

**TOWN OF LOCKEPORT
REGULAR COUNCIL MEETING
MONDAY, JUNE 14, 2010 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

06-14-10-01

It was duly moved and seconded that the agenda be approved with the addition of Tourism VIC Training under Other Business.

Motion Passed

Approval of previous minutes

- *Regular Council Meeting, Monday, May 10, 2010*

06-14-10-02

It was duly moved and seconded that the minutes of the Regular Council Meeting of Monday, May 10, 2010 be approved as distributed.

Motion Passed

Presentations

- *Alan Nelson, Discover Shelburne County Tourism Association
(Attached as Schedule "A")*

The Discover Shelburne County Tourism Association presentation was conducted by Brenda Maxwell, the new Chairperson of the Association, and Suzie Atwood, Tourism Coordinator for Shelburne County. The presentation pertained to activities within the Association and a brief update on the activities of the Tourism Coordinator.

Deputy Mayor Townsend had questions pertaining to the appointments of the directors of the Association. It was explained that appointments are made as per the guidelines in the By-Laws.

Finance

- *Transfers to and from reserve accounts*

06-14-10-03

It was duly moved and seconded that \$11,871.10, which represents the Town of Lockeport's portion of the proceeds of the sale of Garbage Collection equipment owned by the Joint Services Board, be transferred from the General Operating account to the equipment reserve account.

Motion Passed

06-14-10-04

It was duly moved and seconded that \$23,741, which represents the second instalment received from the Federal Gas Tax refund for 2009/2010, be transferred from the General Operating account to the Capital Reserve Account.

Motion Passed

06-14-10-05

It was duly moved and seconded that \$13,637.00, which represents approved ICSP project costs under the Federal Gas Tax refund program for 2008/09 fiscal year and \$26,691.52, which represents approved ICSP project costs under the same program for 2009/10 fiscal year, be transferred from the Capital Reserve account to the Town's General Operating account.

Motion Passed

06-14-10-06

It was duly moved and seconded that \$75,000, which represents the approved portion of the Federal Gas Tax refund to be allocated to the Building Canada Fund project, be transferred from the Capital Reserve to the General Operating account.

Motion Passed

- *LRHS Scholarship/Bursary*

06-14-10-07

It was duly moved and seconded that, as has been the practice in recent years, the Town of Lockeport provide two bursaries at \$200.00 each to two graduating students of the Lockeport Regional High School.

Motion Passed

Recommendations from Other Committees

- *Committee of the Whole, May 25, 2010 (Attached as Schedule "B")*

06-14-10-08

It was duly moved and seconded that, as recommended by the Committee of the Whole, Council approve the purchase of a replacement door for the Transportation building from LouTec at a cost of \$1,364.00.

Motion Passed

Council had received a recommendation from the Committee of the Whole to hire Morgan Harlow for the position of July 1st Specialist, however Morgan has withdrawn his name as a candidate.

- *Street closures for July 1st Celebrations*

06-14-10-09

It was duly moved and seconded that, as recommended by the Committee of the Whole, Council approve the list of street closures for Lockeport & Area July 1st Celebrations as presented by the Community Coordinator.

Motion Passed

- *July 1st Events and Risk Management Measures*

06-14-10-10

It was duly moved and seconded that, as recommended by the Committee of the Whole, Council approve the July 1st events and the Risk Management Measures as presented by the Community Coordinator.

Motion Passed

- *New chairs for Council Chambers*

06-14-10-11

It was duly moved and seconded that Council give consideration, during budget deliberations, the purchase of six new chairs for Council Chambers.

Motion Passed

- *List of bills paid to March 31, 2010 in the amount of \$7,560.63*

06-14-10-12

It was duly moved and seconded that, as recommended by the Committee of the Whole, Council approve the list of bills already paid to March 31, 2010 in the amount of \$7,560.63.

Motion Passed

- *List of current bills already paid in the amount of \$179,446.37*

06-14-10-13

It was duly moved and seconded that, as recommended by the Committee of the Whole, Council approve the list of current bills already paid in the amount of \$179,446.37.

