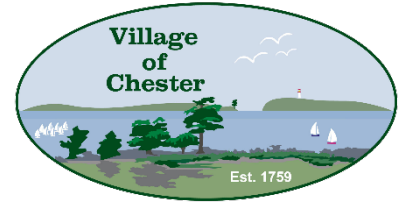


Agenda

Village Commission Monthly Meeting
Wednesday, June 11, 2025 @ 7:00 pm



In-Person & Virtual Meeting

Village Commission Office, 27 Pleasant Street, Chester

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

Note: This is the first Village Commission meeting since the 2025 Election-by-acclamation. It immediately follows the 2025 Annual General Meeting.

1.0 Call to Order

2.0 Swearing-in of Commissioners-elect

3.0 Annual Election of Chair and Vice-chair

4.0 Approval/Amendment of Agenda

5.0 Approval/Amendment of Minutes

5.1 Monthly Commission Meeting: May 21, 2025

6.0 Business Arising

6.1 Memo: Community Grant Overlooked Applicant

6.2 External Committee Re-appointments

7.0 Correspondence – Nil

8.0 Reports and External Committees

8.1 Report from the Chair

8.2 Clerk/Treasurer Report, incl. IT Supplier Update

8.3 Chester Fire Services Committee

8.4 Lunenburg County Accessibility Committee

8.5 MODC Village Planning Advisory Committee

8.6 MODC Equity, Diversity & Inclusion Committee

9.0 New Business

9.1 Lunenburg County Senior Safety Program: Membership

10.0 Commissioner Roundtable

11.0 In-Camera – Nil

12.0 Resumption of Public Meeting – Nil

13.0 Adjournment

Next Meeting(s)

- **Monthly:** July 16, 2025 @ 6:00 pm – 27 Pleasant St & Livestream
- **Monthly:** August 20, 2025 @ 6:00 pm – 27 Pleasant St & Livestream

Schedule 2.0



**Village of Chester Commission
Oath of Office & Confidentiality Agreement**

I, _____, a Commissioner of the Village of Chester, declare that, in carrying out the duties as a Commissioner, I will:

1. Exercise the powers of my office and fulfill my responsibilities in good faith and in the best interests of the Village residents.
2. Exercise these responsibilities, at all times, with due diligence, care, and skill in a reasonable and prudent manner.
3. Respect and support the by-laws, policies, code of conduct, and decisions of the Commission.
4. Keep confidential all information that I learn about Commissioners, personnel, contract negotiation and any other matters specifically determined by the Commission to be matters of confidence including matters dealt with during in-camera meetings.
5. Conduct myself in spirit of congeniality and respect for the collective decisions of the Commission and subordinate my personal interest.
6. Immediately declare any personal conflict of interest that may come to my attention.

SWORN/AFFIRMED at **CHESTER, Nova Scotia** in the County of Lunenburg this
____ day of _____, 2025:

Village Commissioner

Before me:

Heather McCallum, A Commissioner of Oaths

Schedule 5.1

Minutes DRAFT

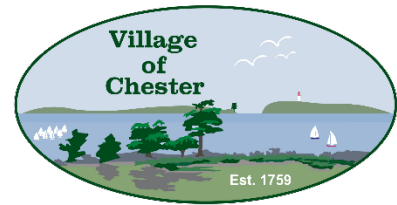
Village Commission Monthly Meeting

Wednesday, May 21, 2025 – 4:00 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: Councillor Tom Bremner, MODC District 3
Wilson Fitt, New Fire Station Project Director, Chester Fire Services
Committee (CFSC)
Colin MacDonald, Chair, CFSC
Norm Countway, Vice-chair, CFSC

1.0 Call to Order

Chair Pauley called the May 21, 2025 Regular Monthly Meeting of the Village of Chester Commission to order at 4:02 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 #25-035: Commissioner Nauss moved; Vice-chair O'Malley seconded: That the Agenda of the May 21, 2025 Regular Monthly Meeting be approved as presented.

Motion carried unanimously.

4.0 Approval/Amendment of Minutes

4.1 Monthly Commission Meeting: Wednesday, Apr 9, 2025

Motion #25-036: Commissioner T. Mulrooney moved; Commissioner Nauss seconded: That the Minutes of the Apr 9, 2025 Regular Monthly Commission Meeting be approved as presented.
Motion carried unanimously.

