

**TOWN OF LOCKEPORT
REGULAR COUNCIL MEETING
MONDAY, MARCH 10, 2014 AT 7:00 P.M.
MINUTES**

PRESENT: MAYOR DARIAN HUSKILSON, DEPUTY MAYOR ALONZO TOWNSEND, COUNCILLOR ERROL L. WILLIAMS, COUNCILLOR DAYLE ESHELBY, COUNCILLOR JOANN SWIMM, TOWN CLERK/TREASURER, JOYCE YOUNG AND RECORDING SECRETARY, JUNE HARDING-SCOTT

1/ Call to order

The Meeting was called to order by Mayor Huskilson at 7:00 P.M.

2/ Approval of Agenda

03-10-14-01

It was moved by Councillor Williams and seconded by Deputy Mayor Townsend that the Agenda be approved with the following additions:

Under Other Business – A Request from Communities in Bloom

Under Council Reports – Councillor Eshelby

Motion Passed

3/ Approval of previous minutes

- *Regular Council Meeting, Monday, February 10, 2014*

03-10-14-02

It was moved by Deputy Mayor Townsend and seconded by Councillor Swim that the Minutes from Monday, February 10, 2014, be approved.

Motion Passed

4/ Open Mic

Suzanne Crosby has attended a couple of Tourism Meetings recently in Shelburne and congratulated Council of the Town of Lockeport on their decision making in regard to the Tourism Coordinator issue. Suzanne will be looking forward to meeting with the new Tourism/Events Coordinator after he/she has been hired.

5/ Presentations

6/ Recommendations from Other Committees

- *Economic Development, February 20, 2014(Attached as Schedule "A")*

- *Hours of operation for VIC upcoming season/discussion with Janice Fiske*

03-10-14-03

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the hours of operation of the Crescent Beach Centre for the 2014 season be approved as presented.

Motion Passed

- *Suggestions for future use of Crescent Beach Centre/discussion with George Harding*

03-10-14-04

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the Town of Lockeport enter into an agreement with Harmony Bazaar resulting in the group providing an In-Kind service to the Town of Lockeport allowing for the use of the Crescent Beach Centre to approved applicants based on the requirements set by Council.

Motion Passed

- *Casters for brochure displays*

03-10-14-05

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the Clerk/Treasurer investigate the cost of proper casters and 3/4" plywood to install on each of the display units.

Motion Passed

- *Invite the Lockeport Sea Derby to locate their office in the Crescent Beach Centre*

03-10-14-06

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the Sea Derby organization be invited to re-locate their office from the Town Hall to the Crescent Beach Centre.

Motion Passed

- *Invite Lockeport Business Association to use meeting space*

03-10-14-07

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the Lockeport Loop Business Association be invited to hold their meetings upstairs at the Crescent Beach Centre.

Motion Passed

- *Support from the Municipality of the District of Shelburne*

03-10-14-08

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee a letter be sent by the Town of Lockeport to the Municipality of the District of Shelburne in an effort to gain their support in the operations of the Crescent Beach Centre by providing a full time staff member for the 2014 Tourism Season.

Motion Passed

- *Equipment*

03-10-14-09

It was moved by Councillor Williams and seconded by Councillor Eshelby that the Economic Development/Planning Advisory Committee recommend to Council that 6 folding tables, 12 blue plastic chairs and the pavilion walls be stored in one of the Shanties on a regular basis to be accessible to the volunteer organizers of the “Market In The Park”.

Motion Passed

- *Seacap Park Keys*

03-10-14-10

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the volunteer organizers of the “Market In The Park” be provided with keys to the public washrooms, the shanties used for equipment storage, the green room, the stage and storage area.

Motion Passed

- *Locks*

03-10-14-11

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the Clerk/Treasurer investigate the cost of replacing the locks at the Seacap Lighthouse facility with a suitable product that works efficiently and take this information to Council for budget deliberations.

Motion Passed

- *Garbage Receptacles*

03-10-14-12

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the Clerk/Treasurer investigate the availability of additional garbage receptacles and possible funding to offset some of the expense.

Motion Passed

- *No Smoking Signs*

03-10-14-13

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee No Smoking signs be purchased for use at the Seacap Park during events.

Motion Passed

- *Cigarette Butt Receptacles*

03-10-14-14

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the Clerk/Treasurer investigate the cost of purchasing cigarette butt receptacles for use at the Seacap Park and take this information to Council for budget deliberations.

Motion Passed

- *Revisit Meeting Schedule*

03-10-14-15

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Economic Development/Planning Advisory Committee the schedule for the Crescent Beach Centre Committee be changed to the third Monday of each month at 1:30 p.m. and the Economic Development/Planning Advisory Committee be changed to the third Monday of each month at 2:30 p.m.

