



**TOWN OF LOCKPORT  
COUNCIL MEETING  
FRIDAY, FEBRUARY 27, 2026, AT 1:00 P.M.  
AGENDA**

1. Call to order
2. Silence Electronic Devices
3. Approval of Agenda, including additions or deletions

**Staff Suggested Motion: That Council approve the agenda for the February 27, 2026, meeting as presented with the following additions/deletions.**

4. Conflict of Interest
5. Approval of Minutes of February 13, 2026, Regular Council Meeting

**Staff Suggested Motion: That Council approve the February 13, 2026, meeting Minutes as circulated.**

6. Business arising from previous Minutes.

There was no business to be dealt with from the previous meeting.

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

There are no presentations scheduled for this meeting.

## 9. Department Reports

- VIC recommendations (Page 1 - 2)

## 10. Finance

- List of invoices already paid in the amount of \$14,992.95 (Page 3)
- Make Your Move Budget for 2026 – 2027 (Page 4 – 5)

**Staff Suggested Motion: That Council approve the budget for Make Your Move for 2026 – 2027.**

- Canada Day Budget for 2026 (Page 6 – 7)

**Staff Suggested Motion: That Council approve the budget for the Canada Day Committee for 2026**

- Development of Municipal Video Surveillance Policy (Page 8 – 27)

## 11. Other Business

- Letter from George Harding regarding Trestle Trail (Page 28)
- Property Valuation Services concern (Page 29 – 30)
- Letter from Cory Nickerson regarding Mermaid Story (Page 31)
- Interpretive signs

## 12. Committee Reports

- Councillor Anna Chetwynd
  - o Recreation/MYM Committee Draft Minutes (Page 32 – 35)
- Councillor Candace Malik
  - o Canada Day Draft Minutes (Page 36 – 38)

## 13. Correspondence

#### 14. Information Only

- Email from the Honourable Kim Masland, Minister of Emergency Management regarding Q & A Fire Services Modernization (Page 39 – 48)
- Email from Brenden Zwicker, Government Relations Advisor, Nova Scotia Power and an email from Warren MacLeod, CAO Municipality of the District of Shelburne (Page 49 – 51)

#### 15. Date of next meeting

- Friday March 13, 2026, at 1:00 p.m.

#### 16. “In Camera”

#### 17. Adjournment

Regular Council Meeting 022726.agd.



## Cabana at Crescent Beach Centre

### Current Issues:

- Limited spaces due to the cupboards, countertops and rangehood that are still in place from when it was a canteen
- Current condition would suggest that it is not capable of being a canteen without several renovations

### Suggestions for use:

- Storage area for chairs, tables, beach equipment
- Storage for new Mobi Chair for accesibility
- Storage for materials used at The Big Beach Market (BBQ, tables, flags/banners)
- Storage for bicycles (Recreation Committee, Make Your Move)

### Recommendations:

- Replace broken window & missing siding
- Remove all the cupboards and countertops
- Remove the rangehood
- Replace the wooden volleyball net posts with something easier to storage and install
- Remove the anything that is of no use anymore (old xmas decorations, broken appliances and electronic, broken display stands, etc)

### Future considerations:

- Create better storage solutions
- Renovate the shower & change room facilities that are attached to the building

Recommendations  
from VIC Manager

## Baby Barn at Crescent Beach Centre

### Current Issues:

- Limited space
- Currently we have items inside from the Little School Museum and Marine Annex that have not been properly stored since 2008

### Suggestions for use:

- Storage area Mobi Mats and Roller
- Storage area for Piping Plover signage for the beach

### Recommendations:

- Inventory of the current contents
- Remove any unusable items (garbage, bank boxes full of paperwork, etc)
- Remove old furniture
- Display any artifacts in the Beach Centre or Little School Museum
- Move July 1st items (Soap Box Derby ramp and cars) to a different location
- Install the old time bathing suit signage (with the face holes for photo ops)

### Future considerations:

- Create better storage solutions

LIST OF INVOICES ALREADY PAID TO BE PRESENTED AT THE		
FEBRUARY 27, 2026 MEETING		
AGAT LABRATORIES	WATER SEWER TESTS	381.90
AMALFA, DEREK	MILEAGE FOR JAN.	104.40
BELL ALIANT	FIRE DEPARTMENT FOR JAN	68.85
CAKES BY DARLENE	BIRTHDAY CAKE FOR TOWN	100.00
FEDERATION OF CANADIAN MUNICIPALITIES	MEMBERSHIP FEE	286.69
GREEN DIAMOND	CUTTING EDGES, SPRINGS	1,567.40
MARK WILLIAMS EXCAVATING	TRUCKING SALT FROM PUGWASH	2,238.20
REGION OF QUEENS	TIPPING FEES FOR JAN	1,643.37
RHYNO, TIM REIMBURSEMENT	TROPHY FOR LOCKEPORT LOBSTER SEACATCH FESTIVAL - PD BY DONATIONS	325.00
SCOTIA BUSSINESS CENTRE	ELEVATOR MONITORING, MFR/FIRE DISPATCH FOR FEB	610.13
SHELBURNE COUNTY ARENA ASSOCIATION	ICE TIME RENTAL AND HOT CHOCOLATE FOR MYM EVENT	229.20
SWIM, EMILY REIMBURSEMENT	CANADA DAY SUPPLIES	142.47
SWNS FIRE ALARM SERVICES	ANNAUL INSPECTION	1,220.12
TOWN OF SHELBURNE	AMALGAMATION WORKSHOP LUNCH	165.54
TUSKET FORD	WINDOW SWITCH	126.31
VINCENT, DANIEL	ORDC SERVICES FROM MAY 26 - FEB 15	3,850.00
WINDSOR SALT	SALT FOR ROADS	1,933.37
		14,992.95

4)

To: Lockeport Council  
From: MYML Navigator (Connie)  
Date: Saturday February 21st, 2026  
Re: 2026-2027 budget

We would like Council to review the 2026-2027 MYML budget and then to vote on it. As you know, we have been asked to have this budget approved and submitted to the province by the end of February. Just a reminder, we do not need to work out every detail at this point. I apologize for the short turnover.

Budget Year 2026-2027

February 21, 2026	MYM Lockeport Budget	
	Total Revenue March 1, 2026 to March 31, 2027	
	\$50,000.00	
	Original	Original Category Total Actual Spent
<b>Wages</b>		
Student	\$4,326.00	
MYML Navigator	\$10,000.00	
<i>Total</i>		\$14,326.00
<b>Infrastructure enhancements</b>		
Elementary School play pad	\$10,000.00	
Public washroom	\$4,000.00	only a place holder, more discussion required
Repair Brighton Road section of Trustle Bridge Loop	\$17,613.00	
Lending library of senior-friendly outdoor games	\$1,061.00	
<i>Total</i>		\$32,674.00
<b>Inclusion Initiatives</b>		
Skating	\$1,000.00	
Make Your Move Day (May 9)	\$500.00	
Family/MYML Beach Bash (date TBD)	\$500.00	
Easter Egg Hunt	\$500.00	
<i>Total</i>		\$2,500.00
<b>Flexible Activities</b>		
MYM Merchandise	\$500.00	
<i>Total</i>		\$500.00
<b>Total Expenditure</b>		<b>\$50,000.00</b>

- 1) Wages:
  - a) Wages and MERC for one student
  - b) Wages and MERC for MYML navigator (Connie)
- 2) Infrastructure Enhancement:
  - a) **Already approved by Council:** The advisory committee and the council have approved funds to contribute to the refinishing of the elementary school play pad. It was in the previous budget but due to delays in construction it had to be moved to this budget year. This free play area is used a lot after school and on weekends by children of all ages.
  - b) **Already approved by Council:** The advisory committee and the council have approved funds for repairing 1550 feet of the popular Trestle Bridge Loop trail. Repair will include leveling, installation of vegetation blocking material, and gravel.
  - c) Funds have been allocated towards construction of an accessible public washroom but this is only a **placeholder**. **The recreation committee has requested more discussion on this item.** Currently, the Town of Lockeport does not have a public washroom that is open daily and in the evenings, potentially limiting outdoor activity during those times.
  - d) Funds have been allocated to purchasing outdoor senior-friendly active games that can be borrowed from the town, such as croquet and lawn bowling
- 3) Inclusion Initiatives:
  - a) Funding has been allocated for members of the public to go skating for free in the arena in Shelburne
  - b) Funds have been allocated for MYM day, which will include a fun walk/run and family friendly games, e.g., croquet, lawn bowling
  - c) Funds have been allocated to the family beach bash to pay for the DJ. This event includes many family friendly games on the beach, e.g., 3-legged race.
  - d) Funds have been allocated to purchase chocolate eggs for the Easter Egg Hunt
- 4) MYML Merchandise: \$500 has been allocated to purchasing some MYML merchandise.

(6)

## Lockeport Canada Day Budget - Year: 2026

Expense Item	Planned Events - Items	Budgeted Cost	Actual Cost
<b>Administration</b>	Printing/Photocopying	\$100	
<b>Consultant &amp; Professional Fees</b>	Honoraria for events	\$500	
<b>Promotion &amp; Communication</b>	Advertising, outreach & signage	\$500	
	Photographer	\$500	
	Printing & Mailing - Event Schedule	\$2500	
<b>Hospitality</b>	Traditional Food - Indigenous	\$250	
	Traditional Food - Multicultural	\$250	
	Refreshments - Seniors Social	\$1000	
	Cupcakes - Opening Ceremony	\$350	
<b>Event Planning</b>	Security	\$1000	
	Life Guards - Grease Pole	\$600	
	Cleaning Services - Bathrooms/facilities	\$500	
	Flag Raising	\$50	
	Awards Ceremony	\$1000	
<b>Entertainment</b>	Family Game Night	\$1000	
	Indigenous Day	\$250	
	Multicultural Day	\$250	
	Seaman's Memorial	\$100	
	Seniors Social	\$500	
	Grease Pole	\$1000	
	Children's Carnival	\$3000	

(7)

	Yarmouth Big Bounce - Bounce Castles & Bungee Jumpers	\$4500	\$984.10 deposit already paid
	Parades (x3) - Children's, Antique, Grand Street, Mersey Band	\$2400	
	Pie Eating Contest	\$200	
	Family Glow Party	\$500	
	Fireworks	\$5000	
Other	Sound/Production Costs	\$1500	
	Decorations/Plates, Napkins & Utensils	\$500	
<b>TOTAL AMOUNT =</b>		<b>\$29,300</b>	

## Town of Lockeport - Notice of Motion

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Title: Development of Municipal Video Surveillance Policy

Prepared by: Mayor Derek Amalfa

Date: February 9, 2026

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Motion: THAT Council direct staff to prepare a draft Video Surveillance Policy for the Town of Lockeport, informed by the Video Surveillance Guidelines and Policy Template issued by the Office of the Information and Privacy Commissioner of Nova Scotia, for review and consideration by Council;

AND THAT the draft policy be presented to Council at a future meeting for discussion and potential adoption.

