

**REGION OF QUEENS MUNICIPALITY
REGULAR COUNCIL
TUESDAY, APRIL 12, 2016
9:00 A.M.**

PRESENT: Mayor Christopher Clarke, Chair
Councillor Darlene Norman
Councillor Brian Fralic
Councillor Jack Fancy
Councillor Susan MacLeod
Councillor Raymond Fiske
Councillor Peter Waterman
Councillor Bruce Inglis
Richard MacLellan, Chief Administrative Officer
April Whynot-Lohnes, Municipal Clerk
Christine Watson, Recording / Management Secretary

1.0 CALL TO ORDER:

Mayor Clarke called the meeting to order at 9:00 a.m.

2.0 CHANGES / APPROVAL OF AGENDA:

It was moved by Councillor Fiske and seconded by Councillor Fralic that the Agenda be approved as presented.

MOTION CARRIED unanimously.

3.0 PRESENTATION(S):

There were no presentations to come before this meeting.

4.0 TABLING OF PETITIONS:

There were no petitions to come before this meeting.

5.0 PUBLIC QUESTION / COMMENT SESSION:

Leon Robertson, 45 College Street, Liverpool – Mr. Robertson asked under Item 16.2 Strategic Priorities, Financial Strategy, if the Region would be looking at ways to make up the difference in the loss of tax dollars i.e. Call Centre. Mayor Clarke stated this would be discussed later on the agenda.

Bill Cox, 121 Bog Road, White Point – Mr. Cox provided his opinion on Item 8.2 Privateer Farmers Market Request, indicating that there are many empty available spaces in town that could be utilized. Mayor Clarke said the item was brought before Council as a result of their request and would be discussed later on the agenda.

Mr. Cox also provided his opinion on parking issues that may stem from Item 13.1 Hell Bay Brewing Co. request to lease a portion of Region lands on the corner of Legion Street and Henry Hensey Drive for a temporary patio area. Mayor Clarke indicated that the Legion's concerns have been noted.

David Dagley, 9 Meadow Pond Lane, Liverpool – Mr. Dagley commented that the South Shore Flying Club lease settlement on the agenda was good news.

He enquired if when the Grants to Organizations committee picked the recipients for the grants, if provincial funding contributions were part of the decision making process. Mayor Clarke stated that the committee deliberated on this and decided it was part of the process as these were very challenging decisions to make.

He enquired if after receiving a grant for \$5,000 under the Grants to Organizations, if the Rossignol Cultural Centre has made a commitment to be open. Mayor Clarke indicated they would be open July 1 and remain open until the Labour Day weekend.

6.0 APPROVAL OF MINUTES:

6.1 Council Minutes – March 22, 2016

It was moved by Councillor Norman and seconded by Councillor MacLeod:

THAT the minutes of the Regular Council meeting held on February 23, 2016 be approved as circulated.

MOTION CARRIED unanimously.

11.1 BUDGET PRESENTATION

Jennifer Keating-Hubley, Director of Finance, provided a PowerPoint presentation on the 2016/2017 proposed budget highlighting transfer payments and department expenditures (copy attached to Original set of minutes).

Areas highlighted include:

- Transfer Payments – 32%
(Not in the Region's control and includes a 3.9% increase in RCMP services)
- General Government Services – 8%
(Taxation costs, legal services, maintenance of administration building LESS assessment services \$312,000)
- Protective Services – 6%
(Bylaw services, building inspection, fire protection services, hydrant costs, EMO and court house LESS policing services \$2.2 million)
- Transportation Services – 12%
(Public works department, equipment operations, roads and streets, street lights and airport LESS road levy \$240,000)
- Environmental Health Services – 17%
(Solid waste management and collection, and sewage treatment)
- Public Health & Welfare Services - <1%
(Maintenance of former Mount Pleasant school facility, which houses food bank, day care and adult learning LESS Western Regional Housing Authority \$90)
Hillsview Acres is now fully funded by DHA has been removed from this total.
- Environmental Development Services – 5%
(Planning administration and Economic Development, including Fort Point and VIC operations)
- Recreation Facilities and Cultural Services – 13%
(Queens Place and the recreation department's programming, maintenance of Pine Grove Park and other outdoor spaces, pools and Old Town Hall)
- Transfers, Conditional and Own Reserves – 7%
(Reserves for equipment, capital and special operating projects LESS education levy \$2.7 million)

Ms. Keating-Hubley also provided comparisons of tax rates in other municipal jurisdictions which indicated minimal shifts in the Region's position overall.

