

**AGENDA  
MUNICIPAL COUNCIL**

Bridgewater, NS

**Tuesday, February 26, 2019 – 9:00 a.m.**

Time & Page

1. CALL TO ORDER
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – February 12, 2019
6. BUSINESS ARISING FROM MINUTES
  - 6.1 Letter of Support re Lyme Disease Conference.....1-2
  - 6.2 January 22, 2019 Council Motion re Access to In Camera Minutes ..... 3
7. AWARDING OF TENDERS/RFPs
  - 7.1 Award of Tender 2018-05-018 OnSite Sewage Disposal System Project Group #18.....4-6
  - 7.2 Award of Curbside Collection RFP 2018-005..... 7
8. PRESENTATIONS/SCHEDULED TIMES (Nil)
9. CONSIDERATION OF CORRESPONDENCE (Nil)
10. RECOMMENDATIONS FROM COMMITTEES & BOARDS
  - 10.1 Policy & Strategy Committee
    - 10.1.1 Community Council Meetings ..... (8) 9-10
  - 10.2 REMO Committee
    - 10.2.1 2019/2020 REMO Budget.....11-12
  - 10.3 Nominating Committee
    - 10.3.1 Appointment to Sherbrooke Lake Stewardship Committee .....13-14
11. STAFF REPORTS
  - 11.1 Administration Department
    - 11.1.1 Lunenburg County Accessibility Advisory Committee - Draft TOR.....15-20
  - 11.2 Recreation Department
    - 11.2.1 Active Smarter Kids Project.....21-30
12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS
  - 12.1 Deputy Mayor’s Update
13. ADDED ITEMS
14. IN CAMERA (Nil)
15. ADJOURNMENT



Lyme Disease is an international problem that touches hundreds if not thousands in this region. Many people on the south shore and western end of Nova Scotia, have experienced the consequences of being infected by a black legged tick, commonly known here as a deer tick. Some have had their symptoms recognized immediately and been treated successfully, while others have experienced a difficult journey to have their symptoms recognized and to find a diagnosis. Most of us go through our days not realizing that none of us are exempt from this problem! It would seem we all know someone, be it a friend or a neighbour, who has had, or, has Lyme Disease. Yet the lack of information and awareness about prevention and treatment is very concerning.

A group of people who have been affected by Lyme Disease have joined forces with the Canadian Lyme Disease Foundation ([www.CanLyme.com](http://www.CanLyme.com)) to elevate the discussion about Lyme and Tick-borne diseases in this province with the general public, as well as those in the health care profession. Our goal is to work with all those involved with Lyme and Tick-borne diseases in the province, and beyond, to ensure up to date information is provided regarding prevention, diagnosis and treatment. Our plan is to hold **an innovative local** conference in late October/November, 2019. This will be a two-part event, one for the general public and one for health care professionals. It is hoped that educational accreditation will be obtained to encourage participation. We will make it accessible using technology via streaming.

What excites us is that our collective includes highly skilled participants in many professions, from Lyme disease researchers to communications and social media experts. This conference WILL make a difference to Nova Scotians and indeed people all over the world.

It is hoped we can have input from councils in the region, Recreation Directors and others in the Health Care Professions who are impacted by Lyme Disease either directly or indirectly through their work or recreation.

THE ASK:

1. First and foremost – SUPPORT IN PRINCIPLE
2. Financial support – when we know what we need (end of February)
3. Letter of support
4. In kind Support:
  - Promotion and publicity
  - Input from Recreation Directors, Heads and members of departments that are impacted
  - A request to Health Professionals and the general public to participate



# Municipality of the District of Lunenburg

210 Aberdeen Road Bridgewater Nova Scotia Canada B4V 4G8  
Phone: 902-543-8181 / Fax: 902-543-7123 / Web Site: [www.modl.ca](http://www.modl.ca)

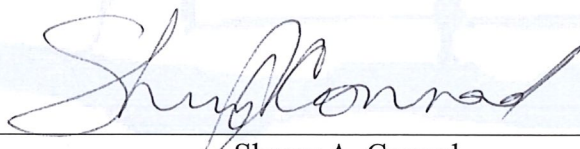
## MEMORANDUM

TO: Mayor Bolivar-Getson and Council Members  
FROM: Sherry Conrad, Municipal Clerk  
DATE: February 19, 2019  
RE: January 22, 2019 Council Motion re Access to In Camera Minutes

The motion made at the January 15, 2019 Policy & Strategy Committee recommending that Councillors who do not attend an In-Camera meeting of Council, Finance Committee and Policy & Strategy Committee can view notes by appointment with the Municipal Clerk was put forward to Council as a recommendation for approval and was approved by Council. It wasn't until staff reviewed the draft minutes that staff became aware of the error that the recommendation was defeated and should not have gone forward to Council.

Council has three (3) options to address this matter. The first two options are provided if Council wishes to rescind the motion. Option 1 allows the motion to be rescinded with the approval of a majority vote. Option 2 allows the motion to be rescinded with the approval of a 2/3 vote.

- Option 1 - A Councillor would have to give notice at the February 26, 2019 Council meeting that a motion will be presented at the March 12, 2019 Council meeting to rescind the motion of January 22, 2019 that Councillors who do not attend an In-Camera meeting of Council, Finance Committee and Policy & Strategy Committee can view notes by appointment with the Municipal Clerk.
- Option 2 - Make a motion at the February 26, 2019 Council meeting that the motion of the January 22, 2019 Council meeting that Councillors who do not attend an In-Camera meeting of Council, Finance Committee and Policy & Strategy Committee can view notes by appointment with the Municipal Clerk be rescinded.
- Option 3 - Do nothing.

  
\_\_\_\_\_  
Sherry A. Conrad

/sac



# Municipality of the District of Lunenburg

---

## MEMORANDUM

**REPORT TO:** Council

**SUBMITTED BY:** Maria Butts, LaHave River Project Coordinator

**DATE:** February 26, 2019

**RE:** Tender Award: On-Site Sewage Disposal System Installations for LaHave River Properties. Project Group #18

---

### RECOMMENDATIONS

*Authorize staff to award tender 2018-05-018 to Dennis Lively Construction and Backhoe Services in the amount of \$110,000.00 plus HST.*

### EXECUTIVE SUMMARY

Three bids were received and accepted for *Tender 2018-05-018 On-Site Sewage Disposal System Installations for LaHave River Properties. Project Group #18.*

The scope of work consists of the supply and installation of ten septic systems located on private property belonging to homeowners who have applied to participate in the LaHave River Straight Pipe Replacement Program (SPRP), administered by the Municipality of the District of Lunenburg (MODL).