4.2 Special Commission Meeting: Tuesday, May 6, 2025

Motion #25-037: Commissioner L. Mulrooney moved; Commissioner T. Mulrooney seconded: That the Minutes of the May 6, 2025 Special Commission Meeting be approved as presented.
Motion carried unanimously.

5.0 Business Arising

5.1 2025/26 Village Budget Final

C/T McCallum included a clean copy of the approved Village budget for review with the amendments requested on April 9, 2025.

Members of the Commission expressed concern with their previous decision around accessing the Operating Reserve to pay for extra compost pick-ups.

Motion #25-038: Commissioner L. Mulrooney moved; Vice-Chair O'Malley seconded: That 2025 extra compost bin pick-ups be for fourteen weeks – June 15 to September 19, 2025, and not take Operating Reserve funds for the service.
Motion carried unanimously.

Chair Pauley stated that if the expected postal strike happens, the Commissioners may have to communicate with Villagers about the election.

Motion #25-039: Commissioner Nauss moved; Vice-Chair O'Malley seconded: That the 2025/26 Village Budget be approved as amended and discussed at this meeting.
Motion carried unanimously.

5.2 Saltscapes Expo Report

Commissioner Nauss reported that the event was a great experience and approximately 1,481 people visited the booth. The organizers are going to make sure next year's booking does not fall on the Mother's Day Sunday, as this affected attendance. She indicated her willingness to do Saltscapes again next year, if the Commission decides to participate again.

Chair Pauley and the Commissioners expressed their gratitude to Commissioner Nauss for attending this event for the whole weekend.

5.3 Village Newsletter

Chair Pauley clarified that the intent for the newsletter was for the Commissioners to develop information to be put in the newsletter and then the Clerk/Treasurer would edit and layout the newsletter document. The deadline for information to be given to the Clerk/Treasurer is Monday, June 2, 2025.

6.0 Correspondence – Nil

7.0 Reports

7.1 Report from the Chair

Chair Pauley reported that the Visitor information Centre (VIC) is nearly ready for opening. An Open House is planned to correspond with the opening of the Chester Farmers and Artisan Market, also at the train station. She has invited Municipal Councillors, the Chester Merchants Association, the Heritage Society, etc.

A summer student was not approved for staffing the VIC. Ashley Marlin, MODC's Community Economic Development Officer, has generously offered one day a week of her time to the VIC. Chair Pauley will seek volunteers, especially seniors, to provide staffing and pay them an honorarium from the funds set aside for the student.

Commissioner L. Mulrooney suggested that volunteers who staff the VIC could be given cash honorariums and/or Farmers Market dollars. The Chester Market opens for the season on Friday, May 23, 2025. UPDATE: Rescheduled to May 30, 2025 due to weather. The VIC Open House will take place 10:00 am – 2:00 pm and Commiss

7.2 Clerk/Treasurer Report

C/T McCallum presented the monthly activity and financial overview reports ([Schedule 7.2](#)). The 2024/25 Q4 Budget Variance Report was also included for review.

Investment reports from 2024/25 Q4 have been received and copies available upon request. These are not as up-to-date as the financial report, however.

Lawrence Lake, Auditor, was in the office on May 16, 2025 to begin the Audit. There will be another Audit Committee scheduled to receive his report before the Annual General Meeting scheduled for June 11th at 6:30 pm.

Maritime Insulators were working on the Public Washrooms roof insulation today, and Eastern Fence have removed the old fence at the Jib Lot. Kerry Keddy will be looking after installation and maintenance of flower baskets again this summer.

7.3 Chester Fire Services Committee (CFSC)

The CFSC's approved minutes of Apr 2 and Apr 29, 2025 were shared for information. (www.chesterfirecommittee.ca)

7.4 Lunenburg County Accessibility Advisory Committee (LCAAC)

Chair Pauley reported that the work continues to move forward by the Committee.

The LCAAC minutes of Apr 2, 2025 were shared 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 that there was not a quorum at the last meeting date/time.

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

8.0 New/Other Business

8.1 Request for Decision: Community Grant Applications

C/T McCallum reviewed the Request for Decision report ([Schedule 8.0](#)). The Commission discussed the applications.

Motion #25-040: Commissioner L Mulrooney moved; Vice-Chair O'Malley seconded:

That the Commission award 2025/26 community grants in the following amounts:

- | | |
|--|-----------|
| a) Chester Art Centre – Mabon Harvest Lantern Festival | \$2000.00 |
| b) Chester Merchants Association – Village Christmas | \$2000.00 |
| c) Chester Municipal Heritage Society – Canada Day | \$2000.00 |
| d) Chester Playhouse – Sarah Hagen Concert & Art Show | \$2000.00 |
| e) Chester Yacht Club – Chester Race Week | \$1000.00 |

f) The remainder of the budget monies go to the VIC \$1000.00
For a total disbursement of \$10,000 per the “Celebrations” budget.
Motion carried unanimously.

