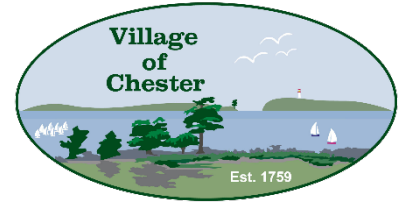


Agenda

Village Commission Monthly Meeting
Wednesday, Sep 17, 2025 @ 6:00 pm



In-Person & Virtual Meeting

Village Commission Office, 27 Pleasant Street, Chester

Zoom <https://us02web.zoom.us/j/81480733054> or [YouTube Live](#)

1.0 Call to Order/Land Acknowledgement

- *As we meet today, we acknowledge that we live in Mi'kma'ki, the traditional and ancestral territory of the Mi'kmaq people. We are all treaty people with a responsibility to each other and to this land.*

2.0 Public Forum

- *In-person or over Zoom: Members of the public are welcome to speak and/or ask questions of the Village Commission (10 min)*

3.0 Approval/Amendment of Agenda

p. 1

4.0 Approval/Amendment of Minutes

4.1 Monthly Commission Meeting: Aug 20, 2025

p. 3

5.0 Business Arising

5.1 Chester Fire Services Committee Call for Volunteers
 – *for information*

p. 9

5.2 Fall Newsletter – *content status*

p. 11

6.0 Correspondence

6.1 Association of NS Villages: Revised Conference Agenda

p. 12

7.0 Reports and External Committees

7.1 Report from the Chair

7.2 Clerk/Treasurer Report

p. 14

7.3 Chester Fire Services Committee + MODC Fire Advisory
 Committee

p. 16/20

7.4 Lunenburg County Accessibility Committee – Chair Pauley

p. 22

7.5 MODC Village Planning Advisory Committee – Vice-chair O'Malley

7.6 MODC Equity, Diversity & Inclusion Committee – Commissioner
 L. Mulrooney

8.0 New Business – Nil

9.0 Commissioner Roundtable

10.0 In-Camera

- Per Section 408B(2) of the *Municipal Government Act*:
 - (a) acquisition, sale, lease and security of village property
 - (e) contract negotiations

11.0 Resumption of Public Meeting

- Report in public session per Section 408B(3) of the *Municipal Government Act*, if applicable

12.0 Adjournment

Next Meeting(s)

- Monthly: Oct 15, 2025 @ 6:00 pm – 27 Pleasant St & Livestream
- Monthly: Nov 19, 2025 @ 6:00 pm – 27 Pleasant St & Livestream

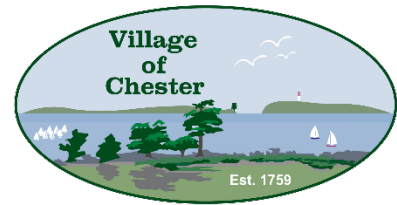
Minutes DRAFT

Village Commission Monthly Meeting Wednesday, August 20, 2025 – 5:00 pm

In-Person & Virtual Meeting

27 Pleasant Street, Chester

Video Archive <https://www.youtube.com/@villageofchesterns>



Present: Geraldine Pauley, Chair
Randall O'Malley, Vice-chair
Laura Mulrooney, Commissioner
Tom Mulrooney, Commissioner
Gloria Nauss, Commissioner

Staff: Heather McCallum, Clerk/Treasurer (C/T)
Maxine Veinot, Recording Secretary

Guests: Luc Boudreau, G23 (via Zoom)
Chris Chapman, G23 (via Zoom)
Councillor Tom Bremner, MODC District 3

1.0 Call to Order

Chair Pauley called the August 20, 2025 Regular Monthly Meeting of the Village of Chester Commission to order at 5:02 pm.

Chair Pauley stated the Land Acknowledgement:

As we meet today, we acknowledge that we live in Mi'kma'ki, the traditional and ancestral territory of the Mi'kmaq people. We are all treaty people with a responsibility to each other and to this land.

2.0 Public Forum – Nil

3.0 Approval/Amendment of Agenda

Motion #25-065: Chair Pauley moved; Commissioner Nauss seconded:
That the Agenda of the August 20, 2025 Regular Monthly Meeting be approved as presented.

Motion carried unanimously.

4.0 Approval/Amendment of Minutes

4.1 Monthly Commission Meeting: Wednesday, July 16, 2025

Motion #25-066: Chair Pauley moved; Commissioner Nauss seconded:

That the Minutes of the July 16, 2025 Monthly Commission Meeting be approved as presented.

Motion carried unanimously.