Tender 2018-05-018 is a bundle of ten traditional systems.

### BACKGROUND

In the Spring of 2016, *Our Living Future* campaign was launched to bring awareness and education around the issue of straight pipes and their impact on the LaHave River and Council authorized staff to make an application to the New Build Canada Fund for a SPRP. Staff were directed to prepare a Wastewater Management District (WWMD) By-Law and policies to implement such a program. The drafted By-Law and policies have since been adopted by Council.

On June 29, 2017, federal and provincial authorities announced joint funding along with the Municipality for the replacement of straight pipes with on-site sewage disposal systems along the LaHave River.

Replacement of straight pipes with functioning septic systems required the services of a qualified engineer to select, design, and oversee the installation of approved septic systems. As such, council authorized staff to award of *RFP 2017-05-400 On-Site Sewage Disposal System Design for Lahave River properties* to ABLE Engineering Services Inc (ABLE) on August 22, 2017.

To date, MODL has received 163 applications for replacement from property owners within the WWMD and has installed seventy-seven new On-Site Sewage Disposal Systems.

Over the past number of months, MODL has been working with ABLE to produce sewage disposal designs for each property owner enrolled in the SPRP. Ten designs were selected from those completed to date for inclusion in tender 2018-05-018.

No Municipal dollars are being spent on this program as the federal and provincial grants cover up to two thirds of the cost and all eligible homeowners are required to pay the remaining one third.

**DISCUSSION**

Tender 2018-05-018 was posted on Tuesday, February 5, 2019 and closed on Tuesday, February 19, 2018.

Three bids were received by the deadline. Tenderer names and bids are described in Table 1 below:

<b>Funding</b>	<b>Total Bid (w/o HST)</b>
Provincial/Federal Grants	2/3
Property Owner	1/3
<b>Tenderers</b>	
CK Earthworks Ltd.	\$116,086.00
Dennis Lively Construction and Backhoe Services Ltd	\$110,000.00
Town and Country Property Improvement Ltd	\$158,172.84

Table 1: Accepted Bids for Tender 2018-05-018

Under the scope of work for this tender, the successful bidder is required to complete all excavation, bedding, pipe laying, backfill and compactions. They are to supply all septic tanks, miscellaneous fittings, filter sand, stone and concrete. The successful bidder is also required to complete leakage testing, and all surface restoration and any other work as specified and shown on the design drawings.

**CONCLUSION**

Tender 2018-05-018: Three bids were submitted. The lowest bid was received by Dennis Lively Construction and Backhoe Services Ltd of Beaver Bank, NS.

### **Tender Award Recommendation**

**Tender:** 2018-05-018 On-Site Sewage Disposal System Installation for LaHave River Properties. Project Group #18.

**Scope of Work:** Install ten On-Site Sewage Disposal Systems on five properties along the LaHave River.

**Closing Date:** February 19, 2019

<b>Funding</b>	Total Bid (w/o HST)
Provincial/Federal Grants	2/3
Property Owner	1/3
<b>Tenderers</b>	
CK Earthworks Ltd.	\$116,086.00
Dennis Lively Construction and Backhoe Services Ltd	\$110,000.00
Town and Country Property Improvement Ltd	\$158,172.84

Table 1: Bids Received for Tender 2018-05-018

**Tender Award Recommendation:**

Council award Tender 2018-05-018 to Dennis Lively Construction and Backhoe Services for the cost of \$110,000.00 plus HST.

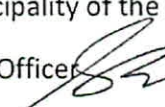
# Municipal Joint Services Board

131 North St, PO Box 209, Bridgewater, NS B4V 2W8  
 Phone: (902) 543-2991 Fax: (902) 543-7960

*A Joint  
 Services  
 Board*

## MEMORANDUM

TO: Council of the Municipality of the District of Lunenburg  
 Kevin Malloy, CAO Municipality of the District of Lunenburg  
 Alex Dumaresq, D. CAO Municipality of the District of Lunenburg

FROM: Siew Secord, Chief Operating Officer 

DATE: February 20, 2019

SUBJECT: Request for award of the Waste Collection RFP 2018-005

Municipality of the District of Lunenburg, Town of Bridgewater and Town of Mahone Bay curbside collection contract was due to expire March 31, 2019. To provide sufficient time for the purchase of new hauling equipment, all three partners extended the waste collection contract until March 31, 2020. A joint RFP call to solicit new contracts was led by MJSB in September 2018. The RFP closed on November 2018 with two submissions. Scoring for each submission is as follows:



Part 1 MODL			
Categories	Weight (points)	GE Scoring	Miller Score
<b>Technical Response:</b>			
Company History & Experience	10	10	10
Proponent References (3)	5		
Fleet Management	15	15	15
Proposed Methodology	15	13	15
Subtotal A – Qualifying Score	45	38	40

Pricing Score (55)			
Municipality of the District of Lunenburg		50	34
Added Value	5		
Subtotal B	55	50	34
Maximum Score Possible	100	88	74

Based the scoring of the submissions, the Board would like to recommend that the Municipality of the District of Lunenburg approve and award Collection Contract RFP 2018-005 Part 1 (page 2) to GE Environmental including the following new collection services:

- Bi-weekly Bulky Waste Collection Service with an annual wood and metal collection (Fall)
- Annual Curbside Electronic Waste Collection

--End--



# Municipality of the District of Lunenburg

February 19, 2019

To Her Worship, Mayor Bolivar-Getson, and Councillors  
of the Municipality of the District of Lunenburg

Dear Mayor and Councillors:

The Policy & Strategy Committee in session on Tuesday, February 19, 2019, made the following  
recommendations to Council:

1. That Municipal Council approves holding two Community Council meetings annually and reduce the number of Your Government, Your Ideas Meetings to four annually.

Respectfully submitted,

Chairman and Members  
Policy & Strategy Committee

/jp  
Attachments



# Municipality of the District of Lunenburg

---

**REPORT TO:** Council

**SUBMITTED BY:** Sarah Kucharski, Communications Officer

**DATE:** February 19, 2019

**RE:** Community Council Meetings

---

## **RECOMMENDED MOTION**

That Municipal Council hold two Community Council meetings annually, and reduce the number of Your Government, Your Ideas meetings to four annually.

