



**TOWN OF LOCKPORT
COUNCIL MEETING
FRIDAY, APRIL 25, 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 April 25, 2025, meeting as presented/with the following additions/deletions

5. Approval of Minutes of April 11, 2025, Regular Council Meeting

Draft Motion: That Council approve April 11, 2025, meeting Minutes as circulated.

6. Business arising from 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 questions are posed by residents the question will be recorded to be researched.

8. Presentations

9. Department Reports

- Benn Himmelman Physical Activity & Community School Coordinator (Page 1-23)
- Community Coordinators Report (Page)
- Public Works Department Report (Page 24)
- Administration Report (Page 25-26)

10. Finance

- List of invoices already paid for the month of March in the amount of \$19,210.84 (Page 27)
- List of invoices already paid for the month of April in the amount of \$2,499.87 (Page 28)
- Transfer of money from Sustainable Service Growth Fund to General Operating Reserve

11. Other Business

- Request from Bevin Joudrie for use of the Medical Centre (Page 29)
- Porta-potty at the baseball field
- Bathrooms at Seacaps Park
- Playpark inspection
- Request from Lockeport Campground and Cottages – Re: Opening laundry services to the public (Please review Public Sewer By-Law)
- Email from Jeff Wood, owner of Ginger Hill Cottages, regarding signage at beaches
- LRHS Student Parliament invitation

12. Committee Reports

- Canada Day (Councillor Malik and Councillor K. Chetwynd)(Page 30-32)
- Recreation Report (Deputy Mayor Chetwynd) (Page 33-39)
- RCMP Advisory draft minutes (Deputy Mayor Chetwynd and Councillor Hillen)(Page 40-42)
- Tourism and Heritage Advisory Committee draft minutes (Councillor Hillen)(Page 43-48)
- Make Your Move Lockeport (Mayor Amalfa and Deputy Mayor Chetwynd)

13. Correspondence

- Letter from Becky Druhan, Attorney General and Minister of Justice regarding Adapting the Additional Officer Program (Page 49-50)
- Letter from the Honourable John Lohr, Minister of Municipal Affairs, to Mayor Pam Mood, President, Nova Scotia Federation of Municipalities, regarding legislative, regulatory and policy changes for 2026-2027 (Page 51-52)
- Email from Nova Scotia Federation of Municipalities regarding the Announcement from Department of Environment & Climate Change (Page 53-54)
- Email to Mayors, Wardens and CAO's from Minister Kim Masland and the Honourable John Lohr, Minister of Municipal Affairs regarding Fire Services Review (Page 55-56)

14. Information Only

15. Date of next meeting

- Friday May 9, 2025 at 1:00 p.m.

16. "In Camera"

- Contract Negotiations

17. Adjournment

Regular Council Meeting 04252025.agd

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STAFF REPORT

To: Council
From: Benn Himmelman, Physical Activity & Community School Coordinator
Approved by:
Date: March 14, 2025
Subject: Physical Activity Strategy 2025-2027

Origin

The 2025-2027 Physical Activity Strategy has been completed and is ready to be approved by all three municipal units including the Municipality, Town of Shelburne and Town of Lockport.

Recommendation

THAT, Council of the Municipality of the District of Shelburne approve the 2025-2027 Physical Activity Strategy.

Background

The Municipal Physical Activity Leadership Program (MPAL) is a cost shared program between the Province of Nova Scotia (Dept of Communities, Culture, Tourism & Heritage), Town of Shelburne, Town of Lockport and the Municipality. The program is administered by the Municipality through an MOU with the province until March 31, 2027. The funding for the position goes toward costs for the MPAL program, which includes the Physical Activity & Community School Coordinator salary, benefits, expenses (mileage), professional development (conferences, training), office supplies, as well as funds for programs and projects. The Coordinator is responsible for the implementation of the Strategy and SRHS Community Use.

Discussion

The Physical Activity Strategy is the guiding document for the MPAL position, and the work completed through that program.

The Physical Activity Strategy was developed following consultation with community members from all three municipal units. In person public engagement sessions were held in Lockport and the Town of Shelburne in November 2023. A combination of online and phone surveys were administered by the Province of Nova Scotia and the Coordinator, providing feedback from community members in all three units.

This information was used to provide an outline for the implementation of provincial priorities for physical activity and supports work from all three municipal units to achieve four main Action Plan goals.

Budget Implications

Yearly funding for the program consists of \$35,000 from the province, \$10,000 from the Municipality, \$10,000 from the Town of Shelburne and \$1,000 from the Town of Lockport for a total of \$56,000. Those contribution amounts will meet the needs of the program for the remaining duration of the MOU, which ends March 31, 2027 (fiscal 2026-2027). However, it will require increases in contribution amounts from all partners to renew the MOU and continue the program with sufficient funding after 2027.

Attachments

-Physical Activity Strategy 2025-2027

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Physical Activity Strategy

2025-2027

Town of Lockeport, Town of Shelburne
Municipality of the District of Shelburne



Acknowledgements

This document was prepared for the Municipality of Shelburne, Town of Shelburne, and Town of Lockeport with the support of the Nova Scotia Department of Communities, Culture, Tourism, and Heritage (CCTH) by the Physical Activity & Community School Coordinator.

Special thanks to:

- Adam Dedrick, Director of Recreation and Parks, Municipality of the District of Shelburne
- Frances Scott, Community Coordinator, Town of Lockeport
- Sarah Mattatall, Chief Administrative Officer, Town of Shelburne
- Jessie Dyer, Administrative and Human Resources Officer, Town of Shelburne
- Mabel Mayo, Therapeutic Program Manager, Surf Lodge
- Students from Lockeport Regional High School
- Department of Communities, Culture, Tourism, and Heritage staff
- Community Members who participated in public meetings and online data collection
- Benn Himmelman, Physical Activity & Community School Coordinator, Municipality & Town of Shelburne & Town of Lockeport

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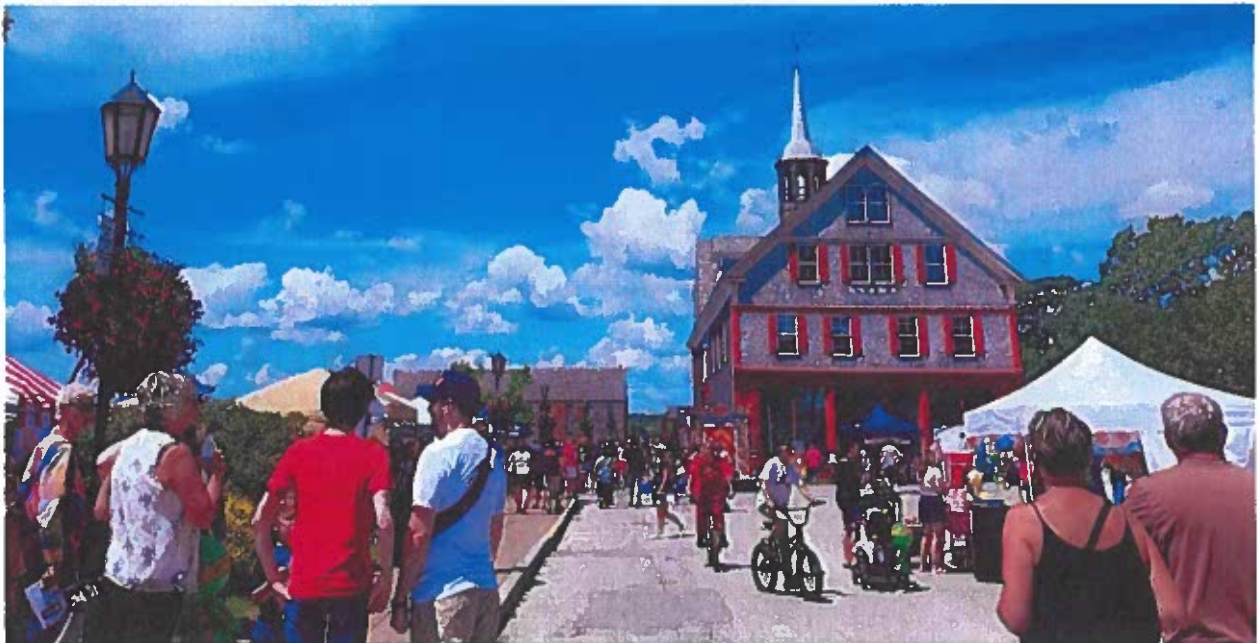
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Community Profile

The Municipality of the District of Shelburne, the Town of Shelburne, and the Town of Lockeport are in Eastern Shelburne County, on the South Shore of Nova Scotia. They are made up of 55 individual communities and have a total combined population of 6,456 (Statistics Canada, 2021).

Town of Shelburne

The Town of Shelburne covers 9 square kilometers and was incorporated in April 1907. The population of the Town (as of 2021) was 1,644 residents. This is a 5.7% decrease in population size from the previous census in 2016 (Statistics Canada).



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Municipality of the District of Shelburne

The Municipality of the District of Shelburne has a population of 4,336 (as of the 2021 census) and covers an area of 1,821.07 square kilometers. The Municipality is divided into 7 districts and smaller communities. Between 2016 and 2021, the Municipality had a 1.1% increase in population (Statistics Canada).



Town of Lockeport

The Town of Lockeport was incorporated in 1907 and covers 2.32 square kilometers of Locke Island and a portion of the mainland along Brighton Road. As of the 2021 census, the population of Lockeport was 476 residents, representing a 10.4% decrease since 2016 (Statistics Canada).

The primary language spoken in all three municipal units is English.



Provincial Priorities

As the Physical Activity Strategy is used to support the MPAL position and the work that is completed as a result, the provincial priorities for the MPAL position also apply to the Strategy. Guidance from the Province of Nova Scotia is based on feedback from members of the public as well as best practices resulting from evidence-based research. The core priority of the MPAL program is the integration of small bouts of less structured movement throughout the day as a way to increase physical activity and reduce sedentary behaviour. This overall goal is supported by five outcome areas that include:

- Physical environment supports for walking
- Social supports for walking
- Social supports for other less structured physical activity
- Physical environment supports for other less structured physical activity
- Policy to support physical activity

Data Collection

This document was created using data collected through both local and provincially supported research into physical activity trends in the region.

From Fall 2023 to Spring 2024, a series of Citizen Surveys were completed by Nova Insights Inc. 140 residents of the Municipality of Shelburne, Town of Shelburne, and Town of Lockeport completed online surveys and an additional 30 from the Town of Lockeport were surveyed over the phone (as a part of the Communities on the Move Pilot).

