



**TOWN OF LOCKPORT  
COUNCIL MEETING  
FRIDAY FEBRUARY 28, 2025, AT 1:00 P.M.  
AGENDA**

- 1. Call to order**
- 2. Silence Electronic Devices**
- 3. Conflict of Interest**
- 4. Approval of Agenda, including additions or deletions**

Draft Motion: That Council approve the agenda for the February 28, 2025, meeting as presented with the following additions/deletions

- 5. Approval of Minutes of February 14, 2025, Regular Council Meeting**

Draft Motion: That Council approve the February 14, 2025, meeting Minutes as circulated with the following amendment to Motion #02-14-25-07.

It be duly moved and seconded that Town Council for the Town of Lockport conduct 1<sup>st</sup> Reading of a proposed amendment to the **Municipal Planning Strategy** and the Land-Use By-Law, to redesignate & rezone the property located at 21 South Water Street from the existing M1 Industrial to Tourist Commercial C2.

Further that Council Schedule a Public Hearing for Friday, March 14, 2025, Council Meeting.

- 6. Business arising from previous Minutes**

There was no business from the previous minutes.

- 7. Community Forum (Open Mic)**

- 20 Minutes Maximum
- Each resident is allowed a maximum of five minutes.
- Each resident is to state their name and where they live.
- The resident is to speak directly to the Council.
- There will be no interaction by Council at this time.
- If residents pose questions the question will be recorded to be researched.

## **8. Presentations**

There were no presentations scheduled for this meeting.

## **9. Department Reports**

- Community Coordinators Report (Page 1-2)

Town's Commitment to Recreation Facility Development Project (Playpark)  
 The Town of Lockeport previously committed \$10,000 from the 2023-2024 budget to help with replacing equipment at the Playpark. In addition to this, the Community Coordinator is requesting \$22,000.00 to be put aside in the 2025-2026 budget for the Recreation Facility Development Project.

**Staff Suggested Motion: The Town of Lockeport commit \$22,000.00 from the 2025-2026 budget, be put aside for the Recreation Facility Development Project (Playpark).**

- Administration Report (Page 3-4)
- Crescent Beach Centre (Page 5-12)
- Waste Diversion Officer (Page 13-17)

## **10. Finance**

- List of invoices already paid in the amount of \$24,743.95 (Page 18)

## **11. Other Business**

- Letter from Christopher McCreery, Secretary of the Order of Nova Scotia, for a nomination to the Order on Nova Scotia. (Page 19)
- Creation of bi-annual newsletter to be distributed in April and September
- Dedicated section in the bi-annual newsletter for members of the Lockeport Regional High School Student Parliament to submit a piece of their choosing, subject upon approval of Council

## **12. Committee Reports**

- Recreation Report (Deputy Mayor Anna Chetwynd) (Page 20-24)
- Canada Day (Councillor Candace Malik) (Page 25-26)(26A-C)

## **13. Correspondence**

- Email from Matthew Boyle, Acting Executive Director, Regional Operations and Infrastructure Branch, Department of Emergency Management, introducing the new interim Director of Regional Operations. (Page 27)
- Letter from the Honourable John Lohr, Minister of Municipal Affairs, requesting education sessions on municipal restructuring. (Page 28)

## **14. Information Only**

- Letter from Independent Fisheries President Mark Mao. (Page 29)
- Letter to Karen Oldfield, President and CEO Nova Scotia Health from the five municipal units, Town of Lockeport, Town of Shelburne, Municipality of Barrington, Municipality of Shelburne and Town of Clark's Harbour in regard to Roseway Hospital Emergency Department. (Page 30-32)
- Email from Pam Mood, President of Nova Scotia Federation of Municipalities about new legislation. (Page 33)

## **15. Date of next meeting**

- Friday March 14, 2025, at 1:00 p.m.

**16. “In Camera”**

- Personnel Issue

**17. Adjournment**

Regular Council Meeting 02282025agd.



Community Coordinator Report to Council  
for February 28, 2025 meeting

**Recreation Facility Development application** - submitted to Province of Nova Scotia on February 14, 2025, requesting \$150,000 funding toward upgrades to Seaside Play Park. [Total project budget \$287,983 (see attached)]

**Sport Fund application** - submitted to Sport Nova Scotia on February 12, 2025, requesting \$1,123.53 funding, which represents 75% of the cost to purchase equipment for our new indoor soccer program (mainly two portable goals)

**Festivals** – “Winterfest” will run March 1 to 9, 2025 and “Make Your Move & Spring Into Lockeport” is scheduled to take place May 9 to 14, 2025. Immediately following Winterfest we will invite involvement in “Make Your Move & Spring Into Lockeport” by local businesses, groups and individuals to offer events and activities. Please help spread the word.

Respectfully submitted,  
Frances H. Scott  
Community Coordinator

Projected budget for Seaside Play Park Rejuvenation project			
as of February 13, 2025			
	Budget		Rationale basis
<b>Expenses:</b>			
Removal of deteriorated apparatus and site preparation	\$6,000.00		recent costs for similar work
Playground equipment purchase	\$150,000.00		costs indicated in 2 proposals by playground companies
Installation of equipment (in kind)	\$6,400.00		Estimate by prescribed value method (10 days X 8 hrs/day X 4 people x\$20/hr.)
Supervision of equipment installation	\$12,000.00		verbal estimate by Blue Imp rep to be carried out by him
Purchase and installation of accessible surfacing	\$100,000.00		Rubber Surf quote: poured rubber - for accessibility & fall risk
accessible signage	\$2,000.00		recent costs for similar purchases
Net HST (after municipal rebate)	\$11,583.00		amount remaining after rebate of 71.4% of HST to be paid
<b>Total anticipated project expenses</b>	<b>\$287,983.00</b>		
<b>Revenues:</b>			
Province of Nova Scotia			
Recreation Facility Development program	\$150,000.00		Application amount being applied for
Communities on the Move pilot project	\$21,000.00		As per Make Your Move Lockeport 2025-26 plan
Town of Lockeport			
Donations and fundraising	\$10,000.00		Total funds already received over the past year for the project
Capital budget (previously committed)	\$10,000.00		Approved for use with Enabling Accessibility funding
Capital budget (pending approval)	\$22,002.00		anticipated shortfall after all other revenues are realized
Government of Canada			
Enabling Accessibility	\$42,581.00		Funds already received
Other			
Seacaps Fund Raising Group	\$21,000.00		target estimate based on similar past community projects
In kind by community volunteers	\$6,400.00		See note for installation of equipment expense above
Canada Post Community Foundation project grant	\$5,000.00		Based on eligible grant amount
<b>Total anticipated project revenues</b>	<b>\$287,983.00</b>		

2)

**ADMINISTRATION REPORT  
COUNCIL MEETING  
FEBRUARY 28, 2025**

**BUILDING PERMITS ISSUED 2024/2025 FISCAL YEAR**

To date, there have been Two (5) building permits issued for the 2024/2025 fiscal year.

**TAX COLLECTIONS**

As of February 20, 2025, *taxes owing are as follows:*

2021 & prior = 27,241.73

2022 = \$ 14,298.74

2023 = 28,254.49

2024 = \$224,359.73

**Total taxes owing is \$294,154.69**

I have been contacted by a few of the taxpayers that received Delinquent account notices in January, to discuss their individual circumstances.

**Outstanding Sub-Lease account**

I was contacted on February 10, 2025 by a representative from The Federal Government regarding the outstanding taxes owed by tenants occupying crown properties at the North Government Wharf location. This person assures me that he will “rattle some chains” so this outstanding account gets paid. Fingers crossed.

