



**TOWN OF LOCKPORT
COUNCIL MEETING
FRIDAY APRIL 11, 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

Staff Suggested Motion – That Council approve the agenda for the April 11, 2025, meeting with the following additions/deletions.

5. Approval of Minutes

- Regular Council Meeting Minutes March 28, 2025

Staff Suggested Motion – That Council approve the Minutes from the Regular Council Meeting of March 28, 2025.

6. Business arising from Previous Minutes

There was no business arising from the previous minutes.

7. Community Forum (Open Mic)

- 20 Minutes Maximum
- Each resident is allowed a maximum of five minutes
- The resident is to speak directly to Council
- There will be no interaction by Council at this time
- If questions are posed by residents the question will be recorded to be researched

8. Presentations

Communities on the Move Update

9. Finance

- List of invoices already paid for the month of March 2025 in the amount of \$166,876.29 (Page 1-2)
- List of invoices already paid for the month of April 2025 in the amount of \$35,292.31 (Page 3)
- Lester Swansburg Electric quote to supply and install three boardwalk lights on the west end. This does not include trench digging and concrete work. (Page 4)

Staff Suggested Motion: That Council approve the quote by Lester Swansburg to supply and install three boardwalk lights at the west end.

- Approve payment of deposit of \$1518.00 to be used for the Spring into Lockeport Event for a climbing wall, bouncy castle and three workers. (Page 5)
- **Staff Suggested Motion: That Council approve \$1518.00 to be used for the Spring into Lockeport Event for a climbing wall, bouncy castle and three workers, from the Make you Move Lockeport grant.**

10. Other Business

- Letter from Nova Scotia Works – Job Fair in Shelburne May 2, 2025 (Page 6)
- Make Your Move Lockeport opening ceremonies on May 9, 2025, (Council Meeting day)
- Appointment of Returning Officer and Assistant Returning Officer.

Staff Suggested Motion: That Council approve June Harding as the Returning Officer and Jill Cassibo as Assistant Returning Officer.

- Appoint Belliveau Veinotte as Auditors for the 2024/2025 fiscal year

Staff Suggested Motion: That Council approve Belliveau Veinotte as the Auditors for the 2024/2025 fiscal year.

- Risk Management Measures for Canada Day (Page 7-8)

Staff Suggested Motion: That Council approve the Risk Management Measures provided by the Canada Day Committee for Canada Day.

11. Council Reports

- Mayor Derek Amalfa (Page 9-10)
- Deputy-Mayor Anna Chetwynd (Page 11)
- Councillor Craig Hillen (Page 12)
 - o Accessibility Advisory Committee Draft Meeting Minutes (Page 13-14)
- Councillor Candace Malik (Page 15)

12. Correspondence

13. Information Only

- Email from Pam Mood, President of Nova Scotia Federation of Municipalities – Update on Public Bills Process and Advocacy Efforts (Page

14. Date of next meeting

- April 25, 2025, at 1:00 p.m.

15. “In Camera”

16. Adjournment

(13)

