

MUNICIPALITY OF THE COUNTY OF ANTIGONISH

COUNCIL MEETING AGENDA

Tuesday, January 9, 2024, 7:30pm

Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

-
1. Call to Order – Chair Owen McCarron
 2. Approval of Agenda
 3. Approval of December 12, 2023 Municipal Council Minutes
 4. Business Arising from the Minutes
 5. Delegations
 - a. Hugh MacKay, Rural Communities Foundation of Nova Scotia
 6. Correspondence
 - a. Municipal Affairs and Housing – Response to Letter Regarding Removal of HST on Apartment Buildings
 7. Committee Reports
 - a. January 4, 2024 Emergency Management Committee Report
 - b. January 8, 2024 Planning Advisory Committee Report
 - c. January 9, 2024 Committee of the Whole Report
 8. Reports from Individual Council Members on Outside Boards, Conferences, and Community Activities
 9. Motions
 10. Miscellaneous Business
 - a. Property Assessment Notices & Appeal Period
 11. Adjournment

MUNICIPALITY OF THE COUNTY OF **ANTIGONISH**

Municipal Council Meeting- Minutes

Tuesday, December 12, 2023

7:30pm

Council Chambers

Municipal Administration Building

285 Beech Hill Road

Beech Hill, NS B2G 0B4

Councillors Present:

Warden Owen McCarron

Deputy Warden Bill MacFarlane

Councillor Mary MacLellan

Councillor Donnie MacDonald

Councillor Hugh Stewart

Councillor Shawn Brophy

Councillor Remi Deveau

Councillor John Dunbar

Councillor Gary Mattie

Councillor Harris McNamara

Regrets:

None

Staff Present:

Glenn Horne, CAO

Beth Schumacher, Deputy Clerk

Also Present:

Gallery

Matt Draper, XFM

Ross MacDonald, Municipal Advisor

Drake Lowthers, The Reporter

Call to Order- Chairman, Warden Owen McCarron

Warden McCarron called the meeting to order at 7:38pm.

Approval of Agenda

Warden McCarron called for any additions or deletions to the agenda. One addition was made: Correspondence from the Nova Scotia Department of Public Works regarding a speed limit review for Route 337.

Min # 2023-128

Moved and Seconded

That the agenda be approved as amended.

Motion Carried

Approval of November 14, 2023 Municipal Council Minutes

Warden McCarron called for any errors or omissions in the minutes included in the agenda package.

Min # 2023-129

Moved and Seconded

That the Municipal Council Minutes of November 14, 2023 be approved.

Motion Carried

Business Arising from the Minutes

There was no business arising from the minutes.

Delegations

There were no scheduled delegations.

Correspondence

The thank-you letter from the Heritage Museum, included in the agenda package, was read out for the benefit of the gallery. Mr. Horne and members of Council noted the fantastic job that the Museum Board and their Curator have been doing with programming at the museum.

Correspondence regarding the speed limit review for the request for a speed reduction on Route 337 adjacent to the Mount Cameron subdivision was reviewed. Councillor MacDonald asked if the correspondence could be shared with concerns residents in the area.

Committee Reports

November 28, 2023 Asset Management Committee Report

No recommendations were put forward.

November 28, 2023 Committee of the Whole Report

Min # 2023-130

Moved and Seconded

That Councillor Bill MacFarlane be elected to the position of Deputy Warden for the remainder of the 2020-2024 Council term.

Motion Carried

Min # 2023-131

Moved and Seconded

That Municipal Council approves taking Scenario 1, 10-Districts with Minimum Variance and Scenario 3, 10-Districts with Minimum Change, forward to the second phase of public consultation for the Boundary Review, subject to further refinement to incorporate the suggestions of the Committee.

Motion Carried

Min # 2023-132

Moved and Seconded

That Municipal Council approves the Municipality of the County of Antigonish Opting-In to the provincial Extended Producer Responsibility for paper, packaging, and packing-like products program.

Motion Carried

Min # 2023-133

Moved and Seconded

That Municipal Council send letters of congratulations to recently elected Paqtnekeq Mi'kmaw Nation Chief and Council.

Motion Carried

November 29, 2023 Joint Council Advisory Committee Report

No recommendations were put forward.

December 11, 2023 Asset Management E-Poll Report

Min # 2023-134

Moved and Seconded

That Municipal Council approves making an application to the Municipal Capital Growth Program to support the Antigonish County Priority Housing Water and Sewer project.

Motion Carried

December 12, 2023 Committee of the Whole Report

Min # 2023-135

Moved and Seconded

That Municipal Council approve the issuance of a RFP for a Community Transit Service Review in collaboration with the Town of Antigonish and Antigonish Community Transit.