Status: For Information / **For Discussion** / For Decision

### **Purpose:**

The purpose of this Notice of Motion is to initiate the development and adoption of a formal Video Surveillance Policy for the Town of Lockeport to ensure compliance with provincial access-to-information and privacy requirements, and to align the Town's existing use of security cameras with recognized best practices for Nova Scotia municipalities.

The adoption of a formal policy will provide clear governance, accountability, and transparency around the collection, use, retention, and disclosure of video recordings that may contain personal information, consistent with guidance issued by the *Office of the Information and Privacy Commissioner of Nova Scotia*.

### **Background:**

The Town of Lockeport currently operates several video cameras throughout the community for security and asset-protection purposes, including in public or municipal spaces where members of the public may reasonably be present.

While the use of video surveillance can serve legitimate objectives, such as deterring vandalism, enhancing safety, and protecting municipal infrastructure,

## Town of Lockeport - Notice of Motion

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it also involves the collection of personal information, as individuals may be identifiable in recorded footage.

Municipalities in Nova Scotia are considered public bodies for the purposes of access-to-information and privacy legislation. As such, they are expected to manage personal information, including video recordings, in a manner that is lawful, transparent, accountable, and limited to what is reasonably necessary for a defined purpose.

The *Office of the Information and Privacy Commissioner of Nova Scotia* has issued Video Surveillance Guidelines and a Policy Template intended specifically for public bodies, including municipalities. These guidelines emphasize that where video surveillance is used, public bodies should:

- clearly document the purpose and necessity of surveillance;
- limit collection to what is reasonable and proportionate;
- define who may access, use, and disclose video recordings;
- establish retention and disposal practices; and
- provide transparency to the public, including information on how individuals may request access to recordings involving them.

At present, the Town does not have a formally adopted video surveillance policy. While the existence of cameras alone is not uncommon, the absence of a written policy creates potential governance, legal, and reputational risk, particularly in the event of a public complaint, access request, or privacy inquiry.

### **Recommended Next Steps:**

- **Staff Review & Customization**  
Staff review the OIPC template and adapt it to reflect:
  - the Town's actual camera locations and purposes,
  - current operational practices, and
  - the scale and capacity of the municipality.
  
- **Policy Drafting**  
Prepare a draft policy that:
  - clearly defines acceptable use,
  - limits surveillance to stated purposes,
  - outlines retention and access controls, and

## Town of Lockeport - Notice of Motion

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- identifies a designated privacy contact.
  
- **Council Review**  
Present the draft policy to Council for review, discussion, and any requested revisions.
  
- **Adoption & Implementation**  
Upon Council approval:
  - formally adopt the policy,
  - align signage and internal procedures with the policy, and
  - ensure staff awareness of responsibilities.

### **Additional Reading / Reference Materials**

The following documents are provided for Council's information and reference. Both have been published by the *Office of the Information and Privacy Commissioner of Nova Scotia* and are intended to support public bodies, including municipalities, in the responsible and lawful use of video surveillance systems.

The **Video Surveillance Guidelines** outline the privacy principles, legal considerations, and best practices that apply when public bodies collect personal information through video recording, including expectations related to necessity, transparency, accountability, and ensuring surveillance is used only where reasonably necessary and limited to its intended purpose.

The **Video Surveillance Policy Template** provides a practical framework that municipalities may adapt to their local context to document how video surveillance is governed, operated, and monitored in compliance with provincial privacy requirements.



# Video Surveillance Guidelines

Office of the Information and Privacy Commissioner of Nova Scotia



## Forward

The Office of the Information and Privacy Commissioner for Nova Scotia (OIPC) has a public education mandate under the *Privacy Review Officer Act*. In combination with the *Video Surveillance Policy Template* this document is intended to provide public bodies and municipalities with the information necessary to ensure that any use of video surveillance is in compliance with their privacy obligations set out in the *Freedom of Information and Protection of Privacy Act (FOIPOP)* and the *Municipal Government Act (MGA)*.

## Acknowledgments

The Office of the Information and Privacy Commissioner for Nova Scotia gratefully acknowledges that this guidance document is based in part on the work of:

- Office of the Information and Privacy Commissioner for Ontario, *Guidelines for the Use of Video Surveillance, October 2015* [https://www.ipc.on.ca/wp-content/uploads/Resources/2015\\_Guidelines\\_Surveillance.pdf](https://www.ipc.on.ca/wp-content/uploads/Resources/2015_Guidelines_Surveillance.pdf)
- Office of the Information and Privacy Commissioner for British Columbia, *Guide to using overt video surveillance, December 2016* <https://www.oipc.bc.ca/guidance-documents/2006>
- Office of the Information and Privacy Commissioner for Newfoundland and Labrador, *OIPC Guidelines for Video Surveillance by Public Bodies in Newfoundland and Labrador, June 26, 2016* <http://www.oipc.nl.ca/pdfs/GuidelinesForVideoSurveillance.pdf> .
- Office of the Saskatchewan Information and Privacy Commissioner, *Video Surveillance Guidelines for Public Bodies, March 2016* <http://www.oipc.sk.ca/Resources/2016-2017/Video%20Surveillance%20Guidelines.pdf>
- Privacy Commissioner of New Zealand, *Privacy and CCTV: A guide to the Privacy Act for businesses, agencies and organizations, October 2009* <https://www.privacy.org.nz/assets/Files/Brochures-and-pamphlets-and-pubs/Privacy-and-CCTV-A-guide-October-2009.pdf>

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### FOIPOP & MGA: The Privacy Rules

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2. Is there a less privacy invasive way of achieving the same end?
3. Is the video surveillance likely to be effective in meeting the identified need?
4. Is the loss of privacy created by the surveillance proportional to the need?

#### Step 2: Have a clear plan that complies with privacy laws

1. Develop a business plan
2. Conduct a privacy impact assessment
3. Consult with stakeholders
4. Develop a video surveillance policy
5. Train staff on the use of the video surveillance system

#### Step 3: Implement best practices for design and installation of the video surveillance system

1. Limit the time your surveillance is active
2. Avoid unintended subjects
3. Use adequate signage to notify the public
4. Transmit and store any recorded images securely
5. Destroy recorded images when they are no longer needed
6. Limit access to recorded images to authorized individuals
7. Open access to your video surveillance policy
8. Consider right of access

#### Step 4: Review and evaluate the use of video surveillance

### Additional resources

### Appendix A: Video Surveillance Compliance Checklist

## Introduction

The purpose of this document is to assist public bodies and municipalities in Nova Scotia in deciding whether collection of personal information by means of video surveillance is both lawful and justifiable and if so, what privacy protection measures must be considered. The guidelines can be used to evaluate an existing video surveillance program or to determine whether and how to implement a new video surveillance program. Use the Video Surveillance Compliance Checklist at Appendix A to assess an existing video surveillance program against these guidelines and for ongoing review of new systems.

These guidelines do not apply to covert surveillance, or surveillance when used as a case-specific investigation tool for law enforcement purposes where there is a statutory authority or authority of a search warrant to conduct the surveillance.

Video surveillance, or CCTV (closed-circuit television) as it is sometimes known, refers to any video surveillance technology (video cameras, still frame cameras, digital cameras and time-lapse cameras) that enables continuous or periodic recording (videotapes, photographs or digital images), viewing, or monitoring of public areas.

Video surveillance is common place in Nova Scotia. For example, in 2016 an informal survey of municipalities revealed that almost 70% of municipalities in Nova Scotia use some form of video surveillance.<sup>1</sup> None of the municipalities who reported employing video surveillance had conducted a privacy impact assessment of the surveillance before implementing it.

Public bodies and municipalities may have legitimate operational purposes for using CCTV systems, but cameras do not just capture particular incidents of crime, they also record the daily activities of anyone passing within view of the camera. Despite many international studies on the subject there is no clear consensus whether surveillance systems deter crime.<sup>2</sup>

## FOIPOP & MGA: The Privacy Rules

The collection, use and disclosure of personal information by public bodies and municipalities in Nova Scotia is governed by rules set out in the *Freedom of Information and Protection of Privacy Act (FOIPOP)* and the *Municipal Government Act, Part XX (MGA)*. The privacy rules in these two laws are virtually identical. Public bodies and municipalities cannot collect, use or disclose any personal information unless specifically authorized under these laws. Video surveillance collects personal information in the form of images of individuals participating in various activities from walking down a street to spray painting your front door with graffiti.

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<sup>1</sup> The OIPC conducted a voluntary survey of 53 municipalities, districts, regions and towns in Nova Scotia in August 2016. Of the 53, 25 responded to the survey and 68% reported having video surveillance cameras. The average number of cameras reported was 8.25.

<sup>2</sup> The Office of the Information and Privacy Commissioner for Newfoundland and Labrador conducted a literature review prior to producing its video surveillance guidelines, *OIPC Guidelines for Video Surveillance by Public Bodies in Newfoundland and Labrador* in June 2015. This observation is based on that office's guideline at p. 2.

## Step 1: Decide whether video surveillance is right for you

Before you decide to implement video surveillance, outline your proposal and then subject it to the following preliminary analysis by answering four questions:

1. Is the video surveillance demonstrably necessary to meet a specific need?
2. Is there a less privacy invasive way of achieving the same end?
3. Is the video surveillance likely to be effective in meeting that need?
4. Is the loss of privacy created by the surveillance proportional to the need?

### 1. Is the video surveillance demonstrably necessary to meet a specific need?

Begin by identifying the exact problem you want to solve. The need you identify must be pressing and substantial, of sufficient importance to warrant overriding the right of innocent individuals to be free from surveillance in a public place. Accordingly, concrete evidence of the problem to be addressed is necessary. This should include real evidence of the risks, dangers, crime rates, etc. Specific and verifiable reports of incidents of crime, public safety concerns or other compelling circumstances are needed, not just anecdotal evidence or speculation.