The total owed on this sub-leased account is \$22,831.58 plus \$16,527.89 interest.

The total outstanding taxes on the gear shed accounts is \$3,492.81 plus \$2547.20 interest on five Gear Sheds. I spoke to the contact from the Federal Government about these accounts as well.

**Mayors/Wardens/CAO's Meeting**

Deputy Mayor Chetwynd attended the meeting this month. Neither Mayor Amalfa nor I were able to attend.

**Wastewater Treatment Plant Upgrades Project**

Things are coming along at the work site. The new UV system arrived in mid February and will be installed mid March.

## **Firehall Project**

The Firehall project has finally gotten underway. Cory called to tell me they were demolishing the bathrooms on February 19, 2025.

He tells me that the project is not set to take long once it is underway. He will keep me informed as things move along.

## **Medical Centre**

The Town has purchased a sign that asks people to please not block the driveway at the Medical Centre. I was approached by a concerned citizen who had trouble getting someone to the ramp because the driveway was blocked. Hopefully the sign will cure this problem.

## **Lighthouse stage Building Outside Bathroom**

A keyed lockbox and a smoke alarm have been purchased for the koala bathroom at the Lighthouse Stage building. The Public Works crew will be installing them. There will be an automatic door opener installed here as well. I am waiting for a quote from South Shore Glass for the door opener installations.

## **Crescent Beach Centre**

A smoke alarm has been purchased for the outside bathroom at Crescent Beach Centre as well. There will be an automatic door opener installed on the outside washroom once the quote is received.

## **Vacation**

I am away on vacation from February 22 to March 7, 2025. I will think of all of you.



Respectfully Submitted by:

June Harding-Town Clerk/Treasurer  
Town of Lockeport

## **Recap of the 2024 season at Crescent Beach Centre & Ideas for the 2025 season**

This season at Crescent Beach Centre we held many events and I believe that the space was used more by locals this year than in previous years. We spent a great amount of time cleaning and going through outdated information and refreshing the signage around the centre. We still have lots to go through in the baby barn in the upcoming season and making sure that the artifacts that are currently in storage in the barn are stored in a better way to preserve them. We have several ideas for new displays to be created for visitors to enjoy and learn about the history of our town. It was a great summer at Crescent Beach Centre, and we are looking forward to the 2025 season!

### ***The events that happened this season were:***

Make Your Move Lockeport had their luncheon event from 10am to 2pm on Tuesday, June 11<sup>th</sup>. The other communities that are also involved in the Make Your Move initiative attended as well as the Town of Lockeport staff. Francis, the Recreation Department Coordinator, arranged for lunch to be served from the Lock, Stock & Barrel General Store and it was a nice event to showcase what our community has been working on.

National Indigenous Peoples Day was held at the Beach Centre on Friday, June 21<sup>st</sup> from 930am – 4pm. This was a very well attended event that included the Lockeport Elementary school students and staff that came over to participate in the event. There were around 70 to 80 people who attended throughout the day. There was also a small market set up in the grassy area to the far end of the boardwalk that day also.

The Town of Lockeport, along with the Municipality of Shelburne, held a lunch meeting in the upstairs portion of the Beach Centre on Wednesday, June 26<sup>th</sup> from 10am to 12pm.

Multicultural Day, which is a part of the Town of Lockeport July 1<sup>st</sup> Celebrations, was held at the Beach Centre on Thursday, June 27<sup>th</sup> from 6pm to 8pm. This year, we learned about Egypt and celebrated their culture with food samples, displays and a presentation by Marion Goyette on 'Temples & Tombs'. This event had around 25 people attend and it was an enjoyable social event.

Another July 1<sup>st</sup> Celebrations event that was organized, in collaboration with the Make Your Move committee, was the Family Beach Bash on Saturday, June 29<sup>th</sup> at Crescent Beach. It was from 8am to 2pm that day, kicking it off with a Sand Sculpture Contest.

There were several entries for the contest and even through the weather wasn't the greatest this, was still a well attended event with activities for the whole family to enjoy. The Recreation Department coordinated with the Rossignol Surf Shop to offer surfing classes at the beach from 1pm to 4pm that day. Three surfers attended this class.

The Piping Plovers nested on the beach again this breeding season and we saw 2 chicks successfully fledge. There was unfortunately a deceased chick found near the entrance on the beach; it was picked up by Canadian Wildlife Services for a necropsy to be completed to figure out the cause of death. We haven't had any updates yet in regards to this. We will continue to work with Bird Studies Canada to monitor the beach during the breeding season.

Bird Studies Canada provided us with 'Beach ID' sheets to print off that were very popular with visitors. I created our own ID sheet, similar to the original that we received from Birds Studies Canada, but I included several more plants and bird species that can be found specifically on Crescent Beach. We have already printed and laminated 30 to start off the next season. 'Thank you' to Jill for always printing these!

Off-leash dogs were an issue this summer, and we did speak with some beach users to please remember to keep their dogs on leashes for the safety of their dog and the public. We will continue to monitor this for the 2025 season. Beach users walking on the dunes was also an issue at times. Donna Crosby painted and donated 'Keep Off Dune' signs which she placed along the dunes for the public to take notice of. We may need to invest in bigger signs in the future if this continues to be a problem with visitors.

Rex Woolard started his weekly Toonie Tuesday Music Jams on Tuesday, July 2<sup>nd</sup>, in support of the West Head Nature Conservancy site. This event was held every Tuesday this summer from 7 – 830pm and had upwards of 15 people attended each week. People could attend to play music or just come to listen and in return they donated \$2 towards the West Head Nature Conservancy site. This event ended up raising between \$200-\$300 for the site.

Marion Goyette, owner of 'The Stray Goose', held a free coffee tasting on Tuesday, July 23<sup>rd</sup> from 10:30am – 12pm. Any donations were for Rally Point Retreat and there were around 5 people who attended.

Harmony Bazaar had Autumn Dedrick perform on Saturday, July 27<sup>th</sup> at 12pm for a free performance open to the public during their festival. This was very well attended by around 50 people.

Janel Swansburg held a sourdough workshop on Monday, July 29<sup>th</sup> from 5:30 - 7:00pm that around 12 people attended.

The Shelburne County Arts Council used the upstairs space to hold a meeting on Monday, August 5<sup>th</sup> from 1:00 - 4:00pm which around 10 people attended.

The upstairs space was rented for a children's birthday on Saturday, August 24<sup>th</sup> from 12:00 - 2:00pm.

The annual Beach Bash was held on Sunday, August 25<sup>th</sup>. It was very well attended, and the weather was great for it! Although I don't have an accurate count for total attendees, it was well over 300 people. The band was great, there were food options available and everyone had an enjoyable afternoon. The garbage on the beach afterwards was very minimal which was nice to see.

We ended up opening the inside washrooms up that day for anyone to use them to help with the bathroom lines outside. For the 2025 season I would like to have the inside washrooms available for the public. We did remove the gender specific signage for each washroom to make them gender-less and open to whoever would like to use them.

Future Proofing Lockeport held a few of their meetings here after the centre had closed for the day and there were 20 plus people who attended each one. This included local businesses and community members.

Bird Studies Canada used the upstairs space on Friday, September 20<sup>th</sup> for their end of season Plover Volunteer and Partner Gathering from 9:30-11am. There were around 15 people who attended.

The Shelburne Chamber of Commerce held a 'Meet the Candidate' evening on Thursday, October 3<sup>rd</sup> at 6:00pm for the municipal elections that took place. This was very well attended by over 40 people from the community, as well as the Chamber and the Candidates.