Motion Passed

- *List of bills to be paid in the amount of \$6,944.00*

06-14-10-14

It was duly moved and seconded that, as recommended by the Committee of the Whole, Council approve the list of bills to be paid in the amount of \$6,944.00.

Motion Passed

- *Coastal Strategy Workshop*

06-14-10-15

It was duly moved and seconded that, as recommended by the Committee of the Whole, Council approve of Councillor Roszel attending the Coastal Strategy Workshop in Yarmouth on June 16, 2010.

Motion Passed

- *Economic Development, May 11, 2010 (Attached as Schedule "C")*

- *Clean up of trees at Roods Head Park*

06-14-10-16

It was duly moved and seconded that, as recommended by the Economic Development/Planning Advisory Committee, Rood's Head Park site be cleared of all the fallen, dead and shabby trees and alders. Also, the building deemed to be Dangerous and Unsightly is to be demolished and removed.

Motion Passed

- *Barriers for Roods Head Park*

06-14-10-17

It was duly moved and seconded that, as recommended by the Economic Development/Planning Advisory Committee, barriers be put in place at the Rood's Head Park site to prevent vehicular traffic from going beyond the parking lots and through the foot path leading from one level to the other.

Motion Passed

- *Economic Development, June 1, 2010 (Attached as Schedule "D")*

- *Application to ACOA re: Downtown Cultural Parks*

06-14-10-18

It was duly moved and seconded that, as recommended by the Economic Development/Planning Advisory Committee, Council approve making application to ACOA for funding for the development of Downtown Cultural Parks to be established on Town owned properties at 21 North Street and 27 Locke Street.

Motion Passed

- *Appointment to Southwest Regional Development Agency*

06-14-10-19

It was duly moved and seconded that, as recommended by the Economic Development/Planning Advisory Committee, Council approve the appointment of Cyril Meagher to represent the Town of Lockeport on the newly formed Southwest Regional Development Agency, with Bil Atwood as his alternate if it is applicable to do so.

Motion Passed

- *Friends of the Little School Museum (Attached as Schedule "E")*

Interviews for the position of Museum Guide were conducted on June 8, 2010. The hiring committee put forward the recommendation that the Town hire Alyssa Williams for this position.

- *Museum Guide for 2010 summer season*

06-14-10-20

It was duly moved and seconded that Alyssa Williams be hired for the position of Museum Guide for the 2010 summer season.

Motion Passed

- *Recreation (Attached as Schedule "F")*
 - *Change in Usage Fees for Recreation Centre*

06-14-10-21

It was duly moved and seconded that, as recommended by the Recreation Committee, Council approve the daily usage fees for the Recreation Centre be set at \$30 for up to four hours and \$50 for over four hours, regardless of the total area required for use.

Motion Passed

- *Hiring of Summer Recreation Staff*

06-14-10-22

It was duly moved and seconded that, as recommended by the Recreation Committee, Council approve the hiring of four summer employees to work as day-camp leaders, and one employee to work as Recreation Supervisor for 35 hours per week for nine weeks at \$9.20 per hour and one Office Assistant for 21 hours per week at \$9.20 per hour for nine weeks.

Motion Passed

- *Fee for using Sea Shanties or old Bandstand*

06-14-10-23

It was duly moved and seconded that, as recommended by the Recreation Committee, Council approve a \$25 per day fee to vendors wishing to make use of any of the sea shanties or the old bandstand during festivals and an additional \$5.00 per day if they require electricity.

Motion Passed

The issue was discussed regarding the need to set a policy regarding a fee structure for use of the Seacaps Park venues.

The Senior Seacaps club recently donated a sum of money to the Lockeport Recreation Department. The committee wanted Council to consider utilizing a portion of this money to help with funding a batting cage for the ball field.

06-14-10-24

It was duly moved and seconded that Council approve the use of \$1,000 of the donation received from the former Senior Seacaps Club toward the cost of a batting cage for the ball field.