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
APRIL 11, 2025 MEETING	MARCH INVOICES	
AGAT LABRATORIES	SEWER WATER SAMPLES	357.08
BLL ENTERPRISE (NAPA AUTOPARTS)	12 VOLT BATTERIES FOR FIRE TRUCKS	744.72
CHETWYND, WAYNE	BELT CLIPS FOR RADIOS, BATTERY REPLACEMENTS FOR PAGERS	281.76
EASTERN OFFICE SUPPLIES	PAPER	822.25
FEDERATION OF CANADIAN MUNICIPALITIES	YEARLY MEMBERSHIP	282.40
HARDING, JUNE	LIFE INSURANCE	27.20
FISHER, EDWARD	ENTERTAINMENT FOR JULY 1ST	1,500.00
HUPMAN, EMILY-ANN	SUPERVISION OF AFTERSCHOOL PROGRAM FEB 21, 28, MARCH 21,28, 31	150.00
I.B.E.W.	UNION DUES	284.48
JONES, STEVEN	REFEREE FOR WINTERFEST BASKETBALL GAME	110.00
LINDSAY CONSTRUCTION	PROGRESS CLAIM	110,121.41
LOCKEPORT PHARMACHOICE	HDMI CABLE	9.19
MANULIFE	PENSION FOR EMPLOYEES	1,747.28
MUNICIPALITY OF THE DISTRICT OF SHELBURNE	CIVIC ADRESSING GRANT	1,000.00
NOVA SCOTIA FEDERATION OF MUNICIPALITIES	YEARLY MEMBERSHIP	1,484.17
NOVA SCOTIA POWER	FIRE HALL, FIRE SIRENS, MEDICAL CENTRE	3,718.66
NOVA SCOTIA POWER	LIFT STATIONS 1 - 5	1,370.78
NOVA SCOTIA POWER	LIFT STATIONS 6 - 13	844.34
NOVA SCOTIA POWER	MFR/LIGHTHOUSE STAGE	981.58
NOVA SCOTIA POWER	TRANSPORTATION BLD, LIBRARY	810.05
NOVA SCOTIA POWER	TOWN HALL/REC. CENTRE POWER	2,986.65
ON TOWN AUTO	TRUCK REPAIRS	514.83
PAYROLL	MAR 8 - 21	13,582.67

PROPERTY VALUE SERVICES CORP.	25% ASSESSMENT SERVICES COST RECOVERY	2,602.86
RANDEL, PAT	TRAVEL FOR TAI CHI CLASSES	300.00
SAFETY SOURCE	FLOW TESTS FOR 9 SCBA UNITS AND PARTS	1,020.28
SHELBURNE COUNTY ARENA ASSOC.	ICE TIME, HOT DOGS AND HOT CHOCOLATE FOR FREE SKATE - MAKE YOUR MOVE	460.58
SHELBURNE ELECTRONICS & ENGRAVING	TOWN CLERK COMPUTER SET UP	180.00
SLACK, BILL	REFEREE FOR WINTERFEST BASKETBALL GAME	110.00
SOBEYS	SR. CONNECTION, SR. BINGO	144.26
SUNLIFE	HILTON CHYMIST PENSION FUND	10,663.00
VISA TOWN CLERK/TREASURER	POSTAGE STAMPS	570.40
WOODWORKES HOME HARDWARE	BOARDWALK, COLD PATCH	5,775.93
WORKERS COMPENSATION	FIREFIGHTERS	90.67
WORKERS COMPENSATION	SUB CONTRACTORS	73.30
WORKERS COMPENSATION	MUNICIPAL OPERATIONS ADMINISTRATION	469.03
WORKERS COMPENSATION	OPERATIONS, CONSTRUCTION & MAINTENANCE	345.45
XEROX	LEASE - PAYMENT #28 OF #60	246.13
XEROX	SERVICE INVOICE	92.90
	TOTAL	166,876.29

(3)

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
APRIL 11, 2025 MEETING	APRIL INVOICES	
BELL ALIANT	OFFICES, ELEVATOR. EMO	172.22
BELL ALIANT	REC. OFFICE, FAX, LIBRARY, SEWER, FIRE DEPARTMENT KITCHEN	725.23
PAYROLL	MARCH 22 - APR 4	13,419.04
RECEIVER GENERAL	RADIO LICENCE FOR FIRE DEPT.	832.72
SCOTIA BUSINESS CENTRE	ELEVATOR MONITORING, MFR/FIRE DISPATCH FOR APRIL	598.73
TELUS	MEDICAL AND LIFE INSURANCE	1,078.58
TOWNSUITE	TECHNICAL SUPPORT AND SERVICES	5,980.52
TRI-COUNTY REGIONAL CENTRE FOR EDUCATION	MONTHLY EDUCATION TAX	10,643.80
XTR FOSS NATIONAL LEASING	GAS FOR TOWN OWNED VEHICLES	1,841.47
	TOTAL	35,292.31



Electrical Quote

Lester Swansburg Electric	Customer:	Town of Lockeport
322 Pleasant Point Rd.		Attn: Francis Scott
Lockeport NS B0T 1L0	Address:	Lockeport
lesterswansburg@hotmail.com		Boardwalk
(Cell) 902-874-0423	email:	townoflockeport@ns.sympatico.ca
HST #R137098554		
Date: April 7, 2025		

Please reply to email to confirm you received this quote. Thank you.

