



**TOWN OF LOCKPORT
COUNCIL MEETING
MONDAY DECEMBER 11, 2023, AT 6:00 P.M.
AGENDA**

1. Call to order
2. Silence Electronic Devices
3. Approval of Agenda, including additions or deletions

Draft Motion: That Council approves the agenda for the December 11, 2023, Meeting as presented.

4. Approval of Minutes from the November 27, 2023, Regular Council Meeting

Draft Motion: That Council approve the November 27, 2023, meeting Minutes as circulated.

Approval of Minutes from the December 6, 2023, Emergency Council Meeting

Draft Motion: That Council approve the December 6, 2023, Emergency meeting Minutes as presented.

5. Business arising from previous Minutes

There were no issues arising from the previous Minutes

6. Community Forum (Open Mic)

- 20 Minutes Maximum
- Each resident is allowed a maximum of five minutes.
- The resident is to speak directly to the Council.
- There will be no interaction by Council at this time.
- If questions are posed by residents the question will be recorded to be researched.

7. Presentations

There were no presentations scheduled for this evening.

8. Finance

- List of Invoices already paid in the amount of \$90,134.35 (Page 1-2)

9. Other Business

- Council Meetings and Proceedings Policy Review – Second Reading (Page 3-11)

Draft Motion: That Council approves the second reading of “Council Meetings and Proceedings Policy” as presented.

- Surge Tank

Acting on advice from the Town of Lockeport ODRC (Overall Direct Responsible Charge), Dan Vincent, the following motion was made:

Draft Motion: That Council approves taking the advice of Dan Vincent, ODRC, for the Town of Lockeport, and abandons the Surge Tank project. Dan stated that he does not feel that there is a need for a Surge Tank installation. Council will pursue the possibility of using the funding for another project.

- Covid-19 Workplace Safety Protocol (Pages 12-17)

Draft Motion: That Council revokes the Covid-19 Workplace Safety Protocol as presented.

- Accessibility Policy (Pages 18-22)

Draft Motion: That Council adopts The Town of Lockeport Accessibility Policy as presented by Tammy Conway-Denning, Accessibility Coordinator.

- Region 6 Inter-Municipal Committee Budget Approval (Pages 23-42)

Draft Policy: That Council approves the budget as presented by the Region 6 Inter-Municipal Committee for 2024-2025.

10. Council Reports

- Mayor Cory Nickerson (Page 43)
- Deputy Mayor Dawn DeMings-Taylor
- Councillor Dayle Eshelby (Page 44)
- Councillor Kent Balish (Page 45)
- Councillor Mary Meagher (Page 46)
 - o Shelburne County Mental Health & Wellness Association (Page 47-51)

11. Correspondence

12. Information Only

- Email from Colleen Fiske, Advisor, Communications, Canada-Nova Scotia Offshore Petroleum Board. (Page 52)
- Letter from Greg Henley Mayor, Town of Oxford. (Page 53)
- Letter from Linda Gregory, Warden, Municipality of the District of Digby. (Pages 54-

13. Date of next meeting

- Monday January 8, 2024 at 6:00 p.m.

14. "In Camera"

15. Adjournment

Regular Council Meeting 121123.agd

(1)

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE	
DECEMBER 11, 2023 MEETING	

ACKER, BENNY	FIRE DEPT. HONORARIUM FOR 2023	105.00
ACKER, BLAIR	FIRE DEPT. HONORARIUM FOR 2023	90.00
BELL ALIANT	BEACH CENTRE	103.36
BELL ALIANT	OFFICES, ELEVATOR, EMO	171.93
BUCHANAN, DAVID	FIRE DEPT. HONORARIUM FOR 2023	60.00
CANADA POST	STAMPS	634.80
CHETWYND, ANNA	MFR HONORARIUM FOR 2023	630.00
CHETWYND, JAMES	FIRE DEPT. HONORARIUM FOR 2023	110.00
CHETWYND, JAMES	MFR HONORARIUM FOR 2023	260.00
CHETWYND, KEVIN	FIRE DEPT. HONORARIUM FOR 2023	110.00
CHETWYND, KEVIN	MFR HONORARIUM FOR 2023	455.00
CHETWYND, WAYNE	FIRE DEPT. HONORARIUM FOR 2023	180.00
CHETWYND, WAYNE	MFR HONORARIUM FOR 2023	655.00
CHYMIST, HILTON	FIRE DEPT. HONORARIUM FOR 2023	125.00
COTTER, ROBERT	FIRE DEPT. HONORARIUM FOR 2023	50.00
COUNTWAY, MILTON	FIRE DEPT. HONORARIUM FOR 2023	90.00
COUNTWAY, MILTON	MFR HONORARIUM FOR 2023	205.00
DEMINGS, JAMES	FIRE DEPT. HONORARIUM FOR 2023	135.00
DEMINGS-TAYLOR, DAWN REIMBURSEMENT	CANDY CANES FOR FLOAT AT MIRACLE ON DOCK STREET	68.31
DUNK, NATHAN	FIRE DEPT. HONORARIUM FOR 2023	70.00
EASTERN OFFICE	ENVELOPES, TONER FOR REC. DEPARTMENT	130.16
GIL-SON CONSTRUCTION	PREVENTATIVE MAINTENANCE FOR PRESCHOOL AND BEACH CENTRE	403.45
GOYETCHE, JAMIE	FIRE DEPT. HONORARIUM FOR 2023	25.00
GREGORY, TREVOR	FIRE DEPT. HONORARIUM FOR 2023	35.00
HARDING, JUNE	MILEAGE FOR NOVEMBER	128.10
HARDING, JUNE	HEALTH INSURANCE FOR DECEMBER 2023	27.20
HILTZ, DARRELL	FIRE DEPT. HONORARIUM FOR 2023	65.00
KRICK, ROD	FIRE DEPT. HONORARIUM FOR 2023	35.00
LOCKEPORT TOWN MARKET	MUNICIPAL FINANCE MEETING, SR BINGO	28.54
MACKENZIE, DAVID	FIRE DEPT. HONORARIUM FOR 2023	80.00
MACKENZIE, DEAN	FIRE DEPT. HONORARIUM FOR 2023	135.00
MACINTOSH, JENNIFER	FIRE DEPT. HONORARIUM FOR 2023	30.00
MANULIFE	EMPLOYEE PENSION	1,612.00
MAYO, LAWRENCE	FIRE DEPT. HONORARIUM FOR 2023	45.00
MBW	COURIER SERVICE	73.00
MINISTER OF FINANCE	3RD QUARTER BILLING FOR CORRECTIONS	1,797.00
MINISTER OF FINANCE	3RD QUARTER BILLING FOR RCMP	50,373.75
MORASH, ERNIE	FIRE DEPT. HONORARIUM FOR 2023	105.00
NICKERSON, CORY	MILEAGE FOR NOVEMBER	106.75
NICKERSON, CORY	MFR HONORARIUM FOR 2023	610.00
NOVA SCOTIA POWER	LIFT STATIONS - DEC 4, 2023	195.76

**TOWN OF LOCKEPORT
POLICY STATEMENT**

Policy #L-002

**COUNCIL MEETINGS &
PROCEEDINGS**

**Effective Date:
May 9, 2011**

**Revision Date:
June 10, 2013
March 14, 2016
March 11, 2019**

TITLE

1. This Policy is entitled the "*Council Meetings & Proceedings Policy*".

INTERPRETATION

2. The procedural requirements in this Policy are intended to complement and supplement, and not to replace, the requirements contained in applicable Municipal Legislation.
3. In this Policy, unless the context otherwise requires,
 - (a) "Business day(s)" means a day when the Town of Lockeport Office is open for business;
 - (b) "Chair" means the presiding officer;
 - (c) "Council" means the Council of the Town of Lockeport
 - (d) "Council Member (s)" include (s) the Mayor unless the context indicates otherwise;
 - (e) "Majority" means more than one half of those present, unless the context indicates otherwise.
 - (f) "Staff Department Heads" means the staff in the positions of Working Streets Foreman and Community Coordinator, and may also include the Fire Chief, Crew Chief of the Medical First Responders and Tourism Staff.
4. The following rules and regulations shall be observed and shall be the rules and regulations for the order and discharge of the business of all Council, Committees, Boards and Commissions.

TIME, PLACE, DATE AND NOTICE OF MEETINGS

5. Unless otherwise specified, Regular meetings of Council shall be held:
 - (a) At Town Council Chambers, Lockeport Town Hall, Lockeport, N.S.
 - (b) On the second Monday of the month at **6 o'clock**; provided that if the second Monday of any month is a holiday then it shall be held on the **following regular business day** at the same place and hour, unless otherwise resolved by Council; and
 - (c) On the fourth Monday of the month at **1 o'clock**; provided that if the fourth Monday of any month is a holiday then it shall be held on the **following regular business day** at the same place and hour, unless otherwise resolved by Council.

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POLICY STATEMENT**

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**COUNCIL MEETINGS &
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- 6. Regular meetings of Council may be rescheduled, relocated or cancelled:
 - (a) By resolution or consensus, including a contingent resolution or consensus, of Council at a previous meeting three or more days in advance of the additional or special meeting;
 - (b) By resolution or consensus, including a contingent resolution or consensus, at a meeting three or more days in advance of the additional or special meeting; or
 - (c) By the Town Clerk/Treasurer on behalf of the Mayor, owing to unforeseen circumstances, provided the Mayor believes that the majority of Council Members would support such a step.

- 7. Additional or Special Meetings of Council may be convened;
 - (a) By resolution or consensus, including a contingent resolution or consensus, of Council at a previous meeting three or more days in advance of the additional or Special Meeting;
 - (b) By resolution or consensus, including a contingent resolution or consensus, at a meeting three or more days in advance of the additional or Special Meeting; or
 - (c) By the Town Clerk/Treasurer on behalf of the Mayor, owing to unforeseen circumstances, provided the Mayor believes that the majority of Council Members would support such a step.

- 8. Specific notice to Council Members and to the public need not be provided of:
 - (a) Meetings held pursuant to section 7; or
 - (b) Meetings held pursuant to subsection (a) and (b) of section 6 or 7; but, subject to any statutory relaxation of notice requirements, three days notice shall be specifically provided for other meetings to Council Members.

- 9. Subject to section (8), notice of meetings shall be provided verbally, by telephone, or in writing to each Council member.

