

**TOWN OF LOCKEPORT
COUNCIL MEETING
SEPTEMBER 28, 2020
MINUTES**

PRESENT: Mayor George R. Harding, Deputy Mayor Dawn DeMings-Taylor, Councillor Cory Nickerson, Councillor Dayle Eshelby, Councillor Kent Balish, Town Clerk/Treasurer-Joyce Young, Working Streets Foreman-Kevin Snow, Community Co-Ordinator-Frances Scott and Recording Secretary-June Harding

1. Call to order

The Meeting was called to order by Mayor Harding at 1:00 p.m.

2. Silence Electronic Devices

All electronic devices were silenced at this time.

3. Approval of Agenda

09-28-20-01

It was duly moved and seconded that the agenda be approved with the following addition under Other Business: Funding for Community Gardens.

Motion Passed

4. Approval of minutes

- *Regular Council Minutes, September 14, 2020*

09-28-20-02

It was duly moved and seconded that the Minutes from September 14, 2020 be approved.

Motion Passed

5. "Open Mic"

6. Department Reports

- *Fire Department*

There was no Fire Department Report today.

- *Public Works Report*

The UV building is still being worked on and the Streets Foreman has a concern about the proposed location for the outdoor heat pump unit that will be installed soon. He will discuss his concerns with the heat pump installers when they come.

The Streets Foreman and his crew will be installing inserts along the chain link fence to provide protection from the wind. The trees that were previously providing a wind break had to come down when the berm project was done.

- *Community Co-Ordinator Report*

o *Rood's Head Clean Up*

The Community Co-Ordinator was a few minutes late arriving so Deputy Mayor DeMings-Taylor, as Chairperson of the Recreation Committee, reported that the Committee is hosting a cleanup event at Rood's Head Park on October 24, 2020 and wondered if the Public Works Department would be able to dispose of any debris that is gathered. The Public Works Foreman told her that it should not be a problem for them to collect the debris.

o *Halloween, 2020 "Trick or Trunk" event*

Deputy Mayor DeMings-Taylor reported that the Committee is asking for Council's permission to hold a "Trick or Trunk" event again this year in the parking lot beside the playground and behind the Fire Hall. They are also asking for the section of Spruce Street between Hall Street and Howe Street to be closed between 5:00 p.m. and 9:00 p.m.

Deputy Mayor DeMings-Taylor assured Council that all safety precautions and protection procedures as mandated by the Province of Nova Scotia will be in place for this event.

Mayor Harding reminded them that rules can change almost daily so they need to make sure that any media they use for this event states that this event is being planned on the basis of the rules at present and are subject to change.

The following motion was made:

09-28-20-03

It was duly moved and seconded that Council approve the use of the parking lot beside the Play Park and behind the Fire Hall on October 31, 2020 for the "Trick or Trunk" event provided that the Province of Nova Scotia does not change the present rules regarding Halloween events. Council also approves the closure of the section of Spruce Street from Howe Street to Hall Street between 5:00 p.m. and 9:00 p.m. on October 31, 2020 while the Trick or Trunk event takes place.

Motion Passed

The Community Co-Ordinator arrived at this time. 1:10 p.m.

- *Child Protection Policy Development*

The Community Co-Ordinator discussed the various components of the policy and Mayor Harding asked Council to review it so it can be brought back to the next Council Meeting for adoption.

- *Canada Day*

o *Appointment of Nicole Townsend to the Committee*

09-28-20-04

It was duly moved and seconded that Council approve appointing Nicole Townsend to the Canada Day Committee.

Motion Passed

- *Recreation Committee*
 - o *Volunteer Ceremony*

The Community Co-Ordinator told Council that there have been invitations to the Volunteer Ceremony scheduled for Tuesday, September 29, 2020 placed in all of their mailboxes at the office. Laura Stoddard, who has been named Lockeport's Volunteer of the year and Norma Ethier, who recently passed away, will both be honoured at the ceremony. The Community Co-Ordinator asked any who can attend to please do so.

