

**TOWN OF LOCKEPORT
REGULAR COUNCIL MEETING
MONDAY, APRIL 8, 2013 AT 7:00 P.M.
MINUTES**

**PRESENT: MAYOR DARIAN HUSKILSON, DEPUTY MAYOR ALONZO TOWNSEND,
COUNCILLOR ERROL LEIGH WILLIAMS, COUNCILLOR DAYLE ESHELBY
AND COUNCILLOR JOANN SWIMM**

1/ Call to order

The Regular Council Meeting of Monday, April 8, 2013 was called to order by Mayor Huskilson at 7:00 p.m.

Mayor Huskilson opened the meeting by instructing Council and the citizens in attendance of the proper Council Meeting protocol as it relates to public conduct and participation.

2/ Approval of Agenda

04-08-13-01

It was moved by Deputy Mayor Townsend and seconded by Councillor Williams that the agenda be approved with the additions of, under "Other Business", the appointment of an Auditor and Communities in Bloom.

Motion Passed

3/ Approval of previous minutes

- *Regular Council Meeting, Monday, March 11, 2013*

04-08-13-02

It was moved by Councillor Swimm and seconded by Councillor Williams that the minutes of the Regular Council Meeting of Monday, March 11, 2013 be approved as distributed.

Motion Passed

4/ Presentations

- *30 minute open discussion re: Cemeteries*

There was discussion pertaining to the development of a maintenance project for the Church Street Cemetery. Several suggestions were considered. Mr. George Harding, who was in attendance, offered his assistance to work with a volunteer group to develop a proposal to present to Council for consideration. A section of the upcoming newsletter will be dedicated to this project.

- *Presentation by George Harding re: Beautification of the Cenotaph (Attached as schedule "A")*

Mr. Harding made a presentation to Council regarding a proposed project he has developed for the Cenotaph site on the corner of Hall and Spruce Streets. He stated that if Council approve the project he would need assistance from the Town in getting access to the outdoor water supply at the Fire Station and to have staff remove two bushes, one on each side of the walkway off Spruce Street, and one tree at the corner of Hall and Spruce Streets. The Clerk/Treasurer informed Council that she was given a \$25 gift certificate for Spencer's Garden Centre as a thank-you from the Shelburne High School for providing space to them for a field trip last year and that this certificate can be used for this project if approved.

04-08-14-03

It was moved by Councillor Eshelby and seconded by Councillor Swimm that Council approve the proposed project for the Cenotaph site as presented by George Harding, including his request to access to the water supply at the Fire Station and to have Town staff remove two bushes and one tree on site.

Motion Passed

04-08-13-04

It was moved by Councillor Eshelby and seconded by Councillor Swimm that the Town of Lockeport contribute \$200 towards the Cenotaph project as well as a gift certificate from Spencer's Garden Centre in the amount of \$25.

Motion Passed

Councillor Swimm stated that Council had recently had a discussion with a representative from Veterans Affairs Canada regarding upcoming celebrations commemorating the 70th anniversary of the Battle of the Atlantic. Lockeport is being encouraged to conduct an event and take part in the Community Engagement Partnership Fund. Councillor Swimm pointed out that she felt that the proposed project for the cenotaph site may have some components that would be eligible for this funding, especially if there was a component involving the participation of youth and an education factor. Mr. Harding was provided with the material Council received from Veteran Affairs for his information. It was suggested that Mr. Harding contact Teri Dean at the High School to determine if there is an "On-the-job" experience required under the O2 program that may benefit students by participating in this project.

It was decided at this time that the agenda item "Communities in Bloom" be addressed at this point in the meeting due to its relationship to the last two items discussed. Councillor Eshelby had information pertaining to this national program that she felt Lockeport may wish to participate in. Mr. Harding stated that he has experience with this program and it requires a great deal of planning. It is certainly something that the Town may want to work towards over the next year or two. That will be determined during the upcoming months when we get an idea of the Community's buy-in with the current proposed projects.

5/ Recommendations from Other Committees

- *Economic Development/Planning Advisory Committee, March 21, 2013*

04-08-13-05

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Economic Development/Planning Advisory Committee, the Clerk/Treasurer be instructed to contact Bell Aliant to request the web site www.beachcentre.ca be eliminated effective immediately.

Motion Passed

The Clerk/Treasurer informed Council that as suggested by the Economic Development/Planning Advisory Committee, she had contacted the CAO for the Municipality of the District of Shelburne regarding a possible time for Committee members and business owners established outside of the Town of Lockeport who benefit from the Lockeport Visitor Information Centre to meet with the MDS Council. Mr. Cox suggested that at one of their Audit, Programs and Services Committee meetings which are held on the 4th Wednesday of each month at 5:00 p.m. would be an appropriate time. This information will be forwarded to the next Committee meeting which is scheduled for Tuesday, April 16th.

Also, the Clerk/Treasurer informed Council that she had spoken to the Administrator of the Shared Services Program and got approval to acquire discarded wire lobster traps from the C&D Site in West Green Harbour for a proposed project for the Crescent Beach dunes.