From Saturday, October 12<sup>th</sup> into the first weeks of December, Elections Nova Scotia rented the Beach Centre and used it for the Municipal Elections Returning Office. They enjoyed using the space and hopefully will considering using it again in the future.

### ***Student Summer Staff***

Olivia Swansburg was hired to work at the Little School Museum for the season, starting June 25<sup>th</sup>. Olivia was a wonderful addition to the staff at the Crescent Beach Centre and although her main job was doing tours at the Little School Museum, Olivia really stepped up to also help visitors that stopped by the Beach Centre, as well as helping with the day to day operations here.

She took great initiative to help out wherever it was needed and was very pleasant to work with. She organized a youth volleyball game on the beach on Tuesday, July 30<sup>th</sup> which had around six youth attend. Olivia also organized a 'Teddy Bear Picnic' in collaboration with the Recreation Department on Saturday, August 24<sup>th</sup> from 10:30am to 12 pm. Around 10 children, along with their families, attended the event. Rowan Cameron helped out as well and offered face painting for the kids.

Olivia did several tours of the Little School Museum this season and spent time cleaning up the museum and office. Olivia and I also took our 'Nova Scotia Best' training online and attended one of the webinars for Nova Scotia Museums as well. It was nice having a student work at the Visitor Information Centre who took interest in speaking to visitors as well as the initiative to plan events.

### ***Some of the work that was done this summer:***

There was a photo contest held at the beginning of July for the opportunity for participants to have their photos turned into postcards that are for sale at the Beach Centre. We had several entries, especially from TideKite, who gave us their entire album of photos from when they were in Lockeport. These photos have been offered to us to use as long as they receive acknowledgement for them. The public then voted and the winners photos are currently printed on postcards for purchase. Hopefully we can continue to do this contest every few years.

Cory Nickerson installed the Smart TV that was purchased in 2023. We displayed the webcam for Crescent Beach on it and it was used during the Multicultural Day and Indigenous Day events and we hope to use it for some of the displays that are planned for visitors in 2025.

I discussed some options to preserve the 'Lost at Sea' quilt with Laurie Swim and Michael Kozak throughout the summer. Although not much was accomplished with this item this summer, Laurie believes that the best approach would be to build a shelf

above the quilt that a protective polymer film could be hung from that would cover the quilt, while leaving the bottom of open for air flow. Michael is suppose to get in contact with me at some point to further discuss this and give me the name of the 'protective film' that Laurie had suggested that we go with.

We spent a good portion of the summer cleaning out the Historical Society office and scanning old photos to add to the Beach Centre Facebook page for people to view. Several of the old electronics were taken to be properly disposed of, all the old files that stayed behind were gone through, and junk was disposed of. This would be a great space for the quilt to be hung in; it would be better protected, and we could create a whole space to include the rich history of our fishing community, and the families for which the quilt was created to memorialize. Michael Kozak has said that they are also working on digitizing old videos of the history of the Storm of '61 and the making of the quilt which should be available for the 2025 season for visitors to watch.

We offered free freezies and coffee to anyone that visited the beach centre this summer, and it was very popular for all ages to stop in and get something. We will continue to offer these items again in the 2025 season.

The Local Artisans Gift Shop had another very successful year, giving back 10% of the total sales as a donation to the Town as a way of paying for the use of the space. Sales increased when Bill and Sue Crosby introduced their square reader as an option for customers to pay with that didn't have cash on hand. It also help for those visiting from the U.S.A. who didn't have Canadian cash available. I am unsure of the total sale amount for the season but I think it was possibly around \$7000 which would equal around \$700 in donations back to the Town.

We saw a huge increase in campers using the parking lots to stay in their campers over night or for a few days. There didn't seem to be any issues with this and they all seemed respectful of the space and garbage. There just seems to be a lot of organic 'garage' that is disposed of in the waste receptacles so I am wondering if it might be a good idea to get a green cart over by the waste bins to cut down on the the organics that are being thrown into the trash which seem to attract wasps.

### ***Upcoming Season Ideas***

Ruthmarie Adamas reached out this summer about the possibility of creating a once a week collaborative summer camp at the Beach Centre for kids in grades primary to grade five. Ruthmarie does some summer programming through the elementary school currently on Wednesday and Thursday mornings in the summertime so she was thinking that something in the morning or afternoon on one of those days could work.

Some of her ideas were:

- Learning about ocean life and scavenger hunts
- Sandcastle building
- Rock and shell painting
- Bird watching
- Ocean reef wreath - make a wreath out of cardboard and decorate it with things found on the beach
- Ocean life painting

If the town does hire a student to do tours of the Little School Museum again for 2025 and they allow them to work over at the Beach Centre this could be a fun thing for the student worker to do as part of their job. It would add to the recreation programming available for younger kids in the area during the summer months.

We had Our House Youth Wellness Centre contact us this summer about possibly organizing a volleyball youth event on the beach. Although we were unable to make it work this summer because it was near the end of Olivia's work term, it would be nice to consider working with Our House this upcoming summer to organize some youth programming at the beach or around the town. This could also be something that the summer student could help organize.

### ***Thank you...***

Thanks for all the work that was done by Kevin, Wayne and Travis this summer. Just some of the things they did: brought the fridge from the Recreation Centre that Fran provided for our use, replaced the taps in the outside washrooms, built a new door for the baby barn, cleaned up the main entrance onto the beach which made a huge difference for those using the stairs, and they did a great job of keeping the outside lawn and surrounding area well maintained. They were always quick to respond and we appreciate all the hard work that they do and how helpful they are whenever we need them, so a huge thank you to Kevin, Wayne and Travis.



Thanks to Fran for letting Olivia use the Recreation Department laptop so she had her own office and computer to work on things.

Thank you to June and Jill for all their help keeping us organized, letting us make changes to the Beach Centre, and allowing all the events take place this summer.

### ***Suggestions***

We have created a list of things that we noticed throughout the summer that could be purchased or replaced to improve the Beach Centre for this upcoming year and for future years. They are in no specific order and definitely vary in price points but hopefully some of the ones that are listed could be considered.

I am also planning on volunteering some time before the summer to do the necessary painting on the shower stalls and the metal doors.

### **Some ideas of repairs & purchases to improve the centre:**

- Paint the yellow picnic table
- Paint the showers and change rooms
- New shower heads - Jeff Wood suggested purchasing Moen Magnetix ones that also carry a lifetime warranty should they need to be replaced in the future. The cost around \$90 each.
- Paint the main metal doors to cover the rust
- Paint the new barn door
- Replace the missing siding on cabana
- The doors that lead from the two offices to the front deck need some repairs to keep the draft and elements from coming into the building. Wayne siliconed a portion of the door in the Historical Society office since there was a wide gap opening to the outside.
- New windows for the cabana
- Smoke detectors for entire building and check the fire extinguishers
- New screen and frame for the front window (the one that was destroyed in the attempted break in)
- New scope for upstairs for visitors to see Gull Rock - the old one will not focus
- Timer for outside water shut off instead of manually shutting it off each day
- Weathervane for wind direction - surfers and visitors might enjoy this
- New Nova Scotia flag - the old one is ripped
- Continue cleaning up the cabana so that it can house all the 'Make Your Move'

bicycles, etc that people can borrow

- Finish moving the Marine Annex items over the beach centre to be displayed
- Purchase large storage containers to properly storage artifacts in the baby barn
- Purchase a 'Square' reader specifically for the Beach Centre so that possibly other items could be sold in and outside of the gift shop area
- Purchase solar lights to decorate the lobster trap with so it can be illuminated at night
- Purchase new volleyball posts, net and balls
- Remove the build up of moss on the roof and possibly re-shingle
- Purchase a new mop, something easy to wring out - possibly a Vileda Spin Mop (~\$60); this would make bathroom cleaning easier

**Some of the suggestion we heard from visitors:**

- Make the \$50 dollar bill into posters to sell
- 'Lockeport' bumper stickers to sell
- Garbage cans by the turn around
- Crosswalk from the Beach Centre across to the parking lot area

**Waste Diversion Officer Report:**

**October 1, 2024 – February 1, 2025**



## Waste Diversion Officer Update

### HHW

Household Hazardous Waste has been averaging 10-15 customers each Monday through the winter months. Most of the waste we receive continues to be "Lab-pack D" category, which is paint/thinners, other materials typically related to home improvements/renovations.

