

**TOWN OF LOCKEPORT
COUNCIL MEETING
MONDAY JUNE 12, 2023 AT 6:00 P.M.
AGENDA**

1. Call to order

2. Silence Electronic Devices

3. Approval of Agenda

4. Approval of Minutes

- Regular Council Meeting Minutes May 23, 2023

5. Finance

- Operating Budget 2023/24 (Page 1-30)
 - o Set Council remunerations
 - o Set Residential tax rate
 - o Set Commercial tax rate
 - o Set interest rate on outstanding taxes
 - o Approval of Operating Budget
- List of invoices already paid in the amount of \$164,784.94 (Page 31-32)

6. Other Business

- Use of unapproved off-highway vehicles on Town Property (Page 33)
- Summer Employment hirings (Page 34)
- Asset Retirement Obligation Policy (Page 35-37)

7. Council Reports

- Mayor Cory Nickerson
 - o Canada Day Committee Report (Page 38-46)
 - o Halifax Circus Performance
 - o Street Closures
 - o Events list
 - o Risk Management
- Deputy-Mayor Dawn DeMings-Taylor
- Councillor Dayle Eshelby (Page 47)
- Councillor Kent Balish (Page 48)
- Councillor Mary Meagher (Page 49)
 - o Mental Health and Wellness Association (Page 50-53)

8. Correspondence

- Letter to Minister Johns regarding RCMP retroactive costs (Page 54)
- Letter to Minister Johns regarding Court Services in Shelburne County (Page 56)

9. Date of next meeting

- Monday, June 26, 2023 at 1:00 p.m.

10. “In Camera”

11. Adjournment

Regular Council Meeting 061223.agd

LIST OF INVOICES ALREADY PAID TO BE PRESENTED AT THE COUNCIL MEETING OF JUNE 12, 2023		
4 IMPRINT	SAIL SIGNS FOR MAKE YOU MOVE GRAND LAUNCH	3368.25
ANCHORED RECRUITING	HR CONSULTING FOR TOWN CLERK/TREASURER POSITION	5,750.00
ARMSTRONG, EMMALEE	HONORARIUM FOR MAKE YOUR MOVE GRAND LAUNCH	95.00
BARRY, GRACE	MILEAGE FOR MAKE YOUR MOVE GRAND LAUNCH	128.09
BELL ALIANT	BEACH CENTRE	103.36
BELL ALIANT	OFFICES, ELEVATOR, UPSTAIRS OFFICE, EMO REC. OFFICE, FAX, FIRE KIT., LIBRARY, SEWER, REC. CENTRE, EMO	171.08
BELL ALIANT	RECREATION, STREETS	738.10
BELL MOBILITY		135.19
BURKE HARRIS TRUCKING	PUMPING SEWAGE OUT OF SEWAGE PLANT	920.00
CANADA POST	JULY 1ST BROCHURES	190.86
CHAD STEPHENS CONSTRUCTION LTD.	REPLACEMENT OF REMOVABLE WALLS ON BANDSTAND	1,830.54
CORRECTIONS	1ST QUARTER BILLING	1,797.00
CULLIGAN WATER	DRINKING WATER	22.75
EASTERN OFFICE	TONER FOR PRINTER - 2	80.37
HARDING, JUNE	LIFE INSURANCE	18.00
HARMONY BAZAAR	HONORARIUM FOR BARBEQUE AT MAKY YOUR MOVE GRAND LAUNCH	200.00
I.B.E.W.	UNION DUES FOR MAY 2023	339.80
LAVENDAR HILL NURSERY	PLANTS FOR MAKE YOUR MOVE GRAND LAUNCH AND FOR PLANTERS AROUND TOWN	643.31
LESTER SWANSBURG	REPLACE LIGHTS IN LIBRARY	1,081.00
LOCKEPORT PHARMACHOICE	SENIOR BINGO PRIZES, LARGE GLOVES	40.21
LYDGATE LOCK STOCK AND BARREL	VARIOUS SUPPLIES	314.17
MANULIFE	HEALTH BENEFITS	1,806.72
MORNEAU SHEPELL	LIFE INSURANCE	862.62
MUNICIPALITY OF THE DISTRICT OF SHELBURNE	1ST QUARTER BILLING OF SHARED SERVICES - C & D, FIRE INSPECTION, WASTER DIVERSION, BUILDING INSPECTION, ADMINISTRATION, TRUCKING AND EMO	32,185.24
ON TOWN AUTE SERVICES LTD	UNDERCOATING OF PUBLIC WORKS TRUCKS	344.88
PAYROLL	MAY 6 TO MAY 19	14,224.25
PAYROLL	MAY 20 - JUN 7	16,492.28