The Commission agreed by consensus to jump to the In-Camera Meeting (Item 10) at this point to accommodate the guests present from the Chester Fire Services Committee.

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

Motion #25-041: Commissioner Nauss moved; Vice-Chair O’Malley 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 5:03 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 5:22 pm.

11.1 CFSC Request for Decision re: 2025/26 Capital Loan

A recorded vote was requested for the decision on the ask (*Schedule 11.1*).

Motion #25-042: Commissioner Nauss moved; Vice-Chair O’Malley seconded:
That the Chester Village Commission approves the Chester Fire Services Committee’s 2025/26 capital borrowing plan to seek a loan of \$1.3 million to finance Phase 2 of the Chester Fire Station Project and guarantees the loan repayment
For: 4 Commissioners (L. Mulrooney, Nauss, O’Malley, Pauley).
Against: 1 Commissioner (T. Mulrooney).
Motion carried.

8.0 New/Other Business, continued

8.2 Annual Review of Reimbursement and Hospitality Policies

C/T McCallum explained that under the *Municipal Government Act*, the Village Commission is required to re-consider these policies annually and report at the Annual General Meeting.

(a) Reimbursement Policy

The Clerk/Treasurer noted that the Policy had an overhaul last year and does not recommend amendments at this time. The application forms for 2025 will need to be updated for 2025 Provincial mileage, which is covered in the Policy.

Motion #25-043: Moved and seconded: That the Village of Chester Commission re-affirms the Reimbursement Policy as amended in 2024. The application forms to be updated for 2025 Provincial mileage rates.

Motion carried unanimously.

(b) Hospitality Policy

The Clerk/Treasurer noted that this policy was new in 2024 and does not recommend amendments at this time.

Motion #25-044: Vice-chair O'Malley moved; Commissioner Nauss seconded: That the Village of Chester Commission re-affirms the Hospitality Policy as adopted in 2024.

Motion carried unanimously.

8.3 Annual Review of Property Tax Exemption Policy

C/T McCallum noted that the Policy requires re-consideration after the passage of the annual budget to possibly adjust exemption thresholds (Schedule 8.3). Her recommendation this year is to amend Clause 20 to increase the amount of exemption by 2024 CPI (2.3%).

Motion #25-045: Commissioner L. Mulrooney moved; Commissioner T. Mulrooney seconded: That the Village of Chester Commission approves the 2025 draft amendments to the Property Tax Exemption Policy as presented.

Motion carried unanimously.

8.4 Memo: Parking on Lido Lawn

C/T McCallum reviewed her memo on a potential public safety hazard (*Schedule 8.4*).

ACTION: The Clerk/Treasurer to investigate costs and logistics to install a line of boulders.

9.0 Commissioner Roundtable – Nil

12.0 Adjournment

There being no further business, the meeting was adjourned at 5:54 pm.

Important Date(s)

- **Village Election:** Nomination deadline Jun 4, 2025 @ 5:00 pm;

Next Meeting(s)

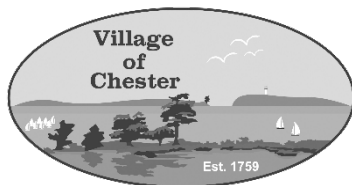
- **Monthly:** Jun 11, 2025 @ 5:00 pm – 27 Pleasant St & Livestream
- **Annual General Meeting:** Jun 11, 2025 @ 6:30 pm – 27 Pleasant St & Livestream

Commission Chair
Geraldine Pauley

Clerk/Treasurer
Heather McCallum

DRAFT

Schedule 6.1



Village of Chester Commission Request for Decision June 11, 2025

RE: Community Grants 2025/26 – Overlooked Applicant

Issue Summary

A sixth community grant application – from the Lunenburg Farmers & Artisan Market – was overlooked! It arrived on March 17, 2025, so did come in advance of the April 1 deadline. It came as photos so didn't register as an application with staff until the Market followed up this week and we located the original email.

Sincere apologies to the Commission (and the applicant) for missing this. See Recommendations for suggested steps to avoid in future.