A smaller, joint survey was created by members of each Municipal unit and was promoted through social media. The aim of this survey was to gain information on three key target areas of physical activity: walking, wheeling, and gardening (changed to unstructured physical activity in later versions of the survey). These were selected as they represented major target areas for the Make Your Move campaign in Nova Scotia and aligned with the outcomes of the MPAL program. This survey received 58 responses from community members.

Public consultations were held in the Town of Shelburne and the Town of Lockeport in late 2023. The focus of these was to identify the needs of the individual communities represented by the strategy.

Key Findings: Municipality & Town of Shelburne (Citizen Survey)

Key facilitators

Time/priority: If I had more time to participate
Self-motivation: If I had more self-motivation
Options: If I knew more about participation options, like where or when to participate
Resources: If I had more resources to participate, such as transportation, equipment, finances

Among the less active in your community

Social: Having someone to participate with
Routine: Incorporating activities into the daily routine
Schedule: Programs and services do not work well for my schedule
Roadside spaces/lanes: Not separate enough from cars for bicycling and not well enough maintained for walking
Safety: Do not feel safe riding a bicycle in the community
Access to information: Difficult to find information on simple movement opportunities

Top Challenges

Walking: Motivators include sidewalk maintenance, trails, and access to indoor walking spaces
Bicycling: Motivators include off-road paths, bicycle lanes, better lighting, and better road conditions.

AT Motivators

Key Findings: Town of Lockeport (Citizen Survey)

Community Status

Walking: Most commonly in the top 3 current activities

Outdoor chores: Effectively tied walking in the top 3 current activities

Active indoor tasks: A distant third current activity

AT: Two-fifths walk at least weekly.

Top Challenges (overall): Having someone to participate with, having programs of interest that meet scheduling needs, incorporating activities into their daily routine, and finding information on organized activities.

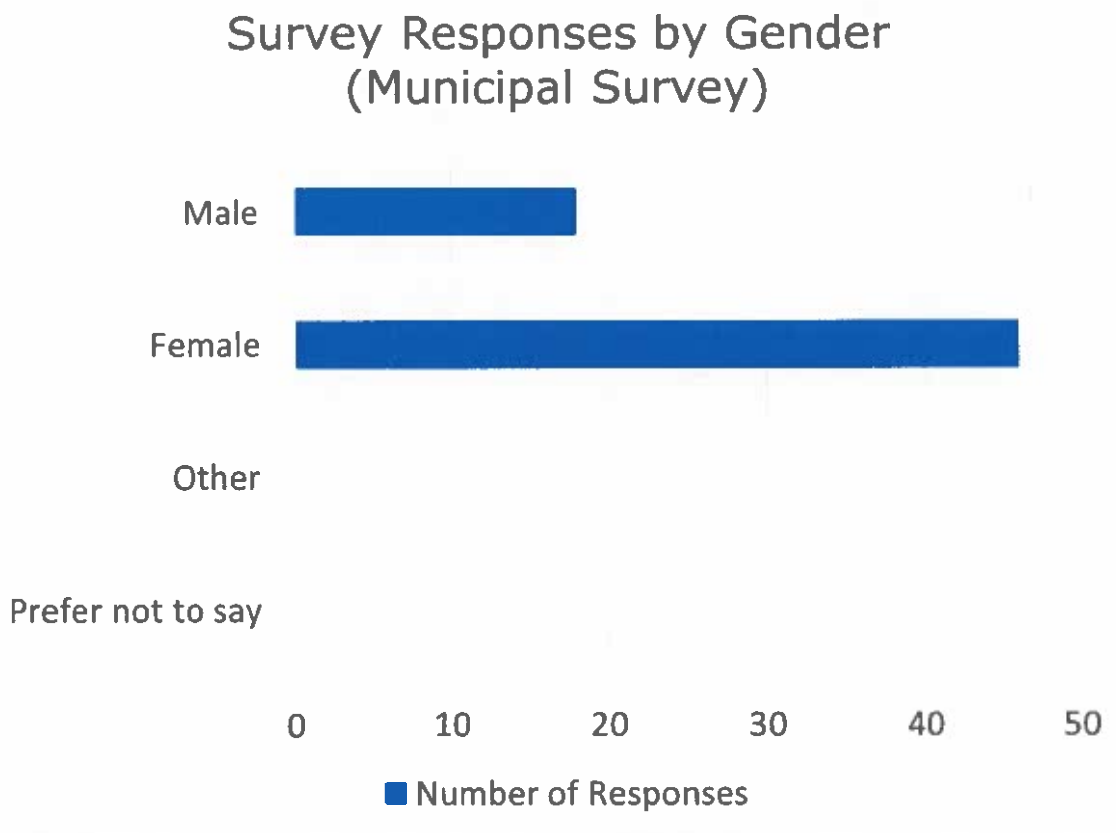
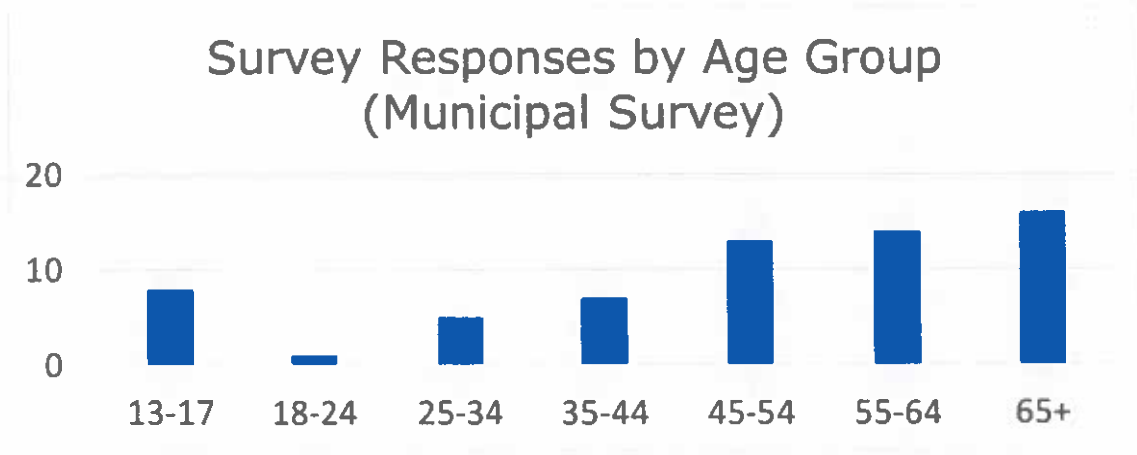
Top Challenges (simple movement): Sidewalks/roadsides not sufficiently maintained, bicycle lanes/sides of road not

sufficiently safe from cars, not feeling safe riding a bicycle in the community, and having someone to participate with.

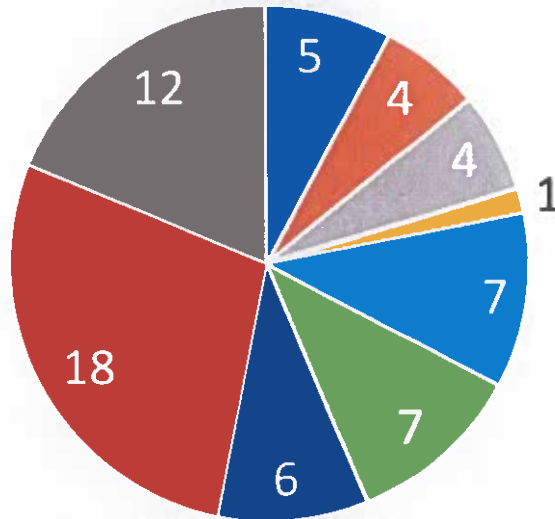
Places: Most likely to be active on sidewalks/roadsides, natural waterways, and trails



Municipal Survey



Survey Responses by District (Municipal Survey)



- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- Town of Shelburne
- Town of Lockeport

Municipal Survey Findings

Walking:

Challenges:

- Lack of sidewalks in rural communities
- Traffic levels
- Inclement weather
- Lack of motivation
- Physically unable, due to injury or other limitations

Suggested Improvements:

- Improved sidewalks
- Improve access to trails and beaches
- Widen road shoulders in rural communities
- Create local walking groups
- More safety features (signage, crosswalk maintenance, etc.)

Wheeling:

The responses included cycling, rollerblading, pushing a stroller, using a wheelchair and use of an E-Bike.

Challenges:

- Lack of interest
- Road conditions
- Physically unable
- Traffic
- Lack of trails

Suggested Improvements:

- Bike lanes or cycling specific space
- Trail maintenance
- Improved access to equipment
- Wider shoulders on rural road

Other Activity:

Responses included yardwork, gardening, hunting, and fishing as participant activities.

Challenges:

- Health concerns
- Too busy
- Inclement weather
- Cost to participate
- Lack of motivation
- Lack of facilities in some communities

Suggested Improvements:

- Community gardens
- Indoor facilities (indoor walking track and/or gym)
- Structured activities
- Organized events and programs
- Age-specific activities

Guiding Principles

The Physical Activity Strategy will be based on the following principles

1. Provide a variety of unstructured and structured physical activity opportunities
2. Initiatives will be based on research evidence, best practices, community needs and local assets
3. Use of a multi-level approach to address factors related to individual needs, social and physical environments and policies
4. Fair and safe play will be an integral part of all programs and activities
5. Cooperate, communicate, and collaborate with community, government and non-government agencies on physical activity initiatives
6. Ensure opportunities for all abilities, ages, genders, and cultures

Acronyms

- MPAL- Municipal Physical Activity Leader
- MYML- Make Your Move Lockeport
- ESCAAC- Eastern Shelburne County Accessibility Advisory Committee
- TCRCE- Tri-County Regional Centre for Education

Action Plan

Goal #1: Increase social supports for physical activity opportunities

Actions	Lead Agency	Timeline
Identify, recruit, and train physical activity leaders for all ages	MPAL, Rec Departments	Ongoing
Identify, recruit, and train youth leaders (age 13-16)	MPAL, Rec Departments	Ongoing
Work with partners to provide unstructured outdoor play leadership	MPAL	Ongoing
Identify and promote leadership training opportunities	MPAL, Rec Departments	Ongoing
Continue to promote the physical activity leadership fund to enhance physical activity and leadership capacity within the community	MPAL	Ongoing
Train leaders in accessibility and inclusion	MPAL, Rec Departments, Autism Nova Scotia, other orgs	Ongoing
Identify and promote female leadership opportunities	MPAL, Rec Departments	Ongoing
Continue Trail Walk Series with a focus on creating a more engaging experience	MPAL	Ongoing
Engage with walk leaders and promote existing walking groups	MPAL, MYML	Year 2
Support development of walking leaders	MPAL, Walk NS, MYML	Year 1
Improve support for community organizations that provide unstructured opportunities	MPAL, Rec Departments	Ongoing

