



**TOWN OF LOCKPORT  
COUNCIL MEETING  
FRIDAY, JULY 25, 2025 AT 10:00 A.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 July 25, 2025, meeting as presented/with the following additions/deletions**

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

**Staff Suggested Motion: That Council approve the July 11, 2025, meeting Minutes as circulated.**

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.
- 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

- Public Works Department Report (Page 1-2)
- Administration Report (Page 3-4)

## 10. Finance

- List of invoices already paid in the amount of \$64,988.08 (Page 4-5)
- Quote for Wifi system for Town Hall (Page 6-7)

## 11. Other Business

- Request from potential property purchaser for change from Commercial assessment to Residential (6 Beech Street) (Page 8)

**Staff Suggested Motion: That Council approve the change from Commercial assessment to residential assessment in the event it is purchased by David and Joan Bangay.**

## 12. Committee Reports

- Recreation Committee – Deputy Mayor Anna Chetwynd
- Canada Day Committee – Councillor Candace Malik

## 13. Correspondence

## 14. Information Only

- Changes at the Department of Emergency Management (Page 9-10)
- PVSC Quarterly Newsletter (Page 11-14)

## 15. Date of next meeting

- Friday August 8, 2025, at 10:00 a.m.

## 16. “In Camera”

## 17. Adjournment

- CALLED UNDERCUT TREE SERVICES (WADE NICKERON) ABOUT PATCHING CROSSCUT @ LOCKPORT INN. HE SAID HE SHOULD BE DOWN SOMETIME THIS WEEK TO HAVE A LOOK + LET ME KNOW MORE THEN.
- TRIMMED UP TREES @ SEACAPS PARK + CENOTAPH TO MAKE IS MORE ACCESSIBLE FOR WHIPPER SWIPPING... ALSO LIMBS + BRIERS ON CHETWINDS LANE + HAWLED CUTTINGS TO CTD SITE.
- GRAVELLED BOTTOM PART OF ~~ALONG~~ WILLIAMS LANE DOWN TO DRIVEWAY TO MARK WILLIAMS BEAR SHED.
- GRAVELLED HOLES ON EASEMENT (CHETWINDS LANE) \* NORTH WATER STREET.
- HAD D.O.T DOWN TO LOOK @ WHAT GRADING HAS TO BE DONE... STILL WAITING.
- TOOK FLAGS PENNANTS + BANNER DOWN POST JULY 1<sup>ST</sup> CELEBRATIONS; STORED GRASS FILE.
- TOOK WALLS DOWN OFF PAVILLION AFTER JULY 1<sup>ST</sup>
- INSTALLED 3 STREAM GARBAGE BIN + DOBBIE DOO PEE CAN @ ROOTS HEAD.
- REMOVED WEEDS GROWING IN FABRICATION CRACKS IN OXIDATION DISCH. REPAIRED GATE + TILLED UP FIELD BED @ SEWER PLANT.

- CHANGED 9015 PUMP CONTROLLER IN PMP. ST #1  
SENT FAULTY ONE TO SURFLINE FOR REPAIRS.

- FINISHED COLD PATCHING NORTH END OF  
HALL ST. + SOUTH ST. TOWARDS WHARF.

- MOWED CORNER PROPERTY @ 110 HALL ST  
(ALANS LANE + HALL) DUE TO SAFETY CONCERN

- SEVERAL VISITS TO LIFT STATION ALARMS DURING  
REGULAR HOURS + AFTER HOURS, ALL ISSUES WERE  
TAKEN CARE OF DURING THESE VISITS OR SHORTLY AFTER.

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

**BUILDING PERMITS ISSUED 2025/2026 FISCAL YEAR**

There has been a total of Three (3) building permits issued for the 2025/2026 fiscal year.

**TAX COLLECTIONS**

As of July 18, 2025, taxes are as follows:

2022 & prior = 37,518.20  
2023 = \$22,555.66  
2024 = \$51,353.46  
2025 = \$119,989.01  
**Total taxes are \$231,416.33.**

**Outstanding Sub-Lease account**

I contacted the Federal Government representative before I left for vacation regarding this account. He told me that the wheels are slowly turning, although he did say we may not be able to recoup all the interest when they do pay. The total owed on this sub-leased account is \$24,137.82 plus \$18,067.05 interest.

The total outstanding taxes on the gear shed accounts are \$2,967.68 plus \$2189.26 interest on four Gear Sheds. The same person owns three of the four gear sheds.

