

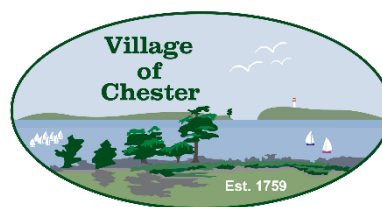
Agenda

Village Commission Monthly Meeting Wednesday, Oct 21, 2026 @ 6:00 pm

In-Person & Virtual Meeting

Zoé Vallé Library Boardroom, 63 Regent Street, Chester

Zoom Meeting ID #846 0723 2487, passcode 202627 or [YouTube Live](#)



1.0 Call to Order/Land Acknowledgement

- *As we meet today, we acknowledge that we live in Mi'gma'gi, the traditional and ancestral territory of the Mi'gmaq 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 to the Village Commission on any village matter:*
 - *Comments are to be directed to the Chair.*
 - *Each person must state their name and civic address.*
 - *Each person is limited to a maximum of 5 minutes, with the entire session not to exceed 15 minutes.*
 - *If a response is applicable, it will be emailed to the resident and shared in the Agenda package of the next Commission Meeting.*

3.0 Approval/Amendment of Agenda

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4.0 Approval/Amendment of Minutes

4.1 Monthly Commission Meeting: Sep 16, 2026

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5.0 Business Arising – Nil

6.0 Correspondence

6.1 Deer Population Letter Campaign

p. 8

6.2 Imagination Library

7.0 Reports and External Committees

7.1 Report from the Chair

7.2 Clerk/Treasurer Report + 2026-27 Q1&2 Budget Variance

p. 10

7.3 (a) Chester Fire Services Committee: Sep 9 & 14, 2026 Minutes

p. 14

(b) MODC Fire Advisory Committee: Sep 16, 2026 Draft Minutes

p. 21

7.4 Lunenburg County Accessibility Advisory Committee:

p. 31

Sep 2, 2026 Minutes

8.0 New Business – Nil

9.0 Commissioner Roundtable

10.0 In-Camera – Nil

11.0 Resumption of Public Meeting – N/a

12.0 Adjournment

Next Meeting(s)

- Monthly: Wednesday, Nov 18, 2026, 6:00 pm @ 63 Regent St.
- Monthly: Wednesday, Dec 16, 2026, 6:00 pm @ 63 Regent St.

Minutes DRAFT

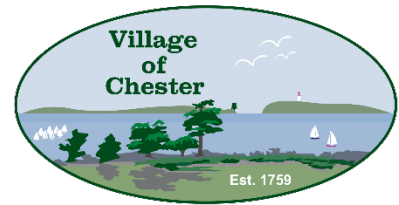
Village Commission Monthly Meeting

Wednesday, Sep 16, 2026 – 6:00 pm

In-Person & Virtual Meeting

Village/Library Boardroom, 63 Regent 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

Guest: Councillor Tom Bremner, District 3, Municipality of the District of Chester (MODC)

1.0 Call to Order/Land Acknowledgement

Chair Pauley called the Chester Village Commission Monthly Meeting to order at 6:00 pm.

She 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 #26-057 Commissioner Nauss moved; Vice-Chair O'Malley seconded: That the Agenda of the Chester Village Commission's Sep 16, 2026 Regular Monthly Meeting be approved as presented.
Motion carried unanimously.

4.0 Approval/Amendment of Minutes

4.1 Monthly Commission Meeting: Aug 19, 2026

Motion #26-058: Commissioner T. Mulrooney moved; Commissioner Nauss seconded: That the Minutes of the Chester Village Commission's Aug 19, 2026 Monthly Meeting be approved as presented.

Motion carried unanimously.

5.0 Business Arising

5.1 ANSV Annual Conference & AGM: Update

C/T McCallum reviewed the status of planning for the Association of Nova Scotia Villages (ANSV) Annual Conference & AGM taking place in Chester the end of this week.

- She described the room layout and audio-visual plans, and recapped the session content.
- Doug Boudreau, the ANSV Coordinator, is coming Thursday afternoon to help set up.
- Commissioner L. Mulrooney has been a huge help with two of the speakers, catering planning, supply runs for food & beverage, and securing the Golf Course for the Friday evening dinner. She will lead food & beverage coordination at the meeting.
- Chair Pauley has contributed to meeting content, catering planning, and will assist Laura during the conference. She is also organizing the welcome open house on Thursday evening, and hosting the sessions.
- Commissioner Nauss will help with set-up and assembling the giveaway bags, and assist Laura during the conference.

6.0 Correspondence

6.1 NSFM: Message re Cape Breton Flooding

A message from the Nova Scotia Federation of Municipalities (NSFM) was circulated to municipalities and villages for information (*Sched 6.1*).

6.2 Seniors' Safety Program: The Helping Tree

This document was shared by Ellen Johnson, the Lunenburg County Accessibility Coordinator (*Sched 6.2*).

Commissioner Nauss spoke of benefits of the Seniors' Safety Program such as helping seniors become aware of 'spamming' via phone and online.

7.0 Reports

7.1 Report from the Chair

ZVML Civic Centre: Chair Pauley reported that the Chester Merchants Association are resuming their meetings, after the summer hiatus. Other groups meeting at the Library include Our Health Centre, a parenting group, and a book club.

ZVML: The Library has seen approximately 2,850 visitors since opening and continues to draw folks to see it and take-out/reserve books.

VIC: The Visitor Information Centre has seen a significant decline in visitors this year. Approximately 1,200 in 2025 and 700 to date in 2026.

The Chester Merchants did not notice a considerable increase in shoppers with the VIC being opened, but noted they weren't specifically looking for it. They are interested to see what happens in 2027 and asked that the Village maintain the VIC for another year.

Chair Pauley noted that roadside signage is still an issue.

ZVML Accessibility project: A letter was received from NS Public Works stating a road permit was not needed. The Municipality needed this letter to proceed with their variance.

7.2 Clerk/Treasurer Report

C/T McCallum presented her monthly administration and financial update (*Sched 7.2*).

The EHS driveway in front of building has a large pothole. Prices have been collected to pave the full area, and the figure works within the EHS capital budget. The Commissioners discussed repairing the pothole vs. repaving.

Motion #26-059: Vice-chair O'Malley moved; Commissioner Nauss seconded: That the driveway in front of the EHS building be fully repaved by DCT Paving for \$5,000 + HST.
Motion carried unanimously.

The Lido Pool is closed for the season. This summer went well, and a further report will be provided at a future meeting.

Clerk/Treasurer McCallum is looking into electronic donor management and tax receipting platforms to manage donations for the library more efficiently.

A local resident, with support from Commissioner L. Mulrooney, held a private fundraiser last month for the Library; over \$23,400 was raised, with further pledges to come. THANK-YOU!