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Goal #2: Increase awareness of physical activity opportunities and the benefits of active living

Actions:	Lead Agency	Timeline
Identify and promote existing physical activity opportunities through social media.	MPAL, Rec Departments	Ongoing
Explore new opportunities to support physical activity in the school setting.	MPAL	Ongoing
Create an updated Active Living Guide to promote Physical Activity opportunities and information	MPAL	Year 2
Maintain a presence in newsletters and mail outs in all three units. Promote physical activity and opportunities	MPAL	Ongoing
Promote workplace Physical Activity by leveraging Make Your Move at Work and other campaigns	MPAL, local businesses, Town of Lockeport, MYML	Year 1
Create a master list of groups and organizations in the community that offer Physical Activity opportunities	MPAL	Year 1 (updated annually)
Promote and seek ways to connect people with physical activity and simple movement opportunities	MPAL	Ongoing
Explore multisport programs for different target groups	MPAL, Rec Departments, Sport Organizations	Year 3
Leverage campaigns that support walking (e.g. MYM or NS Walks)	MPAL, MYML	Ongoing
Develop signage and a campaign that support walking	MPAL	Year 2
Promote benefits of Active Transportation	MPAL	Ongoing

Goal #3: Explore and develop policies to increase access to physical activity opportunities

Actions:	Lead Agency	Timeline
Explore policy solutions for inclusion of adults and individuals with disabilities	ESCAAC, MPAL, Rec Departments	Year 2
Investigate potential for an Active Transportation Plan for Municipality and Town of Shelburne.	MPAL, Rec Departments	Year 3
Support the implementation of the Lockeport Active Transportation Plan	MPAL, Town of Lockeport, MYML	Ongoing
Update Inclusion Policy	MPAL, Rec Departments ESCAAC	Year 1
Update Affordable Recreation Policy	Rec Departments	Year 1
Develop an equipment loan policy for the Town of Lockeport	MPAL, MYML	Year 1

Goal #4: Improve access to infrastructure that enables physical activity opportunities

Actions:	Lead Agency	Timeline
Support accessibility improvements at existing recreation facilities (e.g. Grovestine Complex, Seaside Play Park, etc.)	MPAL, Rec Departments	Ongoing
Support accessibility to infrastructure that promotes less-structured physical activity (e.g. Rood's Head, Crescent Beach, etc.)	MPAL, Rec Departments, MYML	Ongoing
Explore solutions to enable improved access to existing recreation facilities	MPAL, Municipal Units	Year 2
Review recreation facilities and sites to identify general accessibility improvements. (All 3 units)	MPAL, Rec Departments, ESCAAC	Year 1
Refresh existing Community Use of Schools Agreement with Shelburne Regional High School	MPAL, Rec Departments, TCRCE	Year 2
Support community use of schools at SRHS and coordinate physical activity programs and rentals	MPAL, SRHS Administration	Ongoing
Identify and promote indoor walking spaces	MPAL, Rec Departments	Year 1
Conduct community walkability assessments, with a view to accessibility	MPAL, Rec Departments	Year 1
Continue to offer Family Night-drop-in program	MPAL	Ongoing

Appendix:

Municipal Physical Activity Leadership Program

The Municipal Physical Activity Leadership (MPAL) program was developed by the Nova Scotia Department of Communities, Culture, and Heritage (now Communities, Culture, Tourism and Heritage or CCTH) in 2006 in response to growing levels of physical inactivity in Nova Scotia. The MPAL program is a cost-shared partnership between the Towns of Shelburne and Lockeport, the Municipality of the District of Shelburne, and the Province of Nova Scotia through CCTH. As a result of this partnership, a staff member is hired through the Municipality of Shelburne to develop, implement, and evaluate a comprehensive Physical Activity Strategy. The focus of this document and the work that results from it is to raise awareness, promote opportunities and increase participation in unstructured physical activity for citizens of the three Municipal units that support the MPAL program.

Town of Shelburne & Municipality of the District of Shelburne

In 2005, the Municipality of the District of Shelburne and Town of Shelburne hired a part-time staff member for the role of Community Use Coordinator. The focus of this position was to organize and oversee the community use programming at the recently constructed Shelburne Regional High School. The Town of Shelburne and Municipality of the District of Shelburne had an opportunity in 2006 to expand the jointly funded Community Use Coordinator position and join the MPAL program. The new MPAL position and existing Community Use Coordinator position were combined into a full-time position, now known as the Physical Activity & Community Use Coordinator. Both Municipal units made

a commitment to support the position for a 5-year term. The Town of Shelburne and the Municipality of the District of Shelburne were the second municipalities in the province to join the MPAL program.

A working group was created in 2006 to advise and assist with the development and implementation of the Physical Activity Strategy. This group consisted of a representative of each municipal unit, CCTH staff, and community partners. The first Physical Activity Strategy was developed in 2007. Over the next 5 years several initiatives were implemented.

In 2012, a provincial committee was formed to create an evaluation process for the MPAL program. The Municipality and Town of Shelburne were represented on this Evaluation Committee by the Director of Recreation and Parks (MDS). The evaluation aimed to gain insight into the impact the MPAL program was having at a local level. Three independent evaluation studies were completed in Annapolis County, the Municipality of Chester, and the Town of Shelburne & the Municipality of the District of Shelburne. The resulting recommendations from the MPAL evaluation were incorporated into future physical activity strategies.

In September 2013, work began on renewing the Physical Activity Strategy. A series of nine public consultations were completed, along with youth focus groups and an online survey. Data from the Provincial MPAL evaluation, provincial & national reports, along with the IPSOS Reid community surveys were also consulted.

In 2019, the process of renewing the Physical Activity Strategy began. Work consisted of two public consultations (one in the Town of Shelburne and one in the Town of Lockeport), four one on one interviews with community stakeholders, six focus groups at Shelburne Regional High School and Lockeport Regional High

School, an online survey, and a phone survey conducted by Nova Insights Inc.

Work on a refreshed Physical Activity Strategy began in 2023. Community consultation consisted of public consultation sessions (one in the Town of Shelburne and one in the Town of Lockeport), an in-person interview with staff at Surf Lodge (a Macleod Group home), an online survey of Lockeport Regional High School Students, one online survey facilitated by the MPAL and one online survey conducted by Nova Insights Inc. Data resulting from a phone and online survey of residents of the Town of Lockeport as a part of the Communities on the Move Pilot Project, also facilitated by Nova Insights Inc., were also consulted.

Town of Lockeport

In April 2013, the Town of Lockeport joined the MPAL partnership with the Town of Shelburne and the Municipality of the District of Shelburne. A Memorandum of Understanding was signed among the municipalities and the Department of Health and Wellness committing to a 5-year renewal of the MPAL program in the community. A community meeting and youth focus groups were conducted in the Town of Lockeport and representatives from the Town joined the MPAL working group.

Membership in the working group has changed over the years, but it still provides guidance for the strategy and any activities or initiatives that result from the Physical Activity Strategy. Information that was gathered was presented to the working group to guide further development of future Physical Activity Strategies. The renewed strategy aims to build on the work that has been completed through the implementation of previous Physical Activity Strategies.

In 2024, the Town of Lockeport continues to support the MPAL position. The MPAL works in cooperation with the Lockeport

Community Coordinator to provide and promote physical activity opportunities in the Town of Lockeport.

Supporting Documents

The creation of this document was guided by Provincial documents and national guidelines:

Let's Get Moving:

<https://novascotia.ca/letsgetmoving/docs/letsgetmoving-en.pdf>

Make Your Move:

<https://www.healthytomorrow.ca/make-your-move-in-your-community>

24-Hour Movement Guidelines:

<https://csepguidelines.ca/>

PUBLIC WORKS DEPARTMENT

- HAULED JAMMED PUMP AT LIFT STATION #13 AND REMOVED RAG. NOTICED HANDLE ON PUMP WAS CORRODED AND READY TO BREAK. REMOVED HANDLE AND REPLACED WITH A NEW HANDLE
- CLEANED UV LIGHT BANKS IN NEW UV SYSTEM AND REALIZED ROOM IS VERY LIMITED IN UV BUILDING BUT WE WILL EVENTUALLY ADAPT AND MAKE THINGS EASIER WITH CLEANING LIGHT BANKS
- TOOK SWINGING TIRES DOWN AT PLAYPARK
- REMOVED COVERS FROM DUGOUTS AT BALLFIELD, AS IS DONE EVERY SPRING
- PUT NEW LED BULBS IN EMERGENCY EXIT LIGHTS AT BEACH CENTRE AND UPPER LEVEL OF TOWN HALL
- REPAIRED SIDING AT BEACH CENTRE (IWOULD LIKE TO THINK THE WIND SOMEHOW BLEW IT OFF)
- HAVE BEEN IN DISCUSSIONS WITH MARK WILLIAMS ON REPLACING THE CULVERT UNDER STREET BY TIM AND RUTH MACINTOSH'S
- HAVE SO FAR USED 135 (50 LB) BAGS OF ASPHALT REPAIR (COLD PATCH) AND HAVE 40 MORE BAGS ORDERED TO BE HERE FRIDAY
- REPAIRED RAILING AT MEDICAL CENTRE
- REPAIRED WOOD BOX AT LIGHTHOUSE STAGE
- ORDERED TWO MORE SEWER PUMPS FOR XYLEM, AS WE DO EVERY YEAR (PAYMENT FOR PUMPS COMES OUT OF GAS TAX)
- TRYING TO MAKE ROOM IN MAINTENANCE BUILDING TO LIFT SALT SPREADER OFF FOR STORAGE TIL FALL/WINTER 2025 (HOPEFULLY, WE CAN MAKE USE OF SPACE IN NEW BUILDING AT SEWER PLANT ONCE IT IS COMPLETED
- OLD UV MACHINE – WHAT TO DO WITH IT?

Community Coordinator Report to Council
for March 28, 2025 meeting

Seaside Play Park - Andrew Steeves was here on April 16 to carry out his inspection of the playground. When I met him to unlock the Play Park that day, he immediately indicated that he saw numerous deficiencies by just looking in through the fence. At this point, I spoke to him about the sections of the playground that we anticipate removing completely to be replaced with new manufactured equipment and I asked that he give the most attention to the sections that we are hoping to revive and keep in use for the time being (equipment along north end of park, plus the fishing boat and tire swing apparatus). He spent roughly an hour and a half at the park and I hope to receive his inspection report in the near future, although I had not received it at the time of submission for this report.

