

**TOWN OF LOCKEPORT  
COUNCIL MEETING  
IN COUNCIL CHAMBERS  
MONDAY, JULY 25, 2022  
MINUTES**

**PRESENT:** Chair - Town Clerk/Treasurer Joyce Young, Councillor Dayle Eshelby, Councillor Kent Balish, Councillor Mary Meagher, Community Coordinator Frances Scott and Recording Secretary Jill Cassibo.

**REGRETS:** Mayor Cory Nickerson and Deputy Mayor Dawn DeMings-Taylor.

**ABSENT:** Streets Foreman Kevin Snow.

**1. Call to order**

Due to the absence of the Mayor and the Deputy Mayor, Council requested the Town Clerk/Treasurer to Chair the meeting.

The meeting was called to order by the Chair, Joyce Young at 1:00 p.m.

**2. Silence Electronic Devices**

All electronic devices were silenced at this time.

**3. Approval of Agenda**

**07-25-22-01**

**It was duly moved and seconded that the agenda be approved as presented.**

**Motion Passed**

**4. Approval of Minutes**

- Regular Council Meeting Minutes July 11, 2022

**07-25-22-02**

**It was duly moved and seconded that the minutes of the Regular Council meeting of July 11, 2022 be approved as circulated.**

**Motion Passed**

## 5. Presentation

- Belliveau Veinotte 2021/2022 Audit Report

The auditors presented the 2021/2022 Financial Statements to Council.

### 07-25-22-03

**It was duly moved and seconded that the consolidated financial statements for 2021/2022 be accepted.**

**Motion Passed**

### 07-25-22-04

**It was duly moved and seconded that the Auditors Management letter be accepted.**

**Motion Passed**

### 07-25-22-05

**It was duly moved and seconded that 150,040.78, which represent the 2021/2022 year end surplus, be transferred from the general operating fund to the operating reserve fund and dated March 31, 2022.**

**Motion Passed**

## 6. Department Reports

- Administration Report (see attached)
- Waste Diversion Officer Report (see attached)
- Community Coordinators Report (see attached)

## 7. Committee Reports

- Recreation Report (Deputy Mayor DeMings-Taylor)

In Deputy Mayor DeMings-Taylor's absence, Fran discussed the Recreation Committee Report. A letter had been sent to the Town by Mr. Bill Crosby in regards to suggested upgrades to the tennis courts. Fran indicated that the Recreation Committee minutes from July 19, 2022 provides specific details on this issue and that subsequently she met with Mike MacLeod on July 22, 2022 to further discuss elements to be included in a grant application. Fran reiterated that while funding is important, it is not realistic to seek grant funding until there is specific information on project costs to include in applications.

Fran stated that there are a number of new activities coming up in August and she hopes to issue a newsletter door to door to promote the activities. One activity to be included is an electric vehicle clinic to be held August 12 where people can book an appointment to test drive an electric vehicle.

- Canada Day Report (Mayor Nickerson)

Due to the Mayor absence, this report will be presented at a later date.

- Parade of Lights

**07-25-22-06**

**It was duly moved and seconded that Council authorize the Canada Day Committee to approve a cash prize of \$500.00 for the Parade of Lights.**

**Motion Passed**

- Minor Ball Association

**07-25-22-07**

**It was duly moved and seconded that as recommended by the Canada Day Committee, the Committee be authorized to pay Lockeport Minor Ball Association \$300.00 for the Strawberry Shortcake's given out at the Senior Social on July 2<sup>nd</sup>.**

**Motion Passed**

## **8. Finance**

- Invoice from A. Mackenzie Security Limited

**07-25-22-08**

**It was duly moved and seconded that as recommended by the Canada Day Committee, the Committee be authorized to engage A. Mackenzie Security Limited for security at the video dance at a cost of \$608.41.**

**Motion Passed**

- Honorarium for Joel Ryan Roach

**07-25-22-09**

**It was duly moved and seconded that Council authorize the Canada Day Committee to provide Joel Ryan Roach with an honorarium of \$200.00 for his work setting up for the Canada Day celebrations.**

**Motion Passed**

- List of invoices already paid in the amount of \$104,232.65

There were no questions in regards to the invoices.

- Capital Investment Plan approval

There was a brief discussion regarding the 2022/2023 Capital Investment Plan. The projects include the Active Transportation Lane \$207,090.00, the Fibre OP project \$33,334.00, wastewater lift station replacement pumps \$18,684.00 and the wastewater surge tank project \$25,342.00.

**07-25-22-10**

**It was duly moved and seconded that Council approve the 2022/2023 Capital Investment Plan.**

**Motion Passed**

## 9. Other Business

- Staff report RE: Town Office hours of Operation.

**07-25-22-11**

**Be it resolved that the Office of the Town Clerk continue to be open to the public from 8:30 a.m. to 2:00 p.m., recognizing that the work-day for this staff is six and one-half hours.**

**Motion Passed**

- Staff report RE: Crescent Beach Centre

There was discussion around when to open and close the Crescent Beach Centre annually.

**07-25-22-12**

**Be it resolved that the Visitor Information Centre staff, in conjunction with the Town Clerk/Treasurer, continue to determine the opening and closing dates of the VIC, including the hours of operation annually, as has been the process in past years. This recommended information will be brought forward to Council during budget deliberations.**

**Motion Passed**

- Chamber of Commerce Proposal

A proposal was received from the Chamber of Commerce requesting a contribution from the Town of Lockeport for a signage project.

**07-25-22-13**

**It was duly moved and seconded that Council approve a donation of \$500 to the Shelburne and Area Chamber of Commerce for the proposed signage project.**

**Motion Passed**

It was also mentioned that starting in September, Council will get together for policy review.

## 10. Correspondence

There was nothing for correspondence.

## 11. Information Only

There was nothing for Information Only

## 12. Date of Next Meeting

- Monday, September 12, 2022 at 6:00 P.M.

## 13. "In Camera"

There was nothing for "In Camera"

**14. Adjournment**

**07-25-22-14**

There being no further business to discuss, **it was duly moved and seconded that the meeting be adjourned. Time 2:40 p.m.**

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**Mayor, Cory Nickerson**

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**Town Clerk/Treasurer, Joyce Young**

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