Description:

- Electrical quote to supply & install 3 boardwalk lights extending on the west end
- Does not include trench digging & concrete work

Description	Cost
3 LED 15' lampposts complete @ \$5610,00 ea	\$16,830.00
12/2 teck cable	\$1,125.00
Connectors & cable connectors & hardware	\$520.00
Labour	\$3,200.00
Permit	\$0.00
Sub Total	\$21,675.00
HST 14%	\$3,034.50
Total	\$24,709.50

Thank You,

Lester Swansburg Electric

PURCHASE ORDER

PHONE 902-656-2216

FAX 902-656-2935

TOWN OF LOCKEPORT
LOCKEPORT, NOVA SCOTIA

TO: Maritime Event Rentals
Amherst, NS

ORDER NO. REC-2025/26-001

DATE: April 4, 2025

DEPT.: Co M (Spring into Lakes)
21223-2-6-24

PLEASE SUPPLY THE FOLLOWING GOODS:

QUANTITY	DESCRIPTION	PRICE
	Rental of Climbing Wall and bungee game for May 10, 2025	
	Spring Welcome event (includes travel & staff for wall)	2640.00 + HST
	[see attached quote - with 50% deposit in advance required]	

Deposit
\$1518.00

SEND IN
TOWN O
P.O. BOX
LOCKEP
BOT 1L0

Jane Harding
Town Clerk

[Signature]
Department Head

(6)

From: Charlotte Scott <cscott@swemployment.com>
To: Charlotte Scott <cscott@swemployment.com>
Date: Apr 3, 2025, 1:04:44 PM
Subject: Help Us Spread the Word – Shelburne Job Fair

Hello,

I hope you're doing well!

I'm reaching out to talk about the **Shelburne County Job Fair on May 2nd** at the Community Hall (63 King Street, Shelburne) and we'd love your help getting the word out.

We're aiming to connect local job seekers with employers who are actively hiring. We've got some great employers lined up already, and still looking for more. We're working hard to make this event a success for all of Shelburne County.

I am hoping you would be willing to help spread the word by sharing our event on your Facebook pages, or anyway you feel would help with getting the word out. Every share makes a big difference in reaching the people who need this the most.

You can find the event on our Facebook page here: <https://www.facebook.com/profile.php?id=61574604224546>

Also, we'd love to invite your organizations to **host a booth at the Job Fair** ! With summer just around the corner, this is a great opportunity to promote any **upcoming summer jobs, seasonal, full time or part time positions** you may have.

Thanks so much for considering! Your support means a lot.

And please reach out if you have any questions,

Charlotte Scott

Employer Engagement Specialist



Employment Services Centre

Southwest Employment Services

902.875.2200 (Shelburne)

PO Box 328, 25D King Street., Shelburne NS B0T 1W0

cscott@swemployment.com

swemployment.com



2025 Lockeport & Area July 1st Celebrations Risk Management Measures:

In large part, the events that are planned to take place in 2025 are much the same as those which took place in 2023 and 2024. The vast majority of the activities take place outside but we still continue to encourage use of masks for indoor settings and hand sanitizers will also be strategically located during all events.

In the following text “the Committee” refers to the Canada Day Committee for the Town of Lockeport. Listed below are the specific risk management provisions that have been put in place for 2025 events.

First Aid Stations – For each event planned by the Committee, there will be a first aid station at the event in case anyone should be injured. For less active events, the station will consist of a first aid kit with a person on hand who is trained in standard first aid procedures. For more active events, specially including the grease pole, and large outdoor concerts, the Lockeport & Area Medical First Responders will be on hand to deal with first aid issues.