Motion Passed

- *Transfer of \$1,000.00 for batting cage*

06-14-10-25

It was duly moved and seconded that Council approve the transfer of \$1,000 from the Equipment Reserve Account to the General Operating Account for the purpose of funding toward the purchase of a batting cage for the ball field.

Motion Passed

Council Reports

Deputy Mayor Townsend provided reports on the following:

- Region 6 meeting held on May 22, 2010 (Attached as Schedule “G”)
 - Meeting with MLA Sterling Belliveau on May 28, 2010 pertaining to the possible closure of the Shelburne Prosecutions Office (Attached as Schedule “H”)
 - Nova Scotia Community College, Shelburne Campus convocation held on June 10, 2010 (Attached as Schedule “I”)
 - Recent events within the Discover Shelburne County Tourism Association. (Attached as Schedule “J”)
- *Invitations to Dignitaries to participate in the July 1st Celebrations*

06-14-10-26

It was duly moved and seconded that local dignitaries be invited to participate in the Lockeport July 1st celebrations.

Motion Passed

Councillor Stewart reported on the Western Counties Regional Library Adopt-A-Book campaign.

Councillor Stewart reported on the Joint Eastern Shelburne County Police Advisory Board. At this meeting they discussed the request from the Western Counties Regional Library Board to give consideration to purchasing a security system for the Lillian Benham Library at an installation cost of \$900.00 plus HST plus a monthly fee. It was suggested by the Board that 911 is a more efficient system.

06-14-10-27

It was duly moved and seconded that Council write a letter to the Western Counties Regional Library Board informing them that a discussion took place at the Police Advisory Board pertaining to the necessity of a security system for the Lillian Benham Library and that the Board decided that there was no advantage to this suggested system and that 911 is a more efficient system already in place.

Motion Passed

Councillor Williams advised that he had some concerns with regards to a building being constructed off Brighton Road that does not have a building permit or a development permit. He was advised that a building permit is not required due to the size of the building and that the property owner has been advised to come to the Town Office to complete a development permit application.

Councillor Williams also informed Council that he had concerns with regards to what he feels is neglect to the shoulder of the road on Brighton Road. He would like to see the shoulders mowed on a regular basis. Mayor Huskison advised Councillor Williams that with all the mowing requirements in the Town of Lockeport, that the shoulders of the Brighton Road do in fact get mowed two to three times each summer.

Mayor Huskison reported on the following:

- Youth Drop in Centre has been established by “Our House” at the Lockeport Regional High School annex.

- Meeting went well with the Department of Natural Resources and the Department of Environment on June 9th. We were urged to write a letter requesting assistance to the DNR Parks Division.

06-14-10-28

It was duly moved and seconded that

Whereas storm surges and weather conditions have eroded/damaged soft areas of the dune structure on Crescent Beach posing an extraordinary threat for access on and off the island portion of the Town;

And whereas due to global warming and climate change we have been experiencing more frequent damage to said structure;

And whereas there are no other accessible points for emergency services and/or supplies;

And whereas the Town of Lockeport is responsible to provide emergency first response services to neighbouring units;

And whereas the safety of the residents of the Town of Lockeport is dependant on maintaining this access on and off the island;

Therefore be it resolved that Council of the Town of Lockeport will ensure, by which ever means possible, that repairs to the damaged dune structure is completed;

And be it further resolved that the Town of Lockeport residents are not second class residents of Nova Scotia and it should be a priority for the Province to provide security to the residents.

Motion Passed

- *Letter to be written to the department of Natural Resources Parks Division*

06-14-10-29

It was duly moved and seconded that Council send a letter to the Department of Natural Resources Parks Division requesting their assistance in securing the dunes on the Lockeport Crescent Beach. This letter is to include the previous motion of Council.

Motion Passed

- Recent events regarding the South West Shore Development Authority were reported to Council. Council were informed that the operations of the Authority ceased as of 5:00 p.m. on Thursday, June 10, 2010. A team made up of the Clerks and CAO's of the nine participating units was established to deal with the wind up of the SWSDA. Some units have advised that their continued participation in seeing this issue through to the end is not guaranteed. Other units feel that it is the responsibility of all nine units to continue to participate and to see this through.

