

# Minutes DRAFT

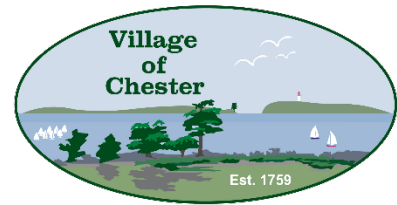
## Village Commission Monthly Meeting

Wednesday, December 18, 2024 – 6:00 pm

In-Person & Virtual Meeting

27 Pleasant Street, Chester

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



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

**Staff:** Heather McCallum, Clerk/Treasurer; Maxine Veinot, Recording Secretary

**Guest(s):** Jennifer Webber, Municipality of the District of Chester (MODC)

---

### 1.0 Call to Order

Chair Pauley called the December 18, 2024 Regular Monthly Meeting of the Village of Chester Commission to order at 6:02 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

Ms. Webber, the Communications Officer from MODC, provided an overview of the Equity, Diversity, and Inclusion Action Plan process ([Schedule 2](#)) and how the Village can participate.

Clerk/Treasurer McCallum noted that per the NS Office of Equity and Anti-Racism, "Under the regulations, municipalities and villages will be required to have plans to address systemic hate, inequality, and racism by April 1, 2025." The Village of Chester may partner with the Municipality and/or the Lunenburg County region [note: this was re-confirmed through our Municipal Advisor].

Ms. Webber left at 6:56 pm. This issue will be discussed in New Business.

### 3.0 Approval of Agenda/Additions to Agenda

The following items were added to section 8.0 "New Business":

- Discussion of EDI presentation and next steps for Village
- Nova Scotia Connect 2 – Commissioner T Mulrooney

**Motion #24-094:** Commissioner O'Malley moved; Commissioner Nauss seconded: That the Agenda of the December 18, 2024 Regular Monthly Meeting be approved as amended.

*Motion carried unanimously.*

#### **4.0 Review/Approval of Minutes**

##### **4.1 Monthly Commission Meeting: November 27, 2024**

**Motion #24-095:** Commissioner Nauss moved; Commissioner L Mulrooney seconded: That the Minutes of the November 27, 2024 Monthly Commission Meeting be approved as presented.

*Motion carried unanimously.*

#### **5.0 Business Arising – Nil**

#### **6.0 Correspondence – Nil**

#### **7.0 Reports**

##### **7.1 Clerk/Treasurer**

The Clerk/Treasurer presented her monthly activity report (*Schedule 7.1*).

The Village Strategic Priorities workshop originally slated for October has been rescheduled to January 23, 2025, at 1:00 pm with a backup/storm date of Jan 28, 2025.

Commissioner T Mulrooney requested a facilitator and provided a recommendation. Clerk/Treasurer McCallum will check on their availability, fees, etc.

##### **7.2 Financial**

The Clerk/Treasurer presented the monthly financial overview report (*Schedule 7.2*).

##### **7.3 Chester Fire Services Committee (CFSC)**

The Committee's approved minutes of November 6, 2024 were shared for information (*Schedule 7.3*). See also: [www.chesterfirecommittee.ca](http://www.chesterfirecommittee.ca).

##### **7.4 Lunenburg County Accessibility Advisory Committee (LCAAC)**

The Committee is on post-election hiatus, as new members need to be appointed by their respective Councils (*Schedule 7.4*). It resumes on February 5, 2025.

## 7.5 MODC Village Planning Advisory Committee (VPAC)

Vice-chair O'Malley attended a VPAC meeting on December 10, 2024 ([Schedule 7.5](#)). He reported that the following items were discussed.

- Public presentations:
  - The 2011 Ekistics Planning & Design study “Planning Vision and Streetscape Design for Highway 3 at Chester Village” was raised. There is also an MODC internal 2022 discussion paper on Highway 3 zoning.
  - The question of future use of the ferry wharf when the new ferry begins operation from Blandford.
- Land Use Bylaw:
  - The water issue arose over the possibility of new developments interfering with household wells. NS Environment permits are only required for a draw of over 23,000 litres/day. MODC is considering development agreements as a method of control.
  - The “highway commercial” zone regulations were examined.
- Coastal protection is a strategic priority for MODC in the coming year.