RCMP	1ST QUARTER BILLING	50,373.75
ROACHE, DALE	HONORARIUM FOR MAKE YOUR MOVE GRAND LAUNCH	30.00
ROACHE, JAYDEN	HONORARIUM FOR MAKE YOUR MOVE GRAND LAUNCH	30.00
ROYAL BANK OF CANADA	CASHIER CHEQUE FOR INVOICE FOR EKOTON FOR PART FOR SURGE TANK	12,226.11
SAVOURY, DELANA	HONORARIUM FOR MAKE YOUR MOVE GRAND LAUNCH	95.00
SEEBLICK PRINTING	JULY 1ST BROCHURES	2,300.00
SOBEYS	MAKE YOUR MOVE GRAND LAUNCH BAR B QUE	401.40
THE FLAG SHOP	FLAG FOR MAKE YOU MOVE	345.00
TRI-COUNTY REGIONAL CENTRE OF EDUCATION	MONTHLY EDUCATION TAX	8,719.40
VINCENT, DAN	ORDC SERVICES FOR MAR 13 TO MAY 15	1,000.00
WEST NOVA FUELS	TREATMENT PLANT	903.04
WESTERN COUNTIES REGIONAL LIBRARY	2ND QUARTER PAYMENT	1,175.00
WINCHESTER DISPOSAL	CLEAN PORTA POTTIES - APRIL AND MAY FOR PLAYPARK AND MAY FOR BEACH CENTRE	1,290.31
WORKERS COMPENSATION	OPERATIONS, CONSTRUCTION & MAINTENANCE	222.10
WORKERS COMPENSATION	MUNICIPAL OPERATIONS ADMINISTRATIONS	456.13
XEROX	LEASE #6 OF 60	248.29
XEROX	SERVICE INVOICE	96.19
XTR FOSS NATIONAL LEASING	GAS FOR VEHICLES	917.45
YOUNG, JOYCE	MILEAGE FOR MAY	72.70
TOTAL		164,784.94

Use of unapproved off-highway vehicles on Town property

Concerns have been raised in the Community regarding the reckless use by Town staff of a golf cart on Town streets, sidewalks and facilities.

With guidance from Staff Sergeant Macpherson (Shelburne RCMP) we were provided the following when inquiring about the legal use of golf carts on public roads:

“This type of vehicle is not allowed on our roads. Such things as insurance and public liability are common arguments as to why they should not be allowed on our roads. For example, you are driving through Lockeport and someone on a golf cart bumps into you and dents your car. They have no insurance to pay for damages. Also, the big one is a safety argument.... Unless the cart is outfitted with such safety devices as tail lights, seat belt, signal lights and a horn... they are considered unsafe despite the low speed ability. I know the speed limit there is 30km in town but can you imagine a golf cart travelling at say 15 km/hr mixed with cars and no safety equipment on the cart, well it is a collision waiting to happen.”

Based on this information received, and requirements laid out in the NS Motor Vehicle Act, Council feels that these same conditions are a risk on town property as well as public streets.

Discussion:

- Requirements laid out in the NS Motor Vehicle Act.
- Use of unapproved off-highway vehicle on Town of Lockeport property or facility (i.e. Sidewalks, AT Lanes, Trails, Parks, etc.).

Motions of Council required.

Summer employment

Move that Council approves hiring Madelyne MacIntosh for the 2023 summer Canadian Parks & Recreation funded position o Inclusion Worker.

Move that Council approves hiring Rowan Goulden for the 2023 Canada Summer Jobs funded position of Event Coordinator.

Move that Council approves hiring Emily Williams for one of the 2023 Canada Summer Jobs funded positions of Youth Recreational Leisure Activities Counsellor.

Move that Council approves hiring Jaxon Foster for one of the 2023 Canada Summer Jobs funded positions of Youth Recreational Leisure Activities Counsellor.

+ Travis Foster - seasonal Public Works Labourer.

TOWN OF LOCKEPORT
POLICY STATEMENT

Asset Retirement Obligation
Policy

Effective Date:
June 12, 2023

GG-039
Revision Date:

PURPOSE

The purpose of this Policy is to identify the accounting treatment for Asset Retirement Obligations (ARO) to comply with the Public Sector Accounting Board (PSAB) Section 3280, as well as inform Council and the users of the end-of-life asset obligations.

SCOPE

All full-time and part-time Town employees, who manage Town assets shall fall within the scope of this Policy and must adhere to the Policy statements contained within this document.

DEFINITIONS

- a. "ACCRETION EXPENSES" – The increase in the carrying amount of a liability for asset retirement obligations due to the passage of time.
- b. "ASSET RETIREMENT ACTIVITIES" – All activities related to an asset retirement obligation. These may include, but are not limited to:
 - Decommissioning or dismantling a tangible capital asset that was acquired, constructed, developed or leased;
 - Remediation of contamination of a tangible capital asset created by its normal use;
 - Post-retirement activities such as monitoring; and
 - Constructing other tangible capital assets to perform post-retirement activities.
- c. "ASSET RETIREMENT COST" – The estimated amount required to retire a tangible capital asset.
- d. "ASSET RETIREMENT OBLIGATION" – Legal obligation associated with the retirement of a tangible capital asset.
- e. "RETIREMENT OF ASSET" – retirement of a tangible capital asset is the permanent removal of a tangible capital asset from service. This term encompasses sale, abandonment or disposal in some other manner but not its temporary idling.
- f. "TANGIBLE CAPITAL ASSETS" – Tangible capital assets are non-financial assets having physical substance that:
 - Are held for use in the production or supply of goods and services, for rental to other, for administrative purposes or for the development, construction, maintenance, or repair of other Town tangible capital assets;
 - Have useful economic lives extending beyond an accounting period;
 - Are to be used on a continuing basis in Town’s operations; and
 - Are not for sale in the ordinary course of operations.

TOWN OF LOCKEPORT
POLICY STATEMENT

Asset Retirement Obligation
Policy

Effective Date:
June 12, 2023

GG-039
Revision Date:

POLICY STATEMENT

The Town shall account for and report on Asset Retirement Obligations (ARO) in compliance with the Public Sector Accounting Board (PSAB) Handbook, section 3280.