On a related note, I had a few calls over Easter weekend asking if the Play Park was open. Each time I explained that the Play Park is closed due to unsafe conditions, we are waiting to get the results of an inspection to help guide us in any short term fixes we can do to try to get it open, and that we are currently in a major fund raising campaign to raise money aimed at replacing a lot of the equipment and revitalizing the space. I suggested they keep their eyes open for ways they can help. In each case, the person who had called seemed quite satisfied with the information.

Recreation Facility Development Ball Field Upgrades project - recently received information from the high school that their softball season will run from now until June 7. In light of this information, I am hoping that Tyler Harris can postpone starting the work on the outfield until early June when the high school season has concluded.

Make Your Move & Spring into Lockport - April 24 is the deadline for submission of event details to be included in the promotional flyer for the festival. I am hoping to get the flyers out by early next week.

Respectfully submitted,
Frances H. Scott
Community Coordinator

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**ADMINISTRATION REPORT
COUNCIL MEETING
APRIL 25, 2025**

BUILDING PERMITS ISSUED 2024/2025 FISCAL YEAR

There was a total of Five (5) building permits issued for the 2024/2025 fiscal year.

TAX COLLECTIONS

As of April 22, 2025, taxes are as follows:

Please note that the new Interim Tax Bills for 2025 were just mailed out on April 10, 2025.

2022 & prior = 39,702.42

2023 = \$ 24,396.83

2024 = 91,907.11

2025 = \$708,952.97

Total taxes are \$864,959.33.

Outstanding Sub-Lease account

I have heard no more from the Federal Government since I was contacted on February 10, 2025, by a representative, regarding the outstanding taxes owed by tenants that were occupying crown properties at the North Government Wharf location. I intend to contact the Federal Government very soon, to determine the status of their investigation into this matter. The total owed on this sub-leased account is \$24,137.82 plus \$17,136.59 interest.

The total outstanding taxes on the gear shed accounts is \$2,967.68 plus \$2114.32 interest on five Gear Sheds. One of the outstanding gear shed accounts has been paid in full and I anticipate another will follow shortly.

Mayors/Wardens/CAO's Meeting

The Town of Lockport hosted the Mayors, Wardens, CAO's meeting at Crescent Beach Centre in April and it was well attended.

Canada Summer Jobs

The Town of Lockport has been approved for two of the four summer staff that we applied for. Both positions are for recreation. Hopefully we can work with the Recreation Department, to share summer staff with the Museum, and Beach Centre.

Wastewater Treatment Plant Upgrades Project

The wastewater Treatment Plant Upgrades Project is complete except for a slight oversight in the Engineers design. The Engineer assured Mayor Amalfa and I that any additional cost to rectify this oversight will not be at the expense of the Town of Lockeport.

Firehall Project

The Firehall Project is finished, and Garian Construction excelled. I encourage anyone that is interested to have a look at the work that has been done.

Medical Centre

Mike Balish has built the new ramp for the Medical Centre and is just waiting for the right timing to install it, so as not to disrupt the Blood Clinic or the Nurse Practitioner's operations.

Lighthouse stage Building Outside Bathroom

The automatic door opener is set to be installed at the Lighthouse Stage building outside koala washroom April 23, 2025. The camera has been ordered, and I expect it to arrive on Friday.

Crescent Beach Centre

The automatic door opener was installed on one of the outside washrooms at Crescent Beach Centre on April 22, 2025.

Ballfield

A porta-potty has been installed at the Ball Field.

Respectfully Submitted by:

June Harding-Town Clerk/Treasurer
Town of Lockeport

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
APRIL 25, 2025 MEETING	APRIL INVOICES	
BELL ALIANT	FIRE DEPARTMENT	69.44
BELL MOBILITY	STREETS, REC., GEN. GOV'T	270.47
TELUS HEALTH	EAP PROGRAM, MONTHLY FEES FOR 2025/2026	256.50
SAFETY SOURCE	FOAM CARTRIDGES AND NOZZLE FOR FOAM WAND FOR FIRE DEPARTMENT	279.30
LEN'S PLUMBING AND HEATING	HEAT PUMPS SERVICED AND REPAIRED AT TOWN HALL AND REC. CENTRE	449.16
WESTERN COUNTIES REGIONAL LIBRARY	1ST QUARTER CONTRIBUTION	1,175.00
	TOTAL	2,499.87

Hi June,

Our pharmacy has recently partnered with another pharmacy that is at the forefront of expanded medical services for Nova Scotians. We have offered our pharmacy counselling room one day every two weeks to deliver these additional services to Lockeport and the broader community. We have room for additional time should the need arise. We began this service just over two weeks ago and have had requests for gluteal injections. This type of injection requires the patient to lay down. Our counselling is not large enough to deliver this service and we are inquiring if the medical centre would be available for this procedure. This will require approximately 30 minutes once a month on our clinic day (most often a friday). Thank you for your time and consideration on this matter.

Sincerely,
Bevin Joudrie
Lockeport Pharmacy Limited

Jeff Wood

207 Locke St

Lockeport, NS B0T 1L0

902-875-7613

April 18, 2025

To:

Council Members

Municipality of Shelburne

136 Hammond Street

Shelburne, NS B0T 1W0

And:

Mayor and Council

Town of Lockeport

26 North Street

Lockeport, NS B0T 1L0

Subject: Proposal for Educational Signage on Beach Leash Laws and Piping Plover Protection

Dear Council Members,

I am writing to propose the installation of educational signage on Crescent and Buchanan Beaches. This initiative aims to inform the public about Nova Scotia's leash laws and the importance of protecting the endangered piping plover species, thereby promoting a safer and more enjoyable environment for both wildlife and visitors.

Background:

The beaches adjacent to Seaside Cottages are cherished destinations for tourists seeking relaxation and for local wildlife, including the endangered piping plover. Unfortunately, instances of dogs off-leash have led to disturbances in the nesting areas of these birds and have affected the tranquility that visitors expect.

Community Concerns:

During a recent conversation with Emily Swim at the Lockeport Beach Centre, she expressed significant concerns regarding the impact of off-leash dogs on both piping plovers and beachgoers. Emily highlighted that the presence of uncontrolled dogs has led to disturbances in plover nesting areas and has caused discomfort among tourists, particularly families with young children.

Additionally, families staying at Seaside Cottages at Ginger Hill have reported incidents where off-leash dogs approached them unexpectedly on the beach. These encounters have caused distress among parents and children, leading to concerns about safety and the overall enjoyment of their beach experience. Such feedback underscores the need for clear communication and enforcement of leash regulations to ensure the safety and comfort of all beach users.

Legal Framework:

According to Nova Scotia's Beaches Regulations under the Beaches Act, it is an offense to allow domestic animals to be at large on a beach where signage indicates that animals must be leashed. Specifically:

"No person who owns or is in control of a domestic animal shall permit it to be at large on a beach where a sign or notice is posted by the Department that domestic animals are to be kept on a leash."

Furthermore, the Town of Shelburne's Animal Control Bylaw #15-2018 mandates that dogs must be on a leash at all times unless in designated off-leash areas, with fines imposed for non-compliance.

Impact on Piping Plovers:

The piping plover is a federally and provincially protected species. Human activities, particularly uncontrolled pets, pose significant threats to their nesting success. Conservation officers have emphasized the importance of keeping dogs leashed to minimize disturbances to these birds.

Proposal:

I propose that the Municipality of Shelburne and the Town of Lockeport collaborate to design and install clear, informative signage at the entrances to Crescent and Buchanan Beaches. The signs should:

-
- Highlight the requirement for dogs to be leashed.
 - Explain the ecological importance of the piping plover and the consequences of disturbances.
 - Provide information on penalties for non-compliance with leash laws.
 - Encourage responsible pet ownership and environmental stewardship.

Benefits:

- **Wildlife Protection:** Reduces disturbances to piping plover nesting sites.
- **Visitor Experience:** Enhances the enjoyment of the beach for all visitors by promoting responsible behavior.
- **Legal Compliance:** Reinforces existing laws and regulations, aiding in their enforcement.

I believe that this initiative aligns with our shared commitment to environmental conservation and community well-being. I am willing to assist in the development and implementation of this project and can coordinate with local stakeholders as needed.

Thank you for considering this proposal. I look forward to the opportunity to discuss it further and to work collaboratively on enhancing our community's natural assets.

Sincerely,

Jeff Wood

Lockeport and Area Canada Day Celebration Committee

Lockeport, NS

Friday April 11th, 2025

The meeting was called to order at 6:08pm.

Present were: Emily Swim in the Chair, Candace Malik, Kevin Chetwynd and Nancy Williams.

Regrets: Ellen Suttle

Minutes: The meeting from March 21st, 2025 minutes were circulated and approved on motion and seconded. Motion carried.

Old Business:

Donations were received from Nancy and given to Candace who deposited them in the Town safe. Jill to itemize in a list and forward to the committee.

Day Pass Prizes - Cory applied for the West Jet round trip tickets for 2 and they were awarded to us again this year.

Letters were sent to businesses by Emily and Candace to request sponsorship, follow up to be done the 1st week of May.

Street Dance & Fireworks - Cory sent in a quote for this in the amount of \$700, plus \$3k for the fireworks. He will be purchasing and storing them until July 1st. Kevin is going to check with Cory to see if he wants to go through the Town so that he can get the HST back. Kevin will let us know.

Carnival Prizes - Emily has ordered the prizes in small, medium and large sizes for a total of approx. \$2,500.

Crafters and Food Trucks - invites sent for vendors, some responses received. Capacity is 40 vendors in the firehall. The travel group is doing the BBQ

New Business:

Celebrate Canada Day Grant approved at \$16k.

Little Miss Pageant - a motion was made to host a pageant on Sunday June 29th, coordinated by local Kelley Penney. There was some discussion about

interest and safety regarding this. After some discussion, motion was seconded. Motion carried.

King & Queen - it was moved that the King & Queen no longer be appointed due to lack of interest. Motion seconded. Motion carried. The girls from the pageant will be responsible for drawing the names and announcing the winners.

Family Beach Bash - it was moved that the beach bash be rescheduled to Saturday June 28th, motion seconded. Motion carried.

Seniors Social - the time is from 1:30 - 4:30pm instead of 1pm - 4pm.

Emily and Candace to draft a letter to Acadia First Nations regarding involvement during Indigenous Day.

