-60-2605-014	THAT Council for Region of Queens Municipality direct staff to explore the implementation of a Well Loan Program (Pilot) with an initial allocation of $100,000, enabled under Section 81A of the Municipal Government Act, and direct staff to: (a) prepare draft Bylaw No. 30, "A Bylaw Respecting Potable Rural Water Supply Upgrade Lending Program," for Council's consideration	Charlton	Administration	Policy Analyst	Deferred due to vacant Polocy Analyst position; staff to review and report back to Council	In Progress

		at First Reading and (b) explore partnership opportunities with Clean Foundation for the facilitation and administration of the Well Loan Program in 2026.				during Winter 2026-27.	
May 12, 2026	10350-60-2605-013	THAT Council for Region of Queens Municipality approve the implementation of Community Partnership Wells as a pilot in 2026, with up to four (4) sites to be identified and confirmed through well testing and agreement with community partners, with an estimated allocation of up to $100,000, and direct staff to report back to Council on site selection, partnership terms, and availble grant funding from other sources prior to finalization.	Carver	Administration	Protective Services	Staff are engaged with community partners on site data collection; Awaiting application response from Sustainable Communities Challenge Fund to support/offset the cost of this initiative - filed in July. - Community groups are interested. Grant applied for and awaiting response on grant before moving forward.	In Progress
January 13, 2026	10350-60-2601-002	THAT the Council of the Region of Queens Municipality direct staff to procure third-party services to undertake a project analysis for the transmission main project.	Charlton	Infrastructure		Work to begin in summer 2026 2026-07-23 Proposal from consultant requested 2026-08-07 Consultant working on proposal 2026-08-28 Report to Council 2026-09-22 2026-11-02 CBCL working on report for Dec 2026 **Objective: Analysis received 2026-12-01 and incorporated into 2027 CIP planning**	In Progress
December 09, 2025	10350-60-2512-17	THAT Council for Region of Queens Municipality direct staff to engage a qualified third party to replace the culvert at 61 Birch Avenue, as follows: A minimum of four (4) weeks' notice will be provided to the property owner before work begins; The replacement culvert shall be approximately 6.100 metres in length and 900 millimetres in diameter, constructed of smooth interior HDPE pipe to Highway Grade CSA-B182.8 with a minimum stiffness of 320 kPa, and installed at a grade of no less than 1.00%; All surfaces will be reinstated to pre-replacement condition using Type I gravel, including a minimum of 150 mm base coverage, 300 mm above the culvert, and 600 mm in both transverse directions; All slopes exceeding 2:1 ratio will be stabilized with 200–400 mm rock; and The estimated project cost of up to $15,000 shall be funded from accumulated surplus.	Carver	Infrastructure		Work to proceed in summer 20262026-05-08 NSECC Notification received2026-07-23 Delayed due to external constraints 2026-09-09 Staff, contractor and property owner met and discussed the scope. Work is currently scheduled to be completed by 2026-09-30**Objective:**	Complete

						Complete 2026-10-18	
May 12, 2026	10350-60-2605-006	THAT Council for Region of Queens Municipality approve the amended location for eight (8) electric vehicle charging stations and authorize the Municipality to enter into the amended agreement with Tesla Motors Canada ULC.	Carver	Administration		Staff are working with Tesla to finalize plan for implementation per direction of Council; Acessibilty Committee was asked to provide input on location/potential impact for playground users nearby.	Complete
April 28, 2026	10350-60-2604-039	THAT Council for Region of Queens Municipality direct staff to explore the creation of a committee or group of accommodation operators and municipal representatives, to recommend use of revenue collected though the Accommodation Levy during its implementation.	Amirault	Administration		Staff will be developing and returning to Council with a Terms of Reference for this advisory committee and a proposal for future distribution of levy funds to support events development and tourism in Q3 2026.	In Progress
April 28, 2026	10350-60-2604-026	That Council of Region of Queens Municipality direct staff to develop and issue a Request for Proposal for the seasonal use of the market stalls located on Henry Hensey Drive in Liverpool, with preference given to vendors who can commit to providing consistently available, affordable, regionally sourced farm produce.	Amirault	Community Economic Development		Two RFPs were issued with no response. Staff have been working with local vending commuity to try to identify any interested users for the site.	Complete
April 28, 2026	10350-60-2604-023	THAT Council for Region of Queens Municipality direct Staff to engage with the directors of the Hank Snow Society to determine the best way the Municipality can proceed to support the organization.	Fancy	Administration		Referred to Economic Development staff for engagement following site/building assessment, which was completed in July. Electrical upgrades on site to support new digtial signage were completed in July 2026. Ec Dev staff will engage with Hank Snow Snow Society folks in Q3-Q4 regarding assisting them in developing	In Progress

