

**TOWN OF LOCKEPORT
REGULAR COUNCIL MEETING
MONDAY, JANUARY 9, 2012 AT 7:00 P.M.
MINUTES**

**PRESENT: MAYOR DARIAN HUSKILSON, DEPUTY MAYOR ALONZO TOWNSEND,
COUNCILLOR HOWARD ROSZEL, COUNCILLOR ALAN STEWART AND
COUNCILLOR ERROL LEIGH WILLIAMS**

Call to order

The Regular Council Meeting was called to order by Mayor Huskilson at 7:00 p.m.

Approval of Agenda

01-09-12-01

It was duly moved and seconded that the agenda be approved with the following additions under Other Business:

**Appointment to Economic Development Council
Notice to adopt Health, Safety and Environmental Policy
Notice to adopt Wastewater Emergency Response Plan Policy
Appointments to July 1st Committee**

Motion Passed

Approval of previous minutes

- *Regular Council Meeting, Monday, November 14, 2011*

01-09-12-02

It was duly moved and seconded that the minutes of the Regular Council Meeting of Monday, November 14, 2011 be approved as distributed.

Motion Passed

Presentations – There were no presentations this evening

Recommendations from Other Committees

- *Committee of the Whole November 28, 2011*
 - *List of bills already paid in the amount of \$38,022.88*

01-09-12-03

It was duly moved and seconded that as recommended by the Committee of the Whole, the list of bills already paid in the amount of \$38,022.88 be approved.

Motion Passed

- *List of bills to be paid in the amount of \$ 6,654.00*

01-09-12-04

It was duly moved and seconded that as recommended by the Committee of the Whole, the list of bills to be paid in the amount of \$6,654.00 be approved for payment.

Motion Passed

- *Tender approval for boardwalk extension and deck on Little School Museum*

01-09-12-05

It was duly moved and seconded that as recommended by the Committee of the Whole, the tender from Sable River Carpentry in the amount of \$4,710.80 (HST included) for a boardwalk extension and deck on the Little School Museum be accepted.

Motion Passed

- *Personnel Committee, November 30, 2011*

- *Extension of Project Manager's position*

01-09-12-06

It was duly moved and seconded that as recommended by the Personnel Committee, the position of Project Manager for the Town of Lockeport be extended to the end of the 2011/2012 fiscal year. The Town Clerk/Treasurer was urged to ensure that all banked overtime of this position be utilized as soon as possible and by the end of this fiscal year. This position is to be funded by the Economic Development fund established through the sale of the Shelburne Youth Centre, if necessary.

Motion Passed

- *Clerk to work with Province re: draft contract for Project Manager*

01-09-12-07

It was duly moved and seconded that as recommended by the Personnel Committee, the Town Clerk/Treasurer be directed to work with the Province of Nova Scotia to develop a draft contract pertaining to the position covering project management for the Town of Lockeport.

Motion Passed

- *Recreation Committee December 5, 2011*

Mayor Huskilson declared a conflict of interest pertaining to the following recommendation of the Recreation Committee and removed himself from the Chair. Deputy Mayor Townsend proceeded as Chair.

- *Naming of Baseball Field after L.M. Huskilson*

01-09-12-08

It was duly moved and seconded that as recommended by Recreation Committee, the baseball field be named in memory of L.M. Huskilson in recognition of his service to the Community through over twenty years as Mayor and the fact that he initiated the construction of the ball field in its present location.

Motion Passed

Mayor Huskilson resumed as Chair.

- *Appointment to Recreation Committee – Garrett Chetwynd*

01-09-12-09

It was duly moved and seconded that as recommended by Recreation Committee. Garrett Chetwynd be appointed as a member of the Recreation Committee.

Motion Passed

Finance

- *List of bills already paid in the amount of \$89,885.04*

01-09-12-10

It was duly moved and seconded that the list of bills already paid in the amount of \$89,885.04 be approved as presented.

Motion Passed

Other Business

- *National Volunteer Week*

As in past years, the Lockeport Recreation Committee will be asked to bring their recommendation to Council for an individual to be named Volunteer of Year for the Town of Lockeport.

- *Wastco Ltd. Waste Collection Contract*

This information was presented to Council to reinstate the content of the agreement with Wastco Ltd. with regards to bag limits. The Waste Coordinator will be corresponding with the businesses to notify them of the bag limit and the fact that the waste collectors will be enforcing this limit.

- *Region 6 Solid Waste Management Budget for 2012/2013*

01-09-12-11

It was duly moved and seconded that Council of the Town of Lockeport approve the proposed Region 6 Solid Waste Management Budget for 2012/2013 as presented.

Motion Passed

- *Letter of Resignation from Anne Roszel*

01-09-12-12

It was duly moved and seconded that Council accept, with regret, the resignation of Anne Roszel as one of the Town's representative on the Joint Police Advisory Board.

Motion Passed

The Town Clerk/Treasurer was asked to research to see if it is mandatory to advertise in the local paper for a replacement to the Joint Police Advisory Board or if we can proceed to identify an interested party by other means. If it is determined that we must advertise in the local paper, then we will be asking if the Department of Justice are willing to cover that cost.

