

**REGION OF QUEENS MUNICIPALITY  
REGULAR COUNCIL  
TUESDAY, OCTOBER 8, 2019  
MILL VILLAGE FIRE HALL  
7:00 P.M.**

**PRESENT:** Mayor David Dagley, Chair  
Councillor Kevin Muise  
Deputy Mayor Heather Kelly  
Councillor Brian Fralic  
Councillor Susan MacLeod  
Councillor Jack Fancy  
Councillor Raymond Fiske  
Councillor Gilbert Johnson  
Chris McNeill, CAO  
Christine Watson, Administrative Assistant – Planning & Development

**1.0 CALL TO ORDER:**

Mayor Dagley called the meeting to order at 7:00 p.m.

**2.0 CHANGES / APPROVAL OF AGENDA**

**It was moved by Councillor Fiske and seconded by Councillor Fralic that the Agenda be approved as circulated.**

**MOTION CARRIED unanimously.**

**3.0 PRESENTATIONS**

**3.1 ISANS (Immigrant Services Association of Nova Scotia) – Fay Patey, Employer Engager, South Shore Region**

Mayor Dagley welcomed Fay Patey, Employer Engager, South Shore Region of ISANS (copy of leaflets attached to original set of Minutes).

Some highlights included:

- ISANS is a not-for-profit organization and is a community organization that welcomes immigrants, working in partnership, offer services and creates opportunities that enable immigrants to participate fully in Canadian life.
- ISANS is funded jointly by the Government of Canada and the Province of Nova Scotia
- Offer business counselling to immigrants. See [www.marketplace.isans.ca](http://www.marketplace.isans.ca) and [www.isans.ca/do-business.ca](http://www.isans.ca/do-business.ca).
- Diversify workforce – Supports employers to build strong and diverse workplaces by matching skills, offer training to understand the benefits of hiring and retaining immigrant employees, workplace cross-cultural challenges and assist employees to develop the language skills they need to do their job effectively. A free training program is available.
- Skills Match Online Recruitment – Businesses can register to assist in being matched with an educated professional who have the skills needed. For more information email [skillsmatch@isans.ca](mailto:skillsmatch@isans.ca) or visit [www.isans.ca](http://www.isans.ca).
- Atlantic Immigrant Career Loan Fund (AICLF) – Is a community-based partnership to assist internationally trained immigrants by providing micro loans to overcome financial barriers to become licensed to practice and enter into the workforce in their occupations or related fields. For more information see [www.aicif.ca](http://www.aicif.ca).

- Atlantic Immigration Pilot Project (AIPP) Webinar – Information on how ISANS can help Nova Scotian employers settle and retain skilled immigrants and international student graduates. Is a new employer-driven immigration program designed to address labour gaps of employers in the Atlantic Provinces and is for skilled immigrants who want to live permanently here. For more information on the pilot project see [www.cic.gc.ca/english/immigrate/atlantic](http://www.cic.gc.ca/english/immigrate/atlantic) or [www.novascotiainmigration.com/help-for-employers/atlantic-immigration-pilot](http://www.novascotiainmigration.com/help-for-employers/atlantic-immigration-pilot). There are presently 300 immigrants registered in the job bank to be matched up with prospective employers.
- Work with the South Shore Multicultural Association to introduce diversity into communities.

Councillor Fancy enquired about training within the community for hearing impaired residents. Ms. Patey stated a program through [www.reachability.ca](http://www.reachability.ca) may be available to offer this training and offered her assistance in writing the grant application.

Mayor Dagley thanked Ms. Patey for her presentation.

### 3.2 Trestle Trail Update – Brian Hatt

Mayor Dagley welcomed Brian Hatt, President, Queens Rails to Trails Association, to council.

Some highlights included:

- In the fall last year, the tendering process began to identify a company to make the necessary repairs to open the bridge. All funding was in place.
- Funding was based on our Engineering estimate. Once a company was hired, the cost came in under budget which allowed for more work to be completed.
- Repairs were made to the abutment on the Main Street entrance, steel work and work on the one of the piers (considered to be in the worst condition).
- Work began in July and was completed the end of August 2019, a bit ahead of schedule.
- A committee was formed to have the bridge formally reopened, which took place on September 21, 2019 with approximately 100 in attendance.
- The lighting on the bridge was changed to LED.
- Work will continue in mid-October with repairs on the north end of the bridge, which will close the bridge for approximately 3 weeks.
- In spring 2020, the bridge will again be closed to the public while work continues on the remaining piers, steel work and decking, which will be with higher railings. Once this work has been completed, the bridge will be reopened.
- Work continues for options for connectivity of the trail for ATV users.

Councillors thanked Mr. Hatt for spearheading the project and his dedication. There have been many positive comments from residents on the reopening and many are again using the trail.

Mayor Dagley thanked Mr. Hatt for his presentation.

### 4.0 **TABLING OF PETITIONS:**

There were no petitions to come before this meeting.

## 5.0 PUBLIC QUESTION / COMMENT SESSION:

Gary Carroll, Charleston – Mr. Carroll offered his opinion as a member of the Mill Village Fire Department, to having a briefing/critique as part of the follow-up to Dorian. Mayor Dagley stated the EMO Committee has met and will bring forward recommendations.

Mr. Carroll further stated a major concern which arose during the storm was the lack of communications. He suggested that Queens County investigate having an emergency response agreement in place, including a stand to clause, which would allow the departments some authority. Mayor Dagley stated the Queens EMO team would be the group to work these concerns through and offered to provide them his contact information to follow-up.

Michael Lockwood stated he concurred with Mr. Carroll's statement that communication is a necessary need.