						a plan for sustainable operatiions.	
April 14, 2026	10350-60-2604-013	THAT Council for Region of Queens Municipality direct the Audit & Internal Control Committee to consider and provide Council with a recommended approach to maintenance of the Reserve funds.	Christian	Finance		Committee reviewed draft policy language at their Aug. 31 meeting, revised drafts provided in the November 12th meeting package	In Progress
April 14, 2026	10350-60-2604-008	THAT Council for Region of Queens Municipality direct staff to continue actively seeking grants that would align with the trail project connecting Dr. John C. Wickwire Academy to "the Lot"/ Liverpool Library, and that any identified grant opportunity be brought back to Council for consideration.	Amirault	Recreation		Continuously searching for applicable grants and determining eligibility.	In Progress
April 14, 2026	10350-60-2604-005	THAT Council for Region of Queens Municipality enter into an easement agreement with the Queens Home for Special Care Society for the purpose of installing and maintaining infrastructure to connect to the Municipality's storm sewer system; AND THAT any costs incurred in this transaction be borne by the Queens Home for Special Care Society.	Charlton	Land Use		Easement agreement has been executed and will be forwarded to Municipal solicitor to record at Land Registration Office	Complete
May 06, 2025		THAT the Council of Region of Queens Municipality include segment 1 White Point Road: Millard Avenue to Harley Umphrey Drive in the Capital Investment Plan for 2025/2026 at an estimated cost of $726,000, utilizing the unspent funds from the library renovation, in the CCBF reserve.	Charlton	Infrastructure		2025-10-14 Report to Council Project Managers & Civil Engineers retained. Design underway with tender process to be in February 2026 2026-01-15 Design & Tender @60%. Release in March 2026-04-16 Progress stalled due to external permitting impediment. Anticipated procurement 2026-05-12 2026-05-14 Progress held up due to external permitting, Anticipated procurement 2026-06-05 2026-05-19 Permitting recieved, scheduled tender 2026-05-28 2026-06-11 Tender open with closing scheduled for 2026-06-23 2026-07-22 Project	In Progress

