



**TOWN OF LOCKPORT
COUNCIL MEETING
FRIDAY, OCTOBER 24, 2025
MINUTES**

PRESENT: Mayor Derek Amalfa, Deputy Mayor Anna Chetwynd, Councillor Craig Hillen, Councillor Candace Malik, Town Clerk/Treasurer, June Harding, Public Works Supervisor, Kevin Snow and Recording Secretary, Jill Cassibo.

ABSENT WITH REGRETS: Councillor Kevin Chetwynd (Fire Call)

1. Call to order

The meeting was called to order at 1:00 p.m. by Mayor Amalfa

2. Silence Electronic Devices

All electronic devices were silenced at this time.

3. Approval of Agenda, including additions or deletions

10-24-25-01

It was duly moved and seconded that Council approve the agenda for the October 24, 2025, meeting as presented with the following additions: under Finance, arena water expenses. Under Other Business: Deputy Mayor Policy, Theodore Tugboat replica, and TDAP recommendations, and under Department reports: Concern on Brighton Road. Motion Passed.

4. Conflict of Interest

There were no conflicts of interest declared

5. Approval of Minutes of October 10, 2025, Regular Council Meeting

10-24-25-02

It was duly moved and seconded that Council approve the October 10, 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 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

- Public Works Department Report

Deputy Mayor Chetwynd brought forward a concern from a resident that there was a bump in the road near 401 Brighton Road where Winchester Disposal almost lost the portable toilets off the trailer. This repair was done by Dexter Construction Company a couple of years ago and Kevin will ask that they fix it when they come to do the paving in Town.

10-24-25-03

It was duly moved and seconded that Council agree to have this bump on Brighton Road be included in the scope of work done by Dexter Construction Company when they come to do the paving in Town. Motion Passed

The tree stumps are still on the other side of the Playpark and that spot may be used for accessible parking. Hopefully in the future the Town can obtain an Accessibility grant to get the stump grinded down and removed and have the area used for parking.

Now that the new ramp is installed at the Beach Centre, it will have to be maintained. Public Works will need to monitor both beach ramps to ensure they are cleaned off. A long broom and shovel will be the best equipment to be used to keep this area clean.

As far as the Town is concerned, the Wastewater project is completed, the engineer still must come up with a plan to move the discharge location.

Our Public Works Labourer is done working full time for the season, on October 31, 2025

- Administration Report

The previous UV System can be put on the procurement site, as it is only five years old but not compatible with our new system. There is a new paint machine that can also go on the site. This is surplus equipment that is of no use to us. Ms. Harding will send the specs of both to Councillor Malik so she can do some research on pricing, and she will bring it back to Council before it goes on the site.

Ms. Harding is still trying to get an update from Tyler Harris for the completion of the ballfield as well as Eastern Fence.

Mike Balish has completed all upgrades on the boardwalk, and it looks great.

10. Finance

- List of invoices already paid in the amount of \$121,431.02

Let it be noted that the Town's insurance went up \$7000.00 this year as well as Tri-County Regional Centre for Education went up \$1000.00/month this year, just to note a few of the costs that have increased.

Instead of Trick or Trunk, the candy from the Canada Day Committee will be given out from the Surf Lodge along with Canada Day flags on a stick.

- Letter from Royal Canadian Legion Branch 80 Lockeport asking for commemorative crosswalk

Mr. Holdaway, president of Legion Branch 80 wrote a letter asking for a commemorative crosswalk that would lead from the Baptist Church to the Cenotaph. To do this the street would have to be blocked off for the paint to dry. This is a busy intersection in town. Council decided that the Legion should use the sidewalk and the walkway up to the cenotaph. The Town of Shelburne did the same thing, and a group of volunteers completed the project. The Legion will pick the design. There may not be enough time this year, but it will give the Legion enough time to fundraise for the project.

10-24-25-04

**It was duly moved and seconded that Council support the concept of the commemorative crosswalk using the sidewalk and walkway up to the actual cenotaph. The Legion will steer this project with the support of the Town.
Motion Passed**

- Transfer of Funds from the Sustainable Services Growth Fund to General Operating Account.

The money that was used from this fund was for the following: beach ramp, boardwalk, ramp at the Medical Centre, front steps and back door at the Medical Centre, washroom door openers at the Beach Centre and Seacaps Park including electrical hook up, sidewalk upgrades and the floor at the Fire Hall. Whatever funds left will go towards Mobi mats and roller for access for wheelchairs to the beach. It was also suggested by Deputy Mayor Chetwynd that hearing impairment sound system be put into the fire hall as it echoes in there, if there is any money left over.

10-24-25-05

It be duly moved and seconded that the Town Clerk/Treasurer be authorized to transfer \$36,927.31 from the Sustainable Services Growth Fund to the General Operating Account to cover invoices already paid for Accessibility Upgrades. Motion Passed

10-24-25-06

It was duly moved and seconded that Council approve the monies left in the Sustainable Services Growth Fund to be put towards Mobi mats, and a roller to roll them up, for the beach ramp. Motion Passed

- Arena water expenses

The Town of Shelburne is willing to open the Arena for people to shower during this drought. They would like the Town of Lockeport to pay for our residents to shower there. Annually when we experience drought conditions, the tap at the SeaCaps Lighthouse Building is opened to anyone that needs water. Many residents from the Municipality of the District of Shelburne come there for water and this is not billed back to the Municipality. There are also residents that think they live in Lockeport even though they live in the Municipality. Councillor Hillen suggested that to alleviate this confusion maybe they could do a pay for usage instead. It would not matter where you live, you just pay to have a shower.