Background and Description

This application is from the Lunenburg Farmers & Artisans Market for support of their "Customer Appreciation BBQ" to be held on "the Friday before or after Canada Day", i.e., June 27th or July 4th. The ask is for \$1,800.

The Market is a new applicant to the Village grant program and its application suits the program parameters.

At the May 21st Commission Meeting, 2025/26 grants were allocated for a total of \$9,000 (of a \$10,000 budget) to five community organizations. The last \$1,000 was allocated to the Commission's own Visitor Information Centre (VIC).

There are a couple of potential sources to replace the upgraded funding for the VIC:

- Due to the postal strike, a flyer was not mailed out for the AGM (approx. \$1,000 savings).
- Due to the election-by-acclamation, most of the Election budget will not be required (approx. \$2,000 savings).

Options

1. That the Commission granting the \$1,000 not allocated to a community group to the Farmers & Artisans Market and re-allocate some or all of the unspent AGM/Election budget to the VIC.
2. That the Commission re-allocate funds to the Farmers Market and VIC in some other amounts.
3. That the Commission decline to make changes to the decision taken on May 21st.

Recommendations

Staff recommend options 1 or 2 to include the Farmers Market as a new participant in the program and support a highlight of the summer season in the Village. Further resources to the new VIC would also go a long way to ensuring this launch and test year is successful. See Draft Motions below.

Also...

Staff is very concerned about this application being missed/lost in email and wishes to prevent this happening again. Recommend that applications be mandated to go back to being received as hard copies only, whether mailed or dropped off. The application form and promotion would be updated to reflect this requirement next year.

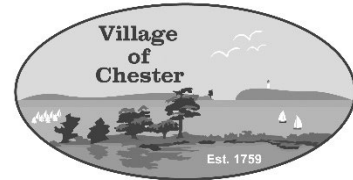
Staff also recommend a locked mailbox be installed outside the door so that such documents can be securely dropped off outside of office hours.

Draft Motion(s)

- That the Commission rescind the awarding of a \$1,000 2025/26 community grant from the Visitor Information Centre AND award the funds to the Chester Farmers & Artisans Market for their Customer Appreciation BBQ in the amount of \$1,000 from the Celebrations/Community Grants budget line.
- That \$_____ of unspent funds for the AGM and/or Election in the 2025/26 Village Budget be re-allocated to the Visitor Information Centre.

Schedule 8.2

Village of Chester Commission Clerk/Treasurer Monthly Report June 11, 2025



- **Scotiabank:**

- The May 2025 bank statement has been reconciled. The Village main operations account opened the month with \$723,954 and ended with \$442,053, reflecting the move of the Provincial “GRIT” grant of \$242,000 being moved to the Lido Reserve.
- Account balances as of June 6th were:

Banking Accounts	
• Daily Operations account	\$ 446,125
Investment Accounts	
• Operating reserve	\$ 86,312
• Lido Pool reserve	\$ 437,894
• Utilities reserve	\$ 42,284
• EMC Building reserve	\$ 28,375

- **2024/25 Audit**

- As the 2024/25 Financial Statement is expected to be approved at the Annual General Meeting immediately before this one, next steps will be to receive the final documents from the auditor for signatures and posting.

- **HST Rebate**

- Notices of assessment for the 2024/25 HST Rebate have been received in the amounts of \$17,497 for Q1-2 and \$14,377 for Q3-4. A cheque for the latter has been received.
- Note that this is not considered income by the auditor, as it is a rebate on HST paid out.

- **Lido Pool**

- Lifeguards have been hired for summer 2025. An orientation meeting will be scheduled for June 26, 2025.
- Lido Repairs project: Interior pool wall repair work by J. Mason Contracting is completed. Regarding the awning replacement, I have quite a few estimates collected but waiting on one final one from the company who put up the awning we have now. I'll circulate a report/recommendation on that when I have it.

- **Public Washroom/Lido Accessibility Project**

- All Outdoors Landscaping reports that the materials have been purchased for the washroom retrofit work. Awaiting confirmation of the work dates.
 - The revised roadside Lido Pool/Public Washroom sign was confirmed with New Century Signs; awaiting production timeline.
 - There was a site visit yesterday with the metal fabricator to finalize the price on the concrete ramp being installed in the fall. All Outdoors Landscaping's subcontractor for the accessible pool ramp, J. Mason Contracting, plans to do the installation after the swimming season in September. A revised project cost sheet will be provided once this is all in.
- **IT Supplier**
 - See memo attached.

