



**TOWN OF LOCKPORT
COUNCIL MEETING
FRIDAY SEPTEMBER 11, 2026
MINUTES**

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

1. Call to order

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

2. Silence Electronic Devices

All devices were silenced at this time.

3. Approval of Agenda, including additions or deletions

09-11-26-01

It was duly moved and seconded that Council approve the agenda for the September 11, 2026, meeting as presented. Motion Passed

4. Conflict of Interest

Councillor A. Chetwynd and Councillor K. Chetwynd declared a conflict of interest for the year end financial report for the Fire Department.

Councillor C. Malik declared a conflict of interest under finance.

5. Approval of Minutes

- Regular Council Meeting Minutes August 14, 2026

There was one change to the draft minutes, website was changed to Facebook page.

09-11-26-02

It was duly moved and seconded that Council approve the amended Minutes from the Regular Council Meeting of August 14, 2026. Motion Passed

6. Business arising from Previous Minutes

Response to letter of concerns from Bill Crosby

Councillor K. Chetwynd stated that at the last meeting, Mayor Amalfa abused his power as Mayor as there was no vote for adjournment. Councillor K. Chetwynd was given information on making a Code of Conduct complaint against another Councillor.

Councillor A. Chetwynd expressed her displeasure with the letter written to Bill Crosby about the Heritage and Tourism committee, which implied it was a response of Council. She stated she was not aware of the letter, had no input, nor opportunity to review prior to it being sent. Councillor A Chetwynd pointed out discrepancies in the response, as well as several procedural breakdowns of the committee. Councillor A. Chetwynd suggested that the Heritage & Tourism committee should dissolve and cease all current and ongoing projects until such time as they form a Not-for-Profit Society. The Mayor advised Council that the review was done by himself, the Deputy Mayor/Chair of the HTC, and the Town Clerk, as that is who the original letter was addressed to.

09-11-26-02

It was duly moved and seconded that the Heritage and Tourism Committee be dissolved and cease any current and ongoing projects. Motion defeated.

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

Dave Holdaway, President of Royal Canadian Legion Branch #80 reported that the Cenotaph is completed, and he was congratulated on the outstanding job he did in facilitating the restoration.

8. Presentations – Bringing Registered Massage Therapy to Lockeport

Kristian Burrows is looking for space to perform Massage Therapy for one Tuesday a month. This item was moved to “In Camera” under Contract negotiations,” at the end of the meeting.

9. Finance

- List of invoices already paid in the amount of \$141,986.44.

Councillor A. Chetwynd asked for more information about the invoice paid for the broken windshield. There was a question asked about a Mark Williams Excavating invoice for sewer line repair and whether it was due to anything that may have happened during the latest fix for the mistake that was made in the sewer project by the engineer. An email has been sent out to the Public Works Supervisor for clarification. Councillor Malik asked if the door bay at the Fire Department that was fixed was paid for by the Fire Department itself or the Town. Ms. Harding replied it was Town funds that paid the bill. There was also a thank you extended to Make Your Move for the donation to the play pad at the elementary school.

- Lockeport Volunteer Fire Department Financial Report for year ending December 31, 2025

The Fire Department refused to adhere to the motion that was made to provide financial information from 2025 to the Town’s auditor, so the Town Clerk/Treasurer paid for a copy of the information they had sent to Joint Stocks and sent these to the auditor. The auditor told the Town Clerk that there was no way for her to compare the Fire Department’s bank books and bank statements to this report because she did not have access to them.

This is acceptable to Council for this year’s audit but moving forward the Fire Department will be required to have a proper audit performed along with the Town and the Medical First Responders.

09-11-26-03

It was duly moved and seconded that Council accept the Lockeport Volunteer Fire Department Financial report for the year ending December 31, 2025, obtained from the Joint Stocks website. The Fire Department is to be included annually with the Town of Lockeport’s audit as well as the Lockeport & Area Medical First Responders annual financial report. Motion Passed

- RFP for Realtor Services

Councillor A. Chetwynd stated that the residents need to be aware that this is a slow-moving process and can take months or years.