06-14-10-30

It was duly moved and seconded that the Town of Lockeport will continue to participate in the wind-down procedures of the SWSDA understanding that costs will be involved. This is a responsibility of the Town.

Motion Passed

- The hiring process was addressed by Mayor Huskison. He would like to see a formal policy put in place that excludes Council members from participating in the hiring of any staff other than the Clerk/Treasurer's position. The Clerk will investigate what other Municipal Units have in place, draft a policy accordingly for Lockeport and present it to Council for consideration.
- Mayor Huskison reported to Council that he feels that the new Lighthouse Bandstand facility and the entire Seacaps Park venue should be used as an Economic Development tool. We will have, upon completion of the project, a state-of-the-art bandstand and we should be able to attract different types of bands and maybe even events that are held elsewhere. The Mayor is very interested in organizing an outdoor concert at the Lighthouse Bandstand during the weekend of the Lockeport Sea Derby. The Sea Derby Committee having shown some interest in cooperating with the Town for a concert at that time. This would be the Grand Opening of the Lighthouse Bandstand. The Mayor reported to Council that we are due a cheque from the Shelburne Area Industrial Commission from the proceeds of the sale of the Lockeport Golden Smokehouse property and he would like to see that money used to establish a fund for putting on this type of event. The revenue generated would be deposited back to that fund. The Mayor also suggested that we investigate the possibility of establishing a project in which we could hire a promoter for this facility.

06-14-10-31

It was duly moved and seconded that the proceeds from the sale of the Lockeport Golden Smokehouse property be allocated to an events fund for the Lighthouse Bandstand.

Motion Passed

Other Business

- *Joint services Board Minutes, May 20, 2010*
- *Joint Services Board Budget 2010/2011*
 - *Approval of 2010/2011 Operating Budget for the Joint Services Board*

06-14-10-32

It was duly moved and seconded that the 2010/2011 Operating Budget for the Joint Services Board be approved as presented.

Motion Passed

- *Southwest Regional Development Agency Committee Meeting May 19, 2010*
- *CEO/CAO Leadership Forum*
- *UNSM Fall Conference*
 - *Lease agreement with Scott Fun & Games*

06-14-10-33

It was duly moved and seconded that the Lease Agreement with Scott Fun & Games be approved as presented with the exclusion of the words "which reasons must be acceptable to both parties".

Motion Passed

- Tourism VIC Training

Councillor Roszel reported to Council on arrangements being made to ensure that we qualify to operate a Visitor Information Centre at the Lockeport Crescent Beach Centre. In light of time constraints and the necessity to ensure the VIC is operational for this season, and the fact that Councillor Roszel and his wife Anne have both volunteered to take the necessary training to allow us to operate, the Clerk/Treasurer requested that they do indeed take this training at this time. Staff hired will be required to obtain some training, however by having these volunteers with the appropriate training in place we will be able to open for business and address other training opportunities at a later date.

06-14-10-34

It was duly moved and seconded that Council approve training for staff and volunteers for the Lockeport Crescent Beach Centre.

Motion Passed

The issue of damage occurring around Town was brought up by the Town Clerk/Treasurer. It has been reported that damage has taken place to the binoculars at the Widow's Walk Look-off as well as damage to the electrical outlet. The Clerk has concerns regarding the installation of the interpretive signs and what damage they will receive without protection.

06-14-10-35

It was duly moved and seconded that lexan be purchased for each of the interpretive signs before installation.

Motion Passed

Correspondence

06-14-10-36

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

Motion Passed

- *Shelburne County Recreation Society, Aquatic Needs Analysis Study*

Date of next meeting

- *Monday, July 12, 2010*

Adjournment

There being no further business, the meeting was adjourned. Time 10:30 p.m.

**Darian Huskilon,
Mayor**

**Joyce Young,
Town Clerk/Treasurer**