June Kingston enquired to the status of the Emerald ash borer and how to handle the trees that would need to come down. Mayor Dagley stated he was aware of the issue with them. RQM have looked at dead and deceased trees and have removed them from RQM property. RQM does not remove trees from private property.

She enquired to the installation of more signage for the local Devi School, and commented to vehicles speeding within the area.

She further enquired when the roads in their area would be fixed. Mayor Dagley stated her area would fall under the Department of Transportation and provided her with the Transportation Control Centre's toll free phone number – 1-844-696-7737.

George Laing, Charleston – Mr. Laing concurred with Ms. Kingston on the condition of the roads in their area and asked if RQM could assist in helping them. Mayor Dagley stated RQM meets yearly with TIR and offered to submit a letter of enquiry on their behalf.

Mr. Laing further offered his opinion to the safety of the Charleston Bridge and enquired to having sensor lights installed due to poor visibility on either end when trying to cross.

## 6.0 APPROVAL OF MINUTES:

### 6.1 Council Minutes – September 24, 2019

**It was moved by Deputy Mayor Kelly and seconded by Councillor MacLeod:**

**THAT the minutes of the Regular Council meeting held September 24, 2019 be approved as circulated.**

**MOTION CARRIED unanimously.**

### 6.2 Public Hearing – September 24, 2019

**It was moved by Councillor Fiske and seconded by Deputy Mayor Kelly:**

**THAT the minutes of the Public Hearing held September 24, 2019 be approved as circulated.**

**MOTION CARRIED unanimously.**

## 7.0 DANGEROUS OR UNSIGHTLY PREMISES:

There were no items to come before this meeting.

**8.0 ECONOMIC DEVELOPMENT:**

There were no items to come before this meeting.

**9.0 CORPORATE SERVICES**

There were no items to come before this meeting.

**10.0 ENGINEERING & WORKS**

There were no items to come before this meeting.

**11.0 FINANCE**

There were no items to come before this meeting.

**12.0 RECREATION AND COMMUNITY FACILITIES**

**12.1 Community Investment Fund**

**It was moved by Councillor Fancy and seconded by Councillor Johnson:**

**THAT the Council of Queens Municipality rescind the motion passed at the May 14, 2019 meeting which reads as follows:**

**“THAT the Council of Region of Queens Municipality provide grant funding to Queens Community Dog Park Association in the amount of \$10,824.50 from 2019-2020 Community Investment Fund.**

**AND THAT the funding not be released until the Queens Community Dog Park Association provides satisfactory proof of its financial resources to complete the total project.”**

Meaghan Roberts, Director of Recreation & Healthy Communities, stated a letter was received from the Queens Community Dog Park Association requesting to withdraw their application from the Community Investment Fund due to a shortfall in fundraising. They intend to come forward with a new request for a smaller project.

**MOTION CARRIED unanimously.**

**13.0 PLANNING**

There were no items to come before this meeting.

**14.0 REPORTS**

**14.1 Library Board Update – Councillor Fralic**

Councillor Fralic, member of the Library Board, provided an update to Council. Some highlights included:

- The South Shore Public Library has been collaborating with the Mi’kmaq Community and are now carrying Indigenous authors works printed in Indigenous languages that focus on Indigenous topics (copy of pamphlet attached to original set of Minutes).

- The Library Board Association of Nova Scotia (LBANS) will be holding a conference at White Point Lodge, October 18 – 20, 2019. There are 120 members of library boards registered, and encouraged Councillors to attend and will circulate a copy of the agenda to them. An overview of the topics are:
  - 5 Steps to Save a Life: Opioid Overdose and Response
  - Reconnecting with Nature, Hike Nova Scotia
  - Pride in the Library, Partnering with LGBTQ Groups
  - Memorable Books – A Special Collection of Dementia-Friendly Books & Materials
  - Monarch Butterfly – Hatch & Display at Your Library
- Speakers include:
  - George Elliot Clarke, Canadian Poet and Playwright
  - Dave Meslin – Founder of Toronto Public Space Committee
  - Honourable Doctor Mayann Francis – 31<sup>st</sup> Lieutenant Governor of Nova Scotia
- At the latest meeting discussions were held on the design of the new mobile library which includes wheelchair access.

## **15.0 IN-CAMERA ITEMS**

**It was moved by Councillor Johnson and seconded by Councillor Fralic that the proceedings go In-Camera at 8:35 p.m. to discuss the following:**

- 15.1 Contract Negotiations**
- 15.2 Personnel Matter**
- 15.3 Personnel Matter**

**MOTION CARRIED unanimously.**

Mayor Dagley announced a 5 minute recess at 8:35 p.m.

**It was moved by Councillor Fralic and seconded by Councillor Johnson that the proceedings exit In-Camera at 9:55 p.m.**

**MOTION CARRIED unanimously.**

- 15.1 Contract Negotiations

**It was moved by Councillor Johnson and seconded by Councillor Fiske:**

**THAT the Council of Region of Queens Municipality requests staff to negotiate a term agreement with Taste of Saffron Food and Catering Service for Food and Non-Alcoholic Beverage Operations at Queens Place Emera Centre.**


**AND THAT Council authorizes the Mayor and Chief Administrative Officer to enter into this agreement according to most appropriate terms and conditions subject to Taste of Saffron Food and Catering Service submitted proposal effective October 11, 2019, or as soon thereafter as possible.**

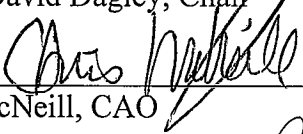
**MOTION CARRIED unanimously.**

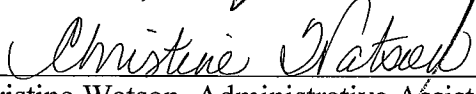
16.0 ADJOURNMENT

It was moved by Deputy Mayor Kelly and seconded by Councillor Fiske that the meeting be adjourned at 10:07 p.m.