Report completed by:
Heather McCallum, Clerk/Treasurer

Village of Chester Commission
Memorandum
June 11, 2025

RE: New IT Back-end Supplier

Summary

The Village currently has its IT back-end network supported by the Municipal Joint Services Board (MJSB). MJSB provide IT and other services to its founding partners, the Town of Bridgewater, Town of Mahone Bay, and Municipality of the District of Lunenburg. They have advised they will be moving toward discontinuing service to external clients in the next few years.

Furthermore, MJSB will be charging an additional fee of \$1,775 to external clients in August to cover a new insurance cost and have also advised that our service costs will likely increase to \$10-15,000 in 2026/27.

The Village renewed its service agreement for 2025/26 on a month-to-month basis. MJSB is aware that our intention is to seek a new supplier and they have already confirmed that they will support a smooth transition at no additional cost.

Background and Description

Having a back-end IT systems supplier is non-negotiable, particularly for network/Microsoft security and daily off-site data backups. For responsible and efficient risk management and records management, these services are contracted out. Think of it as insurance!

The annual contract is under the \$10,000 threshold in the Village's Purchasing Policy, so a Request for Proposals process was not required to seek a new supplier. Several other municipalities and villages were canvassed for recommendations on suppliers familiar with government records management and freedom of information/protection of privacy (FOIPOP) requirements.

Two suppliers were approached for a service quotation. Both came to the Village office for a site inspection and were briefed on current services. Both confirmed that server data is stored in Canada.

A. Digital nGenuity

Digital nGenuity support the Town of Lunenburg, Village of Port Williams, Municipality of Clare, Maritime Aboriginal Peoples Council, IWK, etc. They are located in Dartmouth (Burnside). <https://ngenuity.ca/>

B. G23 Technologies Inc.

G23 were recommended by MJSB. They support the Towns of Pictou, Shelburne, and Yarmouth and the Municipality of Shelburne as well as AV support for the Town of Truro Council Chamber. They are located in Hammonds Plains. <https://g23.ca/>

Interestingly, I approached G23 later about a scaled-down service due to our size and they were willing to re-quote on that basis. They confirmed that they would be able to maintain this approach going forward, unless, of course, the Village's needs were to change.

C. Cost Comparison

A chart is included that depicts the current contract costs from MJSB and compares against the quotations provided by the two suppliers. G23's second quote is preferable for the Village's current needs.

Recommendation

Staff recommend going ahead with contracting G23 Technologies and planning the transition with MJSB.

As the change in supplier does not increase the budget, a Commission motion is not required, but always preferred.

Draft Motion

That G23 Technologies be contracted to replace the Municipal Joint Services Board as the Village Commission's IT supplier for a rate of \$250/month + HST plus Microsoft and antivirus licenses, with the transition to take place by the end of July 2025.

**IT Managed Services Provider
Estimates 2025/26**

	MJSB <i>*This figure is in 2025/26 Budget</i>	Digital nGenuity	G23 Technologies	G23 Technologies Revised
Support Services:				
Network security, infrastructure management, endpoint management, support desk, website domain management	\$3,650.00	\$6,210.00	\$6,500.00	\$3,000.00
Microsoft 365 licenses: 2 Standard, 5 Basic	\$1,872.00	Incl	\$798.00	\$942.00
Anti-virus licenses	\$539.00	Incl	Incl	\$270.00
Website domain license renewals (x4)	Incl	Incl	Incl	\$114.96
Helpdesk	Incl	Incl	Incl	Incl
KnowBe4 IT security training	\$210.00	N/a	N/a	N/a
Subtotal	\$6,271.00	\$6,210.00	\$7,298.00	\$4,326.96
Payable portion of HST 4.286%	\$268.78	\$266.16	\$312.79	\$185.45
Total annual	\$6,539.78	\$6,476.16	\$7,610.79	\$4,512.41
<hr/>				
<i>Pro-rated: MJSB for Q1 + G23 for Q2-4</i>	\$1,634.94			\$3,384.31
<i>Total for 2025/26</i>				\$5,019.25



Minutes

Chester Fire Services Committee (CFSC) Monthly Meeting

Wednesday, May 7, 2025 at 5:00 pm

Village Commission Boardroom, 27 Pleasant Street, Chester

Present	Colin MacDonald, Chair Norm Countway, Vice-chair Kirk Collicutt, Treasurer-Secretary Wilson Fitt Nancy Hatch James Robert
Other	Jared MacDonald, Deputy Fire Chief, Chester Volunteer Fire Department (CVFD) Heather McCallum, Administrator (Clerk/Treasurer, Village of Chester) Maxine Veinot, Recording Secretary (Admin Assistant, Village of Chester)
Regrets	Cody Stevens, Fire Chief, Chester Volunteer Fire Department (CVFD)
Guest(s)	Tom Bremner, Chester Municipal Councillor, District 3 Randy O'Malley, Chester Village Commissioner Philip Stevens

1. Call to Order

The meeting was called to order by the Chair at 4:59 pm.