1. Recognition

- 1.1 A liability should be recognized when, as at the financial report date:
 - 1.1.1. There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
 - 1.1.2. The past transaction or event giving rise to the liability has occurred;
 - 1.1.3. It is expected that future economic benefits will be given up; and
 - 1.1.4. A reasonable estimate of the amount can be made.
- 1.2 A liability for an asset retirement obligation cannot be recognized unless all of the criteria above are satisfied.
- 1.3 The estimate of the liability would be based on requirements in existing agreements, contracts, legislation or legally enforceable obligations, and technology expected to be used in asset retirement activities.
- 1.4 The estimate of a liability should include costs directly attributable to asset retirement activities. Costs would include post-retirement operation, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset.
- 1.5 Directly attributable costs would include, but are not limited to, payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity.
- 1.6 Upon initial recognition of a liability for an asset retirement obligation, the Town will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability. Where the obligation relates to an asset which is no longer in service, and no longer providing economic benefit, or to an item not recorded by the Town as an asset, the obligation is expensed upon recognition.
- 1.7 The capitalization thresholds applicable to the different asset categories will also be applied to the asset retirement obligations to be recognized within each of those asset categories.

2. Subsequent Measurement

- 2.1 The asset retirement costs will be allocated to accretion expense in a rational and systemic manner (straight-line method) over the useful life of the tangible capital asset or a component of the asset.
- 2.2 On an annual basis, the existing asset retirement obligations will be assessed for any changes in expected cost, term to retirement, or any changes that may impact the estimated obligation. In addition, any new obligations identified will also be assessed.

(37)

TOWN OF LOCKEPORT
POLICY STATEMENT

Asset Retirement Obligation
Policy

Effective Date:
June 12, 2023

GG-039
Revision Date:

3. Presentation and Disclosure

3.1 The liability for asset retirement obligations will be disclosed in the financial statements.

Town Clerk/Treasurer's Annotation for Official Policy Book

Date of Notice to Council Members of Intent to Consider (7-days
minimum) May 23, 2023

Date of Passage of Current Policy: _____

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

Town Clerk/Treasurer

Date

Town of Lockeport
Canada Day Committee Meeting
May 29, 2023

Minutes

The meeting was called to order at 6:05 p.m., May 17, 2023 in the Council Chambers of Lockeport Town Hall by Mayor Cory Nickerson. Also in attendance were: Councillor Dayle Eshelby, Nancy Williams, Ellen Suttle, Nicole Townsend and Community Coordinator - Frances Scott, then a little later Emily Swim arrived.

Agenda:

It was duly moved and seconded that the agenda be approved as circulated. Motion carried.

Minutes:

It was duly moved and seconded that the minutes from the meeting held May 17, 2023 be approved as circulated. Motion carried.

Old Business:

Brochure – Fran reported that one thousand, two hundred fifty 20-page brochures were received from Seeblick Printing today and a copy of the brochure was distributed to those present. Reaction to the brochure by those present was positive. Fran asked that Committee members who could remain at the end of the meeting, do so to help bundle the brochures to prepare for delivery to the post office for mailing to B0T 1L0, B0T 1J0 and B0T 1V0.

Event updates - those present read through the brochure from start to finish to review and confirm the name of the main coordinator (contact) for each event. The following is a list of those coordinators identified:

- King & Queen Contest - Councillor Dayle Eshelby;
- Raffle Fund Raiser - Ellen Suttle;

Indigenous Games - Frances Scott;
 Indigenous Art & Culture Presentation - Councillor Dayle Eshelby;
 Multicultural Share Fair - Emily Swim;
 Little School Museum Open House - Mayor Cory Nickerson;
 Seniors Social - Mabel Mayo (and Nancy);
 Pet Parade - Emily Swim (and Fran & Nancy);
 Waterfront Concert - Frances Scott;
 Parade of Lights - Emily Swim (and Dayle);
 Sidewalk Chalk drawing - Emily Swim;
 Annual Craft Fair - Frances Scott;
 Random Acts of Henna - Dayle Eshelby;
 Strawberry Shortcake - Sue Crosby [HGTPC & Legion];
 Open Mic/live music - Frances Scott (and Sean Corey);
 Official Opening - Mayor Cory Nickerson;
 Children's Costume workshop - Emily Swim;
 "A Day at the Circus" Children's Parade - Nancy Williams;
 50/50 ticket sales - Anna Chetwynd [MFR];
 Children's Carnival - whole Committee;
 Privateer Parrot Rescue & Refuge - Frances Scott;
 Wendy the Balloon Lady - Emily Swim;
 Interactive Circus Games - Frances Scott;
 Halifax Circus - Councillor Dayle Eshelby (and Fran);
 "Little" Mac Antique Car Parade - Mayor Cory Nickerson;
 "A Day at the Circus" Grand Street Parade - Ellen Suttle;
 Pie Eating Challenge - Nancy Williams;
 Youth Event - Daniel Williams (and Fran);
 Celebration Ceremony - Nicole Townsend;
 Family Entertainment - Mayor Cory Nickerson;
 Annual Grease Pole - Emily Swim;
 Live Outdoor Concert - Mayor Cory Nickerson;
 Video Street Dance - Frances Scott (and Fredeena Harlow);
 Mini Fireworks Display - Mayor Cory Nickerson;
 Seamen's Memorial - Pastor Tim Garren;
 Photo Scavenger Hunt - Tiffany Suttle;
 Gospel Concert - Cathy Blades (and Kent);
 Soapbox Derby - Mayor Cory Nickerson.

