

**TOWN OF LOCKEPORT  
REGULAR COUNCIL MEETING  
MONDAY, MARCH 9, 2020  
MINUTES**

**PRESENT: MAYOR GEORGE R. HARDING, DEPUTY MAYOR DAWN DEMINGS-TAYLOR, COUNCILLOR DAYLE ESHELBY, COUNCILLOR KENT BALISH, COUNCILLOR CORY NICKERSON AND TOWN CLERK/TREASURER – JOYCE YOUNG.**

**Call to order**

The Regular Council Meeting of Monday, March 9, 2020 was called to order by Mayor Harding at 6:00 p.m.

**1. Silence Electronic Devices**

All electronic devices were silenced at this time.

**2. Approval of Agenda**

**03-09-20-01**

**It was duly moved and seconded that the agenda be approved with the addition under Finance of the expense claim submitted by the Community Coordinator.**

**Motion Passed**

**3. Approval of Minutes**

*- Council Meeting February 24, 2020*

**03-09-20-02**

**It was duly moved and seconded that the minutes of the Regular Council Meeting of Monday, February 24, 2020 be approved as presented.**

**Motion Passed**

**4. “Open Mic”**

There was no one in the gallery this evening wishing to speak.

## 5. UV System Request for Proposals

An RFP was posted on the Provincial Tendering site for Engineer Services for the construction/installation of a UV System for the Wastewater Treatment Plant. A total of 6 submissions were received. They were opened in the following random order and briefly reviewed by Council:

1. Exp
2. Englobe
3. CBCL
4. ABLE Engineering Services Inc.
5. MECO
6. 3332892 Nova Scotia Limited

The Town Clerk/Treasurer will meet with the Town's ODRC (Overall Direct Responsible Charge), Peggy Cox, on Tuesday, March 10, 2020 to review the submissions and to determine a recommendation to Council. Council will be meeting on Wednesday, March 11, 2020 to work on budgets for the upcoming fiscal year and a decision is anticipated at that time for awarding the contract.

## 6. Finance

- *List of bills already paid in the amount of \$43,905.60*

The list of bills were reviewed at this time.

- *Motions required for transfers to reserves*

The following year - end transfers were required:

*July 1<sup>st</sup>*

### **03-09-20-03**

**It was duly moved and seconded that \$279.05 be transferred from the General Operating Account to the Operating Reserve Account Re: July 1<sup>st</sup> residual funds.**

**Motion Passed**

*Crescent Beach Centre Donations*

### **03-09-20-04**

**It was duly moved and seconded that \$316.65 be transferred from the General Operating Account to the Operating Reserve Account Re: Crescent Beach Centre Donations received.**

**Motion Passed**

*Recreation Donations*

**03-09-20-05**

**It was duly moved and seconded that \$777.95 be transferred from the General Operating Account to the Operating Reserve Account Re: Recreation Centre Donations received.**

**Motion Passed**

*Transfer from reserves Re: South West Transit program*

**03-09-20-06**

**It was duly moved and seconded that the budgeted transfer of \$750 from the Operating Reserve to the General Operating Account be approved to proceed.**

**Motion Passed**

- *Western Counties Regional Library – Formula Funding Model*

New funding information was received from the Western Counties Regional Library Board. The contribution required from the Town of Lockeport has increased by \$612 for the upcoming year, resulting in the Town's contribution being set at \$4,700

- *Funding request Hannah Chetwynd re: Atlantic Canada Skating Championships*

Council received a request from Margaret Chetwynd for consideration of funding towards expenses for her daughter to attend a skating championship event in Newfoundland. Although Council expressed their congratulations to Miss Chetwynd on her achievements, after considerable discussion and consideration, the following motion was made:

**03-09-20-07**

**It was duly moved and seconded that due to the fact that the request made by Margaret Chetwynd does not fit the guidelines of the Town's Community Grants Policy, the request for funding is declined.**

**Motion Passed**

- *Notice of increase in Tipping Fees from Region of Queens Municipality*

The 2020 schedule of Tipping Fees from the Region of Queens was reviewed. There is an increase of 1.83% over last year. The new fees will take effect April 1, 2020.

- *Expense Claim submitted by Community Coordinator*

As per the Travel Policy of the Town of Lockeport, the late submission of the expense claim for the Community Coordinator was presented to Council for approval.

**03-09-20-08**

**It was duly moved and seconded that the travel expense claim submitted by the Community Coordinator be approved as presented.**

**Motion Passed**

## **7. Other Business**

*Letter to the Honourable Chuck Porter, Minister of Municipal Affairs & Housing from the Roseway Manor Board Chair, George Harding*

This letter was reviewed by Council. The letter outlined the intentions of the Town of Lockeport, the Town of Shelburne and the Municipality of the District of Shelburne to proceed with removing the respective Municipal Units from the Roseway Manor Corporation and creating a new organization. The letter also outlined to the Minister some suggestions on the future operations and ownership of the Roseway Manor.

*Resolution to Wind-Up Roseway Manor Incorporated*

The Board of Directors of the Roseway Manor Incorporated are in the process of legally removing the three Municipal Units of Eastern Shelburne County from the Corporation and creating a new organization. This process and application must be approved by each Municipal Unit involved. The following motion was developed on behalf of the Roseway Manor Board to be endorsed by the units.

