



**TOWN OF LOCKEPORT
COUNCIL MEETING
FRIDAY FEBRUARY 13, 2026
MINUTES**

PRESENT: MAYOR DEREK AMALFA, DEPUTY MAYOR CRAIG HILLEN, COUNCILLOR ANNA CHETWYND, COUNCILLOR CANDACE MALIK, COUNCILLOR KEVIN CHETWYND, TOWN CLERK/TREASURER JUNE HARDING, AND RECORDING SECRETARY JILL CASSIBO

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. Approval of Agenda, including additions or deletions

02-13-26-01

It was duly moved and seconded that Council approve the agenda for the February 13, 2026, meeting with the following additions: under Finance, Play Park Phase II description and budget predictions, Amalgamation Steering Committee costs and a new heat pump for the UV building. Under Council Reports, Mayor Amalfa has a REMO budget and Deputy Mayor Hillen has the RCMP draft minutes. Due to the length of the Agenda, Video surveillance, and VIC recommendations will be moved to the next meeting. Motion Passed

4. Conflict of Interest

There were no Conflicts of Interest declared.

5. Approval of Minutes

- Regular Council Meeting Minutes January 23, 2026

02-13-26-02

**It was duly moved and seconded that Council approve the Minutes from the Regular Council Meeting of January 23, 2026.
Motion Passed**

- Finance Committee Meeting Minutes January 26, 2026

02-13-26-03

It was duly moved and seconded that Council approve the Minutes from the Finance Committee Meeting of January 26, 2026

6. Business arising from Previous Minutes

There was no business 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.

From the previous minutes, Council asked for Mike Cotter to attend and clarify some questions about the four signs he intends to purchase and place on the soccer field fencing. Mike Cotter feels a need to recognize the following people from Lockeport for their accomplishments in the sports world: Marjorie Turner-Bailey, Tony Bailey, Patti Hutchison, Walter Nickerson, and Brian Cotter. Council agreed and thanked him for this.

Mike Cotter will make the signs four 'by six' and will send the designs to Council for approval before they are printed.

Council thanked Mike Cotter for taking on this task and expense.

9. Finance

- List of invoices already paid in the amount of \$ 123,923.72.

There were no questions about the invoices already paid.

- C & D Site Change of Service Model

Deputy Mayor Hillen observed that the percentage the Town of Lockeport is to pay for this service, although not a shared service, is 12.38% and our assessment percentage is 6.3% when it comes to other services. Councillor Kevin Chetwynd agreed. The total cost for upgrades to the facility is \$272,500.00 and there is \$272,460.84 in the Reserve Account. The Municipality of the District of Shelburne gave three options for the Town of Lockeport and the Town of Shelburne to choose from. Invoice upon completion, Shared Service Reserve Account or Repayment proposal over time.

02-13-26-04

It was duly moved and seconded that Council approve option number two, Shared Services Reserve Account to pay for the upgrades at the C & D site in the amount of \$272,500.00 Motion Passed

- Video Recording of Regular Council Meeting – Notice of Motion

Deputy Mayor Hillen asked about retention rules and Mayor Amalfa stated that once it is placed on YouTube, it will be there forever. Mayor Amalfa stated that with YouTube, we will have closed captioning and transcript, and this will not be available on the website.

Councillor Malik thought that this was great moving forward and it will accommodate our citizens.

The following motion was made:

02-13-26-05

It was duly moved and seconded that the Town of Lockeport Council approve the establishment of video recording for Regular Council Meetings, in accordance with Policy L-002: Council Meetings & Procedures, and direct staff to proceed with the pilot recording phase and post recorded meetings to the Town's online channel within the approval timelines. Motion Passed

- Coastal Planning Support Program

The Province of Nova Scotia is offering a grant of up to \$20,000.00 for the Coastal Planning Support Program and this will need to be completed for our Land Use By-Law update, as well as the Municipal Planning Strategy. The grant has already been applied for by Mike Khan, Planner for the Town of Shelburne because the deadline for applying was February 11, 2026. Councillor A. Chetwynd asked if we were already doing this through the Clean Foundation and was told that this is a different study. This one deals with more of a flooding aspect.

02-13-26-06

It was duly moved and seconded that the Town of Lockeport move forward with Mike Kahn submitting a joint application with the Town of Shelburne, for the Coastal Planning Support Program. This will be at no cost to the Town of Lockeport. Motion Passed

- Amalgamation Steering Committee

Mayor Amalfa talked about the Municipal Innovation Program, MIP, fund that can help with costs through an Amalgamation process, although this fund is small this year and is oversubscribed. It would help with the cost of reports, information, and training. The Steering Advisory Committee has sent out invitations to Antigonish, Hants and Queens County to talk about their experiences to the Steering Committee.

Councillor Malik asked that if the fund is oversubscribed what are our chances of us still receiving money? Council needs to be educated to inform the community.

Councillor A. Chetwynd stated that, even with this, we still do not have to have the commitment of moving forward.

Councillor A. Chetwynd does not want to bankrupt the Town. She would like to get feedback from the community before we go further, a survey.

Councillor K. Chetwynd said this is just another way of the Municipality of the District of Shelburne to spend money. This has been talked about for years; there must be a file somewhere with what they had previously discussed.

Deputy Mayor Hillen stated that the mayor has sent a letter to the MLA, Nolan Young. It was also mentioned that inviting previous Council members to a meeting to get their experience with the process and help current Council be informed.