GFL completed a shipment in December 2024, we sent out 27 barrels of Hazardous Waste. We have been working through the backlogged materials that was collected in the Fall Household Hazardous Waste/Electronic Recycling collection day that was held in Lockeport.

We continue to find chemicals at the gate/door of the Public Works building at 243 Sandy Point Rd. Most often it is on Monday's that the site is not open, however it remains an issue on any given day.

We have sent out our first pallet of lights from the Product Care light recycling program at the Household Hazardous Waste program. The program accepts all types of light bulbs, but not the ballasts, or the fixtures. We shipped out our first pallet of lights in December and received approximately \$125.00 of revenue. This is a material that in the past we disposed of through GFL which cost 2.00\$ per 4 ft. bulb and 3.80\$ per 8 ft. bulb.

We have registered with Transport Canada's TDG Client Identification Database. We will now have to complete the Transport Canada manifest for all paint shipments moving forward. Our paint tub-skids are almost full and we will be preparing a paint shipment to go out in February/March depending on the weather. To load the paint truck we have to have a bit of dry weather to assure the forklift does not get stuck during the loading.

On October 5<sup>th</sup>, we held the Lockeport HHW/Electronics pickup and this year we had 2 trailers as opposed to 1 trailer that we brought in previous years. We filled both trailers and had a notable increase in lights brought by residents. With all the items that have been added to the Electronic Product Recycling list we also had a notable increase in electronics brought to the pickup also. The residents who attended the pickup (57 different vehicles/loads) spoke to how pleased they are that there is an option for them locally for disposal. We look forward to hosting this event next year.

### Upcoming:

- Paint Pickup
- Back-logged lab-packing and light shipment
- GFL pickup in late March/April
- Review of HHW Contingency Plan to ensure it is accurate
- Promotion of the light program.

## **RMRF**

The Regional Materials Recovery Facility (RMRF) has been steady so far this winter season, with our daily totals reaching 10-15 customers per day. The staff have been catching up on battery packing as they sorted/taped 33 boxes in the 2024 year, which is a slight increase from last year (30).

The Occupational Health and Safety committee attended the site On November 7, 2024. There were 17 compliance items that have been corrected. We installed tension cord safety rails at the C&D site at the drop points to reduce the falling hazard. We clearly painted lines to indicate that the vehicle off-loading cannot cross. We still have bumpers in place currently that are also fluorescent painted to identify the potential tripping hazard. Staff are to enforce the safety protocol at the site and are responsible for customers safety/compliance, for example no unloading while standing on the back of your truck.

On November 28, we had Southwest Refrigeration attend the site to do the annual freon removal. We were able to get the removal completed on all 200 units to ensure they were included in this year's metal-crushing.

We completed metal crushing for the 24/25 fiscal in January. This year we chose Dartmouth Metals as they provided the best pricing. The price for shred metals was down from last fiscal but the price received for lobster pots increased.

In the Spring we will be contacting Yarmouth Organics with regards to clearing out our leaf and yard drop point. Currently we have enough room to get by, but when we receive an influx of material in the Spring, we will be pressed for space due to stockpiling provisions. In the past we have disposed of leaf and yard waste with no disposal costs, however we will still need to pay to transport the materials.

The Provincial treated lumber ban started on July 4, 2025. We have been monitoring the amounts of lumber received and we are typically sending out 1-2 loads monthly, up to 3 times per month during the busier summer months. The cost of this service is significant as trucking for this material adds considerable costs.

We will be completing the Application for our Permit to Operate with Nova Scotia Environment, which will be due in March of 2025. This is to highlight the progress made towards permit compliance and items that were identified in our conditional permit to operate. We will be reviewing our RMRF contingency report to ensure that all contacts and procedures are up to date and will provide that to NSECC for annual approval.

We will be meeting with Vigilant in early February to assure all is on track for the design and build RFP that was for pile separation, canopy design and construction as well as to assure that all infrastructure at the drop-points is safety compliant under Occupational Health and Safety standards.

The wetlands assessment was completed in October of 2024. The findings of the assessment show no significant growth, or endangered flora/fauna that would impact our operations at the RMRF site and this will be provided to Nova Scotia Environment in the amended permit to operate application, this will also benefit us if we did decide in the future to expand the site/operations. We still require a water monitoring plan, surface water and wetlands assessment for our permit compliance and will be posting an RFP soon.

Rope at the C&D site is currently stock piling. Over the last 4 years we were able to recycle our rope via the Fishing Gear Coalition of Atlantic Canada. We reached out to Sonia Smith with the (FGCAC) and they have yet to secure funding. Sonia has asked the Municipality if we were to extend our partnership with them, which we will be recommending, and they will find out about their funding in late April/Early May. If the partnership is no longer funded, we will have to landfill the current rope pile to assure we are not stock-piling and start pursuing other avenues for potential recycling of this product. If we have to landfill this item it will come at considerable cost instead of the revenue that we currently receive from rope.

**Upcoming:**

- Permit to operate amendment
- Removal of ATV tires from rims (ongoing)
- Locating the damaged monitoring well for use or capping
- Owner's Engineer RFP (next steps)
- Water Monitoring Proposal
- Staff report for partnership with FGCAC

***Education, Solid Waste Removal & Enforcement***

There have been 358 waste-related calls this reporting period. The calls vary from sorting questions, missed collection pickups to neighbor disputes or by-law complaints. This reflects a reduction in calls from the last reporting period.

Compliance for the 2-blue bag collection as well as the elimination of opaque bags other than for privacy bag purposes have been in soft-launch since November. We will be strictly enforcing this in the coming months and doing education campaigns on social media to encourage compliance.

We will be working with region-6 educator Angela Taylor to assist with educational and promotional materials tailored to the Shelburne Shared Services Unit. We will be developing a door hanger that we can leave at residences to assist with education for those residents who are working when we drop by to do education. The door hanger will serve as an opportunity to communicate with residents about rejections, and other solid-waste bylaws that need

attention. It will have an area for us to hand write concerns/contact information as well as have graphics on the doorhanger that will be in line with our sorting protocol.

We have delivered 31 green carts in this reporting period. This is a normal average compared with previous years. This has always been a useful tool for assisting new residents, or to re-educate current residents about changes that have happened with the solid waste program.

This writer and Angela Taylor presented to the SRHS Environmental group in November. We fielded questions about our local programs and touched on some Provincial and National initiatives that impact our local communities, such as the Fishing Gear Coalition of Atlantic Canada funding and partnership. It was an engaging group that we look forward to meeting with and collaborating with in the future.

### ***EPR UPDATE***

Extended Producers Responsibility (EPR) is about to enter the negotiations phase where we will find out what we are being offered on a “fee per stop” model. This will be presented to council at a later date in a staff report along with a recommendation that will be presented to council regarding Opting-in or Opting-out of EPR with Circular Materials.

