



**TOWN OF LOCKPORT  
COUNCIL MEETING  
FRIDAY MAY 22, 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.**

**Regrets: Public Works Supervisor Kevin Snow**

**1. Call to order**

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

**2. Silence Electronic Devices**

All devices were silenced at this time.

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

**05-22-26-01**

**It was duly moved and seconded that Council approve the agenda for the May 22, 2026, meeting with the following additions: under Other Business, Heritage and Tourism Committee vacancy and extension of the existing inter - municipal agreement, and under deletions, Strategic Planning Minutes.**

**Motion Passed**

**4. Conflict of Interest**

There were no Conflicts of Interest declared.

## **5. Approval of Minutes**

- Amended Regular Council Meeting Minutes from April 24, 2026

**05-22-26-02**

**It was duly moved and seconded that Council approve the Amended Minutes from the Regular Council Meeting of April 24, 2026. Motion Passed**

- Regular Council Meeting Minutes May 8, 2026

**05-22-26-03**

**It was duly moved and seconded that Council approve the Regular Council Minutes from the Regular Council Meeting of May 8, 2026. Motion Passed**

## **6. Business arising from Previous Minutes**

Reply to letter from resident Ryan Chetwynd.

Reply to letter from resident John Scott and Lorenda Williams.

Response to Emily Swim's concern regarding the Peace Hut

## **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

Sue Crosby, resident of Lockeport and member of the Playpark Fundraising Committee, explained to Council that if the Town of Lockeport applies for the Atlantic Canada Opportunities Agency (ACOA) grant on their behalf, they have already raised the 50% that is needed to cover the Town's portion of the grant. Ms. Crosby stated that either she could apply on behalf of the fundraising committee or the Town could put in for the grant, those are the two options. The fundraising committee is committed to continuing to fundraise to pay for annual insurance, inspections, porta potty rentals, and upgrades to the park. Ms. Crosby also stated that the fundraising group will help with other ongoing projects.

## **8. Presentations**

There are no presentations scheduled for this meeting.

## 9. Finance

- List of invoices already paid for the month of March in the amount of \$ 37.50.
- List of invoices already paid for the month of April in the amount of \$ 57,718.46.

Councillor Malik asked if the reimbursement to Connie Lamm for items bought for the Make Your Move project was out of the Make Your Move budget and Ms. Harding replied yes, it was. Councillor Malik also asked if the axe purchased from Home Hardware for the Fire Department comes out of the Fire Department budget and Ms. Harding replied that it does come out of their budget with the Town. Councillor Malik also asked if most of the invoice from Home Hardware was for cold patch for the streets and Ms. Harding replied yes.

- Approval of 2026/2027 Capitol Budget

The capital budget is a requirement for requesting grants. Councillor A. Chetwynd asked if the money for the Feasibility study was included in the budget and Ms. Harding replied yes, it had already been accounted for. Councillor Malik asked if the PIEVC report had previously been approved and Mayor Amalfa replied yes.

**05-22-26-04**

**It was duly moved and seconded that the Council approve the Capital Budget for the 2026/2027 fiscal year. Motion Passed**

## 10. Department Reports

- Administration Report

**05-22-26-05**

**It was duly moved and seconded that Council approve the hiring of three summer students through the Canada Summer Jobs program for eight weeks. Olivia Swansburg as the Events Coordinator, Tayah Scott as Youth Recreational Leisure/Activities Councillor and Gabriel Buchanan as Tourism/Museum Information Councillor. Motion Passed.**

Deputy Mayor Hillen brought up the fact that the Town has granted stewardship to the Tennis/Pickleball Club for the Tennis Courts and the Legion for the Cenotaph, even though they are owned by the Town of Lockeport for these entities to maintain these assets. It appears that the two partnerships work well for the town, organizations, and residents. Deputy Mayor Hillen suggested that the Playpark fundraising Committee might like to obtain stewardship for the Playpark and that way they have easier autonomy and then the Town could apply for grants through ACOA, and it would not affect the Playpark. Deputy Mayor Hillen also suggested that the more facilities in town that are utilized it may help to keep them as active assets, should we happen to amalgamate. Ms. Harding stated that the Town can apply for ACOA grants through this same fund depending on the criteria, it is not just one grant. Councillor Malik wondered if the deadline for this specific grant that the Playpark is wanting, ends in three weeks and if so, it will need to be expedited. Councillor A. Chetwynd stated that this specific grant is for projects nearing completion. The following motion was made:

**05-22-26-06**

**It was duly moved and seconded that Council approve the Town Clerk/Treasurer to apply for funding through the Atlantic Canada Opportunities Agency (ACOA) grant on behalf of the Playpark Fundraising Committee to help complete the final Phase of the project. Motion Passed**

The Visitor Information Center will open June 1, 2026

- Public Works Report

Deputy Mayor Hillen asked about putting gravel around the beach centre parking lot, the roundabout and drainage at the beach centre. The roundabout at the beach centre is privately owned, so the Town has no authority to add gravel to it. The drainage under the beach centre comes from the showers only. It is not hooked into the sewer system, because too much sand was continually getting into the pipes. Deputy Mayor Hillen asked if the middle wooden steps going down to the beach had been checked for safety and Ms. Harding replied that Wayne had just checked on them, and he feels they are in good condition.