11. Other Business

- Stop sign/mirrors at intersection of Locke and Hall Street

Councillor Malik would like to see the convex mirrors put up at the intersection of Church and South, Locke and Hall and Beech and Hall. There was a lengthy discussion of the pros and cons of the mirrors. The Town of Shelburne had these mirrors up and then took them down. Deputy Mayor Chetwynd asked Staff Sergeant Mark Macpherson at the latest RCMP Advisory meeting what his thoughts on this subject were, and he thought they were dangerous. Councillor Hillen suggested maybe place signs stating that this area is a high area for blind spots. People, both drivers and pedestrians, need to be diligent. Councillor Malik would like to try one mirror at the corner of Beech and Hall. Deputy Mayor Chetwynd has reservations about mirrors.

10-24-25-07

It was duly moved and seconded that Council agree to put a convex mirror on the pole on the corner of Beech and Hall St. for a trial phase. Motion Passed. Deputy Mayor Chetwynd opposed this motion.

- Canada Summer Jobs Application 2026

The budget is not done for 2026 yet, but if the Town puts in for the application, and are accepted, they do not have to accept it.

10-24-25-08

It was duly moved and seconded that Council approve the Town Clerk/Treasurer to apply for two Recreation positions and one Tourism/Museum position under the Canada Summer Jobs Application 2026. Motion Passed.

The Town can get up to an additional \$5000.00 grant through Celebrate Canada if it includes soccer themed events, as Canada is hosting FIFA this year.

10-24-25-09

It was duly moved and seconded that Council approve Emily Swim, as the chair of the Canada Day Committee, to apply for the Celebrate Canada Grant. Motion Passed.

- Shared Services Update October 2025
- Laneway behind Town Market – Letter from Emily Swim
- Proposal for Laneway issue

There was a lengthy discussion about this laneway behind the Town Market. Deputy Mayor Chetwynd is not in favour of the Town of Lockeport, assuming ownership and responsibility for the laneway. The Town has not been responsible for it in the past. Public Works do not have the time or additional resources to deal with it and keep it up to standard and it opens up other laneways that the Town does not look after to potentially become the responsibility of the Town. Councillor Hillen's opinion is that the residents involved need to deal with it. Councillor Malik was in favour of the proposal submitted to address the ongoing ambiguity of who is responsible for the laneway.

10-24-25-10

It was duly moved that Council under section 309 of the MGA Act, that the Town assume responsibility of the maintenance of the laneway behind the Town Market. Motion Defeated

Councillor Hillen suggested we revisit it again and suggested a written agreement from all parties involved. Deputy Mayor Chetwynd is not in favour of spending more legal fees on this laneway.

10-24-25-11

It was duly moved and seconded that Council agree to investigate how much it would cost to bring the laneway up to standard. Motion Passed.

- Deputy Mayor Policy

It was suggested that instead of the Deputy Mayor being nominated, that it gets rotated through Council alphabetically and therefore each Councillor would have an opportunity to fill the role. As one Councillor is not present at this meeting, it will be tabled until the next meeting.

- Theodore Tugboat replica

Rick Theriault has offered to donate a replica of Theodore Tugboat for display at Crescent Beach Centre. It will be displayed next season.

10-24-25-12

It was duly moved and seconded that Council instruct the Town Clerk/Treasurer to send a thank you letter to Mr. Theriault. It will also be noted that the Town will proudly display the replica of Theodore Tugboat at the Beach Centre and if for any reason the Town of Lockeport ceases to exist as such, it will be returned to the Theriault family. Motion Passed.

- TDAP web design evaluations

Mayor Amalfa, Councillor Hillen and Town Clerk/Treasurer June Harding conducted interviews on three candidates for the new Town web site.

10-24-25-12

It was duly moved and seconded that Council award the TDAP grant to Myria Media for the new web design for the Town website. Motion Passed

12. Committee Reports

- Deputy Mayor Chetwynd and Councillor Hillen
 - o RCMP draft minutes and Shaping the Future Policing Review
- Councillor Chetwynd and Councillor Malik
 - o July 1st minutes

Council is still waiting for the final report from the Canada Day Committee and Emily Swim will be into the office to get a copy of the expenses for this report.

13. Correspondence

- Letter from Town of Lockeport, Town of Shelburne, Town of Clark's Harbour, Municipality of Barrington and Municipality of the District of Shelburne to Honourable Tim Houston, Premier of Nova Scotia, Honourable John Lohr, Minister of Finance and Treasury Board, Honourable Barbara Adams, Minister of Seniors and Long – Term Care, Honourable Colton LeBlanc, Minister of Growth and Development regarding Roseway Manor Development Project

- Letter from Honourable Barbara Adams, Minister of Seniors and Long – Term Care to the five Municipal units in response to Roseway Manor Development Project letter.

14. Information Only

There was nothing for Information Only

15. Date of next meeting

- Friday November 14, 2025, at 1:00 p.m.

16. “In Camera”

10-24-25-13

It was duly moved and seconded that Council proceed “In Camera” to discuss the Low – Income Property Tax Exemption applications. Motion Passed

Council resumed regular session, and the following motion was made:

- Low – Income Property Tax Exemption Applications

10-24-25-14

It was duly moved and seconded that Council approves the qualifying applications for the 2025, “Low Income Property Tax Exemption. Motion Passed

17. Adjournment

10-24-25-15

Being as there is no further business, it was duly moved and seconded that the meeting be adjourned. Time 3:55 p.m. Motion Passed

Mayor Derek Amalfa

Town Clerk/Treasurer June Harding

Regular Council Meeting 10242025min.