### ***LITTER INCENTIVE PROGRAM***

The 2024 Litter initiative has been a success again this year. We had a lot of interest initially and all the km’s had been spoken for, however we have had a few groups drop out due to scheduling conflicts, or groups that have reconsidered due to lack of interest. Most of the groups are raising monies for their respective charities or charitable organizations.

We completed the initiative in October, we had 3 groups complete 2km per group. This brought our totals to 606 bags of litter collected from initiatives that are provided by the Shared Services Unit and the Municipal Litter initiative program. We look forward to next year.

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
FEBRUARY 28, 2025 MEETING		
BELL MOBILITY	STREETS, REC, GEN GOV'T	270.47
BELL ALIANT	FIRE DEPT.	69.44
BURBINE, DAVID	ENTERTAINMENT FOR SR. CONNECTIONS	250.00
CANADA POST	POSTAGE FOR FLYERS	199.55
CUMINGS FIRE & SAFETY EQUIPMENT LTD.	FIRE TRUCK REPAIR (WILL BE REIMBURSED BY FIRE DEPT. FOR MOST OF IT)	7,615.18
DRIVE PRODUCTS	SALT SPREADER FOR TRUCK	12,052.00
FEDERATION OF CANADIAN MUNICIPALITIES	MEMBERSHIP FEE	284.88
HUPMAN, EMILY-ANN	HONORARIUM FOR SUPERVISING AFTERSCHOOL PROGRAM JAN. 10, 17 AND FEB. 7	90.00
LESTER SWANSBURG ELECTRIC	REPLACE 100 AMP METER BASE ON STORAGE SHED AT SEWER PLANT	667.00
LYDGATE LOCK STOCK AND BARREL	TREATMENT PLANT SUPPLIES, HEATER FOR TOWN OFFICE	239.12
MACINTOSH, TERRANCE	SNOW REMOVAL	150.00
MBW COURIER	COURIER SERVICE	164.29
WINDSOR SALT	SALT FOR ROADS AND SIDEWALK	1,910.51
YARMOUTH BIG BOUNCE	WINTERFEST CHILDREN'S CARNIVAL	781.51
	<b>TOTAL</b>	<b>24,743.95</b>

(19)



THE ORDER OF NOVA SCOTIA

3<sup>rd</sup> February 2025  
HALIFAX

Mayor Derek Amalfa  
Town of Lockeport  
PO Box 189  
26 North Street  
Lockeport, NS B0T 1L0

Your Worship,

I have been asked by the Chancellor of the Order of Nova Scotia, His Honour the Honourable Mike Savage, to remind you that nominations to the Order of Nova Scotia may be made up until Friday April 18, 2025.

As a leader in your community, you are in an exceptional position to help recognize the work of exemplary citizens and those who have contributed to the life and vibrancy of our province.

You can download further information about the Order, along with electronic nomination forms via <https://novascotia.ca/iga/order.asp>. Should you require additional information or material, please do not hesitate to contact Ms. Julie Langille, Chief of Protocol at (902) 424-4194, or [julie.langille@novascotia.ca](mailto:julie.langille@novascotia.ca). You may also contact me directly at 902-424-7050, or [christopher.mccreery@novascotia.ca](mailto:christopher.mccreery@novascotia.ca).

The closing date for 2025 nominations is Friday April 18<sup>th</sup>. The Lieutenant Governor and Advisory Council very much appreciate your assistance in this matter.

With all kind regards,

Yours sincerely,

Christopher McCreery, MVO  
Secretary of the Order of Nova Scotia

Town of Lockeport  
Recreation Committee Meeting  
February 12, 2025

Meeting Notes

The meeting was called to order at 2:30 p.m., February 12, 2025 in the Council Chambers of Lockeport Town Hall by Chairperson, Deputy Mayor Anna Chetwynd. Also in attendance were: William Chetwynd, Janice Fiske, Sue Crosby and Community Coordinator Fran Scott. Regrets: Mayor Derek Amalfa, Mary Meagher, Dawn DeMings-Taylor and MaryAnn Swansburg. Special guests in attendance: Terri Dean-MacNeil, Alyssa Chetwynd and Sarah Chetwynd.

Agenda:

Printed copies of the agenda were circulated to those present and it was noted that in the absence of a quorum for the meeting, only the more time sensitive issues on the agenda would be addressed.

LES asphalt pad project update:

Anna asked that Terri start things off with an update on their project. Terri stated that the whole process has been a learning experience for them as they navigate the various systems they are encountering in the work. Monies committed to date include: \$1000 from Walmart; \$500 district funds by MDS Councillor Ron Coole; an undetermined amount to come from district funds by MDS Councillor Dale Richardson; \$1000 from volunteer efforts by local RBC employees; and \$10,000 by Make Your Move Lockeport. While they continue to seek grant funds, the emphasis now is moving more into the area of fund raising and they are almost to the finish line on establishing an on line "Rafflebox" as a monthly 50/50 fund raiser. Further discussion pointed out that they have been in touch with several playground companies and they are seeking assistance from them to try to design a more inclusive play space at LES with the asphalt pad as the most significant aspect, but also taking other play spaces and fixtures into account including shrubbery and shade treatments. There was also some discussion about the potential to use a rubberized surfacing instead of asphalt and there may be additional grant funds available specific to using recycled rubber in this process. Ultimately the discussion was positive and the school reps were thanked for

taking the time to meet with us.

Old Business:

*Volunteers* - Sue Crosby circulated drafts of a "Volunteer of the Month" policy and nomination form. Sue then stated that she had reviewed policies from roughly ten other areas including big areas and small ones. Those present were asked to take time on their own to review the drafts in order to prepare for a more fulsome discussion at the next meeting. (Copies of these documents are included as part of these meeting notes.)

*Play Park upgrading* - Fran reported that Council had approved the Recreation Committee's recommendation at their January 24, 2025 meeting to proceed with submitting an application for funding under the Recreation Facility Development (RFD) program of the Province. Fran went on to state that the deadline for the application is February 14 and that she has been working rather steadily on gathering all of the information necessary for the application. Letters of support are being provided from the new playground fund raising group, the Pre-Primary teacher at LES and the Principal of Hillcrest Academy in Shelburne. Fran stated that she has received two proposals from playground equipment companies (Playtec and Blue Imp) and while she does not anticipate accepting either proposal as is, Fran feels that these have provided a good basis with which to develop the application. Once we have a better sense of the amount of money we will have to work with, formal tenders will need to be issued based on the Town's Procurement policy.

*Winterfest* - Fran circulated draft Winterfest schedules to those present and a few details were fine tuned. Fran added that she hopes to have all information in by February 14, so that work on the flyer can begin right away.

*Art Programs* - Fran distributed posters for the upcoming Art workshops to people who said they would help by putting them up in various locations. Will took four of the ones for the Youth workshop along with four Indoor Soccer posters for use at LRHS.

*Spring into Lockeport* - Fran explained that she decided to wait until right after Winterfest before sending out information to local businesses and groups on this next festival, to avoid confusion for the time being.

