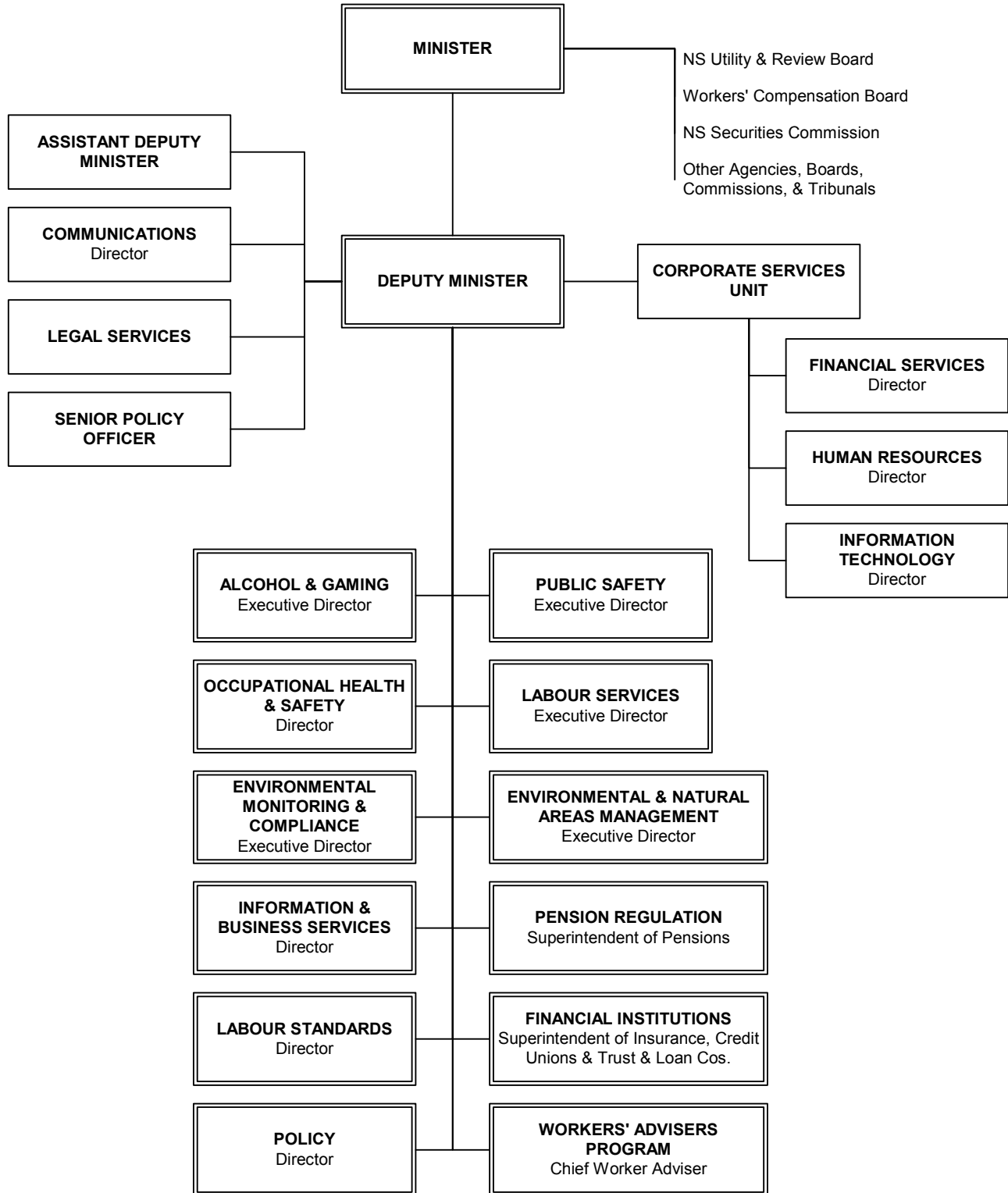


Department of Environment and Labour



Responsibilities

ALCOHOL AND GAMING REGULATION

Responsible for licensing, regulating, and controlling gaming activities, liquor-licensed establishments, and amusement activities throughout Nova Scotia.

PUBLIC SAFETY

Develops and enforces policies, codes, and standards. Conducts inspections, investigates fires and explosions, maintains a statistical data base on provincial fire losses. Develops and delivers a certification process and educational programs and advises and consults on life safety issues for fire prevention, fire suppression, and electrical and LP gas safety. Develops and enforces safety standards for public safety in the area of boilers, pressure vessels, elevators, lifts, amusement rides, and related equipment operators through consultation and education, certification, and inspection and review of facilities, equipment, and programs. Adopts and develops a provincial building code and provides a related appeal process and interpretive service.

OCCUPATIONAL HEALTH AND SAFETY

Based on a system of internal workplace responsibility, provides programs and services in health and safety; clarifies responsibilities under the law; provides support to workplaces; and intervenes to ensure workplace standards are met.

LABOUR SERVICES

Offers a variety of services and programs to encourage harmonious labour practices, including impartial conciliation/mediation and preventive mediation. The Labour Services Division also provides administrative support for the non-binding arbitration program developed by the Labour Management Forum and to the following agencies, boards, commissions, and tribunals: the Labour Relations Board and Construction Industry Panel, the Labour Standards Tribunal, the Occupational Health and Safety Appeal Panel, the Crane Operators Appeal Board, the Power Engineers and Operators Appeal Committee, the Elevators and Lifts Appeal Board, the Nova Scotia Insurance Review Board, and the Pay Equity Commission.