MOTION CARRIED unanimously.

  
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Mayor David Dagley, Chair

  
\_\_\_\_\_  
Chris McNeill, CAO

  
\_\_\_\_\_  
Christine Watson, Administrative Assistant – Planning & Development

Date Approved: October 22, 2019

# DO BUSINESS

## BUSINESS SERVICES PROVIDE

one-on-one  
business counselling

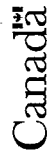
guidance & support

review of your  
business plan

business training

networking opportunities

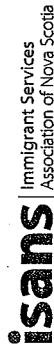
ISANS is funded jointly by the  
Government of Canada and  
the Province of Nova Scotia.



Making Nova Scotia stronger  
by supporting immigrants  
to start and grow  
their businesses

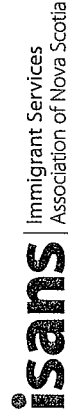
ISANS helps immigrants  
build a future in  
Nova Scotia.

The vision of ISANS  
is a community  
where all can  
belong and grow.



6960 Mumford Road • Suite 2120  
Halifax • Nova Scotia • Canada • B3L 4P1  
Phone: 902.423.3607 • Fax: 902.423.3154  
Toll free: 1.866.431.6472

[www.isans.ca](http://www.isans.ca)



## BUSINESS DEVELOPMENT

### Business Counselling

Get one-on-one support through the start-up and growth of your business, including:

- idea generation and assessment
- market research and business planning advice
- information and coaching on business issues or challenges
- connections with business service providers, government agencies and professionals
- referrals to resources and organizations, training and ISANS programs
- networking opportunities and more

### Business Training

Build your skills through business programs onsite at ISANS or online throughout the year.

Learn about:

- how to start a business in Nova Scotia
- business planning
- government services, regulations, licenses, permits, etc.
- financing and grants
- how to grow your business
- Nova Scotia business culture and more

Participate in:

- professionally facilitated workshops (accounting, legal and much more)

- multi-week training courses

(entrepreneurship, financial, marketing, and more)

- individual sessions with professionals

### Business Networking

Make connections in the local business community:

- promote your business at ISANS business networking events
- learn about other business organizations, events and training
- attend community partners' networking events

### Business Mentoring

If you are eligible, your business counsellor can recommend you to be matched with a business mentor. A mentor will share their experience and expertise to help you develop your business. Business mentoring areas can include:

- finances and operations
- human resources
- importing and exporting
- sales and marketing
- product development
- And much more

### Bridge to Entrepreneurship

This innovative and supportive program provides customized entrepreneurial coaching and training, including language training for business for CLB levels 2 – 4.

Learn the skills and knowledge you need to test-market eligible products at a local market.

### Immigrant Business Marketplace

Download the app from the Apple Store or Google Play Store, or visit: [marketplace.isans.ca](http://marketplace.isans.ca)

- register your business on the app
- promote and market your business
- connect and engage with other business owners



## BUSINESS RESOURCES

### Business Development Resources

We provide a comprehensive list of resources on our website: [www.isans.ca/do-business](http://www.isans.ca/do-business)

- provincial and federal resources
- local business community support
- business buy & sell
- sources of finance
- import and export information
- market research resources

### Connections - An Immigrant's Guide

to Starting a Business in Nova Scotia  
an introduction to the business startup process - available in PDF and hard copy.

### Business Communication

Ch from many language programs provided in-person or online:

- *English in the Workplace* is customized to the needs of business owners and employees. Classes take place in the workplace and focus on communication skills you need to do your job
- evening classes include general English skills and pronunciation skills
- online classes allow you to work at your own pace on skills like business writing, workplace communication or pronunciation

### Employer Support Services

Get help to hire immigrants and manage a diverse workforce:

- **Skills Match Online Recruitment Tool** - recruit immigrant employees
- **Workplace Culture Program** -

enhance your workplace cross-cultural awareness and diversity

### Share Your Expertise

Volunteer with us to share your skills and experience:

- **Professional Practice Program** - host a potential employee at no cost for up to 6-weeks
- **Professional Mentorship Program** - share your expertise and give back



# DIVERSIFY Your Workforce

## ISANS HELPS EMPLOYERS

hire immigrants

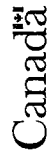
support immigrant employees

improve cross-cultural skills

build an inclusive workplace

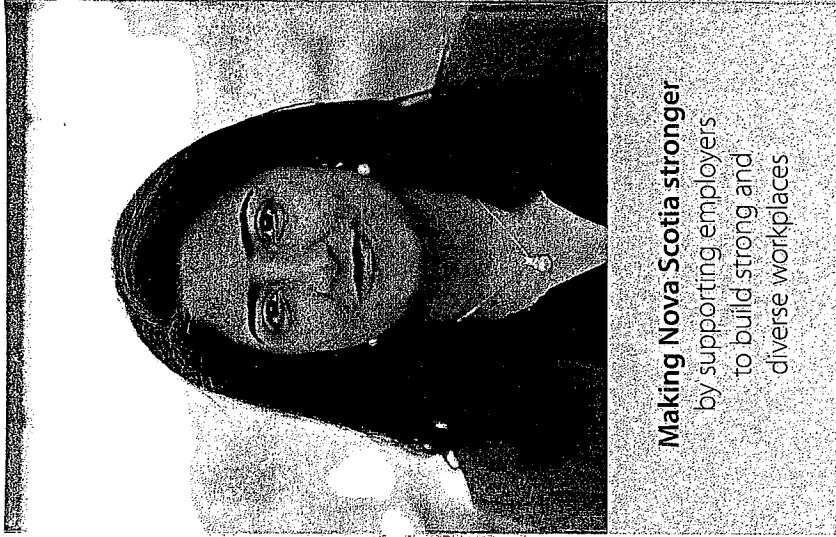
share professional skills  
and experience