**Canada Summer Jobs**

The summer students are working out well, being stationed at the Beach Centre under Emily's competent wing. They have planned and executed programs and are keeping track of all that they accomplish.

**Make Your Move**

The Community Navigator Position has been readvertised on the Town website and the Town FB site with a deadline to apply of August 1, 2025. This position needs to be filled to complete the Make Your Move initiative.

## **Dangerous & Unsightly Property – 110 Hall Street**

Mayor Amalfa and I had a telephone conversation with the owner of 110 Hall Street on Thursday, July 17, 2025 regarding the state of his property. I told the owner that I have had to have the Town's Public Works Department cut back the bushes and grass on the corner of Allen's Lane twice now because the sightline was impeded.

The owner assured me that the power has been disconnected at this property because I had called him previously and told him it is a fire hazard.

We told the owner that this property needs attention badly and he must find someone to do some work there immediately. Following the phone conversation Mayor Amalfa and I have drafted a letter to the property owner that was sent by registered mail on July 23, 2025. The letter has also been sent by email as the property owner has requested.

## **Wastewater Treatment Plant Upgrades Project**

Nothing new to report on this except that the water test results came back so it should not be long before we hear some news.

## **Play Park**

The deadline for the tender submissions is July 24, 2025, at 4:00 p.m. After opening the tenders the Committee will have time to review them and make a recommendation to Council for acceptance of whichever company they choose. This report will have been submitted by the time they are opened.

## **Boardwalk**

Mike Balish is now strengthening the boardwalk at all joints to prevent the sections from lifting during high water events. With the hot, humid weather he has been taking his time with this part of the project.

## **Vacation**

I was on vacation from July 3 to July 14, 2025, so I have been catching up with everything slowly. Jill left on vacation the day I got back, so the office is down to one person again until July 28, 2025. This office has been busy.

Respectfully Submitted by:

June Harding-Town Clerk/Treasurer  
Town of Lockeport

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
JULY 25, 2025 MEETING		
AMANDA COOKE	25% OF CANADA DAY TICKET SALES	1147.06
BELL ALIANT	BEACH CENTRE	113.86
BELL ALIANT	REC OFFICE, FAX, FIRE HALL KITCHEN, LIBRARY, SEWER, EMO	718.81
BELL ALIANT	OFFICES, ELEVATOR, EMO	171.36
BELL ALIANT	FIRE DEPARTMENT	68.85
BELL MOBILITY	STREETS, GEN. GOV'T AND LAST BILL FOR REC CELL PHONE	199.82
CULLIGAN WATER STORE	DRINKING WATER	142.74
DALE ROACHE	ATHLETIC FIELDS MAINT. JULY 5-JULY 18, 2025	60.00
ELLEN SUTTLE	REIMBURMENT MYM SUPPLIES	144.70
EMILY SWIM	REIMBURSEMENT J1 SUPPLIES	605.42
KELLEY PENNEY	REIMB. SUPPLIES FOR PAGEANT	106.48
LYDGATE LOCK, STOCK & B.	VARIOUS DEPARTMENTS	474.29
MANULIFE	EMPLOYEE'S PENSION	1,747.28
MBW COURIER	COURIER SERVICES	72.84
NS MINISTER OF FINANCE	WATER SERVICE	488.87
NOVA SCOTIA POWER	BOARDWALK	130.76
NOVA SCOTIA POWER	UV SYSTEM	503.03
NOVA SCOTIA POWER	STREET LIGHTS, PLAYGROUND, TREATMENT PLANT	3,019.34
NOVA SCOTIA POWER	LIFT STATIONS 6 - 13	961.62
NOVA SCOTIA POWER	LIGHTHOUSE STAGE, MFR BUILDING	750.29
NOVA SCOTIA POWER	FIRE HALL, POINT STREET, MEDICAL CENTRE	2,894.40
NOVA SCOTIA POWER	LIFT STATIONS 1 - 5	1,445.69
NOVA SCOTIA POWER	TOWN HALL AND REC CENTRE	2,013.21
NOVA SCOTIA POWER	TRANSPORTATION BLD, LIBRARY	628.67
ON TOWN AUTO	6 TIRES FOR TRANSPORTATION TRUCK	2,459.66
PALADIN SECURITY LTD.	SECURITY OFFICER	417.30
PAYROLL	JUNE 14 - JUNE 27 2025	18,638.89
PAYROLL	JUNE 28 - JULY 11 2025	22,448.22
SOU'WEST NOVA TRANSIT	TRANS. FOR SENIORS SOCIAL	200.00