						awarded to Dexter construction. Contract intiation in progress. 2026-08-06 Schedule recieved, Environmental Protection Report to N.S.E. 2026-08-25 Contractor shceudled to mobilize week of 2026-09-05 2026-09-07 Work is underway. 2026-11-02 Pipe, manholes, curb installed. **Objective: Complete 2026-12-01**	
July 14, 2026	10350-60-2607-003	THAT Council for Region of Queens Municipality direct staff to get cost estimates for having this done by a contractor with the gravity retaining wall system to verify costs and return to Council with options.	Jenkins	Infrastructure		2026-09-01 Scheduled for October **Objective: Staff report to Council 2027-11-24**	Scheduled
March 31, 2026	10350-60-2603-080	THAT Council of the Region of Queens Municipality direct staff to proceed with the personnel matter as directed during the Closed Session.	Amirault	Administration			In Progress
March 24, 2026	10350-60-2603-065	THAT Council for Region of Queens Municipality approve the installation of two (2) 12-inch diameter service club recognition signs for the Lions Club and Kiwanis Clubs, mounted on a single post at the Bristol Avenue intersection adjacent to the existing Liverpool downtown wayfinding signage, as illustrated in the rendering enclosed in this report.	Fancy	Community Economic Development		Signs have arrived and are pending installation.	Complete
June 23, 2026	10350-60-2606-028	THAT Council for Region of Queens Municipality direct staff to return with a report outlining potential amendments to the Solid Waste Bylaw to accommodate residents with excessive medical waste, including an increase to the black privacy bag allotment from one (1) to two (2) bags, and the results of consultation with GE regarding any proposed changes.	Carver	Infrastructure		2026-06-29 Work scheduled for fall 20262026-10-22 Delayed due to external constraints.**Objective : Staff report to Council Winter 2027**	Scheduled
March 10, 2026	10350-60-2603-022	THAT the branding be changed to read "Queens County" and that staff identify opportunity for additional programing, and that the Coat of Arms will still be used for official documents.	Charlton	Community Economic Development		Rollout has been substantially completed. Vehicles and larger signage will be replaced/upgraded to the new branding through attrition as items are scheduled for replacement.	Complete

March 10, 2026	10350-60-2603-021	THAT Staff be directed to develop a policy defining the role and responsibilities of the Deputy Mayor.	Charlton	Administration	Policy Analyst	Deferred to Q4 as this is a lower priority item.	Scheduled
February 10, 2026	10350-60-2602-01	THAT Council enter into a purchase and sale agreement with the Nature Conservancy of Canada respecting the transfer of Municipal lands identified as PID 70067921 and located at 242 East Port L'Hebert Road in the community of East Port L'Hebert to the Nature Conservancy of Canada for $1.00, AND THAT the transfer of title incorporates a commitment from the Nature Conservancy of Canada to protect and steward the lands forver, AND THAT all costs associated with this transaction be borne by the Nature Conservancy of Canada, AND THAT the Mayor and Chief Administrative Officer be authorized to execute all documents necessary to give effect to this transaction.	Jenkins	Land Use		Staff are working with NCC on preparation of agreement of purchase and sale.	In Progress
January 27, 2026	10350-60-2601-24	THAT Council for Region of Queens Municipality directs staff to engage a third party to review the current salary grid, employee schedules, and on-call system to identify opportunities for wage parity across the organization.	Charlton	People & Culture		Consultant engaged for this work, results to be presented to Council in fall 2026	In Progress
January 13, 2026	10350-60-2601-12	THAT Council for the Region of Queens Municipality direct staff to consider the use of the Statistics Canada Low Income Measure in development of the program and come back with implications and analysis on what it would look like if it were included as some element of the program.	Wentzell	Finance		When capacity allows, staff will explore incorporating Statistics Canada measures in the development of the program. It should be noted that finance staff are not familiar nor qualified to analyze social indicators, only economic ones. Clarification required on what program this applies to. Utility rebate and Low Income policy? Define social indicators. Currently we use Statistics Canada CPI and GIS thresholds. Are these the social indicators that Council wants written into these polices?	Incomplete
January 13, 2026	10350-60-2601-007	THAT the Council of Region of Queens Municipality direct staff to draft a bylaw to implement an accommodation levy on all short-term fixed-roof rental accommodation room nights in the county.	Charlton	Administration		Second Reading has been completed.	Complete
September 22 2026		THAT Council for Region of Queens Municipality not adopt Administrative Policy No. 102 – Level of Service – Curbside Solid	Amirault	Infrastructure		2026-09-22: Motion to direct staff to further develop policy with	In Progress