New Business:

*Beach Bash* - Robin Smith of the Municipality of Shelburne recently contacted Fran to find out the date for this year's Beach Bash in order to list it on a rack cards they are producing to promote Shelburne County Festivals & Events. Subsequently, Fran reached out to Danny Atwell of One Meter Up and they agreed to hold the Beach Bash on August 23 with a rain date of August 24. Fran went on to state that the band would like to be paid \$1000, which despite some confusion, was the total amount paid to the band for last year's event. Fran will be reaching out to Tim Rhyno again about sponsorship for the event. Sue stated that the playground fund raising group hopes to do 50/50 draws on the beach that day and will also be offering cold drinks for sale. Fran added that Danny also asked if East of Eden could be hired for \$300 to play an additional hour of music on that day. It was felt that this offer should be turned down, but Fran should check with East of Eden to see if they would like to play during the Beach Party being held June 29 as part of the Canada Day celebrations.

*Other* - Fran read from an email requesting space in the Rec. Centre to offer a Moms and Tots play group. Fran was asked to check into this a little further, but there was general agreement that it would be okay for such a group to use the space. On a different matter, it was noted that the Town website recreation information needs to be updated (June and the Mayor are working on this).

Next Meeting:

The next regular meeting was scheduled to take place on Wednesday, March 19, 2025 at 6:00 p.m.

Adjournment:

There being no further business the meeting adjourned at 4:50 p.m., February 12, 2025.

Respectfully submitted,

Frances Scott  
Recording Secretary

# **Volunteer of Month Policy Town of Lockeport DRAFT**

## **Purpose**

1. To recognize volunteer contributions that take place in the Town of Lockeport or the Municipality of Shelburne Districts 6 & 7;
2. To recognize volunteer contributions of individuals that reside in the Town of Lockeport or the Municipality of Shelburne Districts 6 & 7;

## **Objective**

3. To establish a process for nominating and selecting a volunteer of the month to be recognized that is fair and consistent;
4. To identify criteria upon which volunteers are selected for nomination.

## **Criteria**

5. Individuals/ Groups nominated for recognition must meet one or more of the following requirements to be eligible for participation:
  - a) Nominees must be residents of the Town of Lockeport or the Municipality of Shelburne Districts 6 & 7;
  - b) Nominees must volunteer for a community/recreation/sport group within the Town of Lockeport or the Municipality of Shelburne Districts 6 & 7;
  - c) An individual may not be nominated for Volunteer of the Month if they have received the award within the last 3 years.

## **Selection Process**

6. A call for nominations will be sent out through website and social media.  
Nominee applications are submitted to the Community Coordinator and to be reviewed and approved by the Lockeport Recreation Committee. (*Does Council need to approve*)

***DRAFT POLICY Feb 2025***

**Draft volunteer of Month Nomination Form Feb 2025**

Do you have the volunteer's permission to forward their name? Yes\_\_\_ No\_\_\_

Nominated by (individual/organization):

\_\_\_\_\_

Person completing this form: \_\_\_\_\_

Nominator phone number: \_\_\_\_\_

Nominator email:  
\_\_\_\_\_

Volunteer name(s): \_\_\_\_\_

Volunteer phone number: \_\_\_\_\_

Volunteer mailing address:  
\_\_\_\_\_

Volunteer email address:  
\_\_\_\_\_

Do we have permission to publish the volunteer's name? Yes\_\_\_ No\_\_\_

Other: \_\_\_\_\_

### Volunteer Community Impact

In order for us to fully understand the volunteer's community impacts, please consider these points when answering the following questions:

- How does the volunteer demonstrates initiative, leadership and creativity in service to others?
- Does the volunteer serve as a role model for others in their community? If so, how?
- Does the volunteer inspire others to engage in volunteer service?
- How does the volunteer improve the overall quality of life of fellow citizens and the community as a whole?

### \*\*\*\*\*Make lots of space on form for info

Describe who benefitted from the nominee's contributions (for example, individuals and/or specific groups). How many people were affected and how? Have their contributions expanded to benefit others? Please list all the volunteer's activities and impacts made by detailing the role, name of organization or project contributed to along with the number of years the volunteer has worked with the organization or project.

## Lockeport and Area Canada Day Celebration Committee

### Lockeport N.S.

Friday, January 24<sup>th</sup>, 2025

The meeting was called to order at 6:00 p.m.

**Present were:** Emily Swim in the Chair, Ellen Suttle, Candace Malik, Kevin Chetwynd.

**Regrets:** Nancy Williams

**Seniors Social** – David Burbine and Sterling Stevens have been booked for this event at a cost of \$300.00 (providing PA) and \$200.00 respectively.

**Flag Raising** – Sasi has been contacted in regards to providing the cupcakes. We have not received a quote from them as yet.

**Yarmouth Big Bounce** – The contract has been signed with Yarmouth Big Bounce for the provision of the double slide, bungee jump, ring toss and bean bag toss

**Bubble Clown** – Mary Ayer's cost is \$100.00 an hour so it was decided to book her for one hour from 12:00 – 1:00 with her bubbles.

**Balloon Animals** – It was decided that Wendy Richardson would be hired for four hours to provide the balloon animals, flowers, etc. from 11:30 to 3:30

**Municipality of the District of Shelburne Grant** – June Harding and Emily completed the application and submitted the application to the MODS.

**Lockeport Fire Fighters** – Kevin reported that the Lockeport Fire Fighters are not interested in selling hotdogs and sausages during July 1<sup>st</sup>.

**Community Italy Travel Group** – An invitation has been issued to the members of the Italy travel group to attend our next meeting on February 7<sup>th</sup> to discuss what events they may be interested in working.

**Face painting** – Braydon does not wish to do the children's face painting for the carnival but he has offered to help with making signs, and updating notifications on social media.

Candace Malik moved that we hire a children's face painter from 11:30 – 1:00 p.m. not exceeding \$150.00. Kevin Chetwynd seconded. Motion carried.

**Musical Entertainment** – It was decided that Thane Dunn would be notified that his services are no longer required for a July 1<sup>st</sup> concert. Candace Malik brought forth four

different groups ranging in prices from \$1000.00 to \$8000.00 plus HST and other variables.

Candace Malik moved that we hire Merimac for our entertainment on Canada Day from 7-9 p.m. at a cost not exceeding \$5000.00. Kevin Chetwynd seconded. Motion carried.

**Chairperson** – Due to the fact that Cory Nickerson, our Chairperson, resigned, a new Chairperson had to be nominated for the July 1<sup>st</sup> Committee.

Candace Malik nominated Emily Swim as Chairperson for the Lockeport and Area July 1<sup>st</sup> Committee. Kevin Chetwynd seconded. Motion Carried.

**Theme** – Candace felt that the theme “Viva La Lockeport” was not quite appropriate at this point in time and wondered if we could have another theme. A discussion ensued. Emily asked that each committee member come to the next meeting with a new theme for discussion.

Respectfully submitted,

Ellen Suttle

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## Lockeport and Area Canada Day Celebration Committee

Lockeport N.S.

Friday, February 21, 2025

The meeting was called to order at 6:15 p.m.

**Present were:** Emily Swim in the Chair, Ellen Suttle, Candace Malik, Kevin Chetwynd, Nancy Williams

**Community Italy Travel Group:** Six members of the Community Italy Travel Group were present to meet with us and discuss the various activities that they may do on July 1<sup>st</sup>. Ellen explained the selling of the Day Pass Tickets and what the organization that sells the tickets are responsible for. The members stated that they would get back to us in two weeks to let us know for sure if they wish to sell the Day Pass Tickets. A discussion was also had regarding a BBQ of which they want to do, and possibly working the Carnival, Crown and Anchor Game and throughout the weekend having a yard sale in the rec. center. After their next committee meeting as a whole, they will inform us of their availability to work these events.

**Minutes:** The minutes of the meetings of January 17, 2025 and January 24, 2025 as circulated were approved on motion by Candace Malik and seconded by Kevin Chetwynd. Motion carried.