It was noted that all event coordinators should strive to have all arrangements for their events in place before the next meeting.

List of events - It was agreed that the list of events reviewed, with the exception of the Strawberry Shortcake and the 50/50 raffle tickets should be submitted to Council for their approval as the official list of activities being organized by the Canada Day Committee for 2023. Fran offered to draft the risk management plan for 2023 and circulate it to the Committee for review and revision.

New Business:

Halifax Circus - there was a discussion of the costs associated with the two main options for this event, which were basically: two performers for \$2100 plus taxes or five performers for \$4500 plus taxes. It was agreed that we were essentially committed to at least the minimum show since we've included in our brochure. Following a fullsome discussion as to the pros and cons of each option, there was a general agreement that the added costs associated with the \$4500 show would be well worth the extra expense since it was felt that this would contribute significantly to the circus atmosphere we are striving for with this year's festival. It was noted that depending on actual revenues for the 2023 festival, this expense may require us to dip further into our reserve funds than originally anticipated, but the fact that we have significant reserves right now should make it feasible.

It was duly moved and seconded that it be recommended to Council that Halifax Circus be engaged for performance on Canada Day at a cost of \$4500 plus taxes. Motion carried.

Events Coordinator – Cory reported that Rowan Goulden has been hired to start work this week for the eight week Canada Summer Jobs position.

Promotion - now that we have the brochures ready to go, Fran asked that everyone think about other promotional efforts we should be making leading up to the festival. Fran also asked specifically that event coordinators attempt to create individual event posters to print and distribute and use for social media channels. Fran added that she and other Rec. Dept. staff can help with this if they are provided with the appropriate information.

Other - Cory reminded everyone that all expenses need to be identified by event coordinators before the next meeting and that expenses requiring cheque requisitions be submitted to Fran as soon as possible and no later than the next meeting.

Next Meeting:

The next meeting was scheduled to take place Wednesday, June 14, 2023 at 6:00pm in the Council Chambers of the Town Hall.

Adjournment:

There being no further business the meeting adjourned at 7:05 p.m., May 29, 2023 and then everyone pitched in to bundle the brochures for distribution.

Respectfully submitted,

Frances Scott
Recording Secretary

Recommended Street Closures for 2023 Lockeport & Area July 1st Celebrations

The following street closures are requested for the 2023 Lockeport & Area July 1st Celebrations:

Thursday, June 29, 2023 - Paradise Street from Point Street to Howe Street and Howe Street from Paradise Street to Beech Street be closed to vehicular traffic from 5:00 to 5:30pm to accommodate the Pet Parade event.

Saturday, July 1, 2023 - Hall Street from Spruce to Beech Streets be closed to vehicular traffic from 9:00am to 10:00pm. [events all day] When required throughout the day, temporary supervised traffic restrictions may be implemented to accommodate specific events, as detailed below.

During all parades, on street parking shall be prohibited throughout the parade route.

Parade Route for Children's Parade [line up at 10:30am and starting at 11:00am] - Parade entries will line up at the Cenotaph on Hall Street; from here the parade travels south along Hall Street to Beech Street; turns right and travels west along Beech Street to Howe Street; turns right and travels north along Howe Street to the first entry of Surf Lodge; swings left down into the driveway of Surf Lodge and swings back up the driveway to Paradise Street; travels east along Paradise Street to Hall Street; turns right and proceeds south along Hall Street to finish back beside the Cenotaph.

Entrance to Hall Street from Locke Street shall be prohibited from 1:45pm till 3:00pm.

Parade Route for Grand Street Parade led by Antique Car Parade [line up at 1:00pm and starting at 2:00pm] - Antique Car Parade entries will line up in the paved Clearwater parking lot at the east end of Spruce Street - All other Parade entries will line up at the Crab Plant parking lot on Upper Water Street; from here each parade travels west to North Street and then continues south along North Street to Beech Street; turns left and travels east along Beech Street to Crest Street; turns right and travels south along Crest Street to South Street; turns right and travels west along South Street to Hall Street; turns right and travels north along Hall Street to Beech Street; turns left and travels west along Beech Street to Howe Street; turns right and travels north along Howe Street to the first entry of Surf

Lodge; swings left down into the driveway of Surf Lodge and swings back up the driveway to Paradise Street; travels east along Paradise Street to Hall Street; turns right and proceeds south along Hall Street to Spruce Street; turns left and travels east along Spruce Street to North Street; and then returns to finish at the parking lot where they started.

Sunday, July 2 - Crest Street (from Beech Treet to South Street) be closed to vehicular traffic from 2:30 to 6:00pm to accommodate the Soapbox Derby event. It should be noted that in the case of rain, the event will be rescheduled and will require a street closure whenever it actually takes place.

It should be noted that for all of these recommended street closures, access by emergency vehicles for emergency purposes will be accommodated.