Motion Carried

Min # 2023-136

Moved and Seconded

That Municipal Council appoint Sgt Warren McBeath as the Municipal Traffic Authority.

Motion Carried

Min # 2023-137

Moved and Seconded

That Municipal Council accept the Committee's recommendation that a sign recognizing Dennis Bonvie be erected in Frankville.

Motion Carried

Reports from individual Council Members on Outside Boards, Conferences, and Community Activities

- Councillor Dunbar noted that on December 1st he attended the Heatherton Group Home Concert, and on December 7th he attended the CACL Business-Ability Banquet. Christmas Carol Concert at the Heatherton Community Centre will take place on December 16th, with a movie playing inside the community centre.
- Councillor Deveau also attended the Business-Ability Banquet.
- Deputy Warden MacFarlane gave his Christmas wishes to everyone present, and a thanks to Council and staff.
- Councillor McNamara provided a summary of the Festival of Lights and Food Drive in Havre Boucher.
- Warden McCarron shared that the CareVan committee had a Christmas dinner for the volunteer drivers on December 7th. He noted that additional volunteer drivers are needed to help the organization.

Motions

There were no motions.

Additions to the Agenda

There were no further additions to the agenda.

Miscellaneous Business

There was no miscellaneous business.

Adjournment

Warden McCarron thanked Council, staff, the media, and those in attendance for their support over the past year. He wished those in the community a safe and happy holidays and noted that he looked forward to seeing everyone at the New Years Levee on January 1st.

Min # 2023-138

Moved

That the Council meeting adjourns at 7:56 pm.

Motion Carried

Warden Owen McCarron

Glenn Horne, CAO

Rural Communities Foundation of Nova Scotia



Hugh MacKay
Fund Development

December 2023

January 9, 2024 Council Meeting
Agenda Page 7 of 35

Agenda

- Who we are
- What we do
- Dave Gunning Zero Hunger Fund
- Ask for Consideration
- Q&A



Who we are

- A community foundation supporting rural Nova Scotia, through convening, fund development and granting.
- We have a proven track record, with more than 20 years of developing and delivering grant programs.
- We are a registered charity, accountable to community members, donors & grantees.
- We are a member of the Community Foundations of Canada and the Nova Scotia Not-for-Profit Coalition.

What we do

- We support community-based initiatives in rural Nova Scotia which improve the understanding of issues facing rural communities.
- We convene local people to find local solutions to problems and challenges.
- We support local enhancements for sustainability of rural environments.



What we do

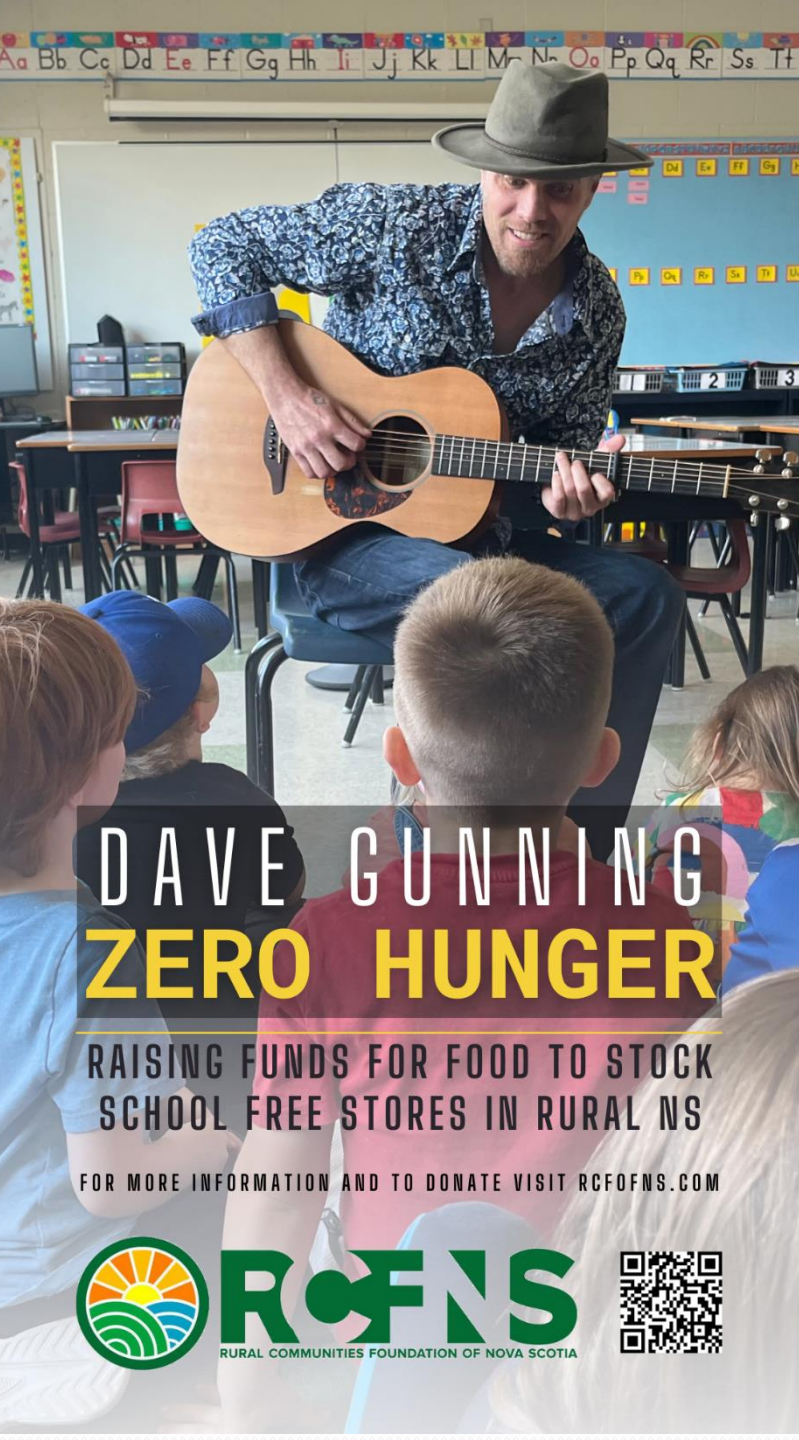
- **Ukrainian Nova Scotia Resettlement Fund**
- **Joan Feynman Climate Change Fund**
- **Housing For Health (opening soon)**
- **Soaring Eagle Fine Arts Grants (opening soon)**
- **Community Impact Conferences**