09-11-26-04

It was duly moved and seconded that Council approve the RFP for Realtor Services as presented. Motion Passed

- Review of Low-Income Property Tax Exemption Policy

Ms. Harding had a copy of the Low-Income Property Tax Policy from the Town of Shelburne and the Municipality of Shelburne. Council has not yet had time to review this policy, so it was decided to address it in the spring with the new budget. The Town of Lockeport Low-Income Property Tax Policy will remain the same as last year for this fiscal year.

- Quote for plaque to be placed on the Red Petticoat Interpretive sign.

Both Councillor A. Chetwynd and K. Chetwynd expressed that they would like the plaque to be smaller and do not think it is the responsibility of this Council to honour something that had been agreed to from two past terms of Council. Deputy Mayor Hillen said that if the artist wishes to be recognized then it is important to honour past promises. Councillor Malik suggested a 4 x 6 bronze plate on a stand to not ruin the plaque. The word Lockeport will be removed from the artist's recognition.

09-11-26-05

It was duly moved and seconded that Council approve the cost of \$179.00 plus HST for a 4 x 6 bronze plaque for the Red Petticoat Interpretive sign that will recognize the artist as Layla Chase and the Funder as the Ragged Islands Historical Society. Motion Passed

- NSFM Annual Conference Funding Opportunity

Councillor Malik is interested in attending, depending on the dates, which were not stated on the form.

09-11-26-06

It was duly moved and seconded that Council approve Councillor Malik to attend the NSFM Annual Conference if the dates are workable with her schedule. Motion Passed

10. Other Business

- Second reading of Regional Emergency Management By-Law #109

09-11-26-07

It was duly moved and seconded that Council approve second reading of the Regional Emergency Management By-Law. Motion Passed

- Approval of design for library sign

This sign is funded by the Friends of the Library group, and will be 4 x 8, same size as the one there now, and the sign will use the same material as for the interpretative sign. The group would also like the old sign to be stored somewhere until they decide what to do with it.

09-11-26-08

It was duly moved and seconded that Council approve the design for the new library sign as presented. Motion Passed

- Invitation at McKay Memorial Library in Shelburne
- Offer of Foot Care for Lockeport and surrounding area by Nadine Williams LPN

This item will go In Camera.

11. Council Reports

- Mayor Derek Amalfa
 - o Canada Day Committee members

09-11-26-09

It was duly moved and seconded the Council approve the following list of volunteers appointed to the Canada Day Committee.

Emily Swim – Chairperson

Ellen Suttle – Recording Secretary

Mayor Derek Amalfa – Council Representative

Connie Lamm

Steven Williams

Tiffany Morash

Motion Passed

- Deputy Mayor Craig Hillen
 - o Heritage and Tourism Draft Minutes from August 18, 2026

- Deputy Mayor Hillen's explanation re In Camera session at HTC Committee meeting

Deputy Mayor Hillen explained that the "In Camera" session that took place at the Heritage & Tourism Committee on August 18, 2026, should have been titled "Potential Litigation" instead of financial discussion. Deputy Mayor Hillen apologised for his error.

Councillor A. Chetwynd again expressed displeasure with the project process. She stated that the committee failed to obtain Council permission, required to even investigate this as a project. yet it states in the minutes that the mermaid statue carving is almost completed.

Deputy Mayor Hillen explained that they needed to get permission from the family before it could be brought to Council. He is aware that it has not been approved and the Heritage and Tourism Committee plan to do presentations to Councils of both the Town of Lockeport and the Municipality of the District of Shelburne.

Councillor A. Chetwynd expressed displeasure with the whole project and stated once again that this needed Council permission before moving forward.

