

**TOWN OF LOCKEPORT
COUNCIL MEETING
MONDAY JUNE 26, 2023 AT 1:00 P.M.
AGENDA**

- 1. Call to order**
- 2. Silence Electronic Devices**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
 - Regular Council Meeting Minutes June 12, 2023
- 5. Department Reports**
 - Public Works Report (Page 1-3)
 - Community Coordinator Report (Page 4)
 - Administration Report (Page 5-6)
- 6. Finance**
 - List of invoices already paid in the amount of \$47,767.96 (Page 7-8)
- 7. Other Business**
 - Availability of serviced and/or serviceable land (Page 9)
- 8. Committee Reports**
 - Canada Day Report (Mayor Nickerson) (Page 10-12)
 - Recreation Report (Deputy Mayor DeMings-Taylor) (Page 13-21)
- 9. Correspondence**
 - Letter from Warden Smith of the Municipality of the District of Shelburne to Minister Rushton - Nova Scotia Department of Natural Resources and Renewables RE: Burn ban lift (Page 22-23)
- 10. Date of next meeting**
 - July 10, 2023 at 6:00 p.m.
- 11. Adjournment**

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- PENNES + CANADA FLAGS HAVE BEEN PUT UP FOR JULY 1ST
- CAIRN FLAGS HAVE BEEN PUT UP.
- MOWING HAS BEEN DONE ON WALKING TRAIL BETWEEN PETE JACKSON'S AND GEAR SHEDS.
- TOOK PHOTOS OF TRASH BY GEAR SHEDS AND SENT THEM TO JOYCE AS REQUESTED (SINCE TITEN MESS HAS BEEN CLEANED UP.)
- MOWED ALONG BOARDWALK (BACK HARBOR SIDE BY SOCCER FIELD, AS REQUESTED.
- BRIGHTON ROAD IS IN PROCESS OF BEING SNIPPED.
- GOT SHOWERS WORKING AT BEACH CENTRE. HAD TO PURCHASE NEW CARTRIDGES.
- WATER HAS BEEN TURNED ON @ ROODS HEAD AND MARINE ROOM.
- PLANTERS HAVE BEEN PUT OUT AROUND TOWN. A THANK YOU TO GEORGE FOR PLANTING + NOTIFYING US WHEN THEY WERE READY TO BE PLACED OUT.

(2)

- INSTALLED HANDRAIL AT SEACAPS PARK AS REQUESTED.
- WOODEN BENCHES HAVE BEEN PUT OUT AROUND TOWN IN SPECIFIED AREAS.
- ORDERED AND PICKED UP STRIPING PAINT. CROSS WALKS WILL BE PAINTED IF TIME AND 'WEATHER' PERMIT.
- 'SHOCKED' WELL @ BEACH CENTRE.
- "LOST FISHERMEN" QUILT HAS BEEN TAKEN DOWN AT BEACH CENTRE, DUE TO WATER STAINS. WILL RE-HANG IN ANOTHER SPOT SHORTLY.
- HAULED ROTTEN GARBAGE BINS AWAY FROM BEACH CENTRE AND PUT A NEW ONE IN PLACE.
- TOOK 'RICKETY' ROTTEN PICNIC TABLE (FROM DARIAN'S OLD PROPERTY) AND RICKETY BENCH FROM CENOTAPH TO C+D SITE.
- SPREAD GRAVEL ON FIRTH'S LANE, WILLIAMS LANE, AND BY THE WHITE GULL RESTAURANT AS REQUESTED.
- HELPED PUT 'TOY SHED' / PLAY SHED AT CORNER OF SOCCER... AS REQUESTED.

(3)

- FISHERMENS MEMORIAL MONUMENT IS IN NEED OF REPAIRS VERY SOON. HAVE BEEN TALKING TO NEIL VEINOT, SAYS HE WILL TAKE A LOOK AND SUGGEST REPAIR PROCEDURES. ~~IS~~ NOT WRITTEN IN STONE THOUGH (MIND THE PUN)
 - SALT SHED ROOF HAS BEEN STRIPPED AND RE SHINGLED. THANKS COREY WILLIAMS.
 - TRAVIS HAS BEEN WORKING OUT REALLY WELL.
-
- * WE ARE DOING WHAT DAN HAS SUGGESTED TO GET RID OF SLUDGE IN SEWER SYSTEM.
 - * HAD HARRIS PUMPING HAUL LOADS OF SLUDGE ON MAY 19 + MAY 26.
 - * DUMP LOAD OF WATER/SLUDGE ON DRYING BED JUNE 15th. WILL PICK UP DRIED SLUDGE + HAVE IT HAULED AWAY.
 - * N.S.P., LESTER, AND MARK WILLIAMS ARE SCHEDULED TO COME ON JULY 26 TO REPAIR ROTTED OUT IRON ELECTRICAL CONDUIT SUPPLYING POWER TO LIFT STATION # 8 (BY SCHOOLS)

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Community Coordinator Report to Council
for June 26, 2023 meeting

General - My work is currently focused intensely on the countless small tasks it takes to successfully host the Canada Day festival, while managing a number of infrastructure projects, developing our overall summer program plan and providing supervision/mentorship of seven young employees.