Rural (Districts 1-12) Commercial (2.07 to 2.12 = .05 increase)
Town (District 13) Commercial (2.95 to 3.00 = .05 increase)
Rural (Districts 1 – 12) Residential (0.99 to 1.02 = .03 increase)
Town (District 13) Commercial (1.87 to 1.90 = .03 increase)

Mayor Clarke stated that the operating budget for 2016 / 2017 reflects a \$2,695 surplus and expenditures of \$18,877,139.

The residential and resource rate for District 13 (Liverpool) is \$1.90/\$100 assessment and for Districts 1 – 12 is \$1.02/\$100 assessment. The commercial tax rate for District 13 is \$3.00/\$100 assessment and in Districts 1 – 12, it is \$2.12/\$100 assessment. This rate had remained unchanged in Queens for the duration of this Council's mandate, and prior to this had been unchanged since 2011. Liverpool continues to have the third lowest commercial rate in the province.

32% of the tax rate consists of necessary costs that are levied by outside organizations, such as policing services, education levy, assessment services and the Western Regional Housing Authority. The remaining 68% are costs to provide services by the municipality.

A number of capital projects will be undertaken this fiscal year without impacting the tax rate. The water and sewer project in Brooklyn will continue this spring and is funded through the federal gas tax reserves. The Department of Transportation and Infrastructure Renewal will complete the two lane bridge in Milton, and as part of this project the Region will relocate the sewage pump station, piping and force-main which will be funded through the Region's sewer reserve.

The cell expansion at the landfill is planned and will have no impact to the tax rate. This expansion is necessary to sustain the revenue streams as long term contracts are in place to provide a facility for waste disposal.

The fire equipment reserve that was established will allow the Greenfield and District Fire Association to take ownership of a new fire truck in July this year. The reserve was established and accounts for two cents of the municipal tax rates, to assist the volunteer fire departments replace their aging infrastructure.

The Queens County Skatepark Association has fundraised over the last 3 years and has met their commitment of funding. Council committed \$200,000 plus the donation of the land on which the skatepark will be built.

The North Queens Innovation Centre and Business Hub, which includes the North Queens Fire Department, opened this year and is an initiative that Council supported, providing \$375,000 in funding. The final installment amounting to \$125,000 of this funding will be paid this fiscal year.

The ship recycling is starting later this month at the Port Mersey Commercial Park and more interests in setting up businesses is developing.

Mayor Clarke thanked Council and Staff for their work on bringing forward a budget that meets the needs of the Region.

11.1 (1) BROOKLYN RECREATION COMMITTEE

It was moved by Councillor Inglis and seconded by Councillor MacLeod:

That the Council of the Region of Queens Municipality approve a four and one-half cent (\$.045) area rate for the Brooklyn Recreation Committee.

MOTION CARRIED unanimously.

11.1 (2) BROOKLYN CEMETERY COMMITTEE

It was moved by Councillor Inglis and seconded by Councillor MacLeod:

That the Council of the Region of Queens Municipality approve a one and one-half cent (\$.015) area rate for the Brooklyn Cemetery Committee.

MOTION CARRIED unanimously.

11.1 (3) AREA RATES

It was moved by Councillor Inglis and seconded by Councillor Fralic:

THAT the Council of the Region of Queens Municipality approves that area rates be charged to residential, commercial, and resource assessments;

AND THAT the rates are applied as follows:

Assessment Districts 1-12

Except Assessment Account Numbers 10148820 and 10462223: Road Levy 75%

Assessment District 13

And Assessment Account Numbers 10148820 and 10462223:

Debt Charges District 13	- 100%
Roads, Streets & Sidewalks	- 75%
Equipment Costs	- 75%
Hydrant Charges-Central Water System	- 100%
General Paving Out of Operations	- 100%
Ball Field Operation	- 100%

Assessment Districts 1, 3, 5, 6: Hydrant Charges – Properties connected to the Liverpool Central Water System or that have the ability to connect to the system.

MOTION CARRIED unanimously.