ISANS is funded jointly by the  
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ISANS helps immigrants  
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The vision of ISANS  
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**Making Nova Scotia stronger**  
by supporting employers  
to build strong and  
diverse workplaces

**isans** | Immigrant Services  
Association of Nova Scotia

6960 Murriford Road • Suite 2120  
Halifax • Nova Scotia • Canada • B3L 4P1  
Phone: 902.423.3607 • Fax: 902.423.3154  
Toll free: 1.866.431.6472

[www.isans.ca](http://www.isans.ca)

**isans** | Immigrant Services  
Association of Nova Scotia

## RECRUIT & RETAIN INTERNATIONAL TALENT

### Skills Match Online Recruitment

We connect you with pre-screened, job-ready skilled immigrants through Skills Match - an online recruitment tool. Through Skills

Match you can:

- post jobs
  - view profiles and search resumes of qualified job seekers
  - recruit skilled immigrants
  - strengthen and diversify your workforce
- It's free, time-efficient and confidential.

### On-Site Recruitment and Information Sessions (ORIS)

We help you recruit individuals for multiple positions, and we host and promote a recruitment event for you! You can:

- meet with a range of pre-screened, job-ready candidates
- present information about your company, including job opportunities and the recruitment process
- conduct speed interviews with candidates

*ORIS sessions are always very valuable, we have hired many great candidates and are lucky to be able to meet so many wonderful people through ISANS.*

SENIOR RECRUITER, RBC

## ADD VALUE TO YOUR BUSINESS AT NO COST

### Professional Bridging Programs

We connect you to immigrant professionals with related education and skills to add capacity to your workforce. Participants have workplace injury insurance and there is no obligation to hire.

**Professional Practice Program** - host an internationally trained and experienced professional for up to 6-weeks

- get support for projects
- use the placement to help determine a good fit

- provide Canadian work experience to a skilled immigrant to support growth of the local labour market

### Internationally Educated Engineers

#### Work-based Competency Assessment

**Program** - host an internationally trained and experienced engineer for 12-weeks

- Engineers Nova Scotia approved program
- participants receive an honorarium

### Work-based Trades Practical Assessment

**Program** - host an internationally trained and experienced trades person for 12 weeks

- Nova Scotia Apprenticeship Agency approved program
- certified in Canadian basic safety training
- ISANS provides training allowance

## BUILD A DIVERSE WORKPLACE CULTURE

### Workplace Culture Program

We provide training to you, your employees and Human Resources professionals to help you:

- understand the benefits of hiring and retaining immigrant employees
- identify your own workplace cross-cultural challenges and opportunities
- develop skills and capacity to build intercultural competence in your organization

*The information provided was very valuable and the exercises were certainly very eye-opening. I am sure that we will be integrating many of the concepts discussed.*

DIRECTOR, CORPORATE HUMAN RESOURCES  
IMP GROUP INTERNATIONAL INC.

## GET LANGUAGE SUPPORT FOR IMMIGRANT EMPLOYEES

### English in the Workplace

We provide customized individual or group training, delivered at your workplace by a qualified English instructor. Our instructors:

- assist employees to develop the

language skills they need to do their effectively

- provide training in person at your workplace or by distance

## SHARE YOUR SKILLS & EXPERTISE

### Volunteer Opportunities

- Increase your cultural competence
- Expand your networks
- Meet potential employees

### Professional Mentorship

We connect you, as an established

professional, with a skilled immigrant in the same occupation. You can:

- enhance your leadership and coaching skills
- help skilled immigrants to better understand their occupation in Canada

### Practice Interviews

We connect you with opportunities to share your skills and expertise through practice interviews. Interviews can be done in person, over the phone, or online and work around your schedule. You:

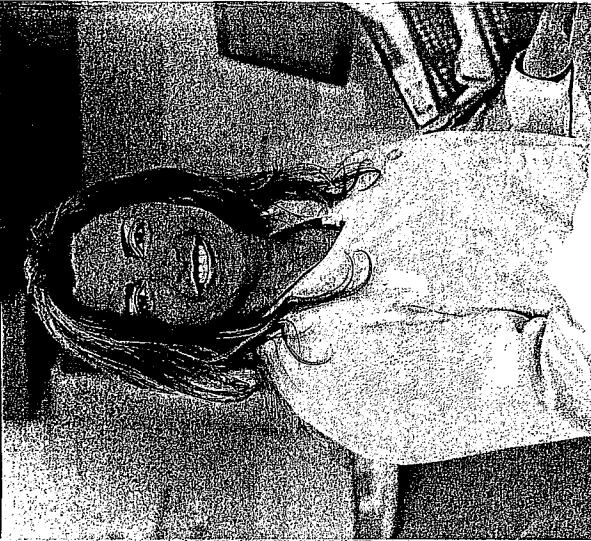
- volunteer to interview a skilled immigrant in their field of work
- help prepare them for a Canadian job interview

**Making Nova Scotia stronger**  
by helping immigrants build  
their future here

ISANS is funded jointly by the  
Government of Canada and  
the Province of Nova Scotia



**isans** | Immigrant Services  
Association of Nova Scotia



ISANS is a leading  
community organization  
that welcomes immigrants.  
Working in partnership, we  
offer services and create  
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The vision of ISANS is a  
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[www.isans.ca](http://www.isans.ca)

Welcome  
to Nova Scotia

[www.isans.ca](http://www.isans.ca)

## Distance & Online Services

We provide a range of programs to immigrants pre-arrival, online and throughout Nova Scotia