If you are evaluating an existing video surveillance program, identify the original purpose for the surveillance program. Then review the history of the use of the surveillance to see when, if ever, the surveillance has been used to address the identified problem. How many times since implementation has this occurred? Also look to see if the identified problem has ceased to occur and/or continues to occur but outside of the video surveillance area or despite the video surveillance.

Remember you are trying to establish if the surveillance is demonstrably necessary to meet a specific need. Once you have clear evidence of a need, consider how exactly the video surveillance is demonstrably necessary to meet the need. To evaluate the demonstrable need, list all of the other strategies you have tried to address the need. Identify why these strategies have not worked. Then describe exactly how video surveillance is necessary to address the specific need.

### 2. Is there a less privacy invasive way of achieving the same end?

Explain what less privacy invasive methods you have already tried to meet the identified need. Sometimes if the problem is vandalism for example, brighter lights, a change in the security guard's routine or better signage may be all that's necessary to reduce the problem. Sometimes even a change in façade can significantly reduce vandalism in the form of graffiti. For example, many cities have found that murals serve as a major deterrent to graffiti. Before implementing video surveillance you must document all of the less privacy invasive efforts that were attempted and the results of those strategies.

If you have an existing video surveillance system, consider testing a less privacy invasive alternative to video surveillance to see if it can achieve the same end.

### 3. Is the video surveillance likely to be effective in meeting that need?

If you have concluded that the surveillance is demonstrably necessary to meet a specific need, evaluate next whether video surveillance is likely to be effective in meeting that need. So, for example, if your identified need is to prevent crime in a certain area, how will video surveillance actually prevent crime? Certainly your implementation plan will have to call for live viewing of the surveillance, otherwise prevention cannot occur.

If you are evaluating an existing video surveillance program then you should have clear evidence of whether or not the video surveillance has been effective in meeting the identified need. Check historical records for the use of the video surveillance and compare it against the original identified problem. If necessary, conduct an investigation into the current scope of the originally identified problem. Does it still exist? Has your investigation determined that video surveillance had any effect at all on the problem? What evidence do you have to support your findings? If you conclude that video surveillance has been effective in meeting the identified need, which cameras, exactly, were effective in addressing the problem?

**4. Is the loss of privacy created by the surveillance proportional to the need?**

Once you have concrete, objective evidence that video surveillance is likely effective in meeting the need you have identified then move on to examine whether or not the loss of privacy created by the surveillance is proportional to the need. For example, if windows are repeatedly broken at a local community center, placing video surveillance at all community centers would be out of proportion to the identified need. So too would placing cameras inside of the centre if the only identified problem is windows from the outside. Likewise, if the vandalism only happens at night, collection of video images during the day would not be proportional to the identified need.

Reassess your video surveillance plan to reduce the scope so that any surveillance is clearly focused only on the problem identified. Strategies that limit periods of day for surveillance are better than always-on surveillance. Limit the number of cameras and have them only in locations where there is clear evidence of a problem identified as the rationale for CCTV. Reducing the scope of the surveillance and keeping it sharply focused on the identified problem will help to make the surveillance proportional to the need.

**Conclusion**

If you are able to answer "yes" to questions 1, 3, and 4 and "no" to question 2, then proceed with step 2. If you cannot then video surveillance is not the solution to the problem. Cameras already in existence that do not satisfy this four-part test should be turned off.

## Step 2: Have a clear plan that complies with privacy laws

### 1. Develop a business plan

Develop a business plan for the CCTV system setting out:

- The purpose of the system.
- The outcome(s) that you expect.
- The type of technology and equipment that will be used.
- How the system will be operated.

If you already have a video surveillance system in place, conduct an audit of the system including all of the elements above plus a description of the system as it is currently used – number of cameras, hours of operation, scope of view, access to records, list of staff (by position) who currently have access to the recordings, types of disclosures currently permitted, types of uses currently permitted and retention periods.

Ensure that there is a named individual responsible for the operation of the video surveillance system.

### 2. Conduct a privacy impact assessment

Using the privacy impact assessment (PIA) templates available on the OIPC website, conduct a complete privacy impact assessment of the proposed or current video surveillance business plan:

<https://oipc.novascotia.ca>.

By conducting a PIA you will ensure that the project is in compliance with Nova Scotia's privacy laws. The PIA will also assist you in identifying privacy risks and mitigation strategies and will ensure that you have a plan in place to mitigate those risks.

Adjust your business plan to ensure that the project addresses any privacy impacts identified through the PIA process.

At least once every two years review your privacy impact assessment to ensure that any new or emerging privacy risks have been identified and mitigated.

### 3. Consult with stakeholders

Before implementing video surveillance, public bodies and municipalities should determine if consultations should occur with relevant stakeholders and representatives of those potentially impacted to ensure the need of video surveillance is debated and to determine if there will be public support for the practice.

For instance, if you have employees who will be filmed by the cameras, you should definitely discuss this with them. Explaining the purpose for the CCTV and getting your staff on-side will make the system more effective. Also, talking to others can give you excellent information – such as indicating whether CCTV might cause you problems that you had not thought about.

Depending on the size of your system and the reasons for installing it, it maybe also be useful to consult with:

- citizens,
- public interest groups,
- local community groups,

- other businesses,
- other agencies similar to your own that use CCTV,
- security specialists,
- the police,
- the Information and Privacy Commissioner.

Adjust your business plan to ensure that the project addresses any privacy impacts identified through the consultation process.

**4. Develop a video surveillance policy**

Your video surveillance policy is the tool you will use to make clear to employees and citizens how and when video surveillance will be used. The policy should, among other things, explain the rationale and purpose of the surveillance; when and how monitoring and/or recording will be in effect; how recordings will be used; retention periods; procedures for secure disposal of the recordings; and a process to follow if there is an unauthorized disclosure. Use the video surveillance policy template available on the OIPC website to guide you in the development of your policy: <https://oipc.novascotia.ca>.

**5. Train staff on the use of the video surveillance system**

Educating your employees on their roles and responsibilities, as defined in the policies and procedures you have developed, is an essential step to achieving an effective and compliant video surveillance program. How are employees to know what their individual duties and responsibilities are if they are not adequately trained on them? If employees are not aware of their roles and responsibilities, your institution may be at a greater risk of having a privacy breach. Accordingly, it is important that employees are trained to ensure that they understand the authorized and unauthorized uses of video surveillance and their duties and responsibilities under *FOIPOP* or the *MGA* with respect to your organization's video surveillance program.

## Step 3: Implement best practices for design and installation of the video surveillance system

### 1. Limit the time your surveillance is active

Cameras that are live for certain times of the day or night are preferable to those that are turned on 24/7. Only monitor or record during the time period that meets your specific purpose. For instance, if you have experienced break-ins after hours, only use your cameras when the office is closed so you are not capturing images of employees and citizens.

### 2. Avoid unintended subjects

One of the unexpected consequences of video surveillance is that cameras can easily capture images of people who are not targets, which would not be authorized under *FOIPOP* or *MGA*.

- Position cameras to reduce unauthorized image capture. For example, a security camera should not capture images of passersby on the street.
- Avoid areas where people have a heightened expectation of privacy, such as change rooms, washrooms, or into windows.

### 3. Use adequate signage to notify the public

Post a clear, understandable notice about the use of cameras before citizens enter the premises and at the entrances to different areas within your property that are under surveillance (e.g.: parking lot). Notification is respectful of citizens' privacy rights and gives individuals the option not to enter. The sign should indicate plainly which area is under video surveillance and for what purpose, for example: "This property is monitored by video surveillance for theft prevention." It should also state the legal authority for collection of personal information via video surveillance and provide contact information for someone in your organization if individuals have questions about the surveillance.

### 4. Transmit and store any recorded images securely

Ensure that video surveillance images are securely transmitted. Surveillance equipment should be stored under lock and key to protect your employees, guests, customers, clients and your organization from the risks of a privacy breach. Don't remove images from your premises and always follow a strict storage protocol.

### 5. Destroy recorded images when they are no longer needed

Prepare a retention and destruction schedule to specify the length of time that surveillance records will be kept. We recommend a maximum of 30 days unless the record is used to make a decision that directly affects an individual – then the record must be kept for one year.<sup>3</sup> Decide when and how records will be destroyed. Safely and securely destroy recorded images when they are no longer required for business purposes. Document the destruction in your logs.

### 6. Limit access to recorded images to authorized individuals

Your video surveillance policy should identify who is authorized to access the recordings. You should only review the recorded images to investigate a significant security or safety incident, such as when you have reported a crime to the police. Make sure that the right training is provided to your operators on an ongoing basis, so that they know their obligations under all relevant legislation. Minimize the number of individuals who have access to the system, monitoring, or recordings. All access to video records should be logged.

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<sup>3</sup> In accordance with s. 24(4) of *FOIPOP* and s. 483(4) of *MGA*.

Any disclosure of video surveillance recordings outside your organization should be authorized by the applicable privacy law and documented.

**7. Open access to your video surveillance policy**

Consider making your written surveillance policy available to the public. Citizens will appreciate your transparency and gain a better understanding of the purposes of the surveillance.

**8. Consider right of access**

Anyone whose image is captured by your surveillance video has the right to access their own personal images, so you must be prepared to provide a copy of the relevant surveillance recording upon request. When disclosing recordings, use masking technology to ensure that identifying information about other individuals on the recording is not revealed contrary to *FOIPOP* or the *MGA*.

## Step 4: Review and evaluate the use of video surveillance

Periodically re-evaluate your need for video surveillance. Organizational needs change. An area that was once prone to high rates of criminal activity may, through development or other external factors, transform into a low crime area. Further, new, less intrusive means of achieving the same goals may become available. Accordingly, it is important that the necessity of your organization's video surveillance program regularly be considered to determine whether it is still justified in accordance with the requirements of *FOIPOP* or the *MGA*.

Conduct regular privacy training to ensure that all staff are aware of the policies and procedures with respect to the use of video surveillance.

