



**TOWN OF LOCKEPORT  
COUNCIL MEETING  
TUESDAY, NOVEMBER 14, 2023, AT 6:00 P.M.  
AGENDA**

1. Call to order
2. Silence Electronic Devices
3. Approval of Agenda, including additions or deletions

**Draft Motion: That Council approves the agenda for the November 14, 2023, Meeting as presented.**

4. Approval of revised Minutes from the October 23, 2023, Regular Council Meeting

**Draft Motion: That Council approve the October 23, 2023, meeting Minutes as presented.**

5. Business arising from previous Minutes

- Flooding Map – Link is on the Town of Lockeport Website
- Beach Access (Hurricane Lee) – Ongoing
- EMO Plan – For Official use only
- Citizen’s Advisory Committees – Policy governs Committees that include Citizen Membership
- Council Meeting Packages – All 2023 packages have been placed on the Town Website and this practice will continue.

## 6. Community Forum (Open Mic)

- 20 Minutes Maximum
- Each resident is allowed a maximum of five minutes.
- The resident is to speak directly to the Council.
- There will be no interaction by Council at this time.
- If questions are posed by residents the question will be recorded to be researched.

## 7. Presentations

There were no presentations scheduled for this evening.

## 8. Finance

- List of Invoices already paid in the amount of \$86,973.55
- Motion to transfer the Fall Debenture funds in the amount of \$232,061.00, from the General Operating Account to the Surge Tank Reserve Account.

**Draft Motion:** That Council approves the transfer of the Fall Debenture funds in the amount of \$232,061.00, from the General Operating Account to the Surge Tank Reserve Account.

- Municipal Corporation - Borrowing Resolution

**Draft Motion:** That the Town of Lockeport executes the 2023 Municipal Corporation Borrowing Resolution 2023/2024, allowing the Town to borrow for current expenditures until such time as the taxes to be levied can be collected.

## 9. Other Business

- Appointment of Deputy Mayor

Draft Motion: That \_\_\_\_\_ be appointed as Deputy Mayor for 2023/2024.

- Review of Committee Appointees
- NSFM Funding Database

Draft Motion: That the Town Clerk/Treasurer investigates the funding opportunities offered in the NSFM Funding Database.

- Council Code of Conduct Policy Review

Draft Motion: That Council approves the “Council Code of Conduct” Policy as presented.

- Miracle on Dock Street
- Feeding Seagulls
- Business Navigator Position

Draft Motion: Because Melanie Stuart has resigned as Make Your Move Business Navigator, Frances is authorized to offer Connie Lamm the remaining 45 weeks of employment for this position.

- Digby – St. John Ferry

Draft Motion that Council send a letter to the Minister to Transportation expressing the need to keep this ferry as it is

## 10. Council Reports

- Mayor Cory Nickerson
  - Deputy Mayor Dawn DeMings-Taylor
    - o Eastern Shelburne County RCMP Advisory Board
  - Councillor Dayle Eshelby
  - Councillor Kent Balish
  - Councillor Mary Meagher
-

- Shelburne County Mental Health & Wellness Association

#### 11. Correspondence

- Email from Brenda Chisholm-Beaton, President NSFAM regarding Bill 340 – Service Exchange Agreement
- Email from Brian Rafuse, Deputy Minister of Municipal Affairs & Housing, thanking us for feedback on the Provincial Housing Needs assessment project.
- Letter from the Honourable John A. Lohr, Minister of Municipal Affairs & Housing to Juanita Spencer, CEO of NSFAM regarding the Service Exchange Agreement
- Email from Marie Walsh, CAO of CBRM, to all Municipalities, regarding the above letter from the Honourable John A. Lohr, Minister of Municipal Affairs & Housing.
- Letter from the Honourable Tim Houston, Premier of Nova Scotia, regarding Nova Scotia' 2030 Clean Power Plan

#### 12. Information Only

- FCM news Bulletin re: Canada's Housing Challenge
- Email from Natasha Jackson, Director/Executive Lead, Community Engagement
- Letter to the Honourable Diane Lebouthillier, Minister of Fisheries, Oceans & the Canadian Coast Guard, from the 11 Municipal Southwest Units regarding illegal fishing
- Duplicate letter to Mike Kelloway, Secretary to the Minister of Fisheries, Oceans & the Canadian Coast Guard, regarding illegal fishing
- Email from Build Nova Scotia regarding Cell Phone Service

#### 13. Date of next meeting

- November 27, 2023

#### 14. "In Camera"

Draft Motion: That Council proceed "In Camera" to review the "Low Income Property Tax Exemption applications"

- "Low Income Property Tax Exemptions"

Council resumed their Regular session.

Draft Motion: That Council approves the qualifying applications for the 2023/2024 "Low Income Property Tax Exemption."

#### 15. Adjournment

Regular Council Meeting 111423.agd

(1)