## 8.0 New/Other Business

### 8.1 Equity, Diversity, and Inclusion Action Plan

The Commission discussed formally partnering with the MODC on this work. Terms of reference would need amendments to include the Village.

**Motion #24-096:** Commissioner Nauss moved; Commissioner T Mulrooney seconded: That the Chester Village Commission write a letter to MODC Council requesting that the Village Commission have a seat on their EDI advisory committee.

*Motion carried unanimously.*

The Clerk/Treasurer was asked to circulate Office of Equity and Anti-Racism (OEA) documents on the requirements. More information on OEA initiatives is available here: <https://www.oeaengagement.ca/>

### 8.2 Nova Scotia Connect 2

Commissioner T Mulrooney asked if the Clerk/Treasurer could look into this active transportation program from the Province to see if there is anything applicable to the Village: <https://novascotia.ca/connect2/>

## 9.0 Commissioner Roundtable - Nil

## 10.0 In camera – Nil

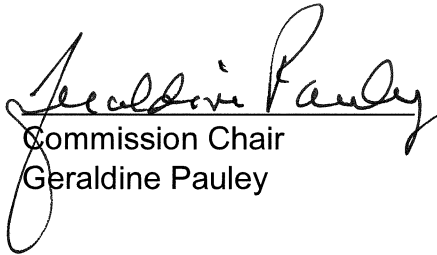
**11.0 Resumption of Public Meeting – Nil**

**12.0 Adjournment**

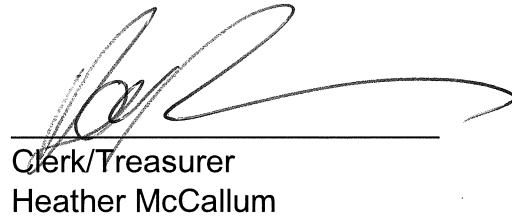
There being no further business, the meeting was adjourned at 7:35 pm.

**Next meeting(s):**

- Regular Monthly Meeting on January 15, 2025 at 6:00 pm
- Strategic Priorities workshop on January 23, 2025 at 1:00 pm (back-up/storm date January 28, 2025 at 1:00 pm)



Commission Chair  
Geraldine Pauley



Clerk/Treasurer  
Heather McCallum

## Schedule 2.0

# Equity, Diversity, Inclusion



1

1

## Background

October 2020 – Commitment

April 2021 – Foundational work in Strategic Priorities framework

August 2021 – Adoption of Advisory Committee ToR

October 2021 – Recruitment of members

January 2022 – First meeting and plan workshops

April 2022 – Province passes the Dismantling Racism and Hate Act

March 2023 – Revised Vision, Goals and Action Plan adopted by Council

April 2023 – Motion to proceed with additional regional framework

July 2023 – OEA (responsible for Act) releases the Equity and Anti-Racism Strategy

Current – Annual review of MOC Action Plan



2

# Vision - MOC

## Our Vision

The Equity, Diversity, and Inclusion Advisory Committee envisions a Municipality of Chester where:

- Equity, diversity, and inclusion are recognized as core values that help inform decision-making, resource allocation, and the development of by-laws, policies, and practices.
- Diverse staff, committee members, and volunteers are recruited, retained, and supported.
- Collaborative internal and external partnerships support the emerging needs of Council and administration, residents, businesses, and organizations, to ensure a respectful and equitable community for all to live and work.



3

3

# Action Plan - MOC

- Falls within MOC's Strategic Priorities Framework and includes five objectives.
- After completion of half the actions, Council selected 10 priorities of the remaining actions.
- We are currently reviewing the plan to reflect communities' needs more accurately.
- It will be revised and taken to Council in February (Committee in January).



4

# Feedback

***Do you see the Village in the Action Plan?***

***If no, what's missing?***

***What are some of the barriers you see?***

***Are there areas where we can partner?***



5

# Provincial requirements

- Plan by April 1, 2025, that must be:
  - informed by engagement with underrepresented and undeserved communities within the jurisdiction
  - publicly available in an accessible format
  - Updated every three years
- Embedded in the Plan could/should be
  - an assessment
  - documented learnings
  - three-year term actions
  - priority areas



6

# Regional approach

- Development of ToR and signed agreement
- Anti-Racism & Diversity Coordinator/Committee (similar to Accessibility and REMO)
- Joint plan
- MOC and MODL retaining individual plans
- MOC retaining its own committee
- Current structure of committee is two Councillors, six community members (8 voting), various staff support with at least one lead and one manager.