- Love Lockeport Awards for September and October 2026

09-11-26-10

It was duly moved and seconded that as recommended by the Heritage and Tourism Committee, Council approve the following businesses be recognised for the Love Lockeport Award. On Town Auto for September and Jake Dimocks Auto and Canada Post (Lockeport) for October. Motion Passed

There was a discussion about the potential restoration of the Seaman's Memorial and whether the group working on this should become an association rather than a subcommittee/working group. Deputy Mayor Hillen will take it back to his Heritage and Tourism Committee for discussion.

- Lockeport Sign Redevelopment

There was a discussion around the old directory sign across from the soccer field and it was commented that local artists can put in submissions for the new sign. This will be taken back to the Heritage and Tourism Committee for further discussion and review.

There was a discussion about the Playpark having the porta potty there year-round, so that adheres to having an accessible washroom available. Councillor A. Chetwynd stated that the washrooms at the Lighthouse Stage were put in there for use for community events. Make Your Move had originally allocated funding toward public washrooms.

However, after further discussion with the MYM facilitators, we were advised that this expense was not within the scope of the project.

- Councillor Anna Chetwynd

Councillor A. Chetwynd apologized for not having the minutes completed for the meeting but had time sensitive matters to be approved:

09-11-26-11

It was duly moved and seconded that as recommended by the Recreation Committee, Council approve the Playpark Committee purchasing a new camera for the Playpark. Motion Passed

- Playpark contributor sign

09-11-26-12

It was duly moved and seconded that as recommended by the Recreation Committee, the design for the proposed sign that will be erected at the Playpark acknowledging major financial contributors be approved and sent out for completion. Motion Passed.

- Volunteer of the Month for September 2026

09-11-26-13

It was duly moved and seconded that as recommended by the Recreation Committee, Council approve Liam Chedd as Volunteer of the Month for September. Motion Passed.

The Playpark Fundraiser group would like to do a grand opening on October 2, 2026, and invite MLA Nolan Young, MP Jessica Fancy and Minister Dave Ritcey to this as well as the Communities on the Move group.

- Councillor Candace Malik

Councillor Malik is working on the October biannual newsletter.

- Councillor Kevin Chetwynd

Councillor K. Chetwynd provided stats for his kid's soccer group.

12. Correspondence

- Letter from the Honourable Scott Armstrong, Minister of Justice regarding the new Municipal Policing Billing Model

Mayor Amalfa briefly explained the new model for Policing billing.

- Letter from John and Karen Swim regarding 34 Crest Street
- Letter from George Harding regarding potential sale of Town owned Properties and facilities

Council thanked both Karen and Jack Swim and George Harding for their letters.

- Development of Disposal of Surplus Property Policy

09-11-26-14

It was duly moved and seconded that Council agree to have staff develop a Disposal of Surplus Property policy to be presented at the September 25 meeting.

13. Information Only

- Change of Command Ceremony invitation
- 2026-2027 Emergency Services provider Fund information
- Nova Scotia Fire Bulletin
- Bulletin from AMANS regarding the recent state of Emergency in Cape Breton
- Letter to the Honourable Nolan Young MLA regarding the new Roseway Manor build from the Town of Lockeport, The Town of Shelburne, and The Municipality of the District of Shelburne.
- Email from Adam Dedrick re: MPAL Program

14. Date of next meeting

- September 25, 2026, at 1:00 p.m.

15. “In Camera”

09-11-26-15

It was duly moved and seconded that Council go ‘In Camera’ at 3:27 p.m. a.m. Motion Passed

- Contract Negotiations

Council came out of camera at 3:40 p.m.

09-11-26-16

**It was duly moved and seconded that Council instruct the Town Clerk/Treasurer to gather more information from Kristian Burrows and Nadine Williams.
Motion Passed.**

16. Adjournment

09-11-26-17

There being no further business, it was duly moved and seconded that the meeting be adjourned. Time 3:45 p.m... Motion Passed

Mayor Derek Amalfa

Town Clerk/Treasurer June Harding

Regular Council Meeting 09112026.min