



**TOWN OF LOCKPORT  
COUNCIL MEETING  
FRIDAY NOVEMBER 14, 2025  
MINUTES**

**Present: Mayor Derek Amalfa, Deputy Mayor Anna Chetwynd, Councillor Craig Hillen, Councillor Kevin Chetwynd, Councillor Candace Malik, Town Clerk/Treasurer and Recording Secretary Jill Cassibo.**

**1. Call to order**

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

**2. Silence Electronic Devices**

All electronic devices were silenced at that time.

**3. Approval of Agenda, including additions or deletions**

**14-11-25-01**

**It was duly moved and seconded that Council approve the agenda for the November 14, 2025, meeting with the following addition under Other Business: Playpark ground cover. Motion Passed**

**4. Conflict of Interest**

There were no Conflicts of Interests declared

**5. Approval of Minutes**

- Regular Council Meeting Minutes October 24, 2025

**14-11-25-02**

**It was duly moved and seconded that Council approve the Minutes from the Regular Council Meeting of October 24, 2025. Motion Passed**

## **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**

There are no presentations scheduled for this meeting

## **9. Finance**

- List of invoices already paid in the amount of \$112,629.58

There were no concerns with the invoices already paid.

- Municipal Corporation – Borrowing Resolution

**14-11-25-03**

**It was duly moved and seconded that the Town of Lockeport executes the 2025 Municipal Corporation Borrowing Resolution 2025/2026, allowing the Town to borrow for current expenditures until such time as the taxes to be levied can be collected. Motion Passed.**

## 10. Other Business

- Appointment of Deputy Mayor position

As the Town of Lockeport Deputy Mayor Policy states that the Deputy Mayor is a one-year term, a new Deputy Mayor is due to be appointed. Deputy Mayor Anna Chetwynd was thanked for her hard work and service as the Deputy Mayor over the past year. Councillor Kevn Chetwynd nominated Councillor Craig Hillen and Councillor Craig Hillen nominated Councillor Kevin Chetwynd as Deputy Mayor. They both thanked each other for the nomination but Councillor Kevin Chetwynd declined stating that with his work schedule he would not be able to attend some of the required meetings. Councillor Malik also nominated Councillor Craig Hillen as Deputy Mayor. Councillor Hillen accepted the nomination.

### 14-11-25-04

**It was duly moved and seconded that Councillor Craig Hillen be appointed as Deputy Mayor for the term of one year. Motion Passed.**

- Appointment for Committees

It was agreed by all Council that they remain on the same committees for consistency. The Equity and Anti-Racism Committee has not been formed yet. That Committee met to produce the Eastern Shelburne County Equity and Anti-Racism Plan and that is now complete.

Sue Crosby would like to join the Audit Committee

### 14-11-25-05

**It was duly moved and seconded that Council remain on the same committees they currently sit on. The Town Clerk/Treasurer will advertise for one more Community Volunteer member for the Audit Committee and two Community Volunteer member for the Accessibility Committee. Motion Passed.**

- Letter from Anne Pierce

Mayor Amalfa had spoken to Legion Branch 80 President Dave Holdaway, and he liked the idea of having the commemorative walkway going up to the Cenotaph.

Unfortunately, it has rained everyday up to the Remembrance Day Ceremony, and it could not be completed this year. Wade Nickerson, Undercut Tree Removal has agreed to donate his time to do the painting, and the Legion will purchase the paint. Councillor [K. Chetwynd suggested a sealant to go over the paint to make it last longer. Councillor A. Chetwynd did speak with the resident about this issue and explained the Town fully supports and acknowledges the importance of the legion and feels the commemorative sidewalk will add beautification to the cenotaph.

- Modernization Council Meetings & Proceedings Policy

Mayor Amalfa discussed his Notice of Motion and how it will organize the structure of the meeting as well as Make Your Move initiatives. There will need to be clear submission deadlines. When proposing something to Council there needs to be background information as well as what is the expected outcome so that Council has a clear understanding of what is proposed. Councillor Malik thought the 90 minutes was a challenge and thought two hours was good. Deputy Mayor Hillen agreed with Mayor Amalfa's points and the importance of getting the information in advance to speed the meetings along. Councillor A. Chetwynd liked the trial period so things can be tweaked and that each Councillor has five minutes to speak. Councillor K. Chetwynd agreed that they need to stay up to date and informed on the content of their Council packages.

- Staff Report from Adam Dedrick

Councillor Malik explained that the Equity and Anti-Racism Plan was mandated and required by the Province of Nova Scotia and was completed by the Municipality of the District of Shelburne, the Town of Shelburne, and the Town of Lockeport in a combined committee. Mayor Amalfa thanked the group for all their hard work they did, to make our community a better place. Councillor A. Chetwynd and K. Chetwynd both approved the plan but questioned the mandatory training as they have had it many times throughout their careers.

Deputy Mayor Hillen said that it would be legislated soon and that things change all the time and we should be kept up to date on these policies.

Councillor Malik mentioned that she has informed this committee that the Town of Lockeport does not have the resources to have a dedicated staff for this.