## **BACKGROUND**

In December 2018, the Municipality held a regular Council meeting at the New Germany Legion at 7pm. This meeting was attended by more than 25 members of the public, a significant increase over the typical attendance at our Council meetings, and at our Your Government, Your Ideas community meetings each fall. Typically, 6 to 8 people attend each Your Government, Your Ideas meetings, though the Big Tancook Island meetings typically see 20-25 attendees. Feedback from attendees was very positive, and has contributed to better understanding in the community about the issues discussed at that meeting. The portable Council sound system was not ideal, as it is not reliable, and only has two microphones.

Council may wish to consider holding two Community Council meetings each year, one held north of Highway 103 and one held south of Highway 103. The location and date would be selected based on ensuring the agenda could reflect issues of interest to the community in which the meeting is being held. The meetings would be advertised well in advance through local media, social media, Municipal Matters, and through contacting community and church groups. The area Councillor would be encouraged to speak to those community-minded residents to personally invite the residents to the meeting.

Holding these Community Council meetings would contribute to meeting Objective 2.1 in our **2017-2020 Communications Strategy**, which is to 'Increase awareness amongst stakeholders of opportunities to participate in municipal decision making.'

## **BUDGET**

Typically, we've held six of the Your Government, Your Ideas meetings each fall. By replacing two of these meetings with two Community Council meetings, the costs would be covered by the existing Public Participation budget. There is also room allocated in the existing budget to invest in a more reliable travel sound system should the decision be made to hold more Council meetings in the community.

Department: Administration

Report Prepared By: Sarah Kucharski Date: Feb 19, 2019

Report Approved By: \_\_\_\_\_ Date:

Reviewed By CAO: \_\_\_\_\_ Date:



# Municipality of the District of Lunenburg

February 15, 2019

To Her Worship, Mayor Bolivar-Getson, and Councillors  
of the Municipality of the District of Lunenburg

Dear Mayor and Councillors:

The REMO Advisory Committee in session on Monday, January 21, 2019, made the following  
recommendations to Council:

1. That the REMO Advisory Committee recommend to Council that Municipal Council  
approve a total 2019/20 REMO budget in the amount of \$106,400 of which the  
Municipality of the District of Lunenburg's portion is \$52,786.21.

Respectfully submitted,

Chairman and Members  
REMO Advisory Committee

/jp  
Attachments

	2018/19 Budget	Less Current additions	Baseline	Proposed Additions		Proposed 2019/20 budget
01-2250000-106 - VACATION PAY	2,900	0	2,900	100		3,000
01-2250000-109 - EMO PYMTS-CONTINGENCY	5,000	5,000	0	0		0
01-2250000-119 - HONORARIUMS/WAGES	53,000	0	53,000	700		53,700
01-2250000-129 - EMPLOYEE BENEFITS	4,500	0	4,500	200		4,700
01-2250000-136 - SERVICE AWARDS - REMO	0	0	0	0		
01-2250000-140 - TRAVEL	2,000	0	2,000	1,000		3,000
0275 - REMO PERSONNEL SERVICES	<b>67,400</b>	<b>5,000</b>	<b>62,400</b>	<b>2,000</b>		<b>64,400</b>
01-2250000-141 - CONFERENCE/TRAINING	1,000	0	1,000	1,000		2,000
01-2250000-201 - OFFICE EXPENSES (REMO)	1,000	0	1,000	500		1,500
01-2250000-210 - ADMINISTRATION-INSURANCE	900	0	900	0		900
01-2250000-225 - RADIO EQUIPMENT	500	0	500	0		500
01-2250000-226 - OTHER EQUIPMENT	2,500	0	2,500	0		2,500
01-2250000-230 - TELEPHONE-LOCAL SERVICE	1,300	0	1,300	-200		1,100
01-2250000-231 - CELLULAR PHONE (REMO)	1,700	0	1,700	1,000		2,700
01-2250000-235 - ADVERTISING-GENERAL	1,200	0	1,200	0		1,200
01-2250000-236 - ADMINISTRATION-ACCOUNTING	1,000	0	1,000	0		1,000
01-2250000-239 - TELEPHONE-INTERNET SERVICE	500	0	500	500		1,000
01-2250000-248 - ADMINISTRATION-RENTAL	1,300	0	1,300	0		1,300
01-2250000-249 - MOCK EXERCISES	500	0	500	500		1,000
01-2250000-254 - LICENSE FEES	800	0	800	0		800
01-2250000-272 - WEBSITE	1,500	0	1,500	-1,500		0
01-2250000-299 - CONTINGENCY	6,500	0	6,500	-2,500		4,000
01-2250000-999 - HARMONIZED SALES TAX	0	0	0	0		0
01-2250001-235 - ADVERTISING-SPECIAL	2,000	0	2,000	0		2,000
01-2250001-236 - ADMINISTRATION-CLERICAL	3,500	0	3,500	0		3,500
01-2250004-230 - TELEPHONE-ANSWERING SERVICE	900	0	900	-900		0
01-2250006-295 - GROUND SEARCH & RESCUE GRANT	10,000	0	10,000	0		10,000
01-2250006-??? Narcan Kits for Fire Departments (36)	0	0	0	5,000		5,000
0280 - REMO - ADMIN	<b>38,600</b>	<b>0</b>	<b>38,600</b>	<b>3,400</b>		<b>42,000</b>
Total - EMERGENCY MEASURES	<b>106,000</b>	<b>5,000</b>	<b>101,000</b>	<b>5,400</b>		<b>106,400</b>
<b>Cost Sharing</b>	<b>UA 2017/18</b>	<b>Share</b>	<b>Last Year Cont.</b>	<b>UA 2018/19</b>	<b>share</b>	<b>Contribution</b>
Town of Bridgewater	662,945,751	12.9%	13,674.59	671,832,908	12.7%	13,507.97
Town of Mahone Bay	129,147,077	2.5%	2,663.92	131,291,709	2.5%	2,639.77
District of Chester	1,524,133,103	29.7%	31,438.31	1,598,816,174	30.2%	32,146.02
District of Lunenburg	2,562,519,971	49.9%	52,857.12	2,625,377,705	49.6%	52,786.21
Town of Lunenburg	260,147,796	5.1%	5,366.07	264,597,830	5.0%	5,320.04
	5,138,893,698	100.0%	106,000.00	5,291,916,326	100.0%	106,400