Draft Lockeport & Area July 1st 2023 Events List

The following list is comprised of those events which are directly sponsored by the Lockeport & Area July 1st Committee on behalf of the Town of Lockeport:

- King & Queen Contest;
- Raffle Fund Raiser;
- Indigenous Games;
- Indigenous Art & Culture Presentation;
- Multicultural Share Fair;
- Little School Museum Open House;
- Seniors Social;
- Pet Parade;
- Waterfront Concert;
- Parade of Lights;
- Sidewalk Chalk drawing;
- Annual Craft Fair;
- Random Acts of Henna;
- Open Mic/live music;
- Official Opening;
- Children's Costume workshop;
- "A Day at the Circus" Children's Parade;
- Children's Carnival;
- Privateer Parrot Rescue & Refuge;
- Wendy the Balloon Lady;
- Interactive Circus Games;
- Halifax Circus;
- "Little" Mac Antique Car Parade;
- "A Day at the Circus" Grand Street Parade;
- Pie Eating Challenge;
- Youth Event;
- Celebration Ceremony;
- Family Entertainment;
- Annual Grease Pole;
- Live Outdoor Concert;
- Video Street Dance;
- Mini Fireworks Display;
- Seamen's Memorial;
- Photo Scavenger Hunt;
- Gospel Concert;
- Soapbox Derby.

**Draft 2023 Lockeport & Area July 1st Celebrations
Risk Management Measures:**

In large part, the events that are planned to take place in 2023 are much the same as those which took place in 2019 and 2022. In light of ongoing COVID-19 pandemic, we have scheduled the vast majority of our activities to take place out of doors and we continue to encourage use of masks for indoor settings. Hand sanitizer stations will also be strategically located during all events.

In the following text “the Committee” refers to the Canada Day Committee for the Town of Lockeport. Listed below are the specific risk management provisions that have been put in place for 2023 events.

First Aid Stations - For each event planned by the Committee, there will be a first aid station at the event in case anyone should be injured. For less active events, the station will consist of a first aid kit with a person on hand who is trained in standard first aid procedures. For more active events, specifically including the grease pole, and large outdoor concerts, the Lockeport & Area Medical First Responders will be on hand to deal with first aid issues.

Supervision - For each event planned by the Committee, there will be a number of supervisors on hand. This number will vary according to the number of people expected to attend the specific event and will be comprised of Recreation Department staff and community volunteers.

Grease Pole - This particular event will be held at a wharf over water, and therefore we are taking extra precautions to avoid problems. At all times during the event, there will be a safety boat in the water, near the wharf and there will be a qualified lifeguard with lifesaving equipment on hand on the wharf. The event has been scheduled to take place when the tide is high so that contestants have a minimal distance to fall before hitting the water. All of these measures are to ensure maximum safety for both participants and spectators.

Rental Interactive Games - The Committee will be renting several game pieces from Glow The Event Store, who will be providing the Committee with attendants to supervise the games and a Certificate of Insurance (with the Town of Lockeport named as additionally insured) as proof of liability coverage for the equipment involved.

Outdoor Concerts/dances - These events may attract a relatively large group of people. For this reason the Fire Inspector will be consulted in designing the safety features for our venue fencing plan. These features include a suitable fire extinguisher on hand in the stage areas and security gates maintained as exits. The Committee will be engaging the assistance of security personnel, both paid and volunteer.

Parades - The Committee has identified several traffic issues associated with the parade route. In the case of each parade, a lead vehicle will be designated to ensure a clear path for those who follow. The Committee will be engaging the assistance of traffic management personnel, both paid and volunteer. Said personnel will be easily identifiable by use of neon safety cuffs and/or vests and shall be engaged in maintaining restricted traffic areas and parking control along public streets.

Soapbox Derby - This particular event involves non-motorized carts, coasting down a low-slope hill in race heats, two carts at a time. In order to control the quality and safety of the carts, the Committee has had several carts constructed specifically for the event and only these carts will be used. Since the event will take place on a Town Street, the street will be closed to vehicular traffic during the event. In addition, numerous car and truck tires will be placed along the sides of the street to help ensure safety should a cart go astray.

Councillor Eshelby

May Meetings

2 Climate Emergency Just Transition Webinar

3 July 1st Meeting

8 Council Meeting

16 Recreation Meeting

17 Atlantic Climate Caucus Chapter Meeting

23 Council Meeting

25 Indigenous Day Meeting

26 July 1st Meeting

29 Budget and Hiring committee

48

COUNCILLOR BALISH
MAY 2023
MEETINGS

- 08 COUNCIL
- 09 MOVEMENT LOCKEPORT
- 11 TOL- HIRING COMMITTEE
- 16 STUDENT ADVISORY COMMITTEE
- 23 COUNCIL
- 29 BUDGET
- 29 TOL-HIRING COMMITTEE

Councillor Meagher

May Meetings

May 3 Council Discussion

May 8 Council Meeting

May 11 Town Staff Interviews

May 16 Shelburne County Mental Health & Wellness Association

May 17 Roseway Manor Board Meeting

May 23 Council Meeting

May 29 Budget Meeting

May 29 Town Summer Staff Interviews

1. Call to Order

The meeting was called to order by Chairperson, Kevin Grant at 10:30am in the Ladies Auxiliary Room of the Shelburne Community Center in Shelburne.

Present: Kevin Grant, Chairperson; Marilyn Johnston, Secretary; Penny Smith, Treasurer and Warden Mun of Shelburne; Mary Meagher, Councilor Town of Lockeport; Peggy O'Malley, Co-Warm Line Coordinator ; Tamara McIntyre, Co-Warm Line Coordinator; Kelly Goudie, Health Promoter, N.S. Mental Health and Addictions Southwest Nova

Regrets: Loretta Nickerson, Executive Director SASI; Cheryl Baker, Director at Large

2. Minutes of April 18, 2023

The Minutes of April 18, 2023 were emailed out to members.