7

## Questions?

8

8

# EQUITY, DIVERSITY & INCLUSION **ACTION PLAN** 2023 2024



I N C L U S I O N



THE MUNICIPALITY OF  
**CHESTER**



1

### Engagement

Provide advice and support to help the Municipality of Chester develop, where relevant, communications plans, social media content, and community engagement strategies that feature our communities as respectful and equitable places for all to live and work.

2

### Service Delivery

Provide advice and support to help the Municipality of Chester eliminate barriers to its public-facing programs, services, and facilities.

3

### Governance

Provide advice and support to help the Municipality of Chester develop internal governance and administrative capacity, practices, and tools that proactively counter, and enable immediate reaction against, all forms of discrimination, exclusion, and racism in our communities.

4

### Relationship

Develop a network of agencies and organizations active in equity, diversity, and inclusion work in order to share information, opportunities, and resources with community organizations and businesses that will advance and support their EDI initiatives in our communities.

5

### Community

Provide advice and recommendations to Council concerning opportunities to create welcoming and inclusive cultural and social spaces ensuring a respectful and equitable community for all to live and work.

# Our Action Plan Objectives

# 1

## Engagement

Provide advice and support to help the Municipality of Chester develop, where relevant, communications plans, social media content, and community engagement strategies that feature our communities as respectful and equitable places for all to live and work.

## 2023 Actions

- Present Action Plan at community meetings.
- Series profiling local business' EDI stories in newsletter.
- Stories about employers' experiences removing accessibility barriers.
- Series profiling recreation experiences, etc. in Recreation Guide.
- Promote MOC actions around EDI to reinforce commitment.



## COMPLETED

- Present the EDI Advisory Committee revised Action Plan to Council for adoption.
- Develop project page on Voices & Choices.
- Present Action Plan at all staff meeting.
- Develop EDI Advisory Committee website for agendas, minutes, links, etc.

# 2

## Service Delivery

Provide advice and support to help the Municipality of Chester eliminate barriers to its public-facing programs, services, and facilities.

## 2023 Actions

- Work with staff to complete programs and services review.
- Develop a welcome program for new Canadians moving to the Municipality of Chester.
- Review Truth & Reconciliation Commission's Calls to Action and identify municipal actions.



## COMPLETED

- Municipality of Chester adopted Anti-Racism Charter developed by Recreation Nova Scotia with input from Recreation Services.
- Economic Development is in final stages of a "welcome guide" for new residents.
- Land acknowledgement is in final stages.

# 3

## Governance

Provide advice and support to help the Municipality of Chester develop internal governance and administrative capacity, practices, and tools that proactively counter, and enable immediate reaction against, all forms of discrimination, exclusion, and racism in our communities.

## 2023 Actions

- Develop EDI considerations for Municipality of Chester By-Laws, Policies, and Forms, including gendered and plain language.
- Human Resources framework review to address explicit & implicit biases and barriers.
  - EDI training for those hiring staff and recruiting volunteers
  - Consider broadening definition of relevant background, training, experience.
  - Directly promote staff and volunteer opportunities to equity-seeking groups
- EDI training for elected officials.



## COMPLETED

- Mandatory EDI training was given to all staff.
- Phase II training plan developed.
- Lunch and unLearns focusing on relevant topics regularly scheduled.
- Provide options to staff on how and why to provide pronouns in professional correspondence/emails.

# 4

## Relationship

Develop a network of agencies and organizations active in equity, diversity, and inclusion work in order to share information, opportunities, and resources with community organizations and businesses that will advance and support their EDI initiatives in our communities.

## 2023 Actions

- **Develop and facilitate relationships with groups, agencies, and organizations active in EDI work.**
- **Compile and share opportunities for local training and awareness programs and workshops for community groups.**
- **Compile and share opportunities for local guest-speakers to speak to Council, community groups and businesses.**
- **Facilitate training/awareness sessions for local businesses.**
- **Explore a possible program scope to connect businesses with equity-seeking groups and possible partnerships.**
- **Review the Anti-Racism Charter in Recreation and identify strategies, lessons learned, and resources in that document that could be shared with local businesses and organizations.**



# 5

## Community

Provide advice and recommendations to Council concerning opportunities to create welcoming and inclusive cultural and social spaces ensuring a respectful and equitable community for all to live and work.