Canada Day Celebrations – Canada Day brochures went out by householder mail in the first few days of June to all mailboxes in B0T 1L0, B0T 1J0 and B0T 1V0. The Public Works Dept. has the town looking festive and we're all looking forward to enjoying the festival and seeing old and new friends.

Summer staffing – as of June 26, all summer staff will have started their jobs and will be actively engaged in tasks directly associated with hosting the July 1st festival. Madelyne and Rowan have taken an on line training program provided by the Accessibility Directorate on Social Media Accessibility. Grace has completed NS Walk Leader training. Record checks are either complete or in progress for all staff. Two Rec. staff and a Harmony Bazaar intern are graduating from high school this week. All staff will complete Active Start Soccer training on July 4.

Tennis Court update - the fence mesh has arrived in New Glasgow where our new corner gate is being fabricated by the company (Nova Fencing/Maritime Tennis). The plan is to install the fence next, then install the new rubberized surface with markings for both tennis courts and pickleball courts. The fence mesh is due to be delivered on Monday around noon. Mike Cotter has offered to provide a forklift with operator to help unload the fencing. I may be late arriving for the Council meeting if I get held up with this task.

AT lane update – with the installation of the rumble strip and four inch white line, Aberdeen Paving has completed work they were paid for. It is anticipated that Public Works and Rec. Dept. staff will soon be trained in using our new asphalt painting equipment by Sherwin Williams, from whom we purchased the equipment and paint. We hope to paint symbols (wheelchair, pedestrian and bicycle) on the lane and add another four inch white line along the inside edge of the rumble strip.

Respectfully submitted,

Frances H. Scott
Community Coordinator

**ADMINISTRATION REPORT
COUNCIL MEETING
June 26, 2023**

DEVELOPMENT PERMITS ISSUED 2022/2023 FISCAL YEAR

To date, I have issued five (5) development permits for the 2023/2024 fiscal year. (Total permits issued for 2022/2023 was eight)

BUILDING PERMITS ISSUED 2023/2024 FISCAL YEAR

To date, there have been two (2) building permits issued for the 2023/2024 fiscal year. (Total permits issued for 2022/2023 was thirteen)

TAX COLLECTIONS

As of June 21, 2023, outstanding taxes are as follows:

2020 & prior = \$15,534

2021 = \$5,034

2022 = \$36,534

2023 = \$108,054

Total outstanding is \$165,156

The Federal Government is addressing the outstanding taxes owed by tenants occupying crown properties at the North Government Wharf location. I do not have anything to report at this time pertaining to their progress other than they assure me they are still working on it.

Municipal Modernization

I have no update at this time. We are awaiting information from the Province.

Town Clerk/Treasurer and Accounting Administrative Assistant Positions

This position has been successfully filled by June Harding. We have advertised, both internally and externally, for a replacement for her position of Accounting Administrative Assistant. Once this position has been filled and June has had the opportunity to train that individual, she will then take over as Clerk/Treasurer, at which time I will be exiting.

Annual Audit

The auditors have completed their field work for the 2022/23 audit. Their plan is to present to Council at the July 24, 2023 Council Meeting.

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E-Scooter Rental

Arrangements have been made to rent an E-Scooter for staff to utilize that have mobility issues. I have secured it for one month at this time so we can determine if the equipment is suitable to address the need.

Variance Request

I received a request from Cotter's Ocean Products to approve a variance allowing them to reduce the rear set-back on their property at 91 South Street, to allow an extension to their existing building. The extension will accommodate an additional lobster tank to be utilized for holding and packing lobster, which is the current use of the remainder of the property. I have granted the variance and the next step in the process is to send notices regarding the granted variance to all assessed property owners within 30 meters of applicant's property. These letter have been issued. If an assessed property owner appeals the variance the issue will come to Council for a decision.