TELUS	LIFE AND MEDICAL INSURANCE	1,078.58
XTR FOSS NATIONAL LEASING	GAS FOR TOWN OWNED VEHICLES	803.98
WORKERS COMPENSATION	SUB-CONTRACTORS APR/MAY/JUNE	332.06
	TOTAL	64,988.08

**From:** Cory Nickerson <cory@corynick.com>  
**To:** June Harding <townoflockeport@ns.sympatico.ca>  
**Date:** Jul 17, 2025, 12:53:10 PM  
**Subject:** WiFi System Quote  
**Attachments:** WiFi System Quote.pdf

Hi June, Here is the quote for the WiFi system

Just a note: This is on the high end of what it would be, I think the job can be done with one access point in which case it's a much simpler job but I figured I should quote the maximum it would be to do it.

Thank You :D

--  
Cory Nickerson  
Lockeport, NS

# Cory Nickerson

PO Box 106  
Lockeport, NS  
Phone: (902) 874-0929

# QUOTE

	DATE
	7/17/2025

## BILL TO

Town of Lockeport  
Whole Building WiFi Project

DESCRIPTION	AMOUNT
1 Omada Controller	100.00
1 POE Switch	60.00
2 Access Points	200.00
1 Cabling, Connectors, Misc Supplies	60.00
1 Install and Configure (Approx 4 hours @ \$25)	100.00
 <b>Please Make any cheque payable to: Cory Nickerson</b>	
<i>Thank you for your business!</i>	<b>TOTAL \$ 520.00</b>

If you have any questions about this invoice, please contact  
[Cory Nickerson, 9028740929, cory@corynick.com]



Joan Bangay  
54 shortt's Lake road  
Shortt's lake N.S.  
902 6732001  
BONICO

To whom it may concern:

I Joan Bangay and my husband David are looking to purchase the commercial property at 6 beech street and using it as a home. Before going further with this we need to know that upon purchase of the property it can be rezoned to residential. Please put this before council and let us know as soon as possible. Looking forward to hearing back from you.

Sincerely yours:

A handwritten signature in blue ink that reads "Joan Bangay".

Joan Bangay

**From:** Deputy Minister Emergency Management <DeputyMinister.EmergencyManagement@novascotia.ca>  
**To:** cathie.otoole@halifax.ca <cathie.otoole@halifax.ca>, mphilips@westhants.ca <mphilips@westhants.ca>, dkachafanas@cbrm.ns.ca <dkachafanas@cbrm.ns.ca>, Shirlyn.donovan@antigonishcounty.ca <Shirlyn.donovan@antigonishcounty.ca>, admuise@munargyle.com <admuise@munargyle.com>, cfrotten@barringtonmunicipality.com <cfrotten@barringtonmunicipality.com>, tmauire@chester.ca <tmauire@chester.ca>, cao@munclare.ca <cao@munclare.ca>, dtroke@colchester.ca <dtroke@colchester.ca>, gherrett@cumberlandcounty.ns.ca <gherrett@cumberlandcounty.ns.ca>, sconrod@countyofkings.ca <sconrod@countyofkings.ca>, tmacewan@modl.ca <tmacewan@modl.ca>, brian.cullen@munpict.ca <brian.cullen@munpict.ca>, cao@richmondcounty.ca <cao@richmondcounty.ca>, warren.macleod@municipalityofshelburne.ca <warren.macleod@municipalityofshelburne.ca>, marian.fraser@saint-marys.ca <marian.fraser@saint-marys.ca>, leanne.maceachen@countyvictoria.ca <leanne.maceachen@countyvictoria.ca>, victoria@munyarmouth.ca <victoria@munyarmouth.ca>, jmacdonald@amherst.ca <jmacdonald@amherst.ca>, kkempton@annapoliscounty.ca <kkempton@annapoliscounty.ca>, cao@annapolisroyal.com <cao@annapolisroyal.com>, randy.delorey@townofantigonish.ca <randy.delorey@townofantigonish.ca>, jboyd@berwick.ca <jboyd@berwick.ca>, tammy.crowder@bridgewater.ca <tammy.crowder@bridgewater.ca>, eossinger@digby.ca <eossinger@digby.ca>, info@kentville.ca <info@kentville.ca>, townoflockeport@ns.sympatico.ca <townoflockeport@ns.sympatico.ca>, cao@townoflunenburg.ca <cao@townoflunenburg.ca>, dylan.heide@townofmahonebay.ca <dylan.heide@townofmahonebay.ca>, crocker@town.middleton.ns.ca <acrocker@town.middleton.ns.ca>, cao@townofmulgrave.ca <cao@townofmulgrave.ca>, lmacdonald@newglasgow.ca <lmacdonald@newglasgow.ca>, lcloney@oxfordns.ca <lcloney@oxfordns.ca>, kyle.slaunwhite@townofpictou.ca <kyle.slaunwhite@townofpictou.ca>, tdoyle@townofph.ca <tdoyle@townofph.ca>, Sarah.mattatall@shelburnens.ca <Sarah.mattatall@shelburnens.ca>, susan.higdon@stellarton.ca <susan.higdon@stellarton.ca>, mseguin@stewiacke.net <mseguin@stewiacke.net>, alanna.macdonald@trenton.ca <alanna.macdonald@trenton.ca>, mdolter@truro.ca <mdolter@truro.ca>, scot.weeres@westville.ca <scot.weeres@westville.ca>, ghorne@wolfville.ca <ghorne@wolfville.ca>, cao@townofyarmouth.ca <cao@townofyarmouth.ca>, dmacdougall@regionofqueens.com <dmacdougall@regionofqueens.com>, tpulley@digbymun.ca <tpulley@digbymun.ca>, kramsay@easthants.ca <kramsay@easthants.ca>, keith.macdonald@invernesscounty.ca <keith.macdonald@invernesscounty.ca>, bcarroll@modg.ca <bcarroll@modg.ca>, clerk@clarksharbour.com <clerk@clarksharbour.com>  
**Date:** Jul 14, 2025, 11:59:31 AM  
**Subject:** Changes at the Department of Emergency Management