2. Approval of Agenda

The agenda was approved by consensus as presented.

3. Approval of Minutes

3.1 Monthly Meeting: Apr 2, 2025

Ms. Hatch noted a type-o cutting off the time of the meeting call to order on Apr 2; this has been corrected.

Motion: Moved by Ms. Hatch; seconded by Mr. Countway:
That the Committee approves the Minutes of the Wednesday, Apr 2, 2025 Monthly Meeting as amended.

Motion carried.

3.2 Monthly Meeting: Apr 29, 2025

Motion: Moved by Ms. Hatch; seconded by Mr. Countway:
That the Committee approves the Minutes of the Tuesday, Apr 29, 2025 Special Meeting as presented.

Motion carried.

4. Business Arising

4.1 Second Revising Agreement

Ms. McCallum reported that the attached Agreement was approved by Municipal Council on May 5th, and by the Village Commission on May 6th (*Schedule 4.1*). She noted that Sam Lamey made some minor revisions that did not substantively change Jon Cuming's draft; Mr. Cuming reviewed and had no issues.

Next steps:

- A Request for Decision must go to Council/Commission asking for approval and a guarantee on the specific dollar amount for Phase 2. This will be submitted to the Commission meeting on May 21, and (hopefully) to Council on May 29.
ACTION: The draft RFD will be circulated to Committee members as soon as possible.
- The loan approval and guarantee must go to the Minister of Municipal Affairs for approval.
- Once a certificate of approval to borrow is received from the Minister, the Committee can approach financial institutions for the loan.

ACTION: Ms. McCallum will update progress in the June 4, 2025 meeting.

5. Chester Volunteer Fire Department: Activity Report

Deputy Chief MacDonald presented the May report (*Schedule 5*).

In response to a question about the process of illegal burns and CVFD involvement, Deputy MacDonald explained that illegal burns are a summary offense enforceable by the RCMP.

6. Reports

6.1 Secretary-Treasurer

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

Mr. Collicutt reviewed the finances and reported that the 2024/25 audit is underway, and a report will be presented at the July 2, 2025 meeting.

MODC's Finance Department are investigating a methodology to return the 2024/25 fire tax that was collected on the defunct service. Depending on the sale price of the old boat, this may be able to be accommodated there.

6.2 New Fire Station Project

Mr. Fitt commented that the Committee must clarify which scenario that is to be used to base the final specs for the RFP. After discussion it was agreed to use scenario #3. Note: Reminder that the RFPs cannot go out until the loan is in place.

Mr. Robert was asked the status of the land transfer; all parties are eager to complete the work, but the lawyer of the neighbouring landowner is the bottleneck.

6.3 Communications Sub-Committee

Mr. Countway reported that firefighter videos are almost ready to be posted. Next, Mr. Broley and Mr. Countway can begin on the process of promos. A video will be built comparing a paid service with a volunteer service, as well as educating the ratepayers on various fire rates throughout the province.

6.4 Fundraising Sub-Committee

Chair MacDonald is ready to begin the fundraising for the new Fire Department build, focusing on the positive story of protection of the community and property.

7. New Business – Nil

8. In Camera Meeting – Nil

9. Resumption of Public Meeting - Nil

10. Other Business

Ms. Hatch asked if the letter has gone out requesting the donations to date, and if/when they will be invested. Ms. McCallum explained that an ask has to go to MODC from the Fire Department (not the Committee) for the Designated Community Fund monies.

ACTION: Ms. McCallum will provide a draft to the Fire Chief.

11. Adjournment

The meeting was adjourned at 5:58 pm.

Next meetings:

- **Regular:** Jun 4, 2025 at 5:00 pm; Village Commission boardroom
- **Regular:** Jul 2, 2025 at 5:00 pm; Village Commission boardroom

CFSC Secretary
Kirk Collicutt

VOC Clerk/Treasurer
Heather McCallum

Schedule 8.4

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

Held online via Zoom.