Organizers for each event were designated as follows:

Sat. June 21st - Indigenous Day at the Beach Center - Emily, Candace and Nancy

Fri. June 27th - Multicultural Day at the Beach Center - Emily, Nancy and Ellen

Sat. June 28th - Family Beach Bash - TBD

Sat. June 28th - Street Dance - Cory

Sun. June 29th - Memorial Service - Ellen

Sun. June 29th - Little Miss Pageant - Kelley Penney

Mon. June 30th - Seniors Social - Nancy

Tues. July 1st

Craft Fair (set up night before) - Candace and Emily

Grease Pole - Emily and Kevin

Flag Raising - Mayor Amalfa

Children's Carnival - Ellen and Volunteers

Children's Parade - Nancy and Candace

Antique Car Parade - Mike Cotter

Grand Street Parade - Ellen and Garrett

Pie Eating Contest - Nancy

Award Ceremony - all members of committee

Live music "Merimac" - Candace

Family Dane Glow Party - all members of committee

Fireworks - Cory and all members of committee

Recommendation moved and seconded that the following be brought before council for approval:

Replace wooden platforms in front of all shanties with concrete

Shantie A gets a replacement light bulb

New pad locks for shanties B&D due to corrosion

New fridge for shantie C, or replace with fridge from the ballfield canteen

Repair or replace main shelf in each shantie due to rot and/or mold

There being no further business the meeting was adjourned at 8:24pm.

Next meeting - Friday May 2nd, 6pm in council chambers.

Town of Lockeport - Recreation Committee
April 14, 2025 Meeting

Minutes

The meeting was called to order 6:00 p.m., April 14, 2025, by the Chair, Deputy Mayor Anna Chetwynd. Also in attendance were: Mayor Derek Amalfa, Dawn DeMings-Taylor, Sue Crosby, Janice Fiske, William Chetwynd, Mary Meagher and Community Coordinator, Frances Scott.

Agenda:

It was noted that correspondence should be added to the agenda following the minutes.

It was duly moved and seconded that the agenda be approved as amended. Motion carried.

Minutes:

It was duly moved and seconded that the minutes from the March 24, 2025 meeting be approved as circulated. Motion carried.

Correspondence:

Anna reported that she had received an email from MaryAnn Swansburg today resigning from the Recreation Committee. Anna then read the letter aloud followed by her response on behalf of the Committee.

It was duly moved and seconded that MaryAnn Swansburg's resignation from the Recreation Committee be accepted with regret. Motion carried.

Reports:

Community Coordinator - Fran provided verbal highlights of her report for the past three weeks, which had been circulated by email before the meeting.

**It was duly moved and seconded that the Community Coordinator report for March 22 to April 11, 2025 be approved as circulated.
Motion carried.**

A copy of this report is attached as part of these minutes.

Facilities – Anna reported that she had seen three teenagers inside the locked Play Park earlier in the day and that they had left when asked to. Sue Crosby suggested that there should be a sign on the Play Park indicating it is closed for the season. Sue also indicated concern about the cost of the Play Park inspection scheduled to take place this week. It was noted that this was being covered by the budget from the previous fiscal year (2024-25).

Make Your Move Lockport – it was reported that the next meeting of the Leadership Team was scheduled to take place on April 16, 2025, where work on the budget for 2025-26 will continue. It was noted that Council had recently put a hold on all spending for the project and a discussion followed noting that it is important that more effort go into communicating clearly with the public as to the fact that the money to pay for Make Your Move initiatives has been provided by other, predominantly public, funds and has not come from Town tax revenues.

School update – William reported that the first softball games are starting up this week with the boys playing their first game on Wednesday at home and girls traveling to Shelburne for a tournament on the weekend.

Play Park sub-Committee – Anna outlined planning work to date including: Taking an inventory of existing equipment that will be removed with an intention to try to maintain the existing equipment in the north end of the Play Park (it was noted that the two existing slides in this section will be removed); replacing the small apparatus in the southeast corner of the park with new toddler focused equipment and installing the memorial musical flower by Layla Crouse.

Old Business

Play Park fundraising update – Sue stated that the group plans to offer a Chip Bingo at the Rec. Centre on May 12 during Spring into Lockeport. There is also a Beans & Brown Bread Supper coming up on May 3. They plan to run Big Beach Markets on the grounds at Crescent Beach Centre this summer with all table fees going to Play Park upgrades. There was a brief discussion about the fundraising donations walls and Derek reported that he had received a quote of \$1,313.00 per 72” X 120” sign from Seeblick Printing. Derek anticipates checking with a business in the Barrington area for a quote as well.

Spring into Lockeport – With this festival coming up May 9 to 14, Fran asked if anyone had any success in reaching out to potential community partners. Anna responded that she had asked the Firefighters if they might offer a Poker Walk, but she has not heard yet if they plan to take this on. Fran passed around a package containing a draft of events already in the works noting the following:

May 9 - **Flag Raising & Dance Party**, 1:00 p.m., Seacaps Park, hosted by Mayor;
 May 10 - **Plant & Bake Sale**, 10-11:30am, Lillian Benham Library

- **Spring Welcome**, 11am-4pm, Seacaps Park (LRHS in case of rain), with booths, climbing wall, bounce games, music, food and fun

- ? **Dog Obedience** session in partnership with Salty Dogs Barkery;

May 11 - Mother's Day

May 12 - **Chip Bingo**, evening, Lockeport Rec. Centre, proceeds to Play Park;

May 13 - ?;

May 14 - NS Walks Day - **Grand Walk**, from and to LES.

Other events are also in the works. It is hoped that event details will be received by April 24 in order to be included in a promotional festival flyer.

Summer program planning - Anna stated that it is time to start thinking about what we will be offering for summer programs and events. It was suggested that Emily Swim be invited to the next meeting for this discussion since she always has good ideas and a better sense than most about what can work at Crescent Beach. A Beach Sports Day was suggested and a Water Park Day with games like drunk waiter and soggy bottom. It was also noted that Grace Garren has recently indicated that she might be interested in being trained as a Tennis Instructor. Fran has been working on this idea in partnership with the Helen Ghent Tennis & Pickleball Club, in hopes that we can offer beginner tennis programs for children and others.

New Business:

There was no other new business put forward at this time, but it was noted by those present that a lot of good work has been happening in regards to the Play Park, particularly by the Planning sub-Committee and the Fund Raising group.

Next Meeting:

The next meeting was scheduled to be held Monday, May 5, 2025 at 6:00 p.m.

Adjournment:

There being no further business, a motion to adjourn was put forth and the meeting adjourned at 7:55 p.m., April 14, 2025.

Respectfully submitted,

Frances H. Scott
Recording Secretary

Community Coordinator Report
March 22 - April 11, 2025

The following report provides notes relating to the major activities involved in my work over the past three weeks. The report does not include minor day to day tasks such as office management, payroll submission and minor facility supervision duties.

General – Mar. 23 drafted and sent out Rec. agenda, meeting notices and worked on reports – Mar. 24 prepared for Rec. Committee meeting, then attended, recorded minutes, later typed up minutes and submitted them to June for inclusion in Council packages – Mar. 28 met June at main office to sign union contracts – Apr. 2 spent significant time in email management and responses following vacation – Apr. 2 gathered budget materials, formatted spreadsheet and filled in information to prepare for meeting with June the next day where we talked about year end actuals for 2024-25, operating projections for 2025-26 and approaches

for 2025-26 projects – Apr. 7 received Evaluation & Learning form from June for completion in next few weeks - Apr. 10 reached out to Holly Perry, director of SASI to initiate discussion of how to manage Dale's work with us after Beech Street Studio closes in May (Holly will speak with a co-worker and get back to me in the near future for a meeting);

Communities on the Move – Mar. 23 prepared and sent out MYML meeting notice - Mar. 25 sought financial update for CoM expenses from June in regards to Council's request for an update, later prepared for and then attended Leadership team meeting for preliminary budget review and planning for 2025-26, where I recorded meeting notes – Apr. 3 met with Benn to discuss anticipated work and approaches for Roods Head Park and other MYML projects for budget – Apr. 4 worked on more updates to 2024-25 finances and 2025-26 draft budgeting – spoke with Thomas Chalmers from Snow Owl Consulting (Benn provided contact details) regarding potential site visit (and costs) to provide advice for trail work at Roods Head with particular attention to very steep section of trail (received quote by email on Apr. 10 and submitted PO for approval the next day, which June put on hold for Council consideration, after which I sent a note to the Mayor to seek advice since the visit was slated to take place before the next Council meeting) – more draft budget updates on Apr. 7 – Apr. 8 received email from June requiring an extensive report to Council by 4pm the next day, so I worked the rest of the day and most of the next, in preparing and submitting the report before the deadline;

Facilities – *Ball field* - purchased padlocks, then installed one on ball field Baby Barn, issued one key to Stacey Garren for high school softball teams use and gave other key to Wayne, who made copies for later use;

Rec. Centre – Mar. 27 met with Elizabeth Quinn from NS Dept. of Environment for annual kitchen inspection, which went very well (Emily Swim helped out previous day to put plastic covering on cupboard shelves) – Mar. 28 received rental fee and provided key to Jenn Williams for Rec. Centre on next day since main office not open due to Council meeting – Apr. 2 updated Rec. Centre calendar and provided Jill with April schedule, spoke with Wayne at Rec. Centre where he was working at creating a new way to lock panic bar open (new method is much easier to use – thanks Wayne!) – Apr. 4 June advised that Rec. Centre heat pumps have had their annual maintenance check and everything is working fine, but a consistent temperature setting is advised rather than constantly turning down after use and up again for next use (as per Joyce's previous direction);

Play Park - Apr. 2 spoke with Andrew Steeves (playground inspector) about his visit to Lockeport, which is likely to be before Good Friday, later started planning

for preliminary work to prepare for inspection visit– regular visits, emails and phone calls to LRHS over past three weeks to update gym bookings (and get information relating to ball field bookings for softball teams):

General - Apr. 9 during routine facility check in morning noticed waste bin full of materials at Lighthouse Stage building that appeared to be from the fire hall, so got help from Dale to move the waste to curbside for pick up, later asked Kevin to have his department repair a broken board on the waste bin as noted in the morning, also spent a little time that morning tracking down the Green Room microwave (located in Beach Centre, used by NS election crew) – Apr. 10 checked storage shed at Play Park parking lot to confirm that large convex mirrors are still stored there awaiting installation;

Equity & Anti-Racism – Mar. 31 worked with Adam Dedrick and Jessie Dyer to facilitate engagement session at Black Loyalist Heritage Centre with three members of their staff;

Programs – *Sr. Bingo* – Mar. 25 contacted bingo players and asked for their help in spreading the word that bingo would be postponed until the following week (no caller available) - created poster for April 1 and got help from Jill to print and Dale to distribute – April 1 gathered supplies for prizes, etc. and set up Rec. Centre with help from Dale, then called bingo, later tidied up and washed dishes, next day submitted money to main office;