11.1 (4) OPERATING BUDGET AND TAX RATES

It was moved by Councillor Inglis and seconded by Councillor Fiske:

THAT the Council of the Region of Queens Municipality approve the 2016 – 2017 Operating Budget reflecting an operating surplus of \$2,695 and expenditures in the amount of \$18,877,139 which represents the tax rates for Assessment District 13 and assessment accounts 10148820 and 10462223 as follows:

- **Residential Base rate of \$0.99 per \$100.00 of assessment; plus an Area Rate of \$0.91 per \$100.00 of assessment or \$0.77 per \$100.00 of assessment not connectable to the Liverpool Water Utility;**
- **Resource Base rate of \$0.99 per \$100.00 of assessment; and an Area Rate of \$0.91 per \$100.00 of assessment or \$0.77 per \$100.00 of assessment not connectable to the Liverpool Water Utility;**
- **Commercial Base rate of \$2.09 per \$100.00 of assessment; and an Area Rate of \$0.91 per \$100.00 of assessment or \$0.77 per \$100.00 of assessment not connectable to the Liverpool Water Utility;**

AND THAT the following represents the tax rates for Assessment Districts 1-12 with the exception of assessment accounts 10148820 and 10462223 as follows:

- **Residential Base rate of \$0.99 per \$100.00 of assessment and an Area Rate of \$0.03 per \$100.00 of assessment;**
- **Resource Base rate of \$0.99 per \$100.00 of assessment and an Area Rate of \$0.03 per \$100.00 of assessment;**
- **Commercial Base rate of \$2.09 per \$100.00 of assessment and an Area Rate of \$0.03 per \$100.00 of assessment;**
- **Commercial Seasonal Base Rate of \$1.57 per \$100.00 of assessment and an Area Rate of \$.02 per \$100.00 of assessment.**

AND THAT an area rate of \$0.140 per \$100.00 of residential, commercial, and resource assessment in Assessment Districts 1, 3, 5 and 6 that have the ability to connect to the Liverpool Water Utility.

MOTION CARRIED unanimously.

11.1 (5) WATER UTILITY OPERATING BUDGET

It was moved by Councillor Inglis and seconded by Councillor Waterman:

THAT the Council of the Region of Queens Municipality approve the 2016 – 2017 Water Utility Operating Budget reflecting revenue of \$729,755 and expenditures of \$727,624 and a surplus of \$2,131;

AND THAT Council approves the submission of the three year Water Utility Operating Budget for the fiscal years 2016 – 2017, 2017 – 2018 and 2018 - 2019 to the Nova Scotia Utility and Review Board.

MOTION CARRIED unanimously.

11.1 (6) CAPITAL BUDGET

It was moved by Councillor Inglis and seconded by Councillor Waterman:

THAT the Council of the Region of Queens Municipality approve the Capital Budget for 2016 – 2017 reflecting expenditures of \$5,318,133 to be funded as follows:

➤ TIR – NS Department of Transportation	\$ 118,700
➤ Fund Raising Reserve – Skate Park Assoc.	329,133
<u>Transfer from Reserves</u>	
➤ Special Operating Reserve	3,973,300
➤ Special Capital Reserve	774,000
➤ Equipment Reserve	<u>123,000</u>
	<u>\$ 5,318,133</u>

MOTION CARRIED unanimously.

11.1 (7) DUE DATE ON TAXES

It was moved by Councillor Inglis and seconded by Councillor Fancy:

THAT the Council of the Region of Queens Municipality approves the due date for taxes for the Region's Assessment Districts 1 – 13 for the 2016 - 2017 taxation year of June 1, 2016;

AND THAT one month's interest is to be forgiven if the taxes are paid on or before June 30, 2016.

MOTION CARRIED unanimously.

7.0 DANGEROUS OR UNSIGHTLY PREMISES:

There were no issues to come before this meeting.

8.0 ECONOMIC DEVELOPMENT:

8.1 South Shore Flying Club

It was moved by Councillor Fiske and seconded by Councillor Inglis:

THAT the Council of the Region of Queens Municipality enters into a fifteen (15) year Management, Maintenance and Operation Agreement with the South Shore Flying Club for the South Shore Regional Airport, and further that the commencement date of the Agreement begin on June 1, 2016.