04-08-13-06

It was moved by Deputy Mayor Townsend and seconded by Councillor Eshelby that Council approve the proposed maintenance project for the Crescent Beach dunes involving the placement of wire lobster traps along the water side of the dunes to provide support for the sand to weave into in an attempt to secure the dunes.

Motion Passed

- *Committee of the Whole, March 25, 2013*

04-08-13-07

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, the Crescent Beach Centre be used for Coffee Houses during the months of May, June, September and October while ensuring that these events are scheduled outside of VIC hours.

Motion Passed

04-08-13-08

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, the Town Clerk/Treasurer write a letter to the owners of 105 and 115 South Street explaining the dangerous situation that exists with the condition of the trees on those properties and request that the situation be addressed.

Motion Passed

04-08-13-09

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, a policy be developed outlining guidelines for the use of Facebook pages for the Town of Lockeport.

Motion Passed

04-08-13-10

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, one half hour be allotted on the agenda at the beginning of the next Regular Council Meeting of April 8, 2013 to discuss the Church Street Cemetery and the public be made aware of this in the March 26, 2013 newsletter.

Motion Passed

04-08-13-11

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, Council proceed with the purchase of 400 magnets at \$2.00 per magnet depicting emergency contact information. These magnets are to be distributed to the residences in the Town of Lockeport.

Motion Passed

04-08-13-12

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, the list of bills already paid in the amount of \$99,315.44 be approved.

Motion Passed

04-08-13-13

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, the meeting time for the Committee of the Whole meetings be changed in the policy from 6:30 p.m. to 2:30 p.m.

Motion Passed

04-08-13-14

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Committee of the Whole, Council does not wish, at this time, to partner with the Municipality of the District of Shelburne and the Town of Shelburne in implementing a Business Continuity plan. Council also agree that they will immediately start on a plan for the Town of Lockeport.

Motion Passed

- *Recreation, April 1, 2013*

04-08-13-15

It was moved by Councillor Eshelby and seconded by Deputy Mayor Townsend that as recommended by the Recreation Committee, a new computer operating system with an external hard drive be purchased for the Recreation Department from Shelburne Computer Services as per the quote received for 530.50 plus HST.

Motion Passed

There was a discussion regarding the maintenance and seasonal schedule of the playground at Seacaps Park. It was suggested that more emphasis be placed on the ongoing maintenance of the park.

04-08-13-16

It was moved by Councillor Eshelby and seconded by Deputy Mayor Townsend that town staff be directed to compile a list of annual maintenance projects that are required that the current Town staff do not have the available time to complete and provide Council with a recommendation for ensuring these projects are completed.

Motion Passed

6/ **Finance**

- *2013 AMANS Spring Conference Municipal Sponsorship*

Information was received from the Association of Municipal Administrators of Nova Scotia regarding the upcoming Spring Conference to be held in the South Western Shore Region. The AMANS is requesting Municipal Sponsorship from the Town of Lockeport in the amount of \$500. The Town Clerk/Treasurer indicated to Council that she has not attended any of these conferences for several years and has no plans at this time to attend this year. The conference is scheduled for June 11 so there is ample time to make a decision as to whether or not attendance should be considered. Council will be kept informed.

7/ **Other Business**

- *Memo from Joyce Young, Town Clerk/Treasurer re: Various Subjects (Attached as schedule "B")*

Property Assessment Team meeting (Dangerous or Unsightly Premises) has been scheduled for Wednesday, April 17th at 2:30 p.m.

Items for the upcoming newsletter:

- July 1st volunteer recruitment
- Spring Metal Cleanup
- Dangerous or Unsightly Premises
- Community Gardening Program

- Meeting schedule

Economic Development Council has wrapped up. This was a one year project involving the Municipality of the District of Clare, the Municipality of the District of Yarmouth, the Town of Yarmouth, the Municipality of the District of Argyle, the Town of Shelburne, the Municipality of the District of Shelburne and the Town of Lockeport. Peter Swim represented the Town of Lockeport on the Council.

04-08-13-17

It was moved by Deputy Mayor Townsend and seconded by Councillor Eshelby that a letter be sent to Peter Swim, thanking him for his dedication and commitment on behalf of the Town of Lockeport on the Economic Development Council of South West Nova.

Motion Passed

Council will await further information before committing to either option presented to Municipal Units regarding the conversion to LED Streetlights. A commitment is required by June 30, 2013.

- *Battle of the Atlantic – this item was discussed previously in this meeting.*
- *Diamond Anniversary of the Annual Business Excellence Awards in Eastern Shelburne County sponsorship request – information purposes only*
- *Municipal Awareness Week*

Mayor Huskison will contact Mr. Walsh at the Lockeport Regional High School to coordinate an opportunity for Council to meet and talk with a group of students on April 26 as part of the Municipal Awareness Week.