April 2, 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 Warden Abdella Assaff (MODC), Councillor Morgen Reinhardt (MODL Alternate)

Staff Present:

Tammie Bezanson (CET-MOC), Ellen Johnson (Regional Accessibility Coordinator), Tissy Bolivar (Recreation-MODL), Dylan Heide (Policy-TOMB), Heather McCallum (VoC), Mark Flint (Deputy CAO-TOB)

Guests Present: None.

Regrets:

Chair Geraldine Pauley (VOC), Councillor Jennifer McDonald (TOB), Councillor Kacy DeLong (MODL). Scott Lutes (Community Member)

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 MOTION TO APPROVE the agenda, moved by Gale Fullerton, seconded by Louise Hopper. ALL IN FAVOR, SO MOVED.

4. Welcome and Introductions

Each member introduced themselves and, if they wanted to, shared their connection with accessibility and disability.

5. Approval of Minutes:

5.1 MOTION TO APPROVE previous meeting minutes for February 5, 2025, moved by Peggy McCalla, seconded by Abdella Assaff. ALL IN FAVOR, SO MOVED.

6. Accessibility Coordinator's Update

- The Built Environment Accessibility Standard under the Accessibility Act is now law. It essentially means that any new or redeveloped areas that are covered by these regulations will need to comply, most by April 1, 2026. Some education about this new regulation will come from the province soon.
- The Lunenburg County Accessibility Plan was submitted on April 1st. There is also a requirement to submit a plan related to Anti-Racism and Diversity under the Nova Scotia Dismantling Racism and Hate Act. This Act will also cover accessibility along with other underserved and underrepresented groups in Nova Scotia.
- Ellen has shared with the committee by email a report provided by Engage Nova Scotia that focuses on persons with disabilities in Lunenburg County. The information in the report gives information about the quality of life of this population, not just the number of people with disabilities there are. Engage NS will be doing their second survey this spring and should have more detailed information related to disability.
- There will be a student from the NSCC Disability Supports Program working with Ellen for a placement for part of April and May.

7. Matters Arising

7.1 Lunenburg County Accessibility Plan Update: Ellen noted that the plan is now submitted and will next be working on a work plan to see how the five municipalities will work together to achieve the actions outlined in the plan. Focus will also be on finalizing and sharing the individual municipal plans.

One member asked about the process now that the plan has been submitted. Ellen responded that the Accessibility Act requirement is that the plan is completed and shared publicly. After this, there is a compliance portion of the process. This will involve the Accessibility Directorate reviewing the plan and checking if it meets the requirements for plans (e.g., was the public consulted? Are there plans to address accessibility barriers? Did we say how we would evaluate the progress?, etc.). If there is a problem with compliance, the approach will be collaborative to support us to address any gaps.

7.2 LCAAC Orientation: Penny explained that it is time for an orientation. She requested feedback about preferences for timing. Preferences varied and Ellen will create a doodle poll with several options.

8. New Business

8.1 Public Engagement and Training: Ellen is seeking input from the LCAAC about public engagement. Community engagement sessions have been happening several times a month in coordination with the Anti-Racism and Diversity Coordinator. If committee members are aware of other locations that would be appropriate for these opportunities, please let Ellen know.

There have also been some increased opportunities to collaborate with other service providers. Ellen is suggesting more collaborative events like this and seeking any feedback from the committee. One committee member suggested collaboration with the business community to ensure they are in the loop with what is happening with accessibility. Other members noted that Community Living Facilitators and Local area Coordinators are newly assigned to the Lunenburg County area to support the Remedy and also the Family Resource Centres may be good places to look for connections.

8.2. Potential Guest Speakers: Penny led a discussion about which guest speakers the group would like to hear from for learning. The group noted that they are interested most in hearing about the Remedy, more detailed information about specific disabilities (e.g., vision loss, Multiple Chemical Sensitivities, Autism), and an update from the Mobility Cup that took place last summer.

Ellen will reach out to Lora and CNIB to arrange presentations about the Remedy and vision loss to start.

9. Roundtable Discussion

Peggy shared that there was a program on accessibility on Maritime Noon today, April 2, that may be of interest to people.

Louise shared that Public Health, along with other partners, hosted an event called, “Thinking Beyond Band aids” intended to be a community conversation related to solving complex issues (e.g., housing, income, poverty, food insecurity, gender-based violence, transportation). Nearly 70 people showed up on March 31. There will be follow-up on this in additional upcoming conversations. If anyone is interested, reach out to Louise for more information.

