



**TOWN OF LOCKPORT
COUNCIL MEETING
FRIDAY AUGUST 8, 2025, AT 10:00 A.M.
AGENDA**

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

Staff Suggested Motion – That Council approve the agenda for the August 8, 2025, meeting with the following additions/deletions.

- 5. Approval of Minutes**

- Regular Council Meeting Minutes July 25, 2025

Staff Suggested Motion – That Council approve the Minutes from the Regular Council Meeting of July 25, 2025.

- 6. Business arising from Previous Minutes**

There was no business arising from the previous minutes.

- 7. Community Forum (Open Mic)**

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

8. Presentations

9. Finance

- List of invoices already paid in the amount of \$89,679.59 (Page 1-2)
- Make Your Move Business Navigator

10. Other Business

- Playpark project award
- 2nd reading of REEMO By-Law (Page 3-7)

Staff suggested motion: That this be considered second reading of the Regional Emergency Management By-Law and is approved by Council.

11. Council Reports

- Mayor Derek Amalfa (Page 8)
- Councillor Craig Hillen (Page 9)
 - o Heritage & Tourism Advisory Committee (Page 10-13)
- Councillor Candace Malik (Page 14)

12. Correspondence

13. Information Only

14. Date of next meeting

- Aug 22, 2025, at 10:00 a.m.

15. “In Camera”

16. Adjournment

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LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
AUGUST 8, 2025 MEETING		
AGAT	WATER SEWER TESTS	381.90
BELL ALIANT	BEACH CENTRE	113.86
BUCHANAN, CHETT	ENTERTAINMENT FOR SR. PICNIC	500.00
CHETWYND, WAYNE REIMBURSEMENT	CLOTHING ALLOWANCE, TOOLS	432.46
HARDING, JUNE	LIFE INSURANCE	27.20
I.B.E.W.	UNION DUES FOR STAFF	384.85
MALIK, CANDACE	MILEAGE FOR JULY	35.59
MANULIFE	PENSION FOR EMPLOYEES	1,897.28
MUNICIPALITY OF THE DISTRICT OF SHELburnE	C & D SITE	29.96
NICKERSON, CORY	MUSIC AND SOUND FOR CANADA DAY, PAGEANT, AWARDS CEREMONY, BEACH BASH, GLOW STICK PARTY	550.00
NOVA SCOTIA POWER	BOARDWALK	130.76
NOVA SCOTIA POWER	STREET LIGHTS, PLAYGROUND, TREATMENT PLANT	2,725.20
NOVA SCOTIA POWER	BOARDWALK	130.76
NOVA SCOTIA POWER	STREET LIGHTS, PLAYGROUND, TREATMENT PLANT	2,993.83
NOVA SCOTIA POWER	UV SYSTEM	591.81
NOVA SCOTIA POWER	UV SYSTEM	462.92
ON TOWN AUTO SERVICE	FRONT PINION SEAL FOR SEWER TRUCK	136.74
PALADIN SECURITY	SECURITY FOR STREET DANCE	138.68
RCMP	Q1 BILLING	57,045.83
REGION OF QUEENS	TIPPING FEES	3436.61
ROACHE, DALE	ATHLETIC FIELD MAINTENANCE JULY 19 - AUG 1	60.00
ROSZEL, HOWARD	MILEAGE FOR RCMP MEETING	37.96
SWIM, EMILY REIMBURSEMENT	SR. PICNIC SUPPLIES	21.12
TELUS	MEDICAL AND LIFE INSURANCE	965.42

(2)

TRI-COUNTY REGIONAL CENTRE FOR EDUCATION	MONTHLY EDUCATION TAX AND MONTHLY FEE SCHEDULE CATCH UP FROM APRIL	16,060.55
WOODWORKERS HOME HARDWARE	LIQUID SOAP AND TOILET BOWL CLEANER FOR TOWN OFFICE	28.48
XEROX	SERVICE INVOICE	113.69
XEROX	LEASE 32 OF 60	246.13
	TOTAL	89,679.59

By-law 109
REGIONAL EMERGENCY MANAGEMENT BY-LAW

The Council of the Town of Lockeport pursuant to section 10(1)(a) *Emergency Management Act*, S.N.S. 1990, c.8, enacts as follows:

SHORT TITLE

1. This By-law may be cited as the Emergency Management By-Law

INTERPRETATION

2. In this By-law,
 - (a) **Act** means the *Emergency Management Act*, S.N.S. 1990, c.8;
 - (b) **Agreement** means an Agreement entered into pursuant to section 10(1)(c) of the Act, and section 60 of the *Municipal Government Act* on February 18, 2025 among the Municipality of the District of Barrington, Municipality of the District of Shelburne and the Towns of Lockeport, Shelburne and Clarks Harbour to form a REMO;
 - (c) **REMO** means regional Emergency Management Organization formed subsequent to the signing of the agreement;
 - (d) **PMU** means participating municipal units to the agreement;
 - (e) **MA** means municipal administrators which includes Chief Administrative Officers and Clerks or successor legislation as may be enacted from time to time
 - (f) **Clerk** means clerk of the Town of Lockeport in accordance with the MGA;
 - (g) **Council** means the Council of the Town of Lockeport;
 - (h) **Councillor** means a member of the Town of Lockeport Council;
 - (i) **Emergency** means a present or imminent event in respect of which the Minister or a municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in the Province;
 - (j) **Mayor** means the Mayor of the Town of Lockeport;
 - (k) **MGA** means the *Municipal Government Act*, S.N.S., 1998 c.18, as amended;
 - (l) **Town of Lockeport** means the Town of Lockeport;
 - (m) **Emergency Management Advisory Committee** means the Advisory Committee established pursuant to s. 10(1)(d) of the Act;

- (n) **Emergency Management Coordinator** means the person appointed by Council to coordinate plans and responses related to an Emergency;
- (o) **Emergency Management Organization** means the organization required pursuant to s. 10(1)(b) of the Act;
- (p) **Emergency Management Planning Committee** means a committee comprising public sector staff and not-for-profit personnel with a mandate to assist the Emergency Management Coordinator and the Emergency Management Advisory Committee;
- (q) **Emergency Management Plans** means plans, programs or procedures prepared by the REMO that are intended to mitigate the effects of an emergency or a disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence, as set out in clause 2(d) of the Act; and
- (r) **State of Local Emergency** means a state of local emergency declared by the Town of Lockeport pursuant to the Act and enabled regulations, and this By-law.

DECLARING A STATE OF LOCAL EMERGENCY

- 3. In accordance with the Act, Council may declare a State of Local Emergency when satisfied that an Emergency exists or may exist in all or any area of the Town Lockeport.
- 4. If Council is unable to act promptly per section 15 of the Act, the Mayor may declare a State of Local Emergency.

LOCAL AND REGIONAL EMERGENCY MANAGEMENT

- 6. In accordance with s. 10 of the Act and with this By-law, the Town of Lockeport may enter into an Agreement with the [Municipality of Barrington, Municipality of Shelburne Towns of Clarks Harbour and Shelburne] to form a Regional Emergency Management Organization (REMO). With an Agreement in effect, a Regional Emergency Advisory Committee shall act in the stead of the Town of Lockeport's Emergency Advisory Committee. Similarly, a Regional Emergency Management Planning Committee and a Regional Emergency Management Coordinator will act in place of a Municipal Committee and Coordinator.
- 7. An Emergency may be declared a State of Local Emergency by the Council or by the Mayor in accordance with the Act regardless of whether the State of Local Emergency is exclusive to the Town of Lockeport.
- 8. The Clerk shall appoint a [municipal] staff member to serve as a [municipal] liaison to the Regional Emergency Management Planning Committee.
- 9. Once the State of Local Emergency is declared, and when the declared State of Local Emergency involves two of more of the parties to an Agreement, the Mayor shall authorize REMO to act in his or her stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act,. REMO will work in coordination with the PMU's and their respective MA's involved in the

emergency such that each PMU retains the authority to make decisions for its respective PMU during an emergency, irrespective of the identity or affiliation of the incident commander. This ensures local autonomy and governance are maintained, allowing each PMU to address specific needs and circumstances unique to their jurisdiction while still cooperating with the broader REMO emergency management framework. As an example, specific needs of PMU's and their respective MA's may include issues such as creating evacuation zones, road closures, resident and elected official communications and any other activities normally conducted in emergency coordination center.

- 10. When there is an Agreement in effect, and when the declared State of Local Emergency is exclusive to the Town of Lockeport, the Mayor shall authorize REMO to act in his or her stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act. REMO will work in coordination with the PMU's and their respective MA's involved in the emergency such that each PMU retains the authority to make decisions for its respective PMU during an emergency, irrespective of the identity or affiliation of the incident commander. This ensures local autonomy and governance are maintained, allowing each PMU to address specific needs and circumstances unique to their jurisdiction while still cooperating with the broader REMO emergency management framework. As an example, specific needs of PMU's and their respective MA's may include issues such as creating evacuation zones, road closures, resident and elected official communications and any other activities normally conducted in emergency coordination center.
- 11. Cost-recovery policy under REMO shall be detailed in the Agreement.

REGIONAL EMERGENCY MANAGEMENT ORGANIZATION AGREEMENT

- 12. The Council hereby authorizes the establishment of a REMO pursuant to an Agreement per section 10 of the Act.
- 13. Without limitation, an Agreement shall contain provisions respecting:
 - (a) the composition and role of a Regional Emergency Advisory Committee;
 - (b) the terms of engagement and responsibilities of a Regional Emergency Management Coordinator; and
 - (c) the composition and role of a Regional Emergency Management Planning Committee.

DUTIES DURING AN EMERGENCY

- 14. Following the activation of any Emergency Plan or a declaration of a State of Local Emergency:
 - (a) MA's and/or their designee's shall work in coordination with REMO to respond to the emergency and enact the emergency management plan
 - (b) . Every Councilor shall advise the Mayor as to their location and how they may be contacted;

- (c) Every employee and agent of the Town of Lockeport who has a role in such emergencies as assigned in the Emergency Management Plans, shall:
 - i. Advise the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be, of their location and how they may be contacted; and
 - ii. Fulfill such duties as may be prescribed by the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be.

REPEAL

- 20. Town of Lockeport 100 (Emergency Measures) are repealed and replaced by this Bylaw.

DRAFT

Clerk's Annotation for Official By-law Book

Date of first reading: _____

Date of advertisement of Notice of Intent to Consider: _____

Date of second reading: _____

Date of mailing to Minister a certified copy of By-law: _____

Date of Ministerial approval (s. 10 (1) (a) of the Act): _____

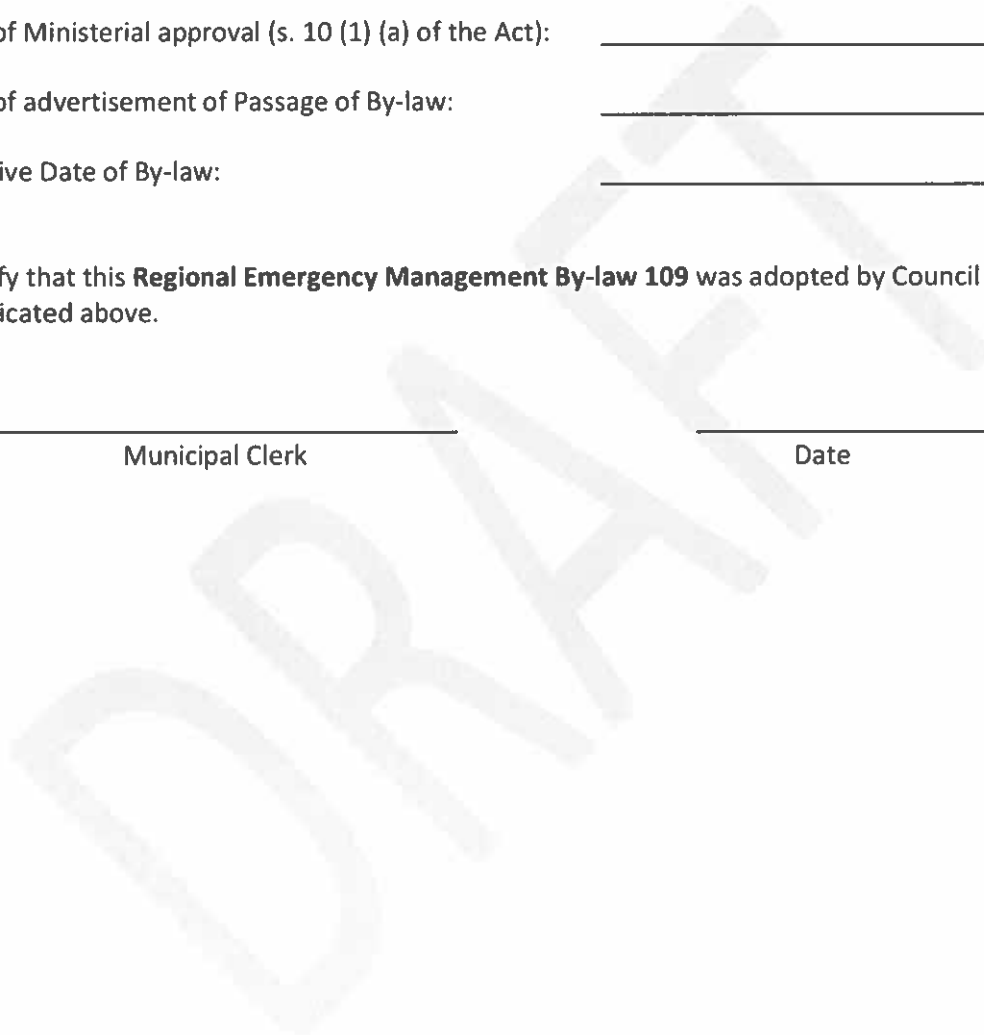
Date of advertisement of Passage of By-law: _____

Effective Date of By-law: _____

I certify that this **Regional Emergency Management By-law 109** was adopted by Council and published as indicated above.

Municipal Clerk

Date





Council Status Report: July 2025

Mayor Derek Amalfa

Meetings Attended:

<i>Date</i>	<i>Committee</i>	<i>Notes</i>
July 1	Canada Day Celebration & Parade	
July 3	Playground Site Visit	
July 5	Beach Bash	
July 7	Recreation Committee	
July 9	Shelburne County Events Committee	
July 10	Roods Head Park Site Visit	
July 11	Town of Lockeport Council	
July 14	Playground Site Visit	
July 14	Lockeport CRCC Check In	
July 14	Shelburne Co Area Committee	
July 16	Mayors, Wardens CAO's	
July 16	Shelburne Co CDC	
July 17	Shelburne Co Climate Action Committee	
July 23	Seniors Social	
July 24	Opening of Playground Tenders	
July 25	Town of Lockeport Council	
July 26	Harmony Bazaar	
July 27	Legion Breakfast	

July 1st- Canada Day Parade Judge

July 10- Roods Head Site Visit Heritage & Tourism Cmte

July 11- Regular Council Meeting

July 17- RCMP Advisory Board Meeting- Shelburne

July 25- Regular Council Meeting

C. Hillen, Councillor

Town of Lockeport Heritage and Tourism Advisory Committee**Tuesday June 17, 2025****Lockeport Crescent Beach Centre at 6PM**

Present: Craig Hillen, Jeff Wood, Connie Lamm, George Benham, Susan Sommer, Rudy Sommer, Tim Rhyno, Derek Amalfa, Mary Meagher, Emily Swim, Layla Crouse

Regrets: None

Call to Order at 6:03pm

Approval of Agenda - **Derek Amalfa moved, Jeff Wood seconded. All in favour.**

Approval of Previous Minutes – Minutes from May 20th, 2025 meeting - **George moved, Tim Rhyno seconded. All in favour.**

Public Presentations

Mr. Dave Holdaway - President, Royal Canadian Legion, Branch 80 in Lockeport.

Mr. Holdaway did a presentation about the repair and enhancement to the Cenotaph and Veterans Memorial Park. He talked about powerwashing the granite stone that the cenotaph is constructed of; replacing the cross that is located at the peak since the current one is bent; replacing the brass plates that contain the names of those lost in WWI and WWII and finding a way to update that plates that would also make the names more visible.

Mr. Holdaway would also like to see red and white tulip bulbs planted in rows along the cement walkway. He said that when the new, more accessible concrete walkway was installed, the tulips that would come up annually were removed. Tulips represent the Dutch in WWII and the Dutch government sends 2000-3000 tulip bulbs to Canada annually? Dave is looking into this. The flagpole was replaced years ago but we need to ensure that the Canada flag is hung on the right and the provincial Nova Scotia flag is hung on the left.

Mr. Holdaway spoke about the Legion's responsibility to make sure that the cenotaph is kept up and any grants that are applied for need to be done through the Town of Lockeport since it is town owned land and requires council approval.

Craig Hillen asked the question if the names that are listed on the cenotaph are only of those from the Town of Lockeport or if the names also include people who would have resided in districts 6 and 7. If so, this could help with Municipal grants. There was discussion around creating a working group with the Legion.



Derek Amalfa spoke about the Community War Memorial Funding Grant that is available through Veterans Affairs that grants up to \$25,000 and could help with fixing up the cenotaph/park. There is a deadline of November 1st to apply for this grant.

It was identified that we should have a stone mason check the stability of the Cenotaph and possibly Spencers Garden Centre or Lavender Hill Nursery could both be used as sources to order in red and white tulip bulbs if needed.

Layla Crouse - Salty Swabbers Housekeeping

A presentation was made regarding a community clean-up project at Roods Head Park. Layla had previously planned a clean up and BBQ at Roods Head park at the end of May of this year which did not happen due to weather and would like to plan a new date for this to happen. This event could focus on Rood's Head park but it could also extend to other areas. Layla is the owner of Salty Swabbers Housekeeping business and mentioned that she could create Facebook events to get people engaged in attending. There could be a BBQ, rock painting and other events for kids to take part in also.

Layla has already reached out to Scotian Shores, which does the beach and coastal area clean ups to remove fishing debris. They have stated that they are unable to help out on Saturdays if we would be interested in having their help with this project.

There was discussion around the use of no major tools, like chainsaws being used, but people could use hand clippers and hand saws to clean up smaller things. New signage would be a nice addition to the Park and updating the current I-Spy signage that is there. This event would likely take place on a weekend. The Park could pose a potential fire hazard if some of the brush, etc is not cleaned up.

Craig Hillen spoke about the history of the Park. It was deeded to the Town of Lockeport for use from Gurden and Elizabeth Mackay in 1948.

Recognition and Appreciation for Local Businesses within Lockeport and area

July's recognition awards will be going to Lockeport Campground & Cottages and The Harmony Bazaar.

TDAP Grant and Town website

This is still ongoing and Jeff should hear back from this grant the following week. 'Stacking' was referring to the Sea Derby, Town of Lockeport, and July 1st (2026) as the various events that could be applied for; but this does not include other levels of provincial and municipal government funding.

Accessibility Ramp at VIC Beach Centre

Craig gave us an update on this project. Nick Stewart's quote for the concrete ramp was approved by the Town Council and Connor MacIntosh of the Department of Natural Resources took this information to his bosses so there will be no need for a site visit.

The proposed ramp will go over the existing steps at the Beach Centre end of Crescent Beach and will have railings to make sure that it meets code. This work needs to be done by October 2025.

Development of Public Survey

Connie spoke about this project. The survey is quick to navigate and with the use of QR codes to access the survey it should be easy for engagement with locals and tourists to the area. Providing QR codes at various locations, businesses and the Visitor Information Centre should help get people to take part in doing the survey.

It was suggested that Connie and the student summer staff could meet to figure out ways to implement this survey at different events and brainstorm ways to get it out to the public.

Lockeport Heritage & Tourism Facebook Page

Jeff said that there has been much more engagement on the Facebook page (600%) which means that word is circulating in regards to this committee.

Roods Head Park Update

Council made a motion to permit the Heritage and Tourism Committee to lead a community clean up at the park.

It was suggested that this committee should spend some time at Roods Head park as a group to assess what work needs to be done. Derek offered to make a 'doodle' to help figure out group availability.

Jeff Wood made a motion to include Layla Crouse in the Roods Head clean up process and planning of what the park will look like in the future. Tim Rhyno seconded. All in favor.

Interpretive Signs

A presentation was made by Derek Amalfa; he identified the several different signs throughout the town that needed to be replaced to do an audit. We looked at photos of each of the signs as well as locations they are currently at. There have been questions asked by the public as to why the signs went up this year in their current condition, this was done to show the need of having them replaced.

This will be a big project as there are around 10 signs that need to be replaced and the information on each sign needs to be updated. An example would be a sign to give context to the \$50 dollar bill that is attached to the exterior of the cabana at Crescent Beach Centre. Signage for the cemeteries and bell buoys was suggested also. It was discussed that we need to look at what information is best suited for each area.

There was some discussion about the site forms that were completed by the Historical Society in 1986 and the possibility of digitizing those forms and updating them with the owner information from the past 40 years.

Derek Almalfa made a motion to form a sub-committee for the planning of the Interpretive Signs as well as applying for grants and funding to help with this project., Jeff Wood seconded. All in favour.

Tourism Nova Scotia Compelling Tourism Communities

Connie Lamm reported that this committee has been approved for this grant. No dates yet but that will be coming to do a whole package on Lockeport. This will take place in July possibly for three days.

In Camera

There will be no regular Heritage and Tourism Committee meeting scheduled for July. The next meeting will be Tuesday, August 19th, 2025 at 6pm in Council Chambers.

Adjournment

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Councillor Candace Malik July report

July 5th - Beach bash

July 6th - Rec meeting - regrets

July 11th - regular Council meeting

July 24th - meeting with 2 locals regarding farmer's market start up. Name secured, working towards setting up a board and applying through joint stocks (work ongoing)

July 25th - regular Council meeting

July 25th, 26th & 27th - Harmony Bazaar

July 28th - Equity & Anti-Racism meeting to discuss survey results

July 29th - Working on September newsletter (ongoing)