ENVIRONMENTAL MONITORING AND COMPLIANCE

Provides for the delivery of environment-related programs and services in regional offices throughout Nova Scotia, primarily through approval, inspection, monitoring, and enforcement activities. Also responsible for implementing the province's Solid Waste—Resource Management Strategy supporting recycling and composting programs.

ENVIRONMENTAL AND NATURAL AREAS MANAGEMENT

Develops and delivers environmental management programs directed at sustainable development. Protects, manages, and enhances the environment by providing a strong environmental management framework to environmental issues in the province.

Develops and implements a comprehensive approach to the protection and sustainable use of Nova Scotia's air, water, and terrestrial resources, including protected areas.

INFORMATION AND BUSINESS SERVICES

Provides services in support of departmental operations in the area of information management including records management, library services, database management, website development and maintenance, information access and privacy, and business services including purchasing, inventory and facility management.

PENSION REGULATION

Safeguards benefits promised under pension plans through monitoring funding and insuring that minimum benefit standards are provided. Will also facilitate the extension of pension plan coverage.

LABOUR STANDARDS

The division's main responsibility is to enforce the Labour Standards Code. The code provides minimum standards for all employees under provincial jurisdiction and the program provides dispute resolution for all except those under collective agreements. The main activities carried out by the division include: communicating information about the code by telephone, in person, mail and the internet; conducting workplace audits to determine compliance; receiving complaints and attempting to settle them and/or investigating complaints and rendering decisions; collecting and disbursing moneys resulting from settlements and orders; and attending appeal hearings, as required.

FINANCIAL INSTITUTIONS

Regulates the operations of credit unions, trust and loan companies, and insurance companies, agents, brokers, and adjusters in the province. The division also provides a complaint and enquiry service for the public relating to financial institutions and the insurance industry and collects and verifies the insurance premiums tax.

POLICY

Provides departmental coordination of policy and planning for the department, including legislative review and policy development, preparation of ministerial and deputy briefing material, research and policy analysis, and departmental liaison for national or international issues.

COMMUNICATIONS

Provides strategic communications planning and advice to the Minister and senior managers. The division is also responsible for all external communications functions carried out for the department, including issues management, advertising, and media relations, and shares responsibility within the department for internal communications. The day-to-day functions of the division include preparing communications plans, writing press releases, writing speeches, planning and executing special events like news conferences, providing input and advice on print and electronic publications, and preparing briefing notes for the Minister and Premier on key issues.

CORPORATE SERVICES UNIT

Provides financial, human resources, and IT services to client departments and agencies of the Resources CSU, including the Departments of Agriculture and Fisheries, Environment and Labour, Natural Resources, Energy, and the Emergency Measures Organization of Nova Scotia.

WORKERS' ADVISERS PROGRAM

Provides legal services to injured workers under the Workers' Compensation Act.

Agencies, Boards, Commissions, and Tribunals

- Maritime Film Classifiers
- Board of Examiners for Certification of Blasters
- Construction Industry Panel
- Crane Operators Appeal Board
- Crane Operators Examination Committee
- Credit Union Deposit Insurance Corporation
- Elevators and Lifts Appeal Board
- Environmental Assessment Board
- Fire Safety Advisory Council and Fire Safety Appeal Board
- Fire Services Advisory Committee
- Fuel Safety Board

- Labour Relations Board
- Labour Standards Tribunal
- Nova Scotia Building Advisory Committee
- Nova Scotia Insurance Review Board
- Nova Scotia Securities Commission
- Occupational Health and Safety Advisory Council
- Occupational Health and Safety Appeal Panel
- On-Site Services Advisory Board
- Pay Equity Commission
- Power Engineers and Operators Appeal Committee
- Power Engineers and Operators Board
- Radiation Health Advisory Committee
- Resource Recovery Fund Board
- Utility and Review Board
- Workers Compensation Board

Acts Administered

Amusement Devices Safety Act

Building Code Act

Court and Administrative Reform Act (NSEL administers only the Labour Relations Board

Order Regulations (NS Reg. 31/97))

Crane Operators and Power Engineers Act

Credit Union Act

Electrical Installation and Inspection Act

Elevators and Lifts Act

Environment Act

Fire Safety Act

Gaming Control Act

Health Act (NSEL administers only the Radiation Emitting Devices Regulations (N.S.

Reg. 14/81 and OIC 82-92) and the Radiation Ionizing Devices Regulations (NS Reg. 29/60)

*Insurance Act**

Labour Standards Code

* Responsibility for the *Insurance Act* and the Nova Scotia Insurance Review Board is currently assigned to the Minister of Transportation and Public Works.

Liquor Control Act

Occupational Health and Safety Act

Pay Equity Act

Pension Benefits Act

Remembrance Day Act

Special Places Protection Act (The act is jointly administered with Departments of Tourism, Culture and Heritage and Natural Resources.

Steam Boiler and Pressure Vessel Act

Teachers' Collective Bargaining Act

Theatres and Amusements Act

Trade Union Act

Trust and Loan Companies Act

Water Resources Protection Act

Wilderness Areas Protection Act

Other Legislation under the Responsibility of the Minister

Securities Act

Utility and Review Board Act

Workers' Compensation Act (jointly administered by NSEL and the Workers Compensation Board)