		Waste Collection at this time and continue current curbside solid waste collection practices.				consideration for residents in temporary structures. 2026-10-22: Draft policy updates are in development. **Objective: Draft policy 2026-11-24**	
September 8 2026		THAT Council for Region of Queens Municipality refer the review of the *Guide for Water Utilities and Municipalities* to the Source Water Protection Advisory Committee and request recommendations regarding the inclusion of external parties in the membership of the Committee.	Charlton	Infrastructure		2026-10-22: To be considered at the SWP Advisory Committee meeting on Oct 27, 2026.	Complete
December 09, 2025	10350-60-2512-16	THAT Council for the Region of Queens Municipality waive the process requirements of Operational Policy 6 – Naming and Renaming of Roads and approve the request to name the newly constructed extension of Queens Place Drive as "Dogwood Lane," as submitted by the Administrator of Queens Home for Special Care in correspondence dated November 21, 2025.	Roy	Land Use		Sign has been received by Department of Infrastructure. Sign will be installed at earliest opportunity.	Complete
December 09, 2025	10350-60-2512-08	THAT Council direct staff to undertake a public procurement process for the purchase and installation of priority dry hydrants, with installation to be completed prior to November 1, 2026.	Carver	Administration	Protective Services	Harmony Mills dry hydrant installed as part of the dam restoration. Dept of Infrastructure has begun brush clearing at priority dry hydrant locations. Staff working with fire departments to identify top priority locations for dry hydrant installation in 2027, including exploring engageing hydrology consultant to support development of five-year strategic plan for the upgrading of dry hydrant infrastrcuture to support all Queens County Fire Departments.	In Progress
December 09, 2025	10350-60-2512-03	That the Council of Region of Queens Municipality direct staff to conduct further analysis on requirements associated with and the process for establishing an airport authority, options for protecting existing user groups and operations in the case of the sale of the property, and a high level analysis and costing on what would be required to establish a new drag strip in Queens County in the case of a sale causing the Drag Racers to need an alternate location, and exploring opportunities from an emergency management perspective to understand the	Jenkins	Community Economic Development		In Fall 2026, staff will begin engaging with users of SSRA for input on the development of a Terms of Reference for the establishment of an SSRA Advisory Committee for	Scheduled

		Province's plans around EMO and if this asset is an important part of that plan.				Council's consideration in Q4 2026/ Q1 2027.	
November 25, 2025	10350-60-2511-23	THAT the Council of Region of Queens Municipality direct staff to research and present options for updating Bylaw 12 – Prohibiting Certain Activities, including the removal of overly restrictive provisions related to skateboarding, and the development of clear, enforceable provisions regarding operation of e-bikes and e-scooters as recommended by the Police Advisory Board; AND THAT the resulting options and proposed amendments be brought back to the Police Advisory Board for review prior to being forwarded to Council.	Amirault	Administration	Policy Analyst	To be complete in Fall '26 following other priority items; consultation with RCMP required; scheduled to return to PAB for additional review in November. May be deferred by Policy Analyst vacancy.	Scheduled
November 25, 2025	10350-60-2511-20	THAT Council for Region of Queens Municipality authorizes, approves and directs the expropriation for the Municipality of property identified as PID# 70025374, located at 89 Main Street in Liverpool. AND THAT the Municipality shall cause to be deposited with the Registrar of Deeds the required expropriation documents, including a certified copy of this resolution and attached schedules, and shall take such other actions as may be required to expropriate the lands.	Wentzell	Land Use		Municipal solicitor is proceeding with finalization of the expropriation process.	In Progress
November 25, 2025	10350-60-2511-17	THAT the Council of Region of Queens Municipality directs staff to bring back a report to address the fees in Policy 7 – Fees for Planning Services.	Charlton	Land Use		Staff are revising report to include additional details. To bring back to a future Council meeting.	In Progress
November 25, 2025	10350-60-2511-16	THAT the Council of Region of Queens Municipality requests that staff include additional revisions to Administrative Policy No. 16 – Building Permit Fees.	Charlton	Land Use		Staff are revising report to include additional details. To bring back to a future Council meeting.	In Progress
November 12, 2025	10350-60-2511-09	THAT Council for Region of Queens Municipality receive the report on Administrative Policy Number 58, and direct staff to reconsider inclusion of individual in the language of the policy and to explore alternative options to the 20% withholding clause.	Charlton	Administration	Policy Analyst	Admin to draft in Fall 2026.	Incomplete
November 12, 2025	10350-60-2511-03	THAT Council for the Region of Queens Municipality direct staff to draft a bylaw respecting a water supply and septic upgrade program.	Wentzell	Administration	Policy Analyst	Septic portion of program deferred; Water portion of program integrated into Rural Water Initiative pilot program.	Complete
October 28, 2025	10350-60-2510-16	THAT Council direct staff to initiate a review and update of Bylaw No. 3 – Dogs, with particular emphasis on: Establishing clear provisions for the identification and mandatory muzzling of dangerous or reactive dogs; Examining the legality, safety, and potential restriction or prohibition of electronic or ultrasonic barking deterrent devices; and Developing more stringent guidelines, enforcement measures, and penalties related to persistent or excessive barking. Further, that staff prepare a	Fancy	Administration	Policy Analyst	Staff are gathering information from Council and public regarding first draft of Dog Bylaw reviewed at August 2026 Special Council meeting. Staff are	Complete