Supervision – For each event planned by the Committee, there will be a number of supervisors on hand. This number will vary according to the number of people expected to attend the specific event and will be comprised of Canada Day Committee members and volunteers.

Grease Pole – This particular event will be held at a wharf over water, and therefore we are taking extra precautions to avoid problems. At all times during the event, there will be a safety boat in the water, near the wharf and there will be a qualified lifeguard with lifesaving equipment on hand on the wharf. The event has been scheduled to take place when the tide is high so that contestants have a minimal distance to fall before hitting the water. All of these measures are to ensure maximum safety for both participants and spectators.

Outdoor Concerts/Dances – These events may attract a relatively large group of people. For this reason the Fire Inspector will be consulted in designing the safety features for our venue fencing plan. These features include a suitable fire extinguisher on hand in the stage area and security gates maintained at exits. The Committee will be engaging the assistance of security personnel, both paid and volunteer.

Parades – The Committee has identified several traffic issues associated with the parade route. In the case of each parade, a lead vehicle will be designated to ensure a clear path for those who follow. The Committee will be engaging the assistance of traffic management personnel, both paid and volunteer. Said personnel will be easily identifiable by use of neon safety cuffs and/or vests and shall be engaged in maintaining restricted traffic areas and parking control along public streets.

Street Closures - During the day of the celebrations we will be asking for street closures on a section of Hall Street to increase safety around the lineup for the Children’s Parade as well as increase the pedestrian space around Seacaps Park where the bulk of the events take place during the day. We also limit the traffic flow that is able to enter the Town at the intersection of Locke and Hall Street during the Antique Car and Grand Street parade route.

Council Status Report: March 2025*Mayor Derek Amalfa***Meetings Attended:**

<i>Date</i>	<i>Committee</i>	<i>Notes</i>
Mar 3	Shelburne Area Committee	
Mar 6	Planning Committee Meeting RE: Clearwater Strategy	
Mar 7	Meeting with MP Rick Perkins & MP Chris d'Entremont	
Mar 11	Circular Materials Working Group	
Mar 13	Shelburne County Leadership (Mayors, Wardens, CAO's) - Karen Olfield Meeting	
Mar 13	South Shore Tourism- Stephanie Miller Vincent	
Mar 14	Regular Council	
Mar 18	Tourism, Heritage & Culture Committee	
Mar 24	Shelburne County Leadership (Mayors, Wardens, CAO's)	
Mar 26	Regular Council	

Mayor's Message:

It's been another busy month for Council with regularly scheduled business and ongoing projects. A special shout-out to Councillor Malik for her leadership on the development of the Life on Lockeport newsletter — great work by the whole team on bringing this to life!

The biggest focus this month has been the upcoming budget. Council will be reviewing and finalizing the proposed budget over the next 30 days. We're working hard to keep spending modest while still addressing important maintenance and upkeep needs around town.

Over at the wastewater treatment plant, the upgraded UV disinfection system is entering its final stages. This significant improvement — the first update in over 40 years — will help better protect our environment and modernize essential infrastructure.

The Firehall renovation project is now complete! With new accessible bathrooms, a fully accessible entrance, and updated flooring throughout, the Firehall will continue to serve as a key gathering place for our community. Huge thanks to Cory Nickerson and Deputy Mayor Chetwynd for leading this project to completion. We're excited to show off the upgrades — stay tuned for event details.

Spring has arrived, and summer's not far behind! Our Public Works team — Kevin, Wayne, and Travis — has been busy patching roads and cleaning up after a long winter. Thanks for your hard work!

There's a lot to look forward to as we head into the warmer months. The Tourism, Heritage & Culture Committee, Recreation Committee, and Canada Day Committee are all gearing up for a season full of fun and celebration. Stay tuned!