5.0 Business Arising

5.1 New IT Supplier: G23

Luc Boudreau and Chris Chapman introduced themselves and G23, now that the migration is complete. The company was founded in 2008 and provides IT managed services (i.e., back-end and tech support) and AV services. They manage IT for several municipal units and understand our environment.

<https://g23.ca/>

5.2 Fire Rescue Boat Sale: Award

C/T McCallum recapped the awarding of the surplus fire rescue boat. This was done via emailed motion due to time sensitivity. The approved motion of August 1, 2025 is reproduced here:

Motion #25-064: Chair Pauley moved; Commissioner L. Mulrooney seconded: That the Chester Village Commission award the sale of the surplus Fire Rescue Boat to Scott Webbink, Eagle Beach Contractors Ltd. for \$18,500.00 + applicable HST.
For: L. Mulrooney, Nauss, O'Malley, Pauley
No vote registered: T. Mulrooney
Motion carried.

The boat was taken away by the buyer yesterday morning (August 19th).

5.3 Assoc. of NS Villages (ANSV): Staff Position Funding

C/T McCallum presented a Request for Decision on the level of funding for a part-time administrator for the ANSV (*Schedule. 5.3*). A placeholder amount of \$3,500 was included in the 2025/26 Village Budget, as the funding model had not yet been determined.

Motion #25-067: Chair Pauley moved; Commissioner O'Malley seconded: That the Chester Village Commission agrees to contribute to the funding of a part-time staff person for the Association of Nova Scotia Villages (ANSV) to a maximum of \$3,500.
Motion carried unanimously.

NOTE: The Commission's preferred funding model is either of the percentage-based models. They do not support the flat rate model.

5.4 Meetings & Procedures Policy: Monthly Meeting Start Time

The Commission voted to adjust the July and August Monthly Meetings to begin at 5:00 pm, just for the summer.

The Commission has decided to resume a 6:00 pm start time going forward. Therefore, an amendment to the Meetings & Procedures Policy is not required.

6.0 Correspondence

6.1 ANSV: AGM and Conference Registration

C/T McCallum noted that the Conference Schedule is attached ([Schedule 6.1](#)) and registration is open. Chair Pauley, Commissioner Nauss, and C/T McCallum have been registered.

Commissioners L. Mulrooney, T. Mulrooney had previously expressed interest in attending. The C/T will register Commissioner L. Mulrooney; Commissioner T. Mulrooney will not attend, unless needed as a back-up for AGM voting purposes.

6.2 NS Safety Branch: Harassment in the Workplace Regulations

A notice from Safety Branch was received last week, indicating a September 1, 2025 compliance deadline for all employers in Nova Scotia ([Schedule 6.2](#)). C/T McCallum noted that the Village is in compliance through its Abuse Prevention Policy.

Action: The Commission expressed interest in creating a stand-alone Harassment Policy in the longer term. A draft will come to a future meeting.

7.0 Reports

7.1 Report from the Chair

Chair Pauley reported that the Visitor Information Centre (VIC) is slowly becoming established. The Google Translate app is proving to be a useful tool in communicating with visitors who speak little English. She has noted a high number of Americans and Quebeckers.

Many tourists are interested in Oak Island and the new tram tours being offered by Oak Island Legend. Next year contact will be made with them before the tourist season begins.

Action: As Chester is hosting ANSV next year, Commissioner L. Mulrooney suggested looking into this tour for those attendees. The C/T will investigate.

Chair Pauley also noted that the Chester VIC is now formally recognized by the Tourist Industry Association of Nova Scotia (TIANS). An application has been submitted for a \$500 grant that they provide for VICs.

7.2 Clerk/Treasurer Report

C/T McCallum presented the monthly activity and financial overview reports ([Schedule 7.2](#)).

In addition to the report, the C/T updated the Commission on steps taken by the Municipality to establish community wells in all districts. Whether or not a community well on Village property will be requested/needed is to be determined.

7.3 Chester Fire Services Committee (CFSC) & MODC Fire Advisory Committee (FAC)

The CFSC's approved minutes of July 2, 2025 were shared for information, along with the requested sharing of the Municipality's FAC minutes of July 9, 2025 ([Schedule 7.3 \(a\)&\(b\)](#)).
(www.chesterfirecommittee.ca)

7.4 Lunenburg County Accessibility Advisory Committee (LCAAC)

Chair Pauley reported that meetings are on hiatus for the summer.

There were no recent minutes to share for information.
(www.accessiblelunenburgcounty.ca)

7.5 MODC Village Planning Advisory Committee (VPAC)

Vice-chair O'Malley reported there was no meeting this past month.