After School Free Play – Mar. 28 supervised program with Emily Hupman, 12 elementary students, two pre-schoolers and one parent – Mar. 31 supervised program with Emily Hupman, nineteen elementary students, one pre-schooler and one parent – Apr. 4 submitted lottery license application and received immediate approval for program participants to sell raffle tickets on live lobsters (20 lbs. from Tim Rhyno, grandfather) as a fundraiser to support LES asphalt pad upgrades – Apr. 10 started drafting a note to distribute at LES to share and clarify program updates (ie. change to Mondays), finished notice and sent to LES for printing and distribution the next morning;

Fun Run/Walk – Apr. 4 visited RBC to ask staff about a few potential dates future event;

Grants – *Ball Field RFD* - Mar. 24 met Eastern Fence Erectors crew at Old Son's Ball Field for fencing replacement along boardwalk beside right field and opened gate from Locke Street for equipment access – Apr. 8 updated RFD records to look at Eastern Fence proposal for providing and installing three gates and a small

section of fence, later submitted PO for Eastern Fence to proceed with work (cost is well under budget);

Play Park RFD – Apr. 2 circulated Tessier design and equipment proposal to members of the Recreation sub-Committee for the Play Park, later attended meeting and recorded notes – Apr. 7 spoke with Jamie Cornell of Blue Imp to discuss his visit to Lockeport the next day, which we did at 2:30pm in the Play Park (Kevin opened and I later spoke with him about removing the tire ladder before next week's inspection) – Apr. 7 sent out reminders to Play Park sub-Committee members about meeting on Apr. 8, where Mayor's suggestion for moving forward was to guide the discussion at the meeting;

Sport Fund Equipment Grant - Apr. 11 sent email note to Networld to seek pricing for potential purchase of futsal goals;

Festivals – *MYM & Spring into Lockeport* – Mar. 25 spoke with Maritime Event Rentals rep about Climbing Wall and other rental details for May 10 Spring Welcome event – Apr. 7 met with Terri Dean at LES to discuss school's participation in festival, submitted PO for Maritime Event Rentals (June set aside for approval at upcoming Council meeting), met with Roseanna from Our House to discuss partnership approaches for upcoming festival (and summer beach bash event), prepared and sent out general email inviting participation in festival by local businesses and community groups – Apr. 9 spoke briefly with Thomas Kiley about his band, Lighthouse Route, potentially playing a one hour gig on May 10 as part of the Spring Welcome event - sent Cory Nickerson a note to check on his availability to do sound for bands on May 10 at Spring Welcome event;

Community Support – spoke several times with Dave and Doug from the Nature Conservancy to help them secure equipment for use at Beach Centre with April 10 presentation;

Other Meetings, etc.:

- March 28 attended first half of Council meeting;
- on vacation March 24, 25, 26, 27, 31.

Respectfully submitted,

Frances H. Scott
Community Coordinator

Eastern Shelburne County RCMP Advisory Board

Thursday, January 16th, 2025

The Eastern Shelburne County RCMP Advisory Board was held on Thursday, January 16th, 2025, at 6:00 pm at the Town of Shelburne Council Chambers, located at 63 King Street, Shelburne.

THOSE IN ATTENDANCE

Deputy Mayor Heidi Wagner – Municipality of Shelburne (Vice Chair)

Sarah Mattatall – Town of Shelburne CAO

Fred Greenwood - Community Member

Community Member - Bruce Bennett – Town of Shelburne

Councillor Sheldon Ringer – Town of Shelburne

Community Member Howard Roszel - Town of Lockeport

Councillor Paula Sutherland – Municipality of Shelburne

Councillor Donnie Acker – Town of Shelburne

Community Member- Pam Mingo – Municipality of Shelburne

Deputy Mayor Anne Chetwynd – Town of Lockeport

Councillor Craig Hillen – Town of Lockeport

Warren MacLeod - Municipality of Shelburne CAO

Marcia d'Eon – Municipality of Shelburne

Dawn DeMings-Taylor – Town of Lockeport

NON -VOTING MEMBERS

RCMP Detachment Shelburne – Staff Sgt. Mark MacPherson

Anita DeMings – Municipality of Shelburne

Recording Secretary Jill Webb – Town of Shelburne

1. CALL TO ORDER

Vice Chair, Councillor Heidi Wagner, called the meeting to order at 6:00 p.m. She welcomed everyone and announced that the Town of Shelburne would now be chairing the meetings. She then called for nominations for the Chair position. Councillor Sheldon Ringer nominated Deputy Mayor Donnie Acker, who accepted the role of Chair of the RCMP Advisory Committee. Councillor Ringer will serve as Vice Chair.

2. APPROVAL OF THE AGENDA

It was duly moved and seconded that the agenda of January 16th, 2025, be approved as circulated.

- **MOTION CARRIED**

3. APPROVAL OF MINUTES – October 17th, 2024

It was duly moved and seconded that the minutes of October 17th, 2024, be approved as circulated.

- **MOTION CARRIED**

4. OUTSTANDING BUSINESS

There was no outstanding business brought forward for discussion.

5. NEW BUSINESS

(a) Form 4 – Oath of Office

The Oaths of Office were all circulated, signed and commissioned for all the members around the table.

(b) Update on School Liaison

Staff Sgt. Mark MacPherson provided an update on the school liaison officer position, confirming that the role has been filled, but there has been some discussion around having different officers in each school.

Before moving in camera, CAO Mattatall requested clarification on the reasoning behind doing so. Staff Sgt. MacPherson stated that there was nothing confidential in this instance. CAO Mattatall noted that further clarification will be sought before the next meeting.

6. IN CAMERA:

a) RCMP 3rd QUARTER STATISTICAL & INCIDENTS REPORT

MOTION: ENTER IN CAMERA

Being duly moved and seconded, be it resolved that the Eastern Shelburne County RCMP Advisory Board enter "In Camera" at 6:08 pm.

- **MOTION CARRIED**

RCMP 2nd QUARTER STATISTICAL & INCIDENTS REPORT

Staff Sgt. Mark MacPherson presented the committee with the Third Quarter Police Report for Eastern Shelburne County from October – December 2024.

The following updates were provided:

- Staffing
- Calls for service and stats were broken down by crime type
- Motor Vehicle Complaints

APPROVAL RCMP 3rd QUARTER STATISTICAL & INCIDENTS REPORT

It was duly moved and seconded that RCMP 3rd quarter Statistical & Incidents Report, be approved as circulated.

- **MOTION CARRIED**

MOTION: EXIT IN CAMERA

Being duly moved and seconded, be it resolved that the Eastern Shelburne County RCMP Advisory Board exit "In Camera" at 7:52pm.

- **MOTION CARRIED**

7. NEXT MEETING

April 17th, 2025 @ 6:00 pm, Community Centre - 63 King Street, Shelburne.

8. ADJOURNMENT

There being no further business the meeting was adjourned at 7:53pm.

Jill Webb
Recording Secretary

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Town of Lockeport Heritage and Tourism Advisory Committee

Tuesday, March 18, 2025

Town of Lockeport - Council Chambers - 6PM

Present: Craig Hillen, Derek Amalfa, Jeff Wood, Connie Lamm, Tim Rhyno, Emily Swim, Daniel Williams, Rod Krick

Regrets: Will Tremaine, Natasha Amalfa, Becky Williams, George Benham

Chair Craig Hillen called the meeting to order at 6:07pm

Minutes from the last meeting

Derek Amalfa moved to approve the minutes from the February 18th, 2025 meeting, Jeff Wood seconded. All in favor.

Recognition and Appreciation for Local Businesses

The 'Love Lockeport Recognition Award' was supposed to start March 1st but that date is now pushed to April 2nd.

The recreation committee developed a nomination form to be used. It is open to the public for nominations and then it would go to the committee to review. Rod Krick wanted to know how the committee would let the public know this was an option. Craig mentioned that it would be posted on the website and social media accounts. Rod also asked if the town has a push email for updates available for community members to sign up for. Currently there are no push emails but where the website is being updated this will be an option in the future.

Derek and Jeff presented different 'Love Lockeport' certificates (physical and digital) for the committee to select.

Derek Amalfa made a motion that the committee adopt the decided upon paper certificate format that will be used at the year end celebration and electronic certificate that will be used right away. Jeff Wood seconded. All in favor.

We currently have five (5) businesses selected which provides us with recipients for a time frame of 2.5 months. It was suggested that we should always have at least five (5) recipients already determined to streamline the process for social media postings.

Jeff Wood recommended that no nominee can be renominated until the whole inventory list has been exhausted and everyone has been recognized.

Lockeport Legion, Jase Insulfoam, Richard Swansburg and Totties Crafts need to be added to the inventory list. Emily will add these businesses and recirculate the list.

It was recommended that it would be a nice gesture to have an evening gathering to present the awards to the recipients of the past year. Connie suggested it be similar to the one that takes place in Shelburne each year.

Connie Lamm made a motion that rather than an end of year celebration, we do a year period of October to October before the Lobster season and busy Crafter season starts to hold our 'Love Lockeport' recognition celebration. Tim Rhyno seconded. All in favor.

Town of Lockeport Website

Jeff Wood reported on the meeting with Stephanie from NS Tourism. The cost associated with being on the South Shore Tourism website is around \$595/year. The cost is based on the population census for our area so we would end up paying a lot less than the municipality and still be able to access the same services for less money.

The Town of Lockeport will eventually have a drop down menu on their website with the committee info on it.

Jeff Wood applied for a stacked \$25,000 grant through TDAP (Tourism Digital Assistance Program) for a website for the Town of Lockeport, Annual Sea Derby and the Heritage and Tourism Committee. This money would be used to help build the website and also sync our information together with the already established tourism websites for the province. Jeff will know if we have received the grant around April 15th, 2025.

We would send the content to be added to the Nova Scotia South Shore Tourism site to be featured on their interactive map and community calendar. This would include Visit South Shore and Nova Scotia Tourism sites.

This would save our committee a lot of work, as all we have to do is send in the information and these parties do the work. The committee discussed that even though we would be using the census population for the Town of Lockeport to determine the cost associated with this initiative, we would include District 6 and 7 as well with any information that we send in.

Jeff Wood spoke about this potentially helping with the slower shoulder seasons that we experience in the area and might provide more traction of visitors to the area for restaurants, accommodations and businesses to benefit from. An example that was given was about February's Lobster Crawl; this event could get more people to visit and recognize our area for future visits.