What we do

- Ukrainian Nova Scotia Resettlement Fund
- Joan Feynman Climate Change Fund
- Housing For Health (opening soon)
- Soaring Eagle Fine Arts Grants (opening soon)
- Community Impact Conferences
- **Dave Gunning Zero Hunger Fund**





DAVE GUNNING ZERO HUNGER

RAISING FUNDS FOR FOOD TO STOCK
SCHOOL FREE STORES IN RURAL NS

FOR MORE INFORMATION AND TO DONATE VISIT RCFOFNS.COM



Dave Gunning Zero Hunger Fund

- Acclaimed Nova Scotia musician Dave Gunning has teamed up with RCFNS to launch the Dave Gunning Zero Hunger Fund.
- The campaign is aimed at supporting 'Free Pantries' in Nova Scotia schools.
- Our initial goal is to raise \$100,000 to provide grants of up to \$5,000 to local schools.
- Current campaign is focused on Antigonish, Guysborough, Pictou and Richmond counties.

Dave Gunning Zero Hunger Fund

- Our ask:
- Provide individual and corporate awareness and support for the campaign



Dave Gunning Zero Hunger Fund

- Our ask:
- Provide individual and corporate awareness and support for the campaign
- Consider providing a donation to the campaign



Dave Gunning Zero Hunger Fund

- Our ask:
- Provide individual and corporate awareness and support for the campaign
- Consider providing a donation to the campaign
- Thank you for your time and consideration!





**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

December 14, 2023

Warden Owen McCarron
Municipality of the County of Antigonish
Via Email: omccarron@antigonishcounty.ns.ca

Dear Warden Owen McCarron:

Thank you for your letter of October 12, 2023, regarding the recent announcements pertaining to the removal of HST on “new apartment buildings”.

You indicate that rural settings have different housing contexts from urban settings, and asked whether the new provincial rebate on HST for new apartment buildings will include mini homes, modular residences and duplexes.

Ensuring that new housing supply is expedited and is responsive to the needs of communities is a key priority for Government. The recently released five-year housing plan, [Our Homes, Action for Housing](#), (Plan) represents more than one-billion dollars in new investments to create the conditions for more than 40,000 new housing units throughout the province. It is based on extensive consultation with Nova Scotians from communities across the province and from different sectors, as well as data from municipal housing needs assessments that provide estimates of current and future housing need at the municipal level.

