

**TOWN OF LOCKEPORT
REGULAR COUNCIL MEETING
MONDAY, MAY 13, 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, May 13, 2013 was called to order by Mayor Huskilson at 7:00 p.m.

2/ Approval of Agenda

05-13-13-01

It was moved by Councillor Williams and seconded by Deputy Mayor Townsend that the agenda be approved as presented.

Motion Passed

3/ Approval of previous minutes

- *Regular Council Meeting, Monday, April 8, 2013*

05-13-13-02

It was moved by Deputy Mayor Townsend and seconded by Councillor Swimm that the minutes of the Regular Council Meeting of Monday, April 8, 2013 be approved as distributed.

Motion Passed

4/ Open Mic

- Cyril Meagher spoke in favour of more use of the Crescent Beach Centre for public activities. He stated that they have recently held two successful "Coffee House" events at this location with 20 to 30 people in attendance. The plan is to run the program until the Tourism season and resume after the Tourism season. Cyril also stated that he refuses to go to events in the Recreation Centre due to the bad acoustics.
- Sue Crosby spoke about the need for animal control.
- Cheryl Graul stated that you can call the Municipality of the District of Shelburne and they will send out their Dog Catcher. She was corrected on this point. This is currently not a possibility.
- Fabyan Williams stated that she has concerns pertaining to the future of the Crescent Beach Centre. By a show of hands, seven others in attendance indicated they have the same concerns.

5/ Presentations

- *Presentation by Heidi Wagner and Val Kean re: Clear bag Proposal (Attached as schedule "A")*

Val Kean will keep moving forward with a draft report to present to Council for consideration.

- *Presentation by Dixie Redmond and Jerry Locke re: Climate Data Project and “Get Connected” Program (Attached as schedule “B”)*
- *Presentation by Fabyan Williams*

Fabyan presented concerns to Council for discussion. She has heard rumors that there is an intention to sell the Crescent Beach Centre. Mayor Huskilson stated that it is his intention to protect the Beach Centre and maintain ownership. Fabyan also stated a concern regarding public use of the facility. She has recently asked permission to use the facility on July 6th for a wedding reception and based on the policy of the Town pertaining to the use of the Crescent Beach Centre and what space is available for public use, a recommendation from the Crescent Beach Centre Committee to Council is to deny that request. She asked that her request be reconsidered. Fabyan was invited to attend the next Crescent Beach Centre Committee meeting which is scheduled for Thursday, May 16, 2013.

6/ **Recommendations from Other Committees**

- *Economic Development/Planning Advisory Committee, April 16, 2013*

The only recommendation from this meeting to be presented to Council for consideration pertained to the request from Fabyan Williams to rent the Crescent Beach Centre. This issue has been deferred to the next Committee meeting.

- *Committee of the Whole, April 22, 2013*

- *Lift Station Switches*

05-13-13-03

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Committee of the Whole, the replacement cost of three switches for the #1 Lift Station be included in the 2013/2014 Operating budget with the intention of replacing switches in two lift stations per year until all switches have been replaced.

Motion Passed

- *Crescent Beach Centre staffing and schedules*

05-13-13-04

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Committee of the Whole, a decision regarding the operation schedule and staffing for the Crescent Beach Centre be postponed until all pertinent information is acquired.

Motion Passed

- *List of Bills already paid to March 31, 2013 in the amount of \$40,431.50*

05-13-13-05

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Committee of the Whole, the list of bills already paid to March 31, 2013 in the amount of \$40,431.50 be approved.

Motion Passed

- *List of current bills already paid in the amount of \$40,390.51*

05-13-13-06

It was moved by Councillor Williams and seconded by Councillor Eshelby that as recommended by the Committee of the Whole, the list of bills already paid for April, 2013 in the amount of \$40,390.51 be approved.

Motion Passed

- *Recreation Committee, May 6, 2013*

- *Athletic Fields*

05-13-13-07

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Recreation Committee, the \$30 per week honorarium to Dale Roach in recognition of his work in maintaining the ball park area commence immediately for the 2013 season.

Motion Passed

- *Play Park*

05-13-13-08

It was moved by Councillor Eshelby and seconded by Councillor Swimm that as recommended by the Recreation Committee, the Community Coordinator take the steps necessary to replace the sign at the Play Park to indicate it is an unsupervised play space.

Motion Passed

- *Relay for Life*

05-13-13-09

It was moved by Councillor Williams and seconded by Councillor Swimm that as recommended by the Recreation Committee, on June 7, 2013, between the hours of 5:00 p.m. and midnight, regular vehicular traffic on Hall Street from Spruce Street to Beech Street be restricted to one way north, and regular vehicular traffic on Howe Street from Spruce Street to Beech Street be restricted to one way south, and that the Town provide barricades and other equipment to assist in establishing these restrictions for the event in support of the Relay for Life.