10. Date of Next Meeting: May 7, 2025

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

Schedule 9.1

From: **David Murdoch**
Date: Wed, Jun 4, 2025 at 9:12 AM
Subject: Re: Lunenburg County Seniors' Safety
To: Geraldine Pauley

Good Morning Geraldine,

I'll call you a bit later but I had prepared this to help with our search.

Lunenburg County Seniors Safety Program is recruiting board members.

LCSSP is a free community-based service that works collaboratively with Bridgewater Police Service, RCMP, and many community partners to help address the safety concerns of older adults residing in Lunenburg County. The service is free and is provided through awareness campaigns, advocacy, educational programs, community presentations and one to one service. LCSSP continues to provide comfortable and safe places for visits and presentations in supporting older adults and amplifying their voices. It's through trusted and caring community partnerships that our program continues to provide quality service and support in Lunenburg County.

The LCSSP Coordinator is employed to provide the service. See also <https://www.facebook.com/lunenburgseniorssafety>
<https://www.bridgewater.ca/committees/about-committees/lunenburg-county-seniors-safety>
Article from South Shore Breaker dated April 2024 attached.

The LCSSP Board consists of two police representatives, one municipal councillor from each municipality in Lunenburg County and nine positions filled by community partner organizations and/or individual members-at-large.

For more information about the Board, please contact:

David Murdoch,
Chair, Lunenburg County Seniors' Safety Partnership Society
Phone: 902 277 0766
Email: davidjmurdoch@gmail.com

Seniors' Safety Program active in Lunenburg County

JOSH HEALEY
SOUTH SHORE BREAKER

Food insecurity, rising housing costs and fraud are just some of the challenges facing Nova Scotia's ever-growing senior population — Lunenburg County is no exception.

In fact, as per Statistics Canada's 2021 census, the county boasts one of the highest median ages in the province at 54 years old. Nova Scotia's median is 45.6. Increasingly, seniors are looking for help to navigate their changing circumstances, and that's where the Lunenburg County Seniors' Safety Program (LCSSP) steps in.

"There's a lot of resilience in Lunenburg County. And a lot of pride. Being respectful of an individual's wishes, we explore what options they're comfortable with in address-

ing any concerns they have about their situation," explained Lisa Bennett, the coordinator for LCSSP. "There's a lot of resources in the community we can tap into."

The program was officially initiated in 2009 as a way to promote and enhance the well-being of seniors across Lunenburg County. Originally a pilot project, LCSSP has grown to become an integral resource to seniors as it provides information, support and education at no cost.

The program is made possible through funding and grants from both government and community partners.

And it couldn't be available at a more critical time given Lunenburg County's aging population.

"We know that (population) is growing," said Bennett. "People are coming here to

retire or coming home after living in a different province or a different country. It's important to get the information out there so people can make informed choices."

Bennett explained rising housing and rent costs, food insecurity, fraud and other factors are making it more difficult for seniors to manage their retirement. Often, people don't know where to turn for help.

"With fixed incomes, if the rent increases, they can't make it stretch any further," she said.

However, through LCSSP, Bennett is able to either meet with seniors one-on-one or direct them to appropriate resources to alleviate the pressure. It only takes a call or an email to get the ball rolling, and part of Bennett's job is to get out into the community to talk about the program.

Tamara Ballard previously worked in geriatrics. Through her work experience, she saw some of the challenges facing seniors locally and thought she could make a difference.

Today, she is the vice-chair of LCSSP and part of the board that oversees Bennett and the program to make sure they are making as large an impact as they can. The board is made up of 16 individuals, some of which include representatives from the local municipalities, the RCMP, Bridgewater Police and community members. Together, and with their funding partners, they are working to help seniors in their community.

"We couldn't do it without them," said Ballard, noting the growing population. "And that's part of our work as the board of directors. We're working on that strategic plan

for what's coming down the pipes."

Part of that planning piece is ensuring the information is out there and seniors are prepared. To do that, LCSSP has several sub-programs, ranging from their Seniors' Safety Academy, which is a six-week course, to the Vial of Life and aims to lessen the burden.

None of this would be possible without funding or volunteers.

"And we're always looking for volunteers on the board," said Ballard.

The next Seniors' Safety Academy starts April 10 and runs until May 15. The classes will be held at the New Ross Family Resource Centre. People looking for more information on LCSSP can go reach out to Bennett at 902-543-3567 or email lisa.bennett@bridgewaterpolice.ca.