Motion Passed

- *Committee of the Whole, February 24, 2014 (Attached as Schedule "B")*

Joint Tourism/Festival Coordinator

03-10-14-16

It was moved by Councillor Eshelby and seconded by Councillor Swim that as recommended by the Committee of the Whole Council commit to the establishment of a joint Tourism/Festival Coordinator position with the Town of Shelburne for a term of twenty months (April 1, 2014 to November 30, 2015). Lockeport's Clerk/Treasurer and the Town of Shelburne's CAO will continue working out the details of the agreement to meet with the approval of the respective Councils.

Motion Passed

- *List of bills already paid in the amount of \$72,177.39*

03-10-14-17

It was moved by Councillor Eshelby and seconded by Councillor Swim that as recommended by the Committee of the Whole the list of bills already paid in the amount of \$72,177.39 be approved.

Motion Passed

- *List of bills to be paid in the amount of \$7,136.00*

03-10-14-18

It was moved by Councillor Eshelby and seconded by Councillor Swim that as recommended by the Committee of the Whole the list of bills to be paid in the amount of \$7,136.00 be approved for payment.

Motion Passed

7/ **Finance**

- *Transfers*

03-10-14-19

It was moved by Councillor Williams and seconded by Deputy Mayor Townsend that \$1,173.00 be transferred from the Town's Equipment Reserve to the Town's General Operating Account per the Auditor's instruction.

Motion Passed

03-10-14-20

It was moved by Councillor Swim and seconded by Deputy Mayor Townsend that \$63,542.70 be transferred from the Town's General Operating Account to the Tax Sale Surplus Reserve Account re: Tax Sale on January 23, 2014 (Arnold).

Motion Passed

- *Discover Shelburne County Official Visitors Guide*

After a short discussion Council decided not to advertise in the Visitor's Guide this year.

- *Spring Debenture Issue*

03-10-14-21

It was moved by Councillor Williams and seconded by Deputy Mayor Townsend that the Town of Lockeport make application through the Spring Debenture for \$70,000.00 over a 15 year term.

Motion Passed

- *Region of Queens Tipping Fees*

Information Purposes only.

8/ **Other Business**

- *Request to use Town Insignia*

03-10-14-22

It was moved by Councillor Eshelby and seconded by Councillor Swim that the Town of Lockeport give permission to Victoria Huskilson to use the Town of Lockeport's Insignia on items made to sell in her shop "Tides of Time Gallery and Gifts", pending Council's approval of prototypes. Decisions on the use of the Towns' Insignia will be made on an individual basis when requested. Council will develop a policy regarding this issue.

Motion Passed

- *Infrastructure Funding*

Council will meet to identify infrastructure priorities and send a response to the UNSM.

- *CAO/CEO Forum*

03-10-14-23

It was moved by Councillor Williams and seconded by Councillor Eshelby that Mayor Huskilson and Town Clerk/Treasurer, Joyce Young be approved to attend the CAO/CEO Forum on April 3 and 4, 2014 at the Holiday Inn in Truro.

Motion Passed

- *Request from Communities in Bloom*

Councillor Eshelby has received a letter from Communities in Bloom. She reported that she has spoken to George Harding regarding this issue and George feels that we should wait for awhile to participate in this program.

Councillor Eshelby was advised that this issue has already been dealt with at a previous Council Meeting.

9/ **Council Reports**

- *Councillor Swimm*
 - *RCMP Advisory Board Report (Attached as Schedule "C")*

There was a lengthy discussion regarding the issue of Youth Members of the Shelburne County East RCMP Advisory Board being allowed to vote on issues at Board Meetings. The SCERCMP Advisory Board held a vote at a previous Meeting and a motion was passed saying that Youth Members will not have a vote. Mayor Huskilson strongly disagrees with this decision and therefore asked Deputy Mayor Townsend to take over as chair for a moment. The following motion was made:

03-10-14-24

It was moved by Mayor Huskilson and seconded by Councillor Williams that the Town of Lockeport consider withdrawing its' membership from the Shelburne County East RCMP Advisory Board unless the motion that was previously made by the Board be rescinded and a new motion be made allowing Youth members to vote.

Motion Passed

Councillor Swim requested at this time that the above information be sent to the SCERCMP Advisory Board from the Town Office rather than through her at the next Meeting.

Mayor Huskilson resumed as chairperson.

- *Deputy Mayor Townsend*
 - *Roseway Manor Finance Committee Report (Attached as Schedule "D")*

03-10-14-25

It was moved by Councillor Williams and seconded by Councillor Eshelby that the Roseway Manor Finance Committee Report be accepted.

Motion Passed

- *Councillor Eshelby*
 - *Meetings Report (Attached as Schedule "E")*

It was suggested that SASI members may have some ideas on what they can do to help support themselves.

10/ **Correspondence**

There was no correspondence this evening.

11/ **Date of next meeting**

- *Regular Council Meeting - Monday, April 14, 2014*

12/ **"In Camera"**

13/ **Adjournment**

03-10-14-26

There being no further business to discuss, it was moved by Councillor Swim and seconded by Deputy Mayor Townsend that the Meeting be adjourned. Time 8:10 p.m.

Motion Passed

**Darian Huskilon,
Mayor**

**Joyce Young,
Town Clerk/Treasurer**