3. Who does What in Mental Health in Shelburne County

Need to add ElevateHer Mental Health Support Services. Their Thursday Tool Box is very popular.

4. Charitable Status

The amended Memorandum of Association for the Shelburne County Mental Health and Wellness Association was emailed out for review. At the meeting Marilyn reviewed it section by section before asking for a motion to approve it.

Motion: Moved by Kelly Goudie and seconded by Mary Meagher that the Amended Memorandum of Association of the Shelburne County Mental Health and Wellness Association be approved as presented. **Motion: CARRIED**

Marilyn will follow up by sending it to the Registry of Joint Stocks for approval to update our Memorandum of Association before we make a new application to Revenue Canada for Charitable status.

5. Clubhouse Idea – Kelly Goudie

Kelly stated that she will be taking another run at getting the Club House idea for Shelburne County approved. Marilyn noted that residents are moving in to the 2 New Visions Special Care Homes in Shelburne. The one on Mowatt Street has been filled (4 residents) and the one on Spa Road will soon be filled (4 residents). Marilyn wondered if this might help with an application for a Club House in Shelburne. There are 8 clients that could benefit from a Club House.

6. Treasurer Position and Vice-Chairperson Position

We are still seeking a volunteer treasurer. We also need a volunteer vice-chairperson as Peggy is now on staff. Marilyn will send out an appeal for both positions to the larger email list.

7. Grants and Funding

Red Cross Grant – midterm report has been submitted by Kevin. They should release the second stage of approved funding soon.

Wellness Funds from the Community Health Board– Peggy and Kevin submitted an application for \$1,700 for our Trails and Talks project in Lockeport, Shelburne and Barrington to be carried out Oct. 5-12 during Mental Health Awareness Week. Installing “wind phones” is also part of the application.

8. NS Warm Line Report

Part-time job - Kevin and Marilyn carried out the interviews for a part-time 8 hour a week position. There were 6 applicants with 2 being interviewed. Peggy McIntyre was hired as she was the most qualified and could start immediately. She will co-coordinate the operation of the warm line with Tamara. Our paid staff hours remain at 20 hours per week: Peggy (8 hours on the phones) and Tamara (8 hours on the phones and 4 hours administration = 12 hours).

(51)

What will we look like after Sept. 2024? – The NS Warm Line Transition Plan drafted by Kelly and Tamara was emailed out for review before this meeting. Tamara reviewed it with the folks present. Discussion took place on the 3 options. Both Shawna Symonds, Shelburne County Senior Safety Officer and Seonaid Dorey Wamback, mental health nurse in Shelburne County have expressed concern if the call out program to seniors ends.

Motion: On a Motion of Kelly Goudie and Penny Smith, be it resolved that we move forward with Option # 1 – the full shut down option with the possibility of keeping the Seniors' Safety Call out Program option if sustainable funding has been secured and more volunteers have been recruited and trained.

Motion: CARRIED

If we get charitable status funders such as the Province of Nova Scotia through the Dept. of Seniors might look at us more favorably.

The Seniors' call out program is very important for isolated, lonely seniors anywhere in N.S. It is an upgraded and more sustainable version of what used to be the "friendly visiting" program. Marilyn noted that if each of the counties that have Senior Safety programs gave us \$5,000 each per year, it would probably be enough to fund the senior call out program province wide. There are 18 counties in N.S.

It was agreed that we should meet with our MLA, Nolan Young to inform him of our decision and the need for sustainably funding from the Province to be able to continue the Seniors call out program after September 30, 2024. Penny Smith will contact him to set up a meeting.

Tamara is working on setting up a meeting with all of the Senior Safety officers in the Province to inform them of the benefits of our Seniors Call out program. If we get more clients we will need more volunteers.

Recruitment of Volunteers - Peggy talked with the Shelburne Market people. They are fine with us setting up a table to talk with folks to recruit volunteers and seek new call out clients. We just have to tell them dates. Marilyn and Peggy will set this up. It would be good to have our volunteer workers work the table as they can talk first-hand about the benefits of volunteering on the warm line.

We will run ads on Facebook to recruit new volunteers.

Tamara did an interview with SaltWire recently and stressed the need for volunteers for on the line as well as the Board.

Presented to: Shelburne County Mental Health Association Board of Directors

Presented on: May 16, 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.