- 10. Within 30 days following the first meeting of Council after a Municipal Election or By-Election, each elected council Member shall provide to the Town Clerk/Treasurer:

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- (a) A telephone number at which the Council Member can be reached; and/or
- (b) An electronic mail address or facsimile telephone number at which the Council Member may be reached, and
- (c) The Council Member shall be assigned a mailbox located at the Lockeport Town Office marked with the Council Member's name. The Council Member shall be deemed to have received any notice within one business day of its being sent or left by the method of the Council Member's choice pursuant to this section.

11. Subject to section (8), notice of meetings shall be provided to the public by posting at the Lockeport Town Hall a "Notice of Council Meeting" containing the time, date and place of the meeting and posting the Agenda and full Council Package on the Town's website.

CONDUCT OF MEETINGS; GENERAL

- 12. In the case of the Council Meeting held on the fourth Monday of each month, Department Heads shall attend to present their staff reports to Council and the Town Clerk/Treasurer will also present a monthly report.
- 13. In the case of the Council Meeting held on the second Monday of each month, the Council shall adjourn at the hour of 9:00 p.m., if in session at that hour, unless otherwise determined by a vote of two-thirds of the Councillors present.
- 14. In the case of the Council Meeting held on the fourth Monday of each month, the Council shall adjourn at the hour of 4:00 p.m., if in session at that hour, unless otherwise determined by a vote of two-thirds of the Councillors present.
- 15. In the case the Mayor is not in attendance at the time appointed, the Deputy Mayor shall call the Councillors to order and if a quorum is present, shall preside over the meeting or until the arrival of the Mayor.
- 16. In case neither the Mayor nor the Deputy Mayor is in attendance at the appointed time, the Town Clerk/Treasurer shall call the Councillors to order if a quorum be present, and the Councillors shall choose a Chairman who shall preside over the meeting until the arrival of the Mayor or Deputy Mayor.
- 17. During a meeting Council may adjourn for short periods or move to another place, without ending the meeting.

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18. At Regular meetings of Council, except when Council resolves to defer approval of minutes for a maximum of one additional meeting, the minutes of the last preceding Regular meeting and subsequent special meetings shall be reviewed. Unless objection is taken to the minutes when read or as circulated, they shall be signed by the Chairperson. If any objection is made thereto, the Councillor making such objection shall state his or her grounds without consent and if the Council agrees the minutes shall be amended accordingly. If all Councillors do not agree to the proposed amendment, the motion must be made and seconded to amend the minutes in accordance with the objection which shall then be debatable. After all necessary corrections and amendments have been made and the minutes approved, the approved minutes shall be entered in the minute book of the proceedings of Council and such entry shall conclusively constitute the minutes of Council.

19. The minutes shall be kept by the Town Clerk/Treasurer or designate and shall:

- (a) Record the time when any Council member joins or leaves a meeting which is in progress;
- (b) Contain all resolutions, decisions by consensus and motions and shall record the outcome of each vote;
- (c) Mention reports, petitions and other papers submitted to Council only by their respective titles, or a brief description of their contents.

20. It shall be the duty of the Chair to:

- (a) Open the meeting of Council by taking the chair and calling the Council Members to order;
- (b) Put to a vote a question which is regularly moved and seconded or necessarily arising in the course of the proceedings and to announce the result of the vote;
- (c) Decline to put to a vote, a motion which infringes upon the rules of procedure;
- (d) Restrain the Council Members, when engaged in debate, within the rules of conduct of debate;
- (e) Enforce on all occasions, the observance of order and decorum;
- (f) Call by name any Council member persisting in a breach of the rules of order of Council thereby ordering him or her to vacate the Council Chambers;
- (g) Inform the Council when necessary, or when referred to, on a point of order
- (h) Permit the Town Clerk/Treasurer to speak on any point upon request;

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- (i) Permit proper questions to be asked through the Chair of any official or employee of the Town of Lockeport, or any member of the public in attendance, to provide information to assist any debate;
 - (j) Declare a meeting dissolved if no quorum has been achieved within 30 minutes of the scheduled meeting time; and
 - (k) Adjourn the meeting when the business is concluded or, when an adjournment time has been set and approved by majority vote or consensus, when the adjournment time has been reached, except when it is extended by unanimous consent.
21. At Council meetings, unless a majority consents to a different order for that meeting, Council shall conduct business in the following order;
- (a) Call to order;
 - (b) Silence of Electronic Devices;
 - (c) Approval of agenda, including additions or deletions;
 - (d) Approval of minutes of the previous meeting(s);
 - (e) Business arising from previous Minutes;
 - (f) Community Forum ("Open Mic");
 - (g) Presentations;
 - (h) Staff Reports;
 - (i) Finance;
 - (j) Other Business;
 - (k) Council Reports;
 - (l) Correspondence;
 - (m) Information Only;
 - (n) Date of Next Meeting;
 - (o) "In Camera";
 - (p) Adjournment
22. At the time the agenda is put forward for approval, the Chair shall inquire of Council Members whether they have any additions to the agenda to request.
23. Every Council Member, prior to speaking on any question or motion, shall raise a hand and wait to be recognized by the Chair. When two or more Council Members raise their hands to speak, the Chair shall designate as the Council Member who has the floor the Council Member who, in the opinion of the Chair, first raised a hand.



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24. No Council Member shall speak more than ten minutes upon any matter at one time, without the leave of Council.
25. The Town Clerk/Treasurer shall prepare for the use of Councillors at Regular Meetings of Council all matters that are to come before the Council in the sequence in which they appear on the agenda.

CONDUCT OF MEETINGS: MOTIONS AND VOTING

26. The Chair shall state every question properly presented to Council and before putting it to a vote, shall ask "Is Council ready for the question" and if no Council Member offers to speak, the Chair shall put the question, after which no Council Member shall be permitted to speak upon it.
27. The usual form of voting on any question shall be by the Chair calling for "yeas" and "nays", but any Council Member, before or after a voice vote can call for, and obtain through the Chair, a show of hands, and any two Council Members can call for, and obtain through the Chair, a recorded vote with each Council Member's vote entered into the minutes.
28. A motion must be seconded and then repeated by the Chair or read aloud by the Clerk before it is debated. The Chair may direct that the motion be put in writing.
29. After reading of a motion by the Chair or Clerk, it shall be open for discussion.
30. A motion may at any time before the Council has voted on it be withdrawn by the mover with the consent of the seconder.
31. A motion shall be voted on after every Council Member who has not spoken on the question and claims a right to speak has been heard.
32. A motion to adjourn shall always be in order except in the following cases:
- (a) When a Council Member is in possession of the floor;
 - (b) When the "yeas" and "nays" are being called;
 - (c) While the Council Members are voting; or
 - (d) When the adjournment was the last preceding motion.

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- 33. Any notice of motion given by a Council member for a subsequent meeting may, in the absence of the Council Member giving such notice, be taken up by any other Council member.
- 34. After any question has been decided either in the affirmative or negative, any two Council Members may, after the decision has been announced from the chair, but before adjournment of the meeting, give notice of an intention to move a reconsideration at the next meeting of the Council. The giving of such a notice operates as a stay or suspension of Council's decision.
- 35. Unless reconsideration is moved at the next meeting the right of reconsideration shall be lost.
- 36. No discussion of the main question shall be allowed on the motion for reconsideration.
- 37. The following matters are not eligible for reconsideration:
 - (a) A motion approving the first or second reading of a By-Law enactment, amendment or repeal;
 - (b) A motion to decide upon a matter which was the subject of a statutory hearing by Council;
 - (c) A matter which has been reconsidered once; and
 - (d) A vote to reconsider
- 38. When any two Councillors so request, the "yeas" and "nays" of a vote shall be taken by secret ballot.

CONDUCT OF MEETINGS: POINTS OF ORDER

- 39. It shall be the duty of the Chair, and the privilege of any Council Member, to call any Council Member to order, who violates any established rule of order. A point of order must be decided before the subject under consideration is proceeded with.
- 40. When a Council Member is called to order, the Council Member shall remain seated and silent until the point is determined, until called upon by the Chair to be heard on the point of order.

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**COUNCIL MEETINGS &
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- 41. A point of order is not debatable amongst other Council Members, unless the Chair invites discussion in an effort to assist in making a ruling. Where the Chair permits discussion of a point of order, no Council Member shall speak more than once.
- 42. Decisions of the Chair on points of order or procedure, including an order expelling and excluding a person from the Council Chambers pursuant to sections (38 and 39), are not debatable but can be appealed to Council by any Council Member. When an appeal is made from the decision of the Chair, the Chair shall simply put the question, "Shall the decision of the Chair be sustained?"
- 43. No Council Member shall use offensive or unparliamentary language or speak disrespectfully to or about anyone while in Council, or speak outside the parameters of the question in debate.
- 44. If a Council Member resists the rules of Council, willfully obstructs the business of Council or disobeys the decision of the Chair, or of Council on appeal, on any question of order or practice or upon the interpretation of the rules of Council after being called to order by the Chair, or otherwise disrupts the proceedings of Council, the Council Member may be ordered by the Chair to leave the Council Member's seat provided that a majority vote of Council shall be required to sustain the expulsion.
- 45. If the Council Member refuses to leave the Council Member's seat, the Chair may order the Council Member to be expelled and excluded from the Council Chambers.
- 46. Such Council Member may, by vote of Council, later in the meeting or at a subsequent meeting be permitted to re-enter Council Chambers and to resume participation in Council's business with or without conditions.
- 47. Persons who are not Council Members or officers or employees of the Town of Lockeport shall observe silence and order in the Council Chambers, unless given permission to speak. Any such persons disturbing the proceedings of Council shall be called to order by the Chair and, if they fail to comply, shall be ordered, by the Chair to be expelled and excluded from the Council Chambers.
- 48. Such member of the public may, by vote of Council, later in the meeting or at a subsequent meeting be permitted to re-enter Council Chambers with or without conditions.



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- 49. An order of the Chair to expel a person from the Council Chambers pursuant to section (38 and 39) of this Policy constitutes a direction from the Town of Lockport to leave the premises for purposes of the Protection of Property Act and other applicable laws.
- 50. If any question arises that is not provided for by applicable legislation or the foregoing rules, it shall be decided according to the ruling of the Chair, having regard to general principles of parliamentary procedure to the best of the Chair's ability, but the Chair shall not be expected to conform its decisions to parliamentary procedure texts or precedents.
- 51. Any of the rules of order may be suspended in its operation by the unanimous consent of the Council members present.
- 52. All former policies on Council Meeting & Proceedings of the Town are hereby repealed and this policy is substituted therefore.