**14-11-25-06**

**It was duly moved and seconded that the Town of Lockeport adopt the Eastern Shelburne County Equity and Anti-Racism Plan for 2025 – 2028.  
Motion Passed**

- PlayPark ground cover

Mark Williams and Luke Swim are to start next week to get the ground cover completed so the park can be opened. Councillor Malik had some questions for Sue Crosby. Councillor Malik was concerned that the crushed stone and crusher dust would roll off through the holes in the fence and thought a retaining wall was needed. Sue assured Councillor Malik that a retaining wall is not needed. Councillor Malik also asked if the Playpark needs to be inspected before it gets opened. The Town Clerk/Treasurer has placed a call to the Town's insurance broker to find out.

**14-11-25-07**

**It was duly moved and seconded that as recommended by the Playpark Fundraising Committee, Council approve their recommendation regarding the completion of the perimeter work, so the playground can be opened. Work to commence as soon as the contractors are available. Motion Passed**

## **11. Council Reports**

- Mayor Derek Amalfa

Mayor Amalfa talked about the Pumpkin Regatta and how it was the most people he has seen in Shelburne on Dock St., there were four camera crews there and even people from British Columbia came specifically to ride in a giant pumpkin.

The sign committee's work is coming along well; they are working on 11 new interpretative signs for the town with wording and pictures as well as maps.

There have been some great discussions and workshops from Climate Resilience and Climate Adaptation and working towards solutions. The next step is to get the feasibility study completed and put it into action.

The CED Housing Society had talked about putting a 4 – 6 plex affordable housing unit at 21 North St., but the tax rate is too high, and they would have to dig another well, as there are already two residents on the existing well. Councillor A. Chetwynd asked if the province would let the town hook into their water and the answer was probably not as they have refused before. Deputy Mayor Hillen thought that with the housing shortage, the Province may change their mind. Councillor K. Chetwynd stated that Hayden's Lake is used extensively now.

- Councillor Anna Chetwynd
  - o Recreation draft minutes

Councillor Chetwynd stated that the Volunteer Banquet with the Recreation Committee and Heritage and Tourism Committee was a success and should become an annual event. There are upcoming skating dates to be hosted by the Town of Shelburne, as well as a trail clean up along the old rail bed.

There may be a soccer program running over the summer. Councillor A. Chetwynd will have to investigate the cost for this.

The volunteer of the month for November is Estelle Stuart and the volunteer of the month for December is Alma Cotter.

For Christmas, this year it was decided to decorate Seacaps Park instead of the lighting the big tree. Other ideas brought forward were a flood light pointed at the big tree that was always lit up. Additional ideas were a wreath put on the little bridge on the boardwalk and lights on the posts on the boardwalk as well.

#### **14-11-25-08**

**It was duly moved and seconded that Council approve Estelle Stuart as Volunteer of the month for November and Alma Cotter as Volunteer of the month for December. Motion Passed**

- Deputy Mayor Craig Hillen
  - o October 21, 2025, draft minutes for Heritage and Tourism Committee and Recommendations

Deputy Mayor Hillen would like to thank Councillor A. Chetwynd, Councillor Malik, Cory Nickerson, and Norah Hillen for helping at the Volunteer Awards Banquet, it was a good turnout.

He also asked the Town Clerk/Treasurer to put out an Expression of Interest for two Community Members to join the Accessibility Committee.

There is a Google survey on the Facebook page of the Heritage and Tourism Committee about Roods Head Park.

Once the new Town website is up and running in the new year it will be able to connect with South Shore Tourism, and events we put on our website will automatically go to their website, creating more tourism for Lockeport.

- Councillor Kevin Chetwynd
  - o Region 6

Councillor K. Chetwynd reported that Region 6 is trying to produce a province wide unified material sort list.

- Councillor Candace Maik
  - o Canada Day draft minutes

Councillor Malik and the July 1<sup>st</sup> Committee would like to meet with Council and the Town Clerk/Treasurer over the letter drafted to Council.

There is also a need for a chair on the Student Advisory Committee.

## **12. Correspondence**

- Email from Doug van Hemessen

The Town Clerk/Treasurer will send a thank you letter to Doug van Hemessen for their hard work in cleaning up West Head.

- Letter to John MacDonald, Minister of Municipal Affairs from Eleanor Roulston, Warden, Municipality of West Hants
- Letter from Property Value Services Corporation

## **13. Information Only**

- Canada Day – Final Report
- Property Valuation Services Corporation funding requirements
- Article on desalination

The Municipality of the District of Barrington has been investigating a desalination tank to address future drought situations.

## **14. Date of next meeting**

- November 28, 2025, at 1:00 p.m.

## **15. “In Camera”**

There was nothing for “In Camera” today.

## **16. Adjournment**

**14-11-25-09**

**There being no further business, it was duly moved and seconded that the meeting be adjourned. Time 2:22 pm. Motion Passed**

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Derek Amalfa, Mayor

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June Harding, Town Clerk/Treasurer

Regular Council Meeting 11142025.min