Motion Passed

- *Maintenance at Seacaps Memorial Park*

05-13-13-10

It was moved by Councillor Eshelby and seconded by Councillor Williams that as recommended by the Recreation Committee, Town employees be authorized to proceed with establishing an improved walking path around the southeast corner of Seacaps Memorial Park, which would involve filling in the side of the road with a couple of loads of gravel, cutting a pathway through a grassy area between the large Christmas tree and a telephone pole, and then covering the pathway with crusher dust.

Motion Passed

7/ **Finance**

- *Me to We Tri County request for contribution*

05-13-13-11

It was moved by Councillor Swimm and seconded by Councillor Williams that the Town of Lockeport contribute the amount of \$200 toward the “Me to We Tri-County” program.

Motion Passed

- *Town Credit Card Policy*

The Clerk/Treasurer informed Council that the current Credit Card Policy of the Town of Lockeport states the Town hold two credit cards; one in the name of the Mayor and one in the name of the Deputy Mayor. It is suggested that the Policy be amended to include a card in the name of the Town Clerk/Treasurer to allow for Town purchases. Councillor Swimm pointed out that the reference within the Credit Card Policy to gratuities needs to be updated to reflect the guidelines within the Travel Policy as it pertains to gratuities.

05-13-13-12

It was moved by Councillor Williams and seconded by Councillor Swimm that notice is hereby given that it is Council’s intention to amend the Town of Lockeport’s Credit Card Policy at the next Regular Council Meeting.

Motion Passed

8/ **Other Business**

- *Council Meetings and Proceedings Policy*

Council has discussed amending the agenda format to include an “Open Mic” session at the Regular Council Meetings. It would be placed after “Approval of Previous Minutes” on the agenda; one half hour maximum time allocated; each person is allowed a maximum of five minutes; the individual is to speak directly to Council; there will be no interaction by Council at this time; and if questions are posed, the question will be recorded and researched to be responded to at a future meeting.

05-13-13-13

It was moved by Councillor Swimm and seconded by Councillor Eshelby that notice is hereby given that it is Council’s intention to amend the Town of Lockeport’s Council Meetings and Proceedings Policy at the next Regular Council Meeting.

Motion Passed

- *Adoption of Mission Statement*

At a recent Team Building exercise, members of Council and the Town Clerk/Treasurer took the opportunity to develop a Mission Statement for the Town of Lockeport. This statement will be used in promotional material, business cards, letterhead, etc.

05-13-13-14

It was moved by Councillor Williams and seconded by Councillor Swimm that the following be adopted by Council as the Mission Statement for the Town of Lockeport:

My Town... Lockeport – where we partner to build a prosperous future with services that provide value and a quality of life which we take pride in.

Motion Passed

- *Nova Scotia Power Information Session*

05-13-13-15

It was moved by Deputy Mayor Townsend and seconded by Councillor Williams that Council not send a representative to the NSPI session to be held on May 14th regarding a Service Standards Primer.

Motion Passed

- *SouWest Nova Transit Association AGM*

Invitation received to attend the Annual General Meeting of the Sou' West Nova Transit Association on May 16th. Unfortunately, there are already two Town meetings scheduled for this same time period.

- *RCMP Open House*

- Invitation received to attend the the Police Week Open House in Shelburne on May 16th. Unfortunately, there are already two Town meetings scheduled for this same time period.

- *Municipal Law Workshop – no one attending*

- *Town Wide Yard Sale Proposal*

A request was received from the Lockeport Loop Business Association regarding a proposed "Town Wide Yard Sale". Donna Williams is the Volunteer Organizer/Member acting on behalf of the Association. The event would be scheduled for June 15, 2013 with a rain date of June 16 from 8:00 a.m. to 3:00 p.m. If successful, this event may become an annual event.

05-13-13-16

It was moved by Councillor Eshelby and seconded by Deputy Mayor Townsend that Council provide the following approval to the Lockeport Loop Business Association for a "Town Wide Yard Sale" event to be held on Saturday, June 15, 2013 with a rain date of Sunday, June 16, 2013 :

- **The businesses in the Town of Lockeport approved to set up a sidewalk sale or sidewalk cafe for the day.**
- **Vendors be approved to set up along the Town's sidewalks and in the Seacaps Park.**
- **Musical entertainment be approved to set up along the Town's sidewalks or at various town owned locations around the Town.**
- **Yardless yard salers be approved to set up in the Town Parking Lot located behind the fire station.**
- **Access to the public washroom facilities at the Lighthouse Stage be provided from 8:00 a.m. to 3:00 p.m.**

These approvals are granted provided the event organizers agree to adhere to all restrictions and guidelines as specified by the Town. Vendors, entertainers, etc. will be reminded that they are not to impede foot or vehicular traffic and are responsible for cleaning up after themselves.

Motion Passed

Mayor Huskison declared a conflict of interest at this time pertaining to the next item on the agenda and removed himself from the meeting. Deputy Mayor Townsend proceeded as chair.

- *Request from Lockeport United Baptist Church*

A letter was received from Ruth MacIntosh, Clerk for the Lockeport United Baptist Church requesting permission to hook up to the well located on the Town owned property at the corner of North and Spruce Streets.