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
NOVEMBER 14, 2023 MEETING		
ABLE ENGINEERING	ENGINEERING DESIGN, TENDERING, ELECTRICAL COMPONENT FOR SURGE TANK	18,837.00
AGAT	SEWER WATER TESTS	338.68
AGAT	SEWER WATER TESTS	338.68
BELL ALIANT	BEACH CENTRE	103.36
BELL ALIANT	OFFICES, ELEVATOR, EMO	172.03
BELL ALIANT	REC OFFICE, FAX, FIRE KIT., LIBRARY, SEWER, REC CENTRE	756.46
BURCHELL WICHWIRE BRYSON	CORRESPONDENCE WITH LAWYER	317.40
CULLIGAN WATER	DRINKING WATER	23.90
CULLIGAN WATER	DRINKING WATER	15.40
EASTERN OFFICE SUPPLIES	VARIOUS SUPPLIES	261.42
EASTERN OFFICE SUPPLIES	CUSTOM STAMP	40.19
GFL ENVIRONMENTAL	POWERWASHING LIFT STATIONS - YEARLY	3,692.91
GIL-SON	HEAT PUMP MAINTENANCE - LIBRARY, TREATMENT PLANT AND FIRE HALL	1,547.64
HARDING, JUNE	INSURANCE FOR OCTOBER 2023	27.20
HARDING, JUNE	INSURANCE FOR NOVEMBER 2023	27.20
HARLOW CONSTRUCTION	SERVICE FIRE TRUCK #131	314.92
HARLOW CONSTRUCTION	VEHICLE INSPECTION - AMBULANCE	112.70
I.B.E.W.	UNION DUES	339.80
LESTER SWANSBURG ELECTRIC	INSTALL LED LIGHT BEHIND LIBRARY	161.00
LOCKEPORT PHARMACHOICE	GIFT CARDS FOR HALLOWEEN YARD DECORATING CONTEST	50.00
LOCKEPORT PHARMACHOICE	VARIOUS SUPPLIES, BULK ORDER FOR SR. BINGO PRIZES, TRICK OR TRUNK SUPPLIES	544.47
LOCKEPORT TOWN MARKET	GIFT CARDS FOR HALLOWEEN YARD DECORATING CONTEST	50.00
LYDGATE LOCK STOCK AND BARREL	VARIOUS ITEMS TOOLBOX, SCREWS, ANTIFREEZE	173.33
LYDGATE LOCK STOCK AND BARREL	GIFT CARDS FOR HALLOWEEN YARD DECORATING CONTEST	50.00
LYDGATE LOCK STOCK AND BARREL	VARIOUS SUPPLIES AND HOT WATER TANK	978.42
MANULIFE	PENSION	1,562.04
MARK WILIAMS	CLEAN UP FROM HURRICAN LEE	4,554.00
MBW	COURIER SERVICE	73.50
MINISTER OF FINANCE	HAYDEN LAKE - TOWN OFFICE, SEACAPS AND FIRE DEPT.	697.63
MORNEAU SHEPELL	LIFE INSURANCE	612.51
MUNICIPALITY OF THE DISTRICT OF SHELBURNE	CIVIC NUMBERING GRANT	1,000.00
NAPA AUTO PARTS	TWO BELTS	118.20
NICK STEWART CONCRETE	CONCRETE AT LIFT STATION #6	920.00



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2023

Motion to transfer the Fall Debt Service funds in the amount of \$232,061.00 from the General Operating Acct to the new Surge Tank Reserve Acct.



(FOR BANK USE ONLY)

Account No.

4

FORM 309 (2-91)

**NOVA SCOTIA  
MUNICIPAL CORPORATION — BORROWING RESOLUTION**  
(Made in Duplicate)

To authorize the borrowing of certain moneys from **ROYAL BANK OF CANADA** to meet the current expenditure of the Corporations of the Town of Lockeport (hereinafter called "the Corporation") for the year 2023.

WHEREAS it is necessary to borrow the sum of \$ 482,600.00 from the **ROYAL BANK OF CANADA** to meet the now current expenditure of the Corporation until such time as the taxes to be levied therefore can be collected.

BE IT THEREFORE RESOLVED by the Municipal Council of the Corporation as follows:

1. That the Mayor with the Treasurer of the Corporation, be and they are hereby authorized under the seal of the Corporation to borrow from the **ROYAL BANK OF CANADA** the sum of Four Hundred & Eighty-two thousand, Six hundred ~~xx~~ dollars as the same may be required from time to time to meet the now current expenditure of the Corporation which said expenditure has been duly authorized by the Council.

2. That the said Mayor with the Treasurer aforesaid, be, and they are hereby authorized to pay or allow to the said bank interest on the said sum of Four Hundred & Eighty-Two Thousand Six hundred ~~xx~~ dollars at a rate of Royal Bank Prime per cent per annum, which may be paid or allowed in advance by way of discount or otherwise howsoever as they may deem best.

3. That the said sum of \$ 482,600.00 so to be borrowed shall be made payable on or before the 30th day of November, 2024 next; and the promissory note or notes of the Corporation, if any, given therefore, if made payable before the said 30th day of November, 2024 may be renewed by the said Mayor and Treasurer from time to time, but no renewal thereof shall fall due later than the said 30th day of November, 2024 next.

4. That the promissory note or notes of the Corporation, sealed with the corporate seal and signed by the Mayor and Treasurer of the Corporation be given from time to time as required, in security for the amounts borrowed from time to time under the provisions of this resolution.

5. That the giving of such renewal note or notes, as aforesaid, shall not be deemed satisfaction to the said bank of the said advance or interest, but as evidence only in indebtedness.

Passed in open council this 14th day of November ~~19~~ 2023

\_\_\_\_\_  
Warden/Mayor

(CORPORATE SEAL)

\_\_\_\_\_  
Clerk

**CERTIFICATE**

I hereby certify that the forgoing is a true copy of a resolution of the council of the Municipal Corporation of the Town of Lockeport passed at a meeting of said council duly called and held on the 14th day of November A.D. 2023 at which a quorum of the council was present and voting.

(FOR BANK USE ONLY)

INITIALS	
Prepared By	Checked By

**TOWN OF LOCKEPORT  
COMMITTEES**  
(as of Feb. 09, 2022)

(5)

**NOTE: The Mayor serves as Ex Officio member of each committee.**

**1. REGULAR COUNCIL # 1**

*(Meets the 2<sup>nd</sup> Monday of the month at 6:00 p.m.)*

Chairperson: Mayor Nickerson 656-2209

All Council

**REGULAR COUNCIL # 2**

*(Meets the 4<sup>th</sup> Monday of the month at 1:00 p.m.)*

Chairperson: Mayor Nickerson

All Council

Frances Scott and Kevin Snow

**2. FINANCE COMMITTEE**

*(Meets after the budget is set in January, March & November the 4<sup>th</sup> Monday of the month)*