Collect statistics about your CCTV system to allow you to assess its strengths and weaknesses. After a year of operation and at regular intervals afterwards, evaluate the operation of the system. Consider the original problem it was intended to address. How many times did the CCTV system actually address the problem? In addition, conduct an audit of the roles, responsibilities and practices of your organization's video surveillance program regularly to ensure that they comply with your policies and procedures.

## Additional resources

The Office of the Information and Privacy Commissioner can provide comments on draft privacy impact assessments and video surveillance business plans. We can assist in identifying privacy risks and mitigation strategies. Our contact information is available on our website at: <https://oipc.novascotia.ca>.

## Appendix A: Video Surveillance Compliance Checklist

The following checklist will help to ensure that an existing video surveillance program is in compliance with best practices as described in this guideline.

Guideline	Actions and practices	Date checked	By
Step 2.1	<b>Responsibility:</b> There is a named individual who is responsible for the operation of the system.		
Step 2.2	<b>PIA:</b> There is a completed privacy impact assessment. All mitigation steps have been completed.		
Step 2.2	<b>PIA Review:</b> The PIA has been reviewed in the last two years to ensure that any new or emerging risks have been identified and mitigated.		
Step 2.4	<b>Policy:</b> The video surveillance policy is complete, approved and up to date.		
Step 2.5	<b>Training:</b> All staff, including new staff, have received training on the proper use of the video surveillance system and have been provided with the video surveillance policy.		
Step 3.1	<b>Limit time of day:</b> Cameras are only operating during times they are needed to address identified problems.		
Step 3.2	<b>Unintended subjects:</b> Cameras are focused specifically on problem areas. Cameras do not capture unintended or unauthorized images.		
Step 3.3	<b>Adequate signage:</b> There are video surveillance notification signs near every video camera. All signs include an explanation for the purpose of the surveillance, legal authority for collection and contact information.		
Step 3.4	<b>Security:</b> Video surveillance images are transmitted and stored securely.		
Step 3.5	<b>Limited retention:</b> Video images are only retained for the approved retention periods.		
Step 3.6	<b>Limited access:</b> Only approved individuals have access to video surveillance images. Access logs are regularly checked to ensure all accesses to images are authorized.		
Step 4	<b>Regular review:</b> The system is regularly reviewed to ensure it is working properly.		

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# Video Surveillance Policy Template

Office of the Information and Privacy Commissioner



## Forward

The Office of the Information and Privacy Commissioner for Nova Scotia (OIPC) has a public education mandate under the *Privacy Review Officer Act*. In combination with our recently updated *Guidelines for the Use of Video Surveillance in Nova Scotia* this document is intended to provide public bodies and municipalities with the information necessary to ensure that any use of video surveillance is in compliance with their privacy obligations set out in the *Freedom of Information and Protection of Privacy Act (FOIPOP)* and the *Municipal Government Act (MGA)*.

## Acknowledgments

The Office of the Information and Privacy Commissioner for Nova Scotia gratefully acknowledges that this guidance document is based in part on the work of:

- Office of the Information and Privacy Commissioner for Ontario, *Guidelines for the Use of Video Surveillance, October 2015* [https://www.ipc.on.ca/wp-content/uploads/Resources/2015\\_Guidelines\\_Surveillance.pdf](https://www.ipc.on.ca/wp-content/uploads/Resources/2015_Guidelines_Surveillance.pdf)
- Office of the Information and Privacy Commissioner for British Columbia, *Guide to using overt video surveillance, December 2016* <https://www.oipc.bc.ca/guidance-documents/2006>
- Office of the Information and Privacy Commissioner for Newfoundland and Labrador, *OIPC Guidelines for Video Surveillance by Public Bodies in Newfoundland and Labrador, June 26, 2016* <http://www.oipc.nl.ca/pdfs/GuidelinesForVideoSurveillance.pdf>.
- Office of the Saskatchewan Information and Privacy Commissioner, *Video Surveillance Guidelines for Public Bodies, March 2016* <http://www.oipc.sk.ca/Resources/2016-2017/Video%20Surveillance%20Guidelines.pdf>
- Privacy Commissioner of New Zealand, *Privacy and CCTV: A guide to the Privacy Act for businesses, agencies and organizations, October 2009* <https://www.privacy.org.nz/assets/Files/Brochures-and-pamphlets-and-pubs/Privacy-and-CCTV-A-guide-October-2009.pdf>

## Introduction

Public bodies and municipalities in Nova Scotia are responsible for ensuring the safety of individuals and the security of the equipment and property within the scope of the services they provide. One tool used by many public bodies and municipalities to help them fulfill this obligation is video surveillance.

While video surveillance may help to increase the safety of individuals and the security of assets, it also introduces risks to the privacy of individuals whose personal information may be collected, used and disclosed as a result of the technology. The risk to privacy is particularly acute because video surveillance may, and often does, capture the personal information of law-abiding individuals going about their everyday activities. In view of the broad scope of personal information collected, special care must be taken when considering whether and how to use this technology.

## Preliminary Steps

The *Guidelines for the Use of Video Surveillance in Nova Scotia* provide an explanation of the necessary considerations and steps to take before implementing video surveillance. It is available on our website at: <https://oipc.novascotia.ca>.

## Policy Template

The *Guidelines for the Use of Video Surveillance in Nova Scotia* explain that one of the key documents you must complete before switching on your video surveillance system is a video surveillance policy. This policy will ensure that you have communicated the exact purposes and all of the rules regarding the collection, use, disclosure of personal information via video surveillance and the security of your video surveillance system.

A video surveillance policy should include the following sections:

1. Purpose
2. Collection
3. Notification
4. Use
5. Disclosure
6. Security
7. Retention
8. Access to Information Requests
9. Contact Information

### 1. Purpose

Describe the purposes for which video surveillance may be used by the public body or municipality. Include a detailed rationale for surveillance. Explain your rationale in a way that both staff and citizens will understand. Ensure that the purposes listed here are authorized under the *Freedom of Information and Protection of Privacy Act (FOIPOP)* or the *Municipal Government Act (MGA)*. You will determine this by first completing a privacy impact assessment.<sup>1</sup>

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<sup>1</sup> The Office of the Information and Privacy Commissioner has published privacy impact assessment templates on our website at: <https://oipc.novascotia.ca>.

## 2. Collection

You should clearly state what personal information you intend to collect and what information you will not collect.

Identify the types of personal information that may be collected as part of the authorized video surveillance. For example, is the intention to only collect information of customers or citizens, or will the personal information of employees or service providers be collected as well?

Clearly describe the physical areas/locations where collection of personal information through video surveillance is authorized. State the limits on the location and field of vision of the equipment including the rationale and purpose of the specific locations of equipment and fields of vision selected.

Specify here prohibitions on the use of video surveillance in such areas as change rooms, washrooms, neighbouring properties including cameras pointed through neighbouring windows, etc.

Specify limitations on collection such as time of day, limits on location, field of vision, limits on any special capabilities of the system such as sound, zoom, facial recognition or night vision features.

## 3. Notification

Nova Scotia's access and privacy laws do not require that public bodies and municipalities provide notification when information is collected directly from citizens as it is with video surveillance. However, best privacy practice requires that proper notification be given to individuals. Such an approach respects the right of individuals to choose whether or not they wish to be subject to video surveillance. From a practical perspective, if the rationale for the surveillance is that the presence of video surveillance reduces the chance of illegal activity clear and prominent notifications are necessary. How can video surveillance reduce the chance of illegal activity if citizens are unaware of the surveillance?

In the policy you should describe the requirements for notification including the number of signs, locations and information to be included on authorized notices. Ideally, include a template notification sign in the appendix to your policy. See the OIPC guidelines for further details on the best practice content of video surveillance notifications.

## 4. Use

List all of the authorized uses of the video surveillance data. Clearly state any limitations on use. Generally speaking, best practice is to limit the use of the information to only those purposes for which it was originally collected. Any secondary use of the information must be subject to careful evaluation of the authority under *FOIPOP* or the *MGA*. For example, video surveillance conducted for security purposes cannot be used to monitor employee attendance or to monitor employee compliance with dress codes.

## 5. Disclosure

List all anticipated and authorized disclosures of personal information from the video surveillance data. This should include disclosures that are likely to occur based on experience. For example, if the purpose for the collection of the data is security, it is reasonable to anticipate that the public body or municipality may need to disclose video surveillance data to police as authorized under 27(1) of *FOIPOP* and s. 485(2)(1) of the *MGA*.

In addition, depending on the nature of the video surveillance undertaken, it may be reasonable to anticipate that a law enforcement agency may make a request for disclosure of video surveillance data through the use of a warrant (as authorized under s. 27(e) of *FOIPOP* and s. 485(2)(e) of the *MGA*).

Specify here the process the public body or municipality will use if it receives a request for disclosure of video surveillance data. Typically the process should include:

- identification of who within your organization is authorized to disclose the data,
- a requirement that the requester put his or her request in writing stating the authority he or she claims for the disclosure,
- a requirement that all disclosures be documented by including a copy of the request,
- a log of the information disclosed, and
- a clear identification of the authority for the disclosure under *FOIPOP* or the *MGA*.

If the disclosure is at the public body's initiative, the policy should require that the public body clearly identify its authority for disclosing the data without request to another organization.

## 6. Security

*FOIPOP* and the *MGA* both require that personal information be protected using reasonable security arrangements. The security section of the policy should describe, in general terms, the security arrangements for the video surveillance system and data. Such arrangements fall into four categories:

### (a) Administrative security:

- Describe the process to follow if there is an unauthorized disclosure of images.

### (b) Physical security:

- Set standards for locks, passcodes etc. for the servers and stored images. If monitors are used, ensure that monitors are installed in a secure area and viewable only by authorized employees. If images are available online, ensure that only authorized users can access the images and that such access is automatically logged by the system.

### (c) Technical security:

- Describe in general terms the technical security required. For example, whether the data will be encrypted, and what the requirements are for regular security updates, patches, etc.
- If the system you have purchased uses wifi technology you must carefully evaluate the security of this function. Wireless transmissions like CCTV (closed-circuit television) broadcasts are inherently subject to interference and interception, especially when they use publicly available frequency bands. CCTV signals are generally not encrypted or secured and may easily be captured by others with an appropriately tuned receiver. As there are only a limited number of transmission channels, the chances of inadvertent interception are high.<sup>2</sup>

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<sup>2</sup> As explained by the Office of the Information and Privacy Commissioner for Newfoundland in its guidance, *OIPC Guidelines for Video Surveillance by Public Bodies in Newfoundland and Labrador*, June 26, 2016 at p. 13.