Commissioner T. Mulrooney asked Councillor Bremner for an update on the snow removal request to Council from the Village. Councillor Bremner noted that a staff report was requested by Council and should be received soon.

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

(a) CFSC Minutes of Aug 12, 2026 are included for information (*Sched 7.3(a)*). [www.chesterfirecommittee.ca]

(b) The FAC Agenda for tonight's meeting, Sep 16, 2026, is included for information (*Sched 7.3(b)*).

7.4 Lunenburg County Accessibility Advisory Committee (LCAAC)

LCAAC Minutes for Jun 17, 2026 (*Sched 7.4(a)*) and Draft Minutes for Sep 2, 2026 (*Sched 7.4(b)*) are attached for information. [www.accessiblelunenburgcounty.ca]

8.0 New Business – Nil

9.0 Commissioner Roundtable

Commissioner T. Mulrooney suggested that for future meetings, the complete agenda package is not necessary to print, as it gets sent to all Commissioners electronically.

A brief discussion was held, and consensus was to print the agenda,

Financial reports, and other important documents for fine review. If there is anything a Commissioner wishes for in print, they must request it. The Chair of the Commission is to get a full printed package.

10.0 In-Camera – Nil

11.0 Resumption of Public Meeting – N/A

12.0 Adjournment

There being no further business, the meeting was adjourned at 6:42 pm.

Next Meeting(s)

- Monthly: Wednesday, Oct 21, 2026 - 6:00 pm @ 63 Regent St.
- Monthly: Wednesday, Nov 18, 2026 - 6:00 pm @ 63 Regent St.
- Monthly: Wednesday, Dec 16, 2026 - 6:00 pm @ 63 Regent St.

Commission Chair
Geraldine Pauley

Clerk/Treasurer
Heather McCallum

Sched 6.1

From: Geraldine Pauley
To: Randy [REDACTED]; O'Malley; Laura Mulrooney; Tom Mulrooney [REDACTED]; Gloria Nauss
Cc: Heather McCallum
Subject: Deer population in the Chester area out of control
Date: October 15, 2026 2:29:44 PM

Hello Commissioners:

This letter writing campaign was brought to my attention today. If any of you are interested in writing as an individual, I am enclosing the recommended common email to the Hon. Troy Rushton, Minister of Natural Resources and Renewables.

Do you think it is a matter worthy of being brought before the Commission for consideration as a statement from our Village government?

In the meantime, here is the draft letter, should you choose to participate as an individual citizen. If you cc as follows that helps the organizers keep track of participants:

- Tom Bremner, Councilor District 3, MODC tbremner@chester.ca
- Dudley Grove dudleyg@gmail.com
- Robert Ayling rob.ayling@eastlink.ca

Thanks, everybody.
 Geraldine

Dear Minister:

I am writing to request that the Nova Scotia Department of Natural Resources and Renewals undertake a formal assessment of the white-tailed deer population in the Chester, Nova Scotia area. I understand that the Province has previously identified the Chester-to-Medway Harbour area as having excessive deer numbers. Given that history, I would like to know what measures are currently being taken to bring the population to a sustainable level.

I respectfully request that the Department consider:

1. Conducting an updated assessment of the deep population in the Chester area.
2. Reviewing the number of deer-vehicle collisions and nuisance-deer complaints in the area.
3. Determining whether the current hunting regulations are adequately reducing the population.
4. Considering a targeted, controlled deer-reduction program or cull if the assessment confirms that the population is excessive.
5. Explaining what options are available to residents and the Municipality of Chester to address the above problem.

The current approach is simply not adequately controlling the deer population in the Chester area.

Thank you for your consideration. I look forward to your response.

Respectfully.

YOUR NAME
YOUR LOCATION, NOVA SCOTIA

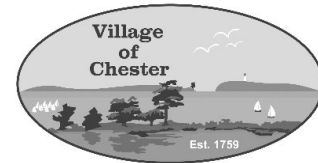
**Nova Scotia Provincial Natural Resources and Renewables Minister MLA Troy
Rushton**

[902.597.4039](tel:902.597.4039)

Email: toryrushtonmla@bellaliant.com

Sched 7.2

Village of Chester Commission
Clerk/Treasurer Monthly Report
Oct 17, 2026

**Scotiabank**

- The Sep 2026 bank statement is reconciled. The Village main operations account opened the month of September with \$364,377 and ended with \$305,147.
- Snapshot – Village account balances:

Banking Accounts as of Oct 1:	
Village Operations account	\$364,558
Investment Accounts as of Oct 8:	
Village Operating reserve (excluding Visa \$5K cash security)	\$111,086
Village Lido Pool reserve (excluding GRID funding \$242K)	\$216,004
Village Utilities reserve	\$45,049
Village EMC Building reserve	\$29,265

Financial

- The Village's 2025/26 year-end report was filed with Municipal Finance at the Province by the Sep 30 deadline.
- The Final 2025/26 Financial Statements and 2026/27 Q1 & Q2 Expense reports are posted to our website per MGA requirements.
- There is a 2026/27 Q1&2 Budget Variance Report included with tonight's report for review.
- Insurance: The Village's property, liability, and cyber insurance has been renewed successfully. You'll recall that I normally budget a 10% increase on insurance each year. The cyber insurance premium increased 12.56%, so is \$105 over budget, but the remainder's premium increase is modest at less than 2% over last year.

Note that the library insurance is on a different cycle than the rest of the Village, and was renewed by the Municipality prior to our takeover. When the policy transferred to the Village, we did increase the contents coverage to reflect the value of the new SSPL books.

Grants

- The Canada Summer Jobs grant is open for applications (deadline Dec 3rd). We are planning to apply for lifeguards as usual, as well as a Visitor Information Centre student and possibly Library student.
- The Age-Friendly Communities grant is open for applications (deadline Nov 19th). We are planning an application for the Visitor Information Centre senior volunteers.

Capital Projects

- Library: The RFPs for the exterior and interior accessibility work went out on Sep 23, 2026 (see last page). The deadline for both is Thu, Oct 22nd at 4:00 pm. A special Commission meeting will be scheduled to review proposals.
- Public Washroom: The preferred supplier for the wider exterior door that Gippy was coordinating is not available. We're seeking another one – possibly one of the applicants for the Library work, to be determined. This has to be done before the landing and path.
- Jib Lot: The work has started on the Jib Lot – Chair Pauley has undoubtedly already reported on this!
- EHS Building: DCT Paving were on-site for pre-work on Friday, Oct 9th. At time of writing, we are awaiting confirmation of the date for completion which should be this week.

EMC was happy to hear of the project and are aware of the schedule as we have it.