- *Memo from Joyce Young re: Expense Allowance – Income Tax Purposes*

01-09-12-13

It was duly moved and seconded that for the calendar year 2011, one-third of the total sum paid to each Councillor as salaries or other remuneration, including all non-accountable expense money, shall be declared an allowance for expenses to be excluded from income under the Income Tax Act of Canada.

Motion Passed

- *Appointment to Economic Development Council*

The Clerk/Treasurers and CAO of Southwest Nova are currently working in conjunction with the Nova Scotia Department of Economic Development and ACOA to establish a new agency pertaining to Economic Development. The format of this new Economic Development Council (EDC) includes appointments by each participating Municipal Unit from their respective Business Community. In most cases, the Municipal Units are requesting that their Chamber of Commerce make nominations to the Municipal council for their appointment decision. In our case, we do not have a Chamber of Commerce, but we do have an active Business Association.

01-09-12-14

It was duly moved and seconded that Council request nominations to be put forward by the Business Association for Council to consider as an appointment to the Economic Development Council to represent the Town of Lockeport.

Motion Passed

- *Notice to adopt Health, Safety and Environmental Policy*
- *Notice to adopt Wastewater Emergency Response Plan Policy*

The Town of Lockeport is required, under the Nova Scotia Department of Environment regulations, to have in place a Wastewater Emergency Response Plan. A requirement within this plan is a policy adopted by Council pertaining to Health, Safety and Environment. The Clerk/Treasurer hereby gives notice to Council that a draft Health, Safety and Environmental Policy and a draft Wastewater Emergency Response Plan Policy will be presented to Council at a future date for consideration.

- *Appointments to July 1st Sub-Committee of the Recreation Committee*

01-09-12-15

It was duly moved and seconded that Council approve the appointments of Kyra Taylor and Jennifer Huskilson to the Lockeport July 1st Committee.

Motion Passed

Council Reports

- *Deputy Mayor Townsend*
 - *Roseway Hospital Charitable Foundation, November 29, 2011 (Attached schedule "A")*
 - *Region 6 Steering, December 2, 2011 (Attached schedule ("B"))*
- Councillor Williams reported to Council that a stool located at the Medical Centre seems to be unsteady and suggested that the Town Clerk/Treasurer look into this.
- *Councillor Stewart*
 - *Recreation Committee Meeting, Monday, January 2, 2012 (Attached as schedule ("C"))*
- Mayor Huskilson reported to Council that the Lockeport Medical First Responders has made a request to Emergency Health Services (EHS) to participate in a 6 month Pilot Project which enables them to respond to all EHS ambulance responses in the Lockeport Medical First Responders coverage area, including predetermined "Code 2" or "Alpha level" responses. Mayor Huskilson presented to Council a Memorandum of Understanding from EHS agreeing to this request with the stipulation that for any response that is deemed Alpha level, the MFR respond non-lights and siren. If there are any issues with this type of requested response, those inquiries will be sent to the Provincial Medical Director for review. Should issues be noted, this MOU may be terminated at the request of the Provincial Medical Director.

The issue of the approved coverage area was discussed. The Clerk/Treasurer has previously discussed the issue with the CAO for the Municipality of the District of Shelburne regarding that Council approving of the Lockeport MFR to respond to their unit areas that are currently covered by the Lockeport Volunteer

Fire Department. Mr. Cox was to discuss this further with his Council and provide information back to the Town of Lockeport; however this has not been received to date. The Clerk/Treasurer was asked to inquire as to the status of this issue.

Mayor Huskilson also reported to Council that he will ask that staff organize a Dangerous & Unsightly Premises meeting for the near future to discuss a couple of complaints he has received.

Mayor Huskilson asked the Clerk/Treasurer to check with the Waste Department to see if plans are being made for a Household Hazardous Waste drop off day. An electronics drop off is scheduled for Saturday, January 14th at the Fire Hall.

Correspondence

01-09-12-16

It was duly moved and seconded that Council approve acceptance of the correspondence.

Motion Passed

- *Email from Don Bower, EMO Coordinator*

This email was a year end report from Don which also included notification to Council that he intends to retire from his position as EMO Coordinator. Don has acted as our Coordinator for the past 17 years as a volunteer. Don's professional services have been extremely appreciated and have been a great benefit to Shelburne County. Council requested that the Clerk/Treasurer contact Steve Mills of Nova Scotia EMO to determine if the Province is planning anything in recognition of Don's retirement.

- *Letter from Gary Archibald, Board Chair, Western Counties Regional Library*
- *Letter from the Municipality of the District of Shelburne*
- *Letter from Deputy Mayor Elizabeth Acker, Board Chair for Roseway Manor dated October 31, 2011*
- *Letter from Deputy Mayor Elizabeth Acker, Board Chair for Roseway Manor dated November 21, 2011*
- *Email from UNSM re: Election changes*

Date of next meeting

- *Monday, February 13, 2012*

Adjournment

There being no further business, **It was duly moved and seconded that the meeting be adjourned.**
Time 8:15 p.m.

**Darian Huskilson,
Mayor**

**Joyce Young,
Town Clerk/Treasurer**