(d) Personnel security:

- Designate the persons in the organization (described by position in the policy) who are authorized to operate the system and those who are authorized to view the data.
- Set out requirements for regular appropriate and ongoing training to operators to make certain they understand their obligations under privacy law and this video surveillance policy.

**7. Retention**

Video surveillance records create a number of risks for organizations. First, they are a collection of sensitive personal information that could be subject to a privacy breach. The more data you have, the more data that could be subject to unauthorized use or disclosure. Second, individuals have the right to request access to their personal information, including video surveillance. In order to disclose the information, public bodies and municipalities will have to purchase software that allows them to sever out images of other individuals if disclosure of those images would be an unreasonable invasion of personal privacy. This is an additional cost to organizations.

**8. Access to Information and Correction Requests**

Under *FOIPOP* and the *MGA* individuals are entitled to access copies of records containing their own personal information. Since "record" includes information "stored by graphic, electronic, mechanical or other means"<sup>3</sup> public bodies and municipalities must be prepared to provide copies of video surveillance data upon request. However, in order to do so, the public body may need to mask the images of third parties where the disclosure of these images would result in an unreasonable invasion of a third party's personal privacy. The policy should describe procedures for responding to access requests including how the public body or municipality will ensure that third party images are appropriately protected.

**9. Contact information**

Ensure that your policy includes contact information for your chief privacy officer or privacy lead. This person must be knowledgeable about the privacy implications of the video surveillance program.

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<sup>3</sup> See s. 3(1)(k) of *FOIPOP* and s. 461(h) of the *MGA*.

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**George R. Harding**  
68 Howe Street  
Lockeport, NS B0T 1L0

February 11, 2026

Mayor and Council  
Town of Lockeport

Dear Council:

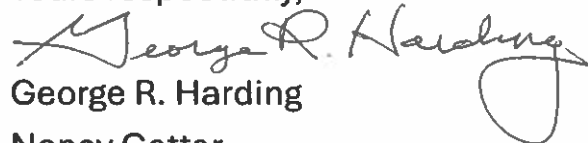
There is a group of citizens who would like to enhance the two trestles within the town. For several years someone has been faithfully fixing a Canadian flag to the second trestle, and we would like to have this continue.

We would like to put a Canadian flag on both trestles as well as add solar string lights along the chain-link fencing facing the Back Harbour. We will fundraise our budget to purchase these items. Our group will install and maintain this project in the future and should this become unmanageable because of a lack of funds or interest, we will remove the solar lights.

There will be no cost to the town nor any request for town employees to help manage this project. We hope to have this completed by early summer.

Thank you for your consideration.

Yours respectfully,

  
George R. Harding

Nancy Cotter  
Shirley Cotter

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## June Harding

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**From:** Craig Hillen <craighillenlockeport@gmail.com>  
**Sent:** February 12, 2026 9:46 AM  
**To:** June Harding  
**Subject:** Re: 2026 Assessment

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Thanks June,

This should be very concerning for council as PVSC is setting assessments based on a larger geographical area and not local measurements.

Our local market has levelled significantly but the assessments continue to rise even though the 3 properties in Lockeport would not have justified PVSC raising our assessment by 5.6 % in fact based on these measurements.

With assessments being set without local measurements it runs the real risk of overheating and inflating the local current market value of properties compared to what the actual value is.

I feel council should discuss further and consider sending a letter of concern to Minister Lohr.

Craig

On Thu, Feb 12, 2026 at 9:33 AM June Harding <[townoflockeport@ns.sympatico.ca](mailto:townoflockeport@ns.sympatico.ca)> wrote:

Hi all

Further to the previous emails and Craig's concern regarding the 2026 assessments, I just got off the phone with Paul Beazley (PVSC), and he tells me that this year they did not use any property assessment values from sales outside of the Town of Lockeport in their calculation for Lockeport. He says in his presentation that "they may" use neighbouring property sales in their calculation but this year, and the last couple of years they have not.

Overall, the Town of Lockeport assessments went up approximately 5.6%. This does not reflect the Cap. All the rest of Southwest Nova went up 9%.

Please don't shoot the messenger lol

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**June Harding**

**From:** Paul Beazley <PaulBeazley@pvsc.ca>  
**Sent:** February 11, 2026 12:23 PM  
**To:** June Harding  
**Cc:** PVSC Service Desk (ServiceDesk@pvsc.ca)  
**Subject:** Lockeport reassessment sales file.

Good afternoon June,  
Sorry for not getting back to you a little sooner, however, here is a list of the qualified residential sales used for the 2026 reassessment, as requested by one of your councillors during our presentation last month.  
There were only three qualified market sales in Lockeport during the 2024 calendar year (Base Date sales Jan. 1, 2024 to Dec. 31, 2024).  
Let me know if there are any additional questions.  
Regards,  
Paul

**Residential General Level of Assessment File - 2026 Qualified Sales - Town of Lockeport**

Assessment Account #	PID	Location	Sale Type	Property Type	Land Use Code
04657691	80076706	83 SOUTH ST LOCKEPORT	IMPROVED	DEFAULT LUC	0000
00179639	80077928	55 NORTH ST LOCKEPORT	IMPROVED	DEFAULT LUC	0000
04955102	80074446	30 WILLIAMS LANE LOCKEPORT	IMPROVED	DEFAULT LUC	0000

*Paul L. Beazley, Municipal Account Manager*  
Property Valuation Services Corporation  
Cell 1-902-240-7507 T. 1-800-380-7775 F. 1-888-339-4555 |  
[paulbeazley@pvsc.ca](mailto:paulbeazley@pvsc.ca)  
[www.pvsc.ca](http://www.pvsc.ca)

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TO: Town of Lockeport

RE: Proposed Mermaid

Mayor and Council Members;

Lockeport is a community with a lot of history and character, well known for its beautiful scenery and strong fishing related roots. Recently there have been plans published to promote tourism by creating a mermaid story and statue to attract visitors. While I understand the goal of attracting visitors, this made up story doesn't reflect the real history or spirit of Lockeport and risks taking attention away from what actually makes our town special.

As someone who has lived here my whole life and cares about this community, I believe we should be promoting our true heritage. Tourism is important, but it shouldn't come at the expense of who we are. The mermaid story takes away from the real stories of Lockeport that have been passed down for generations.

With ongoing discussions around amalgamation and other changes, many residents are already concerned about the possible loss of our town as we know it today. That makes protecting our identity even more important.

Instead, I encourage council to focus on promoting the real history and culture of Lockeport. Our beaches, festivals, events, and historical places already give people plenty of reasons to visit.

If the project is moving ahead, I think it would work well as a piece of public art and a point of interest. A standalone mermaid statue could still attract visitors and be something people can enjoy, take photos with, and talk about without tying it to a false backstory. In my view, the proposed story is poorly written and could seem gimmicky or even turn people off rather than draw them in.

I have been unable to find this subject on a council meeting agenda, nor any motion or council approval to move forward with this project. Please advise the dates when this took place.

I encourage you all as the leaders of our community to reconsider this mermaid story and focus more on projects that honor our community's true heritage rather than resorting to fictional creations.

Respectfully,

Cory Nickerson

Resident and former Mayor

Submitted via email to:

Town of Lockeport ([townoflockeport@ns.sympatico.ca](mailto:townoflockeport@ns.sympatico.ca))

cc Mayor Derek Amalfa ([derekamalfalockeport@gmail.com](mailto:derekamalfalockeport@gmail.com))

cc Deputy Mayor Craig Hillen ([craighillenlockeport@gmail.com](mailto:craighillenlockeport@gmail.com))

cc Councilor Anna Chetwynd ([annachetwyndlockeport@gmail.com](mailto:annachetwyndlockeport@gmail.com))

cc Councilor Kevin Chetwynd ([kevinchetwyndlockeport@gmail.com](mailto:kevinchetwyndlockeport@gmail.com))

cc Councilor Candace Malik ([candacemaliklockeport@gmail.com](mailto:candacemaliklockeport@gmail.com))

Town of Lockeport Recreation/MYM Committee Meeting Minutes  
February 2<sup>nd</sup>, 2026  
Council Chambers

Present: Mayor Derek Almalfa, Councillor Anna Chetwynd, Dawn DeMings-Taylor, Sue Crosby, Jan Fiske, Will Chetwynd, Benn Himmelman, MYM Community Navigator Connie Lamm (via zoom) and Recording Secretary Mary Meagher.

Regrets: Rhiannon Hinerman

Absent: Emily Swim

Meeting called to order at 6 p.m.

Approval of Agenda with the addition of Easter Egg Hunt: Moved by Sue and seconded by Dawn. **Motion carried**

Approval of Minutes from Jan 5<sup>th</sup>, 2026 with the following corrections:

- a. Fencing was not loaned to Shelburne,
- b. Typo of next meeting date which should have read Feb 2<sup>nd</sup> not 5<sup>th</sup>.

Moved by Derek and seconded by Will. **Motion carried**

There were no Presentations or guests.

Old Business: Benn and Anna attended the skating on Jan 24<sup>th</sup> and reported that there were 41 people of which 20 were from Lockeport. The canteen was very successful and it was recommended by Benn and Anna that we should continue offering this service.

Reports/Updates: Discussion with Elaine – Next Phase.

Elaine requested that we wrap up 2025/2026 by the end of February. Connie has been working on what has been spent and what funds are left. There is 18,000 in the account with most of that already allocated. The budget for the next stage will need to be completed with a few numbers noted: 10,000 for Connie's salary, School playpad 10,000 as previously allocated. Connie has continued to have discussions with Terridean. She has also spoken to Mark Williams concerning the work behind the Brighton guardrails. This could cost

17,613 incl tax. There are no dollar figures for the public washroom work at this time as well as no funds allocated to Roods Head. Next year skating 1500, MYM Day 1000, Canada Day 1000 and MYM merchandise 500.

Motion to support the guardrail work. Moved by Sue and seconded by Will.

**Motion carried**

Lending Library: This would be implemented from the 2025/2026 budget and be included in the work section of the report to Elaine. This would be for such items as standing desk 4 x \$90, walking pad treadmill \$400, reflective vests 28 x \$14, under desk pedaling \$70. These dollar figures are a rough estimate to give the committee a sense of the costs.