ZVML Financial

- The Library's Sep 2026 bank statement is reconciled.
- Snapshot – Library account balances:

Banking Accounts as of Oct 1:	
ZVML Fund account	\$93,858
Investment Accounts as of Oct 1:	
a) ZVML CHUMS reserve	\$5,011
b) ZVML Capital reserve	\$50,357

c) Community Foundation of NS: ZVML Charity reserve	\$60,000 transferred
d) BMO Mutual Funds	\$4,243

- Note that the (c) Community Foundation of NS reports quarterly only, so this figure will remain static for the time being. (d) BMO needs to be contacted.
- Donation deposits in Sep included two monthly donor contributions totalling \$134 and deposits from the Aug 26th fundraiser of \$14,880. (Note that there are still pledges outstanding from this event.)
- The Library's file at the Charities Directorate of Canada Revenue has been updated with the Commissioners as the trustees and myself and Maxine as agents.
- We also received approval from Canada Revenue to change the charity's fiscal year-end to Mar 31 to align with the Village's budget cycle. (The budgets are integrated, so this is hugely helpful for me.)

Per CRA's instruction, I'm currently preparing a charitable tax return for the period of Jan 1-Mar 31, 2026 to bridge the gap.

Fire Services

- The Chester Fire Service Committee/Chester Volunteer Fire Department's annual insurance renewal is also completed, which includes the property insurance on the Village-owned fire station at 149 Central Street.
- FYI, while MODC Procurement assisted CFSC with the Fire Station project Phase 1 and Phase 2, as well as a replacement fire truck, they will no longer be doing so. Fire Services procurement will come in-house.

Other

- Lido Operations: The Lido 2026 operations report is pending.
- Furniture Sale: The surplus items were posted on Facebook Marketplace for free "as is, where is". It is now all disbursed, and we have nothing remaining at the Public Works building.

Report completed by:
Heather McCallum, Village Clerk/Treasurer

Village of Chester, Nova Scotia

Village News

Requests for Proposal: ZVML Accessibility Renovations

Published: September 23 2026 10:29

PUBLIC TENDER NOTICE

The Village of Chester (the "Village") proposes to engage the services of qualified and capable contractor(s) to provide accessibility renovations to the Zoé Vallé Memorial Library ("ZVML"), 63 Regent Street, Chester, NS. The work will take place within property owned by the Municipality of the District of Chester (or "MODC"), but managed by the Village of Chester per an inter-municipal "Agreement regarding the Governance, Operation, and Stewardship of the Zoé Vallé Memorial Library".

Note: Exterior and Interior renovations will be considered separately. RFPs are posted to the Government of Nova Scotia Procurement Portal.

Update Oct 5th: An addendum has been added to the tender site for both RFPs containing clarifications discussed at proponent site visits on Oct 1, 2026.

Update Oct 15th: The due date for RFP #VOC-2026-03 has been extended by one week to align with the due date for RFP #VOC-2026-04. Both are now Oct 22nd.

Contact: [Heather McCallum, Village Clerk/Treasurer](#)

RFP #VOC-2026-03

Exterior Accessibility Renovations

The scope includes a new accessible path from the front door walkway to a side door entrance and a new landing with ramp, stairs, and handrails at door-level. Construction drawings will be needed from the successful Proponent for permit(s).

Schedule:

- Released: Thu Sep 23, 2026
- Deadline for questions (Rev): Tue Oct 20, 2026
- **Deadline for submission (Rev): Thu Oct 22, 2026 at 4:00pm** (now four weeks)

Link to RFP: <https://procurement-portal.novascotia.ca/tenders/VOC-2026-03>

RFP #VOC-2026-04

Interior Accessibility Renovations

The scope includes widening four interior doorways, installing a wider accessible outside door with power door opener, and converting an existing single-stall washroom to meet accessibility standards. Construction drawings will be needed from the successful Proponent for permit(s).

Schedule:

- Released: Thu Sep 23, 2026
www.villageofchesterns.ca





Minutes

Chester Fire Services Committee (CFSC) Monthly Meeting

Wednesday, Sep 9, 2026 at 5:00 pm

Library/Village Boardroom, 63 Regent Street, Chester

Present	Colin MacDonald, Chair Kirk Collicutt, Secretary-Treasurer Wilson Fitt Nancy Hatch
Ex-officio	Dave Richardson, Deputy Fire Chief, Chester Volunteer Fire Dept (CVFD)
Staff	Heather McCallum, Recording Secretary
Regrets	Norm Countway, Vice-chair James Robert
Guest(s)	Tom Bremner, Municipal Councillor, District 3 Randy O'Malley, Chester Village Commissioner

1. Call to Order

The meeting was called to order by the Chair at 5:03 pm. Mr. Countway and Mr. Robert are unable to attend this evening, but we have quorum with four.

2. Approval of Agenda

Motion: Moved by Ms. Hatch; seconded by Mr. Fitt: That the Chester Fire Services Committee approves the Agenda of the Sep 9, 2026 Monthly Meeting as presented.
Motion carried.

3. Approval of Minutes

3.1 Monthly Meeting: Aug 12, 2026

Motion: Moved by Mr. Fitt; seconded by Mr. Collicutt: That the Chester Fire Services Committee approves the Minutes of the Aug 12, 2026 Monthly Meeting as presented.
Motion carried.

4. Business Arising – Nil

5. Chester Volunteer Fire Department

5.1 Activity Report

Deputy Fire Chief Richardson explained that the annual United Way Harbour Swim is on this evening in Chester front harbour, and Acting Chief Hirtle and other CVFD members are on the water in safety boats.

The fall session of the Level 1 Firefighting course has started.

There were 23 callouts in the past month: 1 mutual aid, 1 tree on power line, 6 MVAs, 3 medicals, 2 brush fires, 1 car fire, and 9 alarms. He noted that there is a repeat offender with false alarms, which has been brought to the attention of MODC's By-law Enforcement Officer (a faulty system is suspected). In response to a question, he confirmed that CVFD mobilizes every time there is an alarm. Councillor Bremner commented that whether or not the expense of mobilizing is captured through a fine, and where the fine money goes, is a question for staff.

Action: Ms. McCallum to contact CAO Maguire at the Municipality for further information.

Training for the members on the new rescue boat is ongoing with Western Shore Shore & District Fire Department. Pump testing with apparatus units 531, 541, and 551 are being done, also with Western Shore.

5.2 Status of Replacement Truck 541: Awarding of RFP

The evaluation team has made their selection, as reported last week, informally. In response to a question, Deputy Chief Richardson informed the group that the timeframe for the build is 26 months.

Motion: Moved by Ms. Hatch; seconded by Mr. Collicutt: That the Chester Fire Services Committee approve the MODC-T-2026-024 evaluation team's selection of _____ as the successful proponent to build the new 541 for a cost of \$_____ + HST.

Mr. Fitt made a process objection regarding the intent to purchase last week. He would like to have representatives from the evaluation team present their decision rationale before the CFSC pass a motion. The other Committee members agreed, and **the motion was deferred.**

6. Reports

6.1 Secretary-Treasurer

Mr. Collicutt presented his monthly report (*Sched 6.1*).