Good morning,

I want to share an important update regarding some changes in our department. We've made significant progress together, strengthening the Department of Emergency Management to provide efficient, coordinated emergency management support across government, municipalities, and critical infrastructure partners. I'm incredibly proud of the work we've accomplished so far. To help us continue moving forward and meet our immediate and long-term goals, we are making department changes.

First, I want to share that Paul Mason is moving on from the Department of Emergency Management and has accepted a position as Executive Lead of Critical Infrastructure at CSDS effective August 4. In this new role, Executive Lead of Critical Infrastructure at CSDS. In this new role, Paul will focus on identifying and understanding cyber-related risks to the province's critical infrastructure- an increasingly complex and critical area. Paul will apply his deep knowledge of crisis response and coordination to help government navigate the evolving challenges of today's digital threats. His Paul's leadership will continue to support DEM's efforts with our partners and the broader whole-of-government response in preparing for and responding to major incidents. Many of you will have worked with Paul over the years and I am sure will wish him well in his new role.

With Paul's departure, I am pleased to welcome Jeff Fraser to DEM as Executive Director of Provincial Incident Management and 911. Jeff is coming to us from Emergency Health Services branch at DHW and brings a wealth of emergency management experience and leadership ability to our Department. Jeff's first day will be August 4 and his cell is 902-943-2351. I know he will be reaching out to you once he joins the team.

Dave Wilson will be your contact going forward for Incident Management as he takes on leadership of the 24/7 Provincial Coordination Centre and the Interoperability and Systems team, while continuing to oversee 911 and the important work underway to implement Next Generation 911. The implementation of the 24/7 PCC will be a key milestone for our department and once operational, will provide situational awareness on emerging events across government and our partners. Dave's cell is 902-233-0526.

DEM is committed to working with you throughout this transition and should you have any questions, please don't hesitate to reach out to myself or Paul Mason in the interim. I would kindly ask you share this update with your emergency management coordinators.

Sincerely,



Sandra McKenzie  
Deputy Minister  
Department of Emergency Management

## OPERATIONAL UPDATES

### 2025 Appeals

After the 31-day appeal period, our assessment staff prioritize appeal reviews. In 2025, we received just under 9,000 appeals, and as of July 1<sup>st</sup>, we have **completed reviews on 5,688**. Appeals reviews are grouped and assigned using several criteria for efficiency and timeliness. You can check the status of appeals within your municipality through the monthly Appeal Summary and Appeal Inventory reports.

Agent-represented appeals, which account for a majority of commercial appeals, are handled by a dedicated group of assessors who work directly with agents on targeted account reviews.

### 2026 REASSESSMENT

We have begun our 2026 reassessment.

PVSC utilizes mass appraisal theory to value every property in Nova Scotia each year. Sales information forms the basis of our reassessment. To determine market values for the 2026 assessment roll, sales that took place during the 2024 calendar year will be analyzed. This retrospective analysis allows us to accurately reflect market shifts and trends across the province.