		report for Council's consideration outlining recommended amendments, enforcement implications, and any necessary public consultation process arising from this review.				scheduled to return to Council with information/summary of input at October 13 Council meeting.	
October 14, 2025	10350-60-2510-08	THAT Council of Region of Queens Municipality direct staff to draft an operational policy outlining the reporting requirements for grants funded outside the Community Investment Fund.	Charlton	Administration		To be complete by Policy Analyst in Fall '26 following other priority items	In Progress
September 23, 2025	10350-60-2509-	THAT the Council of Region of Queens Municipality direct staff to prepare a report for next steps for a Forestry Management Plan specifically in reference to municipally owned property, which includes potential framework for an RFP.	Jenkins	Administration	Policy Analyst	Report from staff including draft policy scheduled for October 13 Council meeting. Council received initial report and provided direction for additional revision work and community partner/industry engagement to be done by staff.	Complete
September 09, 2025	10350-60-2509-	THAT the Council of Region of Queens Municipality direct staff to consult with the lot owners' associations, and Council to workshop ideas around potential amendments to address garbage collection respecting private roads.	Charlton	Administration		Enhanced regular collection, installation of monitoring cameras provided at select sites determined in conjunction with LOAs completed in late Spring 2026.	Complete
June 10, 2025		ACTION ITEM: Create a policy or modify an existing one that will cover Hybrid and Virtual Meetings for Committees.		Administration		Policy/Strategic Initiatives Coordinator to work with Municipal Clerk to draft policy; Fall/Winter 2026. Low priority.	Scheduled
August 11, 2026		THAT Council for Region of Queens Municipality adopt the updated Litter Collection Program Guidelines for Operational Policy 100 – Litter Collection, as presented.	Wentzell	Infrastructure		2026-10-22: Website updated	Complete
April 22, 2025		THAT the Council of Region of Queens Municipality direct staff to review and provide recommendations to update Bylaw 17: A Bylaw Respecting Heritage Properties.	Amirault	Land Use		To be discussed at Heritage Advisory Committee	In Progress
January 14, 2025		THAT the Region of Queens Municipality Council directs the Acting Chief Administrative Officer to provide a staff report with recommendations to develop a Budget Management Policy, which will include considerations for Capital budget overruns, expenditures from Reserves policy, and Operations and Utility budget development processes.	Wentzell	Administration		Audit Committee reviewed draft language at their Aug. 31, 2026 meeting	In Progress
December 10, 2024		THAT the Council of the Region of Queens Municipality directs staff to provide a report on the background and cost of options to install permanent electrical connections for the gazebo in Miriam Hunt Park, Caledonia.	Fancy	Community Economic Development		Electrical contractor is booked, trenching required on site which will be carried	Scheduled