Motion to support the lending library was moved by Jan and seconded by Will.

**Motion carried**

MYM Day May 9th: Agreed to discuss this next meeting.

Open Drop In/ Indoor walking: The drop in was held Jan 30<sup>th</sup> with 14 kids in attendance. The indoor walking has only been drawing in 3 participants to-date but Derek told the group that he has suggested to the Town Clerk June and the Administrative Assistant Jill from the Town Office that the three of them might participate and could make it a working meeting time as they walk.

Wellnify App: This is a pilot project that is downloaded on your phone and you can get points for the various tasks performed such as housework, walking etc. It can be a competition between friends or municipalities if there is an interest in doing that. NSH (Nova Scotia Health) works with the wellnify app. Data is confidential and volunteer activities are counted. This begins May 1<sup>st</sup> but we would launch it as part of MYM Day. Connie will be trained so she can train others.

Motion that we participate in the wellnify app was moved by Derek and seconded by Will.

**Motion carried**

Sign Project: Derek will send out draft photos and a motion to approve online.

Request of MYM funds by SAC: Sac is asking for \$2000 from MYM for volleyball equipment that could be used by the community as well as the school. Benn noted that this would require checking with Elaine (MYM Province Program Lead) to see if this expenditure would fall within the parameters of MYM. It was also noted that there are other avenues and grants to acquire funds that could be looked in to.

Playground Update: Phase 1 is complete. The winter weather is affecting the "soft opening". The swings have arrived and quotes are being sought for ground cover. Anna and Jan meant with Eastern Fence for a free quote on extension of the fence on the swing side to comply with regulations.

Playground Fundraising Group: A supper is being planned for Feb 22<sup>nd</sup> of chili and soup to be held at the Legion Hall. There will be more fundraising events planned and details to follow.

School Update: Will informed us that exams will be held over the next two days. There will be basketball games later this week. Blake and Coby both received a call back for the provincial team.

Large Mural: The committee were shown a draft of the large mural which will have "Welcome to SeaCaps Playground" at the top. The rest of the murals will be ordered shortly.

Bike Camp: Benn plans to meet with Ruthmarie to plan another bike camp this year. The previous one was well attended and enjoyed by the participants.

Summer Programming: Anna spoke to Ruthmarie and she is keen to work on this again this year. There will be a meeting with Emily Swim soon. There could possibly be programming in the Rec Centre and Anna informed us that she and June made application to Canada Summer Jobs. It is hoped that Ryan and Kevin will run the soccer program again this summer. There is a provincial program "Introduction to Sailing" which was recommended that we check out.

Playground policy review: This is ongoing and it was agreed that we look at this at next months meeting.

Easter Egg Hunt: Dawn presented this as it was an event that she and Sue held for several years in the past and they would like to resurrect. They would select several locations within easy access that participants would go to and get stamps and an egg and then back to the firehall for draws etc. This would be well advertised with the details as we get closer to Easter.

Motion that we support the Easter Egg Hunt with MYM component was moved by Jan and seconded by Will. **Motion carried**

Volunteer of the Month Nominations for February: Alma Cotter and Ragged Island Artisans Group. This was noted in our January minutes.

At the end of our meeting Sue suggested that we get an inventory of our equipment and promote groups and individuals using them. We should also promote the MYM funds spent on projects. Connie would like to resurrect the "RX for Movement Program" that she ran the last time she held the job of MYM Navigator.

Next meeting March 2<sup>nd</sup>, 2026

Meeting adjourned at 7:19

## **Lockeport and Area Canada Day Celebration Committee**

**Lockeport N.S.**

**Tuesday, February 17, 2026**

**Present were:** Emily Swim in the Chair, Ellen Suttle, Candace Malik, Connie Lamm

**Regrets:** Kevin Chetwynd, Nancy Williams

**Minutes:** The minutes of the meeting of January 20, 2026 as circulated were approved on motion by Candace Malik and seconded by Ellen Suttle. Motion carried.

Emily welcomed Connie Lamm to the meeting. Candace Malik moved that Connie Lamm, Make Your Move Lockeport Navigator, be a member of the July 1<sup>st</sup> Committee. Ellen Suttle seconded. Motion carried.

### **Old Business:**

**Meeting with Lockeport Town Council** – It was felt that this meeting was beneficial as various concerns were expressed and discussed. A check list was produced and submitted to the Town Council so that they would be aware of what this Committee expects to be completed by the Town staff. More discussions should probably be held in the future to establish easier requests and communications, i.e. street closures etc. between July 1<sup>st</sup> Committee and Town of Lockeport.

Upon discussion, it was decided that if the Lockeport Town Council has approved a budget for the July 1<sup>st</sup> Committee than the Committee does not need individual approval for each purchase that is made as long as it is within the approved budget.

**Robertson's Candy** – Emily presented the letter to Robertson's Candy asking for donations of candy to our festival.

**Risk Management, Street Closures, Schedule of Events** – These had been preciously emailed to all committee members for their perusal. This has been submitted to Lockeport Town Council.

### **New Business:**

**MYM-Connie Lamm** – Connie has offered to organize the Craft Fair. Emily will give her a list of the previous vendors. A discussion was held as to what vendors would be available

in the Fire Hall. It was felt that we could perhaps use part of the large tent to have an outdoor market.

Since the carnival booths require a fair amount of movement from the volunteers, Connie will help with the carnival games and will try to solicit extra help for this event.

**Little Miss Lockeport** – Kelley Penney - Emily will meet with Kelley to discuss organizing the Little Miss Lockeport event. Emily will ask for a clear definition as to what this Committee is expected to do for this event.

**Strawberry Festival – Tennis & Pickleball Group** – It was noted that in the previous list of events the Strawberry Festival has not been changed from community group to Tennis & Pickleball Group/Lockeport Legion Branch 80. This will be changed.

**Security/Fire Dept. – Traffic Management** – Candace Malik moved that letters be sent to Lockeport, Little Harbour and Sable River Fire Departments asking them to provide traffic control for the Canada Day Parade at a rate of \$125.00 per person for 2 hours up to a maximum of 4 people. Ellen Suttle seconded. Motion carried.

**Seniors Social** – Due to the Fire Hall being previously booked for another event on June 29th, it was felt that the co-ordinator of the Seniors Social event will be asked if it would be feasible to have the event on the 30<sup>th</sup> of June.

**Budget Review** – The 2026 July 1<sup>st</sup> Celebration budget is \$29,300.00. The budget was previously sent to the Committee for their perusal. Candace will present the budget to the Town Council at their next meeting.

There being no further business, Candace Malik moved the meeting adjourned at 7:50 p.m.

**Next meeting** – March 11, 2026 at 6:00 p.m.

Respectfully submitted,

Ellen Suttle

## **July 1<sup>st</sup> Celebration Events - 2026**

June 21 - Indigenous Day - Shon as guest presenter. Candace Malik organizing

June 27 – Multicultural Share Fair - Show case the culture of Italy Emily (Ellen) organizing

June 28 – Seaman’s Memorial Service - Pastor Tim Garron

Little Miss Lockeport Pageant – Kelly Penney

June 29 - Afternoon Social – Nancy Williams organizing

July 1<sup>st</sup> – Annual craft fair

Strawberry Festival – Tennis & Pickleball Group/Lockeport Legion Branch 80

Annual grease pole

Flag Raising Ceremony & Cake

Carnival in the Park

Children’s Parade

‘Little Mac’s” Antique Car Parade

Grand Street Parade

Pie Eating Contest

Awards Ceremony & Raffle Draws

Beans and Brown Bread Supper (Community group)??

Family Dance Party & Free Glow Stuff

Mini Fireworks Display

## June Harding

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**From:** NSFM Communications <communications@nsfm.ca>  
**Sent:** February 19, 2026 2:33 PM  
**Subject:** Fire Services Modernization Questions & Answers  
**Attachments:** QA Fire Services Modernization\_Feb19.pdf  
  
**Importance:** High

Please see attached Q&As and the message below from the Honourable Kim Masland, Minister of Emergency Management.

### Message from Honourable Kim Masland:

Hello,

Over the past year, we have taken an honest look at the state of fire services across Nova Scotia. We asked firefighters, chiefs, and fire service coordinators what's working, what isn't, and what needs to change; and they answered.

Through the value-for-money audit of the Nova Scotia Firefighters School, and through the Fire Service Association of Nova Scotia's (FSANS) governance review, we heard consistent concerns: governance and safety gaps, the need for safer and more consistent training, aging infrastructure and equipment, regional inconsistencies, and the growing complexity of emergency response. We also heard about the strain these pressures place on both volunteer and career firefighters.

We are now engaging with fire chiefs, deputy chiefs, fire service coordinators, and municipal leaders to determine how best to implement the recommendations from the FSANS report.

Our goal is to ensure that any changes work in practice, not just on paper. Implementation will take place over three years, in phases that are achievable and sustainable. These changes are intended to strengthen, not disrupt, the vital services you provide.

There are many misconceptions about what the modernization of fire services in the province will entail. Attached to this letter are some Q&As that address the misinformation we've heard, in addition to general questions and answers about what we are working towards.

There is a valued role for every volunteer firefighter in the province. Our goal is to establish standards that support the full range of responsibilities required at an emergency, recognizing the important contributions of interior, exterior, and support firefighters alike.

We recognize the complexity of this transition and the many factors that must be considered. That is precisely why we are taking a measured, multi-year approach.

This represents a significant shift, but it is a necessary one to ensure everyone in Nova Scotia receives consistent fire services. The objective is clear: a stronger fire service that better supports firefighters, modernizes infrastructure, and improves service to the public.

Meaningful change of this scale requires planning and collaboration. That is why your continued input is essential. We look forward to continuing to work with fire services and municipalities through the transition to create a new model for fire services in Nova Scotia. I encourage you to provide your feedback to your FSANS Director, to ensure your voice is heard.