Quality assurance and control steps are built into the reassessment process to measure accuracy and compliance in accordance with industry standards.

#### COMMON QUESTION

**Q: Can recreational vehicles (RV) be assessed as real property?**

**A:** If an RV is being used as a permanent, year-round residence, we may assess it on a case-by-case basis, considering two key factors:

**1) Does it meet the definition of a building or dwelling?**

We look at whether the RV meets definitions in the *Assessment Act* such as building, structure, dwelling, or mobile home.

**2) Is it attached to the land?**

We consider how permanently the RV is affixed to the property. The greater the degree of attachment, the more likely it is to be assessed as real property rather than personal property (a chattel).

# Property Inspections

Capturing new construction and the physical state of each property is essential to an accurate and defensible assessment roll. While property inspections take place year-round, our field work ramps up in the summer and fall. For increased safety, visibility and awareness, our assessment staff have marked vehicles, PVSC-issued ID, and wear high-visibility vests. When visiting active construction sites, they also wear appropriate safety gear, i.e., hard hats, safety goggles, and work boots.

Municipal permit information is central to our field work. Please ensure we have up-to-date permit information, including building plans, if available.



We appreciate your help in spreading the word about our presence in the field through your constituency communication channels.



## Reminder

The status of building permits in PDX impacts our permit inventory and field work scheduling. Please ensure PDX build permit statuses are kept up to date.

# Client and Stakeholder Relations

## Municipal Inquiry Overview

Building trust and strong relationships with municipalities is essential to our work. We are dedicated to providing municipal staff with professional, prompt, and accurate service. When an inquiry or request is received, it is reviewed and then assigned to the most appropriate group for resolution. Every inquiry is documented and monitored from start to finish.

From April 1 to July 1, 2025, we received:



Total Municipal Inquires: **744**

Municipal Inquiry Resolution by Team



Top 3 Inquiry Topics:

1. General/Administration: **475**
2. Greenspace: **90**
3. Account Specific: **52**

Of the total inquiries, **475** were handled by the stakeholder relations and communications team, **245** were supported by the operations team, and **24** were supported by the IT team.

# CONFERENCE HIGHLIGHTS

We thoroughly enjoy participating in municipal events to connect with, listen to, and learn from our clients. So far this year, we have attended four municipal-related events across the province:

- Association of Municipal Administrators
- Nova Scotia Federation of Municipalities
- The Municipal Development Officers Association of Nova Scotia
- Atlantic Association of Geomatics & Planning

We thank everyone who stopped by our booth to say hello, ask a question, or grab a bag of chips – it was great to connect! We look forward to seeing you during the fall conference season.



Dion Regular, PVSC Assistant Director; Tara Magurie, CAO, Municipality of Chester and PVSC Board Member; and Paul Beazley, PVSC Municipal Account Manager.

## REMINDER: International Property Tax Policy Conference

A poster for the 2025 Property Tax Conference. The top left features a night-time aerial view of a city with a construction crane. The top right has the IPTI logo and the Property Valuation Services Corporation logo. The main text reads "2025 Property Tax Conference" in large, bold letters. At the bottom, it says "HALIFAX, NOVA SCOTIA" and "16 Sept - 17 Sept 2025 Halifax Convention Centre". There is also a QR code and the text "REGISTER AND LEARN MORE".

We are excited to be co-operating with International Property Tax Institute (IPTI) to bring this international event to Halifax, Nova Scotia.

**Don't miss this opportunity to share, learn, and network with international colleagues.**

Taking place September 16–17 in downtown Halifax, the event will bring together leading international experts, including **Prof. Roy Kelly, Dr. Enid Slack, and Dr. Almos Tassonyi**, alongside policymakers and practitioners to share insights on tax policy, legislation, valuation, and administration.

Registration: [HERE](#)

# STAY CONNECTED

## TRAINING CALENDAR

PVSC hosts training/refresher sessions for municipal staff that cover several helpful topics related to our business. Here are the upcoming training sessions; keep an eye on your inbox for invitations a week before each session. Be sure to hit 'accept invite' if you wish to attend.

August 5	Permit Data eXchange (PDX)
August 21	SAI Portal and Reports
September 2	Daily & Weekly Reports
September 18	NSAAT
September 30	Assessment 101



### Contact us

To ensure efficient responses, municipal staff should use [servicedesk@pvsc.ca](mailto:servicedesk@pvsc.ca) for inquiries, support, or to book a training session.



1-800-380-7775



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



[linkedin.com/pvsc](https://linkedin.com/pvsc)