There were no recent minutes to share for information.
([Chester Village Planning Advisory Committee 2025](#))

7.6 MODC Equity, Diversity & Inclusion Advisory Committee (EDIAC)

Commissioner L. Mulrooney reported there was no meeting this past month.

There were no recent minutes to share for information.
([EDI Advisory Committee 2025](#))

8.0 New Business

8.1 CFSC Term Expirations x 2

C/T McCallum presented a Request for Decision regarding the term expiration of one representative each from the Village and Municipality to the CFSC (*Schedule 8.1*). She noted that the Village does not have a policy outlining the citizen appointment process for committees but the Municipality does.

Motion #25-068: Chair Pauley moved; Commissioner O'Malley seconded: That the Chester Village Commission issue a public call for volunteers to recruit a Village representative to the Chester Fire Services Committee for a 2025-2028 term. The call must be advertised in the next issue of the local newspaper, online, and posters.
Motion carried unanimously.

Action: C/T McCallum will draft a policy for Committee appointments for consideration at a future meeting.

Note: Publication date in the Masthead newspaper and online is September 2nd.

8.2 Discussion: Fall Newsletter

Discussion was held on topics to be included in the next newsletter, and Commissioner assignments. Suggestions included:

- Thank you to lifeguards – Commissioner L. Mulrooney
- Success of flowers and green bin – Commissioner T. Mulrooney
- Crossing guards – Commissioner L. Mulrooney
- Streetlights – Commissioner G. Nauss
- Accessibility retrofits TBD – Clerk/Treasurer
- Profiles of Commission elected officials – Chair Pauley & Clerk/Treasurer

C/T McCallum will edit and lay out. The Commission indicated they were happy with the layout used in the inaugural Summer edition. The target timeframe is the end of September.

Action: Copy is requested by the next meeting. A preliminary layout will be circulated in advance of publication.

9.0 Commissioner Roundtable

Commissioner L. Mulrooney suggested consulting with the Rick Hansen Foundation re: funding for accessibility retrofits to the pool.

10.0 In camera – per Section 408B (2) of the Municipal Government Act

Motion #25-069: Chair Pauley moved; Commissioner L. Mulrooney seconded: That the Commission move in camera as per Section 408B (2) of the Municipal Government Act to discuss contract negotiations.
Motion carried unanimously.

The Commission recessed at 5:56 pm.

11.0 Resumption of Public Meeting – report in public session per Section 408B (3) of the Municipal Government Act.

The Commission resumed the public meeting at 6:22 pm.

11.1 Lido Pool: Pool Ramp Updated Cost

Note: This is the pool deck ramp into the water to the pool floor.

Motion #25-070: Chair Pauley moved; Commissioner Nauss seconded: That the Chester Village Commission approve All Outdoors Landscaping’s “Guest Access to Water” permanent pool ramp estimate of \$69,220 + applicable HST, replacing the previous estimate for a portable ramp.
Motion carried.

12.0 Adjournment

There being no further business, the meeting was adjourned at 6:23 pm.

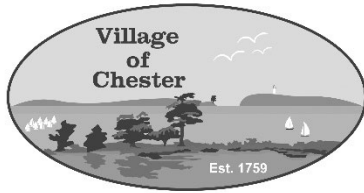
Next Meeting(s)

Monthly: Sep 17, 2025 @ 6:00 pm – 27 Pleasant St & Livestream

Monthly: Oct 15, 2025 @ 6:00 pm – 27 Pleasant St & Livestream

Commission Chair
Geraldine Pauley

Clerk/Treasurer
Heather McCallum



Call for Volunteers

Chester Fire Services Committee

The Village of Chester requests applications from interested citizens to serve on the Chester Fire Services Committee. There is one (1) vacancy for a Village appointee to serve a term from Oct 17, 2025 for three years.

The Committee is a partnership between the Village of Chester and the Municipality of the District of Chester to provide fire and emergency services to Municipal Districts 3, 7 and part of 1 via the Chester Volunteer Fire Department.

The Committee meets the first Wednesday of the month from 5:00-6:00 pm at the Village Commission office. Occasional special meetings may also be required. Its current primary responsibilities are Fire Department budgets and the design/build of a new Chester Fire Station at 4070 Highway 3.

The application form and 'terms of reference' are available for download here villageofchesterns.ca/cfsc-call-for-volunteers or you can pick up a hard copy from the Village Commission office at 27 Pleasant Street.