## 2023 Actions

- Facilitate art installations from BIPOC artists:
  - installations in community spaces
  - identify grant opportunities for a program that could be modelled on the Trail Art program
- Explore how to incorporate an EDI lens in MOC's Arts & Culture Strategy as a measurable outcome.
- Review naming of infrastructure, facilities, roads.
- Develop a global welcome statement for public meetings that has local relevance.

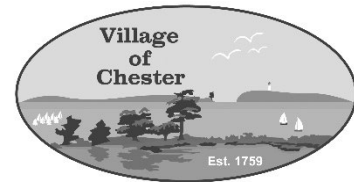


## COMPLETED

- Community flagpole installed to promote awareness of equity-seeking groups and events.
- List of holidays and observances created for municipal recognition that includes flag raisings, proclamations, and social media posts.
- Gender-neutral signage installed in municipal offices.

## Schedule 7.1

### Village of Chester Commission Clerk/Treasurer Activity Report Dec 18, 2024



- **Lido Pool:**
  - Accessibility grant application discussed in November has been submitted (see Financial report). I'm also looking at two other provincial funds.
- **Tourism Projects:**
  - I received a call from the Chester Baptist Church approving our request from last spring about the heritage property tour. I explained the physical sign component would not be going forward but the virtual tour may be.
- **Village Strategy:**
  - Suggest that the postponed workshop be rescheduled for late January, if that's convenient. See the calendar attached to check your availability.
- **Follow-up from Nov 27, 2024 meeting:**
  - An inspection is being scheduled for the fire station antenna to determine its condition and potential repair costs. Costs would be the responsibility of the Chester Fire Services Committee.

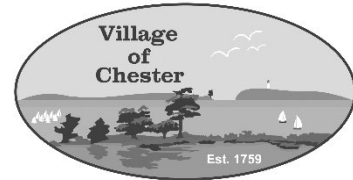
*Report completed by:*  
Heather McCallum, Clerk/Treasurer

#### ***Pending items for future consideration:***

<b><i>Meeting Assigned</i></b>	<b><i>Item</i></b>	<b><i>Delivery</i></b>
<i>Oct 16, 2024</i>	<i>Street décor public survey</i>	<i>After postal strike</i>
<i>N/a</i>	<i>Purchasing Policy draft amendments</i>	<i>TBD</i>

## Schedule 7.2

### Village of Chester Commission Clerk/Treasurer Financial Report Dec 18, 2024



- **Scotiabank:**

- The November 2024 bank statements have been reconciled.
- Account balances as of Nov 29, 2024 were:

Banking Accounts	
• Daily Operations account	\$ 410,714
Investment Accounts	
• Operating reserve	\$ 82,923
• Lido Pool reserve	\$ 162,681
• Utilities reserve	\$ 39,842
• EMC Building reserve	\$ 16,731

- Note: The Q3 Budget Variance report will be provided at the January meeting.

- **Grants:**

- The Growth and Renewal for Infrastructure Development Program (GRID) has been submitted for the Lido Pool – this is to support the installation of a barrier-free entrance from the parking level to the pool deck.
- I attended an information session about other provincial accessibility grants and am pursuing inquiries on two of them.

- **Follow-up from Nov 27, 2024 meeting:**

- Chair Pauley has been registered with Scotia Connect re: EFT transactions. These are now underway where appropriate.
- RFPs for the elements of the Public Washroom/Lido Pool accessibility retrofits are in progress.

*Report completed by:*

Heather McCallum, Clerk/Treasurer

## Schedule 7.3



## Minutes

### Chester Fire Services Committee (CFSC) Monthly Meeting

Wednesday, Nov 6, 2024 at 5:00 pm

Village Commission Boardroom (27 Pleasant Street, Chester)

**Present** Colin MacDonald, Chair; Norm Countway, Vice-chair; Kirk Collicutt, Treasurer-Secretary; Nancy Hatch

**Other** Cody Stevens, Fire Chief, CVFD; Greg Conron, Deputy Fire Chief, CVFD  
Heather McCallum, Recording Secretary (Clerk/Treasurer, VOC)