\*Services available by distance or online are printed in bold

## Get Settled

We help immigrants to settle and give orientation to living in Nova Scotia

- **Intake, needs assessment and referral**
- **Orientation services**
- **Settlement services**
- **Crisis intervention services**
- **Refugee services**
- **Family services**
- **Counselling**
- **Interpretation and translation**
- **Health support services**
- **Private refugee sponsorship support**
- **Legal support services**

## Learn English

We offer a variety of language programs for immigrants to Nova Scotia

- **Literacy**
- **Literacy and Sign Language for deaf learners**
- **Family learning program**
- **English for everyday living**
- **English for work and business**
- **Communication for healthcare professionals**
- **Communication for engineers**
- **Evening English classes**
- **English in the Workplace**

## Connect with the Community

We connect immigrants with volunteers and the community

- **Community volunteers**
- **Welcoming events**
- **Building Cultural Competence Workshops**
- **Newcomer Community Wellness Project**
- **Growing Strong Neighbourhoods Project**

## Find Employment

We help immigrants to be independent and effective in their job search

- **Employment counselling**
- **Job search workshops**
- **Job Search Resource Centre**
- **Skills Match Online Recruitment Tool**
- **Practice interviews**
- **Work placements**
- **Professional mentors**
- **Pathways to licensure**
- **Bridging programs for healthcare professionals**
- **Bridging program for engineers**
- **Bridge to Work program**
- **Career Pathway Loan Fund**
- **Computer training**

## Do Business

We provide services and support to immigrants at all stages of business start-up and development

- **Business counselling** at ISANS and on location at businesses
- **Business training, information and referral**
- **Networking and showcase events**
- **Online Business Directory**

## Employer Support

We help employers build strong and diverse workplaces

- **Skills Match Online Recruitment Tool**
- **Work placements**
- **On-site recruitment sessions**
- **Workplace culture workshops**
- **English in the Workplace**

## Temporary Foreign Workers

We provide support for Temporary Foreign Workers and their families

- **Intake, needs assessment, information and referral**
- **Labour standards information**
- **Translation services**
- **Employment Counsellor support**

## Get Involved

We offer training and a variety of opportunities for volunteers

- **Community volunteer**
- **Professional mentor**
- **Practice interviewer**
- **Classroom assistant**
- **And more!**

## Stay Informed

Our resources are available online at [www.isans.ca](http://www.isans.ca)

- **Facts and statistics**
- **Reports**
- **Articles**
- **Teaching and learning materials**



For more information  
or to apply, contact:

**Nova Scotia**

**Immigrant Services Association of Nova Scotia**  
6960 Mumford Rd, Suite 2120, Halifax, NS  
902-423-3607; Toll free in NS: 1-866-431-6472  
[www.isans.ca](http://www.isans.ca)

**New Brunswick**

**New Brunswick Multicultural Council**  
494 Queen Street, Suite 200, Fredericton, NB  
506-453-1091  
[www.nb-mc.ca](http://www.nb-mc.ca)

**Multicultural Association of Fredericton**

28 Saunders St, Fredericton, NB  
506-454-8292  
[www.mcafnb.ca](http://www.mcafnb.ca)

**Multicultural Association of the Greater Moncton Area**

22 Church Street, Suite C170, Moncton, NB  
506-858-9659  
[magma-atmgm.org](http://magma-atmgm.org)

**YMCA of Greater Saint John**

191 Churchill Boulevard, Saint John, NB  
506-693-9622  
[saintjohnnymca.ca](http://saintjohnnymca.ca)

**Newfoundland and Labrador**

**Association for New Canadians**  
144 Military Road, St. John's, NL  
709-722-9680  
[www.ancl.ca](http://www.ancl.ca)

**Prince Edward Island**

**PEI Association for Newcomers to Canada**  
49 Water Street, Charlottetown, PE  
902-628-6009  
[www.peiabc.com](http://www.peiabc.com)



# Atlantic Immigrant Career Loan Fund

Funded by the  
Government of Canada's  
Foreign Credential  
Recognition Program

Canada



Royal Bank

**isans** | Immigrant Services  
Association of Nova Scotia

We can help.

# Atlantic Immigrant Career Loan Fund

Foreign credential recognition  
micro loan fund for Internationally  
Trained Individuals

# What is the Atlantic Immigrant Career Loan Fund (AICLF)?

AICLF Project is a community-based partnership to assist internationally trained immigrants by providing micro loans to overcome financial barriers to:

- » Becoming licensed to practice
- » Entering the workforce in their occupations or related fields

## Why micro loans?

Micro loans have been proven globally to be an effective tool to assist people who are unable to access mainstream credit due to:

- » Lack of employment
- » No or unrecognized credit history
- » Lack of collateral

## Who is eligible?

You must:

- » Be a Permanent Resident or immigrant Canadian citizen
- » Be a resident of NS, NB, NL or PEI
- » Be an internationally trained immigrant
- » Have the required English/French skills
- » Be a registered client with a designated immigrant services agency
- » Have no un-discharged bankruptcy
- » Agree to repay the loan with interest

## What the Atlantic Immigrant Career Loan Fund may cover

- » Professional registration fees
- » Licensing examination fees
- » Training/tuition fees
- » Living expenses during short term training or exams
- » Travel/accommodation to take exams
- » Books and study materials
- » Tools and equipment

Programs eligible for student loan funding are not eligible for the AICLF program

## What is the cost of borrowing?

- » Interest rate on the loan is prime rate plus 1%
- » During the study and grace period participants pay interest on funds used
- » Regular principal plus interest payments begin after the grace period and the loan limits will be capped and reduced as payments are made