March 2025 Deputy Mayor Anna Chetwynd

March 03- SCC/NS HEALTH (Municipality District of Shelburne)

March 06- Discussion on CLW layoffs (council chambers)

March 13- Discussion with CEO Karen Oldfield Dept Health re: Roseway Hospital (Town of Shelburne)

March 14- Regular Council Meeting (Council Chambers)

March 19- Shelburne County Leadership Meeting (Municipality District of Shelburne)

March 24- Recreation Committee (Council Chambers)

March 25- Make Your Move Lockport Committee (Council Chambers)

March 28 - Regular Council Meeting (Council Chambers)

Councillor C. Hillen

Planning Advisory Meeting - Mar 6th

Presentation South Shore Tourism- Mar 13

Reg Council -Mar 14

Heritage & Tourism Advisory Cmte - Mar 18

Eastern Shelburne Accessibility- Shelburne Mar 25

Reg Council Mar 28

Accessibility Advisory Committee Meeting Minutes

Tuesday March 25th, 2025

Start Time: 3:00 pm

(In Person Meeting)

In Attendance: Adam Dedrick, Jessie Dyer, Ron Coole, Craig Hillen, Wanda Buchanan, Catherine Jones, Eric MacIntosh, Therese Cruz, Terry Stacey

Regrets: Wanda Buchanan, Holly Perry, Frances Scott

Call to Order: The meeting was called to order by Ron at 3:03 pm

Agenda Approval: Meeting Agenda was reviewed aloud. Approval of this agenda was moved by Terry and 2nd by Eric.

Minutes of Previous Meeting: Meeting minutes from February 25th, 2025, were reviewed and approved. Moved by Craig and 2nd by Eric.

Business:

a) **Vice Chair Discussion and Approval:** A call for nominations was put forward for Committee Vice Chair. Craig nominated Therese for the position. This nomination was approved by acclamation.

b) **Next Steps Discussion:** With Michelle's term as Accessibility Coordinator coming to an end we discussed how to move forward with the new plan. Michelle to give a USB drive to the Accessibility Leads and the CAO's and Town clerk for all three units. This drive has all the information needed moving forward. Progress reports have been created by Michelle for 2024/25, these are to be used annually to track the progress of each unit. There is also an end of term report and a draft implementation plan created by Michelle on the drive. Now that the plan is done each unit needs to start working on their action items. It is very important to do yearly progress reports and involve the Committee as they can help monitor the progress of the

action items. Michelle mentioned she would like to stay on the Committee as a community member. This will prove to be a valuable resource going forward.

New Business:

Ron spoke on behalf of the Committee to thank Michelle for her time and efforts during her term as the Accessibility Coordinator. Her hard work and knowledge have been a huge asset to the Committee as well as all three Municipal units. Michelle will be missed on the Committee, but we hope to see her back as a community member in the future.

Next Meeting Date: The next meeting is scheduled for May 27th, 2025, from 3-4:30 pm in Lockeport.

Adjournment: There being no further business, the meeting was adjourned at 3:48pm. Moved by Eric and 2nd by Terry.

DRAFT

March meetings

Councillor Candace Malik

6th - council planning committee meeting

14th - council meeting in chambers

19th - property assessment zoom meeting (unable to log on)

20th - library board meeting via zoom - regrets

21st - Canada Day committee meeting (deposit and contract for entertainment submitted)

28th - council meeting in chambers

On-going:

Creation of bi-annual newsletter to be distributed in early April

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From: NSFM Communications <communications@nsfm.ca>
Date: Mar 27, 2025, 8:02:50 AM
Subject: NSFM Update on Public Bills Process and Advocacy Efforts

Dear NSFM Members,

As many of you are aware, changes have been made to Bill 24. We want to update you on our ongoing advocacy efforts and the new Public Bills Committee process.

Understanding the New Public Bills Process

The Province has introduced a new Public Bills Committee, replacing the Law Amendments Committee. Under this new committee, presenters can provide input, but amendments will not be made by the committee itself. While voicing concerns remains important, NSFM, with the support of our Board, determined that the most effective advocacy approach was direct engagement with the Province—particularly given concerns about this legislation.