Chairperson: Mayor Nickerson

Committee of all Council

**3. AUDIT COMMITTEE**

*(Meets once prior to the audit and once after the audit)*

All Council

Joyce Young – Town Clerk/Treasurer

Two members of the public

**4. RECREATION**

*(Meets the 3<sup>rd</sup> Monday of the Month at 6:30 p.m.)*

Deputy Mayor DeMings-Taylor, Chairperson 874-1393

Councillor Eshelby 874-0568

Mike Hupman, Vice Chairperson 656-2190

Student Representative: Grace Garren

Rec. Secretary: Frances Scott - Community Co-Ordinator 875-6070 or 656-2565

**5. CANADA DAY COMMITTEE**

*(Meets the 3<sup>RD</sup> Thursday of the month at 6:00 p.m. (Dates & Time sometimes vary as July 1<sup>st</sup> comes near)*

Mayor Nickerson

Nicole Townsend

Councillor Eshelby

Emily Swim 319-0223

Ellen Suttle 656-2479

Nancy Williams 656-2477

Mabel Mayo 656-2677

Resource Person: Frances Scott, CC

**6. PLANNING ADVISORY**

All Council

7. **POLICE ADVISORY**  
*(Meets quarterly with rotating venue and Chairperson)*  
Councillor Balish  
Deputy Mayor DeMings-Taylor  
Howard Roszel 656-2073 howardroszel@hotmail.com
  
8. **EMERGENCY MEASURES ORGANIZATION (EMO)**  
*(Meets in February, June, September and November the 4<sup>th</sup> Monday of the month)*  
All Council  
Town Clerk/Treasurer, Joyce Young  
Fire Chief
  
9. **HERITAGE ADVISORY**  
*(Meets as needed)*  
Councillor Eshelby  
Faye MacKenzie 656-2632  
Albert Townsend 656-2599
  
10. **PROPERTY CONDITION ASSESSMENT TEAM (DANGEROUS & UNSIGHTLY PREMISES)**  
*(Meets as needed)*  
All Council
  
11. **ASSET MANAGEMENT COMMITTEE**  
Mayor Nickerson  
Councillor Balish  
Town Clerk/Treasurer – Joyce Young  
Frances Scott  
Kevin Snow  
George Harding 656-3328

(7)

**TOWN OF LOCKEPORT  
OUTSIDE BOARD APPOINTMENTS**

1. **SCEEMO**  
All Council
  1. **(A) EMO LIAISON COMMITTEE**  
Mayor Nickerson  
Alternate: Councillor Balish
  2. **(B) EMO PLANNING COMMITTEE**  
Mayor Nickerson  
Councillor Balish  
Town Clerk/Treasurer – Joyce Young
2. **REGION 6 SOLID WASTE/EAST SHELBURNE/QUEEN'S SOLID WASTE COMMITTEES:**
  - 2 (A) **REGION 6 INTERMUNICIPAL COMMITTEE:**  
Mayor Nickerson  
Alternate: Councillor Meagher
  - 2 (B) **REGION 6 TECHNICAL COMMITTEE:**  
Town Clerk/Joyce Young
3. **WESTERN REGIONAL HOUSING AUTHORITY**
4. **REGIONAL LIBRARY BOARD**  
Councillor Balish
5. **KID'S FAIR PLAY FUND**  
Frances Scott - Community Co-Ordinator
6. **SCHOOL ADVISORY**  
Councillor Balish
7. **TOWN'S CAUCUS**  
Mayor Nickerson
8. **SHELBURNE COUNTY HOUSING COALITION**  
Deputy Mayor DeMings-Taylor
9. **ROSEWAY MANOR BOARD**  
*(Meets the 3<sup>rd</sup> Wednesday of each month)*  
Councillor Meagher  
Councillor Eshelby  
Councillor Balish

- 10. **EASTERN SHELBURNE COUNTY ACCESSIBILITY COMMITTEE**  
Councillor Balish  
Frances Scott – Community Co-Ordinator
  
- 11. **SHELBURNE COMMUNITY/NOVA SCOTIA HEALTH AUTHORITY  
STAKEHOLDERS GROUP**  
Councillor Meagher  
Alternate: Councillor Eshelby
  
- 12. **ROSEWAY HOSPITAL CHARITABLE FOUNDATION**  
Councillor Eshelby
  
- 13. **SHELBURNE COUNTY MENTAL HEALTH AND WELLNESS  
ASSOCIATION**  
Councillor Meagher

**TOWN OF LOCKEPORT COMMITTEES SCHEDULED FOR SPECIFIC DAYS  
AND TIMES EVERY MONTH**  
(As of FEB. 09, 2022)

**REGULAR COUNCIL MEETING # 1**

*(Meets the second Monday of the month at 6:00 p.m.) (If Monday is a holiday it is held on the following business day at 6:00 p.m.)*

**REGULAR COUNCIL MEETING # 2**

*(Meets the 4<sup>th</sup> Monday of the month at 1:00 p.m.) (If Monday is a holiday it is held on the following business day at 1:00 p.m.)*

**RECREATION**

*(Meets the 3<sup>rd</sup> Monday of the month at 6:30 p.m.)*

**CANADA DAY**

*(Meets the 3<sup>rd</sup> Thursday of the month at 6:00 p.m.) Unless Scheduled Otherwise*

**POLICE ADVISORY**

*(Meets quarterly with rotating venue)*

**SCEEMO**

*(Meets when scheduled at 7:00 p.m.)*

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## June Harding

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**From:** NSFM Communications <communications@nsfm.ca>  
**Sent:** Tuesday, October 24, 2023 9:02 AM  
**Subject:** Unlock Funding Opportunities for Your Municipality Today!

Dear Members,

We are delighted to announce that NSFM has launched its online **Funding Database**—a centralized resource dedicated to our members. You can access this valuable tool at [nsfm.ca/grants](https://nsfm.ca/grants).

Our **Funding Database** is thoughtfully organized into ten categories, aligning with various municipal services. It showcases a range of application-based funding opportunities from federal, provincial, and private sources. Each grant's application deadline is prominently displayed, with currently available opportunities featured at the top of the page.