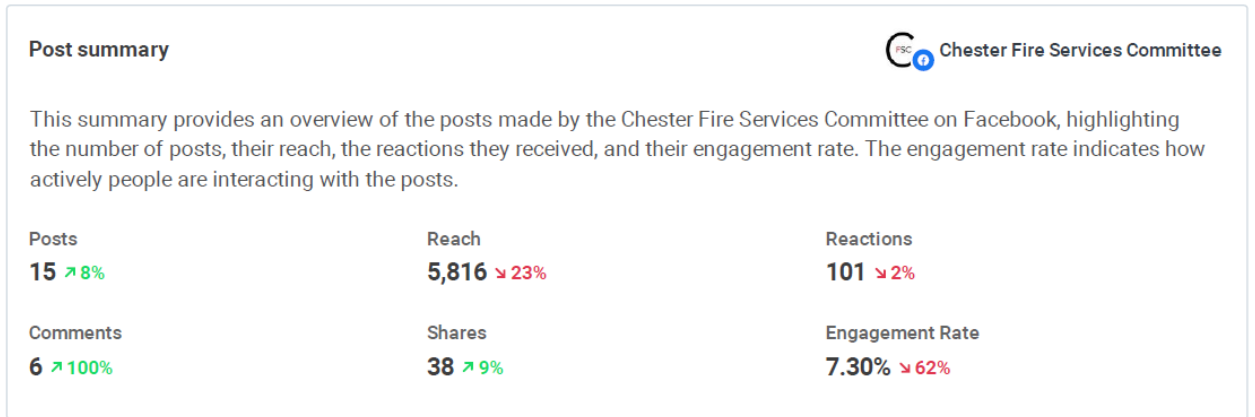
**Regrets** James Robert

#	Item
1.	<b>Call to Order</b>  The meeting was called to order by the Chair at 4:59 pm.
2.	<b>Approval of Agenda</b>  The Agenda of the Nov 6, 2024 Monthly Meeting was approved by consensus.
3.	<b>Approval of Minutes: Oct 9, 2024</b>  <b>Motion:</b> Moved by Ms. Hatch; seconded by Mr. Countway: That the Committee approves the Minutes of the Oct 9, 2024 Monthly Meeting as presented. <i>Motion carried.</i>
4.	<b>Business Arising</b>  <b>4.1 Fire Station Design Concept – Approval</b>  The motion was deferred due to Mr. Robert’s delayed arrival [later absence].  <b>4.2 Reserve Funds &amp; Investment Policy</b>  It was requested that the Treasurer make inquiries with the CFSC’s bank regarding cashable vs. non-cashable investments. Amendments were requested to the draft policy.  <b>ACTION:</b> Mr. Collicutt will make inquiries at the CFSC’s bank regarding GIC interest rates.

	<p><i>ACTION:</i> Ms. McCallum will make the requested amendments and bring the draft policy back to the Committee for review and/or approval.</p> <p><b>4.3 Replacement Village Appointee</b></p> <p>The Chair reviewed the process by which the Village Commission will take the lead on advertising the vacancy – with recommendations welcome from the CFSC – and make the appointment. The Chair has received an applicant that has been passed to the Village Commission.</p> <p><b>4.4 Correspondence: Ray Cambria</b></p> <p>The Chair reported that the Village Commission has written to the Committee (<i>Schedule A</i>) in response to a complaint they received from a Village resident. The letter expressed concern about the process by which the decision to remove the Village office from the new fire station was made, but not the decision itself.</p> <p><i>ACTION:</i> The CFSC will be more mindful of notifications to the Village in future.</p>
<p><b>5.</b></p>	<p><b>Chester Volunteer Fire Dept: Activity Report</b></p> <p>Chief Stevens presented his monthly report (<i>Schedule B</i>).</p> <p>At the Chief’s request for direction, a decision was made to sell the surplus unit 571 (the old fire boat).</p> <p><i>ACTION:</i> The Fire Chief and Clerk/Treasurer will work together on the sale.  <i>UPDATE:</i> The Clerk/Treasurer will bring this to the Village Commission, in whose name the boat still is, for approval (even though it is deemed to be owned by the CFSC by the Intermunicipal Fire Services Agreement 2022).</p>
<p><b>6.</b></p>	<p><b>Reports</b></p>
	<p><b>6.1 Secretary-Treasurer</b></p> <p>Mr. Collicutt presented a financial update (<i>Schedule C</i>), including a 2024/25 Budget Variance Report to Sep 30, 2024 (Q1-Q2).</p> <p>A draft Corporate Credit Card Policy in the package was deferred to the next meeting.</p>

### 6.3 Communications Sub-Committee

Mr. Countway reported on the analytics for the month of October:



The engagement stat, based on clicking on links, was surprisingly high given that not many links have been shared yet. When the website launches after the Public Information Meeting this should increase.