Richard MacLellan, CAO, stated that the Region worked with the South Shore Flying Club to develop a lease. With the transfer of operations of the airport to the Flying Club a reduction in annual costs to the tax payers will be approximately \$5,000 under the lease agreement.

Councillor Norman commented that the Region will be providing \$2,500 as a maintenance reserve for the runway for use by the Flying Club and Drag Racers Association and hopes that they work together on maintenance issues.

MOTION CARRIED unanimously.

8.2 Privateer Farmers' Market Request

It was moved by Councillor Norman and seconded by Councillor Fralic:

THAT the Council of the Region of Queens Municipality requests that staff works with the Privateer Farmers' Market to investigate alternative year-round or rainy day locations for their Saturday morning market in Liverpool using existing facilities.

MOTION CARRIED unanimously.

9.0 **CORPORATE SERVICES:**

9.1 Fire Department and Medical First Responder Annual Registration

It was moved by Councillor Fiske and seconded by Councillor Waterman:

**THAT Council for the Region of Queens Municipality approves the 2016-2017 fire department and medical first responder registrations for:
Charleston Volunteer Fire Department,
Greenfield and District Fire Department,
Liverpool Fire Fighters Association,
Mill Village and District Fire Department,
North Queens Fire Association,
Port Medway Fire Department, and
West Queens Medical First Responder Society,**

effective April 1, 2016, according to the service levels for each department included on their 2016-17 Application for Registration.

MOTION CARRIED unanimously.

10.0 **ENGINEERING AND WORKS:**

10.1 Capital Projects Upgrade

Councillor Waterman provided a brief update of the capital projects for 2016 - 2017:
2nd Generation Landfill Cell;
Skatepark – completion this fall;
Milton Bridge Force-Main – working with contractors and TIR; and
Brooklyn Sewer/Water – work to begin this summer on Markland Avenue.

COUNCILLOR FRALIC DECLARED A CONFLICT OF INTEREST AND LEFT COUNCIL CHAMBERS AT 10:05 A.M.

11.0 FINANCE

11.2 Grants to Organizations

It was moved by Councillor Inglis and seconded by Councillor Fancy:

THAT Council of the Region of Queens Municipality approves the following grants to organizations allocations totaling \$42,000:

Greenfield Recreation Association	\$4,500
Hank Snow Country Music Center	5,000
Liverpool International Theater Festival	4,000
Mersey Band Society	1,000
Milton Community Association	500
Milton Heritage Society	750
North Queens Board of Trade-Fireworks	1,000
North Queens Board of Trade - Farmers' Market	500
North Queens Heritage Society	750
Privateer Days	7,500
Privateer Farmer's Market	500
Queens County Fair Association	5,000
Queens County Crime Prevention Association (Senior Safety)	2,000
Queens County Music Festival	1,000
South Queens Chamber of Commerce (Christmas on the Mersey)	3,000
The West House Society (Rossignol Cultural Ctr)	5,000
TOTAL GRANTS ALLOCATED	\$42,000

It was moved by Councillor Waterman and seconded by Councillor Fancy:

THAT an amendment be made to the motion to restore all the festivals funding through the Grants to Organizations to their 2015 funding and revise the proposed budget of \$42,000 to \$46,500:

- 1. Privateer Days – Increase \$2,500 for a total of \$10,000**
- 2. Hank Snow Museum – Increase \$1,000 for a total of \$6,000**
- 3. Queens County Fair – Increase \$1,000 for a total of \$6,000**

Councillor Waterman stated that these festivals all generate huge spinoffs for the region and he feels there needs to be full support.

Councillor Inglis commented that increasing these amounts will bring the total budget to \$46,500 and would deplete the Grants to Organization reserve for any future requests for this year, and doesn't feel he can support the amendment.

Councillor Norman commented that there were more grant applications this year, totaling \$130,000 and all were worthy. A lot of municipalities do not provide this type of funding but the Region feels strongly about supporting organizations in Queens through tax exemptions and grants.

Comments were made in regards to capital projects versus operational needs, and it was expressed that organizations wishing to apply need to have a clear understating of this.

Councillor Inglis stated that since these festivals are events that occur yearly and they request funding support each year, that perhaps there should be consideration for these to be written into the budget.