Thank you,  
Kim Masland

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**NOVA SCOTIA FEDERATION OF MUNICIPALITIES**  
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*NSFM acknowledges that we are in Mi'kma'ki, the ancestral territory of the Mi'kmaq people. We also recognize the enduring presence of people of African descent, who have been part of Nova Scotia for over 400 years. We honour and offer gratitude to those ancestors of African descent who came before us and shaped the history of this land.*

## Fire Services Modernization Q&As

### WHY MODERNIZATION IS NEEDED

#### **Q: Why are you making all these changes?**

- Over the past year, we've taken a hard, honest look at the state of fire services across the province.
- These changes reflect the recommendations coming out of the Fire Service Association of Nova Scotia's (FSANS) governance review last year.
- Firefighters told us loud and clear what's working, what's not, and what needs to change. They want:
  - Better governance
  - Safe training
  - Standardized services.
- For far too long, the sector has been struggling under a patchwork of funding, governance arrangements with municipalities, and service levels around the province have been inconsistent.
- So, we're tackling it head on, by working *with* the fire service sector and municipalities.
- Over the last few months, our staff have met with over 300 fire chiefs and deputy chiefs, municipalities, fire service coordinators, and fire commission leaders to figure out how to implement the 40 recommendations from the recent FSANS report.
- Together with the sector, we'll build a sustainable, effective and safe sector for our firefighters.

#### **Q: Did you consult with firefighters on these changes?**

- Yes, in 2025, firefighters told the Fire Service Association of Nova Scotia exactly what they needed in the governance review.
- There was also a value-for-money audit of the Nova Scotia Firefighters Training School, which also revealed governance and safety issues.
- In September 2025, the Department of Municipal Affairs introduced legislation that put the framework in place to have the Fire Modernization Act in place by September 2026.
- In January of this year, we began extensive engagement sessions with fire chiefs, deputy fire chiefs, fire commissioners, fire service coordinators and municipal CAOs across the province to figure out how to implement the recommendations coming out of that FSANS report.
- As of now, we have held over 13 sessions with participation from more than 300 participants across the Province.

#### **Q: How much will this cost?**

- Work is underway to estimate what the transition to a new model of governance for fire services and a new approach to training will cost over three years.

**Q: Will municipalities have to pay for this transition?**

- At least 50% of municipalities (25) already provide fire services.
- For those that don't there will be a period of support to help fire departments and municipalities with the governance, legal and financial transition.
- Changes will happen in a phased approach over the next three fiscal years, giving municipalities time to prepare for the full implementation by January 1, 2029.

**Q: When will these changes be implemented?**

- We know this change will take time.
- Changes will happen in a phased approach over the next three fiscal years, with full implementation by January 1, 2029.

**Q: What were the results of the value-for-money audit of the Nova Scotia Firefighters School?**

- The findings of the report were troubling.
- They show a consistent failure to uphold a culture of safety, and serious, unaddressed safety-related deficiencies.
- The report also identified a dysfunctional governance structure, outdated bylaws, non-existent committees, lack of strategic planning and a decline in infrastructure.
- As a result, the Province cut ties with the training school, and established the Fire Training Advisory Committee, which is tasked with building out standardized training for firefighters across the province.

**Q: What were the results of the broader fire services review by FSANS?**

- There were common themes noted across the province.
- They were:
  - Sustainable funding models
  - Standardized and accessible training
  - Improved recruitment and retention supports
  - Clearer governance structures
  - Consistent and coordinated dispatch systems
  - Enhanced health and safety measures
  - Equitable access to equipment and infrastructure
  - Defined levels of service based on risk assessments
  - Stronger interoperability and mutual aid arrangements
  - Sustainable approaches to medical first response.

**Q: Who contributed to the fire services review?**

- FSANS can speak to the details of who helped inform the review, but we know that hundreds of firefighters and fire service leaders participated in the process.
- In their final report, FSANS reported that the recommendations were based on conversations with hundreds of firefighters at 30 in-person meetings and 400 responses to a consultation survey.
- NSFM and AMANS also provided feedback on behalf of their members.

**Q: What is the goal of these changes?**

- The commitment of all partners is to ensure that:
  - Nova Scotians are adequately protected from fire risks through access to high-quality municipally led fire protection services no matter where they live
  - Firefighters are shown the respect they deserve by ensuring they have equipment and training they need to stay safe
- The Legislation being introduced in the House creates the Office of the Fire Commissioner, rolls out regional firefighter training, and supports fire departments and municipalities to transition to a new fire services structure.

**GOVERNANCE****Q: What would an Office of the Fire Commissioner (OFC) be responsible for?**

- An OFC was one of the recommendations coming out of the FSANS report.
- The feedback received by FSANS in its report imagines the OFC to be responsible for investigations and compliance along with the Fire Marshal, training and certification, and municipal relations, policy and legislation.
- The OFC could also oversee all aspects of fire safety and services and provide clear, consistent direction to municipalities and all fire service stakeholders through standards and regulations.
- It could also lead the development of a new training model that provides accountability, oversight, and equitable access to training resources and professional certification.

**Q: What would a new governance model look like?**

- A new model could see a single model of governance for fire services that is municipally led, with new levels of support and oversight from the Province.
- In a model like this, all municipal units including regional and rural municipalities, towns and villages would be required to provide fire services.
- They would have the ability to provide these services either directly, through mutual aid, or through services agreements and regional collaboration.
- A provincial Office of the Fire Commissioner would provide province-wide oversight.
- The Office would engage subject matter experts and key organizations as needed, rather than through standing committees.

**Q: What will happen to fire service entities, like commissions, brigades and associations?**

- FSANS told us that there is a lot of fragmentation in the governance of fire services.
- In the recommendations, existing fire service entities (such as Commissions) and statutory fire safety committees will be dissolved over a three-year period and integrate into municipal operations.
- Fire service entities, like commissions, brigades and associations play an important role in supporting local fire service delivery through local knowledge and good relationships.

- We have committed to bring Fire Commissions, Fire Safety Committees and municipalities together during the transition period to work out what role the Commissions and Committees can play in the new municipal model.

**Q: Will village fire departments be required to integrate into a larger municipal unit?**

- No, because villages are considered to be a municipal unit under the Municipal Government Act.
- If a village commission decides to provide fire services to residents, they can do so, or they can partner with other municipal units.

**Q: Will the new model impact everyone in the same way?**

- No, for at least 25 municipalities that currently provide fire services directly to their residents, this modernization process will have moderate impacts.
- There will be many positive benefits including greater clarity and collaboration, better access to safe, high-quality training for firefighters, and more consistent services to Nova Scotians regardless of where they live.

**Q: Do these amendments affect DNR's wildland firefighters?**

- No. These amendments only affect volunteer and career firefighters.

**Q: Who will be the most affected by these amendments?**

- This will mostly affect those fire departments or commissions who are not currently tied to their municipality. This includes societies, associations, brigades and commissions.
- Of the 275 fire service entities in the province, at least 17 municipalities do not directly provide fire services to residents which means that commissions and associations are currently providing those services on a volunteer basis for Nova Scotians.
- These municipalities are:

Name
Annapolis Royal
Clark's Harbour
Kentville
Lockeport
Annapolis
Antigonish
Chester
Clare
Digby
East Hants
Inverness
Pictou

Richmond
Shelburne
St. Mary's
Victoria
Yarmouth

**Q: How would new fire protection service standards be enforced? What would happen if a municipality doesn't meet standards?**

- The focus would always be on collaboration, support and continuous improvement.
- The province would work with municipalities to help them set levels of service, and help them understand what standards they need to meet and the levels of training required for firefighters.
- Municipalities would be given time, guidance and tools to meet new standards through a phased implementation.

**Q: What do you say to Commissions or fire departments who do not want to undergo such drastic changes?**

- We know that change is difficult, and we know that it will not happen overnight.
- We are working to address long-standing challenges that are impacting residents, especially those living in rural areas.
- This will be a phased approach, with a transition period of about three years.
- That timeline is intentional.
- Meaningful change – especially change of this scale – requires planning and collaboration.
- We understand that this is a significant shift. But it's a necessary one to ensure that Nova Scotians, no matter where in the province they live, know that they will receive the same minimum levels of service from their fire department.

IMPACT ON MUNICIPALITIES

**Q: How will the legislation affect municipalities?**

- A legislated responsibility to provide a service can be considered a public law duty to the residents.
- To provide protections to the municipalities ahead of the January 1, 2029 transition, the FMA will propose provisions to limit municipal liability for an act, omission, or failure to provide a fire protection service if it meets provincially set fire service standards.
- Further protections can be provided to prohibit actions against a municipality mandated to provide fire protection service for a grossly negligent action of employee or volunteer firefighters.

- Having said that, many firefighters have identified that there is an unevenness in access to equipment across the fire service, with many departments driving end-of-life trucks and apparatus while others have new trucks and equipment. They have suggested many ways to work together to address these disparities including re-homing equipment. These opportunities will be worked out through the transition period.

**Q: Will we lose our financial assets?**

- There is no intention of asking fire departments to turn over financial assets.
- Fire departments have fund-raised and saved for equipment and structures. These assets will remain with the fire departments with the understanding that they support fire services in their area.
- Transitioning to a new municipally led fire service, will build on these assets as a foundation for the future.

**Q: Will we still have to fund-raise for equipment and buildings?**

- We have heard from many fire fighters that they are tired of having to fund raise for breathing apparatus and bunker gear.
- Bingos, Chase the Ace and other fund raisers take time and there is a dwindling number of volunteers to do the work.
- Provincial standards for equipment and training will ensure that in municipally led fire services, fund-raising for a set standard of equipment will no longer be required.
- Having said that, firefighters are unanimous in wanting the 50/50 and other forms of fundraising to stay in place.

**Q: Will departments still be able to fundraise for other things?**

- Yes.
- Municipally-led fire departments will be able to fundraise for 'extras', and for community-based needs and requirements.
- However, fundraising for standard equipment for safety and training will no longer be needed.

**Q: Volunteer firefighters and GSAR members often have difficulty being released from their regular duties to act in their volunteer roles. How will this new fire services model help?**

- We value our volunteer firefighters and GSAR members and have heard about this issue from them.
- We are currently looking at how this is being addressed in other jurisdictions and will work with other departments such as Labour, Skills, and Immigration to explore options.

**CERTIFICATION / TRAINING**

**Q. Will legislation require all firefighters in Nova Scotia to be Level 1 certified?**

- We continue to work with the fire service across Nova Scotia to ensure the legislation and standards are achievable across the province.
- Our objective is to ensure standard baseline.