NSFM is committed to the ongoing expansion of this database. Regular updates will be made as new opportunities come to light. In the near future, we'll also include educational offerings, such as webinars, under each grant listing. We encourage you to revisit this database regularly, and kindly share the link with your municipality's staff who may benefit from this resource.

To facilitate your exploration of these opportunities, we have assigned **Lucy MacLeod** as our dedicated **Fund Navigator**. Lucy is your go-to expert for answering questions and guiding you through the funding application process. She is eager and well-prepared to help you identify the best-fit opportunities for your municipality.

Don't hesitate to connect with Lucy at [lmacleod@nsfm.ca](mailto:lmacleod@nsfm.ca) for any assistance or inquiries.

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NOVA SCOTIA FEDERATION OF MUNICIPALITIES  
t +902.423.8331  
[info@nsfm.ca](mailto:info@nsfm.ca)

[nsfm.ca](https://nsfm.ca) | [facebook](#) | [twitter](#) | [linkedin](#) | [instagram](#)



*NSFM is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities who have been here for over 400 years.*

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## June Harding

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**From:** NSFM Communications <communications@nsfm.ca>  
**Sent:** Tuesday, October 31, 2023 12:45 PM  
**Subject:** New Funding Database - Grant Deadlines for November

Dear Members,

Our new **Funding Database** is a centralized resource dedicated to helping you find municipal funding opportunities. You can access this valuable tool at [nsfm.ca/grants](https://nsfm.ca/grants). As part of this initiative, a **monthly funding update** will be provided via email, outlining upcoming deadlines and information sessions.

### Grant Deadlines for November:

1. **Sustainable Communities Challenge Fund:**
  - Pre-screening: Nov. 14
  - Full application: Nov. 28 Information session on Nov 7, from 1:30 to 2:30 pm AST. [Register here.](#)
2. **Age-Friendly Communities Grant Program:**
  - Deadline: Nov. 21
3. **Healthcare Recruitment Community Fund:**
  - Deadline: Nov. 24 Information sessions on Nov 2, 9, 16, 23 at 3:00 pm AST. Contact [Ian.Mullan@novascotia.ca](mailto:Ian.Mullan@novascotia.ca) for the link.
4. **Community Climate Capacity Program:**
  - Expression of Interest (EOI) open until early November
5. **EJ4Climate: Environmental Justice and Climate Resilience:**
  - Deadline: Nov. 9
6. **Green Freight Program:**
  - Deadline: Nov. 16
7. **Atlantic Salmon Conservation:**
  - Deadline: Nov. 17
8. **Celebrate Canada Funding Program:**
  - Deadline: Nov. 21
9. **Youth Employment and Skills Strategy Program:**
  - Deadline: Nov. 22
10. **Substance Use and Addictions Program:**
  - Deadline: Nov. 22

### Additional Information Session for November:

- **Enabling Accessibility Fund – Mid-Sized Projects:**
  - Deadline: Dec 13 Information sessions on Nov 1, 2 (Fr), 7, 8 (Fr), at 2:00 pm AST. Please [email](#) for the link, specifying the date, preferred language, and accommodations if required.
- **Green Municipal Fund - Community Buildings Retrofit Initiative:**
  - "Applying Successfully to GMF's Community Building Retrofits Initiative," on Nov 2, at 2:00 pm AST. [Register here.](#)

For more information, please contact **NSFM's Fund Navigator, Lucy MacLeod**, at [lmacleod@nsfm.ca](mailto:lmacleod@nsfm.ca).



**TOWN OF LOCKEPORT  
POLICY STATEMENT**

**Policy #L-006**

**COUNCIL CODE OF  
CONDUCT**

**Effective Date:  
July 11, 2011**

**Revision Date:  
April 27, 2020**

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**PURPOSE**

The public expects the highest standards of professional conduct from members elected to local Government. The purpose of this Code is to establish guidelines for the ethical and inter-personal conduct of members of Council ("Members"). The Council is answerable to the Community through democratic processes and this Code will assist in providing for the good Government of the Town of Lockeport.

**STANDARDS OF CONDUCT**

Members shall uphold the law and at all times:

- (a) Seek to advance the common good of the Municipality as a whole while conscientiously representing the Communities they serve;
- (b) Perform the functions of office truly, faithfully and impartially to the best of their knowledge and ability in accordance with the following core values:
  - (i) Integrity - giving the Municipality's interests absolute priority over private individual interests;
  - (ii) Honesty - being truthful and open;
  - (iii) Objectivity - making decisions based on a careful and fair analysis of the facts;
  - (iv) Accountability - being accountable to each other and the public for decisions taken;
  - (v) Leadership - confronting challenges and providing direction on the issues of the day.
- (c) Uphold this Code as a means of promoting the standards of behavior expected of Members and enhancing the credibility and integrity of Council in the broader Community.



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**TOWN OF LOCKEPORT  
POLICY STATEMENT**

**Policy #L-006**

**COUNCIL CODE OF  
CONDUCT**

**Effective Date:  
July 11, 2011**

**Revision Date:  
April 27, 2020**

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**COUNCIL RESPONSIBILITIES**

The Council will review the Municipality's Code of Conduct annually and make any amendments considered appropriate.

The Council (or its designated Committee) will review, consider or take other action concerning any violation of the Code of Conduct which is referred to Council for consideration.

The Council will participate in education related to codes of conduct no less frequently than every second year.

Where there is any conflict between the Code of Conduct and the requirements of any statute of the Provincial or Federal Government, Provincial or Federal statutes shall take precedence.

**MEMBER RESPONSIBILITIES**

**CONDUCT TO BE OBSERVED**

Members are agents of the public whose primary objective is to address the needs of the citizens. As such, they're entrusted with upholding and adhering to the By-Laws of the Municipality as well as all applicable Provincial and Federal laws. As public servants, Members must observe a high standard of morality in the conduct of their official duties and faithfully fulfill the responsibilities of their offices, regardless of their personal or financial interests.