Town Clerk/Treasurer's Annotation For Official Policy Book

Date of Notice to Council Members
Of Intent to Consider (7 days minimum): January 14, 2019

Date of Passage of Current Policy: March 11, 2019

I certify that this Policy was adopted by Council as indicated above.

	<u>March 11, 2019</u>
Town Clerk/Treasurer	Date

Effective Date:

Revision Date:

COVID 19 Workplace
Safety Protocol

November 8, 2021

December 13, 2021

1. DEFINITIONS

- 1.1 **COVID-19** refers to the outbreak of the novel coronavirus known as COVID-19.
- 1.2 **Council** means the Council of the Town of Lockeport.
- 1.3 **Committee of Council** means a committee appointed by the Council of the Town of Lockeport.
- 1.4 **Employees** means persons employed by the Town of Lockeport, including program staff.
- 1.5 **Fully Vaccinated** means a person has received two doses of an approved vaccine and being more than 14 days since the second dose.
- 1.6 **Medical First Responder** means a member of the volunteer Lockeport and Area Medical First Responders.
- 1.7 **Policy** means a course of principle of action adopted or proposed by a government, party, business or individual.
- 1.8 **Town** means the Town of Lockeport.
- 1.9 **Town Clerk/Treasurer** means the Town Clerk/Treasurer of the Town of Lockeport
- 1.10 **Firefighter** means a member of the Lockeport Volunteer Fire Department
- 1.11 **Volunteers** means persons that serve in a volunteer capacity with the Town of Lockeport excluding the volunteer Firefighters and volunteer Medical First Responders.

2. PURPOSE

The Town of Lockeport is committed to providing a safe working environment for our employees, Councillors and members of the public. This commitment means that we must maintain a workplace free of hazards to health such as COVID-19. It is critical therefore, that as an organization we take reasonable precautions to protect against exposure to COVID-19.

The purpose of this Policy is to provide the Town of Lockeport’s expectations and requirements of staff, Councillors, Committee of Council members, volunteer firefighters, volunteer medical first responders and other volunteers of the Town.

It is the intention of Council to continue to monitor closely updated Federal and/or Provincial requirements and regulations pertaining to COVID-19 protocols and to revise this Policy to adopt changes relevant to the Town of Lockeport operations.

COVID 19 Workplace
Safety Protocol

Effective Date:

Revision Date:

November 8, 2021

December 13, 2021

3. SCOPE

This policy governs the COVID-19 Workplace Safety Protocol for all employees, Council, Committees of Council, Fire Fighters, Medical First Responders and Volunteers of the Town.

This Policy does not apply to members of the public who are accessing Town services and programs, unless mandated by a Public Health Order; however, the Town Clerk/Treasurer is authorized to require members of the public to be masked while on Town property.

4. MANDATORY VACCINATION

EMPLOYEES

- 4.1 The Town requires all employees to be fully vaccinated against COVID-19.
- 4.2 Employees must provide confirmation of their vaccination status by showing proof of the Nova Scotia COVID-19 Vaccination Record or other acceptable record if the employee was vaccinated outside of Nova Scotia.
- 4.3 If an employee is not vaccinated, the employee must disclose, in writing, to the Town Clerk/Treasurer the reason for not being vaccinated. The Town recognizes that it has a duty to accommodate employees who cannot receive the vaccine for any reason protected by human rights legislation, such as physical disability or religion, or medical reason.
- 4.4 The Town Clerk/Treasurer will review the information and, after consultation with the employee, take alternative actions such as requiring that the employee undergo additional testing determined by Council, restricting access to the workplace, placing the employee on an unpaid leave of absence, and/or taking some other step so that the employee does not pose a hazard to other employees or anyone else with whom they would have contact through their work.
- 4.5 If an employee is not vaccinated and the reason is not protected by human rights legislation or medical reason, the employee will have until January 5, 2022 to be fully vaccinated, or they will be placed on an unpaid leave of absence.

(14)

TOWN OF LOCKEPORT
POLICY STATEMENT

Policy #038

COVID 19 Workplace
Safety Protocol

Effective Date:
November 8, 2021

Revision Date:
December 13, 2021

COUNCIL AND COMMITTEES OF COUNCIL MEMBERS

- 4.6 The Town requires all Council members and Committee of Council members to be fully vaccinated.
- 4.7 Council and Committee members must provide confirmation of their vaccination status by showing proof of the Nova Scotia COVID-19 Vaccination Record or other acceptable record if the employee was vaccinated outside of Nova Scotia.
- 4.8 If a Council or Committee member is not vaccinated, they must disclose in writing to the Town Clerk/Treasurer the reason for not being vaccinated. The Town recognizes that it has a duty to accommodate Council or Committee members who cannot receive the vaccine for any reason protected by human rights legislation, such as physical disability or religion, or medical reason.
- 4.9 The Town Clerk/Treasurer will review the information and, after consultation with the Council or Committee member, take alternative actions such as requiring that the member undergo additional testing determined by Council, and/or participate virtually to reduce contact with fellow Council or Committee members.

FIREFIGHTERS AND MEDICAL FIRST RESPONDERS (MFR)

It is the intention of Council, at this time, to communicate with the members of the Lockeport Volunteer Fire Department and the Lockeport Medical First Responders to determine Safety Protocols for all Fire Fighters, Medical First Responders and the public in which they serve. Research will be conducted with neighbouring volunteer fire departments to determine such protocols put in place by the corresponding Municipal Units/Mutual Aid/Fire Fighters Association of Nova Scotia. Also, it is to be determined if the Medical First Responders operation is to fall within the guidelines set out by the Province of Nova Scotia as it relates to EHS Services.

This Policy will be revised upon establishing necessary protocols related to the Volunteer Fire Department and the Medical First Responders services provided by the Town of Lockeport.

TOWN OF LOCKEPORT
POLICY STATEMENT

Policy #038

COVID 19 Workplace
Safety Protocol

Effective Date:

November 8, 2021

Revision Date:

December 13, 2021

VOLUNTEERS

- 4.10 The Town requires all volunteers to be fully vaccinated against COVID-19.
- 4.11 Volunteers must provide confirmation of their vaccination status by showing proof of the Nova Scotia COVID-19 Vaccination Record or other acceptable record if they were vaccinated outside of Nova Scotia.
- 4.12 If a volunteer is not vaccinated, they must disclose, in writing, to the Town Clerk/Treasurer the reason for not being vaccinated.
- 4.13 The Town Clerk/Treasurer will review the information and, after consultation with the volunteer, take alternative actions so that the volunteer does not pose a hazard to other volunteers or anyone else with whom they would have contact through volunteering with the Town.
- 4.14 If a volunteer is not vaccinated and the reason is not protected by human rights legislation or medical reason, the volunteer will have until January 5, 2022 to be fully vaccinated, or they will no longer be allowed to volunteer until they are in compliance with this Policy, this pandemic ends, or the Town determines otherwise.

NEW HIRES, COMMITTEE MEMBERS, FIREFIGHTERS, MEDICAL FIRST RESPONDERS AND VOLUNTEERS

- 4.15 All new employees, committee members, firefighters, Medical First Responders and volunteers must be fully vaccinated prior to beginning work for the Town.

5. TESTING

- 5.1 Employees will be required to undergo COVID-19 rapid testing once per week as arranged by the Town.
- 5.2 Council members will be required to undergo COVID-19 rapid testing once per week prior to attendance at any in-person event or Council meeting as arranged by the Town. Council members may be exempt from testing if they provide proof of testing at their place of employment.

TOWN OF LOCKEPORT
POLICY STATEMENT

Policy #038

COVID 19 Workplace
Safety Protocol

Effective Date:

Revision Date:

November 8, 2021

December 13, 2021

- 5.3 Volunteers and Committee of Council members will be required to undergo COVID-19 rapid testing once per week prior to attendance at any in-person event or Committee meetings as arranged by the Town. Committee members and volunteers may be exempt from testing if they provide proof of testing at their place of employment.
- 5.4 A) Any employee who tests positive on a rapid test will be required to provide confirmation of a negative PCR test before being allowed to return to the workplace.

B) Volunteers and Committee of Council members who test positive on a rapid test will be required to provide confirmation of a negative PCR test before being allowed to return to serving as a volunteer or Committee member for the Town of Lockeport.
- 5.5 The Council can amend the testing requirements for fully vaccinated employees, Council, Committees of Council, and volunteers, at any time.

6. POLICY

- 6.1 The Town recognizes that it has a duty to accommodate to the point of undue hardship of any employee, Councillor, Committee Member, or volunteer that cannot wear a mask or be tested for a reason protected by the Nova Scotia Human Rights Act.
- 6.2 Vaccinations will be only one part of the Town’s steps to maintain a safe workplace. The Town may continue to implement other measures, such as wearing a mask and physical distancing even if the public health discontinues those steps.
- 6.3 The Town also requires that all employees, Councillors, Committee Members, or volunteers follow any other steps it might take to minimize the likelihood of the COVID-19 virus (or any variant) spreading, which could include physical distancing where appropriate, using a sneeze guard, following directions for entry/exit into a building, disinfecting workspaces on a regular basis, etc.

7. COMPLIANCE

- 7.1 Regardless of their vaccination status, employees are required to follow all COVID-19 protocols that the Town has in place.

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TOWN OF LOCKEPORT
POLICY STATEMENT

Policy #038

COVID 19 Workplace
Safety Protocol

Effective Date:

Revision Date:

November 8, 2021

December 13, 2021

7.2 If an employee does not comply with this Policy and does not have a valid reason for non-compliance (such as a reason protected by human rights legislation) the Town will place the employee on a two-week unpaid administrative leave. Upon completion of the two-week unpaid administrative leave the employee will be terminated from employment with the Town of Lockeport.

8. CONFIDENTIALITY

Information relating to an employee’s proof of vaccination and/or the reason(s) for not receiving a COVID-19 vaccination will be kept confidential by the Town. All medical information and vaccination records will be stored and kept secure at all times and destroyed when no longer needed.

