



**TOWN OF LOCKPORT  
COUNCIL MEETING  
FRIDAY, APRIL 25, 2025  
MINUTES**

**PRESENT:** Mayor Derek Amalfa, Deputy Mayor Anna Chetwynd, Councillor Craig Hillen, Councillor Candace Malik, Councillor Kevin Chetwynd, Town Clerk/Treasurer June Harding, Community Coordinator Frances Scott and Recording Secretary Jill Cassibo.

**REGRETS:** Public Works Supervisor Kevin Snow

1. Call to order

The meeting was called to order by Mayor Amalfa at 1:02 p.m.

2. Silence Electronic Devices

All Devices were silenced at this time.

3. Conflict of Interest

There was no Conflict of Interest declared.

4. Approval of Agenda, including additions or deletions

**04-25-25-01**

**It was duly moved and seconded that Council approve the agenda for the April 25, 2025, meeting as presented with the following additions, under Finance, the amount of \$63,997.13 to be transferred from the Sustainable Services Growth Fund to the General Operating Account and under Other Business, a request from the Baptist Church. Motion Passed**

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

**04-25-25-02**

**It was duly moved and seconded that the Council approve April 11, 2025, meeting Minutes as circulated. Motion Passed**

6. Business arising from previous Minutes.

7. Community Forum (Open Mic)

- 20 Minutes Maximum
- Each resident is allowed a maximum of five minutes.
- Each resident is to state their name and where they live.
- The resident is to speak directly to the Council.
- There will be no interaction by Council at this time.
- If residents pose questions the question will be recorded to be researched.

8. Presentations

Shawna Symonds from Senior Services did a presentation on what services are offered to seniors in our South Shore Region. Her main objective is keeping seniors safe and in their own homes, but her programs cover a tremendous number of services.

9. Department Reports

- Benn Himmelman Physical Activity & Community School Coordinator
- Community Coordinators Report
- Public Works Department Report
- Administration Report

Benn Himmelman, Municipal Physical Activity Leader (MPAL) did his presentation on the Physical Activity Strategy for 2025 – 2027. Benn mentioned his challenges are communication, and getting people to come out, his priorities are keeping things financially responsible and accessibility.

**04-25-25-03**

**It was duly moved and seconded that Council approve the 2025 – 2027 Physical Activity Plan as presented by Benn Himmelman. Motion Passed.**

The Community Coordinator is to get a quote from Cory Nickerson for printing the flyer for Spring into Lockeport, or they can be done in house.

T-Ball will be moved to the soccer field this year as the outfield is going to be seeded and will need time to grow, without people running on it. New gates are going to be installed and the gates to the ballfield can be locked after softball has concluded for the high school.

- Budget for Spring into Lockeport

#### **04-25-25-04**

**It was duly moved and seconded that Council approve the budget for the Spring into Lockeport activities, as presented by the Community Co-Ordinator. Motion Passed**

The Town Clerk/Treasurer will find out more about the old UV system and whether any of it can be salvaged.

The Harbour Authority has broken ties with Lockeport Welding and the Sub-Leased building on the wharf has been cleared out.

The Mayor, Deputy Mayor, Emily Swim (VIC Manager), Community Coordinator and Town Clerk/Treasurer will get together to discuss the two summer students and staff sharing those two. The Community Coordinator would like the Mayor to attend the opening ceremonies for Spring into Lockeport, which conflicts with the time of the next Council meeting.

#### **04-25-25-05**

**It was duly moved and seconded that Council approve the Council meeting dated May 9, 2025 to be held at 10:00 a.m. so the Mayor can attend the opening ceremonies for Spring into Lockeport. Motion Passed**

### 10. Finance

- List of invoices already paid for the month of March in the amount of \$19,210.84.
- List of invoices already paid for the month of April in the amount of \$2,499.87.

All questions regarding invoices were answered.

- Transfer of money from Sustainable Service Growth Fund to General Operating Account

#### **04-25-25-06**

**It was duly moved and seconded that Council authorize the Town Clerk/Treasurer to transfer \$63,997.13 from the Sustainable Services Growth Fund Account to the General Operating Account to cover the cost of the remaining half of the Firehall Washroom renovation project and the lumber for reinforcing the full length of the boardwalk. Motion Passed**

### 11. Other Business

- Request from Bevin Joudrie regarding the use of the Medical Centre

The Lockeport Pharmacy is requesting to use the Medical Centre for certain medical procedures that require the patient to lie down, and they do not have the ability at the Pharmacy to accommodate this. There was a discussion about making a policy for the rental/use of the Medical Centre. Currently the Town of Lockeport is not receiving any money from the Department of Health for the Nurse Practitioner or the blood clinic. Councillor Hillen will do research from other Municipalities.

**04-25-25-07**

**It was duly moved and seconded that the Council will develop a policy for the rental/use of the Medical Centre. Motion Passed**

**04-25-25-08**

**It was duly moved and seconded that the Council approve the Lockeport Pharmacy using the Medical Centre, understanding that a policy is being developed. Motion Passed.**

2:45 p.m. Councillor K. Chetwynd left the meeting to go on a fire call.

- Porta-potty at the baseball field

The porta-potty has been placed at the ballfield and will remain there until softball is finished at the high school.

- Bathrooms at Seacaps Park

This issue has been tabled until the next meeting. The electric door openers at both the Beach Centre and Seacaps Park have been installed and electricity for the door openers should be done next week. The security camera has been ordered.

- Playpark inspection

The inspection report has been received, and the Playpark will have to remain closed until further notice. In it's current state it is too dangerous for children to be playing on the outdated, unsafe equipment. The full inspection report and recommendations will be shared to the public via social media. Signs will be posted at the Playpark. Council and the Public Works Department will meet at the park to discuss next steps.

**04-25-25-09**

**It was duly moved and seconded that, due to the recommendations made after the recent Playpark inspection, the Council has closed the Playpark until the unsafe equipment can be replaced. Motion Passed.**

- Request from Lockeport Campground and Cottages – Re: Opening laundry services to the public (Please review Public Sewer By-Law)

This request is tabled until the next meeting, as more information is required.

- Email from Jeff Wood, owner of Ginger Hill Cottages, regarding signage at beaches

Emily Swim will contact Birds Canada about grants for signs at the beaches.

#### **04-25-25-10**

**It was duly moved and seconded that the Council will work with the Municipality of the District of Shelburne and the Province, to encourage them to put up better signage at the beaches. Motion Passed**

- LRHS Student Parliament invitation

When new Student Parliament is elected in the fall, Council would like to invite them to attend a Council meeting.

- Request from the Baptist Church

This was tabled until the next Council meeting.

3:55 p.m. Deputy Mayor Chetwynd left the meeting to attend a medical call.

#### 12. Adjournment

#### **04-25-25-11**

**Being down two Council members and due to the time, it was duly moved and seconded that the meeting be adjourned. The remaining items on the agenda will be addressed at the next Council Meeting. Time 3:57 p.m. Motion Passed.**

#### 13. Date of next meeting

- Friday May 9, 2025, at 10:00 a.m.

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Derek Amalfa, Mayor

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June Harding, Town Clerk/Treasurer