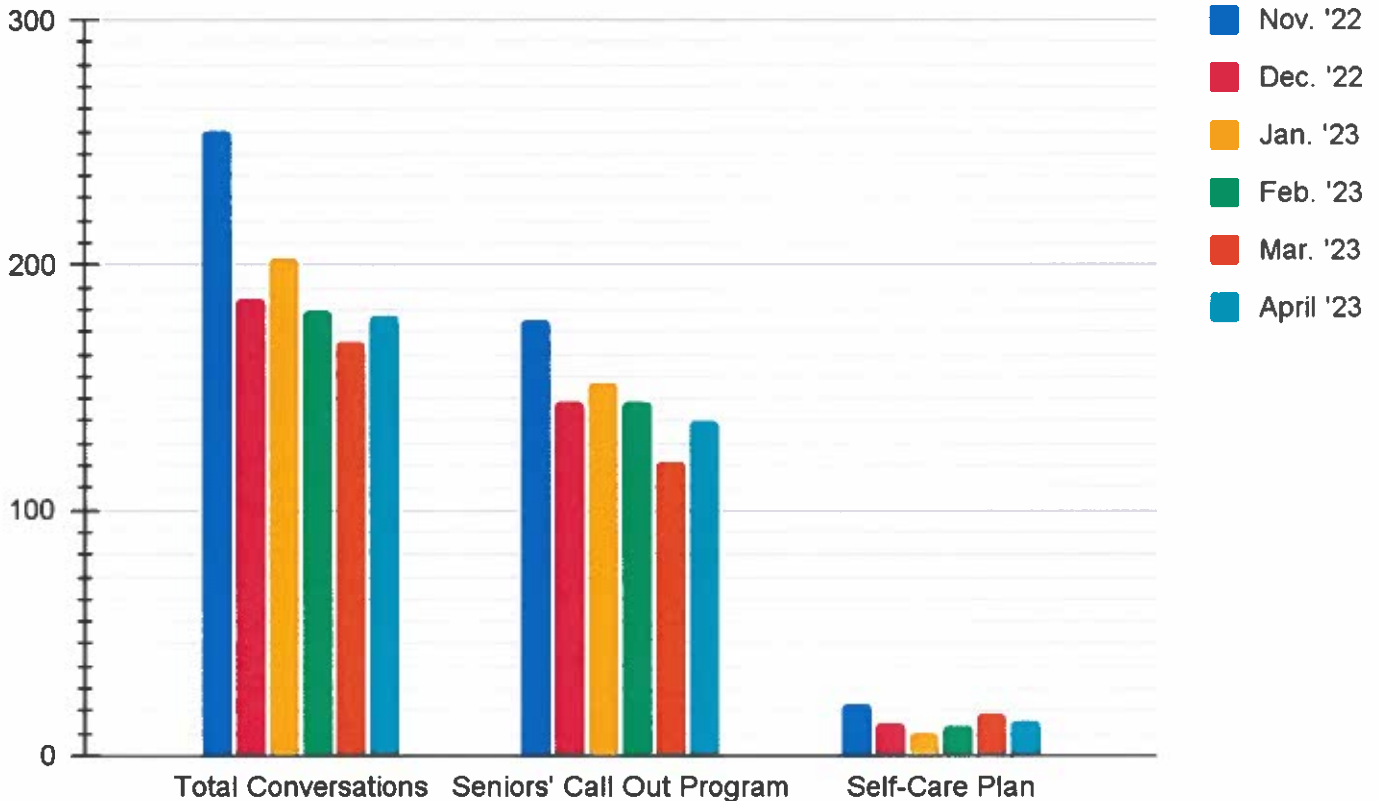
While our numbers are on the low side, they are actually artificially high this month due to a wild Monday where the system kept disconnecting our calls and volunteers needed to make multiple calls to the same client in order to continue and wrap up conversations. IZZY responded quickly to our urgent email, but were unable to determine the cause and said they would try to follow up with Bell Aliant. Lower numbers can also be attributed to not being able to call all clients on a given day due to the number or length of incoming calls and the required break time after each incoming call. We have multiple people using the Warm Line as part of their ongoing self-care plan.

DETAILS

- Total Conversations: 179
- Phone: 179
- Chat: 0

- Unique Callers: 35
- Breakdown
- Senior Safety Program Calls: 136
- Self-care Plan: 14
- Problem Call: 1
- Callback Request: 1
- Administrative Call: 3
- Uncategorized: 24
- Active Volunteers: 3
- New Volunteers: 0

6 MTH COMPARISON



UPDATES / PROPOSALS

Warm Line Shut Down Plan

● Version 1 has been created and sent to Kevin and Marilyn. A modified expansion was sent out to all board members for contemplation, discussion, and possible action item vote at the next board meeting (May 16, 2023). Results will be entered in the document and a new version created.

Vacation Request

● Warm Line Coordinator requests the first two weeks of August off (Approved). Our new (!) employee has agreed to cover the Warm Line shifts.

Board Training / Information Session

● Schedule a two hour session to run Board Members through our Seniors' Safety Call Out program training slides in order for board members to better understand what happens during seniors' calls. This could be done in person or by zoom.

Seniors' Safety Coordinators Information Session

● Develop and schedule an information session for NS Seniors' Safety Coordinators to outline the benefits of our call out program. If the board votes to continue this program, this information session could be a stepping stone to requesting funding from the municipalities, and the information session could then be presented to the Municipalities.

9. Community Links & TriCounty Aging Well Together Coalition

Survey has been filled out and the online session attended.

There is an online meeting of the TriCounty Aging Well Together Coalition coming up. Penny Smith and Jodi Ybarra co-chair this Coalition.

10. Because We Care Fund – Mental Health Fair

They are organizing a MH Fair for Oct. 14 in Yarmouth. We should definitely have a table at the Fair.

11. Seniors Fair in May 25 in Liverpool.

Peggy and Marilyn will man the table. It was suggested that they have something to draw folks in for conversation. Perhaps a jar of jelly beans to guess how many are in the jar and win a prize. It was agreed that a \$25 Gift Card to Sobeyes would be the prize. Depending on where the winner is from the card could be left with the Queens Senior Safety officer for pick up by the winner. A new two sided information card will be printed on cardstock to use that day. Kevin went over some wording that Peggy had provided. We want to stress the need for volunteers as well as the seniors call out service. He will go to Passage Print to get 250 cards printed. We still have other swag we can give out free.

