

**TOWN OF LOCKEPORT
COUNCIL MEETING
NOVEMBER 23, 2020 AT 1:00 P.M.
MINUTES**

Present: Mayor Cory Nickerson, Deputy Mayor Dawn DeMings-Taylor, Councillor Dayle Eshelby, Councillor Mary Meagher, Community CoOrdinator – Frances Scott, Working Streets Foreman – Kevin Snow, Town Clerk/Treasurer – Joyce Young and Recording Secretary – June Harding

Absent: Councillor Kent Balish

1. Call to order

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

2. Silence Electronic Devices

All electronic devices were silenced at this time.

3. Approval of Agenda

11-23-20-01

It was duly moved and seconded that the agenda be approved with the following addition under Finance: Cost breakdown for Iris Communications.

Motion Passed

4. Approval of minutes

- *Regular Council Minutes, November 9, 2020*

11-23-20-02

It was duly moved and seconded that the Minutes from November 9, 2020 be approved.

Motion Passed

5. Department Reports

- *Public Works Report*

The Working Streets Foreman reported that the culvert at the end of William’s Lane is crushed and needs to be replaced. He explained to Council that this property belongs to the Town of Lockeport so he has asked Mark A. Williams Construction to give an estimate on the replacement and installation of a new culvert at this location. When the estimate is received from Mark A. Williams it will be brought back to Council.

The Town Clerk/Treasurer asked the Working Streets Foreman to pick up hasps for the two new storage sheds that have just been built and co-ordinate with the Community Co-Ordinator how many keys are needed.

Both of the Town Trucks have been having mechanical issues and need to go back to Tusket Ford for repairs, Tusket Ford will be in touch when the parts arrive for the trucks.

Lukas Malik has been secured to shovel Town walkways and entrances to the Town facilities again this winter.

- *Community Co-Ordinator Report includes Canada Day Report*

The Community Co-Ordinator reviewed the Canada Day Report and informed Council that she has completed the Celebrate Canada application 2021.

- *Recreation*
 - o *2019 Active Transportation Plan*

11-23-20-03

It was duly moved and seconded that as recommended by the Recreation Committee the 2019 Active Transportation Plan as developed by the Trails sub-Committee of the Recreation Committee, be approved as circulated.

Motion Passed

- o *Our House Youth Meetings*

The Community Co-Ordinator reported that she has been approached by Amy MacKinnon, Executive Director of Our House Youth Wellness Centre to request a change in meeting space from the Medical Centre to the Green Room at the Lighthouse Stage building.

11-23-20-04

It was duly moved and seconded that as recommended by the Recreation Committee, the Our House Youth Outreach Worker be permitted to make use of the Green Room in the Lighthouse Stage building for meetings with youth on Thursday afternoons during the period between September and May, at no charge.

Motion Passed

- *Christmas by the Sea*

The Community Co-Ordinator discussed plans that are in place for the Christmas by the Sea activities and the importance of having the information on events and ads for the flyer. The flyer is expected to be circulated no later than the first day of December. The flyer will include holiday hours for the local businesses.

- *Roods Head Park Funding Approval for Upgrades*

The Community Co-Ordinator has received funding approval for Roods Head Park upgrades and explained the scope of the work that is required to take place throughout the Park. She has requested three bids for the project. The following motion was made:

11-23-20-05

It was duly moved and seconded that Council approve moving forward with the Roods Head Park Repairs/Upgrades project.

Motion Passed

- *Christmas Activities*

Mayor Nickerson would like to plan a Santa Cruise to replace the normal Santa visit on Saturday, December 19, 2020. Santa would cruise along a designated Parade Route through the Town so all the children can see him while maintaining a safe distance.

A parade route and start time will be established as soon as possible so the information can be included in the “Christmas by the Sea” flyer. Mayor Nickerson will let everyone know when he needs help with getting ready for the Santa Cruise.

Mayor Nickerson brought forth a discussion regarding his idea of making the Town of Lockeport Cultural Park at 21 North Street into a Christmas Park with lights, Christmas trees, wreaths, decorations etc. The Town Clerk/Treasurer informed Council that there has been money set aside in the budget for the last couple of years that was earmarked to purchase Christmas lights/decorations etc. and is still available for use.