It was expressed by Mayor Clarke that whether these are line items or not, they will still have the same impact on tax rates.

Question was called.

AMENDMENT CARRIED with 6 in favor, 1 against.

MOTION AS AMENDED CARRIED with 6 in favor, 1 against and reads as follows:

THAT Council of the Region of Queens Municipality approves the following grants to organizations allocations totaling \$46,500:

Greenfield Recreation Association	\$4,500
Hank Snow Country Music Center	6,000
Liverpool International Theater Festival	4,000
Mersey Band Society	1,000
Milton Community Association	500
Milton Heritage Society	750
North Queens Board of Trade-Fireworks	1,000
North Queens Board of Trade - Farmers' Market	500
North Queens Heritage Society	750
Privateer Days	10,000
Privateer Farmer's Market	500
Queens County Fair Association	6,000
Queens County Crime Prevention Association (Senior Safety)	2,000
Queens County Music Festival	1,000
South Queens Chamber of Commerce (Christmas on the Mersey)	3,000
The West House Society (Rossignol Cultural Ctr)	5,000
TOTAL GRANTS ALLOCATED	\$46,500

MOTION CARRIED 5 for, 2 against.

COUNCILLOR FRALIC RETURNED TO COUNCIL CHAMBERS AT 10:30 A.M.

11.3 Safe Graduation Funding Request

It was moved by Councillor Inglis and seconded by Councillor Waterman:

THAT the Council of the Region of Queens Municipality approve a contribution in the amount of \$250.00 to both the Liverpool Regional High School and the North Queens Rural High School Safe Graduation Activities;

AND FURTHER that these funds are allocated from the General Government Contingency account.

MOTION CARRIED unanimously.

12.0 RECREATION AND COMMUNITY FACILITIES:

12.1 Women's Hockey Tournament Request

It was moved by Councillor Fralic and seconded by Councillor Fiske:

THAT the Council of the Region of Queens Municipality provide a Tournament Assistance Grant of \$500.00 to the 2016 "Hot on the Ice" women's hockey tournament hosted by Liverpool Women's Hockey group, to be funded from the Community Grants and Programs budget line of the Recreation and Community Facilities Department.

MOTION CARRIED unanimously.

13.0 PLANNING:

13.1 Hell Bay Brewing Co. Request

It was moved by Councillor MacLeod and seconded by Councillor Fralic:

THAT the Council of the Region of Queens Municipality enter into negotiations with the owners of Hell Bay Brewing Co. to lease a portion of Municipally owned lands on the corner of Legion Street and Henry Hensey Drive in Liverpool for the purpose of setting up a temporary patio area to serve patrons their locally brewed beer products.

Mike MacLeod, Planner, stated that the request received from Hell Bay Brewing Co. complies with the Land Use regulations and have a minimal impact on parking.

MOTION CARRIED unanimously.

13.2 Hank Snow Drive – Rezoning

It was moved by Councillor MacLeod and seconded by Councillor Fancy:

THAT the Council of the Region of Queens Municipality give notice of its intention to:

- 1. Rezone a portion of PID #70027073, and located on Hank Snow Drive in Liverpool from Restricted Residential (R1) to Highway Commercial (C2), and**
- 2. Amend the Land Use Bylaw to include a definition of “recreational vehicle park”.**

AND THAT a Public Hearing be held on May 10, 2016 in the Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS, at 8:55 a.m.

MOTION CARRIED unanimously.

14.0 QUEENS PLACE EMERA CENTRE:

There were no items to come before this meeting.

15.0 REPORTS

There were no reports to come before this meeting.

16.0 OTHER:

16.1 Civic Numbering Issues in Queens County

Mayor Clarke said that the Region was contacted by the Mutual Aid group concerning the numbering of properties in Queens and to ask members of the public to have their numbers visible. He asked for Councillors to pass word around the communities in their respective districts and stated that the source for the numbering can be obtained from Ron Anthony.

16.2 Strategic Priorities

It was moved by Councillor Norman and seconded by Councillor Fiske:

THAT Council approves the strategic priorities as outlined in Attachment B of this report.