Please return your completed application form by **Thursday, Sep 25 at 1:00pmAT** either to the Village office or email to heather.mccallum@villageofchesterns.ca.





Committee Volunteer Application

Chester Fire Services Committee

There is currently **one (1) vacancy** on the Chester Fire Services Committee for an appointee of the Village of Chester to serve a three-year term as of October 17, 2025. Please submit your application by **Thursday, Sep 25, 2025 at 1:00pmAT** to 27 Pleasant Street, Chester or by email to heather.mccallum@villageofchesterns.ca.

Name	
Are you a resident of the Village of Chester and 18 years of age or over?	
Civic address	
Email	
Phone	Home Work Cell
Why are you interested in serving on the Chester Fire Services Committee? <i>(You may attach a separate page if you prefer.)</i>	
Background information, i.e., education, skills, work or volunteer experience, and/or interests relevant to your application. <i>(You may attach a separate page if you prefer.)</i>	
Voluntary disclosure of any accessibility needs that require accommodation.	

Attach: Village boundary map, Chester Volunteer Fire Dept service area map, Committee terms of reference

Date: _____ Signature: _____

Schedule 5.2

Village of Chester Fall Newsletter – status?

Content suggestions included:

- Thank you to lifeguards (one liner) – Commissioner L. Mulrooney
- Success of flowers and green bin (one liner) – Commissioner T. Mulrooney
- Crossing guards – Commissioner L. Mulrooney
- Streetlights – Commissioner G. Nauss
- Accessibility retrofits TBD – Clerk/Treasurer
- Profiles of Commission elected officials – Chair Pauley & Clerk/Treasurer

Target circulation date: Monday, Sep 29, 2025

Schedule 6.1

From: Brock McDougall
To: "Clerk and Treasurers"; "directors@ansv.ca"
Cc: Recreation
Subject: Re: ANSV Annual General Meeting and Conference
Date: September 11, 2025 10:41:45 AM
Attachments: [image.png](#)
2025 ANSV Conference Agenda.pdf

Good Morning,

Please find attached a revised agenda for the 2025 ANSV Conference (dates and times are unchanged). We request that clerks share with their Commissioners.

Respectfully,
Brock



Brock McDougall, MPA
Chief Administrative Officer / Clerk
Village of Port Williams

Phone: 902-670-5722

Fax: 902-542-4566

Email: bmcdougall@portwilliams.com

1045 Highway 358
Port Williams, NS B0P 1T0

<https://www.portwilliams.com/>

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**Association of Nova Scotia Villages
2025 Conference and Annual General Meeting
Port Williams
Sept. 19 & 20, 2025**

Friday, Sept. 19

8:30am – Registration Open / Morning Refreshments

8:45am – Welcome and Land Acknowledgement (Lewis Benedict and Debbie Graves)

9:00am – Training with Anti-Hate Specialist Craig Upshaw (*Generously supported by the AMANS - Equity, Anti-Racism and Accessibility Program*)

10:30am – Nutrition Break

11:00am – Strong Villages, Connected Communities - Ashley Brooker, Parks, Trails, and Active Transportation Coordinator, Municipality of Kings

12:00 Lunch

1:00 – Bus Tour of Local Businesses and Points of Interest

- Bus leaves from and returns to the Port Williams Community Centre, with stops at Cornwallis Farms, Taproot Farms, Beausoleil Winery, Willowbank Farms, and Bay of Fundy Brewing Co.

6:00pm – Dinner at the Port Pub (attendees are responsible for own meal expenses)

Saturday, Sept. 20

8:30 – Morning Refreshments

8:45 – Discussion of topics of interest with Hon. John Lohr, Minister of Municipal Affairs and staff

10:30 – Nutrition Break

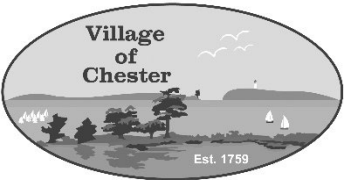
10:45 – Commissioners and Clerks breakout sessions

12:00 – Lunch

12:45 – Annual General Meeting - *Following the AGM the Conference is concluded*

Schedule 7.2

**Village of Chester Commission
Clerk/Treasurer Monthly Report
Sep 17, 2025**



- Scotiabank:

- The August 2025 bank statement has been reconciled. The Village main operations account opened the month with \$467,254 and ended with \$414,799.
- Snapshot: Account balances as of Sep 2nd were:

Banking Accounts	
• Daily Operations account	\$ 414,806
Investment Accounts	
• Operating reserve	\$ 86,988
• Lido Pool reserve (incl. GRID funding of \$242,000)	\$ 440,601
• Utilities reserve	\$ 42,614
• EMC Building reserve	\$ 28,553

- September is the final month of Q2, so a quarterly Budget Variance Report will be provided at the October meeting.