Joyce Young
Town Clerk/Treasurer

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LIST OF INVOICES ALREADY PAID TO BE PRESENTED AT THE COUNCIL MEETING OF JUNE 26, 2023		
ARMSTRONG, EMMALEE	HONORARIUM FOR AFTERSCHOOL PROGRAM APRIL 28	30.00
BELL ALIANT	FIRE DEPT.	69.44
BENHAM, EDWIN	GUEST APPEARANCE FOR INDIGENOUS DAY AT THE BEACH CENTRE	200.00
BERLINGUET, NICOLE	FRENCH TRANSLATION OF JULY 1ST BROCHURE	317.00
BERRY, GRACE	MILEAGE FOR JUNE	35.77
BURKE HARRIS TRUCKING	PUMPING OUT SEWAGE FROM SEWER PLANT	920.00
CHETWYND, WAYNE REIMBURSEMENT	TWO SHOWER CARTRIDGES FOR BEACH CENTRE	204.50
COOK, CATHY	MUSICAL PERFORMANCE FOR INDIGNEOUS DAY AT THE BEACH CENTRE	200.00
EASTERN OFFICE SUPPLIES	SHREDDER FOR REC. DEPARTMENT, PAPER FOR MAIN OFFICE	814.23
HUPMAN, EMILY-ANN	HONORARIUM FOR AFTERSCHOOL PROGRAM MAY 5, 12 AND JUNE 9	90.00
LESTER SWANSBURG	LED LIGHT FIXTURES IN LIBRARY	138.00
LOCKEPORT TOWN MARKET	SR. BINGO, SYMPATHY CARDS	117.23
MEBA	INSURANCE BROKERS - FIRE FIGHTS ASSOCIATION - 3 YEAR ANNUAL INSTALLMENT (LAST YEAR)	2,914.00
MINISTRY OF THE DISTRICT OF SHELBURNE	C & D SITE - GARBAGE BINS AND PICNIC TABLE	13.80
NOVA SCOTIA POWER	UV SYSTEM	463.72
NOVA SCOTIA POWER	STREET LIGHTS, PLAYGROUND, TREATMENT PLANT	3,304.73
PAYROLL	JUNE 3 TO JUNE 16	19,907.13
PETTY CASH/JOYCE YOUNG	PETTY CASH FOR BEACH CENTRE OPENING	30.00
PROPERTY VALUATION SERVICES	25% ASSESSMENT SERVICES COST RECOVERY FISCAL 2024	2,479.00
RBC VISA - MAYOR	CHILOSKIT - DRAW LATCHES FOR GOLF CART, STEP RAILING FOR SEACAPS PARK, FIRE HYDRANT ADAPTER, POSTCARDS	311.97
RBC VISA - TOWN CLERK/TREASURER	CHEQUES, FOUR STICK VACCUUMS	1,869.89
REGION OF QUEENS MUNICIPALITY	GARBAGE SERVICE	3,636.94
REGISTRY OF MOTOR VENICLES	DRIVER ABSTRACT FOR TRAVIS FOSTER	18.65
ROACHE, DALE	HONORARIUM FOR BALL FIELD MAY 7 - 27	60.00
ROACHE, DALE	HONORARIUM FOR BALL FIELD MAY 28 - JUNE 10	60.00
SAFETY SOURCE	FORESTRY NOZZLE'S AND ADAPPTERS FOR FIRE DEPARTMENT	377.78

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SCOTIA BUSINESS CENTRE LTD	JUNE FIRE/MFR DISPATCH, ELEVATOR MONITORING	431.48
SOBEYS	JULY 1ST AND SR. BINGO SUPPLIES	70.67
TOWN OF SHELBURNE	BIO PRO - SEWER PLANT SUPPLIES	517.50
URQUHART, ANDREA REIMBURSEMENT	ITEMS FOR INDIGENOUS DAY AT BEACH CENTRE	73.03
WILLIAMS, COREY	SALT SHED ROOF REPLACED	8080.00
WINCHESTER DISPOSAL	BEACH CENTRE PORTA POTTY	11.50
TOTAL		47,767.96



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**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

June 15, 2023

Cory Nickerson, Mayor
Town of Lockeport
26 North Street, PO Box 189
Lockeport, NS B0T 1L0

Dear Mayor Nickerson:

As is the case in other provinces, Nova Scotia is facing a challenge regarding the availability and affordability of housing. While this challenge is felt by so many Nova Scotians, it is also acutely felt by employers, including healthcare and construction employers, who are trying to recruit much needed workers in their sectors. This challenge has recently been further intensified in some communities where residents have been displaced by wildfires.

The Province is committed to growing our investments in housing. We have announced several affordable housing projects across the province in recent months. And, as you know, we have recently leveraged a partnership with the Housing Trust of Nova Scotia to invest \$20M in modular housing. One of the barriers they have experienced in advancing their modular builds is the availability of serviced and/or serviceable land.

While we will continue to grow our inventory of provincially owned land for housing, we are also asking for your help by sharing a list of any municipally owned, serviced (or easily serviceable) land that may be suitable for any type of new housing development, or unused buildings on serviced land for which you currently do not have any planned future use. This will help us to identify future opportunities for housing investments.

We value the partnership we have with municipalities across the province and know you are dealing with the reality of this housing challenge every day in your community. Many of you have received several requests from us as we try to find solutions to housing. We appreciate your responsiveness and willingness to put forward ideas.

Together, we can move the marker on housing. We look forward to hearing back from you and request information be submitted to Jennifer MacIntyre at Jennifer.MacIntyre@novascotia.ca by July 15, 2023.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Lohr".