A component of the Plan is the rebate of the provincial portion of HST (10%) from construction of new rental units. Legislation was passed on November 9, 2023 to enact this change. Please refer to the Nova Scotia Legislature website for further details: [Nova Scotia Legislature - Bill 339 - Financial Measures \(Fall 2023\) Act \(nslegislature.ca\)](#)

The intention is for the provincial rebate to mirror the recently announced expanded federal rebate, the Enhanced GST Rental Rebate (from 36% to 100% of the GST paid). The changes to the federal rebate are focused on incentivizing new housing supply and will apply to new purpose-built rental housing including apartment buildings, student housing and senior residences built specifically for long-term rental accommodation. Qualifying new residential units for the federal rebate would be those that qualify for the existing federal rebate including:

- Buildings with at least four private apartment units (i.e., a unit with a private kitchen, bathroom, and living areas), or at least 10 private rooms or suites (e.g., a 10-unit residence for students, seniors, or people with disabilities)

Warden Owen McCarron
Page 2

- Buildings with 90% of residential units designated for long-term rental.
- Projects that convert existing non-residential real estate, such as an office building, into a residential complex, if all other conditions are met.

Public service bodies would also be eligible to access the Enhanced GST Rental Rebate.

The federal Enhanced GST Rental Rebate will not apply to individually owned condominium units, single-unit housing, duplexes, triplexes, housing co-ops, and owned houses situated on leased land and sites in residential trailer parks. However, this type of housing would continue to qualify for the existing federal GST Rental Rebate, where the conditions for the existing rebate are met.

We do not have the authority to make changes to the federal rebate, however, we will share your suggestion of including new rental housing with less than four units with our provincial and federal counterparts.

For additional information (e.g., timelines) please refer to the federal backgrounder: [Enhanced GST Rental Rebate to build more apartments for renters - Canada.ca](#). Further information will be provided in the regulations.

Despite the work underway, there is much more to do to ensure all Nova Scotians can afford a safe place to call home. Thank you again for taking the time to reach out on this important issue and for your thoughts on how to ensure that housing programs are addressing the needs of our diverse communities. I appreciate your input as we strive to improve access to affordable housing for every Nova Scotian.

Sincerely,



Honourable John A. Lohr
Minister of Municipal Affairs and Housing

c: Honourable Sean Fraser, P.C., M.P., Minister of Housing, Infrastructure and Communities

C-0632/jml



TO: MUNICIPAL COUNCIL
FROM: COUNCILLOR DONNIE MACDONALD, CO-CHAIR
SUBJECT: **ANTIGONISH REGIONAL EMERGENCY MANAGEMENT
ADVISORY COMMITTEE REPORT**
DATE: January 4, 2024

An Antigonish Regional Emergency Management Advisory Committee Meeting was called on Thursday, January 4, 2024, at 1:30 pm in the County Council Chamber.

Present were: Co-Chair Donnie MacDonald, Councillor, County of Antigonish
Co-Chair Donnie McInnis, Councillor, Town of Antigonish
Warden Owen McCarron, County of Antigonish
Mayor Laurie Boucher, Town of Antigonish
Blaise MacDonald, Regional Emergency Management Coordinator
Glenn Horne, CAO, County of Antigonish
Jeff Lawrence, CAO, Town of Antigonish

The following items were discussed:

- EMC, Blaise MacDonald, provided an overview of emergency management highlights for Q3 and Q4 as well as priorities moving forward.
- A status report was provided on the status of Comfort Centres and Emergency Shelters. Work continues to establish the Legion / CACL as regional emergency shelter.
- The Committee discussed previous and upcoming tabletop exercises being organized to build proficiency with emergency planning and response.

The following recommendations were made:

- The Committee recommends that Municipal Council approve the amendments to the Comfort Centre and Emergency Shelter Policy as presented.

MUNICIPALITY OF THE COUNTY OF ANTIGONISH

TOPIC:	Comfort Centre & Emergency Shelter Policy
POLICY NUMBER:	39
DATE APPROVED:	April 17, 2012 (#2012-34)
DATE REVISED:	May 11, 2021 (#2021-062) November 9, 2021 (#2021-122)

1.0 TITLE:

- 1.1 This policy may be cited as the “Comfort Centre & Emergency Shelter Policy” of the Municipality of the County of Antigonish.

2.0 PURPOSE:

- 2.1 This policy outlines an overview of procedures and responsibilities regarding the activation of Comfort Centres & Emergency Shelters.
- 2.2 This policy aims to ensure residents have adequate access to temporary sheltering following an emergency by developing a partnership with community organizations to open facilities.
- 2.3 If an emergency happens in the AREMO Region it may take time to reach residents. All residents of the AREMO Region should be prepared to take care of themselves and their families for a minimum of 72 hours.

3.0 SCOPE:

- 3.1 This policy is applicable to identified Comfort Centres & Emergency Shelters within the Municipality of the County of Antigonish as officially designated by the Antigonish Regional Emergency Management Organization.