## MUNICIPALITY OF THE DISTRICT OF LUNENBURG

**REPORT TO:** Council

**SUBMITTED BY:** Nominating Committee

**DATE:** February 26, 2019

**RE:** Appointment to Sherbrooke Lake Stewardship Committee

**ORIGIN:** Council

---

### **MOTION**

**Moved by Errol Knickle and seconded by Lee Nauss that Council for the Municipality of the District of Lunenburg appoint Mr. Ken Ruth to the Sherbrooke Lake Stewardship Committee as a representative for the Municipality for a three-year term.**

### **EXECUTIVE SUMMARY**

The Nominating Committee for the Municipality of the District of Lunenburg met on February 19, 2019 to review the applications received from individuals to serve on the Sherbrooke Lake Stewardship Committee. As per the Terms of Reference two positions were up for renewal this year. One for the Municipality of the District of Lunenburg and one for the Municipality of the District of Chester. Advertisement for these positions was done in October/November 2018 and no applications were received. A second call went out in January/February with the deadline being February 14, 2019. Besides the local paper and advertising on both municipal websites, emails were sent to the road associations and a poster was put up at the Parkdale-Maplewood Hall. As of the February 14<sup>th</sup> deadline two applications were received. Both applicants were either residents and/or property owners in MODL.

Contact is being made with Chester to request that they specifically advertise for the MODC position and forward the applications to MODL for the Nominating Committee to review and make a recommendation. The Committee felt this approach may see applications from residents and/or property owners from the Municipality of Chester apply.

### **BACKGROUND**

The MOU signed between the Municipality of the District of Lunenburg and the District of Chester mandated that a Sherbrooke Lake Stewardship Committee be formed with representation from both municipalities. The Terms of Reference were approved in April 2017. The composition of the Committee is:

- One representative of the Bluenose Coastal Action Foundation (BCAF), who will act as an ex-officio member
- At least one person with professional knowledge of the techniques of water quality monitoring in the fields of source water protection, ground water protection, waste water management, and storm drainage
- Two residents and/or land owners in MODL
- Two residents and/or landowners in MODC

Currently there is a representative from BCAF, one professional and one resident and/or property owner in MODL and MODC. Two positions are up for a three-year term – one being the resident and/or landowner in MODL and the other in MODC.

### **BUDGET IMPLICATIONS**

This is an established committee and they will be submitting their budget request for the 2019/2020 operating budget. It is not anticipated that the cost will increase from last year.

### **STRATEGIC PLAN**

Access to water is a priority in the Open Space Strategic Plan and Sherbrooke Lake is listed within the 21 priorities.

### **ALTERNATIVES**

To not appoint Mr. Ruth and appoint another applicant.

### **COMMUNICAITONS**

Once the appointment is made to notify both applicants to inform them of Council's decision and to also notify the current members of the Committee of the appointment.

### **CONCLUSION**

Department: \_\_\_Recreation\_\_\_\_\_

Report Prepared By: \_\_\_Nominating Committee\_\_\_\_\_ Date\_\_February 20, 2019\_\_\_\_\_

Report Approved By:\_\_\_\_\_ Date \_\_\_\_\_

Reviewed By CAO:\_\_\_\_\_ **14** \_\_\_\_\_ Date \_\_\_\_\_

**REPORT TO:** Council

**SUBMITTED BY:** Trudy Payne, Director of Recreation Services

**DATE:** February 26, 2019

**ORIGIN:** Council

---

#### **RECOMMENDATION**

**That Municipal Council approve the Terms of Reference for the Lunenburg County Accessibility Committee, a Joint Committee of the five municipal units in Lunenburg, as attached.**

**To appoint a Council member to represent the Municipality on the Lunenburg County Accessibility Committee.**

#### **EXECUTIVE SUMMARY**

On July 10, 2018 Municipal Council made the following motion:

“that Municipal Council for the Municipality of the District of Lunenburg agrees to work with the other municipal units in Lunenburg County as outlined in staff’s report, to develop an Accessibility Plan.”

The Town of Bridgewater, Lunenburg, Mahone Bay and the Municipality of Chester all made similar motions. Since this time the CAO’s, along with the Director of Recreation Services for the Municipality of the District of Lunenburg, have been meeting to develop a Terms of Reference for the Lunenburg County Accessibility Committee and to discuss the staff resources required to support the Committee.

There are several key points in the Terms of Reference which are:

1. Committee is to be comprised of ten voting members. Five will be community members; five will be Council members, one appointed by each of the five councils.

2. The Nominating Committee will be comprised of the Mayors/Wardens of the five municipal units or their designate. The Nominating Committee will send a recommendation to all five councils concerning the appointment of the community members.
3. At least one half of the members (community and council representatives) must be persons with disabilities or representatives from organizations representing persons with disabilities. (This is as per the legislation).
4. Staff Resources are to include administrative support to aid in agenda preparation, minute taking and other administrative duties. Staff resources will also include at least one staff person from each unit with the various specialities being represented by the Municipal units. For example, Chester may provide someone from engineering, Lunenburg Heritage expertise, Mahone Bay policy, Municipality of Lunenburg Recreation, Town of Bridgewater Planning.

## **BACKGROUND**

Bill No. 59 – An Act Respecting Accessibility in Nova Scotia was passed on April 28, 2017. Once the Act is prescribed Municipalities will have one year from that date to establish an Accessibility Committee whose main responsibility is to develop and Accessibility Plan. It is anticipated the Act may be prescribed this April. The purpose of the Act is:

**To achieve accessibility by preventing and removing barriers that disable with respect to:**

1. the delivery and receipt of goods and services
2. information and communication
3. public transportation and transportation infrastructure
4. Employment
5. the built environment
6. education
7. a prescribed activity or undertaking

**Standards will be developed pertaining to each of these seven areas**

It is also the purpose of the Act to:

Provide for the involvement of persons with disabilities, the public sector and other stakeholders in the development of accessibility standards

Facilitate the timely implementation of accessibility standards with a goal of achieving accessibility by 2030

Monitor, review and enforce compliance with accessibility standards

**BUDGET IMPLICATIONS**

It will be the responsibility of the Committee to develop a budget. There will be cost associated with this Committee such as mileage and training. How the cost is allocated will need to be discussed and determined by the five municipal units.