Richard MacLellan, CAO, stated that with the approval of the strategic priorities process in October 2015, from the January to March 2016 priorities staff have been able to align Council's expectations on short and long term priorities, with existing resources. Some key accomplishments include:

- Queens Care Society seniors survey (600 responses were received);
- Community discussions on courthouse, age friendly, town hall, Queens Place strategic review, internet, airport lease, Pine Grove extension, Skatepark, and Beach Boys concert;
- Advocacy work including programming of Carter's Beach with the Province, Perkins House project confirmation, and projects at Port Mersey.

During the next quarter, two major initiatives are a financial capacity building strategy and a property portfolio review.

MOTION CARRIED unanimously.

16.3 HGS Canada Lease Renewal

It was moved by Councillor Fiske and seconded by Councillor Fancy:

THAT Council of Region of Queens Municipality authorizes the one year lease renewal with HGS Canada Inc. as per the key terms of this report.

Mayor Clarke stated the lease results in a revenue loss of \$200,000, which equates to 2.5 – 3 cents on the tax rate.

Richard MacLellan, CAO, explained that the process for the new lease started in the fall. The building was built to house 300 employees and they have only 100 – 150 employees, therefore creating a financial burden on the unused portion of the building.

The space, approximately 10,000 ft will now be available for the Region to market.

MOTION CARRIED unanimously.

17.0 IN-CAMERA ITEMS

There were no items to come before this meeting.

18.0 ADJOURNMENT

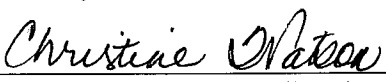
There being no further business, the meeting adjourned at 10:55 a.m.



Mayor Christopher Clarke, Chair



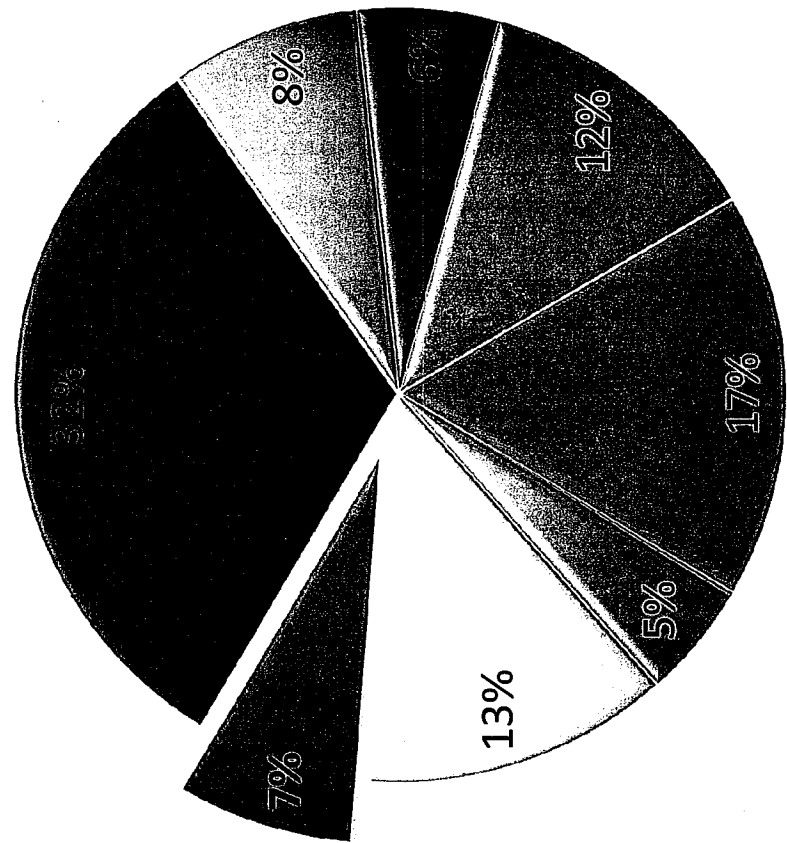
April Whynot-Lohnes, Municipal Clerk



Christine Watson, Recording / Management Secretary

Date Approved: April 26, 2016

2016/2017 Budgeted Transfer Payments and Department Expenditure



- Transfer Payments
- General Government Services
- Protective Services
- Transportation Services
- Environmental Health Services
- Public Health & Welfare Services
- Environmental Development Services
- Recreation Facilities and Cultural Services
- Transfers, Conditional and Own Reserves

2015/16 Town Commercial Rates