He reported that the bank deposited investment interest from a GIC renewal into the Operating account in error, instead of re-depositing back into the Apparatus Reserve account.

Action: Ms. McCallum will have it transferred back to the reserve.

Chair MacDonald and Mr. Fitt have been re-appointed to the CFSC by the Village of Chester for 2026-29 terms.

Mr. Fitt raised the question of taking another look at the draft Capital Plan to get it finalized. It will enable more methodical integration into budget planning over multiple years. Mr. Collicutt agreed.

Action: Mr. Collicutt will schedule a meeting to review the plan and see what needs to be done to complete it. Further CVFD input will be needed.

6.2 New Fire Station Project

Mr. Fitt presented Status Report #14 on the Fire Hall project (*Sched 6.2*).

He noted that former Deputy Chief Jared MacDonald has been very effective in his role heading up the CVFD's building committee. Most loose ends have been tied up; and he is now evaluating the best location for the TMR antenna.

The Class B estimate is within budget. The 50% tender package is scheduled for arrival tomorrow (Sep 10th) and Mr. Fitt has promised a one-week turnaround on feedback.

Ms. Hatch raised the potential impact of the U.S. tariffs on the cost of the station. Mr. Fitt clarified that it's not possible to know exactly. However, standard practice is that the owner of the project takes the risk of changes in tariffs – i.e., the CFSC. We have no control over this situation.

Action: The design renderings need to be updated to show the bay doors with two rows of windows rather than full glazing.

6.3 Communications Sub-Committee – Nil

6.4 Fundraising Sub-Committee

Chair MacDonald provided a verbal update: he estimates he is approximately half the way to the \$5 million goal he set at the AGM. Several multi-year pledges have been made and he has a few more outstanding. A resident will be hosting a fundraiser next summer.

6.5 MODC Fire Advisory Committee – Sep 16, 2026 Agenda

The agenda of next week's next FAC meeting is shared for information (*Sched 6.5*).

7. New Business

7.1 Correspondence: NS Fire Bulletin, Aug 2026

The August bulletin from the Department of Emergency Management was shared for information (*Sched 7.1*).

8. In-Camera – per Section 22/408B (2) of the Municipal Government Act (MGA)

Motion: Moved by Ms. Hatch; seconded by Mr. Fitt: That the Committee recess to go in-camera to discuss contract negotiations.

Motion carried.

The Committee recessed to go in-camera at 5:45 pm.

9. Resumption of Public Meeting – per Section 22/408B (3) of the MGA

The Committee resumed the public meeting at 5:57 pm. The following item is brought forward to public session:

9.1 Scotiabank: Final Credit Facility Agreement (Phase 3) – Approval to Sign

A Request for Decision is attached (*Sched 9.1*). Note that an approval to borrow for Phase 3 has already been passed by the CFSC, Village Commission, and Municipal Council, and all has been approved by the Minister of Municipal Affairs. Once signed, the path is clear for the construction tender documents to be issued when completed.

Motion: Moved by Mr. Collicutt; seconded by Mr. Fitt: That the Chester Fire Services Committee approves the Credit Facility Agreement with Scotiabank for the \$20 million

Phase 3 Construction loan, and direct the Chair and Secretary-Treasurer to sign the document on its behalf.

Motion carried.

Chair MacDonald and Mr. Collicutt signed the Agreement.

Action: Ms. McCallum will coordinate getting the required signatures from the Village and Municipality.

10. Other Business

Chair MacDonald thanked the late David Miller, KC (1948-2026), who was an original member of the CFSC, for his insistence that directors & officers liability insurance was a necessity to begin its work.

11. Adjournment

The meeting was adjourned at 6:00 pm.

Next meeting(s):

- **Regular Monthly:** Wed, Oct 14, 2026 at 5:00 pm – Library/Village Boardroom
- **Regular Monthly:** Thu, Nov 12, 2026 at 5:00 pm – Library/Village Boardroom
- **Regular Monthly:** Wed, Dec 9, 2026 at 5:00 pm – Library/Village Boardroom

Kirk Collicutt
CFSC Secretary

Heather McCallum
CFSC Sr. Administrator (Village Clerk/Treasurer)



Minutes

Chester Fire Services Committee (CFSC) – Monthly Meeting

Wednesday, Sep 14, 2026 at 2:00 pm

Zoom Meeting

Present	Colin MacDonald, Chair Norm Countway, Vice-Chair Kirk Collicutt, Secretary-Treasurer Wilson Fitt Nancy Hatch
Ex-officio	Dave Richardson, Deputy Fire Chief, Chester Volunteer Fire Dept (CVFD)
Staff	Heather McCallum, Recording Secretary
Regrets	James Robert
Guest(s)	Blake Corkum

1. Call to Order

The meeting was called to order by the Chair at 2:00 pm.

2. Approval of Agenda

The Agenda for the Sep 12, 2026 Special Meeting was approved **by consensus**.

4. Business Arising

Mr. Corkum reviewed the tender evaluation process. The evaluation committee included him, Chief Hirtle, former Chief Stevens, and firefighters Daniel Jessome, Jimmy Dauphinee, and Kyle Livingston. Some had experience doing bid evaluations and some did not – they included first-timers to educate them on the process.

Scoring is done without the price first, then the prices are scored. There were three bids, two of them very similar in quality but a significant difference in delivery timeline (26 months vs. 56 months), cost, and warranty. The current climate with changeable U.S.

tariffs also had to be considered. The team selected Canadian manufacturer Fort Garry Fire Trucks, who built the current 531. At the end of the day, Mr. Corkum is happy with the decision.

Motion: Moved by Ms. Hatch; seconded by Mr. Collicutt: That the Chester Fire Services Committee approve the MODC-T-2026-024 evaluation team's selection of Fort Garry Fire Trucks as the successful proponent to build the new 541 for a cost of \$1,713,723 + HST.

Motion carried.

The RFP included a negotiation period for contracting. The RFP included a standard MODC contract, but this will be a CFSC contract so modifications will be needed. Mr. Corkum will lead the CVFD team overseeing the build as well, and will coordinate a pre-build conference with the manufacture to kick off the contract negotiations.

5. Other Business – Nil

11. Adjournment

The meeting was adjourned at 6:00 pm.

Next meeting(s):

- **Regular Monthly:** Wed, Oct 14, 2026 at 5:00 pm – Library/Village Boardroom
- **Regular Monthly:** Thu, Nov 12, 2026 at 5:00 pm – Library/Village Boardroom
- **Regular Monthly:** Wed, Dec 9, 2026 at 5:00 pm – Library/Village Boardroom

Kirk Collicutt
CFSC Secretary

Heather McCallum
CFSC Sr. Administrator (Village Clerk/Treasurer)



**MUNICIPALITY OF THE DISTRICT OF CHESTER
MINUTES OF FIRE ADVISORY COMMITTEE MEETING (Policy P-112)**

**Wednesday, September 16, 2026 – 7:00 p.m. – 8:30 p.m.
Chester Basin Fire Department, Chester Basin**

1. MEETING CALLED TO ORDER/ROLL CALL

The Chair, Len Stevens, called the meeting to order at 7:06 p.m.