**STRATEGIC PLAN**

The Municipal units must establish an Accessibility Committee as per the legislation.

**ALTERNATIVES**

To not adopt the Terms of Reference as presented and request that changes be made.

**COMMUNICAITONS**

If the Terms of Reference is accepted by all five municipal units advertising for interested persons to serve on the Committee will need to take place.

**CONCLUSION**

Department:   __Recreation_____
Report Prepared By: __Trudy Payne_____      Date __February 19, 2019_____
Report Approved By: _____      Date _____
Reviewed By CAO: _____      Date _____

## Lunenburg County Accessibility Advisory Committee

### Terms of Reference

#### **1.0 PURPOSE**

The Lunenburg County Accessibility Advisory Committee's (AAC) role is to assist the five municipal units (the Districts of Chester and Lunenburg and the Towns of Bridgewater, Lunenburg and Mahone Bay) in Lunenburg County develop an Accessibility Plan in accordance with "An Act Respecting Accessibility in Nova Scotia, 2017 (The Act). The AAC provides advice to the five municipal councils on identifying, preventing and eliminating barriers to people with disabilities in municipal programs, services, initiatives and facilities. The Committee plays a pivotal role in helping the five municipalities become barrier-free communities and ensuring the obligations under the Act are met.

#### **2.0 SCOPE**

These Terms of Reference are applicable to all members appointed to the Lunenburg County Accessibility Advisory Committee (ACC).

#### **3.0 REFERENCES**

- 3.1 Bill No. 59 – Accessibility Act, Chapter 2 of the Acts of 2017

#### **4.0 DEFINITIONS**

- 4.1 **Barrier** means anything that hinders or challenges the full and effective participation in society of persons with disabilities including a physical barrier, an architectural barrier, an information or communication barrier, an attitudinal barrier, a technological barrier, a policy or a practice.
- 4.2 **Council(s)** means the Councils for the Districts of Chester and Lunenburg and the Towns of Bridgewater, Lunenburg and Mahone Bay.
- 4.3 **Disability** includes a physical, mental, intellectual, learning or sensory impairment, including an episodic disability (long-term conditions that are characterized by periods of good health interrupted by periods of illness or disability); that, in interaction with a barrier, hinders an individual's full and effective participation in society.

#### **5.0 POLICY**

##### **5.1 Membership**

- 5.1.1 The Committee shall consist of ten (10) voting members who serve without pay, except for associated expenses. Five (5) community members and five (5) Council members. Each Council will appoint their own Council member representative. The five (5) community representatives are to be appointed by all five (5) municipal units.
- 5.1.2 Applications for the community members will be sent to the Lunenburg County Accessibility Nominating Committee. This Committee will be comprised of the Mayors/Wardens of the five municipal units **or their designate**. The Nominating Committee will send a recommendation to all five councils concerning the appointment of the community members.
- 5.1.3 Councils shall appoint each of the five (5) community representatives' members as follows: Two members (2) to a three (3) year term; two members (2) to a two

(2) year term; and one-member (1) to a one (1) year term. Once a member has completed their term all new terms will be for three (3) years.

- 5.1.4 Councils shall appoint a Council representative and an alternate from each of their respective municipal units. Council members' terms will be for two years.
- 5.1.5 At least one half of the members (community and council representatives) of the AAC must be persons with disabilities or representatives from organizations representing persons with disabilities.
- 5.1.6 If a community member vacates the Committee for any reason at any time before that member's term would normally expire, the Councils shall appoint promptly a new member to the Committee to hold office for the unexpired term.
- 5.1.7 If a Council member vacates the Committee for any reason at any time before that Council member's term would normally expire, the Council that the member represents shall appoint promptly a new Council member to the Committee to hold office for the unexpired term.
- 5.1.8 Applications for the appointment of community representatives to the Committee shall be invited by public advertisement.
- 5.1.9 The Chair and Vice-Chair will be appointed annually by the Committee.

## **5.2 Qualifications**

- 5.2.1 Any member of the Committee is eligible for reappointment.
- 5.2.2 Any member of the Committee, who is absent from three (3) consecutive meetings of the Committee, forfeits office, unless the absence is caused by illness or authorized by resolution of the Committee and noted in the Committee minutes. Any member who forfeits office is eligible for reappointments following the remainder of the unexpired term.

## **5.3 Mandate of Responsibilities**

### **The Committee has the following responsibilities:**

- 5.3.1 Advise the five Councils in the preparation, implementation and effectiveness of an Accessibility Plan. In accordance with the Act, the Plan must include:
  - a. A report on measures the five (5) municipal units have taken and intend to take to identify, remove and prevent barriers;
  - b. Information on procedures the five (5) municipal units have in place to assess the following for their effect on accessibility for persons with disabilities:
    - i. Any of its existing and proposed policies, programs, practices and services, and
    - ii. Any existing and proposed enactments or bylaws it will be administering; and
  - c. Any other prescribed information.
- 5.3.2 Advise all five (5) Councils on opportunities to promote the full participation of persons with disabilities, in accordance with the Act;

- 5.3.3 Identify and advise on the accessibility of existing and proposed municipal services and facilities;
- 5.3.4 Advise and make recommendations about strategies designed to achieve the objectives of the five (5) municipal units Accessibility Plan;
- 5.3.5 Receive and review information directed to it by all five (5) municipal Councils and their committees, and to make recommendations as requested;
- 5.3.6 Monitor federal and provincial government directives and regulations; and
- 5.3.7 Host public consultations related to accessibility
- 5.3.8 Provide input and advice to all five (5) councils with respect to updating the Accessibility Plan every three years.
- 5.3.9 Provide an annual budget for the five (5) Councils consideration in order for the Committee to carry out their mandate.