Mr. Countway also reported that he has asked a CVFD representative to coordinate stories from firefighters to share in the communications campaign.

A click-through of the new website was unable to be done this evening due to time constraints.

### 6.2 Fire Station Conceptual Design Project

- **Public Information Meeting – Prep for Q&A**

Ms. McCallum shared images of the display boards from Acre Architects, to be displayed on easels at the meeting, and the speaking points for each one. She also provided a draft of potential Q&A topics for discussion [note: embargoed until PIM].

Chair MacDonald will have opening remarks, and Chief Stevens was asked to prepare a statement from the firefighters.


**ACTION:** CFSC members will provide feedback on draft questions to Ms. McCallum by Monday.


**ACTION:** A special meeting is called for Nov 12, 2024 to review content for the Public Information Meeting the next night.

7.	<b>New Business – None</b>
8.	<b>In Camera – None</b>
9.	<b>Resumption of Public Meeting – None</b>
10.	<b>Other Business – None</b>
11.	<b>Adjournment</b>  The meeting was adjourned at 6:04 pm.

**Next Meeting(s):**

- **Special:** Nov 13, 2024 at 5:00 pm; Village Commission Boardroom, 27 Pleasant Street
- **Public Information Meeting:** Nov 13, 2024 at 6:30 pm; St. Stephen’s Community Centre
- **Monthly:** Dec 4, 2024 at 5:00 pm; Village Commission Boardroom, 27 Pleasant Street

  
 CFSC Secretary  
 Kirk Collicutt

  
 VOC Clerk/Treasurer  
 Heather McCallum

## Schedule 7.4

**From:** [Ellen Johnson \(she/her\)](#)  
**To:** [alvin.lutes@gmail.com](#); [Hopper, Louise](#); [jampeggy4john@me.com](#); [talexanderarab@gmail.com](#); [Abdella Assaff](#); [qfullerton@townoflunenburg.ca](#); [Jennifer McDonald](#); [Kacy DeLong](#); [pauleygf@gmail.com](#); [Penny Carver](#); [Dylan Heide](#); [Heather McCallum](#); [Mark Flint](#); [Tammie Bezanson](#); [Tissy Bolivar](#); [Emily Lennox \(she/her\)](#)  
**Cc:** [ddauphinee@townoflunenburg.ca](#); [Morgen Reinhardt](#); [Rebecca Twanow](#); [Stacey Colwell](#); [Tom Bremner](#)  
**Subject:** LCAAC Welcome and Updates  
**Date:** December 18, 2024 4:11:53 PM  
**Attachments:** [image012819.png](#)  
[image900334.png](#)  
[image594406.png](#)  
[image426913.png](#)  
[image161143.png](#)  
[image206273.png](#)

---

Good Afternoon LCAAC Members and Staff,

In our roles as Chair of the LCAAC and as the LCAAC support staff person, we, Penny and Ellen, would like to welcome the newly appointed elected official members and welcome back the existing members!

This is an update about what has been happening in the five municipalities in Lunenburg County related to the update to the Lunenburg County Accessibility Plan and also the schedule for the next few LCAAC meetings.

For those of you who are new, Ellen is the Regional Accessibility Coordinator for the five municipalities and one of her roles is to support the LCAAC. She has been working on updating the Lunenburg County Accessibility Plan, which was originally submitted to the province in 2021. The updated plan must be submitted again by April 1, 2025. She has worked with staff at the five municipalities and two LCAC volunteers to create a survey that is now available to the public the results of which will inform the updated plan. It is based on the commitments and sub commitments in the original plan to ensure we are on the right track with our update.

We encourage you to share the link to the survey so we hear from as many people as possible. It is intended for persons with disabilities, with a close relationship to disability (e.g., family, friend, support person), or organizations working in the field of disability and accessibility. The scope of what we consider in the term “disability” is broad and could be anything from having vision or hearing loss, ADHD, Autism, a mental health condition, chronic pain, a mobility disability, or a wide range of other things that result in the person encountering barriers to participating in the community in some way.

The survey will be open until December 23, 2024 at 4pm.

Link: [Lunenburg County Accessibility Plan Update Survey](#)

If a survey doesn't work for you, you can also contact Ellen directly to share your thoughts. She can be reached at 902-277-0456 or by email at [ejohnson@chester.ca](mailto:ejohnson@chester.ca).

LCAAC Updates:

We took a break from meetings as we waited for the new appointments and will now resume our regular meeting schedule. The LCAAC meets on the first Wednesday of each month (except January and August) from 7:00-8:30PM via zoom. Ellen will send out invitations for the meetings in February through July soon so we can all have the dates, times and zoom links in our calendars.

The next meeting is Wednesday, February 5 from 7-8:30PM.

Because of the new Councillors appointed to the committee and the two anticipated community appointments, we would also like to host an orientation in person. We don't have a firm date for when the new community members will be appointed yet so we will hold off on scheduling the orientation until then.

The intention is that all members and staff attend the orientation. It is an opportunity to review the role of the LCAAC, revisit our community guidelines (expectations for participation, responsibilities, and behaviour), and get up to date with the landscape of accessibility in the region and the province.

Ellen will monitor the appointment process and start to schedule the orientation as soon as we know more.

If anyone has a request they would like to share for the purposes of making the meetings or communications more accessible, please let Ellen know by email at [ejohnson@chester.ca](mailto:ejohnson@chester.ca), or by phone or text at 902-277-0456.

We look forward to getting back to the valuable work of this committee!

Best wishes,

Penny Carver, LCAAC Chair and Town of Mahone Bay Councillor

Ellen Johnson, Regional Accessibility Coordinator



**Ellen Johnson, MSc(OT), OT Reg(NS)**

Regional Accessibility Coordinator

**Corporate & Strategic Management**  
151 King Street, Chester, NS, B0J 1J0

Direct Phone: 902-277-0456

Email: [ejohnson@chester.ca](mailto:ejohnson@chester.ca)

Web: [www.chester.ca](http://www.chester.ca)



♻️ Consider the environment. Do you really need to print this email?

I (we) respectfully acknowledge that I (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.

This message contains confidential information and is intended only for the intended recipients in communication with the Municipality of Chester. If you are not an intended recipient you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. E-mail transmission cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender therefore does not accept liability for any errors or omissions in the contents of this message, which arise as a result of e-mail transmission. If verification is required please request a hard-copy version.



# VILLAGE PLANNING ADVISORY COMMITTEE AGENDA

**Tuesday December 10, 2024 at 3:00 p.m.**

Municipal Council Chambers

151 King Street, Chester, NS

---

## **1. MEETING CALLED TO ORDER.**

## **2. LAND ACKNOWLEDGEMENT**

*2.1. 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. PUBLIC INPUT SESSION (15 MINUTES TOTAL)**

3.1. Do any members of the public wish to address the Committee?

## **4. APPROVAL OF AGENDA**

## **5. PUBLIC PRESENTATIONS (CONFIRMED APPOINTMENTS)**

5.1. Nancy Hatch

5.2. Peggy Wilson

## **6. MINUTES OF PREVIOUS MEETING:**

6.1. Approval of Minutes dated November 12, 2024

## **7. BUSINESS ARISING:**

7.1. Response from Council Re: request for Municipal Solicitor to attend VPAC meeting to discuss legal opinion on development moratorium and mandatory cistern installation for new developments

7.2. Highway Commercial Zone

7.3. Definition for "density" in Land Use By-law

7.4. Coastal Protection Regulations Discussion

7.5. Start time for future VPAC meetings

7.6. Any other issues or topics related to the draft Village SPS and LUB

**8. CORRESPONDENCE:**

8.1. None

**9. NEW BUSINESS:**

9.1. None

**10. ANY OTHER PLANNING MATTERS:**

10.1. VPAC Annual Recap report to Community - Discussion

10.2. Call for any other Planning Matters

**11. DATE OF NEXT MEETING:**

11.1. January 14, 2025 (Tentative) – beginning at 4:00 p.m. in Municipal Council Chambers

**12. ADJOURNMENT.**