### Old Business:

**Theme** – Various themes were brought forth by the committee members. Some of them were: Around the World; Back in Time; Wild West; Pirates; The Red Coats; Magic Mike; Canadian Wilderness; Famous Books; Games; Hockey; Summer Fun; East Coast Kitchen Party and Rock and Roll. After a great deal of discussion it was decided that “**Canada Through the Years**” would be the theme for the 2025 July 1<sup>st</sup> celebrations.

**Bubble Clown** – Mary Ayer still has to be notified for the 1 hour hire during 12 noon to 1 p.m.

**Face painting** – Candace reported that Jen Crowell was very interested in doing the face painting.

**Seniors Social** – Nancy reported that David Burbine and Sterling Stevens have been booked for this event at a cost of \$300.00 (providing PA) and \$200.00 respectively. It was decided to approach Jamie Cotter to get a price to add him to this event. Nancy will report back to the Committee.

**Correspondence:** Emily reported that Ingrid Matthews from Mini Donuts and Tanya Reeves from Airbrush Tattoos have sent notifications that they will be on site on July 1<sup>st</sup>.

**New Business:**

**Carnival Prizes** – Emily explained the ordering the the prizes for the Carnival. Ellen and Emily will compile a list and bring this list to the next July 1st meeting.

**Day Pass Prizes** - The following list was discussed for prizes for the Day Pass Tickets:

\$500.00

2 nights stay at Roseway River Cottages – Emily

Lockeport Cottages and Campground – camping package – Ellen

Nordic Spa Day Pass for 2 – Emily

White Point Family Swimming Pass

BBQ Woodworkers – Nancy

Pizza and Garlic Fingers, Bayman – Ellen

Harlow's Gravel – Emily

Boat Haul Up – Emily

Best Western Stay, Fun Factory and Boston Pizza certificates

**Businesses** – Emily is compiling a list of all businesses in our area and will bring this list to the next meeting for this committee to decided who to approach for parade entries, donations, etc.

**Heritage and Tourism Committee -**

**Flag Raising** – Derek Amalfa will be in charge of this event. Nancy did order 120 cupcakes at a price of \$240.00 from Sasi. Derek will look after the RCMP, Legion Member and somebody singing O'Canada.

**Parade** – Will find judges for the Grand Street Parade.

**King and Queen** – will be approached to facilitate this event.

**Volunteers** – Connie Lamm has volunteered to help us with any event that we need her. Kevin stated that he told Will Chetwynd to let the students of the high school know that we will sign a letter giving them 8 hours volunteer work for helping us.

(2603)

**Musical Entertainment** – Candace stated that we are waiting for a contract from Merimac. Their price is \$4800.00 plus HST. They wish to start setting up at 5 p.m.

**Children's Parade** – Nancy asked for tote bags to be purchased for the Children's Parade

**Pie Eating Contest** – Nancy will make the pies the same as last year which worked well.

**Antique Car Parade** – Mike Cotter is in charge of the antique car parade. He will be asked to attend the next meeting to discuss how we can help him with this.

There being no further business the meeting with adjourned at 08:20 p.m. on motion by Nancy Williams.

**Next meeting** – Friday March 21, 2025 at 6:00 p.m.

Respectfully submitted,

Ellen Suttle

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## June Harding

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**From:** Boyle, Matthew <Matthew.Boyle@novascotia.ca>  
**Sent:** Tuesday, February 18, 2025 9:39 PM  
**To:** Boyle, Matthew; Mitton, Andrew L  
**Subject:** Update on Department of Emergency Management Regional Operations

Municipal CAO's and EMC's,

I hope this message finds you well.

As you are aware, the newly established Department of Emergency Management (DEM) is in an exciting period of growth and development. While we work to build the foundations for this department, we remain deeply committed to supporting municipalities across Nova Scotia in the critical areas of emergency planning, incident management, training, and exercises.

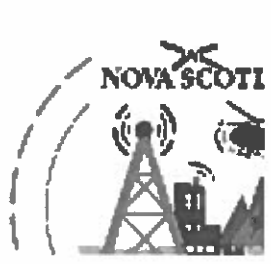
To ensure continuity and support during this transitional phase, I am pleased to inform you that Andrew Mitton has been appointed as the interim Director of Regional Operations. In this capacity, he will be assisting in the development of regional positions and supporting the important work of our municipal partners. He will also lead and coordinate the work of existing regional planning officers, as we work toward our new structure and staffing.

Looking ahead, we are planning a spring session with you all. This session will provide an opportunity to share perspectives, gather feedback, and discuss how we all can best align our resources and efforts to meet the needs of Nova Scotians. Further details about the date, location, and format of the session will be shared in the coming months. Your participation will be invaluable in shaping the future of emergency management in Nova Scotia.

Please do not hesitate to reach out to Andrew directly at any time if you have questions, require support, or would like to discuss specific needs for your municipality. He can be reached at [Andrew.Mitton@novascotia.ca](mailto:Andrew.Mitton@novascotia.ca) or at 902-670-0481. We value the strong partnerships we have with municipalities and are dedicated to working collaboratively to strengthen emergency management across the province.

Thank you for your patience and understanding as we build a department that is well-positioned to serve and support Nova Scotia's communities.

Matt



**Matthew Boyle**  
Acting Executive Director  
Regional Operations and Infrastructure Branch  
Department of Emergency Management

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☎ (902) 478-4632  
✉ [Matthew.Boyle@novascotia.ca](mailto:Matthew.Boyle@novascotia.ca)



**Municipal Affairs  
Office of the Minister**

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

February 18, 2025

Mayor Derek Amalfa, Town of Lockeport  
Via Email: [derekamalfalockeport@gmail.com](mailto:derekamalfalockeport@gmail.com)

Mayor Stanley Jacklin, Town of Shelburne  
Via Email: [stan.jacklin@shelburnens.ca](mailto:stan.jacklin@shelburnens.ca)

Warden Penny Smith, Municipality of the District of Shelburne  
Via Email: [warden@municipalityofshelburne.ca](mailto:warden@municipalityofshelburne.ca)

Dear Mayor Amalfa, Mayor Jacklin and Warden Smith:

Thank you for your letter of January 31, 2025, requesting an education session on municipal restructuring.

The municipal government landscape is continuously evolving, and we applaud your councils for exploring innovative ways to meet the needs of your communities. Conversations with respect to municipal restructuring are complex and often ignite the passions of engaged residents. The Department of Municipal Affairs (DMA) will continue to support municipalities in having these conversations and empowering municipalities to chart their own paths of growth and prosperity.

DMA would be pleased to support your councils in this endeavour. Your Municipal Advisor, Andrea Hyslop, will contact the Chief Administrative Officers of your municipalities to discuss your needs in this regard and to arrange a time for the session that is convenient for those participating.

Thank you for reaching out and for all that you do to serve your communities.

Sincerely,

Honourable John A. Lohr  
Minister of Municipal Affairs

c: June Harding, Town Clerk, Town of Lockeport ([townoflockeport@ns.sympatico.ca](mailto:townoflockeport@ns.sympatico.ca))  
Erin Hartley, Deputy CAO, Municipality of Shelburne ([erin.hartley@municipalityofshelburne.ca](mailto:erin.hartley@municipalityofshelburne.ca))  
Sarah Mattatall, CAO, Town of Shelburne ([sarah.mattatall@shelburnens.ca](mailto:sarah.mattatall@shelburnens.ca))  
Andrea Hyslop, Municipal Advisor, DMA

PNS-50838/ah



(24)  
Independent Fisheries Limited

Dealers in Live Lobsters, Fresh, Frozen & Salt Bait

1271 Little Harbour Road, Comp#2 Box#9,  
Sable River, Nova Scotia, B0T1V0  
Tel: 902-656-2260  
Fax : 902-656-3252  
Email: office@independentfisheries.ca

February 15, 2025

Town of Lockeport  
26 North St,  
Lockeport, NS  
B0T 1L0

Dear Mayor Derek Amalfa

As a lobster processor and exporter providing year-round employment to eighty people on Nova Scotia's South Shore, Independent Fisheries Limited is deeply committed to quality, food safety, and robust compliance with the law.