**5.4 Rules of Engagement:**

- 5.4.1 Committee meetings will be called by the Chair as required to fulfill the duties outlined. Meetings of the ACC shall be open to the public and advertised no less than one week in advance.
- 5.4.2 A majority of the appointed voting members of the Committee constitutes a quorum.
- 5.4.3 Subject to the principles set out in the **Municipal Conflict of Interest Act**, all committee members present including the person presiding shall vote on a question.
- 5.4.4 Subject to section 22 of the **Municipal Government Act**, meetings of the committee are open to the public
- 5.4.5 The Committee may receive presentations from the public upon the approval of the Chair.
- 5.4.6 The Committee may establish Working Groups to explore specific issues related to the Accessibility Plan and/or other responsibilities. Members of the Working Group may consist of additional members of the community. A member of the AAC shall chair the Working Group.

**5.5 STAFF RESOURCES**

- 5.5.1 The Committee will be supported by municipal staff and consulting resources as required.
- 5.5.2 Staff appointed by the five (5) municipal units will attend meetings as a resource to the Committee.
- 5.5.3 The Municipalities will provide administrative support services to the Committee to aid in agenda preparation, minute taking, and other administrative duties as required.

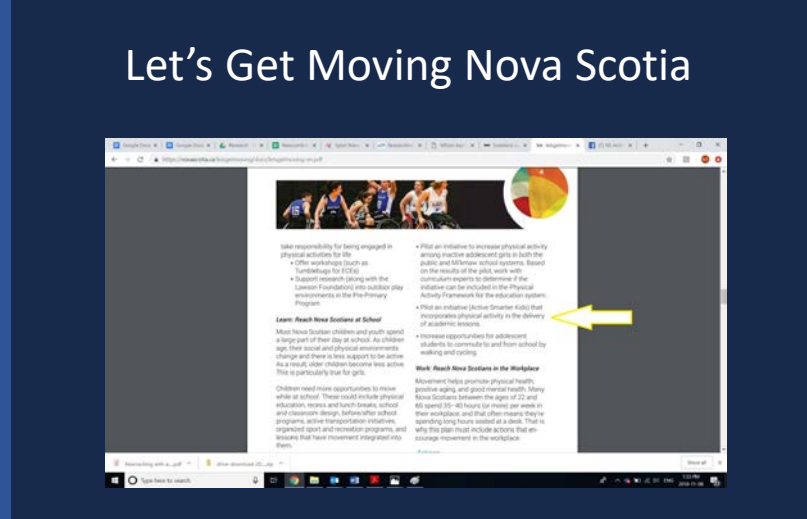
**6.0 POLICY REVIEW**

- 6.1 These Terms of Reference will be reviewed by each of the five (5) Councils at least every four years from the effective/amended date.

Council  
Item#: 11.2.1  
Date: February 26, 2019  
Authorization: K. Malloy

# NS Active Smarter Kids Update



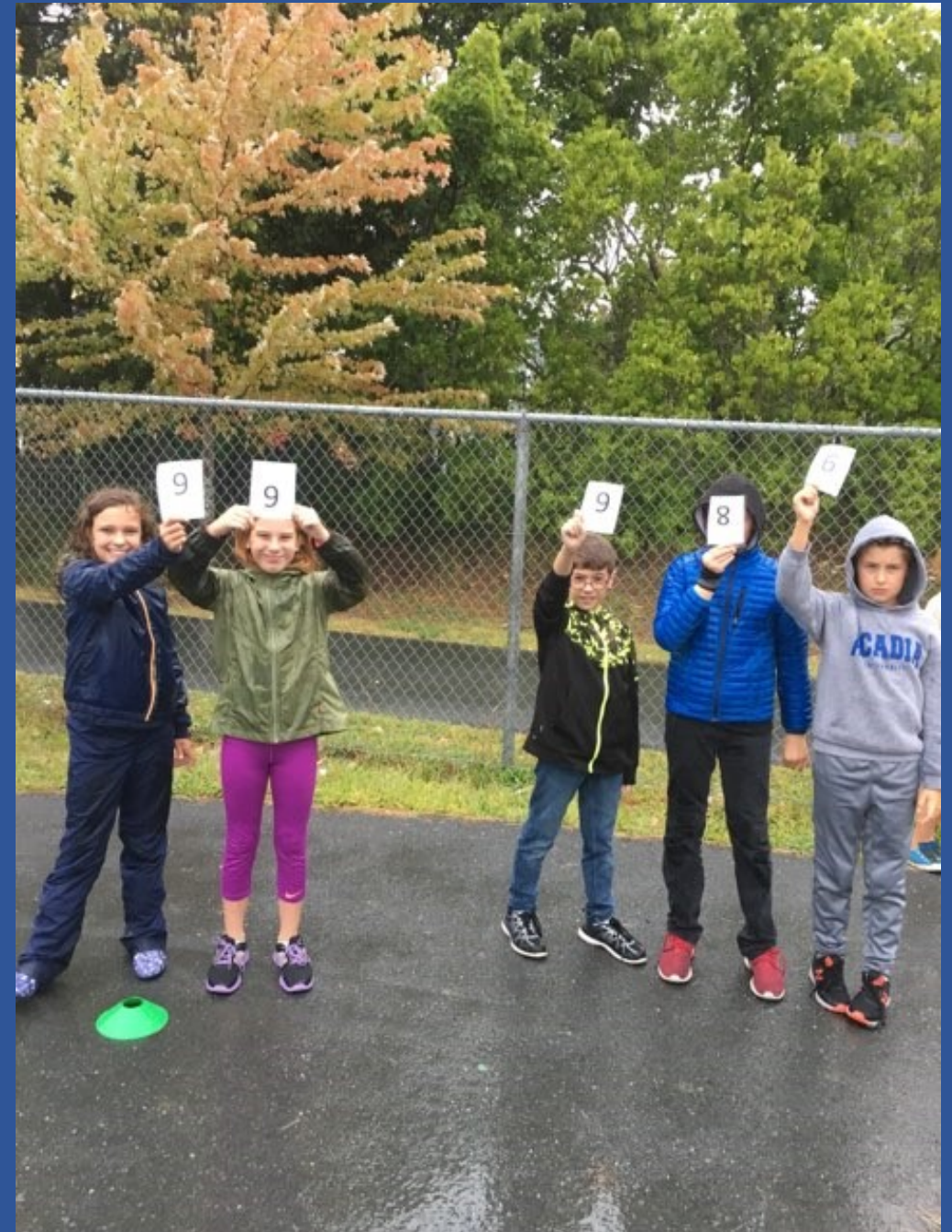


- NS ASK Pilot extended in Autumn 2018
- 7 Months into 10 month Pilot
- Engagement at 2 ASK schools remains high
- Average of 2 Physically Active Lessons / week