**DEDICATED SERVICE**

All Members should faithfully work towards developing programs to address the needs of the citizens in the course of their duties. Members should strive to perform at a level which is expected of those who work in the public's interest.

**TOWN OF LOCKEPORT**

**POLICY STATEMENT**

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**RESPECT FOR DECISION-MAKING PROCESS**

All Members recognize the responsibility of the Mayor to accurately communicate the decisions of the Council, even if they disagree with such decisions, such that respect for the decision-making processes of Council is fostered.

**CONDUCT AT MEETINGS**

Members shall respect the chair, colleagues, staff and members of the public present during Council meetings or other proceedings of the Municipality. Meetings shall provide an environment for transparent and healthy debate on matters requiring decision-making.

**RELEASE OF CONFIDENTIAL INFORMATION PROHIBITED**

No Member shall disclose or release to any member of the public any confidential information acquired by virtue of their office, in either oral or written form except when required by law or authorized by the Municipality to do so. Nor shall Members use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.

**GIFTS AND BENEFITS**

No Member shall show favouritism or bias toward any vendor, contractor or others doing business with the Municipality. Members are prohibited from accepting gifts or favours from any vendor, contractor or others doing business with the Municipality personally, or through a family member or friend, which could give rise to a reasonable suspicion of influence to show favour or disadvantage to any individual or organization.

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**TOWN OF LOCKEPORT  
POLICY STATEMENT**

**Policy #L-006**

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**Effective Date:  
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**USE OF PUBLIC PROPERTY**

No Member shall request or permit the use of Municipal-owned vehicles, equipment, materials or property for personal convenience or profit, except where such privileges are granted to the general public. Members shall ensure that the business of the Municipality is conducted with efficiency and shall avoid waste, abuse and extravagance in the provision or use of Municipal resources.

**OBLIGATIONS TO CITIZENS**

No Member shall grant any special consideration, treatment, or advantage to any citizen or group of citizens beyond that which is accorded to all citizens.

**INTERPERSONAL BEHAVIOUR**

Members shall treat every person, including other Members, corporate employees, individuals providing services on a contract for service, and the public with dignity, understanding and respect and ensure that their work environment is free from discrimination, bullying and harassment.

**COMMUNITY REPRESENTATION**

Members shall observe a high standard of professionalism when representing the Municipality and in their dealings with Members of the broader Community.

**COMPLIANCE WITH EXPENSE POLICY AND HOSPITALITY POLICY**

Members shall comply with the expense policy and the hospitality policy for the municipality.

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**TOWN OF LOCKEPORT  
POLICY STATEMENT**

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**Effective Date:  
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**GOOD GOVERNANCE**

Members accept that effective governance of the Municipality is critical to ensuring that decisions are taken in the best interests of all stakeholders and to enable the Municipality to function as a good corporate citizen.

**GOVERNMENT RELATIONSHIPS**

Members recognize the importance of working constructively with other levels of Government and Organizations in Nova Scotia and beyond to achieve the goals of the Municipality.

**CONFLICT OF INTEREST AVOIDANCE**

Members are committed to making decisions impartially and in the best interests of the Municipality and recognize the importance of fully observing the requirements of the Municipal Conflict of Interest Act, R.S.N.S. 1989, c. 299 with regard to the disclosure and avoidance of conflicts of interest.

**REPORTING BREACHES**

Persons who have reason to believe that this Code has been breached in any way are encouraged to bring their concerns forward. No adverse action shall be taken against any Member or Municipal Employee who, acting in good faith, brings forward such information.

**CORRECTIVE ACTION**

Any reported violation of the Code will be subject to investigation by the Council or by an appointed external investigator. Violation of this Code by a Member may constitute a cause for corrective action. If an investigation finds a Member has breached a provision of the Code, Council may impose corrective action commensurate with the nature and severity of the breach, which may include a formal warning or reprimand to the Member.

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**TOWN OF LOCKEPORT  
POLICY STATEMENT**

**Policy #L-006**

**COUNCIL CODE OF  
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**Effective Date:  
July 11, 2011**

**Revision Date:  
April 27, 2020**

**COMPLIANCE WITH CODE**

Pursuant to Section 23 of the Municipal Government Act, R.S.N.S. 1998, c.18., the Code of Conduct applies to Mayors, Wardens, Councillors, and positions prescribed by Provincial regulations. Every person to whom a Code of Conduct for a Municipality applies shall comply with the Code of Conduct. Each of these persons is required to sign a "Statement of Commitment to the Code" (attachment A) within seven (7) days of taking the Councillor's oath pursuant to section 147 of the Municipal Elections Act, R.S.N.S. 1989, c.300.

**Town Clerk/Treasurer's Annotation For Official Policy Book**

Date of Notice to Council Members

Of Intent to Consider (7 days minimum): April 13, 2020

Date of Passage of Current Policy: April 27, 2020

I certify that this Policy was adopted by Council as indicated above.

\_\_\_\_\_ June 1, 2020

Town Clerk/Treasurer

Date

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**ATTACHMENT A**

**STATEMENT OF COMMITMENT TO COUNCILLORS' CODE OF CONDUCT**

I, (Full Name) \_\_\_\_\_ declare that as a Councillor of the  
\_\_\_\_\_ I acknowledge and support the  
Councillors' Code of Conduct.

Signed: \_\_\_\_\_

Declared this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Before me:

\_\_\_\_\_

Town Clerk/Treasurer



on *Miracle*  
**DOCK**  
Street

Festive Fun, Floats & Fireworks

**December 2, 2023**

Dock & Water Street, 6-7:30pm

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On Nov. 8, 2023 at 4:24 p.m., Lockeport Recreation Department <[lockeportrec@ns.aliantzinc.ca](mailto:lockeportrec@ns.aliantzinc.ca)> wrote:

Hello Council:

This note is to let you know that Melanie Stuart has resigned as our Make Your Move Business Navigator and to seek your direction. During her time with us Melanie completed 5 weeks of work (15 hours per week). Since the other candidate we interviewed also seemed capable of handling the job, would it be okay for me to offer her the remaining 45 weeks of employment as a next step in trying to fill the position?