Honourable John Lohr
Minister of Municipal Affairs and Housing

c: Joyce Young, Chief Administrative Officer, Town of Lockeport

Town of Lockeport
Canada Day Committee Meeting
June 14, 2023

Minutes

The meeting was called to order at 6:00 p.m., June 14, 2023 in the Council Chambers of Lockeport Town Hall by Mayor Cory Nickerson. Also in attendance were: Ellen Suttle, Nicole Townsend, Emily Swim and Community Coordinator - Frances Scott. Regrets: Councillor Dayle Eshelby and Nancy Williams.

Agenda:

Copies of a draft agenda were distributed to those present.

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 29, 2023 be approved as circulated. Motion carried.

Old Business:

Event updates – the Mayor read through a list of events and the group took stock of how each event was proceeding. The following notes arose: some raffle prizes still need to be collected, Fran agreed to follow up with Seaside Cottages and Lydgate Lock, Stock & Barrel General Store to arrange pick up of prizes; Dayle wants to spend \$200 for Cathy Cook to perform on Indigenous Day, it was agreed that this would be okay if it is within the total budget of \$600 allotted to the event; still waiting for a Certificate of Insurance correction for the Parade of Lights; Cory has ordered cupcakes for the Official Opening; Emily will create a worker schedule for carnival booths, a \$100 float will be required for the carnival, the coupon seller will also watch the guessing jars; Fran reported that Wayne Williams feels that cars that are not 30 years old should be able to take part in the

Antique Car Parade, he would also like that parade to start 15 minutes earlier, so he could take part in that and then watch the big parade; Nancy has picked up supplies to make the pies for Pie Eating, Cory will make 2 trophies.

Halifax Circus - Fran reported that once Council gave it's approval, she signed the \$4500 + hst contract and returned it to Halifax Circus for the event.

Risk Management & Street Closures - Fran reported that our Risk Management Plan and Street Closure requests had been submitted to the most recent of Council, where they received approval.

Expenses - Fran asked those present to provide any outstanding cheque requisition requirements, as well as any receipts for which reimbursement is required. Fran added that she has recently received further instructions from Council regarding finances and going forward for larger cash prized (over \$50), we will need to collect the name and mailing address of the winners in order to have the prize issued later by cheque. Also cash purchases for reimbursement are being discouraged, so it is best for Committee members to check in with Fran before making any purchases that they will later want to be reimbursed for.

New Business:

Grease Pole money - Fran stated that since we are using twice as much money on the grease pole as we have in other recent years, we need to create a list of denominations desired for use on the pole this year. The following list was agreed upon: 20 X \$5; 20 X \$10; 20 X \$20, 4 X \$50; 1 X \$100.

Soapbox Derby BBQ - The original plan for the barbeque was to give the Soap Box Derby participants a free hot dog and drink, but to sell these things to the general public. A suggestion was made that perhaps this should all be free and after a brief discussion the following motion was forthcoming.

It was duly moved and seconded that it be recommended to Council that the barbeque during the Soap Box Derby be provided to both spectators and participants free of charge. Motion carried.

Other – Special Olympics has asked to set up a table for ticket sales on July 1. It was agreed that Special Olympics would use a no fee space.

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Next Meeting:

The next meeting was scheduled to take place Thursday, June 29, 2023 at 6:30pm in the Green Room at Seacaps and will be a working meeting.

Adjournment:

There being no further business the meeting adjourned at 7:47 p.m., June 14, 2023.

Respectfully submitted,

Frances Scott
Recording Secretary

Town of Lockeport - Recreation Committee
June 22, 2023 Meeting

Minutes

The meeting was called to order 6:00 p.m., June 22, 2023, by the Chair, Deputy Mayor Dawn DeMings-Taylor. Also in attendance were: Councillor Dayle Eshelby, Grace Garren, MaryAnn Swansburg and Community Coordinator, Frances Scott. Regrets: Mike Hupman .

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 April 18, 2023 meeting be approved as circulated. Motion carried.

Reports:

Community Coordinator - Fran stated that her report for April 15 - June 4, 2023 was circulated with the packages for the meeting. A copy of the report is attached as part of these minutes. Those present indicated that they had reviewed the report and had no concerns at this time. Fran added that over the past two weeks, her work has focused primarily on Canada Day preparations, along with the AT lane and the tennis courts

It was duly moved and seconded that the Community Coordinator report be approved as circulated. Motion carried.

Facilities – Fran stated that she was happy that both the rumble strip and the 4" painted line have been installed on our AT lane. It is evident that motor vehicles are much more aware of the lane, but there is a resident on Hall Street that continues to use the lane as a parking space. Work on the tennis courts is also moving along well with fencing due to arrive here on Monday. Staff have all been

very busy with Canada Day preparations. Between that and weather conditions, Roods Head Park has not had much attention yet this year. On Monday the Trails Technician is due to start work and it's hoped that we'll get a chance to mow and get things at the park looking a little better before Canada Day.

School update - Grace reported that Exams are underway and will finish up by Monday. Prom is Tuesday, and Graduation is Thursday. Grace added that the Awards Night event went very well with a large attendance.