## What documents do you have to submit?

- » Proof of Citizenship or Permanent Residence
- » Approved Return to Work Action Plan
- » Printed information about training, exams, assessment or certification programs with dates and costs
- » Resume
- » Proof of English/French language assessment
- » Copies of translated educational certificates, assessments of credentials or exams you passed
- » Signed client consent documents
- » 2 reference details
- » Void cheque
- » CRA Notice of Assessment

## How can you apply?

Visit: [www.aiclf.ca](http://www.aiclf.ca)

### Step 1

- » Register with a designated immigrant services agency in the community you reside in NS, NB, NL or PEI
- » Work with an Employment Specialist to prepare a Return to Work Action Plan
- » Attend RBC Financial Literacy Training

### Step 2

- » Meet with the AICLF Coordinator
- » Complete the loan application
- » Provide supporting documents

### Step 3

- » Meet with designated RBC Account Manager and assess the risk of borrowing and credit checks
- » RBC will update client and AICLF Coordinator if approved

### Step 4

- » Submit receipts from payments to AICLF Coordinator
- » Request subsequent disbursements from AICLF Coordinator
- » Provide AICLF Coordinator with up to date information on your study and repayment status
- » Repay loan within four years

## DIVERSIFY YOUR WORKFORCE

# Workplace Culture Program

The *Workplace Culture Program* helps Nova Scotia employers better understand the benefits of hiring international talent, the importance of immigrant experience in the workplace, methods to improve inter-cultural competence and retain immigrant employees.

### **Presentations**

An overview of the *Workplace Culture Program* and immigration to Nova Scotia (30-60 minutes).

### **Cultural Assessment Tools**

Assess your organizational workplace culture, learn how hiring and retaining immigrant employees benefits your organization, and plan the next steps for enhancing your organization's workplace culture (1-hour).

### **Live-Stream Webinars**

#### **Benefits of a Diverse Workplace Culture**

Gain an overview on how to develop a diverse workplace culture to enhance your organization's success (2-hours).

Topics covered include:

- How to enhance your understanding of workplace culture
- The value immigrants bring to your workplace
- An overview of the *Workplace Culture Program*

#### **Leveraging Your Workplace Culture**

Explores the question, "What can help make us a more *immigrant-friendly* workplace?" (2-hours).

Topics include:

- How to develop an immigrant-friendly workplace
- Six areas for your organization's development
- An overview of the *Workplace Culture Program*

To register for live-stream webinars visit:

[www.isans.ca/live-stream-registration](http://www.isans.ca/live-stream-registration)

For information contact:

Paul Pickering | Coordinator, Workplace Culture | 902-406-8693

[ppickering@isans.ca](mailto:ppickering@isans.ca)

[isans.ca](http://isans.ca)

### **On-site Workshops**

Designed to help you support the effective retention of immigrant employees, sessions are interactive and use a skill building approach (90-minute or half-day sessions available).

#### **Building an Inter-Cultural Workplace | For All Staff**

Build awareness, go beyond stereotypes and understand your role in creating culture. Learn the variety of ways your workplace can benefit from immigrant talent and experience.

#### **Inter-Cultural Conflict Resolution | For All Staff**

Use your conflict resolution skills and real life scenarios to identify the role culture plays in negotiating intercultural conflict (training and/or experience in conflict resolution is a pre-requisite).

#### **Making Your Workplace "Welcoming" | For Managers**

Learn how personal interaction, the physical layout of the workplace, and organizational policies and procedures affect welcomeness. Through practical tips and suggestions, learn how to take action to make your workplace more welcoming.

#### **Inter-Cultural Leadership Excellence | For Managers**

Learn how to lead using inter-cultural initiatives; increase your personal awareness and learn about inter-cultural communication through practical and easy to implement tips and ideas.

### **Consultations**

Any of the above topics can be modified for team meetings, working groups, conferences or private consultations.

LEARN ENGLISH | EMPLOYER & EMPLOYEE SUPPORT

## English in the Workplace Program

### Assisting Employers, Employees and the Self-Employed

English in the Workplace is a free, 12 week training program for immigrant employees, to help with on-the-job language skills. ISANS offers customized individual or group training, delivered at your workplace by a qualified EAL instructor. We create a program that helps employees become more effective at their jobs. Training can be done in-person in the workplace or by distance. There are two 90 minute sessions per week. Distance training is delivered live over the internet, using a web-camera and software for shared audio-visuals. All training takes place between 8:30am and 4:30pm, Monday to Friday.

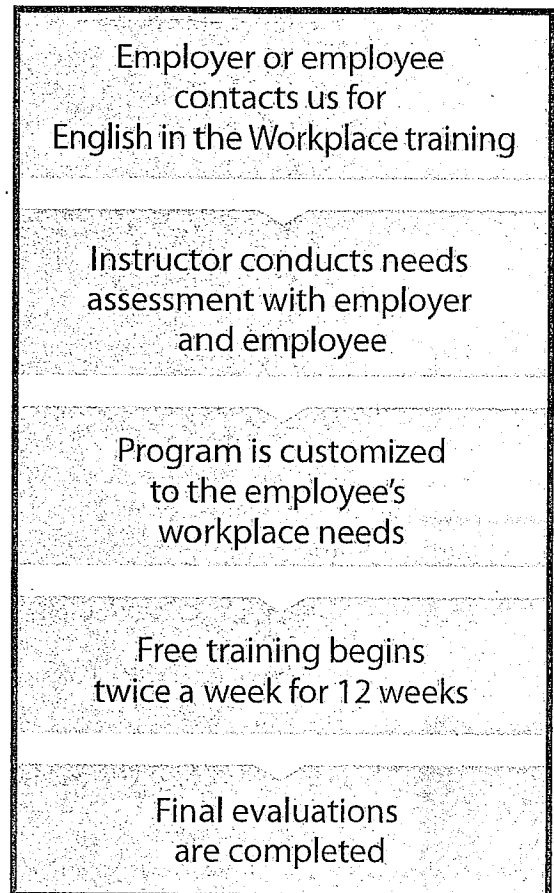
Some of the skills we teach are:

- workplace vocabulary and terminology
- telephone skills
- customer service skills
- workplace communication and teamwork
- writing emails, letters and reports

*For information contact:*

Laurie Burns | [lburns@isans.ca](mailto:lburns@isans.ca) | 902-406-8653

[www.isans.ca](http://www.isans.ca)





DIVERSIFY YOUR WORKFORCE

## **Skills Match Online Recruitment**

### **Tap into the international talent of immigrants in Nova Scotia**

ISANS Skills Match features pre-screened, internationally educated professionals who have the skills you need. ISANS clients have worked with an employment specialist and are ready to work in Canada.

### **Why register?**

Labour market issues and limited HR capacity have been identified as a key priority and the number one challenge to business growth in Nova Scotia.

ISANS Skills Match will help your competitive advantage by providing direct access to a pool of skilled immigrant professionals.

### **Benefits**

- Time-efficient
- Confidential
- Free of cost to the employer
- Access to qualified, pre-screened immigrant talent pool across the province
- Opportunity to post jobs and search resumes using key words
- Employer flexibility – you can post jobs and view immigrant talent at your convenience
- Employers will have an opportunity to learn about other Employer Support Programs available at ISANS

For information on Skills Match email [skillsmatch@isans.ca](mailto:skillsmatch@isans.ca)  
or to register visit [www.isans.ca](http://www.isans.ca)

# Workplace Culture Program Webinars

Workplace Culture Program webinars for employers will help you better understand the benefits of hiring international talent and the contributions of immigrant experience in the workplace. You will learn methods to integrate immigrant employees and improve your intercultural competence.

## All Staff: Benefits of a Diverse Workplace Culture

In this two-hour webinar, you will gain an overview on developing a diverse workplace culture to enhance your organization's success. Topics include:

- How to enhance your workplace culture
- The value and contributions immigrants bring to your workplace
- An overview of the Workplace Culture Program

**Available dates:** webinars take place from 9:00-11:00 am on the following dates:

- |             |    |            |    |
|-------------|----|------------|----|
| • June      | 12 | • October  | 16 |
| • July      | 3  | • November | 20 |
| • August    | 28 | • December | 18 |
| • September | 18 | • January  | 15 |

## Managers: Leveraging Your Workplace Culture

In this two-hour webinar, you will explore the question: How can we become a more immigrant-friendly workplace, and how do we leverage this? Focus includes:

- What an immigrant-friendly workplace looks like
- Six areas for your organization's development
- An overview of the Workplace Culture Program

**Available dates:** webinars take place from 9:00-11:00 am on the following dates:

- |             |    |            |    |
|-------------|----|------------|----|
| • June      | 13 | • October  | 17 |
| • July      | 4  | • November | 21 |
| • August    | 29 | • December | 19 |
| • September | 19 | • January  | 16 |

**Webinars are FREE within Nova Scotia** (\$99 outside Nova Scotia).

To register, visit: [www.isans.ca/employer-support/workplace-culture/live-stream-registration](http://www.isans.ca/employer-support/workplace-culture/live-stream-registration)  
Joining instructions are sent before webinar date

For information on workshops, assessment tools, presentations or consultations, visit:  
[www.isans.ca/employer-support/workplace-culture](http://www.isans.ca/employer-support/workplace-culture)

**Paul Pickering** | 902-406-8693 | [ppickering@isans.ca](mailto:ppickering@isans.ca)

# Information Session for Employers

# Atlantic Immigration Pilot

# Project (AIPP) Webinar

Join us for a 1-hour webinar for information on how ISANS, a settlement providing organization, can help Nova Scotian employers settle and retain skilled immigrants and international student graduates.

## Online Information Session

The Atlantic Immigration Pilot Project (AIPP) is a new employer-driven immigration program designed to address the labour gaps of employers in the Atlantic Provinces. The Atlantic Immigration Pilot is for skilled immigrants and international student graduates who want to live permanently in Atlantic Canada.

For more information on the pilot project visit:

- [www.cic.gc.ca/english/immigrate/atlantic](http://www.cic.gc.ca/english/immigrate/atlantic)  
or
- [novascotiainmigration.com/help-for-employers/atlantic-immigration-pilot](http://novascotiainmigration.com/help-for-employers/atlantic-immigration-pilot)

## Requirements

To become *designated*, an employer must:

- Have a business operating in good standing
- Provide information on labour needs
- Commit to working with a service provider organization on settlement and retention

**Available dates:** webinars take place from 10:00-11:00 am on the following dates:

- Monday, August 19
- Monday, September 16
- Monday, October 21
- Monday, November 18
- Monday, December 16
- Monday, January 20, 2020
- Monday, February 24, 2020
- Monday, March 23, 2020

**To register, visit:** [www.isans.ca/aipp-webinar](http://www.isans.ca/aipp-webinar)

Registration **deadline** is **Friday (before the webinar date) at 5:00 pm.**

**Samira Wahhab** | 902-406-6453 | [swahhab@isans.ca](mailto:swahhab@isans.ca)

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**DIVERSIFY YOUR WORKFORCE**

**isans** | Immigrant Services  
Association of Nova Scotia

## DIVERSIFY YOUR WORKFORCE

# Professional Mentorship Program

## Share Your Skills and Experience

Make a significant impact on an immigrant's life.