4.0 DEFINITIONS:

- 4.1 *Comfort Centre* – a facility operated by a community organization that is opened to provide a location where community members can gather for a period of time during the day to access limited services. Depending on the time of year and the nature of the emergency, a Comfort Centre can serve several purposes including providing relief from extreme temperatures, provision of light nourishment, information gathering, and charging personal devices. **A Comfort Centre is not opened with the intention of turning into an overnight shelter operation.**
- 4.2 *Emergency Shelter* – in large-scale and severe emergencies, these types of operations are opened and operated by the **Canadian Red Cross**, under the Department of Community Services to provide safe, temporary lodging to those affected by an emergency. Services can include overnight accommodations, feeding, personal services, psycho-social support, and other emergency social services depending on the nature of the emergency.

5.0 ACTIVATION **CRITERIA/GUIDELINES**

5.1 To open as a Comfort Centre, the following criteria is recommended:

- The emergency is greater than 72 hours in duration.
 - **Note: Comfort Centre may be open within the first 72 hours to provide relief from extreme temperatures or other related safety concerns**
- The impacted community may benefit from a temporary place of shelter with relief from extreme temperatures, provision of light nourishment, or to gather information.
- Roads are safe to travel, and the facility is accessible.
- Municipality in consultation with the community groups/ organizations determines there is a need.
- Municipality in consultation with EMO Nova Scotia's Provincial Coordination Centre ("PCC") determines there is a need.
- A localized or widespread power outage has occurred
- The impacted community may benefit from a temporary place of shelter with relief from extreme temperatures, provision of light nourishment, or to gather information
- There is a need being communicated by multiple residents in the impacted community
- The activation is expected to be short-term (under 72 hours)

5.2 To open as an Emergency Shelter, it is recommended to have met the criteria to open as a Comfort Centre in addition to the following criteria:

- Temporary overnight shelter is needed as a result of a substantial emergency
- A community evacuation may be a possibility or have already occurred
- There is an identified need for personal care or psycho-social services
- The activation is expected to be long-term (over 72 hours)

6.0 PROCEDURE FOR OPENING A COMFORT CENTRE:

- 6.1 **The decision to open a Comfort Centre is made by the Antigonish Regional Emergency Management Organization in consultation with the community organization.** ~~The decision to open a Comfort Centre is made by the community organization in consultation with the Antigonish Regional Emergency Management Organization.~~
- 6.2 In situations of widespread emergency or utility disruptions in a community, the Antigonish Regional Emergency Management Organization may contact the Comfort Centre contact person to discuss the activation of a centre.
- 6.3 Upon activation of any Comfort Centre, the Municipality will notify media sources to help publicize the service. The information will include hours of operation, civic address, and the services provided. This information will also be provided to EMO Nova Scotia so it may be linked to public access points such as 211, Nova Scotia Power Resolve Line, etc.
- 6.5 Comfort Centres are to be staffed with volunteers as prearranged by the community organization responsible for the facility.

- 6.5 Comfort Centres are not intended for overnight shelter. If Comfort Centre volunteers identify a need for overnight shelter, a request to transition into an Emergency Shelter will be made to the Antigonish Regional Emergency Management Organization.
- 6.6 If extended operations of a Comfort Centre are required or anticipated, the Antigonish Regional Emergency Management Organization may provide resources to the centre as requested.
- 6.7 The decision to deactivate a Comfort Centre will be made by the community organization responsible for the Comfort Centre in consultation with the Antigonish Regional Emergency Management Organization.

7.0 PROCEDURE FOR OPENING AN EMERGENCY SHELTER:

- 7.1 During an emergency event, the Municipality may require the activation of an Emergency Shelter. The decision to open an Emergency Shelter is made by the Antigonish Regional Emergency Management Organization in consultation with the Canadian Red Cross and other emergency services partners and first responders.
- 7.2 Once a decision has been made to activate a Reception Centre/Shelter, the Emergency Management Coordinator shall notify EMO Nova Scotia, the Department of Community Services ("DCS"), and Red Cross to initiate their response protocols. **The set-up and management of the facility shall be the responsibility of the Red Cross.**
- ~~The decision to open an Emergency Shelter is made by the Antigonish Regional Emergency Management Organization in consultation with the Canadian Red Cross and other emergency services partners and first responders.~~
- 7.3 The facility location for the Emergency Shelter will be ~~guided by the Emergency Plan and~~ determined by the Antigonish Regional Emergency Management Organization in consultation with the Canadian Red Cross and other emergency services ~~partners~~ and first responders.
- 7.4 The primary Emergency Shelter for A.R.E.M.O. is the Heatherton Development & Cultural Wellness Centre, located at 42 Summerside Road Heatherton. A.R.E.M.O. has a signed 10-year MoU with the Centre from August 8, 2023, to August 8, 2033.
- ~~Once the decision to open an Emergency Shelter has been made, the Canadian Red Cross and the Department of Community Services will be contacted to initiate their response protocols. The set-up and operation of the Emergency Shelter will be the responsibility of the Canadian Red Cross.~~
- 7.5 The decision to deactivate an Emergency Shelter will be made by the Antigonish Regional Emergency Management Organization in consultation with the Canadian Red Cross and other emergency services partners and first responders.