Please let me know what you think at your earliest convenience.

Thanks,

Frances Scott  
Community Coordinator  
Town of Lockeport



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# Transport Canada considers redeploying Digby-Saint John ferry to P.E.I. next spring

MV Fundy Rose could temporarily service P.E.I.-Magdalen Islands route



Michael Gorman · CBC News · Posted: Nov 07, 2023 8:18 PM AST | Last Updated: November 8



Digby-Saint John ferry crossing vital, says trucking company owner

▶ 13 hours ago 4:01

**Featured Video** The owner of a trucking company that ships seafood to the New England market says losing the crossing for an period of time would have a significant impact on his business. Watch Brian Reynolds interview with Amy Smith.

Members of Nova Scotia's trucking industry and provincial and municipal politicians say they're concerned the ferry currently running between Digby, N.S., and Saint John could be redeployed to another route for part of next year.

A spokesperson for Transport Canada confirmed to CBC News on Tuesday that the department is considering using MV Fundy Rose to service the route between Souris, P.E.I., and Îles-de-la-Madeleine, Que., when MV Madeleine II goes into mandatory drydocking next spring.

"No decision has been made at this time," Hicham Ayoun said in an email.

Jordan LeBlanc, who owns Chebogue Fisheries in Yarmouth, said the ferry from Digby to Saint John is a vital route for the seafood industry to get its product to Boston.

"The only other option is going around by road," he said.

Brian Reynolds, owner of B Reynolds Trucking in Port La Tour, said losing the crossing for any period of time would have a significant impact on his business. His company ships seafood for Clearwater Seafood and Mersey Seafoods to the New England market.

### **'It would hurt us quite bad'**

"That would make a very difficult situation for us," he said. "It would hurt us quite bad."

Reynolds said that if trucks have to drive around to New England it would mean having to add an extra driver, a move that would increase shipping costs, or be subject to a mandatory 10-hour rest period when they reach Bangor, Maine.

Such interruptions would affect the ability of trucking companies to offer same-day delivery of seafood and risk its freshness, he said.

Digby Mayor Ben Cleveland said people in his community were aware of the possibility of the ferry service being interrupted, although he had no concrete details from government officials.

"It's a big concern to us," he said.

### **'Ottawa needs to leave ferries alone'**

"Ottawa needs to leave ferries alone. They're highways. Just leave them alone."

In an interview with *Maritime Noon* on Wednesday, Kevin Ellis, the president of the Digby and Area Board of Trade, said the ferry connection with Saint John is vital.

"We've had the ferry connection with Saint John and Brunswick since 1784, there's been a ferry service between our two communities. The service has been crucial to Digby's trade, economy and tourism and will continue to do so."

It's the speculation is cause for concern, Ellis said, adding the lobster fishery would be greatly impacted by the loss of service.

Andrew Beckett, the interim CEO of Envision Saint John, an economic development agency for the greater Saint John area, told *Maritime Noon* that the ferry has been "actively promoted as a transportation link" for tourism.

"A temporary disruption in that service can be a thin end of the wedge to a more permanent disruption of that service, which would be a significant loss for both provinces," he said.

In an interview at Province House on Tuesday, Nova Scotia Public Works Minister Kim Masland said she's hearing from business operators along the South Shore who are concerned about the potential interruption of the ferry service. She plans to share those concerns with the federal government.

### **'This service should not be halted at all'**

"In my opinion, this service should not be halted at all. We know how important this is to this end of the province, especially with the fishing industry. We know how much value goes across on that ferry. This service should not be disrupted at all."

A spokesperson for Bay Ferries, the company that operates Fundy Rose, said deployment questions are the responsibility of the federal government.

In his statement, Ayoun, the Transport Canada spokesperson, said department officials understand that any interruption of ferry service in the Atlantic region "is a significant challenge for local communities, and all impacts will be carefully considered before a decision is taken."

**Eastern Shelburne County RCMP Advisory Board**

**Oct 19, 2023 Meeting Minutes**

(held at Crescent Beach Centre, Lockeport)

MDS = Municipality of the District of Shelburne

ToL = Town of Lockeport

ToS = Town of Shelburne

DoJ = Department of Justice

ESC = Eastern Shelburne County

RCMP = Royal Canadian Mounted Police

**Attendees:**

- Deputy Mayor Dawn DeMings-Taylor – ToL (Chair)
- Councillor Kent Balish – ToL (Vice Chair)
- Community Member Howard Roszel - ToL
- Community Member Bruce Bennett – ToS
- Councillor Sheldon Ringer – ToS
- Community Member Pam Mingo – ToS
- Councillor Heidi Wagner – MDS
- Councillor Ron Coole – MDS

**Non-Voting Attendees:**

- RCMP Detachment Commander – Shelburne Staff Sergeant Mark Macpherson
- RCMP Detachment - Shelburne Cpl. Lindsay Powers
- RCMP Detachment A/Commander – Barrington Cpl. Sara Laurie
- Recording Secretary Jill Cassibo – ToL

**Regrets**

- Councillor Rick Davis – ToS

**Guest**

- Kevin McLear

**Call to Order**

Chair Deputy Mayor Dawn DeMings-Taylor called the meeting to order at 6:00 p.m.

**Approval of Agenda**

**10-19-23-01**

**It was duly moved and seconded that the agenda of Oct. 19, 2023 be approved. Motion Passed.**

**Approval of Minutes**

**10-19-23-02**

It was duly moved and seconded that the minutes of July 20, 2023 be approved as presented. **Motion Passed.**

**Status of Outstanding Business**

There was no outstanding business.

**RCMP Statistical and Incident Report Q2**

**10-19-23-03**

It was duly moved and seconded that the RCMP Statistical and Incident Report for July to Sept. 2023 be accepted as presented. **Motion Passed**

**New Business**

At the next meeting, Pam Mingo will have to be moved from a Community member from the Town of Shelburne to a Community member for the Municipality of the District of Shelburne.