Committee Members:

Chris Turpin, Blandford Fire Department
David Bartol, Blandford Fire Commission
Len Stevens, Chester Basin Commission (Chair)
Rob Williams, Chester Basin Fire Department
Stephen Bond, Chester Basin Fire Department
Norm Countway, Chester Fire Services Committee
Scott Rafuse, Martins River Fire Department
Stuart Hirtle, Martins River Fire Department
Tim Lilly, Martins River Commission
Clary Coolen, Hubbards Fire Department
Sheena Clooney, Hubbards Commission
Lyle Russell, New Ross Fire Department
Dale Broome, New Ross Commission
Jared Swinemar, Western Shore Fire Department
Jeff Young, Western Shore Fire Department
Trevor Pye, Western Shore Commission

Councillors:

Councillor Tom Bremner
Councillor Clarissa Coolen

Municipal Staff

Mitch Vail, Fire Services and Safety Coordinator
Erin Lowe, Deputy CAO
Pamela Myra, Municipal Clerk

2. LAND ACKNOWLEDGEMENT

“We respectfully acknowledge that we live and work in Mi’kma’ki as a steward of the ancestral territory of the Mi’kmaq people. We are all treaty people.”

3. REVIEW AND APPROVAL OF AGENDA/ORDER OF BUSINESS

3.1 Fire Advisory Committee Agenda – September 16, 2026.

MOVED by Stuart Hirtle, SECONDED by Jared Swinemar that the agenda of the September 16, 2026 meeting of the Fire Advisory Committee be approved as circulated. ALL IN FAVOUR. MOTION CARRIED.

4. CHAIRPERSON AND VICE CHAIRPERSON NOMINATIONS

Office of Chairperson:

The Chairperson called for nominations for the office Chairperson.

Jared Swinemar nominated Len Stevens for the office of Chairperson. Len Stevens accepted the nomination.

The Chairperson called for nominations for the office of Chairperson two more times.

There were no further nominations.

Len Stevens was acclaimed as Chairperson of the Fire Advisory Committee.

Office of Vice Chairperson:

The Chairperson called for nominations for the office of Vice Chairperson.

Stuart Hirtle nominated Tim Lilly for the office of Vice Chairperson. Tim Lilly accepted the nomination.

The Chairperson called for nominations for the office of Vice Chairperson two more times.

There were no further nominations.

Tim Lilly was acclaimed as the Vice Chairperson of the Fire Advisory Committee.

5. INTRODUCTIONS

Trevor Pye, Western Shore Fire Commission

Pam Myra, Municipal Clerk

6. APPROVAL OF PREVIOUS MEETING MINUTES

6.1 Fire Advisory Committee Minutes – May 20, 2026.

MOVED by Stuart Hirtle, SECONDED by Jared Swinemar that the minutes of the May 20, 2026 meeting of the Fire Advisory Committee be approved as circulated. ALL IN FAVOUR. MOTION CARRIED.

7. MATTERS ARISING

A request was put forward to discuss the role, reporting structure, and terms of reference for existing and potential subcommittees, including whether additional subcommittees should report formally to the Fire Advisory Committee.

Dry hydrants and water supply were identified as matters requiring further discussion.

It was noted that consistent terms of reference may be useful for all subcommittees and the Water Rescue Subcommittee was referenced as a formal subcommittee established by Council.

Staff clarified that committees may establish subcommittees and reporting procedures, but the Water Rescue Subcommittee is a unique circumstance because it was established by Council.

The Committee acknowledged the distinction between Council-established subcommittees and subcommittees created by the Committee.

Members noted that several subcommittees had previously been established, with chairs and members appointed, but reporting had been deferred due to other priorities. However, it was noted that the Recruitment and Retention Subcommittee had been added and updates had been received.

The Committee discussed the status of the Training Subcommittee, including previous concerns about duplication with department-level training committees and whether the current training committee should be formally identified as a subcommittee for reporting purposes.

Members discussed the need for consistent oversight, reporting, and formalization of subcommittees where financial implications or requests to Council may arise.

It was noted that a motion regarding Level 1 Fire Training would be discussed later in the meeting and could affect whether further formalization is required.

Further discussion on subcommittee terms of reference was deferred. Members discussed whether a motion would be required to establish terms of reference for subcommittees as part of the Fire Advisory Committee terms of reference. It was suggested that a motion could be brought forward to create terms of reference for all subcommittees.

Staff requested clarification on the intended meaning of “oversight” in a motion from the chiefs, including whether the request relates to governance, coordination, budgeting, training decisions, or municipal decision-making authority.

Discussion of the motion was deferred until the motions portion of the agenda.

7.1 Subcommittee Report Updates:

- a) Dry Hydrants/Water Supply – Chris Turpin noted that was nothing to report, other than they will be meeting and the committee is active.
- b) Training - deferred to further in the meeting.
- c) Apparatus/Equipment – there was no one present who was a member of the committee.
- d) Recruitment and Retention - there was no one present who was a member of the committee.
- e) Water Rescue – Stephen Bond noted that there was not much to report. Members have designated assignments for quotes and specifications. He was nominated as Chairperson and Colin MacDonald was appointed Vice Chairperson. The next meeting will be September 22, 2026.

Trevor Pye noted that it has been requested that the Municipality take over future fire training courses.

It was noted that there are additional courses being developed and Committee members reviewed what was being scheduled or investigated as follows:

- CISM training is scheduled for November 2.
- MFR Airway and Survey is scheduled for November 16 in Chester, with registration expected to open soon.
- MBU training will depend on the availability of provincial units. Mitch Vail will follow up on the municipal team and possible 2026 funding.
- Hazmat awareness training was proposed. Quotes were received for different scenarios, including a \$195 per person training on January 30, \$200 per person for a one-day course, \$865 for a two-hour Hazmat Exchange session, and \$600 per person for a three-day Hazmat Operations course.
- EVO training was discussed for March, pending confirmation of the Municipality's plans.
- Nozzle Forward hose advancement training was discussed for the spring, with estimated costs ranging from \$5,300 to \$14,000.
- DNR certification is planned for April, with bookings to begin in March.
- Operations training was discussed for May, with Jon Waddell or Dan Middleton identified as possible leads.
- Responding to the Interface training was discussed at an estimated cost of \$34,000. The free BC Fire course was also noted.
- Heavy Rescue training remains on pause, with Lisa asked to assist with coordination in the interim.
- MFR competency dates remain to be determined. Ambulance representatives may be invited to provide orientation.
- A networking day may be combined with an appreciation dinner, with possible topics including chimney fires and water rescue coordination.
- Electric vehicle training is being investigated. Kevin Patterson quoted \$3,500 for up to twenty-five students, including costs, with training to include a Tesla.
- EVO training is budgeted. An instructional kit will be placed in Hubbards, and departments may purchase student manuals once available.
- Drone training remains under review, with Tim Smith leading the initiative.
- Water rescue training dates discussed include October 10, October 24–25, November 7–8, and a proposed upgrade session on November 30–December 1. Steven Bond is finalizing arrangements and registrations.
- Strategic Resilience Training was recommended to be offered again.
- IAFF Wildfire Training was discussed as a free course with online and practical components. Members noted the need for provincial terminology and locally relevant wildfire training.
- A full MFR course may be available in February, according to Lyle Russell.