02-13-26-07

It was duly moved and seconded that this motion be tabled to gain more knowledge and to seek engagement with previous Council to review previous experiences. Motion Passed

- Play Park Phase II

The Play Park Fundraising Group will be raising money for the second phase of the park. All swings will need to be put in by professionals to adhere to CSA approval. Deputy Mayor Hillen asked about the life expectancy of the turf and Sue did not have the information but will contact the company to get an answer.

02-13-26-08

It was duly moved and seconded that Council approve the Play Park Fundraising Committee to proceed to Phase II. Motion Passed

- New heat pump at the UV building

02-13-26-09

It was duly moved and seconded that Council gives permission for the Town Clerk/Treasurer to purchase and have installed, a new heat pump for the UV building. Motion Passed

10. Other Business

- The Order of Nova Scotia
- Council Meeting and Procedures Policy Statement

Deputy Mayor Hillen would like to have included in this document that it does also pertain to members of the public that sit on a committee, under section 3, definitions and have them sign an oath. Councillor A. Chetwynd suggested a form like is used for the RCMP Advisory Board.

02-13-26-10

It was duly moved and seconded that the Town of Lockeport Council adopt the revised Policy L-002: Council Meetings & Procedures. Motion Passed

- Citizen Advisory Committee Governance Review – Notice of Motion

02-13-26-11

It was duly moved and seconded that Council directs staff to review and update the Town’s Citizen Advisory Committee governance framework, including committee mandates, Terms of Reference, and Policy L-004, and to report back to Council with recommended updates for approval. Motion Passed

- Municipality of the District of Shelburne Draft Subdivision By-Law – Abutting Municipality Notice

The Municipality of the District of Shelburne is updating their Land Use By-Law.

It is a requirement of the Municipal Government Act to give notice to an abutting Municipal Unit when updating the Land Use By-Law. If Council has any questions, they can send them to Ms. Harding to pass along.

11. Council Reports

- Mayor Derek Amalfa

Mayor Amalfa reported that the new website is 95% complete and we should be getting the final edit the week of February 17 and ready to go by the end of February. Mayor Amalfa said that there are big plans for

Lockeport and Sou' West Nova. The interpretative signs are in the final edit stage. Mayor Amalfa also talked about the REMAC budget.

They are looking to hire a new REMO Co-ordinator that will be based out of Barrington. This position is mandated by the government and will have grant money to use to fund the position, and they can apply for that grant every year. The budget has been approved by the REMO Committee and the share Lockeport will be paying has gone done \$1000.00.

Councillor Malik asked if they could do a presentation to Council and use the Town Hall as a satellite office to get to know the area.

Councillor A. Chetwynd suggested the Co-ordinator's position should have time spent in each Municipal Unit to get to know all areas.

02-13-26-12

It was duly moved and seconded that the Town of Lockeport approve the REMAC budget as presented. Motion Passed

- Deputy Mayor Craig Hillen
 - o Eastern Shelburne County Accessibility Advisory Committee Draft Minutes, Jan 27, 2026
 - o RCMP draft minutes
- Councillor Anna Chetwynd
 - o Make Your Move

Make Your Move Committee is planning to put together a lending library where people can borrow equipment from the recreation department. June and Jill will be looking after the forms and equipment.

Mark Williams provided a quote for repairing the walking trail by the guard rails on Brighton Road, for safer walking.

The committee is also working on a fitness app called a wellnify app.

Councillor A. Chetwynd wanted to thank Councillor K. Chetwynd for helping with the Play Park.

- Lending Library

02-13-26-13

It was duly moved and seconded that Council approve the Make Your Move Committee to start a lending library for equipment to be loaned out. Motion Passed

- Repairs to Brighton walking Trail

02-13-26-14

It was duly moved and seconded that Council approve Mark Williams to repair the walking trail by adding type 1 gravel to the area behind both guard rails and levelling I the trail. Motion Passed

- Easter Egg Hunt

02-13-26-15

It was duly moved and seconded that Council approve the Make your Move Committee to organize and execute an Easter Egg hunt. Motion Passed

- Wellnify Fitness App

02-13-26-16

It was duly moved and seconded that Council approve the Town of Lockeport to participate in a pilot project with the Wellnify fitness app. Motion Passed

- Councillor Candace Malik
 - o Eastern Shelburne County Equity and Anti-Racism Advisory Committee Terms of Reference

02-13-26-17

It was duly moved and seconded that Council accept the Terms of Reference for the Eastern Shelburne County Equity and Anti-Racism Advisory Committee. Motion Passed

- o Canada Day Committee Minutes – Jan 20, 2026

Councillor A. Chetwynd reminded everyone that emergency vehicles take precedence and to make sure No Parking signs are out so that there is room for the emergency vehicles to drive down the streets.

02-13-26-18

It was duly moved and seconded that Council approve the Street Closures for July 1st as presented. Motion Passed

- Risk Management Measures 2026

02-13-26-19

It was duly moved and seconded that Council approve the Risk Management measures provided by the July 1st Committee. Motion Passed.

- Councillor Kevin Chetwynd

12. Correspondence

There was nothing for Correspondence.

13. Information Only

- Letter to Tim Houston, Premier of Nova Scotia from Nicholas MacInnis, Warden Municipality of the County of Antigonish

14. Date of next meeting

- February 27, 2026, at 1:00 p.m.

15. “In Camera”

There was nothing for “In Camera.”

16. Adjournment

02-13-26-20

There being no further business, it was duly moved and seconded that the meeting be adjourned. Time 3:10 p.m. Motion Passed

**Mayor
Derek Amalfa**

**Town Clerk/Treasurer
June Harding**

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