



**TOWN OF LOCKPORT
COUNCIL MEETING
MONDAY, FEBRUARY 26, 2024
MINUTES**

Present: Mayor, Cory Nickerson, Deputy Mayor, Dawn DeMings-Taylor, Councillor, Kent Balish, Councillor, Mary Meagher, Town Clerk/Treasurer, June Harding, Public Works Supervisor, Kevin Snow and Recording Secretary, Jill Cassibo.

Regrets: Councillor, Dayle Eshelby and Community Coordinator, Frances Scott.

1. Call to order

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

2. Silence Electronic Devices

All electronic devices were silenced at this time.

3. Approval of Agenda, including additions/deletions

02-26-24-01

**It was duly moved and seconded that Council approve the agenda for the February 26, 2024, meeting as presented, with the following additions: under Other Business, hiring of an Accessibility Coordinator for Shelburne County and under Information Only, Ragged Island Historical Society.
Motion Passed**

4. Approval of Minutes from the February 12, 2024, Regular Council Meeting

02-26-24-02

It was duly moved and seconded that Council approve the February 12, 2024; meeting Minutes as circulated. Motion Passed

5. Business arising from previous Minutes

There was no business from the previous Minutes.

6. Community Forum (Open Mic)

- 20 Minutes Maximum
- Each resident is allowed a maximum of five minutes.
- Each resident is to state their name and where they live.
- The resident is to speak directly to the Council.
- There will be no interaction by Council at this time.
- If residents pose questions the questions will be recorded to be researched.

Sindy Keeler – Municipality of the District of Shelburne

- Sindy did a presentation covering many topics. Council requested a copy of the presentation so they can review the content.

Jeff Wood – Municipality of the District of Shelburne

- Reported that the culvert across from his home has become an issue with sediment running back down towards the beach – Public Works will address this situation.
- Graffiti at Roods Head, town resident still painting at the picnic table. Can the table be removed?
- Wondering about the Interpretive signs. Has the Town decided if the businesses can help pay for the signs and have their business logos on them?

7. Presentations

There were no presentations scheduled for this meeting.

8. Department Reports

- Public Works Report

The report was reviewed. Anthony Atwell has given Kevin verbal quotes for the repairs that are required on the roofs at the Medical Centre and the Pavilion. He will bring the Town Clerk/Treasurer a written quote for the replacement roof on the Medical Centre.

- Community Coordinators Report

The Community Coordinator's report was reviewed and she has requested that representation from Council be present at the Make Your Move Lockeport meeting, scheduled to take place on March 12, at 6:00 p.m. The group would like an update on progress defining the Town's Maintenance Strategy for Pedestrian pathways. Both Councillor Balish and Councillor Meagher agreed to attend.

- Administration Report

This report was reviewed with no questions arising.

9. Finance

- List of Invoices already paid in the amount of \$29,605.78

There were no questions or concerns regarding these invoices.

- Wastewater system evaluation and assessment

02-26-24-03

It was duly moved and seconded that Council approve to engage the services of CBCL Engineering to conduct an evaluation/assessment of the Town of Lockeport's Wastewater System at a cost of \$20,000.00 plus HST. Motion Passed

- Transfer of funds to cover the cost of the evaluation/assessment of the Wastewater System

02-26-24-04

It was duly moved and seconded that Council approve the transfer of \$23,000.00 from the Operating Reserve Account to the General Operating Account to cover the cost of the evaluation/assessment of the Town of Lockeport's Wastewater System. Motion Passed

- Mileage claim for Frances Scott from September, 2023 to present

Council expressed concern regarding the following two travel claims that were submitted by the Community Coordinator. The claim for Frances Scott dates back to September, 2023, and the claim for Benn Himmelman dates back to April, 2023. These claims do not follow the Town of Lockeport Travel Policy, which states that mileage/expense claims are to be submitted at least monthly. The Town Clerk/Treasurer was instructed to advise the Community Coordinator of Council's concern and send her a copy of the Travel Policy again. The following Motions were made:

02-26-24-05

It was duly moved and seconded that the travel expense claim submitted by Community Coordinator, be approved by Council as presented. Motion Passed

- Mileage claim for Benn Himmelman from April 2023 to present

02-26-24-06

It was duly moved and seconded that the travel expense claim submitted by the Community Coordinator on behalf of Benn Himmelman (MPAL) be approved by Council as presented. Motion Passed

10. Other Business

- Clerical Administrative Assistant Position

The Clerical Administrative Assistant position has been vacant since September, 2023. After several lengthy discussions with office staff regarding this position, Council has decided to eliminate the position completely. The Town Clerk/Treasurer assured Council that two people can operate the office now, however, there may be occasions when the office will have to be closed for various reasons. The following motion was made:

02-26-24-07

It was duly moved and seconded that Council approve to eliminate the position of Clerical Administrative Assistant. Motion Passed

- Potential Rental of Crescent Beach Centre for May 1-3

We received an email from Seaside Cottages inquiring if an organization, Inspiring Communities, could rent the Crescent Beach Centre outside of the policy dates in early May, 2024

02-26-24-08

**It was duly moved and seconded that Council approve the rental of the Crescent Beach Centre for May 1 to 3 for the Inspiring Communities group.
Motion Passed**

- Accessibility Coordinator

Councillor Balish announced that Michelle Vacon has been engaged as the new Accessibility Coordinator for Shelburne County.

02-26-24-09

**It was duly moved and seconded that Council approve the engagement of Michelle Vacon as the Accessibility Coordinator for Shelburne County.
Motion Passed**

11. Council Reports

- Canada Day (Mayor Cory Nickerson)

Mayor Nickerson reported that the Canada Day events are all booked, and that the committee is ahead of schedule.

- Recreation Report (Deputy Mayor Dawn DeMings-Taylor)

Deputy Mayor DeMings-Taylor reported there was no meeting in February as there was no quorum but there is a meeting planned for March.

12. Correspondence

- Email from Alain Muise, Municipality of Argyle Re: WCRL Funding

13. Information Only

- Ragged Island Historical Society

Councillor Meagher wanted to give Council an update on the possible dissolving of the Ragged Islands Historical Society. Councillor Meagher, who has been a long-time member of the Ragged Islands Historical Society has received a call from Cecil Swimm with the Shelburne County Genealogical Society.

Councillor Meagher and Joy Hallett will meet with Cecil next week at the Crescent Beach Centre to show him the volume of material that they have, and to discuss how they might move forward.

14. Date of next meeting

- Monday March 11, 2024, at 6:00 p.m.

15. "In Camera"

There was nothing for "In Camera."

16. Adjournment

02-26-24-10

There being no further business, it was duly moved and seconded that the meeting be adjourned. Time 1:56 p.m. Motion Passed

Cory Nickerson, Mayor

June Harding, Town Clerk/Treasurer