Old Business:

Summer staffing - Fran reported all staff have been hired and the last three will start work on Monday, June 26.

Lobster Festival - Fran stated that unfortunately due to the wildfires, this year's festival was cancelled. It was noted that the Lockeport Sea Derby Chowder Supper was taking place on Sunday, June 25 at the Legion from 4 to 5:30 p.m. This was initially a Lobster Fest event.

Provincial Volunteer - Fran reported that she had successfully submitted Debbie Scott's name and photo. Debbie seemed please to hear of her selection and the Awards will be taking place in September.

New Business:

Jr. Leader program – Fran outlined a concept proposal for this summer whereby we would target a group of young people aged 13 – 15 years to take part in a volunteer program of leadership development. Participants would take part in weekly leadership training including Active Start Soccer Coaching Certification, and other topics such as first aid and babysitting courses. Participants would also commit to giving at least 4 hours of volunteer time each week by helping out as Jr. Leaders in recreation programs. Fran suggested that it would be good to provide an honorarium to each participant who completes a minimum of least training opportunities and twenty-five hours of volunteer leadership over the summer. It was agreed that the honorarium should be awarded, not as an incentive, but rather as a reward. Further discussion led to the following motion being put forward.

It was duly moved and seconded that it be recommended to Council

that the Community Coordinator be authorized up to \$1200 as honorariums for successful completion of the Jr. Leadership Program being offered this summer. Motion carried.

Summer program - Fran took a moment to express that there is a move underway among recreation departments throughout Shelburne and Yarmouth Counties, to move away from the traditional week long summer day-camps. More and more departments are finding that rather than sending children for the specific programming being offered, often parents are using the rec. programs as a baby sitting service. As a result many children are uninterested and this disengagement is leading to disruptive behaviors. Fran stated that this summer we will be offering specific senior focused programs on Thursdays. Active Start Soccer is planned for Thursday mornings. Several basketball camps are planned in July with children attending 2 hours per day for four days under the leadership of Coach Rita Reiksts. It is also anticipated that we will continue to place an emphasis on bicycle events and we will also offer supervised free play opportunities based at the Play Park.

Next Meeting:

The next meeting was scheduled to be held Monday, July 17, 2023 at 6:00 p.m.

Adjournment:

There being no further business, a motion to adjourn was put forth and the meeting adjourned at 6:55 p.m., June 22, 2023.

Respectfully submitted,

Frances H. Scott
Recording Secretary

Community Coordinator Report
April 15 – June 4, 2023

The following report provides notes relating to the major activities involved in my work over the past two months. The report does not include minor day to day tasks such as office management, payroll submission and minor facility supervision duties:

General - prepared materials for and attended Rec. Committee meeting on April 18 and recorded minutes, later typed up minutes – typed up report for April 24 Council meeting packages including MYML launch info. – connected with Joyce on April 25 to clarify reserve funds for recreation – gathered and updated summer job descriptions for promotion – completed NS AT survey on May 3 – typed up and submitted monthly report for May 23 Council meeting packages – took part in summer Rec. staff job interviews with Council and Joyce on May 30, then took care of calling successful applicants to offer jobs, Madelyne MacIntosh started on May 31 as Inclusion Worker and Rowan Goulden started same day as Events Coordinator, also called Emily Williams and Jaxon Foster, both of whom accepted eight week Rec. Worker positions to start June 26 – conducted staff check in meetings each morning starting May 30 – staff want to enter a float in the J1 parade;

Communities on the Move pilot – April 17 drafted MYML launch week schedule for discussion at leadership team meeting that evening, then debriefed with Benn following meeting – attended LRHS HPS meeting on April 19 (topics Roods Head Park and Kids Run Club) – attended on line provincial meeting April 20 to review PAPE conference messaging around ‘culture change requires more than participation’ – met with George Harding on April 21 to discuss Gardening booth for Grand Launch (he will man the booth with help from Shelburne Garden Club) – sent two emails to The Flag Shop on April 24, one regarding a MYML flag and one regarding 12 lamp post banners for MYML, same day contacted Shirley Jackson to seek booking for May 13 Grand Launch event, then created Grand Launch draft budget for use in discussion with Council, Council approved up budget for Grand Launch at meeting - attended provincial meeting on line April 24 – April 25 sent emails to all May 13 performers to connect with Cory for sound tech requirements and worked on 4 Imprint order for 3 canopies and 3 sail signs, reviewed artwork next day and sent in revisions – May 1 sent note to Darren Hudson to seek info on Axe Throwing for promotion, tracking down more promo materials such as band photos, met with Cory to discuss launch tech requirements, worked on flyer lay-out and continued working on same daily for next 4 days and shared drafts with leadership team and partners by email until a very disheartening email came back from the Mayor, which necessitated managing concern and upset among more supportive people on the email chain (this situation threw me off stride, but by a