- o *Rails and Road at Rood's Head Park*

The Community Co-Ordinator reported that the rails at Rood's Head Park and the road are in disrepair and has asked for, and received, a quote from Mark Williams Excavating to complete the required repairs. The quote received from Mark Williams Excavating is as follows:

- **Upgrade driveway to look-off at Rood's Head and place rock for a barrier from edge.**
- **Install new posts and rail provided by Town at lower level.**

The estimated cost of this work is \$7,754.00 plus HST

The Community Co-Ordinator asked permission from Council to move forward with making application for funding for this project to the Nova Scotia Department of Communities, Culture and Heritage. The following motion was made:

09-28-20-05

It was duly moved and seconded that Council of the Town of Lockeport provide approval to the Community Co-Ordinator to make application to the Nova Scotia Department of Communities, Culture and Heritage, on the Town's behalf, for funding to help with the repairs required at the Town owned Rood's Head Park.

Motion Passed

- o *Eastern Shelburne County Accessibility Advisory Committee*

The Community Co-Ordinator has attached the application form for the Eastern Shelburne County Accessibility Advisory Committee and asked permission to distribute it in the Community. The following motion was made:

09-28-20-06

It was duly moved and seconded that Council approve the use of the Eastern Shelburne County Accessibility Advisory Committee Application Form as provided by the Community Co-Ordinator, to be distributed in the Community.

Motion Passed

It was agreed that the appointment of a Council member to the Eastern Shelburne County Accessibility Advisory Committee will wait until after the new Council is sworn in on October 26, 2020.

- o *Reopening of indoor Recreational facilities*

The Community Co-Ordinator is seeking permission from Council to reopen the Town of Lockeport indoor recreational facilities to the public.

The Town Clerk/Treasurer reminded the Community Co-Ordinator to keep in mind that we only have one janitor and she is entitled to her time off. If events are scheduled during her time off there will have to be arrangements made for proper sanitizing to be done between events.

09-28-20-07

It was duly moved and seconded that Council approve the Community Co-Ordinator opening the indoor Recreational facilities for small groups as long as the Province of Nova Scotia guidelines and restrictions are met and a proper Risk Management Plan has been put in place.

Motion Passed

- *Lockeport Preschool*

The Community Co-Ordinator explained to Council the situation with the operations of the preschool. They have not yet opened for this year and are unsure when they will open. They have been waiting to see how things progress with the other schools opening. Their rent was paid until the end of August, 2020. They have been unable to fundraise as they always have done and are short on funds so are requesting rent relief from the Town of Lockeport for the time their program is not operating. The following motion was made:

09-28-20-08

It was duly moved and seconded that the rent charged to the preschool program be suspended until such time as they decide to reopen the program.

Motion Passed

- *Community Works Project Report*

Mayor Harding spoke on this report and discussed the various components of the Community Works Project.

Two sheds have been ordered with the purpose of one to house the planters, benches, arbors etc. over the winter months and the other to store Rec Department equipment. One shed will be placed in back of the Fire Hall and the other will be placed at the north side of the Town Hall. Mayor Harding expressed pleasure at how successful this project has been progressing.

- *Administration Report*

The Town Clerk/Treasurer reviewed her report. The Temporary Borrowing Resolution, which is already in place, requires amendments and the following motion was made:

09-28-20-09

It was duly moved and seconded that Council approve the Temporary Borrowing Resolution as follows:

**MUNICIPAL COUNCIL OF THE
TOWN OF LOCKEPORT
TEMPORARY BORROWING RESOLUTION**

Amount	<u>\$515,461</u>	Purpose	Capital Budget Projects
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WHEREAS section 66 of the Municipal Government Act provides that the Council of the **TOWN OF LOCKEPORT**, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the TOWN OF LOCKEPORT has adopted a capital budget for this fiscal year as required by section 65 of the Municipal Government Act and are so authorized to expend funds for capital purposes as identified in their capital budget; and

WHEREAS the specific amounts and descriptions of the projects are contained in Schedule “A” (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the TOWN OF LOCKEPORT borrow a sum or sums not exceeding Five Hundred & Fifteen Thousand, Four Hundred & Sixty-One Dollars (\$515,461) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the TOWN OF LOCKEPORT to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that a sum or sums not exceeding Five Hundred & Fifteen Thousand, Four Hundred & Sixty-One Dollars (\$515,461) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debenture when sold.