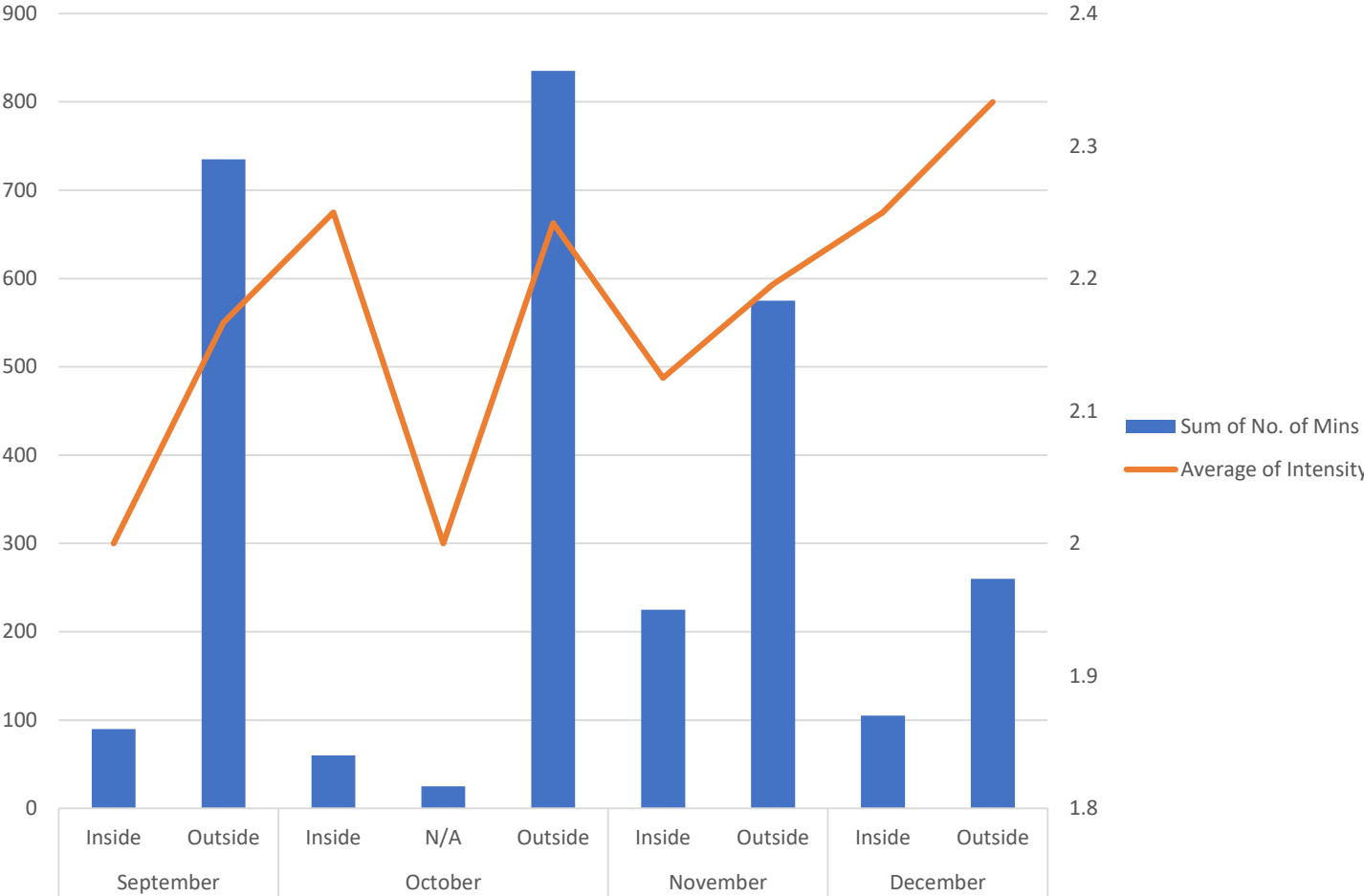


## Benefits of Physically Active Lessons (PALS)

- Increase in daily physical activity within school day
- Increase in collaboration, communication and cooperation amongst students (Vegsund 2018)
- Increase in students' time on-task, which is defined as "time spent actually engaged in academic learning, not simply time spent 'behaving'" (Riley et al. 2015).
- Increases in academic achievement.  
"Importantly, a recent two-year longitudinal study demonstrated that pupils who engaged in physically active lessons were four months ahead in maths and spelling than their peers who only engaged in traditional classroom learning" (Mullender-Wijnsma et al. 2016).



# Process Evaluation: What's been happening at the two ASK Schools?



- Classes at both ASK schools averaging 2 PALS lessons per week
- Majority take place in school yard
- Most popular subjects: mathematics and language arts
- Intensity of PA increases with colder weather

# What are the ASK Teachers Reporting?

## Increased physical and intellectual stamina

“Mine have increased stamina, physically. Like I saw it go from students who would complain about doing a tiny bit of running to having the ability to do more. And also hand-eye coordination, there’s more coordination coming with some of my students. That’s a visible difference”.

I’ve noticed they’ve been able to do things for a little bit longer. Even in the cold. You would think that they’d be complaining, but they really don’t. They really want to be out there and do it, and so with that I find that they have increased their focus. Like the focus on the lesson has become more even.”

## Increased cooperation

“I have a group of boys in my class, I’ve been saying this from the beginning, they’ve been at each other. This year we’ve had peaks and valleys where we’ve had some issues. I definitely don’t have the problems, day to day or week to week that I’ve had with them. I think that this probably plays a factor in that. But yes, some of the skills that they’re learning in ASK, the cooperation skills and things like that are helping too.”

## Positive Teaching Experience

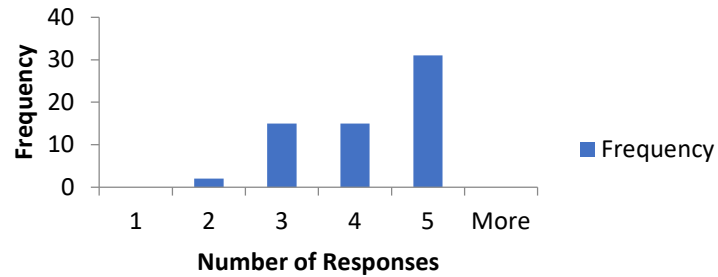
“From an assessment perspective, as a quick assessment it’s awesome. But I can come in straight away and go, “those three have really not got it”. Straight away my eyes are on them because I’ve been able to do this quick assessment. And whereas in class, they can sometimes hide, depending on the situation.”