						out by Infrastructure in October/November 2026.	
November 25, 2024		THAT the Council of the Region of Queens Municipality direct staff to provide draft amendments to Policy 74 to apply to committee members; AND THAT staff be directed to develop an updated Municipal Employee Code of Conduct that aligns with, is complimentary to, and supportive of, the new Municipal Council Code of Conduct and Municipal Conflict of Interest Act.	Wentzell	Administration		Policy/Strategic Initiatives Coordinator to work with Municipal Clerk to draft amendments; target Winter 2026	Scheduled
November 12, 2024		THAT the Council of the Region of Queens Municipality direct staff to provide a report regarding the background and history of the use of, and discontinuation of, the chain of office and mace.	Wentzell	Administration		Referred to Inclusion Queens Committee	In Progress
November 12, 2024		THAT the Council of the Region of Queens Municipaltiy direct staff to provide updated policies and terms of reference as outlined in this report "Committees of Council Terms of References and Appointments".	Fancy	Administration		Policy/Strategic Initiatives Coordinator to work with Municipal Clerk to draft updated policies and terms of reference. Ongoing.	Scheduled
October 08, 2024		THAT the Council of the Region of Queens Municipality direct staff to enter into discussions with the Queens Home for Special Care Society and conduct further consultations with stakeholders to develop a transition plan for Hillview Acres and possible change in governance and operational oversight; AND THAT staff be directed to present a draft plan to Council at the earliest opportunity.	Brown	Administration		The Province has confirmed formal support of the transition will start in September 2026. The governance structure and operational oversight will remain as-is until the physical move in Q1 2027.	Complete
August 13, 2024		THAT the Council of the Region of Queens Municipality grant approval for Queens Home for Special Care to remove up to 100 lineal meters of a stone wall on PID #70247887 and incorporate the stones as part of a landscape element for the new long term care facility on Queens Place Drive in Brooklyn; AND THAT Queens Home for Special Care submit a detailed work plan to the Director of Engineering and Public Works and the Administrator of Hillsview Acres for review and approval, prior to commencement of any work; AND THAT a plaque be erected on the new landscape feature by the owners of the new facility, recognizing the historic significance of the stones.	Brown	Community Economic Development		On Hold Due To Costs.	Incomplete
August 13, 2024		THAT the Council of the Region of Queens Municipality give first reading to 'Bylaw 26 – A Bylaw Respecting Alternative Voting'.	Charlton	Administration	Municipal Clerk	Will return to Council in late Fall 2026/Winter 2027; Assigned to Municipal Clerk	In Progress
February 13, 2024		Request that the Heritage Advisory Committee conduct further research into the potential rewording of heritage plaque(s) in the Old Burial Ground in Liverpool.		Land Use		Staff to seek input from external departments / agencies and bring	In Progress

						back to HAC for further discussion	
October 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 toMcLeod 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.	Muise	Land Use		Survey complete. Awaiting preperation of deed for signatures and registration. Staff have once again reached out to property owner to finalize this transaction.	In Progress

Region of Queens Municipality
Staff Report
For the Regular Meeting of
November 10, 2026

Date: October 30, 2026

File No: 10350-50-2611-003

To: Mayor and Council

From: Willa Thorpe, CAO

Subject: Bylaw No. 30 – Second Reading

Prepared by:	Supervisor:	CAO Concurrence:
Kate Wong *Acting Municipal Clerk*	*Patrick Hirtle* *Deputy CAO*	*W. Thorpe* *CAO*

RECOMMENDATION

THAT Council for Region of Queens give second and final reading to Bylaw No. 30 – A Bylaw to Repeal Bylaw No. 2 – A Bylaw Respecting Burning.