• Insurance Renewal

- Gallaghers/Intact renewal applications were provided via an online portal this year for the first time. All the applications have been completed and submitted.
- I will report on the renewal quotation between meetings, once received. The renewal date is Oct 11, 2025.

• Lido Pool

- The Lido Pool wrapped for the season on Aug 29th. Staffing was more challenging in August than July, and especially the final two weeks as staff heading to university departed early.
- The Canada Summer Jobs final reports on the lifeguard staff have been submitted.
- I'm considering some changes to the staffing structure next season to have a true "head" lifeguard who can take back over scheduling and possibly a third full-timer.

- A reminder that a follow-up discussion regarding the swim lessons schedule will need to take place in the coming months.
- **Public Washroom/Lido Projects**
 - Status updates will be provided verbally for: Lido Pool sign installation, accessible parking spot and path installation, replacement of washroom building entrance, and pool ramp installation.
 - The roadside Lido Pool sign installation permit from NS Public Works has been received. The \$500 refundable deposit requirement was waived.
- **Chester Fire Services Committee**
 - The most recent approved Minutes are attached for information.
 - MODC's Fire Advisory Committee is meeting Sep 17th (tonight); the agenda is attached for information.
 - FYI, for Phase 2 of the fire station project, the CFSC solicited loan proposals from three Canadian banks, and has selected Scotiabank to work with. By the time of this meeting, the Requests for Proposals for the Phase 2 work should be issued via the Municipality's procurement system.
- **Association of Nova Scotia Villages (ANSV)**
 - Just a comment that I'm very much looking forward to the annual ANSV Conference in a few days and will provide a report at the next meeting.

Report completed by:

Heather McCallum, Village Clerk/Treasurer



Minutes

Chester Fire Services Committee (CFSC) Monthly Meeting

Wednesday, Aug 6, 2025 at 5:00 pm

Village Commission Boardroom, 27 Pleasant Street, Chester

Present	Colin MacDonald, Chair Kirk Collicutt, Treasurer-Secretary Wilson Fitt Nancy Hatch James Robert
Other	Cody Stevens, Fire Chief, Chester - Chester Volunteer Fire Department (CVFD) Jared MacDonald, Deputy Fire Chief, CVFD Heather McCallum, Administrator (Clerk/Treasurer, Village of Chester) Maxine Veinot, Recording Secretary (Admin Assistant, Village of Chester)
Regrets:	Norm Countway, Vice-chair
Guest(s)	Randy O'Malley, Chester Village Commissioner

1. Call to Order

The meeting was called to order by the Chair at 4:57 pm.

2. Approval of Agenda

Motion: Moved by Mr. Collicutt; seconded by Ms. Hatch: That the Committee approves the Agenda of the Wed, Aug 6, 2025 Monthly Meeting as presented.

Motion carried.

3. Approval of Minutes

3.1 Monthly Meeting: Jul 2, 2025

Motion: Moved by Ms. Hatch; seconded by Mr. Collicutt: That the Committee approves the Minutes of the Wed, Jul 2, 2025 Monthly Meeting as presented.

Motion carried.

4. Business Arising

4.1 Surplus Fire Boat Sale: Updates

The Chester Village Commission, as the owners of the fire rescue boat, awarded the RFP to the highest bidder: Eagle Beach Contracting of Hammonds Plains for \$18,500.

At the Village of Chester Commission meeting of July 16th, a motion was passed unanimously to donate sale proceeds to the CFSC Apparatus Reserve.

5. Chester Volunteer Fire Department (CVFD): Activity Report

Chief Stevens reviewed the August report (*Schedule 5.0*).

He also reported that there was significant damage to seven of the department's large capacity hoses caused by traffic disregarding roadblocks during an emergency call at Shoreham. Replacing the damaged equipment will cost \$1,400/each, which is not budgeted for. Ms. McCallum will confirm with the auditor whether replacing this equipment would be considered capital or operational. UPDATE: Capital.

6. Reports

6.1 Secretary-Treasurer

Mr. Collicutt presented his monthly report (*Schedule 6.1*), including the 2025/26 Q1 Budget Variance Report.

The CFSC received a cheque from the Chester Volunteer Fire Department in the amount of \$173,678 which represents \$13,365 from the Municipality of Chester's Designated Community Fund; \$60,043 of Canada Helps donations received for the new fire hall; and \$100,000 from the Fire Department Society itself. The CVFD's commitment to the project is very much appreciated by the Committee.