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day later I was able to get back on track in earnest) – contacted Harmony Bazaar to ask for BBQ services at launch – attended provincial meeting on line May 2 where Gord Tate outlined CPRA tool kit use – prepared and sent out emails on May 5 to seek assistance on launch day from people we trained over the last two years as NS Walk leaders and Making Tracks bicycle leaders – May 5 took flyer files to Ulrich who helped me with a few final edits and printed and folded 300 copies – May 6 met with eight Jr. High students and organized them to go door to door around island portion of town to deliver flyers – followed up with Alisica Williams and Dale Roache on May 8 to finish delivery of flyers in areas of Brighton not covered on May 6 – May 8 sent Cory notes for Grand Launch, later followed up with notes for Flag Raising Mayor’s message – May 8 – 12 Facebook posted daily to boost MYML events, also created large posters and signs for Grand Launch and submitted to main office next day for printing – May 9 (Make Your Move Day in NS) – got help from Alisica and Dale to set up sandwich boards, set up stage and clean rocks off concrete to prepare for flag raising, later greeted children, teachers and families as they arrived for event, recruited a few students to raise the flag and helped tidy up following event, later met with Benn to help round up bicycles for Grand Launch booth – checked on radio ads based on request by Mayor, but got word on May 10 from CKBW that this was not realistic – May 10 sent regrets for Town staff meeting due to helping with traffic control for LES Grand Walk, which included installing NS rural walking signs in strategic locations on route, later distributed MYML sunglasses to Grand Walk participants and encouraging folks to join us on Saturday for Grand Launch – May 11 asked Kevin to provide three barricades and any available pylons for use with Sr. Stroll, asked Dale and Alisica to take new canopies and signs to Shanty D for use on Saturday, then set up pylons all along AT paved lane for safety during Sr. Stroll, attended event and took photos, later loaded to computer and emailed to Mabel and used to post about event on Facebook, invited Estelle Stuart, Karen Chetwynd and Paula Stuart to attend Grand Launch to receive their jackpot awards from soft launch bingo promotion, went to LES to meet Kids Run Club rep who was visiting there, arranged for printing and folding ‘I Spy’ brochures for use at Grand Launch – May 12 asked Kevin to arrange for pick up of plants from Lavender Hill Nursery for Grand Launch Gardening Booth, worked with Dale and Alisica for much of day in transporting equipment and supplies to Seacaps Park for use at Grand Launch, later back to office to create more signs and gather more supplies, purchased groceries with which to build skewers for Grand Launch BBQ and got help from Shelly and Emily Swim on Friday night in Rec. Centre to prepare met with Emily Swim on May 30 to order pet bandanas for use with Pet Parade event, later attended provincial on line check in meeting;

Facilities – checked on ball field to look at state of field and batting cage to respond to requests by high school softball coach and elementary school principal, then spoke with Kevin to discuss issues and removal of pipes and broken wood from entryway to field – April 19 worked with Dale Roache to fill in holes in outfield and check on canteen keys, later drug field and provided baby barn and canteen keys to LRHS softball coach – April 24 drafted court diagram to use in discussing pickleball and tennis court lines for tennis court resurfacing – delivered two bags of lime to ball field baby barn on April 25 – May 1 spoke with Elizabeth Quinn from food inspection regarding kitchen permit, later purchased fridge thermometer to meet requirements – met with Kevin on May 4 to discuss plan for removal of batting cage at ball field and repairs needed for canteen – worked on signs to discourage rocks and garbage in portable toilets May 4 – May 5 contacted Kevin re: problem with Rec. Centre door lock and Play Park climbing wall, which he took care of – May 8 dragged ball field to prepare for three high school games the next day – contact Winchester Disposal on May 9 to request delivery of tennis court toilet a week ahead of schedule to be on site when company arrives to start work on courts – spoke with Winchester dude about getting key for soccer field before July 20 when he will deliver toilets to that location for Car Show – met with two Dexter’s employees on May 15 to outline location of rumble strip on paved AT lane and continued back and forth between them and crew at tennis courts all morning – May 19 & 24 checked at bandstand for work by Chad Stephens to replace panels and repair sills – met with Dexter’s crew again on May 23 and spent morning with them on May 24 while rumble strip was being installed along paved AT lane – May 29 sent email to Louis Aube at Sherwin Williams to arrange training with asphalt painting equipment – sent email to Richie Hurlburt to tell him the rumble strip is in and we now need the 4” white line painted – May 29 spoke with Elizabeth Quinn again, then photographed fridge thermometer, completed permit renewal, then signed, scanned and sent photo plus renewal to Elizabeth for processing;

Accessibility - called Nick Stewart to check on when he can come to install walkway in Seacaps Park (he will call back);