We take great pride in our people and our products and are continuously investing in our operations to enhance efficiency and to allow us to meet growing domestic and international demand for delicious, high-quality Nova Scotia lobster. We are also actively involved in the local community and are pleased to support numerous initiatives throughout the year.

You may be aware of recent allegations made against our company which we vehemently deny and will be vigorously defending ourselves against. As a member of our community this allow us to make several points clearly.

Independent Fisheries and its employees exercise due diligence to ensure all lobster is sourced in-season from legal licence holders. Third-party dealers are required to provide written proof of origin prior to each sale. We maintain stringent records, hold all the necessary licences, permits and regulatory approvals to operate, and cooperate fully with routine inspections conducted by Department of Fisheries and Oceans (DFO) fisheries officers and Canadian Food Inspection Agency (CFIA) inspectors. We have never been found to be in violation of the *Fisheries Act*, and in fact were pleased to host a federal fisheries officer training course in upon date availability in recognition of the stringency of our processes.

A lack of meaningful action by the Government of Canada to address unlicensed fishing in Nova Scotia continues to put the entire industry – harvesters, processors, and exporters – at risk. The current situation is far beyond the control of any one individual business and must be resolved urgently and responsibly.

We remain committed to doing our part to maintain a vital traditional industry.

Sincerely,

Mark Mao, President  
Independent Fisheries Limited



February 14, 2025

Karen Oldfield  
President & CEO  
Nova Scotia Health  
90 Lovett Lake Court  
Halifax, NS  
B3S 0H6

Email: [ceo@nshealth.ca](mailto:ceo@nshealth.ca)

**Re: Request for Meeting to Address Roseway Hospital Emergency Department Crisis**

Dear Ms. Oldfield,

We are reaching out as the leadership of Shelburne County—comprising the Mayors, Wardens, Deputy Mayors and Deputy Wardens of the five municipal units—to request a meeting to discuss the urgent state of the Roseway Hospital Emergency Department following the publication of the *Annual Accountability Report on Emergency Departments for 2023/24*.

The report revealed some deeply concerning statistics. Roseway Hospital currently has the longest wait times in the province at an average of 13.68 hours—4.62 times greater than the provincial average. Additionally, Roseway experienced the highest number of temporary ER closures last year, totaling 4,832 hours, or an alarming 201 days. These numbers confirm what our community has been experiencing firsthand for far too long: a healthcare system that is failing to meet the needs of our residents.

For several years, our community has been actively engaged with the Nova Scotia Health Stakeholders Group to address seven critical healthcare concerns, which we outlined in our letter to the Minister of Health on June 12, 2024. While we do not want to lose sight of these concerns, our immediate priority is the issue of ER closures. While we have remained committed to working collaboratively toward solutions, progress has been frustratingly slow. The latest report only intensifies our community's growing frustration.

Our concerns grew when we recently learned that there has been consideration of downgrading the Roseway Emergency Department to an Urgent Treatment Centre. This is particularly distressing given that our nearest alternative emergency department is over an hour's drive away. Moreover, we already have an

Urgent Treatment Centre in the form of the Shelburne Family Practice, located next door to Roseway Hospital.

That being said, we remain hopeful. We understand that you have expressed openness to the possibility of a Hybrid Emergency Department model, as recently presented by Paula Sutherland. While we are not healthcare professionals, we recognize that this model is successfully employed in New Brunswick and British Columbia and that hospitals in both Queens and Annapolis Counties are also interested in piloting it. Given that current efforts have yet to achieve the desired improvements, we are keen to explore whether this hybrid model could offer a practical solution for reducing ER wait times and closures in Shelburne County.

We firmly believe that every resident of Nova Scotia deserves equitable access to healthcare, yet the statistics show that this is simply not the case in our region. We see you as a potential champion for resolving this crisis, and we would very much like to discuss the feasibility of the hybrid model with you.

We understand the demands on your time, but given the gravity of this situation, we would greatly appreciate the opportunity to meet with you and your team. If a visit to Shelburne is not feasible, we are more than willing to travel to Halifax to facilitate this discussion.

We would be grateful for your consideration of this request and look forward to hearing your thoughts on how we can work together to ensure that the residents of Shelburne County receive the level of care they deserve.

Thank you for your time and leadership, and we hope to engage in a productive conversation soon.

Sincerely,



Warden Penny Smith

Municipality of Shelburne



Mayor Clay Kenney

Town of Clark's Harbour



Warden Shaun Hatfield

Municipality of Barrington



Mayor Derek Amalfa

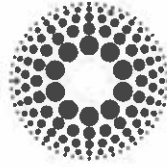
Town of Lockeport



Mayor Stanley Jacklin

Town of Shelburne

Cc: The Honourable Michelle Thompson, Minister of Health and Wellness - [health.minister@novascotia.ca](mailto:health.minister@novascotia.ca)  
The Honourable Nolan Young, MLA – Shelburne - [nolan.young@shelburnemla.ca](mailto:nolan.young@shelburnemla.ca)  
Nick Hilton, MLA – Yarmouth - [info@nickhilton.ca](mailto:info@nickhilton.ca)  
Dana Mackenzie, Deputy Minister, Dept. of Health and Wellness – [dana.mackenzie@novascotia.ca](mailto:dana.mackenzie@novascotia.ca)  
Tanya Nixon, Vice President of Operations for Western Zone - [tanyal.nixon@nshealth.ca](mailto:tanyal.nixon@nshealth.ca)  
Tanya Penney, Senior Executive Director, Clinical - [tanya.penney@nshealth.ca](mailto:tanya.penney@nshealth.ca)  
Leslie Oliver, Executive Director of Rural Health Western Zone - [leslie.oliver@nshealth.ca](mailto:leslie.oliver@nshealth.ca)



**Delivered via email**

February 21, 2025

**RE: Pending Legislation**

Dear Members,

As you are aware, the provincial government initiated a new session of the legislature on February 14<sup>th</sup>. NSFAM has been following this sitting very closely and we have already seen some legislation introduced that could impact municipalities. We also believe there is more to come, and that government will be active with legislation on a number of files that will be of interest to you, as elected municipal leaders, and to your municipalities.

We want to assure you that, as your representative organization, we are very active on these matters. Juanita Spencer, CEO, and I have been meeting daily with provincial officials to ensure a municipal lens is provided on any files or initiatives that may be contemplated by the province, as it enacts its legislative plan.

We remain committed to supporting our members. There is no question that as municipalities, we know our communities best and therefore our voices and expertise must be part of the conversations as decisions affecting our communities are brought into play. The best results will happen with collaboration and open communication between our levels of government. With the strength of our members, we, as an organization, can navigate these challenges in a way that benefits our communities and the province as a whole. That is the goal.

We will reach out as we have further information. If you have any questions or concerns, please reach out to us at [info@nsfm.ca](mailto:info@nsfm.ca). Thank you for all you do as we navigate these challenging times!

Sincerely,

Pam Mood  
President  
Nova Scotia Federation of Municipalities