There will be decorating done at SeaCaps Park for the Christmas season as well. It was suggested that anyone who has spare lights to donate will be encouraged to do so.

- *Community Works Project Report*

The Town Clerk/Treasurer briefly reviewed the Community Works Project Report and reminded Council that after the audit is completed, Council will need to address the identified deficiencies.

The Community Co-Ordinator informed Council that an advertisement has been posted requesting public interest in sitting on the Eastern Shelburne County Accessibility Committee.

- *Administration Report*

Due to COVID-19 the Town Clerk/Treasurer has recommended to Council that the Tax Sale procedures format for 2021 be changed from the current “Public Auction” process to the “Call for Tenders” process. The following motion was made:

- *Change in Tax Sale process for 2021*

11-23-20-06

It was duly moved and seconded that the Town of Lockeport Tax Sale procedures for 2021 move to the “Call for Tenders” tax sale process rather than the “Public Auction” process.

Motion Passed

6. Economic Development

There was nothing for Economic Development this afternoon.

7. Finance

- *List of invoices already paid in the amount of \$24,557.70*

The list of invoices already paid was reviewed with no questions arising.

- *Transfer of \$14,195.00 from General Operating to Reserves – Safe Restart Agreement*

11-23-20-07

It was duly moved and seconded that \$14,195.00 be transferred from the General Operating account to Reserves re: Safe Restart Agreement.

Motion Passed

- *Iris Communications – Cost Breakdown*

The Town Clerk/Treasurer explained that Iris Communications is the firm that has been retained by the Municipal Units within Lobster Districts 33 & 34 to address the current lobster dispute on behalf of the Municipal Units. They will be addressing Public Safety and Economic Development only. The cost to the Town of Lockeport will be \$161.63 for a three month period. The following motion was made:

11-23-20-08

It was duly moved and seconded that the Town of Lockeport agree to participate in retaining Iris Communications to address the current lobster dispute on behalf of the Municipal Units in Lobster Districts 33 & 34 at a cost of \$161.63 for a three month period.

Motion Passed

- *2:00 p.m. - Tree Replacement discussion*

There was a discussion regarding the Spruce tree located on the corner of Beech and Hall Streets. It was decided that the tree will not be cut down as previously decided at the November 9, 2020 Council Meeting. It was also decided that a tree expert should be contacted to have a look at the tree to make sure it is in good health. A cultivated tree will be purchased to decorate for this Christmas. The following motions were made:

11-23-20-09

It was duly moved and seconded that Motion number 11-09-20-21 from the Council Meeting of November 9, 2020 be rescinded.

Motion Passed

- *Future Plan to plant more trees*

11-23-20-10

It was duly moved and seconded that Council move forward with developing a future plan to plant more trees in and around the Town and also develop a maintenance plan for the trees.

Motion Passed

8. Other Business

- *Motion to change Assessment Designation of 22 Spruce Street from Commercial back to Residential*

The Town Clerk/Treasurer explained the history of this property and subsequent request for change in assessment designation. The property is zoned Commercial and that will not change. It is also currently assessed Commercial. The new owner of this property came in the office shortly before purchasing the property and asked the Town Clerk/Treasurer if the designation of the property could be changed to residential if she purchased the property for her son to live in.

She was told that she would need to submit a request for the change in writing and it would be up to Council to decide. The new owner passed away suddenly without having a chance to write the letter and her son and his family are already living at the property. The following motion was made:

11-23-20-11

It was duly moved and seconded that Council grant a variance to allow Residential use to entire properties (PID 80078009 and PID 80078017) located at 22 Spruce Street, which includes the front portions.

Motion Passed

9. Information Only

There was nothing for Information Only this afternoon.

10. Date of next meeting

Monday, December 14, 2020 at 6:00 p.m.

11. “In Camera”

There were no items to discuss “In Camera” this afternoon.

12. Adjournment

11-23-20-12

There being no further business to discuss, it was duly moved and seconded that the Meeting be adjourned.

Motion Passed

**Cory Nickerson,
Mayor**

**Joyce Young,
Town Clerk/Treasurer**