Programs – set up for, supervised, coached, paid officials and led clean up for under 12 basketball Fun Day held in LRHS Gym on April 15 to wrap up season – April 18 sent email to Ashley MacIssac’s manager re: potential Beach Bash booking based on request by Tim Rhyno who has been sponsoring the event for past two years – set up for Seniors Bingo on April 20 and checked on balls in bingo machine, then trained Jill in use of equipment so she could fill in as bingo caller while I attended a CoM meeting, then checked back after meeting and thanked Jill

for help – supervised After School Free Play program on April 21 with help from Emily-Ann Hupman and Jayden Roache (30 children), then got Family Free Play program underway – supervised again on April 28 with Emmalee Armstrong and Jayden Roache (21 children), then got Family Free Play program underway and checked on minor ball registration in LRHS lobby – met with Lisa Locke on May 1 to discuss partnering for Seniors Art program and use of facilities for other summer programs by MDS – spoke with Angela Cotter May 2 regarding potential Jr. Leader program – gathered sr. bingo gifts on May 3 and got help from Dale to start wrapping – next day finished preparing prizes, set up Rec. Centre, then called Sr. Bingo (Emily Swim in to help with kitchen duties and clean up) – supervised After School Free Play program on May 5 with help from Emily-Ann Hupman and Jayden Roache (35 children), then got Family Free Play program underway (Jennifer Hines has been supervising regularly with some support from Liz King) – supervised After School Free Play program on May 12 with help from Emily-Ann Hupman and Jayden Roache (35 children), then got Family Free Play program underway – started set up for Grand Launch early May 13 and worked all day until most equipment and supplies were under cover (great day with nice weather and lots of smiling people in attendance including Nolan Young and his family) – supervised After School Free Play program on May 19 with help from Alisica, Grace and Jayden Roache (31 children), then got Family Free Play program underway – gathered bingo supplies, set up for bingo and trained Grace Barry to handle calling Sr. Bingo on May 25, got help from Jill for kitchen and clean up;

Grants - Beautification & Streetscaping -

Clean Leadership – helped Clean representatives to conduct interview for 15 week internship on line April 25 – Grace Barry, first year UNB Bachelor of Natural Resources and Environment student, started work as our 15 week intern by attending the three day Clean Leadership conference on May 15-17 and then started with us on May 18 (Grace also put in a work day early by helping us with the MYML Grand Launch on May 13)

Recreation Facility Development program – received email from NS Dept. of Communities, Culture, Tourism & Heritage indicating we were approved for \$23,000 grant toward tennis court upgrades project – spoke by phone with Anna Haanstra on May 11 regarding project, later contacted Jim MacDonald (Nova Fencing lowest bid) to let him know that we are now in a position to proceed with the fencing component as well – met with crew at tennis courts on May 15 to get pressure washing courts underway, used Mark Williams well till it went dry, then arranged for access to Bob Baker's water supply for remainder of May 15 and again on May 16 till they finished in the late afternoon – June 2 sent email to Bill Crosby and Mike MacLeod to arrange another update meeting for courts project;

New Horizons – corresponded with Joyce and Jennifer Humby to schedule update meeting for June 13;

CPRA YEE – completed participant information form on line with Madelyn for her position;

Festivals – updated Shelburne County Festivals and Events listings and provided to Mayor as per his request on April 25

Canada Day Celebrations – regular research for potential games and attractions with the circus theme in mind including discussions with Glow – The Event Store regarding their circus themed rentals, ran into challenges with this, but owner Dave O'Connor called on April 24 to help sort this out – regularly answered emails from Mayor and others regarding J1 issues – met with Mayor on April 21 to review J1 details and again on April 24 to discuss Glow rentals and he agreed to take care of purchasing plastic mirror roll for use in house of mirrors – met with Joyce May 1 to determine her needs for J1 budget, sent notes to Mersey Band, Pat Melanson and Clown Whistler re: J1 bookings – May 3 prepared materials for and attended meeting, for which I recorded minutes, later called Legion to ask them to consider hosting the 2023 strawberry shortcake event – May 5 managed contract and payment processes for Glow rental – May 8 worked with Alisica to outline Craft Fair tasks - sent a few notes by email on May 9 regarding Raffle prize details – typed May 3 meeting minutes, drafted agenda and sent out with May 17 meeting reminders, typed up letters to crafters and Craft Fair registration forms to have Alisica send out by standard mail and email to crafters on contact lists – attended May 17 meeting and recorded minutes, later sent note to Nancy Walters to seek certificate of insurance for grease pole – May 18 worked on brochure info, next day checked in with Lock, Stock & Barrel re: raffle prize, etc., later went to Seeblick Printing to deliver ad copy for Lombard's Motoring and discuss printing time line, sent out email messages to all advertisers from 2022 seeking prompt responses, also made a few phone calls re: same – worked steadily on brochure ads, communications, schedule, lay out graphics, etc. for a least a half day May 23 – 27, got help from Nicole Townsend and Emily Swim on May 27 for final edits – spoke with Greg Lowe May 25 to confirm radio campaign including in kind matching ads (\$600) – arranged Multicultural Share Fair sponsorship by Black Loyalist Heritage Centre (\$100) with Braden Chetwynd on May 26 – conducted special J1 meeting on May 26 to review schedule for brochure including rain plan – took Dale and Grace to Pleasant Point on May 29 to pick up brochures, later gathered materials and attended meeting, recorded minutes and got help from Committee members following meeting to bundle brochures for mailing – asked staff to sign up as event assistants – picked up sponsor and ad money from Cotter Ocean Products on June 1, sent note to Nancy Walters to seek Certificate of Insurance for Parade of Lights