Motion: Ms. Hatch moved; Mr. Collicutt seconded: That the Chester Fire Services Committee authorizes the transfer of \$ 173,778 currently in the Donations bank account to the Building reserve, minus bank fees if applicable.

Motion carried.

The Minister of Municipal Affairs has approved the Phase 2 borrowing request and provided certificates. Bank meetings have begun; the first one went very well.

Mr. Collicutt then reviewed the 2025/26 Q1 Budget Variance Report (*Schedule 6.1(b)*).

Mr. Fitt raised the question of equipment valuation and markdown. Mr. Collicutt and Ms. McCallum will source external expertise to assist in this work. Mr. Fitt will provide a rough cut to start with.

6.2 New Fire Station Project

Mr. Fitt presented his monthly report (*Schedule 6.2*). He commented that he has updated the RFP documents and circulated for one last sweep for **comments by Aug 15th**, please. He is scheduling a meeting with MODC Procurement next week for the RFPs to be posted the beginning of September, a bidder's meeting on Sep 15th at 10:30am. The award date will be mid-October. The evaluation team needs to be confirmed before the RFP closes.

Mr. Robert reported that the landowner next door has secured a new lawyer and the revised agreement is near completion. As a final survey of the property will be needed as part of the agreement, Mr. Fitt noted he would like to talk to the surveyor before they do the work. There is some data we need for the build.

6.3 Communications Sub-Committee

Mr. Countway was not present.

There is a photo op being planned with the CVFD for their generous donation to the station project. There are also signs being planned for the 4070 Highway 3 lot to indicate the site is the future home of the new station.

6.4 Fundraising Sub-Committee

Chair MacDonald reported that he recently spoke with three possible donors.

There was discussion

6.5 *New: MODC Fire Advisory Committee (FAC)

Ms. McCallum recommended sharing minutes of the Municipality's FAC going forward (*Schedule 6.5*). The FAC has representation from all eight fire departments in the Municipality. Chief Stevens reported that the FAC is for cooperation on training,

procurement, and dry hydrants. It was confirmed that the CFSC would like to receive the minutes of the FAC to review for information.

7. New Business

7.1 Term Expirations: Nancy Hatch and James Robert

Ms. Hatch and Mr. Robert's terms on the CFSC expire on Oct 16, 2025. Both indicated they are happy to stay on.

There was discussion on the process for appointment and number of terms ; Ms. McCallum will check the intermunicipal agreements and the Committee's by-laws. UPDATE: A Committee member may be re-appointed, there is nothing specific about the process or number of terms. Legal will advise whether the Municipality and Village must put out a public call for volunteers in this instance or can simply re-appoint.

8. Other Business – *Nil*

9. Adjournment

The meeting was adjourned at 6:01 pm.

Next meeting(s):

- **Regular Monthly:** Sep 3, 2025 at 5:00 pm; Village Commission boardroom
- **Regular Monthly:** Oct 1, 2025 at 5:00 pm; Village Commission boardroom

CFSC Secretary
Kirk Collicutt

VOC Clerk/Treasurer
Heather McCallum

Schedule 7.3 (b)

MUNICIPALITY OF THE DISTRICT OF CHESTER
FIRE ADVISORY COMMITTEE MEETING (Policy 112)

Wednesday, September 17, 2025

7:00 p.m.

Forest Heights Community School

AGENDA

1. Meeting called to order by the Chairperson.
2. Review and Approval of Agenda/Order of Business.
3. Introductions.
4. Approval of previous meeting minutes.
5. Matters Arising:
 - Nominators for Chair/Vice Chair.
 - Sub Committee Report Updates:
 - Dry Hydrants/Water Supply.
 - Training.
 - Apparatus/Equipment.
6. New Business:
 - Recruitment and Retention (Chuck Bennett) - Presentation by Andrea Shortt & Steve Young.
 - Bushes on government and private roadways and driveways.

7. Roundtable.

8. Adjournment.

Schedule 7.4



Lunenburg County Accessibility Advisory Committee (LCAAC)

Meeting Agenda: September 3, 2025

Land Acknowledgement

"As we meet today we acknowledge that we live in Mi'kma'ki, the traditional and ancestral territory of the Mi'kmaq people. We are all treaty people with a responsibility to each other and to this land."