NSFM's Advocacy Efforts

NSFM President Pam Mood and CEO Juanita Spencer met, on several occasions, with the Hon. Fred Tilley, Minister of Public Works, and the Hon. John Lohr, Minister of Municipal Affairs, along with their deputies and provincial staff. These discussions were informed by the concerns raised during the Mayors, Wardens, & CAOs call on February 26.

In collaboration with AMANS, NSFM proposed key amendments to Bill 24, emphasizing:

1. A collaborative approach to decision-making
2. A defined cost-sharing process
3. Clear and reasonable timelines
4. A duty to notify NSFM and impacted municipalities in accordance with these timelines

The Province engaged in multiple discussions and incorporated some of these recommendations. However, the bill in its current form still presents significant concerns.

Key Issues Remaining

While we recognize the intent behind this legislation and appreciate the Province's willingness to make some modifications, the following concerns remain unaddressed:

- **Exemption of the 12-Month Notice Requirement:** The exemption of Section 519 of the Municipal Government Act (MGA) eliminates the requirement for a 12-month notice period for decisions affecting municipalities and limits opportunities for meaningful municipal input. Although the Province has added language stating that municipalities will not incur costs within the first 12 months and that the Minister will make "reasonable efforts" to consult with NSFM and affected municipalities, we do not believe this goes far enough. Maintaining the 12-month notice requirement is essential for municipal planning, budgeting, and project management. Municipalities must have a seat at the table.
- **Broad Ministerial Authority Over Municipal Expenditures:** The bill grants the Minister authority to order unexpected municipal expenditures "to do anything required by this Act". This broad power could discourage long-term infrastructure investment because municipalities risk being compelled to alter, remove, or demolish assets on short notice.
- **Lack of Clear Timelines:** The bill references actions occurring within a "reasonable period of time," but without clear definitions, there is uncertainty about how municipal and ministerial interpretations of "reasonable" may differ. While we acknowledge the need for ministerial authority to address non-compliance, municipalities that are willing and prepared to collaborate require clearer timelines for implementation.

Progress and Next Steps

A positive outcome of our advocacy is the Province's acceptance of NSFM's proposal that the cost of any work undertaken must be apportioned in a way that is agreeable to both municipalities and the Crown. However, this provision still lacks a defined timeline, which could create undue pressure on municipalities.

Other positive changes found in recent amendments include:

- The inclusion of "ensuring collaboration with partners and municipalities in addressing transportation issues" in the Purpose of the Act
- The Minister will have discretion to decide when debt is to be collected from a municipality and ruled on by a court of jurisdiction
- The inclusion of "other municipalities" in the composition of the Technical Advisory Committee as appointed by the new Advisory Board of Link Nova Scotia

NSFM and its members support the safe, efficient, and coordinated movement of people and goods. Our goal is not to hinder progress but to develop of a fair and predictable road ahead as we accelerate toward the next chapter of regional transportation in Nova Scotia. We

also continue to call for the release of the regional transportation plan and continued municipal involvement and collaboration.

We appreciate the Province's openness to discussion and its willingness to incorporate some of our recommendations. However, we recognize that our members may be disappointed by aspects of the bill that remain unchanged. NSFM remains steadfast in advocating on your behalf and ensuring municipal voices are heard. We presented your concerns strongly, and the changes made to the bill reflect that advocacy.

We also extend our thanks to AMANS for its guidance and support throughout this process.

We will keep you informed of any further developments. If you have any questions or would like to discuss this further, please don't hesitate to reach out.



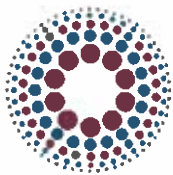
Pam Mood, President

NOVA SCOTIA FEDERATION OF MUNICIPALITIES

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NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

NSFM is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaw. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities who have been here for over 400 years.