**Next Meeting**

The next meeting is scheduled for January 19, 2024 at 6:00 p.m. at 414 Woodlawn Drive, Shelburne.

**Adjournment**

**10-19-23-04**

There being no further business, Chair Deputy Mayor Dawn DeMings-Taylor asked for an adjournment. **It was duly moved and seconded that the meeting was adjourned at 7:30 p.m. Motion Passed**

Dayle Eshelby October Meetings:

October 23, 2023, Regular Council

October 24, 2023, Sustainable Community Challenge Fund  
Presentation (webinar)

October 25, 2023, Elected Officials Only Call: Carbon Budgeting,  
and Science Based Targets (webinar)

Roseway Manor, November 2, 2023

The Board was pleased to receive news that a full year license has been achieved by the staff. Inspections and licensing are conducted by provincial department staff and receiving a full license is reassuring that our residents are receiving quality care.

Roseway Manor is continuing to wait for a decision from the province on the location for the new nursing Home. We hope to have an announcement prior to year-end.

An updated financial report was received with improved results year to date.

The Board approved a proposal from MacLeod Group to increase recreation programming for residents from 5 to 7 days a week.

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MONTHLY MEETINGS  
COUNCILLOR BALISH  
TOWN OF LOCKEPORT

**OCTOBER, 2023**

- 04 COUNCIL DISCUSSION
- 10 COUNCIL MEETING
- 17 STUDENT ADVISORY COMMITTEE
- 19 RCMP ADVISORY BOARD MEETING
- 23 COUNCIL MEETING

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## Councillor Meagher October Meetings

October 4 Council Discussion

October 10 Council Meeting

October 12 Mental Health Week Lockeport Event - SASI presentation & lunch

October 23 Council Meeting



Shelburne County Mental Health and Wellness Association  
Minutes October 17, 2023

**1. Call to Order**

The meeting was called to order by Chairperson, Kevin Grant in the Barrington Library meeting room.

**Present:** Kevin Grant, Chairperson; Marilyn Johnston, Secretary; Tamara McIntyre, Co-Warm Line Coordinator; Cheryl Baker, Director at Large.

**Regrets:** Mary Meagher, Councilor Town of Lockeport; Loretta Nickerson, Executive Director SASI; Peggy O'Malley, part time Peer Support Worker; Penny Smith, Treasurer and Warden Mun of Shelburne; DoDo Goodwin

**2. Minutes of September 19, 2023**

The Minutes of Sept. 19, 2023 were emailed out to members.

**3. Resignation**

Marilyn received an email from Sheryl Dubois advising us of her resignation from the Board. The Board accepted her resignation with regret and told her that she is welcome to come back to the Board at any time.

**4. Update from Cheryl Baker**

Cheryl provided information about the Mental Health and Addictions office in Clark's Harbour. She attended the opening. Barrington High School no longer will allow Cheryl to put pamphlets in the school about the world wide Yellow Ribbon for Teen Suicide Prevention program that she had been promoting for many years. Cheryl asked us to put up some posters about the Friends peer support program for depression in Shelburne area. The program is offered in Barrington at the Temple United Baptist Church Hall the second Wednesday of each month at 7pm.

**5. Who does What in Mental Health in Shelburne County**

Nothing new to add.

**6. Treasurer Position**

We are still in need of a treasurer.

**7. Clubhouse Idea – Kelly Goudie**

Waiting to see how things go in Bridgewater.

**8. Grants and Funding**

**Red Cross Grant** – We are now able to carry over unspent money from the first fiscal year of the project, therefore we have another \$1,000 for Facebook ads and/or travel and \$2,840 extra for personnel. We will give some thought on how best to use the carried forward money. Tamara suggested that we use extra money to work out what the warm line will look like after the end of September 2024 shut-down. Perhaps we could set up in person support groups.

**Wellness Funds from the Community Health Board** – It is time to account to the Community Health Board for our Trails and Talks project. Kevin has it ready to submit. Budget wise we made out very well. We had a \$ .15 deficit. It is very important to have accurate quotes for each piece of any project. We only had a total of 5 responses using the QR Codes on all 3 trails. We expected that there should have been more. We drew for a \$25 gift card for one of the 5 respondents. Kevin contacted her and if she gets back to him the prize will be awarded.

The Recreation Directors were excited about the Wind Phones and in favor of them being left up for the long term. We are now listed on the website mywindphones.com as having 3 wind phones in Shelburne County. The lady operating the website was excited that we should have 3 as most places only have one. Kevin has updated our website with the locations of the windphones as well as all the resource info that we wanted to share via the QR codes on the trail walks.

Kevin shared the stats from Facebook regarding our ad to celebrate Mental Health Week and the Saltwire article by Cathy Johnson about the Wind Phones and Mental Health Week – Amazing stats for:

# Shelburne County Mental Health Week

(ran Sept. 27 - Oct. 12 – only targeted Shelburne County) - Spent \$474.78

1,002 post-engagements (reactions, comments, shares, link clicks)

Reach – 11,030 (number of accounts that saw the ad at least once)

Impressions – 88,796 (number of times the ad was on the screen)

Breakdown of post-engagements:

	13-17	18-24	25-34	35-44	45-54	55-64	65+
Results (Men)	0	5	25	28	37	42	41
Results (Women)	0	26	116	120	133	186	220

Men - 18% (178) - Cost per result: \$0.49

Women - 80% (801) - Cost per result: \$0.39

**Saltwire article about the Wind Phones and Mental Health week** – (a “premium” article, so not free) - <https://www.saltwire.com/atlantic-canada/communities/southwest-nova-scotia/wind-phones-installed-community-conversations-on-tap-for-shelburne-county-mental-health-week-100899148/>

Age Friendly Grants - Due by November 21/23. Kevin and Marilyn will get together to complete the application for \$25,000.