9. REVIEW OF POLICY

The impact of the COVID-19 pandemic will undoubtedly continue to change. The Town will review this Policy on an ongoing basis, adjusting it if necessary and revoking it if warranted.

Town Clerk/Treasurer’s Annotation for Official Policy Book

Date of 7 day notification to Council: October 25, 2021

Date of Passage of Current Policy: November 8, 2021

I certify that this Policy was adopted by Council as indicated above.

Town Clerk/Treasurer

December 14, 2021

Date

Revision date: December 13, 2021

The Town of Lockeport Accessibility Policy-Draft

Date: December 2023

DRAFT FORM

To be updated: bi-annually or as needed

The Town of Lockeport is committed to ensuring equal access and participation for people with visible and invisible disabilities. We are committed to treating people with disabilities in a way that allows them to maintain their dignity and independence.

The Town of Lockeport believes in integration, and we are committed to meeting the needs of people with disabilities to the best of our ability. We will do so by doing what we can to remove and prevent barriers to accessibility, committing to ongoing accessibility improvements, and adhering to standards of the federal Accessible Canada Act, provincial guidelines, and the Human Rights Act of Canada.

The Town of Lockeport understands that obligations under the Accessible Canada Act and its accessibility standards do not substitute or limit its obligations under the Nova Scotia Human Rights Code or obligations to people with disabilities under any other law. We are committed to providing excellence in customer service to all customers, including people with disabilities. To the best of our ability, our accessibility customer service policies are consistent with the principles of independence, dignity, integration, and equality of opportunities for people with disabilities.

TRAINING

The Town of Lockeport is committed to training all staff and council members in accessible customer service, accessibility standards, and aspects of Nova Scotia Human Rights Code and the Accessible Canada Act that relate to persons with disabilities.

In addition, we will train:

- 1) All persons who participate in developing the organization's policies.

Training of our employees on accessibility as related to their specific roles.

Training includes:

- Purpose of the Accessible Canada Act and requirements.
- Purpose of the Nova Scotia Accessibility Act (Bill No 59; 2017)
- Purpose of the Nova Scotia Human Rights Code
- How to interact and communicate with people with diverse types of disabilities
- How to interact with people with disabilities who use an assistive device or require the assistance of a service animal or support person
- How to use the equipment devices available on-site or otherwise that may help with providing excellent customer service to persons with disabilities.
 - 1) Video monitors in meeting rooms
 - 2) How to assist a person with visual or hearing impairments with a in person support approach
 - 3) Train staff in how to use newly acquired assistive devices when purchased and installed.
 - 4) What to do if a person with a disability is having difficulty in accessing services

We are committed to training existing staff bi-annually and newly hired staff within fourteen business days in accessing services and purpose of creating a barrier free environment to the best of our ability.

- 1) We will maintain personnel records of completed training.

ASSISTIVE DEVICES

People with disabilities may use their personal assistive devices when accessing our services, facilities, and website.

In cases where the assistive device presents a significant and unavoidable health or safety concern or may not be permitted for other reasons, other measures will be used to ensure the person with a disability can access our services or facilities.

The Town of Lockeport will ensure that our staff are trained and familiar with various assistive technology and devices we have on site or that we can offer that can be used by costumers with disabilities.

COMMUNICATION

The Town of Lockeport makes every effort to communicate effectively with persons with disabilities while taking into consideration the variances of disabilities. We will collaborate with individuals to determine what method of communication works best for them and do the best we can to accommodate. We are committed to investing in future communication assistance for people with disabilities as feasibly permitted.

SERVICE ANIMALS

The Town of Lockeport welcomes people with disabilities and their service animals. Service animals are allowed on the parts of our premises that are open to the public and third parties.

When we are unable to identify that an animal is a service animal, our staff may ask for documentation (template, letter, or form) from a regulated health professional that confirms the person needs the service animal for reasons related to their disability.

A service animal can be easily identified through visual indicators, such as when it wears a harness or a vest stating it is working.

The province is responsible for certifying service animals through the Service Dog Act of Nova Scotia. This Act includes services animals that are not dogs. Any service animal will need a certificate from the province as verification that the animal is providing a service to a person with a disability.

If a service animal is not permitted, we will do the following to ensure people with disabilities can access our services:

- 1) Explain why the animal is excluded.
- 2) Discuss with the customer another way of providing services.

SUPPORT PERSONS

A person with a disability who is accompanied by a support person/worker will be allowed to accompany them on our premises, supporting them in making decisions if necessary, supporting them physically, and supporting them in ways that support them in daily living while accessing services.

Before making decisions that impact the person, staff will do their best to be sure the individual understands their own needs and, what is being asked of them.

NOTICE OF TEMPORARY DISRUPTION

If the Town of Lockeport is to experience a temporary disruption or closure of the building, there will be an announcement and posting on the website and social media. This is the same communication for all the public.

FEEDBACK PROCESS

The Town of Lockeport welcomes feedback on how we provide current accessible customer service, and how we can improve. Customer feedback helps us identify barriers and respond to concerns in the most cost-effective way possible. Customers are encouraged to contact the main office line; 902-656-2216, meet with the Accessibility Coordinator, or at our email; townoflockeport@ns.sympatico.ca. All feedback, including complaints, will be managed in the following manner:

- 1) Feedback will be forwarded to the Town Clerk and Accessibility Coordinator for discussion and response.
- 2) If requested, a response will be provided within ten business days.

NOTICE OF AVAILABILITY OF DOCUMENTS

The Town of Lockeport will notify the public that documents related to accessible customer service, are available upon request by posting notices in the following ways:

- 1) Municipal website www.lockeport.ns.ca
- 2) In person

We will provide these documents in the most current accessible format we have or with communication support, on request. We will consult with the person making the request to determine the suitability and feasibility of the format or communication support.

EMPLOYMENT APPLICATION

The Town of Lockeport notifies job applicants and the public that accommodations will be provided to the best of our ability during recruitment and hiring. We will notify job applicants in advance of selection process that accommodations will be reasonably made available upon request. We will consult with the applicant and provide or arrange for suitable accommodation if feasible and available.



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Region 6 Solid Waste-Resource Management

PO Box 639 / 45 School St , Suite 304

Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

June Harding
Town of Lockeport
26 North St.
PO Box 189
Lockeport, NS B0T 1L0

December 6, 2023

RE: Budget Approval 2024-25

Dear Ms. Harding,

On Friday, December 1, 2023, the Region 6 Inter-Municipal Committee met regarding the budget for the upcoming fiscal April 1, 2024 – March 31, 2025.

The following motion was passed:

MOTION: to recommend approval of the 2024-25 Region 6 Inter-Municipal Committee Budget to member units, as circulated. **M/C**

Pursuant to FINANCES of the Region 6 Inter-Municipal Agreement; items 34 – 39

- “34. The proposed Committee budget shall be submitted to the Councils of each of the Parties prior to 4:30 p.m. on December 31st of each year.
35. The Councils of each of the Parties shall approve said budget, or refuse to do so, by 4:30 p.m. on March 14th of the year to which said budget applies.
36. Should the Council of any of the Parties fail to approve or refuse to approve the proposed Committee budget and so notify in writing the Committee by the stated deadline, then the said budget is deemed to have been approved by that Council.
37. The proposed Committee budget shall be binding on all of the Parties if approved by the Councils of 75% or more of the Parties, so long as the Parties whose Councils have approved represent a minimum of 50% of the total population represented by the Parties to this agreement – said figures to be taken from the most recent available Census of Canada statistics.
38. In the event that motions of refusal to approve result in a proposed Committee budget not receiving approval of the necessary majority of Councils, the Committee shall revise the proposed budget taking into account any comments that may have been provided and submit a revised budget to the Councils of the Parties.
39. Should the Council of any of the Parties fail to approve or refuse to approve a revised proposed Committee budget within 45 days after receipt of same then the said budget is deemed to have been approved by that Council.”



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Region 6 Solid Waste-Resource Management

PO Box 639 / 45 School St , Suite 304

Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

Respecting the enclosed budget, please review with your council and respond to Region 6 before 4:30 pm, March 15, 2024 on your approval or refusal.

Should you have any questions on either document please feel free to contact myself at 902-624-1339 or Chair, Wayne Thorburne at 902-543-7771.

If you require my attendance at the council meeting when the budget is up for discussion, feel free to contact me by phone or email.

Regards,

A handwritten signature in black ink that reads "Christine H. McClare".

Christine H. McClare BA Psych
Regional Coordinator

encl.



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Region 6 Solid Waste-Resource Management

PO Box 639 / 45 School St , Suite 304

Phone: 902-624-1339

Mahone Bay, NS Boj 2Eo

E-mail: Christine.McClare@Region6SWM.ca

Region 6 Solid Waste Management

INCOME	2023-24 Actuals as of September 30	2023-24 Projection	2023-24 Budget	2024-25 ESTIMATE
Contracts/Service Agreements				
Education Contract	\$ 11,710	\$ 80,392	\$ 80,392	\$ 80,392
Coordinator Agreement	\$ 9,410	\$ 43,286	\$ 43,286	\$ 43,286
Enforcement Contract	\$ 13,326	\$ 89,425	\$ 89,425	\$ 89,425
Sub-total	\$ 34,446	\$ 213,103	\$ 213,103	\$ 213,103
Stewardship/Incentives				
Dairy Stewardship	\$ -	\$ 81,350	\$ 90,000	\$ 90,000
Diversion ¹	\$ 317,200	\$ 350,000	\$ 350,000	\$ 350,000
Municipal Approved Programs	\$ 60,600	\$ 80,500	\$ 80,500	\$ 80,500
Interest	\$ 4,047	\$ 8,095		
Sub-total	\$ 381,847	\$ 519,945	\$ 520,500	\$ 520,500
Municipal Contribution				
Municipal Billing ²	\$ 60,689	\$ 127,975	\$ 127,975	\$ 145,057
Previous Year Deficit (Surplus) ²	\$ -	\$ (6,596)	\$ (6,596)	\$ 7,864
Sub-total	\$ 60,689	\$ 121,379	\$ 121,379	\$ 152,921
TOTAL	\$ 476,983	\$ 854,427	\$ 854,982	\$ 886,524
Inter-Municipal Reserves Schedule				
	Previous Years Expenses	F2023-24 Projection	Approved Expense	Program Amount Remaining
Inter-Municipal program	\$ 37,432	\$ -	\$ 37,432	\$ -



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Region 6 Solid Waste-Resource Management

PO Box 639 / 45 School St , Suite 304

Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

EXPENSES	2023-24 Actuals as of September 30	2023-24 Projection	2023-24 Budget	2024-25 ESTIMATE
OPERATING EXPENSE				
Coordinator Salary	\$ 35,589	\$ 85,329	\$ 85,329	\$ 89,200
Coordinator Benefits	\$ 8,222	\$ 11,350	\$ 11,350	\$ 16,020
Travel (Coordinator)	\$ -	\$ 2,200	\$ 3,500	\$ 3,000
Training and conference	\$ 1,097	\$ 2,500	\$ 2,000	\$ 2,200
Office Rental	\$ 5,366	\$ 10,731	\$ 10,000	\$ 9,675
Cell phones	\$ 1,024	\$ 2,049	\$ 1,000	\$ 2,000
Internet/Phone/Fax	\$ 600	\$ 1,200	\$ 1,300	\$ 1,300
Office supplies and services	\$ 850	\$ 1,700	\$ 3,500	\$ 3,000
Computer/materials	\$ 383	\$ 3,000	\$ 1,500	\$ 3,600
Insurance	\$ -	\$ 3,900	\$ 3,700	\$ 3,900
Administration	\$ -	\$ 9,390	\$ 9,390	\$ 9,390
Legal & Auditor	\$ -	\$ 9,281	\$ 10,000	\$ 9,500
Sub-total	\$ 53,131	\$ 142,630	\$ 142,569	\$ 152,785
EDUCATION				
Education salary	\$ 27,087	\$ 66,305	\$ 66,305	\$ 69,780
Educator Benefits	\$ 5,976	\$ 11,279	\$ 11,279	\$ 14,390
Travel (education)	\$ 5,552	\$ 13,886	\$ 14,000	\$ 14,000
Advertising	\$ -	\$ -	\$ 1,500	\$ 1,000
R6RECYCLES	\$ 12,777	\$ 12,777	\$ 12,000	\$ 12,780
Program materials	\$ 575	\$ 2,500	\$ 4,000	\$ 4,000
Sub-total	\$ 51,966	\$ 106,746	\$ 109,084	\$ 115,950
PAYMENTS TO UNITS				
Enforcement Contract	\$ -	\$ 89,425	\$ 89,425	\$ 89,425
Dairy Stewardship	\$ -	\$ 90,000	\$ 90,000	\$ 90,000
Diversion ¹	\$ -	\$ 350,000	\$ 350,000	\$ 350,000
Municipal Approved Programs	\$ -	\$ 80,500	\$ 80,500	\$ 80,500
Sub-total	\$ -	\$ 609,925	\$ 609,925	\$ 609,925
TOTAL	\$ 105,097	\$ 859,301	\$ 861,578	\$ 878,660
Revenue/Expenditure	\$ 371,886	\$ 4,874	\$ 6,596	\$ 7,864

Notes to BUDGET:

1. Diversion Credits - \$5.5 million is available Provincially, up from \$5 million available last year. It is expected that a new smoothing agreement will take place during this year.

2. Municipal Billing - this now includes two lines, the first line pays for the operations that are not covered through grant and contracted services. The second line, shows the deficit for 2022-23 which is added to the first line resulting in the subtotal, showing the required Municipal Billing (see Table 1 for details).

Municipal Area Served:	2021 Population	% of Region	2024-25
Shelburne Shared Services	6,456	6.99%	\$ 10,696.42
Town of Bridgewater	8,790	9.52%	\$ 14,563.43
Town of Mahone Bay	1,064	1.15%	\$ 1,762.85
Municipality of Lunenburg	25,545	27.68%	\$ 42,323.42
Municipality of Barrington	6,523	7.07%	\$ 10,807.42
Town of Clark's Harbour	725	0.79%	\$ 1,201.19
Municipality of Chester	10,804	11.71%	\$ 17,900.26
Town of Lunenburg	2,396	2.60%	\$ 3,969.74
Region of Queens Municipality	10,486	11.36%	\$ 17,373.39
West Hants Regional Municipality	19,509	21.14%	\$ 32,322.86
Total	92,298	100.00%	\$ 152,921.00

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REGION 6 SOLID WASTE MANAGEMENT

FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2023

REGION 6 SOLID WASTE MANAGEMENT

FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2023

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INDEPENDENT AUDITOR'S REPORT

REGION 6 SOLID WASTE MANAGEMENT

Opinion

We have audited the financial statements of ***Region 6 Solid Waste Management*** which comprise the statement of financial position as at March 31, 2023, statement of financial activities, accumulated surplus and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements of the Region are prepared, in all material respects, in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Region in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Region's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Region or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Region's financial reporting process.

Incorporated Partners
Forse Investments Limited
Crosby Smith Holdings Limited

www.kentandduffett.ca

INDEPENDENT AUDITOR'S REPORT (continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Region's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Region's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Region to cease to continue as a going concern.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kent & Duffett

Chartered Professional Accountants
Registered Municipal Auditor

Kentville, Nova Scotia
September 8, 2023

REGION 6 SOLID WASTE MANAGEMENT
STATEMENTS OF FINANCIAL ACTIVITIES AND ACCUMULATED SURPLUS

YEAR ENDED MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
Revenues		
Operating and education		
Coordinator funds (RRFB)	\$ 43,286	\$ 43,286
Education contract (RRFB)	61,494	89,405
Inter-municipal programs	-	16,793
Services	-	450
Other	-	2,496
Funds		
Diversion credits	384,506	432,529
Dairy recycling	111,664	76,664
Municipal approved program	80,746	82,574
Enforcement	89,021	102,552
Interest	5,769	4,069
Municipal contributions	130,175	72,292
	<u>906,661</u>	<u>923,110</u>
Expenditures		
Operating and education		
Overhead	216,794	195,151
Regional programs	17,779	26,644
Salaries and benefits	10,273	10,318
Distributions		
Diversion credits (note 3)	496,170	509,193
Inter-municipal programs	3,742	3,505
Municipal approved programs	80,746	82,574
Enforcement	89,021	89,129
	<u>914,525</u>	<u>916,514</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>\$ (7,864)</u>	<u>\$ 6,596</u>
ACCUMULATED SURPLUS AT BEGINNING OF YEAR	\$ 221,185	\$ 230,660
Excess of revenues over expenditures	(7,864)	6,596
Change in reserve	4,581	(16,071)
ACCUMULATED SURPLUS AT END OF YEAR	<u>\$ 217,902</u>	<u>\$ 221,185</u>

The accompanying notes are an integral part of these financial statements.

REGION 6 SOLID WASTE MANAGEMENT

STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
FINANCIAL ASSETS		
Cash	\$ 106,414	\$ 312,647
HST recoverable	19,516	17,226
Due from West Hants Regional Municipality	<u>100,972</u>	<u>-</u>
	<u>226,902</u>	<u>329,873</u>
LIABILITIES		
Payables and accruals	9,000	9,000
Due to West Hants Regional Municipality	<u>-</u>	<u>99,688</u>
	<u>9,000</u>	<u>108,688</u>
NET ASSETS	<u>\$ 217,902</u>	<u>\$ 221,185</u>
ACCUMULATED SURPLUS		
Operations and education funds	\$ 43,019	\$ 49,500
Diversion program funds	13,166	10,054
Future projects funds	84,979	84,893
Enforcement program funds	<u>76,738</u>	<u>76,738</u>
	<u>\$ 217,902</u>	<u>\$ 221,185</u>

Approved on Behalf of the Board R6 Inter-Municipal Committee

Wynne Thordurson Director Chair
 Wynne Thordurson

Christine H. McClare Director Coordinator
 Christine McClare

Date: Sept 8, 2023

REGION 6 SOLID WASTE MANAGEMENT

STATEMENT OF CASH FLOWS

YEAR ENDED MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Excess of revenues over expenditures	\$ (7,864)	\$ 6,596
Items not involving cash		
Change in reserves	<u>4,581</u>	<u>(16,071)</u>
	<u>(3,283)</u>	<u>(9,475)</u>
Net change in non-cash working capital balances		
Receivables	-	2,785
Harmonized Sales Tax	<u>(2,290)</u>	<u>(6,679)</u>
	<u>(5,573)</u>	<u>(13,369)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Changes to West Hants Regional Municipality balance	<u>(200,660)</u>	<u>27,580</u>
NET INCREASE (DECREASE) IN CASH DURING THE YEAR	(206,233)	14,211
CASH POSITION AT BEGINNING OF YEAR	<u>312,647</u>	<u>298,436</u>
CASH POSITION AT END OF YEAR	<u><u>\$ 106,414</u></u>	<u><u>\$ 312,647</u></u>

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REGION 6 SOLID WASTE MANAGEMENT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2023

1. NATURE OF OPERATIONS

On August 7, 1998, and amended on December 22, 2008, the below units signed the Region 6 Inter-Municipal Services Agreement (the "Agreement") to form the Region 6 Inter-Municipal Committee (Sections 1 and 2 of the Agreement). In this Agreement, the parties agree to provide certain solid waste-resource management services for Region 6 Solid Waste Management region.

Solid waste-resource management services include:

- a) Education;
- b) Regional co-operation and encouragement of common standards;
- c) Provision of a Regional Coordinator as well as office equipment and space;
- d) Disbursement of Resource Recovery Fund Board (RRFB) diversion credits;
- e) Implementation of any RRFB approved projects; and
- f) The parties have power to add by amendment to this Agreement.

Region 6 Solid Waste Management consists of the following towns and municipalities pursuant to Clause 39(1) of the Solid Waste-Resource Management Regulations:

Town of Clarks Harbour
 Town of Mahone Bay
 Town of Lunenburg
 Town of Bridgewater
 Town of Lockeport
 Town of Shelburne
 West Hants Regional Municipality
 Municipality of the District of Chester
 Municipality of the District of Lunenburg
 Municipality of the District of Shelburne
 Region of Queens Municipality
 Municipality of the District of Barrington

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting

The financial statements of Region 6 Solid Waste Management are the representations of management prepared in accordance with Canadian Public Sector Accounting Standards (PSAS) as established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

Outlined below are those considered particularly significant:

REGION 6 SOLID WASTE MANAGEMENT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2023

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue

Revenue is recorded on the accrual basis.