PURPOSE

To obtain second and final reading of Bylaw No. 30, thereby repealing Bylaw No. 2 – A Bylaw Respecting Burning.

BACKGROUND

Bylaw No. 2 – A Bylaw Respecting Burning was adopted by Council in March 1998 to establish burning regulations within the former Town of Liverpool. Since that time, the Province of Nova Scotia has implemented province-wide burning regulations through the Department of Natural Resources' BurnSafe program, providing a consistent and standardized framework governing open-air burning throughout the province.

At the September 22, 2026, Regular Meeting of Council, staff presented a recommendation to repeal Bylaw No. 2, citing its outdated provisions and the

inability to effectively administer or enforce the bylaw. Council supported moving forward with the repeal process.

Council subsequently gave first reading to Bylaw No. 30 – A Bylaw to Repeal Bylaw No. 2 – A Bylaw Respecting Burning at its October 13, 2026, Regular Meeting. Staff are now returning to Council to seek second and final reading in accordance with the Municipal Government Act.

ALTERNATIVES/OPTIONS

1. Council give second and final reading to Bylaw No. 30 – A Bylaw to Repeal Bylaw No. 2 – A Bylaw Respecting Burning.
2. Council decides not to proceed with second and final reading of Bylaw No. 30 at this time.

ANALYSIS

The rationale for repealing Bylaw No. 2 remains unchanged from first reading. The bylaw is no longer actively administered, permits are no longer issued under its provisions, and enforcement mechanisms are not in place. The Province's BurnSafe program provides clear and comprehensive regulations governing burning activities and applies consistently throughout Queens County.

Repeal of the bylaw continues to be supported by the Liverpool Fire Chief and aligns local regulations with current provincial practices.

IMPLICATIONS

Should Council approve second and final reading of Bylaw No. 30, Bylaw No. 2 – A Bylaw Respecting Burning will be repealed and removed from the Region's active bylaws. Provincial burning regulations will continue to apply throughout the municipality.

COMMUNICATIONS

The repeal bylaw will be advertised and published in accordance with the requirements of the Municipal Government Act.

BYLAWS/PLANS/POLICIES

- Bylaw No. 2 – A Bylaw Respecting Burning
- Bylaw No. 30 – A Bylaw to Repeal Bylaw No. 2 – A Bylaw Respecting Burning

SUMMARY

Bylaw No. 2 – A Bylaw Respecting Burning is an outdated bylaw that is no longer administered or enforced and has been superseded by provincial regulations under Nova Scotia's BurnSafe program. Following first reading on October 13, 2026, staff are recommending that Council give second and final reading to Bylaw No. 30 and formally repeal Bylaw No. 2.

ATTACHMENTS/REFERENCE MATERIALS

- Bylaw No. 30 – A Bylaw to Repeal Bylaw No. 2 – A Bylaw Respecting Burning
- Region of Queens Municipality Regular Meeting of October 13, 2026 – Staff Report – First Reading – Repeal of Bylaw No. 2

BYLAW NO. 30
A BYLAW TO REPEAL BYLAW NO. 2 – A BYLAW RESPECTING BURNING

TITLE

1.1 This bylaw shall be known and cited as "A Bylaw to Repeal Bylaw No. 2 – A Bylaw Respecting Burning."

AUTHORITY

2.1 Under the authority of the Municipal Government Act, S.N.S 1998, Chapter 18, Council may adopt, amend or repeal bylaws.

ENACTMENT

3.1 **BE IT ENACTED** by the Council of Region of Queens Municipality that Bylaw No.2 – A Bylaw Respecting Buring, first adopted by Council of Region of Queens Municipality on the 16th day of March, 1998, is hereby repealed.

THIS IS TO CERTIFY THAT BYLAW NO. 30, A Bylaw to repeal Bylaw No.2 – A Bylaw Respecting Burning, has been duly approved by the Council of Region of Queens Municipality on the XX day of xxxxx, 2026.