Committees and Terms of Reference

Further to Lyle Russell's suggestion earlier in the meeting, the Committee discussed the role, structure, and reporting expectations for existing subcommittees, including whether

subcommittee chairs should be included as standing agenda items for Fire Advisory Committee meetings.

Lyle Russell expressed concern that subcommittees may operate outside the intended mandate if they are not formally recognized, reporting to the Fire Advisory Committee, and providing regular input.

The Chairperson noted that subcommittees had previously been established with member participation and that priorities, appointments, and chair selections had been identified for three-year terms. Members discussed the need for subcommittee terms of reference to be formally written, recognized, and committees accountable in order to ensure work is completed and reported appropriately.

The Chair asked what corrective steps should be taken, short of a formal motion, noting that the Committee has been inconsistent in receiving reports from some subcommittees.

Lyle Russell suggested that the Committee confirm who is serving on each subcommittee, identify the chairs, and ensure they receive formal invitations to attend Fire Advisory Committee meetings when required.

The Committee reviewed whether each subcommittee currently has representation at the Fire Advisory Committee table and it was noted that the Water Supply Subcommittee has three representatives, while the Equipment & Recruitment and Retention Subcommittees currently have no representation present.

Members discussed that subcommittee members do not necessarily need to be members of the Fire Advisory Committee; however, each subcommittee should have a chair responsible for reporting back to the Committee.

Members noted that some reports may have been deferred because related requirements or ongoing matters had delayed the work of the subcommittee. Steven Bond noted that without clear requirements, including expectations for subcommittee chairs, subcommittees may not continue to meet or operate effectively.

The Chairperson stated that the Fire Advisory Committee remains responsible for discussing and voting on issues before they proceed further. Subcommittees were intended to research specific topics and bring recommendations back to the Committee. If there is no participation or need for a subcommittee, the Fire Advisory Committee may determine whether it should continue.

Lyle Russell questioned how subcommittees are being controlled if the Terms of Reference do not clearly state that they report to the Fire Advisory Committee, noting that the current process has not been effective over the last three years.

Clary Coolen noted that the Apparatus Subcommittee last reported to FAC in June 2024.

Councillor Tom Bremner commented that subcommittees should complete work behind the scenes and bring unified recommendations back to the Fire Advisory Committee. He emphasized the importance of organization, using all available department members, and presenting clear

recommendations to support funding requests.

The Chairperson summarized that the Fire Advisory Committee, as a committee of Council, is responsible for considering issues and making recommendations. He noted that several subcommittees have been inactive, while training continues to be an active and important area.

It was suggested that training remain the focus for regular updates, while other subcommittee matters may be brought forward as needed. Any motion from the chiefs regarding training would need to be discussed and agreed upon by the Committee before proceeding to Council.

Lyle Russell advised that he would provide written comments, which the Chair can circulate to the Committee. He suggested that the Terms of Reference should include a formal process for establishing and managing subcommittees.

Mitch Vail noted that any member may bring forward a motion to amend, add to, or remove items from the Terms of Reference. Such a motion would be debated and, if passed, implemented.

Lyle Russell advised that he would forward proposed wording forward for consideration at the next meeting.

8. NEW BUSINESS

8.1 Motions from Chiefs Meeting

The Chairperson indicated that the following motions were carried unanimously at the Fire Chiefs Meeting:

That the Municipality of the District of Chester formally recognize the successful completion of the Level I Firefighter Training Program by issuing Certificates of Completion bearing the statement: "In recognition of the successful completion of Level I Firefighting – IFSTA Essentials 8." Further, that the Municipality assume an oversight role in the administration of the Level I Firefighter Training Program, including coordinating and assisting with testing processes, providing administrative support, receiving and administering applicable grant funding, and serving as the liaison between participating departments and the Province regarding firefighter training and certification matters.

That the Fire Services Coordinator be appointed as the MOC Representative for FSANS, motion carried.

The Deputy CAO requested clarification regarding the intended meaning of "oversight" in the Chiefs' motion and asked whether the Chiefs were comfortable with the Municipality assuming that role.

Clary Coolen explained that the current Level I program is being delivered by certified instructors who train firefighters to the required standard. The issue is identifying an appropriate authority to recognize completion, as there is currently no provincial recognizing body for the program.

The Deputy CAO noted that the Municipality would need to be satisfied that participants had

completed the requirements established by the fire service before issuing any recognition.

Members discussed whether the Municipality could recognize completion by confirming that the required documentation and standards had been met.

Clary Coolen stated that certified instructors are in place and that the request is for an entity to recognize successful completion of the training.

It was noted that the Municipality of the District of Lunenburg has certified instructors and issues certificates for similar training.

Lyle Russell stated that his understanding was that the Municipality had previously been reluctant to issue certificates because it had no way to verify qualifications or confirm that participants had met the required standards. He suggested that instructor certification, completion of job performance requirements, and an independent review process could help address that concern.

Members discussed whether municipal involvement could provide an unbiased verification process to confirm that members had completed the program requirements.

The Deputy CAO clarified that the Municipality would not be responsible for delivering the program but would be asked to review and confirm the decisions made by qualified instructors and provide municipal sign-off where appropriate.

Rob Williams noted that part of the process would include confirming that the instructors are qualified.

Clary Coolen stated that the Fire Services and Safety Coordinator could provide a municipal avenue to confirm that the program is delivered appropriately.

The Deputy CAO asked whether the same request would be made if the current Fire Services and Safety Coordinator were not in the position.

Clary Coolen responded that oversight is needed to ensure accuracy and transparency, and that the Coordinator's credentials could allow him to act as an auditor on behalf of the Municipality. Councillor Bremner asked whether the items outlined in the motion were included in the current budget and whether funding had been identified.

The Deputy CAO noted that an analysis of the time required and the scope of the role would need to be completed before Council could consider the request.

Councillor Bremner asked whether the administrative support being requested would apply only to the Level I program or to other training opportunities as well.