- *UNSM Spring Workshop*

Council were presented with the information package for the UNSM Spring Workshop. As per outlined in Policy of Council, Councillors have the choice of attending either the Spring Workshop or the Fall Conference. Councillors were advised to inform the Town Office before April 30th if they wish to attend and staff will make the arrangements. Councillor Eshelby advised Council at this time that she wishes to attend.

- *Request for collaboration between Shelburne Association Supporting Inclusion and the Town of Lockeport*

A letter will be sent to the Shelburne Association Supporting Inclusion stating Councils' intentions of continuing to support this organization as we have in the past.

- *Great news from the 2013 Federal Budget for Municipalities – information purposes.*
- *Request from Lockeport's Relay for Life Committee*

04-08-13-18

It was moved by Deputy Mayor Townsend and seconded by Councillor Williams that Council approve the use of the Seacaps Park and facilities for the Lockeport Regional High School to host a "Relay For Life" event on June 7, 2013.

Motion Passed

This information will be provided to Frances Scott, Community Coordinator.

- *Appointment of Auditor*

04-08-13-19

**It was moved by Deputy Mayor Townsend and seconded by Councillor Williams that Redding CA, Chartered Accountants, be appointed auditor for the Town of Lockeport for fiscal year 2013/2014.
Motion Passed**

8/ **Council Reports**

- *Deputy Mayor Alonzo Townsend*

- *Roseway Manor Finance Committee (Attached as schedule "C")*
- *Roseway Hospital Charitable Foundation (Attached as schedule "D")*
- *Western Counties Regional Library (Attached as schedule "E")*

- *Councillor Eshelby*

- *School Advisory Council Report (Attached as schedule "F")*
- *Renewable energy – solar thermal heat project.*

04-08-13-20

**It was moved by Councillor Eshelby and seconded by Councillor Swimm that Emily Tipton be invited to speak at the Economic Development/Planning Advisory Committee meeting scheduled for May 16, 2013 regarding the Renewable Energy – Solar Thermal Heat project.
Motion Passed**

- *Councillor Swimm*

- *Feral/Stray Cat Committee (Attached as schedule "G")*

- *Mayor Huskison*

- Regional Enterprise Networks – The Mayor and the Town Clerk/Treasurer have attended several meetings up to this date pertaining to the establishment of the RENs. Municipal Units across the Province are weighing their options to determine if they will or will not participate in an REN. We have three options to consider:
 - 1) Join REN2, which is the one that the proposal has assigned Lockeport to, consisting of The Municipality of the District of Shelburne, the Town of Shelburne, the Town of Lockeport, the Region of Queens Municipality, the Municipality of the District of Lunenburg, the Town of Bridgewater, the Town of Lunenburg, the Town of Mahone Bay and the Municipality of the District of Chester.
 - 2) Opt to request to join REN1 consisting of the Municipality of the District of Digby, the Town of Digby, the Municipality of the District of Clare, the Municipality of the District of Yarmouth, the Town of Yarmouth, the Municipality of the District of Argyle, the Town of Clark's Harbour and the Municipality of the District of Barrington.
 - 3) Opt to not join an REN at all.

Option 3 carries a lot of negative results, which includes the level of priority that a project proposal submitted for funding would receive from the Province.

We know that the cost to the Town of Lockeport to participate in option 1 would be in the vicinity of \$1,000 annually plus meeting costs. REN2 is basing the Municipal break-down on population. This is based on a budget proposal put forth to the Province by the units making up REN2. We do not have the amount that it would cost the Town to participate in REN1. REN1 is basing their Municipal break-down on Uniform Assessment.

- Bobcat & Coyote concern – This has been brought to the attention of Mayor Huskilson by a resident who lives on Brighton Road. The resident has been in contact with the Provincial Department of Natural Resources but was concerned with the response she received. The Clerk/Treasurer will contact DNR to request they address this issue.

9/ **Correspondence**

04-08-13-21

It was moved by Councillor Eshelby and seconded by Deputy Mayor Townsend that Council approve acceptance of the correspondence.

Motion Passed

- *Letter written to the Honourable Darrell Dexter, Premier of Nova Scotia by Warden Aldric d'Entremont, Municipality of Argyle, dated March 12, 2013*
- *Letter from the Honourable David A. Wilson, Minister of Health and Wellness dated March 15, 2013*
- *Letter to the Honourable Percy Paris, Department of Economic and Rural Development and Tourism from the Mayors and Wardens from East Shelburne, Queens and Lunenburg dated March 19, 2013*

10/ **Date of next meeting**

- *Regular Council Meeting - Monday, May 13, 2013*

04-08-13-22

It was move by Councillor Swimm and seconded by Councillor Williams that Council proceed “In Camera” to discuss a personnel issue.

Motion Passed

11/ **Adjournment**

There being no further business, **It was moved by Councillor Swimm and seconded by Councillor Eshelby that the meeting be adjourned. Time 10:10 p.m.**

**Darian Huskilson,
Mayor**

**Joyce Young,
Town Clerk/Treasurer**