The more info that we provide to be shared on the tourism sites means the potential for more visitors to our area, especially where the tourism website would loop us in with other

events happening in the municipality. South Shore Tourism sends out 22,000 digital newsletters annually with a 40% open rate for subscribers. Working in this type of cooperative with the tourism sector and other businesses is an active way for our town and committee to create connections to have more events in collaboration with groups with similar interests.

Derek Amalfa made a motion that the Town of Lockeport would support investing the annual fee associated with the South Shore Tourism Cooperative and become a member. Connie Lamm seconded. All in favor.

Other Grants

Connie Lamm spoke about her correspondence with Erin Hume of Tourism Nova Scotia regarding different available grants to apply for. The Compelling Tourism Community Marketing Initiatives (CTCMI) grant was discussed among the committee. This grant would provide funding for a photographer to take professional photos of Lockeport that would be given to Tourism Nova Scotia to help promote the area online. Jeff Wood had concerns about copyright issues since it would give full rights of the photos to Tourism Nova Scotia for anyone to use. There was discussion about this issue and Tourism Nova Scotia would be taking their own photos and it would be at no cost to the Town or committee.

Tim Rhyno made a motion that Connie Lamm would apply for the Compelling Tourism Community Marketing Initiative grant before the due date of March 31st, 2025. Jeff Wood seconded. All in favor.

Lobster Sculpture Idea

Tim Rhyno reported on the work that he has done in regards to researching the creation of the largest lobster sculpture. He spoke to Cosby's Garden Centre in Liverpool, NS who creates cement sculptures with rebar, chicken wire and cement. The owner is currently very busy, and although he didn't say yes to the project, he

also didn't say no; if there was money there to do the project there is the assumption that this wouldn't be a problem to get it in the works.

Tim Rhyno offered to speak with the local boat shops in the area for financial support for this project in exchange for potential business advertising on the sculpture when it is completed.

There was discussion around where the sculpture would go and the Marine Annex current location was suggested. There was discussion around incorporating the Fishermen's Memorial into the sculpture as well. Emily Swim suggested working in collaboration with the Families who attend the Seaman's Memorial each year during our Canada Day Celebrations as to be respectful of the families of those we are remembering with the memorial site. Craig Hillen also suggested working with the Lockeport Harbour Authority for collaboration with this project as well. Craig also mentioned the idea of creating a

mermaid sculpture near Freddie's Beach comparable to the one that is in Copenhagen, Denmark.

These ideas would be considered multi-year projects based on the investment level of the work.

Beach Accessibility

The wheelchair accessible ramp idea has been approved by the Town and Council. It would be located to the right of the current steps and would be considered a temporary solution. The wooden deck by the current stairs would be expanded and an aluminum ramp, that could be removed when necessary, would be purchased to be installed in that location.

There was discussion around the concerns that the Biodiversity division of the Department of Natural Resources for Nova Scotia would have in regards to the sand dunes. Connie Lamm spoke about the Japanese Knotweed that is in the current suggested location as it is an invasive species and acknowledging that we wouldn't be removing beneficial native plants. Jeff Wood offered to ask questions to Connor MacIntosh, who works for DNR, when he sees him next in regards to the potential of cement work as a more permanent solution for beach access.

Jeff Wood discussed the winter sand loss that our beach experiences on a yearly basis and that it needs to be kept in mind when creating an accessible ramp location.

Tim Rhyno spoke about the turn around spot at the end of Crescent Beach that is Catherine Slack's property that she allows the public to use. Tim Rhyno suggested writing a letter to Catherine Slack about beach access and any potential work for a ramp from that piece of land and if it would be a possibility.

Questionnaire for Locals, Businesses and Visitors

The committee went around the table and each member gave three questions that they had come up with for locals and for visitors to the area. Derek Amalfa typed all the questions into one document and Connie Lamm offered to work at compiling the questions and sorting them by the demographics we are trying to target.

Letter of Introduction

Craig Hillen said that a letter of introduction hadn't formally been written yet but there has been several word of mouth conversations about this committee and the objectives. Craig Hillen spoke about the meetings that took place with MP Rick Perkins and MP Chris d'Entremont earlier in the month of March.

Both MP's spoke about the Pulp and Paper company (Domtar) that is coming to Liverpool and the potential 400-450 new jobs that will be in the area once that is completed. There is

potential for Lockeport to benefit with housing and jobs and this could bring business back to the area, acknowledging the recent Clearwater Seafoods job layoffs.

Historic and Points of Interest Information Sites

There was discussion around local businesses sponsoring interpretive signs, which was a suggestion made by Jeff Wood in the previous year. Jeff has already done some research into the cost associated with new signage and for eight large interpretive signs it would come in at a cost about~\$3200. The committee would like to see the use of local photography on the signs. Emily Swim suggested the use of QR codes on the signs for further information and Derek Amalfa said that the QR codes could be linked to podcasts and narration for the historical points of interest and more that could increase the longevity of the information that is printed in the signs.

Other Business

The refreshing and painting of the bell buoys on the boardwalk and at the end of the beach were discussed by the committee. Jeff Wood has already spoken to Mark Williams about sandblasting and repainting them both and will provide a quote to

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Craig and Derek. Tim Rhyno also offered to get a comparative quote from another business. Rod Krick suggested that local artists could be commissioned to paint different concepts on the buoys, perhaps as a contest.

Craig Hillen spoke about working collaboratively with the Lockeport Harbour Authority for discussions around the future of Lockeport Harbour and the potential for floating docks for pleasure crafts during the summer months when the lobster season is not taking place. This could mean increased revenues for the Harbour Authority and it was suggested that this committee and the Lockeport Harbour Authority meet in the future to discuss this idea more.

The Town of Lockeport is introducing a bi-annual newsletter with the first edition scheduled tentatively for April 2025.

The next meeting will be Tuesday, April 15th at 6 pm in Council Chambers.

Meeting adjourned at 8:43 pm

Make Your Move Lockeport Leadership Team
April 16, 2025 Meeting

Minutes

The meeting was called to order 6:00 p.m., April 16, 2025, by Community Coordinator, Frances Scott. Also in attendance were: Mayor Derek Amalfa, Deputy Mayor Anna Chetwynd, Councillor Candace Malik, Councillor Craig Hillen, Mary Meagher, Emily Swim, Rhiannon Hinerman, Benn Himmelman, MPAL and Rudy & Susan Sommer. Regrets: Bevin Joudrie.

Agenda:

It was duly moved and seconded that the agenda be approved as presented. Motion carried.

Committee:

Resignation – Fran read aloud from an email received from Trevor Pickett in which he explained that he is resigning from the Make Your Move Leadership Team because his family will be leaving the area soon. Fran added that she had replied to Trevor thanking for his contribution and service to the community over the past several years.

Chairperson – Fran pointed out that she had been chairing Leadership Team meetings because to date there had been no other member of the Leadership Team who was prepared to do so. She then added that both the Mayor and Deputy Mayor had become active members of the team in recent months and she asked if either of them might be interested in taking on the role. Derek and Anna answered that they would be interested and it was agreed that the two would assume the position as Co-Chairs. Fran thanked them for this offer and Mayor Derek Amalfa began to conduct the meeting at this point.

Old Business

Lighting – There was a discussion about the decision by Council at their last meeting to put a freeze on Make Your Move spending for the time being. With most of the Council in attendance at this meeting, each took a few minutes to explain their perspectives as to the rationale for this decision. Fran and a few others present voiced concern as to how this decision makes it more difficult to move forward at a time when we are less than six months away from the end of

September when all spending must be complete because we are at the end of this three year pilot project. It was also reported that Council had received a quote from Lester Swansburg for installing three new boardwalk lamps and Council had voted to not proceed with the work described in the quote. Since this seemed related to pricing requests being sought by the MYML Leadership Team, Fran asked for clarification around how to move forward with this group's discussion of lighting for the project. Suggestions then came forward that solar lighting and regular street lights might make better alternatives. Fran suggested that she could check with NS Power to find out costs for their street lights and she pointed out that she did receive information from a company offering solar street lights for sale. It was also suggested that there might be a safety issue with installing new lamps on the beach corner section of the boardwalk.

Spring Into Lockeport – It was reported that Council had approved booking a climbing wall and bounce game for May 10 with Maritime Event Rentals from Amherst. It was noted that volunteers would be serving as supervisors for the Bounce game to help keep down costs and Mary Meagher let the group know that she now felt comfortable with being one of the volunteers for an hour as she is feeling much better. More discussion took place regarding the festival including a review of events already planned as well as a basic breakdown of expenses and the following motion was forthcoming.

It was duly moved and seconded, that it be recommended to Council that the overall expense budget for the Make Your Move & Spring Into Lockeport festival be set at \$9000, understanding that \$7500 of this amount would come from Communities on the Move funds. Motion carried.

Fran was asked to bring a report to the next Council meeting with more a more detailed breakdown of this amount.

New Business

Canada Day Celebrations Beach Day – Although this event had originally be scheduled to take place on Sunday, June 29, it was noted that the Canada Day Committee is now asking that it be held on Saturday, June 28 instead. This event will be much like the one offered by Make Your Move Lockeport in 2024 in partnership with the Canada Day Committee.

Plan for 2025-26 – As this discussion was beginning, the time of day was noted and it was agreed that our meeting would need to wrap up by 8:30 p.m. Fran

circulated copies of a draft budget for 2025-26 to those present for reference and explained that upon Council's request, she had done her best to estimate the costs indicated in this draft budget. Fran then reported that the Communities on the Move provincial deadline for submitting our report for 2024-25 fiscal year and our plan for the final six months of our pilot project has recently be set for May 31, 2025. Fran added that the planning process normally involves the Leadership Team setting objectives and other relevant details to address five specific outcomes as directed by the NS Dept. of Communities, Culture, Tourism & Heritage. These outcomes are as follows: MPAL Outcome: **Social Support for Walking** (For example, community mobilization of volunteers to create social networks that support walking or leveraging campaigns to impact social norms regarding walking); MPAL Outcome: **Physical Environments for Walking** (For example, stairwell enhancements or building or improving trails, sidewalks and crosswalks); MPAL Outcome: **Social supports for other less structured physical activity** (For example, community mobilization of volunteers to create social networks that support movement that can easily be incorporated into daily life like cycling, active play and leveraging campaigns to impact social norms); MPAL Outcome: **Physical environments for other less structured physical activity** (For example, changes to the natural and man-made environment that support movement that can easily be incorporated into daily life such as play boxes, community gardens, painted games and bike lanes); MPAL Outcome: **Policy to support physical activity** (For example, written policies to encourage movement through recreation access, walking meetings and active transportation). There was considerable discussion about a number of previous initiatives carried out through this project, with a variety of opinions put forward. Since there is still a great deal of work to do in regards to creating the upcoming plan, Fran asked if we could schedule an extra meeting in a few weeks to continue the work and discussion.