Mitch Vail noted that a significant amount of administrative work had been required to build the program online and that the intent was to reduce the administrative burden on volunteers.

Councillor Bremner noted that grant writing and administration can require significant time. He asked whether the Commissions had been consulted and whether commission funding might be required if Council chose to support the request.

The Chairperson noted that commission training budgets may be available to support training-related costs.

MOVED by Lyle Russell, SECONDED by Clary Coolen that the Fire Services and Safety Coordinator position be reallocated to 100% for Fire Services as originally defined in the 2008 Job Description. ALL IN FAVOUR. MOTION CARRIED.

The Chairman noted that the motion from the Chiefs' Meeting was still to be dealt with.

MOVED by Clary Coolen, SECONDED by Lyle Russell that the Fire Advisory Committee approve of the following recommendation from the Chiefs' Meeting as written and recommend to Council for consideration:

That the Municipality of the District of Chester formally recognize the successful completion of the Level I Firefighter Training Program by issuing Certificates of Completion bearing the statement:

"In recognition of the successful completion of Level I Firefighting – IFSTA Essentials 8."

Further, that the Municipality assume an oversight role in the administration of the Level I Firefighter Training Program, including coordinating and assisting with testing processes, providing administrative support, receiving and administering applicable grant funding, and serving as the liaison between participating departments and the Province regarding firefighter training and certification matters.

ALL IN FAVOUR. MOTION CARRIED.

The Chairperson noted that requests may be brought forward through the Fire Advisory Committee as recommendations. He further noted that, where training costs have been budgeted by a Commission, the Commission may pay those costs directly or reimburse the Municipality as appropriate.

FSANS Representative

It was noted that a representative is required for FSANS and that the Fire Chiefs had requested that the Fire Services Coordinator serve in that capacity. The Fire Services Coordinator advised that he had spoken with FSANS and that they were willing to accept him as the Municipality's representative.

MOVED by Clary Coolen, SECONDED by Lyle Russell that the Fire Advisory Committee approve of the following recommendation from the Chiefs' Meeting and recommend to Council for consideration:

That the Fire Services Coordinator be appointed as the MOC Representative for FSANS, motion carried.

ALL IN FAVOUR. MOTION CARRIED.

It was confirmed that expenses for the Fire Services Coordinator would be borne by the Municipality.

9. ROUNDTABLE

Mitch Vail, Fire Services Coordinator:

The Fire Services Coordinator noted that he will continue to update the Committee when he is involved in provincial matters.

The Fire Services Coordinator advised that he had been invited to participate in a working group regarding a community risk assessment tool that had been presented to CAOs and Fire Coordinators. He explained that the tool is intended to collect information about community features, such as industrial, commercial, and water-related risks, and generate a service level assessment. He expressed concern that the tool is not yet ready for implementation and noted that Fire Coordinators had raised concerns about the consultation process, including whether Fire Chiefs had been invited to participate. It was noted that feedback would be provided and that a further meeting may be held.

The Fire Services Coordinator also commented that the Fire Chiefs appeared united at both the Chiefs' meeting and the Fire Advisory Committee meeting, which he viewed as positive for moving forward.

Clary Coolen, Hubbards Fire Department:

Clary Coolen reminded members to monitor their email for information regarding upcoming opportunities.

Scott Rafuse, Martins River Fire Department:

Scott Rafuse asked whether the Municipality is represented at Lunenburg Regional Fire Emergency meetings and suggested that representation should be considered if it is not already in place. He noted that information appears to be distributed more quickly to fire services in the Municipality of the District of Lunenburg than in the Municipality of the District of Chester.

Scott Rafuse also noted that the Municipality of the District of Lunenburg has purchased a sprinkler system and that departments interested in practicing with it should contact MODL.

The Deputy CAO asked if the Lunenburg Regional Fire Emergency group is similar to the Municipality's Fire Advisory Committee, with representation from Chiefs and Commissions. She suggested that the Fire Services Coordinator could reach out to the group as one option for improving the flow of information.

Scott Rafuse further noted that training costs through MODL appear to be lower.

Stephen Bond, Chester Basin Fire Department:

Stephen Bond noted that the department had received provincial grant funding to support training and had been operating within that funding. He advised that, by the end of the second course, costs may exceed the available funding. He explained that additional costs included meals for participants over the two-day training period, third-party oversight, and the construction of some training props. Members agreed that any costs exceeding the available funding would be divided among participating departments on a per-candidate basis.

Members discussed whether third-party oversight would continue to be required. It was noted that third-party oversight had been part of the original process for the first course and may be required

again if external requirements make it necessary.

Councillor Bremner:

Councillor Bremner noted that the Fire Services Coordinator's role is accountable to taxpayers and that Council needs to understand that the fire services are united and committed. He stated that additional clarity regarding the Coordinator's allocation to Fire Services was helpful, as some members had understood the position differently.

He noted that he can support something when he understands it and he needs to be able to defend the fire services. He knows the fire service members are respected – everything that has come through to Council indicates people respect fire services. He recommended that they not be afraid to build something between themselves and then come to Council.

10. DATE OF NEXT MEETING

The date of the next meeting is Tuesday, November 18, 2026.

11. ADJOURNMENT

The meeting adjourned at 8:58 p.m.

Len Stevens
Chairperson

Pamela Myra
Recording Secretary

Sched 7.4

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

Hybrid/Town of Lunenburg Town Hall and online via Teams.

September 2, 2026, from 7-8:30pm

Members Present:

Amy Chrysler, Councillor Kacy DeLong (MODL), Councillor Abdella Assaff (MOC), Councillor Penny Carver and Councillor Katherine McCarron (TOMB), Councillor Gale Fullerton (TOL), Deputy Mayor Jennifer McDonald (TOB)

Staff Present:

Tammie Bezanson, Ellen Johnson, Sana Karami, Dylan Heide, Tissy Bolivar

Guests Present:

Paul Tingley, Nova Scotia Department of Communities Culture, Tourism and Heritage

Regrets:

Luise Hopper, Lora Church, Teresa Alexander-Arab, Commission Chair Geraldine Pauley (VOC).

Meeting Called to Order:

As the Committee Vice-Chair sent regrets and the Chair was unexpectedly unable to attend the meeting, Councillor Kacy DeLong volunteered to chair the meeting. She called the meeting to order at 7: 15pm, beginning with a Land Acknowledgement.

2. Acknowledgements and Protocols:

2.1 Councillor DeLong read the reminder of accessibility as a human right.

2.2 Councillor DeLong 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.

Introductions took place.

3 Approval of Agenda:

3.1 MOTION TO APPROVE the agenda as circulated, SO MOVED by Councillor Penny Carver, SECONDED by Amy Chrysler. ALL IN FAVOUR. MOTION CARRIED.