Professional mentoring links practicing professionals and skilled immigrants in the same occupation and provides a valuable learning opportunity for both participants. Mentors can provide informal advice, connections, moral support, and entry into professional networks that allow a skilled immigrant to break into the job market at a level comparable with her or his training and education.

### The Mentorship Program:

- promotes professional connections
- helps internationally-trained professionals build confidence and identify realistic career goals
- provides insight into the professional terminology used in the local industry
- provides insight into the work culture in Nova Scotia

### Mentoring benefits:

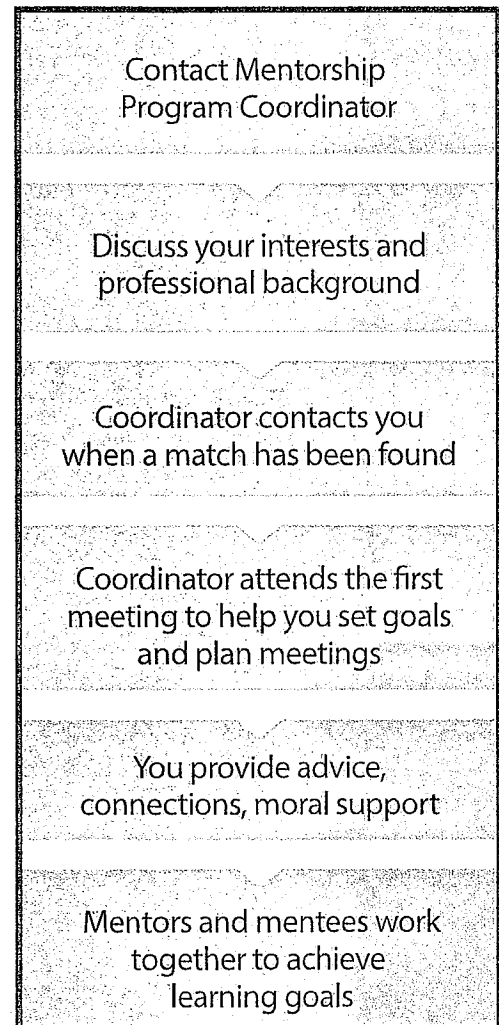
- enhance your leadership and coaching skills
- develop your cross-cultural communication skills
- gain a better understanding of the skills and experience that immigrants bring to the workplace
- become more aware of the job market and industry trends

For more information please contact:

**Julieta Diaz-Beltran**

Coordinator, Professional Mentorship Program

902-406-5515 | [jbeltran@isans.ca](mailto:jbeltran@isans.ca)



# **How ISANS Supports Employers**

Atlantic Immigration  
Pilot Project

**isans** | Immigrant Services  
Association of Nova Scotia

### **ISANS provides employers with:**

- Information through monthly webinar (register at ISANS): [www.isans.ca/aipp-webinar](http://www.isans.ca/aipp-webinar)
- Initial settlement information
- Needs assessment and settlement plan for employee candidates and their families
- Support through a variety of services, including:
  - Mobile ISANS staff
  - Workplace Culture workshops
  - Language training
  - Skills Match Online Recruitment Tool

These and other ISANS Employer Support Services are also available outside the AIPP:  
[www.isans.ca/employer-support](http://www.isans.ca/employer-support)

### **ISANS provides employees & families with:**

- Needs assessment and settlement plan
- Online *Introduction to Nova Scotia* program with information about housing, recreation, legal issues, transportation, etc.
- Referral to English assessment
- Language courses
- Employment readiness services for spouses and dependents over 18 years
- Community connections and volunteer opportunities

*For more information please contact us:*

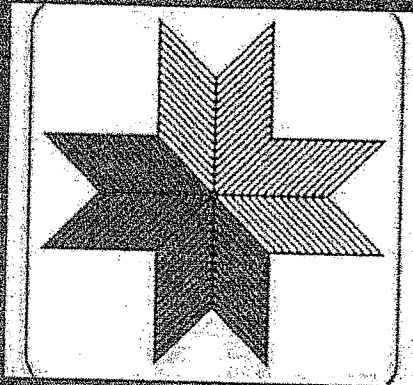
Phone: 902.423.3607

Toll free 1.866.431.6472

[info@isans.ca](mailto:info@isans.ca) | [www.isans.ca](http://www.isans.ca)

South Shore Public Libraries  
has chosen the Mi'kmaq Eight Pointed  
Star Emblem to identify items  
within the Indigenous Collection.

## MI'KMAQ EIGHT POINTED STAR



Items in this collection  
meet the following criteria:

- Works made by Indigenous authors/  
creators
- Works printed in an Indigenous  
language
- Materials created by non-Indigenous  
authors when the work focuses on  
Indigenous topics

THE ARTWORK USED TO IDENTIFY  
THIS COLLECTION WAS DESIGNED BY  
AWARD WINNING MI'KMAQ FIRST  
NATION ARTIST GERALD GLOADE AND  
IS USED WITH HIS PERMISSION.

## STAR DESIGN & INTERPRETATION BY GERALD GLOADE

The Eight Pointed Star is an adaptation of the original Seven Pointed Star which was the emblem historically used to symbolize the Seven Districts of the Mi'kmaq Nation.

The eighth point was added to represent the Crown, after the signing of treaties with Britain.

The 4 sacred colours and their arrangement is a much longer story.

In summary:

- **White** represents the North, land of ice and snow, where even the animals are white.
- **Yellow** represents the East, the land of the rising sun. Mi'kmaq are the 'People of the Dawn'.
- **Red** represents the South, the further you travel in Turtle Island (North America) the warmer it becomes.
- **Black** represents the West, which is where the sun must travel to give us night.

The four sacred colours also represent the four colours of Man - Black, White, Asian, and Natives; and the four stages of development - birth, youth, adulthood and senior.



South Shore  
Public Libraries