Next Meeting:

The next meeting was scheduled to be held Monday, April 30, 2025 at 6:00 p.m.

Adjournment:

A motion to adjourn was put forth and the meeting adjourned at 8:35 p.m., April 16, 2025.

Respectfully submitted,

Frances H. Scott
Recording Secretary

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**Attorney General
Justice
Office of the Minister**

PO Box 7, Halifax, Nova Scotia, Canada B3J 1T0 • Telephone 902 424-4044 Fax 902 424-0510 • novascotia.ca

April 10, 2025

Via Email: derekamalfalockeport@gmail.com

His Worship Mayor Derek Amalfa
Town of Lockeport

Re: Adapting the Additional Officer Program

Dear Mayor Amalfa,

I am writing to inform you of the forthcoming adaptation of the Additional Officer Program (AOP), which is being instituted to better align with the ongoing and evolving challenges in policing in Nova Scotia.

In 2007, the Nova Scotia Department of Justice inaugurated the AOP to provide financial support to the Royal Canadian Mounted Police (RCMP) and municipal police agencies for the remuneration and benefits of police officers to address evolving public safety concerns. This funding was designed to support the establishment of Street Crime Enforcement Units (SCEU), School Safety Resource Officers (SSRO), and specialized units focused on forensic identification and major crimes. Initially branded as "Boots on the Street", the program aimed to enhance police visibility and bolster public confidence in law enforcement, particularly in relation to the investigation of illegal drugs, proceeds of crime, thefts, assaults, and child pornography.

The Department of Justice, Public Safety and Security Division (PSSD) has conducted a comprehensive review of all factors influencing both the present and future state of organized crime responses. Consultations with Nova Scotia Chiefs of Police and RCMP senior leadership have been undertaken in this regard.

The AOP is now entering the transition planning stage with the objective of modernizing the program to reflect the contemporary context of policing. The current funding level of approximately \$17 million will be maintained and we will adequately analyze how to best utilize this investment in collaboration with police agencies. We are confident that these changes will enhance the efficacy of the AOP and better serve the needs of our communities.

Please be advised that the police leaders in your jurisdiction have been engaged throughout the review of the AOP and have been updated on the intended transition at the Provincial Executive Committee

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meeting on April 8th, 2025.

We will continue to provide you with updates on this work as it progresses. I appreciate your cooperation and support as we collaboratively strive to enhance public safety and security in Nova Scotia. Should you have any inquiries or require further clarification, please contact Hayley Crichton at Hayley.Crichton@novascotia.ca.

Yours sincerely,



Becky Druhan
Attorney General and Minister of Justice

cc: Honourable John Lohr, Minister of Municipal Affairs
June Harding, Town Clerk, Town of Lockeport
Juanita Spencer, Chief Executive Officer, Nova Scotia Federation of Municipalities



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**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

April 14, 2025

Mayor Pam Mood
President, Nova Scotia Federation of Municipalities
Suite 1304, 1809 Barrington Street
Halifax, NS B3J 3K8
Via email: mayor.mood@townofyarmouth.ca

Dear President Mood:

Under the provisions of the *Municipal Government Act*, the Minister of Municipal Affairs must provide to the Nova Scotia Federation of Municipalities 12-months' notice of any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter is intended to provide notice of such changes for fiscal year 2026-2027 and beyond.

The Department of Municipal Affairs (DMA) canvassed all provincial departments to seek information on plans for legislative, regulatory, and policy changes in the coming fiscal year. Below you will find a summary of the results of that process.

Department of Justice

"H" Division Royal Canadian Mounted Police Annual Multi-Year Financial Plan

The 'H' Division (Nova Scotia) Royal Canadian Mounted Police have provided the Department of Justice with the annual Multi-Year Financial Plan (MYFP), that reflects the organization's budget requests for the next fiscal year, and strategic planning for subsequent years. Based on the 2025-26 MYFP, and provincial approvals, the total financial impact for the new Provincial Police Service Agreement to Municipalities is \$8 million.

Biological Casework Analysis Agreement

Biological Casework Analysis Agreement provides municipalities with DNA analysis arising from criminal investigations. Costs will be determined upon the release of the "Total Uniform Assessment" by DMA.

Pam Mood
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Department of Intergovernmental Affairs

Procurement Thresholds and Free Trade Agreements

As noted in previous years, under our trade policy responsibilities, Intergovernmental Affairs advises that there are procurement thresholds under several free trade agreements that could impact municipalities.

Every two years, Global Affairs Canada updates its thresholds for covered procurements under the Canada-Europe Trade Agreement (CETA), the Canada-UK Trade Continuity Agreement (TCA) and the Canada Free Trade Agreement (CFTA). Municipal procurements are covered under these obligations. All procurements above the thresholds must be publicly tendered unless subject to an exemption.

The threshold values in Canadian dollars for the period of January 1, 2024, to December 31, 2025, are as follows:

FTA	Goods	Services	Construction
CFTA	Province		
	\$33,400	\$133,800	\$133,800
	Municipalities and MASH		
	\$133,800	\$133,800	\$334,400
CETA/TCA	Crowns, Utilities, etc.		
	\$668,800	\$668,800	\$6,685,000
	Province, Municipalities and MASH		
	\$353,300	\$353,300	\$8,800,000
CETA/TCA	Crowns		
	\$627,200	\$627,200	\$8,800,000
	Utilities, etc.		
\$706,700	\$706,700	\$8,800,000	

Sincerely,

Honourable John A. Lohr
Minister of Municipal Affairs

Copy to: Juanita Spencer

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From: NSFM Communications <communications@nsfm.ca>
To: NSFM Communications <communications@nsfm.ca>
Date: Apr 15, 2025, 10:16:30 AM
Subject: Announcement from Department of Environment & Climate Change

Nova Scotia Federation of Municipalities is pleased to share the following announcement received from the **Department of Environment & Climate Change**. This announcement will also be discussed at the Mayors/Wardens/CAOs Call scheduled for Wednesday April 16.

At 10:45 am today (April 15), the Province will be announcing updates on several actions under *The Future of our Coastline: Nova Scotia's plan to protect people, homes, and nature from climate change*.

As you may recall, this plan has 15 actions to empower coastal property owners and support municipal leadership to protect coastal communities and properties. The announcement details follow.

1. Example Land-use By-law Text

Example land-use by-law text for municipalities to use in regulating development along the coast through zoning, land-use planning, and building permit regulatory processes (Action #8) is available. These example bylaws were informed by ongoing dialogue with **NSFM** and municipalities. The example bylaws provide flexible options that municipalities can use to protect homes, buildings, and other infrastructure from coastal flooding, erosion, and rising sea levels. They include regulatory options for municipalities to:

- Create a defined area where their coastal protection regulations would apply.
- Set a minimum building elevation to protect from coastal flooding.
- Create a buffer zone to protect buildings from coastal erosion.

1. NSFM Funding

In response to feedback shared with the Province by **NSFM**, on behalf of their members, the Province is providing **NSFM** with **\$1-million funding** over three years to support municipalities in adopting and implementing these by-laws.

1. NSFM Staff Support

The Province is providing **NSFM** with funding to hire a **Climate Change Policy Analyst** to support municipalities.

1. New Tools & Resources

Several new tools and resources for coastal property owners to help them make informed decisions to safeguard their property are now available:

- A **customized coastal hazard assessment report** for coastal property owners. These detailed reports, available free-of-charge to coastal property owners, show flooding and erosion risks tailored to their

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specific property, along with resources and recommendations to help them make informed decisions about how they can safeguard their property. These reports can also be used by those considering buying property along the coast to help them make informed buying decisions.

- **Updates to the Coastal Hazard Map** (launched on February 26, 2024) to show data for current day and the year 2050 and to expand the data to more than 100 metres from the coast (Action #1).

1. Nature-Based Solutions Guide

A **Nature-Based Solutions Guide** to help coastal property owners protect themselves from coastal flooding and erosion is available. In partnership with the **Nova Scotia Association of Realtors**, a checklist and educational video to help realtors help buyers of coastal property make informed decisions (Action #6)

More information on these new initiatives is available at: [Coastal climate change - Government of Nova Scotia, Canada](#)

The **Nova Scotia Federation of Municipalities** thanks the Province for its investments in this vital initiative and we look forward to working with the Province on implementation of the actions within the plan.

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.



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**Emergency Management
Office of the Minister**

Duke Tower, 5251 Duke Street, Halifax, Nova Scotia, Canada B3J 1P3 • Telephone 902-424-5620 • Minister.EmergencyManagement@novascotia.ca

April 17, 2025

VIA EMAIL

To: Mayors, CAOs and Wardens

Re: Fire Services Review

The Departments of Emergency Management and Municipal Affairs greatly value the essential role fire services play in ensuring the safety of Nova Scotians during emergencies across the province. Firefighters put their lives at risk every day to protect our communities, and we are deeply grateful for their unwavering dedication.

The Fire Services Association of Nova Scotia is conducting a comprehensive governance review of fire services in Nova Scotia. This review will focus on ensuring best practices are in place and that our firefighters are fully supported and protected. Key areas of examination will include governance, operations, communications, interoperability, human resources, mental health supports, training, equipment, facilities, fire dispatch, and funding.

We recognize that previous reviews have been conducted. However, this governance review will build upon those efforts and consider the growing impact of climate change on the frequency and severity of weather events such as floods, wildfires, and hurricanes. It is vital that the governance of fire services evolves to address these new challenges, ensuring that we are fully prepared for unprecedented weather events.

Your input is a critical part of this process. We strongly encourage municipalities to participate in the governance review and provide your valuable feedback. By working together, we can create a stronger, more resilient, and responsive fire service for Nova Scotia.

Additionally, we would like to take a moment to address a common concern regarding the Nova Scotia Guard. The Guard is designed to complement existing resources in the province, not to replace them. We are committed to ensuring that firefighters who volunteer for the Nova Scotia Guard will not be deployed outside their communities in ways that could leave their fire departments understaffed. Members will be deployed based on their availability, ensuring they can continue serving their local communities.

Thank you for your ongoing dedication to the safety of Nova Scotians. We look forward to collaborating with you in this important initiative and working together to strengthen fire services across the province.

Sincerely,

Handwritten signature of Kim Masland in blue ink.

Minister Kim Masland

Handwritten signature of John Lohr in blue ink.

Minister John Lohr