Special programs including Dairy Funding, Enforcement Funding and Municipal Approved Program funds (MAP) are paid on the condition that the funds be used for qualifying projects in solid waste-resource management. Qualifying projects include:

- Municipal Waste Diversion Programs including source reduction; reuse, regional and municipal recycling and composting programs;
- Municipal Household Hazardous Waste Program;
- Municipal Waste Management Education Program; and
- Eligible Enforcement Programs.

Government contributions are recognized as revenue in the period the transfer is authorized, and all eligibility criteria have been met.

Revenue for operations and education is negotiated annually and is recorded as earned.

Expenditures

Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

Diversion credits are paid to municipalities based on a formula established by the Department of Environment of the Province of Nova Scotia using data supplied by the municipalities and landfill operators. This formula provides funding for municipalities which have implemented waste management programs and diverted waste from disposal (Sections 53 and 54 of the Agreement).

Cash

Cash includes cash and amounts held on deposit with a financial institution.

Use of estimates

The preparation of financial statements in conformity with PSAS requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and the reported amounts of revenues and expenses during the reporting period. Significant estimates include certain accruals. Actual results could differ from those estimates.

Funds

Certain amounts, as approved by the Inter-Municipal Committee, are set aside in accumulated surplus for future operating and capital purposes. Transfers to/from funds are an adjustment to the respective funds when approved.

REGION 6 SOLID WASTE MANAGEMENT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2023

3. DISTRIBUTION TO MUNICIPAL UNITS

	2023		
	Diversion Credits	Dairy Recycling	Total
Municipal Joint Services Board	\$ 172,720	\$ 40,039	\$ 212,759
Region of Queens Municipality	45,564	20,128	65,692
West Hants Regional Municipality	88,859	14,956	103,815
Municipality of the District of Chester	56,253	8,802	65,055
Municipality of the District of Shelburne (shared services)	8,651	17,316	25,967
Town of Lunenburg	11,689	1,932	13,621
Municipality of the District of Barrington	39	7,696	7,735
Town of Clark's Harbour	731	795	1,526
	<u>\$ 384,506</u>	<u>\$ 111,664</u>	<u>\$ 496,170</u>

	2022		
	Diversion Credits	Dairy Recycling	Total
Municipal Joint Services Board	\$ 185,846	\$ 34,679	\$ 220,525
Region of Queens Municipality	44,344	7,685	52,029
West Hants Regional Municipality	106,514	10,205	116,719
Municipality of the District of Chester	61,059	10,383	71,442
Municipality of the District of Shelburne (shared services)	8,916	6,154	15,070
Town of Lunenburg	13,068	3,932	17,000
Barrington/Clarks Harbour	2,040	215	2,255
	<u>\$ 432,529</u>	<u>\$ 76,664</u>	<u>\$ 509,193</u>

4. FINANCIAL RISKS AND CONCENTRATION OF RISKS

Financial assets

Financial assets include cash which is recorded at fair value and accounts receivable which are recorded at amortized cost.

Liquidity risk

The Board's objective is to have sufficient liquidity to meet its liabilities when due. The Board monitors its cash balance and cash flows from operations to meet its requirements. As at March 31, 2023, the most significant financial liabilities were payables and accruals.

5. OTHER INFORMATION

The statement of changes in net assets was not prepared as it is deemed to not provide useful information to users.

REGION 6 SOLID WASTE MANAGEMENT

STATEMENT OF OPERATIONS AND EDUCATION

SCHEDULE 1

YEAR ENDED MARCH 31, 2023

	Budget Unaudited	2023 Actual	2022 Actual
Revenue			
Coordinator funds (RRFB)	\$ 43,286	\$ 43,286	\$ 43,286
Education contract (RRFB)	80,392	61,494	89,405
Inter-municipal programs	-	-	16,793
Interest	-	2,571	3,349
Services	-	-	450
Other	-	-	2,496
	123,678	107,351	155,779
Expenditures			
Administration	9,390	9,386	9,386
Cell phones	1,100	887	932
Education and regional programs	5,500	4,126	1,828
Employee benefits	22,774	28,223	24,239
Insurance	3,500	6,347	3,426
Inter-municipal programs	-	7,432	16,793
Office	4,800	3,742	3,505
Office equipment	1,500	1,414	3,027
Office rental	10,000	9,198	9,290
Professional fees	10,000	8,760	9,068
Recycling application	11,000	10,347	9,851
Salaries	136,536	141,698	134,273
Training and conference	2,000	1,917	261
Travel	15,000	15,111	9,739
	233,100	248,588	235,618
Excess of expenditures over revenue	(109,422)	(141,237)	(79,839)
Balance, beginning of year	49,500	49,500	42,902
Changes to reserves	59,922	134,756	86,437
	-	43,019	49,500
Balance, end of year	\$ -	\$ 43,019	\$ 49,500

REGION 6 SOLID WASTE MANAGEMENT**STATEMENT OF DIVERSION CREDITS FUND****SCHEDULE 2****YEAR ENDED MARCH 31, 2023**

	<u>2023</u>	<u>2022</u>
Revenue		
Resource Recovery Fund Board diversion credits	\$ 384,506	\$ 432,529
Dairy recycling fund	111,664	76,664
Interest	3,112	700
Municipal contributions	130,175	72,292
	<u>629,457</u>	<u>582,185</u>
Expenditures		
Distribution to Municipal units (note 3)		
Municipal Joint Services Board	172,720	185,846
Municipality of the District of Chester	56,253	61,059
Town of Lunenburg	11,689	13,068
West Hants Regional Municipality	88,859	106,514
Region of Queens Municipality	45,564	44,344
Municipality of the District of Barrington	39	10,742
Town of Clark's Harbour	731	2,039
Municipality of the District of Shelburne	8,651	8,917
Dairy recycling (note 3)	111,664	76,664
	<u>496,170</u>	<u>509,193</u>
Excess of revenue over expenditures	133,287	72,992
Balance, beginning of year	10,054	9,354
Changes to reserves	<u>(130,175)</u>	<u>(72,292)</u>
Balance, end of year	<u>\$ 13,166</u>	<u>\$ 10,054</u>

REGION 6 SOLID WASTE MANAGEMENT

STATEMENT OF FUTURE PROJECTS FUNDS

SCHEDULE 3

YEAR ENDED MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
Revenue		
Interest	<u>\$ 86</u>	<u>\$ 20</u>
 Expenditures		
Programs	<u>-</u>	<u>-</u>
Excess of revenue over expenditures	86	20
Balance, beginning of year	84,893	101,666
Changes to reserves	<u>-</u>	<u>(16,793)</u>
 Balance, end of year	<u><u>\$ 84,979</u></u>	<u><u>\$ 84,893</u></u>

REGION 6 SOLID WASTE MANAGEMENT

STATEMENT OF RRFB MUNICIPAL APPROVED PROGRAM

SCHEDULE 4

YEAR ENDED MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
Revenue		
RRFB funding		
Municipal approved program	<u>\$ 80,746</u>	<u>\$ 82,574</u>
Expenditures		
Municipal Joint Services Board	30,968	31,669
West Hants Regional Municipality	17,067	17,454
Region of Queens Municipality	9,174	9,381
Municipality of the District of Chester	9,452	9,666
Municipality of the District of Shelburne	5,648	5,776
Municipality of the District of Barrington	5,707	5,836
Town of Clark's Harbour	634	649
Town of Lunenburg	<u>2,096</u>	<u>2,143</u>
	<u>80,746</u>	<u>82,574</u>
Excess of revenue over expenditures	-	-
Balance, beginning of year	-	-
Changes to reserves	<u>-</u>	<u>-</u>
Balance, end of year	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

REGION 6 SOLID WASTE MANAGEMENT

STATEMENT OF RRFB ENFORCEMENT PROGRAM

SCHEDULE 5

YEAR ENDED MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
Revenue		
RRFB funding	<u>\$ 89,021</u>	<u>\$ 102,552</u>
Expenditures		
Municipal Joint Services Board	34,142	33,925
West Hants Regional Municipality	18,816	18,736
Municipality of the District of Chester/Town of Lunenburg	12,731	12,508
Municipality of the District of Barrington	6,991	7,295
Municipality of the District of Shelburne	6,227	6,466
Region of Queens Municipality	<u>10,114</u>	<u>10,199</u>
	<u>89,021</u>	<u>89,129</u>
Excess of revenue over expenditures	-	13,423
Balance, beginning of year	76,738	76,738
Changes to reserves	<u>-</u>	<u>(13,423)</u>
Balance, end of year	<u><u>\$ 76,738</u></u>	<u><u>\$ 76,738</u></u>

4/2



Region 6 Activities Summary 2023-24

Region 6 staff are responsible to delivery Solid Waste Education and Administration throughout our 12 member municipalities. In addition to representing and liaising for the region at the provincial level and accomplishing the required activities under the Education and Regional Coordinator contracts with Divert NS, some focus areas included:

Education

- Collaboration with Scotian Shores group to clean up Ghost Fishing Gear and other litter on our beaches and coastlines went to a new level this past summer. A partnership with another group has allowed for a helicopter to be used in inaccessible areas. At Cape Sable (Cape Sable Island, Barrington) they have removed many pounds of gear that were identified last year.

- Use of social media and videos aims to reduce litter and educate on proper waste management. Posts are an additional and effective way to reach more of our residents and businesses (What Goes Where Wednesday, Let's Be Clear Litter Doesn't Belong Here and many more).

- The Master Recycler program is being offered to both youth and adults. This on-line and in person, has educated residents to spread the word on the benefits of recycling.

Administration

- Work continues with the province to implement EPR for Printed Paper and Packaging (PPP) with the first milestone of municipalities getting registered for the industry-led. Assistance and guidance provided to units to supply the required recycling program data to register for the industry-led program. Between now and October 1, 2023, industry will consult municipalities and develop a program plan for submission to the province. Contracts may be negotiated with municipalities for collection and/or education services.

- Other EPR programs are being created simultaneously for Batteries, Light Bulbs and Small Appliances. The program plans are due to the province and programs are to be in place by July, August and September 2024. Once in effect, these programs will see more material diverted from landfill and industry covering the cost of managing these materials.