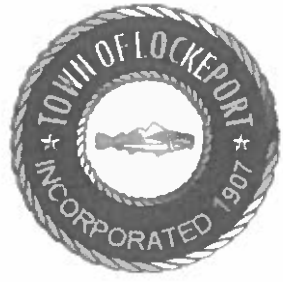
12. Next Meeting June 20, 2023

Our next meeting will be Tuesday, June 20, 2023 in the Lockeport Council chambers. Marilyn to book it.

13. Adjournment There being no further business the meeting adjourned at 12 pm.

May 25, 2023

The Honourable Brad Johns
Attorney General and Minister of Justice
Department of Justice
1690 Hollis Street
Halifax, NS B3J 2L6



Town Of Lockeport

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Re: RCMP Retroactive Costs

Dear Minister Johns:

Council of the Town of Lockeport are deeply concerned and disappointed that the Federal Government made the decision not to absorb retroactive costs associated with the RCMP's latest Collective Agreement.

Despite months of Municipal advocacy led by the Federation of Canadian Municipalities (FCM) and local leaders across Canada, the Federal Government has indicated in the most recent budget that it will not be meeting the request to absorb the retroactive costs associated with the latest RCMP Collective Agreement.

This decision indicates that the Municipal Units/Communities across Canada that are dependent on RCMP services will be expected to cover these costs while the only relief being offered is a slightly extended timeline for repayment.

The FCM and other Municipal Associations intend to express their disappointment with this decision by issuing a joint statement.

It is very disappointing to the Municipal Units that the decision was made to pass unbudgeted and unaccounted for RCMP costs on to us without consulting or engaging local governments in the discussions. This will have a serious impact on Municipal Finances. Municipal Units are under increasing pressure to provide high quality services while managing the challenges of inflation and financial uncertainty and will continue to draw attention to this challenge to help ensure that Municipal Units are consulted on issues related to Community Policing and well-being going forward.

If the Federal Government does not change its decision, we respectfully request that the Province of Nova Scotia fully absorb the retroactive costs.

Thank you in advance for your serious consideration of this request and do not hesitate to contact me directly if you would like to discuss this further.

Yours truly,

Cory Nickerson
Mayor

- Cc: The Honourable Tim Houston, Premier of Nova Scotia
- The Honourable John Lohr, Minister of Municipal Affairs and Housing
- Mr. Nolan Young, M.L.A. for Shelburne County
- Mayor Chisholm-Beaton, President of the Nova Scotia Federation of Municipalities
- ~~All Nova Scotia Municipal Units~~

My Town . . .

Lockeport – where we partner to build a prosperous future with services that provide value and a quality of life which we take pride in.

June 6, 2023

The Honourable Brad Johns
Minister of the Department of Justice
1690 Hollis Street
P.O. Box 7
Halifax, NS
B3J 2L6

Minister Johns,

Re: Court Services in Shelburne County

We are writing to you today to express our concern relating to the future of court services in Shelburne County.

For centuries, court services have been provided in our County through the current Shelburne Courthouse and the former Barrington Courthouse. That said, over the last few years we have seen a decline in the level of service in our County that has had a negative impact on our resident's ability to access these services and has created a financial and operational burden on our policing service which, in turn, directly impacts safety in our municipalities.

First, the Barrington Courthouse was closed in 2017 after a consolidation of justice centres in an effort to save costs. This may have had created operational efficiencies, but it resulted in residents of the western side of the Municipality having to travel to Shelburne or worse, Yarmouth, to access court services. Second, the condition of the Shelburne Courthouse is deteriorating, recently resulting in the lockups being condemned. This has forced our police force to transport prisoners to Yarmouth, Saulnierville or Bridgewater –resulting in 1-2 members being away from the County for 4-8 hours in any given day.

People who use your courts, whether they are attending a hearing, paying a fine or accessing Legal Aid, want to know they have access to a safe and secure justice system. The consolidation in 2017 was intended to improve safety while ensuring timely access to court services and lowering costs. We believe it did just the opposite and we are concerned that the condition of the Shelburne Courthouse will persuade you to further consolidate court services which could see us lose the service completely.

If lowering costs is a driving factor, we want to make you aware that the former satellite location in the Municipality of Barrington's Administrative Centre is readily available, and the Municipality is willing to accommodate your use of the facility. If a new development is considered, all five units are open to discussing ways in which it could facilitate such a project.



Municipality of the District of
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Town of Lockeport
cory@lockeport.ns.ca



Town of Shelburne
harold.locke@
shelburnens.ca



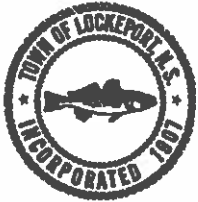
Town of Clark's Harbour
mayor@clarksharbour.com



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enickerson@
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Municipality of Shelburne
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harold.locke@
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Town of Clark's Harbour
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Municipality of Barrington
enickerson@
barringtonmunicipality.com

Due to the above-mentioned concerns, we are respectfully requesting an update from your Department on the current operations of the services and a commitment that the services will remain in Shelburne County for the foreseeable future. We also invite you to join us at one of our Shelburne County Mayors/Wardens meeting, held on the third Wednesday of each month to further discuss this matter.

We thank you in advance for your attention and consideration of this matter and we look forward to hearing from you in the coming days.

Yours sincerely,

Mayor Cory Nickerson

Mayor Harold Locke

Warden Lindsey (Eddie) Nickerson

Warden Penny Smith

Mayor Rex Stoddard