“I notice it as a teacher going out and getting that fresh air. Like some days you feel exhausted and you go out for those 30 minutes and it actually improves you as a teacher because you suddenly feel a bit more ready to go. I can see for the students it makes a big difference because I know for me I come back in feeling a lot more ready.”

“It’s brought some of the joy back to teaching math. Like I’m enjoying it again because I like getting outside and playing games. As opposed to being inside and you’re trying to drill things into their heads in the same way that you’ve been doing for so long.”

## After participating in ASK lessons, I feel healthier

Mean 4.19 Standard Deviation 0.91



Student 1 – For me, it made me a lot faster. I used to be really slow.

BV – When you’re doing your school work?

Student 1 – no, like running.

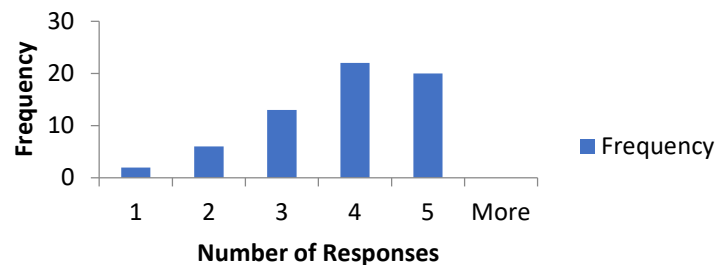
Student 2– you still are pretty slow, but you got faster.

Student 1 – you even know that. I used to be really slow.

Student 2 - you used to be REALLY slow, like tortoise speed. Now you’re like spider speed. Compared to a person.

## Participating in ASK lessons makes me feel excited about going to school

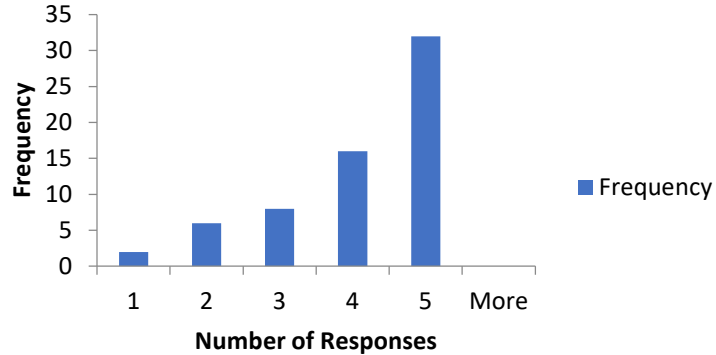
Mean 3.83 standard Deviation 1.09



“Now I like school more because when I get up I the morning I want to go to school. And when I have a stuffy nose my mom says to me “stay home”. And I say, “no I don’t want to, I want to go to school because the ASK program and I like school. So the ASK program just makes school that much better.” (Student 5, NCV)

## Being physically active helps me focus during ASK lessons

Mean 4.09 Standard Deviation 1.14



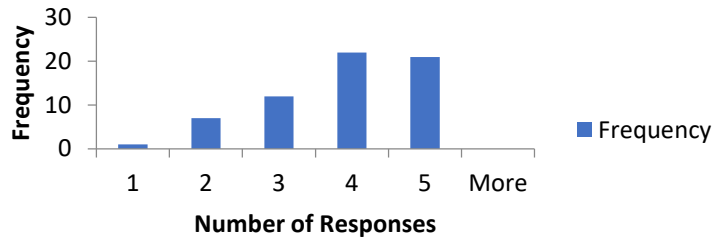
“I think it helps me learn better because we’re up and learning and we’re in the fresh air.” (Student 1, BA)

“ASK is fun because you get to play outside and have fun and fresh air. Like I breathe fresh air and it helps with my mind. It helps me focus more. It gets in my mind and then it helps me focus more because when I’m inside and I try to do times table questions it’s really hard. But when I’m outside it’s just easy.” (Student 5, NCV)

“When we’re running and doing that fun activities, it kind of makes, you forget about the questions and it makes it easier to find the answer.” (Student 6, NCV)

## After participating in an ASK lesson, I find it easier to concentrate in class

Mean 3.87 Standard Deviation 1.05

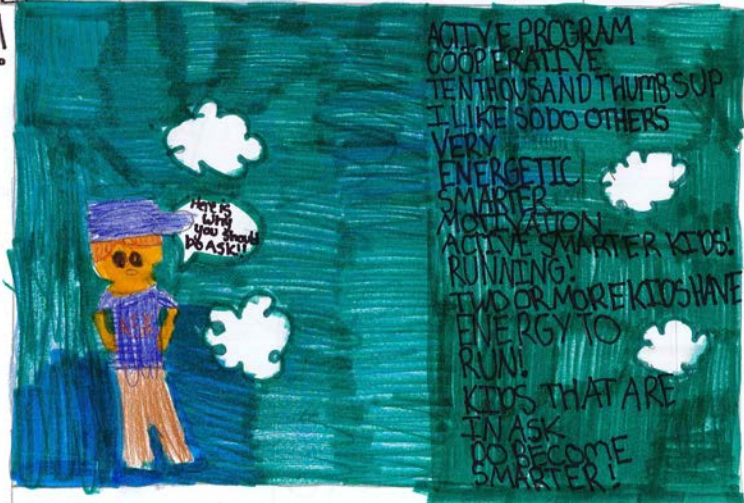


“When you go outside you get a lot of your energy out so that when you come back inside, you’re ready to learn most times”. (Student 3, BA)

YOU SHOULD DO ASK!  
ASK IS A PROGRAM FOR  
KIDS IN GRADE 5-12'S  
SUPER DUPER  
!!FUN!!

ASK PROGRAM

ASK IS  
SUPER FUN!



Jacob







# Looking Ahead



“I really enjoy it, because before when we didn’t do ASK, like when it was introduced, I was like “I don’t know if it’s going to stay long”. But when I found out that it was actually a really good program, and it’s actually really fun and other schools want more, maybe it will be like a normal thing.” (Student 2, NCV)