A previous request had been received for Council to consider from Victoria Huskilson. Council agreed to enter into a Well Agreement allowing Victoria to connect her property on Spruce Street to the well in question. At the present time, a draft agreement which was developed by Victoria's lawyer has been presented to the Town's lawyer for review. We are awaiting a reply on that matter.

05-13-13-17

It was moved by Councillor Williams and seconded by Councillor Eshelby that the Town of Lockeport enter into a Well Agreement with the United Baptist Church allowing them to connect to the well located on Town owned property at the corner of North and Spruce Streets. The Town Clerk/Treasurer is to work with the Lockeport United Baptist Church in determining the content of the agreement to be approved by Council and the proposed agreement be presented to the Town's Solicitor for review prior to Council's final approval.

Motion Passed

The Clerk/Treasurer was directed to inform Donald Harding of this second request.

Mayor Huskilson returned to the meeting at this time and resumed as Chair.

- *Proposal by Town of Shelburne re: Regional Enterprise Networks*

A letter was received from the Town of Shelburne encouraging the Town of Lockeport, the Municipality of the District of Shelburne, the Municipality of the District of Barrington and the Town of Clark's Harbour to follow the Town of Shelburne's lead and opt not to join a Regional Enterprise Network.

05-13-13-18

It was moved by Deputy Mayor Townsend and seconded by Councillor Williams that a letter be sent to the Council of the Town of Shelburne advising them that it is this Council's intention to participate on a Regional Enterprise Network.

Motion Passed

Council requested that in light of the fact that Mayor Huskilson and the Clerk/Treasurer have attended several meetings pertaining to the proposed Regional Enterprise Networks on behalf of the Town of Lockeport, a submission to Council be presented from the Mayor and Clerk with their recommendation on how the Town should proceed. A decision from Council on which REN the Town of Lockeport will participate in is required by June 30, 2013.

05-13-13-19

It was moved by Councillor Eshelby and seconded by Councillor Williams that a letter be sent to the other four units making up Shelburne County advising them that the Council of the Town of Lockeport is interested in working with all Shelburne County units on Economic Development projects within this County.

Motion Passed

- *Seaforth Energy*

Council discussed the issue of wind turbines and whether or not the program is one that the Town of Lockeport should take part in.

05-13-13-20

It was moved by Deputy Mayor Townsend and seconded by Councillor Williams that the package received from Seaforth Energy be considered as information only and that the Town of Lockeport not take part in a wind turbine project at this time.

Motion Passed

- *Shelburne County Tourism Annual Report*

As per the 2013/2014 budget outlined within the report, the Town of Lockeport is being asked to consider providing \$2,000 for the operating budget as well as \$548.24 for projects. There was some discussion regarding the fact that Councillor Eshelby understood from attending the Shelburne County Tourism Committee meeting that the annual contribution requested was intended to be \$3,000 not \$2,000.

05-13-13-21

It was moved by Councillor Eshelby and seconded by Councillor Swimm that the Town of Lockeport commit to a contribution to the Shelburne County Tourism Association of \$2,000 per year for five years.

Motion Passed

It is understood that if an amended budget is presented to Council indicating a different amount requested from the Town of Lockeport it will be considered by Council at that time.

9/ **Council Reports**

- *Councillor Swimm*

- *Roseway Manor Building and Grounds (Attached as schedule ("C"))*
- *Shelburne County East RCMP Advisory Board (Attached as schedule ("D"))*

- *Councillor Eshelby*

- *Shelburne County Tourism Association (Attached as schedule ("E"))*

10/ **Correspondence**

05-13-13-22

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

Motion Passed

- *Letter from Russell Walker, President of UNSM*
- *Letter to Mayor Clarke, Region of Queens from the Honourable Percy Paris*
- *Letter to Minister Ashfield from Warden Roger Taylor*
- *Letter from Barrington Municipal Council*

05-13-13-23

It was moved by Deputy Mayor Townsend and seconded by Councillor Williams that Council forward a letter of support to the Nova Scotia Government for the proclamation of Mariners Day on February 18th.

Motion Passed

- *Letter to Premier Dexter from Town of Shelburne*
- *Letter from Town of Shelburne re: REN*
- *Letters from the Town of Shelburne and the Municipality of the District of Shelburne re: Amalgamation*
- *Letter from the Municipality of the District of Shelburne to the Town of Shelburne*

05-13-13-24

It was moved by Councillor Swimm and seconded by Deputy Mayor Townsend that the invitation from the Municipality of the District of Shelburne to meet with them to discuss issues concerning amalgamation be deferred to the next meeting.

Motion Passed

11/ Date of next meeting

- *Regular Council Meeting - Monday, June 10, 2013*

12/ “In Camera” (if necessary) – not necessary

13/ Adjournment

There being no further business, It was moved by Councillor Swimm and seconded by Councillor Eshelby that the meeting be adjourned. Time 9:57 p.m.

**Darian Huskison,
Mayor**

**Joyce Young,
Town Clerk/Treasurer**