- Getting to 300kg/person/year consultation feedback to the province to maximize diversion while minimizing negative impacts to funding and managing programs.

- Working with the Province to mitigate the impact of the ban on pressure treated lumber from disposal at C&D sites. New methods will be required to keep pressure treated timber separate. Compliance steps continue to be taken.

- Ongoing work to lessen the impact of waste generated by natural disasters. Wildfire and Flooding impacts this past summer, saw additional material sent for disposal. With documentation on weights, it is possible that these materials will not count against diversion.

Christine H McClare
Regional Coordinator
Dec 7, 2023

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Mayor Nickerson for November

Regular Council

July 1st

SCEEMO

Joint Mayor's Mtg

C & D site meeting in Shelburne

Deputy-Mayor DeMings-Taylor Meetings

Nov 1 Council discussion

Nov 14 Regular council meeting

Nov. 21. Recreation meeting

Nov 27 Council meeting

Nov 28 council Discussion

November Meetings, 2023, Dayle Eshelby

- Nov. 1st Council Discussion
- Nov. 2nd Roseway Manor Board Shelburne
- Nov. 8th Climate Caucus – Elected only call
- Nov. 8th Recreation Centre meeting
- Nov. 10th July 1st Meeting
- Nov. 13th July 1st Meeting
- Nov. 14th Regular Council
- Nov. 15th Housing presentation, Virtually
- Nov. 15th Communities on the Move
- Nov. 17th Paul Wills
- Nov. 21st Roseway Manor Announcement Shelburne
- Nov. 21st Recreation
- Nov. 27th Regular Council
- Nov. 28th Council Discussion
- Nov. 28th Meeting with Mayor and others regarding dune revetment

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Councillor Balish Meetings for November 2023

01 Council Check – In

02 Roseway Manor

14 Council Meeting

21 Student Advisory Council

27 Council Meeting

Dangerous and Unsightly Premises

30 Accessibility Advisory Committee

416)

Councillor Mary Meagher Meetings for November 2023

Nov 1 Council Discussion

Nov 2 Roseway Manor Board Meeting

Nov 14 Council Meeting

Nov 21 Shelb County Mental Health & Wellness Assoc

Nov 21 Roseway Manor Rebuild - Gov't Announcement

Nov 21 Recreation Meeting

Nov 27 Council Meeting

Nov 28 2nd Council Discussion

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Shelburne County Mental Health and Wellness Association
Minutes November 21, 2023

1. Call to Order

The meeting was called to order by Chairperson, Kevin Grant in meeting room B of the Shelburne Community Center in Shelburne.

Present: Kevin Grant, Chairperson; Marilyn Johnston, Secretary; Tamara McIntyre, Co-Warm Line Coordinator; Cheryl Baker, Director at Large; Mary Meagher, Councilor Town of Lockeport; Loretta Nickerson, Executive Director SASI Gabriel Desprey Jones, invited guest

We introduced ourselves to Gabriel. Most of what he does is capacity building in the non-profit, seniors, language and culture sectors. He charges to write grants.

2. Minutes of October 17, 2023

The Minutes of Oct.17, 2023 were emailed out to members.

3. Who does What in Mental Health in Shelburne County

Nothing new to add. The most up to date version is on our website.

4. Treasurer and Vice-Chairperson Positions

We need a treasurer and a vice-chairperson. No volunteers at this time.

5. Future of the Association

We will need to begin conversations around the future of the Association sometime in the new year of 2024. Will we have a viable purpose if the warm line gets shut down completely? We should all be giving this some thought to be ready to discuss it.

6 . Clubhouse Idea – Kelly Goudie

Waiting to see how things go in Bridgewater.

8. Grants and Funding

Red Cross Grant – We are now able to carry over unspent money from the first fiscal year of the project, therefore we have another \$1,000 for Facebook ads and/or travel and \$2,840 (142 hours) extra for personnel. It was agreed to spend \$500 on a week-long Facebook ad to promote the senior call-out portion of the warm line. This will need to be worded very carefully so that folks don't think it is a scam. Kevin to compose and send it to Tamara for her input. It was agreed that we should hire one of our volunteers if she is interested to work more hours on the senior call-outs and be paid for it. Tamara to follow up.

Wellness Funds from the Community Health Board – The Trails and Talks final report has been submitted by Kevin. . The bench with our wind phone on it in Lockeport was put away for the winter. It might be possible to put the wind phone on the Alma Cotter bench as it is left our year round, however, this site is not as accessible for use as the Calf Island location. The location near Calf Island on the Lockeport Loop Trail is perfect for it. Mary will check into this. It might be best to just leave it on the bench in storage for the winter.

Kevin to check into putting the addresses of the wind phones somewhere. We need a "guest book" for folks to provide comments/feedback about using the phones. We do not want their names. It would be good to have stats on their usage and what people think about them.

Age Friendly Grant – the application for \$21,270 for funding from Feb. 1/24-Sept.30/24 was submitted on Nov. 15/23. We should know if it is approved in January with the money released in March. Kevin sent Nolan Young, Shelburne County MLA a copy for his information.

Gabriel Despres Jones

He is Tamara's husband and has offered to provide some volunteer time with us until our warm line shutdown decision date of April 1/24. He cannot be on our Board but can act as a volunteer consulting director. He searches out grants that are appropriate for different types of non-profit organizations. He does charge to actually write a grant application.

Whoever writes the grant application must be on our Board. Funders prefer/require this. We are a perfect candidate for the New Horizons for Seniors federal grant (\$25,000). Form letters of support should never be used. They should always be original. To write a good application we should have stats to back up what it is we do. We should have formal MOU's with partners such as the Senior Safety Officers. It gives more credibility to the application. We can say that we are working with these communities and have a formal partnership with them. We need to get good at "persuasive writing" so we must imagine ourselves in the funders seat. We need to clearly state our mandate, what we want and then tell them how we will do it. We must build a really good product for the Government to take us seriously and for them to want to be a part of what we do. There will always be a constant demand/need for our service of inclusive, interaction with seniors (call-outs).

We should look at our mandate and broaden our scope to include more communities such as francophone, Indigenous, Acadian, Black, etc. to be more inclusive. The French have grants for Mental Health as do some of the other communities. We should reach out to these folks to let them know what we do and ask how we can serve their community. This would be a trust building exercise and Tamara can spearhead this. He can help us by providing the contact information for these groups. We could give Peggy extra hours as she speaks French to build the connection with the francophone community. We should go to the Acadian Research Center in Pubnico and introduce ourselves and our service. When we contact them tell them that we want to better represent the folks in South Western Nova Scotia and ask how we can help them. We need to build bridges and networks. We are in a transition phase right now and need to rebrand ourselves. Having the Senior Safety Officers as partners is gold for us. We need to expand this to all areas of Nova Scotia. We need to negotiate up the ladder from the grass roots, non-profit community organization level. TechSoup is very good for software, wifi, computers/laptops and training with discounts. Brittany Dedrick has an office right here in Shelburne. We should get registered with TechSoup.

The Digital Assistance Program would be helpful to make improvements to our website. Perhaps we may need funds to support the maintenance of our wind phones. To get grants for that we will need stats on their use.

Gabriel provided a handout and will email it to Marilyn to distribute for information regarding a list of funders, operational infrastructure, and Financial Stability information many of which he talked about today.

We thanked Gabriel for the information and inspiration and look forward to working with him until April 1/24.

9. NS Warm Line Report

Presented to: Shelburne County Mental Health Association Board of Directors

Presented on: November 21, 2023

Tamara McIntyre, NS Warm Line Coordinator

SUMMARY

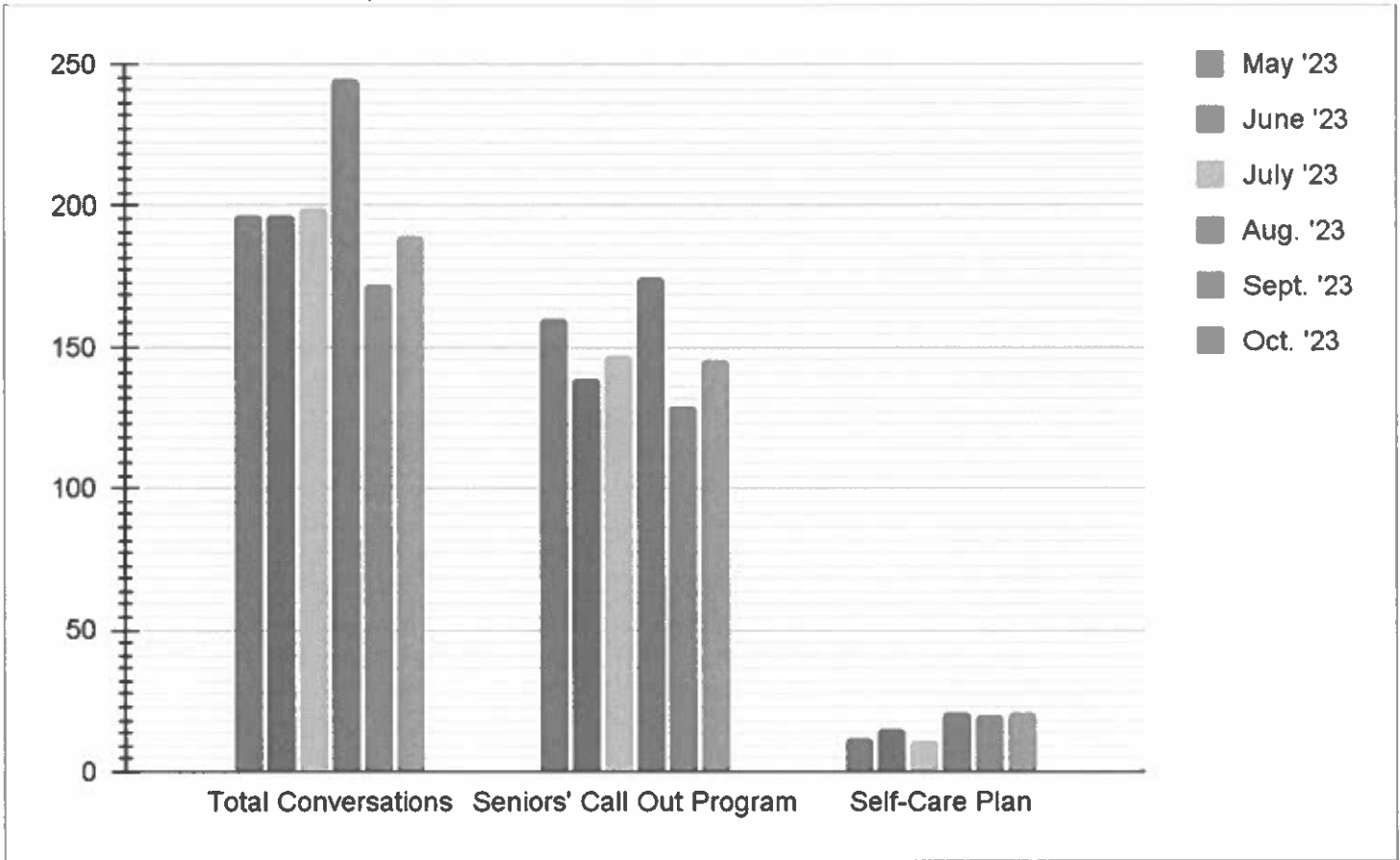
The Nova Scotia Warm Line continues to operate online through the support and activity of both volunteers and paid staff. We have multiple people using the Warm Line as part of their ongoing self-care plan, including one client who is not a senior or anonymous using the call-out program. Six potential volunteers were trained on Monday, October 23 for the Seniors' Safety Call Out Program. Of those potential volunteers, two have joined us. As they already have vacation plans and booked appointments, we are booking them where possible and they will eventually cover alternate Tuesdays, and alternate Thursdays. One of our alternate Thursdays volunteers is taking needed time until the new year when we will re-evaluate. We now have an alternate Wednesday shift available.