1. Meeting Called to Order

2. Acknowledgements and Protocols

2.1 " As members of the Lunenburg County Accessibility Advisory Committee, we work in affirmation that accessibility is a human right. We also recognize that barriers to accessibility are greater for people who are typically marginalized in our society."

2.2 Meeting Protocols: To ensure everyone can participate and be heard and understood, please use the "raise hand" feature in zoom or physically raise your hand to be recognized by the Chair before speaking. Each time you speak, please identify yourself by saying your name so everyone knows who is speaking.

3. Approval of Agenda

4. Approval of Minutes: May 7, 2025

5. Accessibility Coordinator's Update

6. Guest Speaker

None.

7. Matters Arising (follow up from past meetings)

7.1 LCAAC Orientation (Ellen)

7.2 Access Awareness Week 2025 (Ellen)

8. New Business

8.1 LCAAC Call for Volunteers (Ellen)

8.2 Town of Mahone Bay Sidewalk Patio By-law (Dylan)

8.3 Individual Municipal Unit Action Plans as follow up to Lunenburg County Accessibility Plan (Ellen)

8.4 Appointment of Chair and Vice Chair.

9. Roundtable Discussion

10. Next Meeting: October 1, 2025

11. Adjournment

List of Potential Guest Speakers/Presentation Topics

1. CNIB-Awareness of Vision Loss
2. Autism
3. Multiple Chemical Sensitivity (MCS), Environmental Illness/Sensitivity
4. Mobility Cup Follow up: Gale
5. Vulnerable Persons Registry
6. Accessibility Directorate- Review of the Built Environment Accessibility Standard (when enacted)
7. Presentations on topics related to specific disabilities (e.g., CNIB, BIANs, Hearing, Autism NS, etc.)
8. Ask Councillors and /or staff to present about what is happening in the five municipalities.
9. NSCC Disability Supports program. Can staff come present?
10. Municipality of Chester Arts and Culture Strategy project (may be ready for review by LCAAC in Fall 2024)

Past Guest Speakers/Presentation Topics

1. May 7, 2025: Overview of The Remedy: Lora Church, Executive Director, Nova Scotia Residential Agencies Association
2. February 7, 2024: Town of Lunenburg Civic Square Compatibility and Accessibility Project:-Hilary Grant, Director TOL Community Development
3. April 3, 2024: MODDL Recreation: Parks Accessibility Audit Project Overview-Trudy Payne, Director MODL Parks, Recreation and Tourism and Consultant, Stacy Muise, EXP
4. May 1, 2024: MODL sawpit Wharf Project for LCAAC feedback: Consultant, Matthew Mills, Mills and Wright
5. June 5, 2024: Mobility Cup Presentation from Lunenburg Yacht Club
6. September 4, 2024: Regional Emergency Management Organization- Emergency Preparedness for vulnerable people

Minutes of the Meeting of Lunenburg County Accessibility Advisory Committee (LCAAC)

Held online via Zoom.

May 7, 2025, from 7-8:30pm

Members Present:

Louise Hopper (Community Member), Peggy McCalla (Community Member), Teresa Alexander-Arab (Community Member), Amy Chrysler (Community Member), Lora Church (Community Member), Councillor Penny Carver (TOMB), Councillor Gale Fullerton (TOL), Deputy Mayor Jennifer McDonald (TOB), VOC Commission Chair Geraldine Pauley.

Staff Present:

Tammie Bezanson (CET-MOC), Ellen Johnson (Regional Accessibility Coordinator), Dylan Heide (Policy- CAO, TOMB).

Guests Present: Amy Bennett, NSCC Disability Supports and Services Student

Regrets:

Scott Lutes (Community Member), Councillor Kacy DeLong (MODL), Deputy Warden Abdella Assaff (MODC).

The meeting began with a land acknowledgement read by Chair Penny Carver.

1. Meeting Called to Order:

Meeting called to order by Chair Penny Carver.

2. Acknowledgements and Protocols:

2.1 Penny read reminder of accessibility as a human right.

2.2 Penny also reminded participants to please raise their hand (virtually or physically) and wait to be called on to speak and to also state their name before speaking.

3. Approval of Agenda:

3.1 Penny requested to add an item to the agenda as a reminder to committee members that the appointment of LCAAC Chair and Vice Chair will happen at the July meeting.

MOTION TO APPROVE the agenda as amended, ALL IN FAVOR, SO MOVED.

4. Welcome and Introductions

Penny invited each member to introduce themselves for the benefit of guest, Amy Bennett, who is an NSCC Disability Supports and Services Student doing a placement with Ellen.

