



NOVA SCOTIA

## Municipal Affairs Office of the Minister

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June 2, 2026

Your Worship Derek Amalfa  
Mayor, Town of Lockeport &  
Chair, Eastern Shelburne Amalgamation Steering Committee  
Via Email: derekamalfalockeport@gmail.com

Dear Mayor Amalfa:

Thank you for your letter of March 5, 2026, on behalf of the Eastern Shelburne Amalgamation Steering Committee regarding the potential amalgamation of the Municipality of the District of Shelburne, the Town of Shelburne, and the Town of Lockeport.

As I noted in my correspondence from April 8th, I wanted to have staff with experience from previous amalgamations review your circumstances and assess what is required in this particular scenario. Based on previous experience and established legislation, we would note that it is important that municipalities first determine whether they wish to formally pursue restructuring before any other discussions begin. At this stage, it would be premature for the Province to commit funding in advance of that determination and prior to consideration of the proposal by the Nova Scotia Regulatory and Appeals Board (NSRAB).

Municipal restructuring in Nova Scotia follows an established, independent process through NSRAB. Municipalities interested in pursuing dissolution or amalgamation are required to initiate that process and seek a Preliminary Order from the Board. As part of that process:

### **Step 1 – Council Direction**

- Obtain formal approval from each participating municipal council to proceed with an application for restructuring.

### **Step 2 – NSRAB Preliminary Order Application**

- Submit an application to NSRAB requesting a Preliminary Order.

The application must include:

- Proposed boundaries of the municipality or municipalities under consideration
- Estimated population
- Total assessed value of taxable property and occupancy assessments
- Audited financial statements for the most recent fiscal year
- A rationale for the proposal
- Any additional relevant supporting information

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**NSRAB Review Process**

- NSRAB will review the application to determine whether it has merit
- Where appropriate, NSRAB will identify any additional studies or analysis required to support a final determination

This process ensures that decisions regarding municipal restructuring are evidence-based and informed by independent review. Following this step, the Board will provide direction on the scope of further analysis required.

At this time, the Province does not have a predetermined position with respect to the restructuring of municipalities in eastern Shelburne County. Decisions regarding local governance structures are appropriately initiated by municipalities and assessed through the established regulatory process.

Department staff are available to support municipalities in understanding the process and requirements for submitting an application to NSRAB but it rests with your individual council to decide if they are prepared to make that commitment. Should you have questions, you may wish to contact Ross MacDonald, Director of Governance and Advisory Services (Ross.MacDonald@novascotia.ca / 902.499.3916), who can provide further guidance on the process.

Again, thank you for your correspondence and for the work being undertaken by the Steering Committee.

Yours truly,



Honourable John A. MacDonald  
Minister of Municipal Affairs

c: Ross MacDonald, Director, Governance & Advisory Services, DMA

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