DETAILS

- Total Conversations: 189
 - Phone: 188
 - Chat: 1
 - Unique Callers: 35
- Breakdown
 - Senior Safety Program Calls: 145
 - Self-care Plan: 21
 - Problem Call: 3
 - Administrative Call: 1
 - Hang up: 1
 - Uncategorized: 18

- Out of Hours: 5
- Active Volunteers: 6
- New Volunteers: 2

6 MTH COMPARISON UPDATES / PROPOSALS



Warm Line Shut Down Plan

- Document has not been updated recently
- Document has been updated (v1.1) with the board’s decision to shut down the Warm Line in 2024, with the caveat that IF long term sustainable funding is found SCMHWA is willing to continue to offer the Seniors’ Safety Call Out Program.

NOTE: There should be a meeting of Tamara, Peggy, Kevin and others that may want to join in to figure out a way to reach out to the francophone community and to expand our Seniors Safety Officer contacts for formal MOU partnerships across the Province.

10. New Peer Support Group

Cheryl told us about a new peer support group being set up through the Clark’s Harbour NS Heath and Addictions office. It is for the parents of those who have lost a loved one by suicide.

11. Death Café

Kevin noted that a Death Café had been held at the McKay Library on Nov. 16. These sessions are to talk about end of life issues. They had 10 participants. They are planning another one for the new year.

12. NS Mental Health Knowledge Collaborative

There are new sessions on Compassion Fatigue starting this month and going until March or April but skipping Dec.

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13. TriCounty Aging Well Together Coalition

Future meetings are on hold until a review of Community Links is completed.

14. NSH/Community Stakeholder

An in person/online meeting is scheduled for December 4 in Shelburne.

15. Red Cross Psychological First aid Courses – Self Care; and Caring for Others available until Nov. 26th

Go to <https://learn.redcross.ca/p/psychological-first-aid> and enter these codes for Self Care- COMM-SC-37976307-30E and Caring for Others – COMM-CO-37976307-30E

16. Next Meeting December 19, 2023

Our next meeting will be Tuesday, December 19, 2023 in Lockeport in the Town Council Chambers. Mary to book it.

17. Adjournment

There being no further business the meeting adjourned.

Warm Line

1. Operational Infrastructure and Growth
2. Operational Funds/Salaries
3. Long Term Financial Stability

1. Operational Infrastructure

a. Technology Support

- i. TechSoup: software, wifi, computers/laptops, training
- ii. Agewell technological solutions to staying connected, creating supportive communities)
- iii. Digital Assistance Program (Website improvements)

b. Language Support

- i. Intersectoral Action Fund (Capacity building partnerships: Language/Aging/Mental Health)
- ii. Acadian Affairs (French language support salary)
- iii. Official Languages Support Programme (French language project funds)
- iv. Language Partner Organisations (ie. German Consulate, Mi'kmaq NGOs)
- v. Réseau Santé Nouvelle Écosse (Partner and resource for Language Support grants)
- vi. Société Santé en Français (french language support in health services)

2. Operational Funds/Salaries

a. Community/Senior Safety/Access to Health Care/Mental Health (over 10000)

- i. ACOA Innovative Communities Fund
- ii. Canadian Red Cross (CSRF)
- iii. New Horizons for Seniors
- iv. NS Age friendly Communities Grant
- v. Distress Line Equity Fund
- vi. CN Stronger Communities Fund
- vii. Accerta Foundation
- viii. Age Better (Supportive services to seniors)

3. Financial Stability

- a. Federal and Provincial Partnerships
- b. Private sector and community sponsors

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June Harding

From: Colleen Fiske <cfiske@cnsopb.ns.ca>
Sent: Tuesday, December 5, 2023 9:39 AM
To: Colleen Fiske
Subject: Notice of Decision Respecting Call for Bids NS22-1

Good morning:

This email correspondence is to make you aware of the decision respecting Call for Bids NS22-1. It was announced on the Canada-Nova Scotia Offshore Petroleum Board (CNSOPB) website that the federal Minister of Energy and Natural Resources Canada and the provincial Minister of Natural Resources and Renewables have jointly set aside (vetoed) the fundamental decision pertaining to the issuance of Exploration Licence 2437 for Parcel #8 to Inceptio Limited. [The Ministers' respective letters and their joint release can be found here.](#)

The Work Expenditure Bid deposit received by the Canada-Nova Scotia Offshore Petroleum Board will be returned to Inceptio Limited. Parcel #8 will no longer be up for bid and will remain as Crown land.

The Canada-Nova Scotia Offshore Petroleum Board is the independent joint agency of the Governments of Canada and Nova Scotia responsible for the regulation of petroleum activities and resources in the Canada-Nova Scotia offshore area.

Please let us know should you have any questions.

Thank you.

Colleen Fiske
Advisor, Communications

Canada-Nova Scotia Offshore Petroleum Board
201 Brownlow Avenue, Suite 27
Dartmouth, NS B3B 1W2

Mobile (782) 409-9939
Reception (902) 422-5588
cfiske@cnsopb.ns.ca
<http://www.cnsopb.ns.ca>

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TOWN OF OXFORD

5201 MAIN ST.
P. O. BOX 338
OXFORD, NOVA SCOTIA
B0M 1P0

PHONE: 902-447-2170
FAX: 902-447-2485

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RECEIVED
DEC 04 2023
JK

November 27, 2023

Honourable Steven Guilbeault
1010-800 Maisonneuve Blvd East
Montreal, Quebec
H2L 4L8

Email: Steven.Guilbeault@parl.gc.ca

Dear Honourable Guilbeault,

RE: Exemption of Volunteer Emergency Service Providers from New Fuel Charges

This letter is to acknowledge and support the Municipality of Barrington in their letter dated July 27, 2023, and the Municipality of the District of Yarmouth in their letter dated November 1, 2023, regarding the request for carbon tax exemption for volunteer emergency service providers.

Oxford Town Council understands the importance to reduce and eliminate the use of fossil fuels as it is destroying our climate, but we are concerned with the extra financial burden on the volunteer emergency service providers as they are on a limited and fixed budget to protect our Town.

To reiterate Warden Cunningham's letter, The emergency service providers are "volunteers, sacrificially working out of their desire to make communities safer, selflessly putting their lives at risk in times of crisis; working tirelessly to fund training and equipment purchases; all of which is enough of a price to pay to keep our residents safe."

Oxford Town Council shares the same request as the Municipality of Barrington and the Municipality of the District of Yarmouth to also ask that the application of the carbon tax on volunteer emergency service providers be removed.

Please contact me if you would like to discuss this further, my email is ghenley@oxfordns.ca and phone number is 902-397-2785

Kind Regards,

Greg Henley
Mayor

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MUNICIPALITY OF DIGBY

P.O. BOX 429

DIGBY

NOVA SCOTIA

B0V 1A0

November 24, 2023

Honorable Pablo Rodriguez
Minister of Transport
House of Commons
Ottawa, Ontario
K1A 0A6

Re: Digby – Saint John Ferry

Dear Honorable Pablo Rodriguez,

I am writing to you on behalf of Council for the Municipality of the District of Digby. We have become aware that Transport Canada is considering temporary redeployment of the MV Fundy Rose to service a route from Quebec to Prince Edward Island.

Our Council and residents are extremely concerned about this potential disruption to the ferry service from Digby to Saint John.

The ferry service is a vital part of our community and is relied on by industries, including the fishery, throughout Southwest Nova Scotia. It is crucial for the transportation of seafood and other goods to mainland Canada and abroad. The negative economic impacts of removing the ferry service would be severe and those impacts would be felt by the entire region. Disruption to our ferry service would jeopardize jobs and the many businesses that depend on it.

Our community also heavily relies on tourism and our hotels, bed and breakfasts, restaurants, whale watching, and other services form a major part of our economy. The ferry allows for easy access to Southwest Nova Scotia. Disruption of the ferry service would lead to tourists being discouraged from choosing to visit our communities. Our businesses that rely on tourism would see a decline in revenue and may not be able to survive long-term without the ferry service.

Finally, the ferry is one of the only links between Nova Scotia and mainland Canada. If there were a weather event or an incident that shut down the Trans-Canada highway, the ferry service from Digby to Saint John would be a vital route for essential services. Removal of the ferry could leave our area isolated and may create serious hardships for our residents.

(55)

MUNICIPALITY OF DIGBY

P.O. BOX 429

DIGBY

NOVA SCOTIA

B0V 1A0

We strongly urge you to reconsider this matter and find an alternative solution that does not involve removing our ferry to address an issue with another ferry service. We would welcome further discussion on this matter and look forward to receiving your response.

Sincerely,



Linda Gregory

Warden

Municipality of the District of Digby

c. Honorable Chris d'Entremont