## 11. Other Business

- Request from Lockeport Legion

Work will begin on the Cenotaph soon which includes sandblasting, power washing, and an archway. The high school students may replant the tulips. The following motion was made:

**05-22-26-07**

**It was duly moved and seconded that Council approve a letter of support and pay for the anchor points for the archway and then get reimbursed from the Legion. Motion Passed**

- Play Park Final Phase installation.

The Canada Day Committee is concerned that phase 2 of the playpark will overlap with its annual 10-day long festivities if the project is not started soon. No word has been heard when the final phase will take place, as the ACOA grant application has not yet been submitted and takes approximately 3 weeks for approval. Mrs. Sue Crosby stated that the installation is expected to only take 5 days to complete, with several trades operating in succession and being heavily weather dependent.

**05-22-26-07**

**It was duly moved and seconded that if Turf Master cannot complete the phase 2 installation by June 15, 2026, that the installation be delayed until after Canada Day, with the exception that - Mrs. Sue Crosby will inform the Town Office when a date has been proposed by Turf Masters at which time, Council may discuss extending the deadline date of June 15th. Motion Passed**

- PIEVC Report

This report deals with changing weather patterns and other climate risks to communities. Mayor Amalfa stated that this report is essential to unlock grant opportunities. Councillor Malik asked if this would include an emergency management plan for the causeway and Councillor A. Chetwynd responded that the Regional Emergency Management Office (REMO) is mandated to produce a plan for each unit. Mayor Amalfa said that first REMO is merging the plans for eastern and western Shelburne counties and then they will work on the other layers. Mishell Inkind, who is working on the PIEVC report will also work with REMO and Council to produce an emergency plan for the causeway.

- Heritage and Tourism Vacancy

Mayor Amalfa has resigned his seat at the Heritage and Tourism Committee and the committee will put out an expression of interest to fill that seat.

**05-22-26-08**

**It was duly moved and seconded that Council approve the Heritage and Tourism Committee to put out an Expression of Interest for a Special Heritage Advisor for the committee. Motion Passed**

- Inter-Municipal Agreement

**05-22-26-09**

**It was duly moved and seconded that Council approve extending the current Inter-Municipal agreement between the Municipality of the District of Shelburne and the Town of Lockeport for an additional six months, from July 8, 2026, to January 8, 2027. This extension would allow sufficient time for all parties to continue discussions and evaluate revisions in greater detail, while ensuring continuity of service and operations under the existing agreement. Motion Passed**

## **12. Correspondence**

- Letter in response to Mayor Amalfa's request for information regarding the Mandatory Education Tax

Councillor Malik stated that this is a mandatory tax with Property Valuation Services conducting the assessments. On Viewpoint, it shows both the high school and elementary along with the two athletic fields as \$1.4 million. Council is unsure if this includes the Annex building. Councillor Malik would like to draft another letter and ask for a presentation. Deputy Mayor Hillen is curious if the residents are paying for Property tax assessment or Taxable property tax assessment

**05-22-26-10**

**It was duly moved and seconded that Council approve to draft another letter to the Tri-County Regional School Board and the Department of Education and Early Childhood Development and request a presentation to better understand the taxation process and be able to ask questions. Motion Passed**

- Letter in response to David Mitchell, President of NSFM, regarding Municipal responsibilities for Fire Departments from the Honourable Kim Masland, Minister of the Department of Emergency Management

Councillor A. Chetwynd stated that this program will be rolled out over a period of three years.

- Letter in Response to Mayor Amalfa's request for information regarding Policing Services

RCMP are proposing a model for the new billing system that the RCMP is preparing to roll out with a maximum increase of 5% annually. Mayor Amalfa stated that it is currently 35% population, 35% property assessments and 30% resource assignment, but costs are still to be determined. The RCMP staff plan to meet with each municipal unit and when they do, Councillor A. Chetwynd wants to ask them to clarify on their coding process.

- Invitation to the African Nova Scotian Seafaring Project on Saturday, May 30, 2026, in Shelburne
- Invitation to the Shelburne Chamber of Commerce AGM on June 10, 2026, at the Osprey

### **13. Information Only**

- Recreation Facilities Assessment

Councillor K. Chetwynd asked how we find out who owns the elementary school and high school as it is listed in the letter that the Town does not own them. Councillor A. Chetwynd stated that they only have the ballfield listed and not the soccer field. They may be putting the two fields together and, because the Town of Shelburne does not own their schools, he may be assuming that the Town of Lockeport does not either. Ms. Harding will contact Adam Detrick for clarity.

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

- June 12, 2026, at 1:00 p.m.

**05-22-26-11**

**It was duly moved and seconded that Council go 'In Camera' at 2:40 p.m.  
Motion Passed**

**15. “In Camera”**

- “Contract Negotiations”
- “Personnel”

Council resumed Regular session at 2:55 p.m. and the following motion was made:

**It was duly moved and seconded that the Town Clerk/Treasurer be authorized to accept the proposal put forward by the Department of Fisheries and Oceans, Small Craft Harbours, to settle tax accounts # 05326591 and # 08412405. Motion Passed**

**16. Adjournment**

**05-22-26-12**

**There being no further business, it was duly moved and seconded that the meeting be adjourned. Time 2:58 p.m. Motion Passed**

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**Mayor Derek Amalfa**

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**Town Clerk/Treasurer June Harding**