8.0 COMMUNICATIONS:

- 8.1 Ensuring public notification for the opening and deactivation of Comfort Centres & Emergency Shelters will be the responsibility of the Antigonish Regional Emergency Management Organization with support from the involved community organization.

8.2 Where possible, public notification for the opening and deactivation of Comfort Centres & Emergency Shelters will be made through press releases, local news media outlets, television, radio, local municipal websites, and social media as appropriate.

8.3 Sample script for a Comfort Centre & Emergency Shelter activation:

A *Comfort Centre or (Choose one) Emergency Shelter* ~~Comfort Centre/Emergency Shelter~~ has been opened at **[location/facility name]** located at **[civic address]**. The facility will be open from **[hours of operation]**. **[List of available services provided]** will be available.

Further questions regarding this Comfort Centre/Emergency Shelter can be directed to **[phone number of contact at the Comfort Centre/Emergency Shelter]**.

9.0 REIMBURSEMENT FOR COMFORT CENTRES:

~~9.1 If the Antigonish Regional Emergency Management Organization requests that the community organization open the facility as a Comfort Centre, the Municipality of the County of Antigonish shall reimburse the community organization for any reasonable out-of-pocket expenses incurred during the activation.~~

~~9.2 The community organization shall have signed the Memorandum of Understanding regarding 'Use of Comfort Centre & Emergency Shelter Facilities' in order to submit any requests for Comfort Centre reimbursement to the Municipality of the County of Antigonish.~~

9.1 If the facility is opened as a Comfort Centre, at the request or with approval from the Municipality, the Municipality of the County of Antigonish shall reimburse the community organization for any reasonable out-of-pocket expenses incurred during the activation.

9.2 Eligible items for Comfort Centre reimbursement includes:

- Light ~~meals~~ snacks, beverages, and related supplies
- Generator fuel (for hours of Comfort Centre operation)
- Building heating, cooling, and electricity
- Telecommunication services (Charging equipment)

9.3 Determining eligibility of items and the total reimbursed amount are at the final discretion of the Chief Administrative Officer or their designate at the Municipality of the County of Antigonish

9.4 The community organization shall have signed the Memorandum of Understanding regarding 'Use of Comfort Centre & Emergency Shelter Facilities' to be eligible for expense reimbursement.

10.0 POLICY DISTRIBUTION AND MAINTENANCE:

9.1 A copy of this policy will be distributed to all Comfort Centre & Emergency Shelter contacts along with information on how to contact the Antigonish Regional Emergency Management Organization upon activation and deactivation.

9.2 A copy of this policy will be distributed to all Councillors along with the contact information for Comfort Centre & Emergency Shelter contacts in their district.

9.3 This policy will be reviewed annually by the Antigonish Regional Emergency Management Organization.

9.4 The contact information for designated Comfort Centres & Emergency Shelters ~~shall~~ **will** be reviewed annually by the Antigonish Regional Emergency Management Organization.

11.0 Appendixes

11.1 Expense Claim Form

11.2 Canadian Red Cross – Emergency Shelter

11.3 Comfort Centre Requirements

11.4 Recommended Supplies for Comfort Centre

11.5 AREMO approved Comfort Centre

11.1 Expense Claim Form

Comfort Center/ Emergency Shelter Expense Claim Form				
Reason for Comfort Centre Activation:				
Date of Comfort Centre Activation (DD/MM/YYYY – DD/MM/YY)				
Item #	Details of Expense	Receipt (Yes/No)	Date (DD/MM/YYYY)	Amount
Total				
Comments:				
Comfort Centre/ Emergency Shelter:				
Name and Position:			Signature:	
C.A.O. Approval Signature:				

11.2 Canadian Red Cross – Emergency Shelter Activation Process

Step 1 - Opening Emergency Shelter

The decision to open an Emergency Shelter is made by the Antigonish Regional Emergency Management Organization in consultation with the Canadian Red Cross (“CRC”) and other emergency services partners and first responders.