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event – sent note to CKBW to get ads underway – typed up May 30 meeting minutes – sent request for grease pole lifeguards to NSLS on June 3, then drew up List of Events and drafted most of Risk Management Plan, then emailed with minutes to Committee for review;

Shelburne County Lobster Festival – May 2 updated finances then went to old MDS building for meeting;

Community Support - sent out meeting reminders on April 17 for meeting of Shelburne County agencies offering recreation activities to seniors, then attended meeting held on April 20 in Barrington – spoke with Ruthmarie Adams of Lockeport Elementary School support program who would like to collaborate with Rec Dept. for a Wednesday morning during her summer day-camp program – provided Mike MacLeod with copy of ; HGTPC incorporation certificate as per his request on April 18 – contacted Alma Cotter on April 19 to initiate Minor Ball meeting – April 21 created minor ball notices for school kids and got help from June to print, then I put them into class sets and Dale delivered them to LES for distribution to students – attended Ball meeting in Rec. Centre on April 25 (discussed removal of batting cage, canteen use by LRHS, trashing old uniforms stored in Rec. office and disposal of final bingo funds) – May 3 Dale helped place old uniforms in garbage for disposal and submitted cheque from bingo funds to main office for deposit as reserve – met with staff and Ruthmarie Adams on May 31 to outline plan for collaborative program for kids on July 12;

Other Meetings, etc.:

- attended Council meetings held April 24 and May 23;
- attended meeting held on line of South Shore Women & Girls Leadership Network on April 25;
- attended NS AT Strategy webinar via Zoom on May 4;
- attended Planning meeting with Kevin and Joyce on May 11;
- medical leave April 26 and 27.

Respectfully submitted,

Frances H. Scott
Community Coordinator



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Naturally Yours

414 Woodlawn Drive, PO Box 280 Shelburne, NS BOT 1WO, Phone: (902) 875-3544 - Fax: (902) 875-1278

June 16, 2023

Department of Natural Resources and Renewables
3rd Floor, Founders Square
1701 Hollis Street
P.O. Box 698
Halifax, NS B3J 2T9

Attention: Honourable Tory Rushton, Minister of Natural Resources and Renewables
Email: mindnr@novascotia.ca

Dear Minister Rushton,

Re: **BURN BAN LIFT**

On behalf of the Council of the Municipality of Shelburne, I am writing to express Council's grave concerns regarding your department's recent decision to lift the burn ban as it relates to our municipality.

In discussion yesterday with staff at your department (Forest Protection), I was advised that the decision to lift the burn ban is done through a "science-based approach". I can completely understand and appreciate this; however, there is a "human based approach" that must be considered as well.

Only seven short days ago, the remaining evacuation order that was in place in response to the Barrington Lake wildfire was lifted in our Municipality. A phased approach to re-entry was implemented to allow those residents with damaged or lost properties priority access to the evacuation zone. We also requested that the public refrain from driving through the area for a few days following to show respect for these residents and be sensitive to their need for privacy as they tried to come to terms with their loss.

Since the lifting of this ban, a number of our Councillors have received phone calls and texts from our residents, expressing their concerns and fears about your department's decision.

I have firsthand knowledge of the tremendous pain and grief residents are feeling right now. People are experiencing a myriad of emotions - shock, guilt, anger, anxiousness, sorrow, disbelief, relief, fear, uncertainty, and many more. Even though the wildfire is now classified as being contained, our residents continue to experience profound psychological trauma from this event.

Warren MacLeod, CAO

Penny Smith, Warden

Warren.MacLeod@municipalityofshelburne.ca

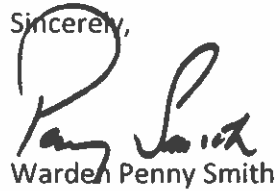
www.municipalityofshelburne.ca

warden@municipalityofshelburne.ca

Our community has only just begun the healing process with trying to come to grips with the devastating loss; a loss for some that may take years, if ever, to recover from. Council firmly believes that lifting the burn ban at this time will have a detrimental effect on our residents' and our community's overall health and mental well-being as we deal with our loss and try to find a way to move forward together.

On behalf of Council, I implore you to reinstate the burn ban for our area until at least June 25, 2023, to be reviewed again at that time. I would also respectfully request that the Municipality of Shelburne be made aware of future decisions on this matter so that we may advise our residents.

Sincerely,



Warden Penny Smith

- c: Premier Tim Houston
- c: Rick Perkins, MP - South Shore-St. Margarets
- c: Nolan Young, MLA - Shelburne
- c: Shelburne County Municipal Units