Motion Passed

The breakdown of the \$515,461 for the Temporary Borrowing Resolution is as follows:

Trestle Trail Upgrades	\$ 13,396.00
Wastewater UV System	\$ 58,000.00
Wastewater Concrete Repairs/Berm Replacement	\$ 233,745.00
Fire Truck Replacement	<u>\$ 210,320.00</u>
Total	<u>\$515, 461.00</u>

7. Presentations

There were no presentations scheduled for this evening.

8. Economic Development

- *Lockeport Visitor Information Centre Year End Report*

The Town Clerk/Treasurer reviewed the Visitor Information Centre year end report and indicated that the process for hiring staff for the Crescent Beach Centre VIC and the Little School Museum will need to be reviewed before next season.

9. Finance

- *List of invoices already paid in the amount of \$39,672.52*

There were no questions regarding the invoices.

10. Other Business

- *Proposed amendment to Asset Management Policy*

The Asset Management Policy currently states that the members of the Asset Management Committee consists of Department Heads and the Town Clerk/Treasurer. The Town Clerk/Treasurer would like to see this amended to include Councillors and a Community Member. Mayor Harding will no longer be on Council as of October 26, 2020 but has much experience and training in asset management and would be a huge asset to the Committee and has agreed to stay on the Committee. The following motion was made:

09-28-20-10

It was duly moved and seconded that the Asset Management Policy be amended to state that the Committee will consist of two Councillors, Departments Heads, the Town Clerk/Treasurer and one citizen of the Town of Lockeport.” The Policy will be reviewed annually by December 31st.

Motion Passed

- *Letter to the Honourable Bernadette Jordan, Minister of Fisheries, Oceans and the Canadian Coast Guard from Warden Penny Smith, Municipality of the District of Shelburne*

The letter was reviewed.

- *Letter to Mayor Harding from Emily Swim, Community Member and Commercial Lobster Fisherman*

The following motion was made:

09-28-20-11

It was duly moved and seconded that Council send a letter to the Honourable Bernadette Jordan, Minister of Fisheries, Oceans and the Canadian Coast Guard regarding the volatile situation in Lobster Fishing Areas 34 and 35, pointing out the importance of conservation of the resource and the hope for a positive outcome.

Motion Passed

- *Funding for Community Gardens*

Councillor Eshelby has been approached by a citizen asking for help from Town Tax Payers with buying fertilizer for the Community garden. Mayor Harding explained that the Town has created the garden and has improved the soil over the past six years. The garden is divided off into separate plots that are planted and attended to for personal use.

The Future Proofing Lockeport Group has taken on a proposed project that would enlarge the garden, with Council's permission. Mayor Harding is a member of the Future Proofing Lockeport Group and will approach its Community Garden committee to move this expansion forward as planned and that a portion of the harvest of this expansion is donated to the local Food Bank. The upkeep of this garden would be the responsibility of the Future Proofing Lockeport Group.

Council agreed that the people using the existing garden for produce should now be taking care of any related expenses themselves.

11. Information Only

12. Date of next meeting

Tuesday, October 13, 2020 at 6:00 p.m.

13. “In Camera”

14. Adjournment

09-28-20-12

There being no further business to discuss, it was duly moved and seconded that the Meeting be adjourned. Time 2:45 p.m.

Motion Passed

**George R. Harding,
Mayor**

**Joyce Young,
Town Clerk/Treasurer**

Regular Council Meetings 092820 .min