To open as an Emergency Shelter, the following criteria should be met:

- Temporary overnight shelter is needed because of a substantial emergency
- A community evacuation may be a possibility or have already occurred
- The activation is expected to be long-term (over 72 hours)

Once a decision has been made to activate an Emergency Shelter, the Emergency Management Coordinator shall notify the Canadian Red Cross (See table below) to initiate their response protocols. **The set-up and management of the facility shall be the responsibility of the Red Cross.**

Name (Listed by first to contact first)	Role	Phone Number
Canadian Red Cross Disaster Assistance Line	24 Hour Emergency Line	1-800-222-9597
Atlantic Duty Officer (After Hours)	Duty Officer	1-709-631-9549
Samantha Fraser	Coordinator – Emergency Management	1-902-565-1074
Malcolm MacKinnon - Heatherton Development & Cultural Wellness Centre Emergency Shelter	Facility Management	1-902-386-2678

The facility location will be determined by the Antigonish Regional Emergency Management Organization in consultation with the Canadian Red Cross and other emergency services partners and first responders.

Step 2 – Call Information Requirements

When connecting with CRC the following information is required.

Notification only:

- A brief overview of the incident

- Expected number of residents
- CRC services requested e.g., reception centre for registration
- Time to remain on standby – place CRC on standby pending incident severity

Activation:

- Time event occurred, location to report to and time to report (CRC response time to site ~12 hrs)
- Duration of CRC support required (estimate).
- Site facility custodian/maintenance contact name and phone number
- Applicable administrative and transportation details.

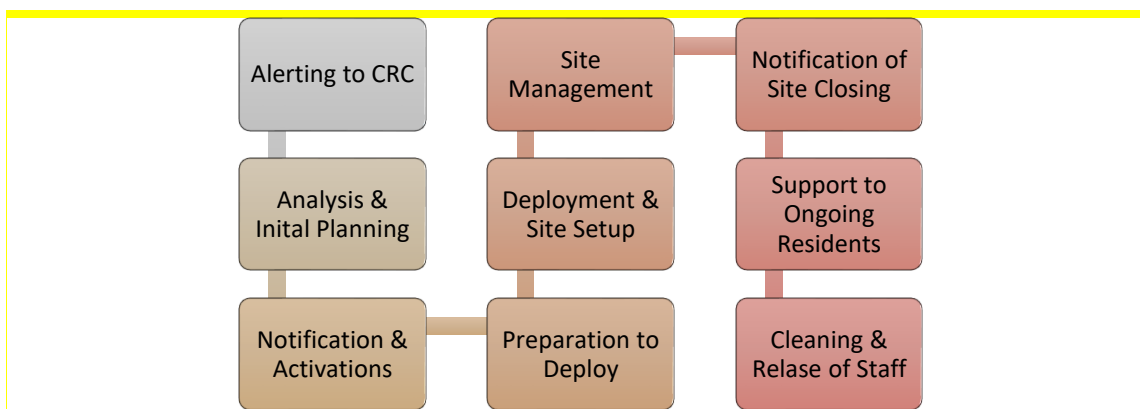
Other considerations:

- Exact services required as part of site operations.
- Number of Shelters opened/being opened.
- What time the sites are to open
- Number of people requiring Emergency Lodging at sites
- Personnel gaps (sources from Municipality vs. CRC)
- Material requirements and gaps (e.g., cots, blankets, tables, chairs)

Step 3 - Roles and Responsibilities

CRC - For context, there are many roles that the CRC can fulfil in supporting Emergency Lodging.

Brief Overview of Key Actions



11.3 Comfort Centre Requirements

Comfort Centre Facility Should meet the following.

- a) Ideally located in a central location and away from potential hazards
 - b) Barrier free inside and out
 - c) Have drinking water from a regulated (municipal) supply. Alternatively, well water must be tested according to Provincial Regulations and Guidelines
 - d) Have a generator and/or approved connections for a portable generator
 - e) Heated so visitors can warm up during power outages.
 - f) Cooling capacity during warm months (air conditioning, heat pumps, etc.)
 - g) Have adequate power outlets available to allow charging of devices.
 - h) Have an approved First Aid Kit and an Automated External Defibrillator (AED)
 - i) Have enough staff/volunteers to operate the Centre safely.
 - j) Adequate occupancy capacity for the need (staff, visitors, volunteers, etc.)
 - k) Be equipped to provide light refreshments such as coffee, tea, water, and light snacks (NSEMO does not recommend serving meals at comfort centres. If a Municipality wishes to serve food that isn't pre-packaged, please ensure all food safety guidelines are followed)
- <https://novascotia.ca/nse/food-protection/factsheets-publications.asp>**
- l) Ensure enough supplies to meet the potential needs of the Centre