4. Approval of Minutes:

4.1 MOTION TO APPROVE PREVIOUS JUNE 17 MEETING MINUTES AS CIRCULATED, MOVED BY Councillor Gale Fullerton, SECONDED BY Deputy Mayor Jennifer McDonald. ALL IN FAVOUR. MOTION CARRIED.

5. Guest Speaker

Paul Tingley, Province of Nova Scotia, Communities Culture, Tourism and Heritage provided a presentation about the Business and Community ACCESS-Ability programs.

Paul explained that the purpose of the programs is to improve accessibility and support the fulfillment of the Accessibility Act. He explained that successful projects have taken many forms but have been largely changes to the built environment so far.

The province has allocated \$800, 000 to this program (down from \$1 Million last year) and the number of applications has increased substantially over the past five years. The next opportunity to apply for this funding begins in October with a deadline of February 14, 2027. Work must be complete within the fiscal year 202 7-28.

The programs will cover 2/3 of project costs. However, because they are so popular, the chance of getting funding has dropped from a 56% chance to a 15% chance.

There have been a number of successful applicants in the South Shore region and Paul shared some examples. To see the full list of past recipients of this funding or to learn more about the programs, you can visit the websites at [Business Access-Ability](#) and [Community Access-Ability](#).

Committee members shared that Paul's support of their previous applications for funding was invaluable to the positive experience and effective accessibility improvements they achieved. One member asked about resources, especially those related to intellectual disabilities and accessibility.

Paul shared several resources with the group, including

- [Standards_for_Inclusive_Recreation_Programs.pdf](#)
- [RHFAC Rating Survey](#) – section 11 has Mind Friendly Environments
- <https://staging-marsddcom.kinsta.cloud/accessibility-policy-adoption-road-map-tool-kit/> is the research from the Municipalities efforts to become more accessible.

6. Accessibility Coordinator's Update

Ellen shared examples of some accessibility related work that happened over the summer:

- Town of Lunenburg

- Added three new accessible parking spaces located at the Community Centre and along the pathway to the outdoor pool.
- In the process of doing a sidewalk renewal project on Pelham St. that will improve accessibility significantly.
- Town of Bridgewater
 - In the process of completing work to improve and add to on-street accessible parking spaces at Bridgewater Elementary and Junior High Schools.
- Municipality of the District of Lunenburg
 - Indian Falls Park and Miller Point Peace Park have had significant upgrades with a focus on accessibility. There were relaunch events over the summer.
- Municipality of Chester
 - Installed Tactile Walking Surface Indicators (TWSI's) that are directional indicators. These are bars that are embedded in the walking surface that can lead a person who is blind or low vision to a specific location like a crosswalk or bus stop. This is the first one installed in the municipality.
 - The municipality is exploring a design for a new recreation facility that may also include a new municipal building/office space. There have been many opportunities for the public to engage and share their thoughts, including input from students. There will be more information about this and the next steps within the next few months.
- Town of Mahone Bay
 - The Bay Way multi-use trail that runs along Edgewater St. is now open. It is being heavily used by locals and visitors and people of all abilities.

Ellen also noted that she will be attending the upcoming Alzheimer Society of Nova Scotia Community Week event on September 23 from 1:30-3:30, at the Bridgewater Fire Hall. She will share information about the committee's call for committee members, copies of the Lunenburg County Accessibility Plan 2025-2028, and seek feedback from community about accessibility issues in Lunenburg County. Everyone is welcome and registration is recommended but not required. More information can be found on the [Alzheimer Society of Nova Scotia website](#).

7. Matters Arising (follow up from past meetings)

7.1 Update on presentations to Councils about the LCAAC: Chair Lora Church presented to all five municipal units in Lunenburg County in May and June and was accompanied by Ellen and Louise for most of these. Participation and questions varied between councils, but all appeared to be engaged and interested in the committee's work.

7.2 Town of Lunenburg request for input update: At the June 17 meeting, Town of Lunenburg staff requested some feedback from the committee on a proposed hopscotch

project on sidewalks in town. The committee's feedback was provided in response. The update from Town staff on this project is that it is on hold for now.

7.3 PEACH project update: The project to document municipal public spaces in Lunenburg County is underway. There were some slowdowns with the contract process but everything is moving on now and they will be back to present their work at the November LCAAC meeting.

7.4 MOC Public Works Building update: Tammie Bezanson, LCAAC staff resource from MOC, gave an update on work taking place at the MOC Public Works Building. The last LCAAC meeting was held there and committee members provided some feedback about the accessibility of the space.

Tammie reported that power door buttons at the main public entrance are now functioning and there is a doorbell at the entrance to ensure visitors can be heard if no one is at the desk at that moment. Additional improvements are planned for the entrance to make it barrier free, with more planned for staff areas on a longer timeline.

7.5 Seeking new LCAAC members: Ellen explained that there are three LCAAC Community Member vacancies to be filled (one now and two at the end of December). Because the process can take a long time, advertising for all three is happening now with a deadline of October 9, 2026.

The group discussed the best ways to ensure members apply and are engaged. One member noted a concern that community members on the committee are sometimes absent and it seems that these absences are more frequent than elected official member absences. Because the committee really wants to hear from people with first voice experience of disability, it is important to explore if this is the case and how we can ensure any barriers to participating as a community member can be minimized or removed.

Suggestions to recruit applicants to the committee included:

- LCAAC members share the information with people they know in community to spread the word.
- Ellen can provide paper copies or the weblink to the application form at the Alzheimer Society event on September 23 in Bridgewater.
- Ellen to explore if there are barriers to participating as a community member on the LCAAC through review of absences and asking for feedback from community members.

8. New Business

8.1 Plan for IDPD 2026: The International Day of Persons with Disabilities is happening on December 3 and the Lunenburg County Accessibility Plan includes an action that says the municipal units will mark this day of significance in some way. The committee discussed how they might support the planning of an event or some sort of initiative.

Some ideas included:

- Doing another First Voice Panel.
- Sharing stories of persons with disabilities in our region.
- Partnering with other organizations with similar focus to plan an event.

The group requested that Ellen reach out to potential partners to gauge interest. Amy Chrysler volunteered to support this project if needed.

9. Roundtable Discussion

Councillor Carver shared that Mahone Bay United brought in trainers to teach their soccer coaches to work with children with disabilities. They offer a range of soccer programming, , including inclusive programs.

Councillor Carver also shared that there are new accessibility features along Edgewater St. A new crosswalk, for example, and new audible crossing features. These are a new thing in the Town, and staff and Council are wondering if there will be feedback from community about the change.

It was also noted that NSFM conference is taking place during the week of the November LCAAC meeting. It may be advisable to change the date. Ellen will send out a poll to determine a new time.

10. Next Meeting: October 7, 2026, Town of Bridgewater Committee Room

11. Adjournment

The meeting was adjourned at 8:20 as all items on the agenda were complete.