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- Achieving Level 1 certification will be a choice for individual firefighters to make, but it will not be a requirement.
- We want to be clear that there is place for every volunteer firefighter in the province.
- Firefighters in exterior or support positions may opt to only complete the required components of Level 1 training, as defined by their role.
- In developing new Training and Certification Standards, the Province will ensure that a variety of training options are provided in alignment with the roles that volunteers want to play.

**Q. Will there be one central fire training school in the province?**

- Through the FSANS report, it was recommended that training centres be established regionally so firefighters can train locally and avoid excessive travel.
- We will work toward a hub-and-spoke model for a central training facility for higher-level firefighter training and Incident Command training, with more basic training being offered locally, as recommended by the FSANS report.

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## June Harding

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**From:** Zwicker, Brenden <brenden.zwicker@nspower.ca>  
**Sent:** February 13, 2026 3:00 PM  
**To:** Warren MacLeod  
**Cc:** Erin Hartley; Val Kean; Nicole Blades; Pushkarna, Sanjeev; Sutherland, Ian (Fancy, Jessica - MP); jessica.fancy-landry@parl.gc.ca; Young, Nolan; June Harding (townoflockeport@ns.sympatico.ca); Sarah Mattatall; Chris Frotten (cfrotten@barringtonmunicipality.com); Alain Muise (admuisse@munargyle.com); Victoria Brooks; Jeff Gushue; Stéphane Cyr; Tom Ossinger; Tyler Pulley; Jennifer From The Town Of Clarks Harbour; Dale Richardson; Heidi Wagner; Paula Sutherland; Ron Coole; Sherry Thorburn Irvine; Warden Penny Smith  
**Subject:** RE: NS Power Infrastructure Project Presentation to SW Nova CAO's & Councils

Good afternoon,

While we continue to collaborate on opportunities to enable growth in the province, Nova Scotia Power is also very focused on strengthening system reliability.

In December 2024, we filed our Five-Year Reliability Plan, a data driven framework that includes targeted investments of \$1.3 billion across Nova Scotia. The plan focuses on three areas: expanding our vegetation management program (tree trimming); preparing the system to better withstand the impacts of extreme weather by upgrading power lines, poles, and transformers; and modernizing the grid using monitoring and control systems that help detect and restore outages fast.

Nova Scotia Power has been hosting reliability engagement sessions across the province over the last few years. These events provide meaningful opportunities for customers to engage directly with our team, ask questions, provide feedback, and learn more about reliability-focused investments in their communities.

Reliable electricity service is an important part of community infrastructure and plays a critical role in supporting long-term economic growth. We welcome the opportunity to engage with municipalities, government, and local stakeholders in Southwest Nova Scotia to better understand regional economic development goals and how Nova Scotia Power can best support those efforts.

As always, please feel free to reach out at any time.

Best regards,

**Brenden Zwicker** | Government Relations Advisor | **Nova Scotia Power** |

P: (782) 640-1657

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503

**From:** Warren MacLeod <Warren.MacLeod@municipalityofshelburne.ca>  
**Sent:** Friday, January 16, 2026 12:31 PM  
**To:** Zwicker, Brenden <brenden.zwicker@nspower.ca>  
**Cc:** Erin Hartley <Erin.Hartley@municipalityofshelburne.ca>; Val Kean <Val.Kean@municipalityofshelburne.ca>; Nicole Blades <nicole.blades@municipalityofshelburne.ca>; Pushkarna, Sanjeev <sanjeev.pushkarna@nspower.ca>; Sutherland, Ian (Fancy, Jessica - MP) <ian.sutherland.138@parl.gc.ca>; jessica.fancy-landry@parl.gc.ca; Young, Nolan <nolan.young@novascotia.ca>; June Harding (townoflockeport@ns.sympatico.ca) <townoflockeport@ns.sympatico.ca>; Sarah Mattatall <Sarah.Mattatall@shelburnens.ca>; Chris Frotten (cfrotten@barringtonmunicipality.com) <cfrotten@barringtonmunicipality.com>; Alain Muise (admuisse@munargyle.com) <admuisse@munargyle.com>; Victoria Brooks <victoria@munyarmouth.ca>; Jeff Gushue <cao@townofyarmouth.ca>; Stéphane Cyr <cao@munclare.ca>; Tom Ossinger <eossinger@digby.ca>; Tyler Pulley <tpulley@digbymun.ca>; Jennifer From The Town Of Clarks Harbour <clerk@clarksharbour.com>; Dale Richardson <Dale.Richardson@municipalityofshelburne.ca>; Heidi Wagner <Heidi.Wagner@municipalityofshelburne.ca>; Paula Sutherland <Paula.Sutherland@municipalityofshelburne.ca>; Ron Coole <Ron.Coole@municipalityofshelburne.ca>; Sherry Thorburn Irvine <Sherry.ThorburnIrvine@municipalityofshelburne.ca>; Warden Penny Smith <Warden@municipalityofshelburne.ca>  
**Subject:** NS Power Infrastructure Project Presentation to SW Nova CAO's & Councils

**\*\*Exercise Caution - This is an external email from: [Warren.MacLeod@municipalityofshelburne.ca](mailto:Warren.MacLeod@municipalityofshelburne.ca). Beware of links or attachments from external sources. If you are unsure, click "Report Email" to submit for review.\*\***

Good morning Brenden,

I hope you are doing well. I am writing to follow up on our ongoing discussions regarding the possibility of Nova Scotia Power presenting to the Southwest Nova Scotia CAOs and Councils on plans to strengthen and upgrade the region's power infrastructure.

As you know, this conversation has been underway since July, and in the months since, concerns around the condition of the existing infrastructure and the lack of available capacity have become increasingly prominent among our Councils and residents. There is a growing recognition across the region that current limitations present a significant barrier to large-scale economic development. To date, our understanding has been that the Southwest Nova Scotia grid would be unable to support even a single 100 MW wind project—particularly striking when compared to other regions of the province, such as the Municipality of Guysborough, where projects in excess of 2,000 MW are being contemplated.

These infrastructure constraints are especially concerning given the broader economic context in Southwest Nova Scotia. The lobster fishery, which has long been the cornerstone of our regional economy, has been in decline since 2015. As a result, our municipalities are facing the dual challenge of a softening economic base and a power system that limits diversification and investment. If municipalities are to meaningfully pursue economic development opportunities, we will require strong, coordinated support from Nova Scotia Power, alongside our provincial and federal partners, to address these regional power inequities.

In our last conversation, you noted that a meeting could be arranged once Sanjeev Pushkarna was able to provide further insight into a potential project being explored with the Department of Natural Resources. While we have limited information on this initiative, we are encouraged to hear that Nova Scotia Power is actively engaged with DNR on opportunities in Southwest Nova Scotia. At the same time,

there is some concern locally that any such project could be focused on a single proponent rather than addressing broader regional capacity needs.

Given the seriousness of these issues, we would very much appreciate an opportunity for you—or the appropriate members of your team—to provide an update to the Councils and CAOs of Southwest Nova Scotia on Nova Scotia Power’s plans and outlook for the region. Our goal is to work collaboratively and constructively, and to ensure that there is a shared understanding of what may be possible in the near and medium term.

I have copied Nolan Young, MLA, and Jessica Fancy, MP, as they have a strong interest in this matter and will appreciate being kept informed of any positive developments or next steps.

Thank you for your continued engagement, Brenden. We look forward to hearing from you and to continuing this discussion as partners working toward a stronger and more resilient Southwest Nova Scotia.

Kind regards,

Warren MacLeod  
Municipality of the District of Shelburne  
Chief Administrative Officer

---

**From:** Sherry Thorburn Irvine <[Sherry.ThorburnIrvine@municipalityofshelburne.ca](mailto:Sherry.ThorburnIrvine@municipalityofshelburne.ca)>  
**Sent:** December 11, 2025 9:26 AM  
**To:** Nicole Blades <[nicole.blades@municipalityofshelburne.ca](mailto:nicole.blades@municipalityofshelburne.ca)>; All Staff <[allstaff@municipalityofshelburne.ca](mailto:allstaff@municipalityofshelburne.ca)>; Anthony Gosbee <[Anthony.Gosbee@municipalityofshelburne.ca](mailto:Anthony.Gosbee@municipalityofshelburne.ca)>; Dale Richardson <[Dale.Richardson@municipalityofshelburne.ca](mailto:Dale.Richardson@municipalityofshelburne.ca)>; Heidi Wagner <[Heidi.Wagner@municipalityofshelburne.ca](mailto:Heidi.Wagner@municipalityofshelburne.ca)>; Paula Sutherland <[Paula.Sutherland@municipalityofshelburne.ca](mailto:Paula.Sutherland@municipalityofshelburne.ca)>; Ron Coole <[Ron.Coole@municipalityofshelburne.ca](mailto:Ron.Coole@municipalityofshelburne.ca)>; Warden Penny Smith <[Warden@municipalityofshelburne.ca](mailto:Warden@municipalityofshelburne.ca)>  
**Subject:** Re: Agenda Items - Council Meeting Jan 14/26

Nichole, I'd like to submit a request to have Nova Scotia Power present to Council in the new year. Heidi and I had discussed this at NSFM with Cuian, one of Nova Scotia Power’s reliability officers. May I leave this with you?

Cuian had indicated that in the new year, this would work for his schedule. I'm not sure I have his spelling of his name correct. I will forward an email from him.

Thanks,  
S

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**From:** Nicole Blades <[nicole.blades@municipalityofshelburne.ca](mailto:nicole.blades@municipalityofshelburne.ca)>  
**Sent:** Thursday, December 11, 2025 9:21:11 AM  
**To:** All Staff <[allstaff@municipalityofshelburne.ca](mailto:allstaff@municipalityofshelburne.ca)>; Anthony Gosbee <[Anthony.Gosbee@municipalityofshelburne.ca](mailto:Anthony.Gosbee@municipalityofshelburne.ca)>; Dale Richardson <[Dale.Richardson@municipalityofshelburne.ca](mailto:Dale.Richardson@municipalityofshelburne.ca)>; Heidi Wagner <[Heidi.Wagner@municipalityofshelburne.ca](mailto:Heidi.Wagner@municipalityofshelburne.ca)>; Paula Sutherland <[Paula.Sutherland@municipalityofshelburne.ca](mailto:Paula.Sutherland@municipalityofshelburne.ca)>; Ron