## **9. NS Warm Line Report**

**Presented to:** Shelburne County Mental Health Association Board of Directors

**Presented on:** October 17, 2023

**Sent by**

Tamara McIntyre, NS Warm Line Coordinator

### **SUMMARY**

The Nova Scotia Warm Line continues to operate online through the support and activity of both volunteers and paid staff.

We have multiple people using the Warm Line as part of their ongoing self-care plan, including one client who is not a senior or anonymous using the call-out program.

8 potential volunteers are scheduled to take training on Monday, October 23, from 10am-12pm, via Zoom. If any board members wish to attend, please let me know. We have shifts available on alternate Tuesdays and Thursdays.

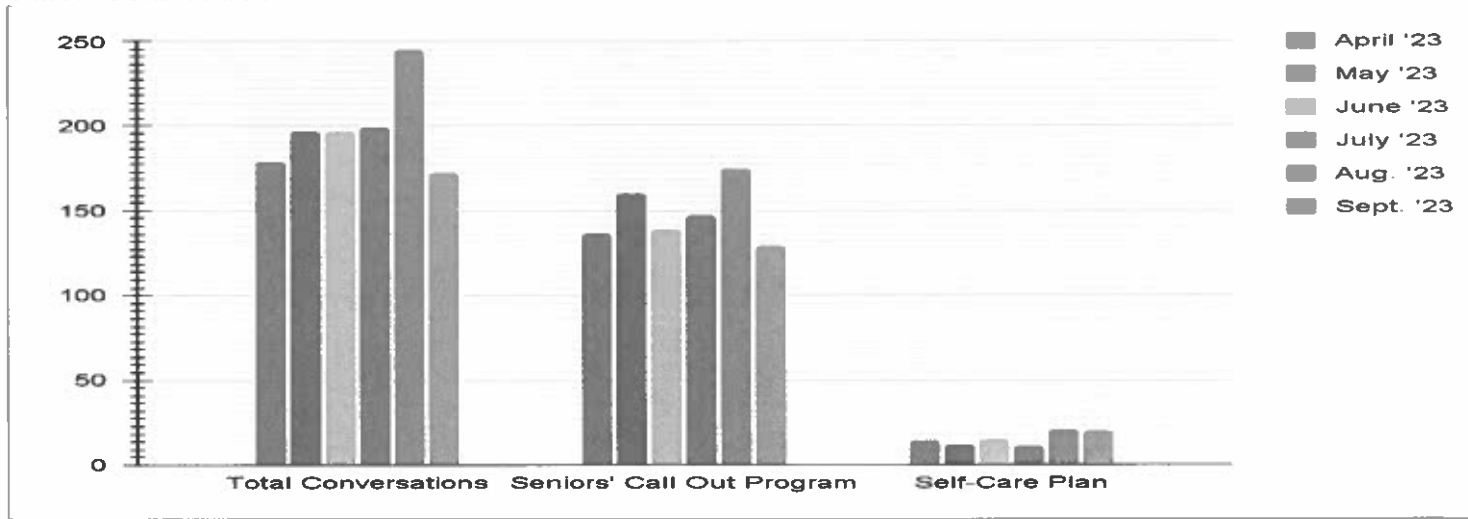
At the end of September, the Warm Line Coordinator attended the Saskatchewan Health Authority’s Peer Support Conference. As attendance was virtual, WLC attended on the Thursday only. WLC sat on a panel, presented our Warm Line and answered questions from both the facilitators and audience. WLC also gave two “yoga and peer support” workshops focusing on breath and the benefits of yoga nidra or even a calming sit for peer support workers. An invoice has been submitted to the SHA for a \$400 honorarium, payable to SCMHWA. WLC and our paid peer supporter are utilizing creative shift swapping to manage fall appointments and commitments.

### **DETAILS**

- Total Conversations: 172
  - Phone: 172
  - Chat: 0
  - Unique Callers: 34
- Breakdown
  - Senior Safety Program Calls: 129
  - Self-care Plan: 20
  - Problem Call: 2

- Administrative Call: 3
- Uncategorized: 18
- Active Volunteers: 6
- New Volunteers: 0

**6 MTH COMPARISON**



**UPDATES / PROPOSALS**

Warm Line Shut Down Plan

- Document has not been updated recently

Document has been updated (v1.1) with the board’s decision to shut down the Warm Line in 2024, with the caveat that IF long term sustainable funding is found SCMHWA is willing to continue to offer the Seniors’ Safety Call Out Program.

Our scheduled shut down of the warm line is the end of September 2024, unless we find sustainable funding. If we find it with the N.S. Dept. of Seniors we will continue to operate the call outs to Seniors. MLA Nolan Young is still waiting to hear from the Minister of Seniors and Long Term Care regarding a meeting with us.

We ran a second Facebook ad Oct. 7-14 to recruit volunteers. Tamara received 20 emails from folks and 8 of the 20 are scheduled to take the training to do call outs to seniors. With lots of volunteers trained to do call outs maybe we could add another day to our schedule for just call outs. Tamara noted that more people are using us as part of the self care plan.

Kevin has passed along our invoice from Izzy (\$6,930) to our Treasurer to pay it. We pay in advance of using the service so this payment takes us to the end of September 2024, It is at a rate of \$550 per month.

Kevin share the stats from Facebook regarding N.S. Warm Line volunteer recruitment campaign

**NS Warm Line volunteer recruitment**

(ran Oct. 7-14 – targeting all of NS) - Spent \$500.25

2,032 post engagements (reactions, comments, shares, link clicks) - \$0.21 - cost per post engagement

Reach – 29,513 (number of accounts that saw the ad at least once)

Impressions – 62,161 (number of times the ad was on the screen)

Breakdown of post-engagements:

	13-17	18-24	25-34	35-44	45-54	55-64	65+
Results (Men)	0	2	19	56	43	73	68
Results (Women)	0	17	158	290	405	405	440

Men13% (261) - Cost per result: \$0.24

Women84% (1,715) - Cost per result: \$0.21

Compare to the previous time the ad ran: