



**TOWN OF LOCKPORT  
COUNCIL MEETING  
FRIDAY, JULY 25, 2025, AT 10:00 A.M.  
MINUTES**

**In attendance was Mayor Derek Amalfa, Deputy Mayor Anna Chetwynd, Councillor Kevin Chetwynd, Councillor Craig Hillen, Councillor Candace Malik and Town Clerk/Treasurer, June Harding**

1. Call to order

The Meeting was called to order at 10:02 a.m.

2. Silence Electronic Devices

All electronic devices were silenced at this time.

3. Conflict of Interest

There were no conflicts of interest regarding this meeting.

4. Approval of Agenda, including additions or deletions

**07-25-25-01**

**It was duly moved and seconded that Council approve the agenda for the July 25, 2025, meeting with the following additions: Under Other Business – Western Counties Regional Library request for a letter of support and under Committee Reports – Library Minutes from December 12, 2024, and March 20, 2025. Motion Passed**

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

**07-25-25-02**

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

## 6. Business arising from previous Minutes

Overnight parking at the public beach access points was discussed at the July 11, 2025, meeting. Councillor Hillen reported that he has since spoken to former Mayor Cory Nickerson regarding this issue. The no overnight parking signs were removed during the previous Mayor's reign. The council felt at the time that the signs were a deterrent for visitors. If this issue becomes a real problem, it will be addressed at that time.

## 7. Community Forum (Open Mic)

The Municipality of the District of Shelburne resident, Jeff Wood asked if he could have permission to paint the picnic table at the turn around spot by Crescent Beach Centre.

Town of Lockeport ratepayer Shea Lea O'Brien wanted to let Council know that there have been several overnight campers at the access point to the beach located at the corner of Hall and South Streets. Shea Lea has teenage daughters that are nervous passing by the campers to gain access to the beach.

Shea Lea also enquired as to who will sponsor, organize and run the duct tape boat races this year. This is a long-standing event that always happens on Sea Derby weekend. It was decided that the Recreation Committee and the summer staff will organize and run the event, and the registration forms can be picked up and turned in at the Town office. This event will take place on August 8, 2025.

## 8. Presentations

There were no presentations scheduled for today.

## 9. Department Reports

### - Public Works Department Report

Councillor Chetwynd questioned Public Works putting gravel on property on Williams Lane that is located past the railway tracks on what was felt to be private property. The Town Clerk will investigate this issue and report back to Council. The council asked if the old UV System is something that we might be able to sell to someone. The Town Clerk will do some investigation into this matter.

The Town Clerk will also contact the Town of Shelburne to see if they would be interested in purchasing/trading for the large paint machine that is stored in the public works building.

Councilor Malik asked the status of the washroom at the sewer plant. We are still waiting for a permanent solution for the runoff at this site and at that time the washroom will be discussed again.

The large tent that is part of the Recreation Department seems to have become an issue with putting it up. Councillor Chetwynd suggested that the Town of Lockeport should sell the big tent as he feels it is not needed.

The baseball field was discussed. The infield seems to have a lot of weeds growing up through the fill that was placed there earlier this year. The Town Clerk will investigate purchasing a proper rake that can be towed behind the old lawn mower to drag the ballfield. Public Works supervisor, Kevin Snow reported that this is something that the recreation department did in the past. We will have to work on a solution for the future.

Mayor Amalfa asked the Town Clerk to check on the status of the fencing that was supposed to be done as part of the ballfield project.

Wade Nickerson (Pavement Repair) will be coming next week to repair the section of Beech Street in front of the Lockeport Inn that was disrupted during a sewer repair.

#### - Administration Report

The Town Clerk reported that she had forwarded a registered letter to the property owner at 110 Hall Street, advising him of the 30-day timeline that he must complete the repairs/property maintenance that is outlined in the letter. This office has had many complaints about the state of this property.

The bids for restoration of the new play park were opened on July 24, 2025. Five packages were received so the design Committee needs time to thoroughly review all of them before making a recommendation to Council. The recommendation will be heard at the next Council Meeting scheduled for August 8, 2025. The Council, staff and residents are excited about this project coming to fruition.

The potential beach ramp was discussed. DNR has asked for finer details on the plan before agreeing to this project and issuing a permit. Councillor Hillen has left a message for Nick Stewart (Contractor), asking him to get back to him ASAP so we can get the information DNR needs to make this ramp a reality.

#### 10. Finance

- List of invoices already paid in the amount of \$64,988.08

There were no questions or comments on the invoices.

- Quote for Wi-Fi system for Town Hall

**07-25-25-03**

**It was duly moved and seconded that the Council accept the proposal submitted by Cory Nickerson to reconfigure the Wi-Fi system at the Town Hall, so we are only required to pay for one connection. Motion Passed**

11. Other Business

- Request from potential property purchaser for change from Commercial assessment to Residential

This was discussed at great length with the conclusion that Council will not make this decision until after a property is sold. If the property is sold, then the new owners may make a request. The Town Clerk will contact Ms. Bangay to let her know Councils' decision. The following motion was made:

**07-25-25-04**

**It was duly moved and seconded that the Council will not approve a change in assessment designation until after a property is sold. The new owner must make the request after purchasing the property. Motion Passed**

- Request from Western Counties Regional Library for a letter of support

**07-25-25-05**

**It was duly moved and seconded that the Council send a letter of support as requested by Erin Comeau, Executive Director, Western Counties Regional Library, to the Honourable Dave Ritcey, Minister of Communities, Culture, Tourism and Heritage. Motion Passed**

12. Committee Reports

- Recreation Committee – Deputy Mayor Anna Chetwynd

Deputy Mayor Chetwynd has been busy with recreational activities this past month. The beach day camps organized by the summer students have been going well and are well attended.

Mondays will be programs from 1pm to 3 pm, rain or shine. The staff have outdoor activities at Crescent Beach centre, as well as indoor activities at the Recreation Centre planned, depending on the weather.

Saturdays are Soccer days.

The Bike Camp was well attended and a huge success.

The Play Park project is exciting, and a lot of work has gone into it.

There will be Seniors Bingo on July 29, 2025, in the Recreation Centre.

The pizza Bingo sponsored by Our House was a big success with 68 people attending.

- Canada Day Committee – Councillor Candace Malik

### 13. Correspondence

There was no correspondence for this Meeting.

### 14. Information Only

- Changes at the Department of Emergency Management
- PVSC Quarterly Newsletter

### 15. Date of next meeting

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

### 16. “In Camera”

### 17. Adjournment

**07-25-25-06**

**There being no further business to discuss, it was duly moved and seconded that the Meeting be adjourned. Time 11:48 a.m.**

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**Derek Amalfa,  
Mayor**

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**June Harding,  
Town Clerk/Treasurer**

Regular Council Meeting 07252025.min.

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