5. Approval of Minutes:

5.1 MOTION TO APPROVE previous meeting minutes for April 2, 2025, moved by Geraldine Pauley, seconded by Amy Chrysler. ALL IN FAVOR, SO MOVED.

6. Accessibility Coordinator's Update

- There will be several upcoming in community days, where Ellen and Gem (Regional Accessibility and Regional Anti-Racism and Diversity Coordinators) will be out in the community to hear from people about barriers and supports related to belonging in Lunenburg County.
- Ellen and Amy will be doing a presentation at the annual Municipal Development Officers Association of Nova Scotia conference on the topic of the Built Environment Accessibility Standard. This presentation will be a foundation for future education for municipal staff as they prepare to comply with the standard regulations by April 1, 2026.
- As follow up to the Lunenburg County Accessibility Plan that was posted online on April 1, 2025, Ellen is working on getting the individual municipal actions ready to make public.

7. Matters Arising

7.1 LCAAC Orientation: Penny noted that there were not many people available for any of the dates (maximum 8/12 voting members available on a Saturday).

The group suggested that a different date be found. Ellen to send out another doodle poll to choose a Wednesday evening in June.

7.2 Town of Mahone Bay Council is requesting that Minutes of these meetings be sent to the Councils once approved. This would provide more consistent information sharing. The group expressed their agreement. Ellen will forward the approved minutes to Councils once approved.

7.3 Access Awareness Week: Ellen reminded the group that Access Awareness Week is coming up on May 25-30. Municipalities will be doing proclamations, flag raisings/flying (or some combination) and MODL will be having a public flag raising on May 27 at 12pm.

8. New Business

8.1 Guest Speaker: Lora Church, LCAAC community member and Executive Director of the Residential Agencies Association of Nova Scotia presented on the topic of the Human Rights Remedy. A summary of the key points of Lora's presentation include:

Lora provided an overview of the Community Living Movement, which started over a hundred years ago, which worked to move people with disabilities out of various types of institutions into community. Nova Scotia is the last province in Canada to close large institutions for persons with disabilities.

Starting in the early 2000's, two lawsuits related to individual and systemic discrimination against persons with disabilities began moving through the courts. Both were eventually successful, with four key findings:

1. Unnecessary Institutionalization: People were placed in institutions, including long term care facilities and hospitals, when their needs could have been met in other, more appropriate ways.
2. Right to Assistance: Government denied funding and support to some persons with disabilities because their needs were too high.
3. Denial of Community of Choice: People were placed in institutions in a vacancy that could be anywhere in the province.
4. Delays in Assistance: People have been on waitlists for supports for extended periods, sometimes well over a decade.

The Remedy is the response to these findings and is a five-year timeline to move people out of institutions and back into community.

The Remedy is legally binding and formally regulated.

The impact on communities includes that a significant number of people will be moving into communities that are already having trouble with things like housing and transportation.

The NS Department of Opportunities and Social Development have had significant budget increases, increased staffing, and the staffing structure has changed. There will now be more support for people with disabilities, even if they are not formally part of programs. Funding for an individual will now be based on the person and their wants and needs rather than having funding connected to a bed in a particular institution. There will also be

regional hubs that will have services, and each region will have an advisory council that has at least 50% persons with disabilities. There will also be a program for home sharing.

For more information on this topic:

[Home page | Nova Scotia Transforming Support](#)

[The Disability Rights Coalition of Nova Scotia](#)

[Remedy Updates | Inclusion NS](#)

The group discussed challenges that may arise with the changes resulting from the remedy. There were questions about whether communities are ready to welcome people who are part of this initiative as some challenges they face are already issues in communities across the province (e.g., housing, transportation). Is five years enough time to complete such an ambitious transformation? Lora suggested that one way to think about this timeline is to consider that the people impacted are currently having their human rights violated. Five years seems short for getting this work done, but it is too long for someone who's human rights are not being respected.

From a municipal perspective, the group is curious about how to make sure they are ready to help support this change. The group suggested there could be more presentations on this topic to councils and NSFM and talk to municipal staff to make sure they are well informed about progress. There is already some communication with the local Regional HUB Manager from the Department of Opportunities and Social Development.

9. Roundtable Discussion

9.1 Tammie Bezanson of MOC noted that the Wild Rose Park grand opening is planned for May 23 and she will have other staff follow up with an invitation.

9.2 Penny noted that Chair and Vice Chair positions will be filled at the July LCAAC meeting. She suggested members could think about whether they would like this role or suggest someone else.

10. Date of Next Meeting: June 4, 2025

11. Meeting was adjourned as all items on agenda were completed.