11.4 Suggested Supplies for Comfort Centre

Stationary	Safety	Beverages/ Snacks	Miscellaneous
<ul style="list-style-type: none"> • Sign-in sheet • Pens, pencils, erasers, sharpeners • Coloured markers 	<ul style="list-style-type: none"> • Approved first-aid kit • Cold packs • AED • Antibacterial hand wipes • Disposable gloves • Hand soap • Hand sanitizer • Disposable face masks 	<ul style="list-style-type: none"> • Bottled water (if not on approved water system) • Soft drinks (Sodas/ Juice) • Coffee • Tea • Milk • Cream • Snacks 	<ul style="list-style-type: none"> • Toilet paper • Paper towel • Tissues • Cleaning products (soap, bleach, etc.) • Broom, mop, bucket • All-purpose cleaner • Garbage bags • iPhone charger stations • Coloring books and crayons • Extension cords • Serving supplies • Paper Plates • Paper cups • Pet cage (Dogs/ cats)

11.5 AREMO Comfort Centres

Comfort Centre Association	Civic Address	Contact Name	Contact Detail
Antigonish Affordable Housing Society	12-S Hope Lane, Antigonish, NS, B2G-0G4	Colleen Cameron	Phone: 902-318-9934 Email: accamero@stfx.ca
Antigonish Affordable Housing Society	25 Apple Seed Drive, Antigonish, NS, B2G-#B7	Colleen Cameron	Phone: 902-318-9934 Email: accamero@stfx.ca
Antigonish County V.F.D.	5 D-38 Road, Beech Hill, NS, B2G 2P9	Brendan MacInnis	Phone: 902-863-3305 Email: Chief@ACVFD.ca / bhmi@eastlink.ca
Antigonish Lions Club	13 Highland Drive, Antigonish, NS, B2G-3B1	Robert Cochrane	Phone: 902-338-1731 Email: robmcochrane@yahoo.ca
* Arisaig Parish Community Centre	5548 Hwy 245, Arisaig, NS, B2G 2L1	Theresa Thompson	Phone: 902-867-7071 (c)/ 902-863-1207 (h) Email: theresamacdthompson@gmail.com
Aulds Cove V.F.D.	13124 Highway 104, Aulds Cove, B0H 1P0	Daniel MacEachern	Phone: 902-631-4687 (c) Email: auldscofire3053@gmail.com
Four Valleys V.F.D.	3331 Highway 245, Maryvale, NS, B2G 2L1	George DeRabbie	Phone: 902-735-2544 Email: capt.derabbie1@gmail.com
* Havre Boucher Community Centre	12401 Highway 4, Havre Boucher, NS, B0H 1P0	Hugh O'Neil	Phone: 902-234-3498 Email:
Heatherton Development & Cultural Wellness Centre	42 Summerside Road, Heatherton, NS, B0H 1R0	Malcolm MacKinnon	Phone: 902-386-2678 Email: malliemac131@gmail.com
Lochaber Community Development Association (Lochaber Centre)	1555 Highway 7, North Lochaber, NS, B2G 2L3	Glenn Terris	Phone: 902-783-2209 (h) Email: cgforestry@gmail.com
* Mini Trail Community Centre Association	4382 Highway 337, Lakevale, NS, B2G 2L2	Carroll MacPherson	Phone: 902-870-3276 (c)/ 902-863-2816 (h) Email: carrollmacpherson@hotmail.com
* North Shore V.F.D.	432 Marsh Road, Ballantynes Cove, NS, B2G 2L2	Kristen MacEachern	Phone: 902-870-8222 Email: northshorevfd@gmail.com
Paq'tnkek First Nation	136 Afton Loop, Paq'tnkek-Niutuek 23, NS, B0H 1A0	Darlene Paul	Phone: 902-870-0656 (c)/ 902-386-2781 ext. 2228 (w) Email: darlene.paul@paqtnkek.ca
Pomquet V.F.D.	1180 Monk's Head Road, Antigonish, NS, B2G 2L4	Pierre Venedam	Phone: 902-386-2743 (h)/ 902-867-0903 (c) Email: pielizfire@eastlink.ca
* St. Andrews District Community Centre	81 Pomquet River Road, St. Andrews, NS, B0H 1X0	Jackie MacDonald	Phone: 902-968-1082 Email: JMacDonald@scottandstewart.com

St. Joseph's Lakeside Community Centre	2752 Ohio East Road, Antigonish, NS, B2G 2K8	Amy Rhynold	Phone: 902-714-5733 Email: TheRhynolds@outlook.com
Strait Area Ground Search and Rescue Hall	10474 Highway 4, Monastery, NS, B0H 1W0	Cecil Cashin/ Ken McChesney	Phone: 902-870-5412/ 902-867-0470 Email: ccashin.cashin372@gmail.com
Tracadie & District V.F.D.	995 Highway 16, Monastery, NS, B0H 1W0	Johnny Duykers	Phone: 902-870-2381 Email: jduykers@ns.sympatico.ca

* No MoU