**03-09-20-09**

**It was duly moved and seconded by the Municipal Council of the Town of Lockeport that:**

- 1. It approves the transfer by Roseway Manor Incorporated (the “Corporation”) of all of the Corporation’s assets to an independent and newly incorporated not-for-profit organization, not to be owned or controlled by the Town or the Corporation, at such date and time as to be determined (the “Transfer”);**
- 2. Upon completion of the Transfer, it approves the wind-up of Roseway Manor Incorporated;**
- 3. The Chief Administrative Officer of the Town, or such other person as may be designated by the Town, is hereby authorized and directed to do, execute, and deliver such things or documents as may be necessary in order to carry out such Transfer and subsequent wind up of Roseway Manor Incorporated.**

**Motion Passed**

**03-09-20-10**

**It was duly moved and seconded that Council authorize the Town Clerk/Treasurer to act on behalf of the Town of Lockeport in the execution of the Transfer and subsequent wind up of Roseway Manor Incorporated.**

**Motion Passed**

*Culvert required at 236 Locke Street*

**03-09-20-11**

**It was duly moved and seconded that Council approve the replacement of the collapsed culvert at 236 Locke Street as per the current policy dated 1995.**

**Motion Passed**

**03-09-20-12**

**It was duly moved and seconded that Council give notice at this time that it is Council's intention to review and update the Town's Policy pertaining to the replacement of existing culverts and the installation of new culverts.**

**Motion Passed**

*Dog Park Committee Meeting Minutes February 17 and March 4, 2020*

**03-09-20-13**

**It was duly moved and seconded that, as suggested by the Town of Lockeport – Ad Hoc Dog Park Committee, Council approve the concept of establishing a gated Dog Park on Town property outside the west end of the Volunteers Soccer Field adjacent to the boardwalk.**

**Motion Passed**

## **8. Council Reports**

*Councillor Dayle Eshelby*

Feb. 3 – Recreation Committee Meeting  
Feb. 4 – Black Heritage Proclamation Reading  
Feb. 10 – Regular Council Meeting  
Feb. 11 – Trestle Trail Remediation Project Tender Opening  
Feb. 11 – Emergency Measures Organization Meeting  
Feb. 12 – Emergency Council Meeting  
Feb. 17 – Recreation Volunteer Meeting  
Feb. 18 – Roseway Manor Board Meeting  
Feb. 22 – Recreation – Monte Carlo night  
Feb. 24 – Regular Council Meeting

*Deputy Mayor Dawn DeMings-Taylor*

Feb. 3 – Recreation Committee Meeting  
Feb. 10 – Regular Council Meeting  
Feb. 11 - Trestle Trail Remediation Project Tender Opening  
Feb. 12 – Emergency Council Meeting  
Feb. 17 – Recreation Volunteer Meeting  
Feb. 19 – Fibre Op meeting with Bell Canada and the Municipality of the District of Shelburne.  
Feb. 22 – Recreation – Monte Carlo night  
Feb. 24 – Regular Council Meeting  
Feb. 26 – Dog Park Committee meeting

*Councillor Kent Balish*

Feb. 10 – Council Meeting  
Feb. 11 – Trestle Trail Remediation Project Tender Openings  
Feb. 11 – Emergency Measures Meeting  
Feb. 18 – School Advisory Committee  
Feb. 19 – Fibre Op meeting with Bell Canada and the Municipality of the District of Shelburne  
Feb. 24 – Council Meeting

*Councillor Cory Nickerson*

Feb. 10 – Council Meeting  
Feb. 11 – Trestle Trail Remediation Project Tender Openings  
Feb. 11 – Emergency Measures Meeting  
Feb. 12 – Emergency Council Meeting  
Feb. 24 – Council Meeting

*Mayor George Harding*

*Feb. 4 – Office Hours*  
*Feb. 4 – Meeting at Roseway Manor*  
*Feb. 5 – Meeting at Roseway Manor*  
*Feb. 6 – Office Hours*  
*Feb. 6 – Beaches and Dunes Webex*  
*Feb. 7 – Meeting at Roseway Manor*  
*Feb. 10 – Council Meeting*  
*Feb. 11 – Office Hours*  
*Feb. 11 – Opening Trestle Trail Tenders*  
*Feb. 11 – Lockeport EMO Meeting*  
*Feb. 12 – Special Council Meeting to award Tender*  
*Feb. 13 – July 1<sup>st</sup> Meeting*  
*Feb. 14 – Report on Capstone Project – Asset Management Committee*  
*Feb. 18 – Office Hours*  
*Feb. 18 – Roseway Manor Board Meeting*

*Feb. 19 – Meeting at Roseway Manor*  
*Feb. 19 – Roseway Hospital Meeting*  
*Feb. 19 – Meeting with Bell Canada*  
*Feb. 21 – Meeting with RBC*  
*Feb. 24 – Council Meeting*  
*Feb. 25 – Office Work*  
*Feb. 26 – Dog Park Committee Meeting*  
*Feb. 26 – Meeting at Roseway Manor*  
*Feb. 27 – Office Hours*

**9. Information Only**

*Bulletin from NSFPM – Provincial Budget leaves out NS Municipalities*

**10. Date of next meeting**

*March 23, 2020 at 1:00 p.m.*

**11. Adjournment**

There being no further business, **It was duly moved and seconded that the meeting be adjourned. Time 7:40 p.m.**

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Mayor George R. Harding

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Town Clerk/Treasurer Joyce Young