

**TOWN OF LOCKEPORT
COUNCIL MEETING
MONDAY, FEBRUARY 13, 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 January 23, 2023

5. Finance

- List of invoices already paid in the amount of \$51,765.40 (Page 1)
- Tennis Court Application (Page 2-4)
- Clean Foundation Positions (Page 5-6)

6. Other Business

- Yarmouth Ferry Research (Page 7-9)
- RCMP New Year Objectives and Enforcement Initiatives (Page 10)

7. Council Reports

- Mayor Cory Nickerson (Page 11)
- Deputy-Mayor Dawn DeMings-Taylor
- Councillor Dayle Eshelby (Page 12)
- Councillor Kent Balish (Page 13)
- Councillor Mary Meagher (Page 14)
 - o Shelburne Mental Health and Wellness Association (Page 15-18)

8. Correspondence

9. Information Only

10. Date of next meeting

- February 27, 2023 at 1:00 p.m.

11. “In Camera”

- Contract Negotiations

12. Adjournment

LIST OF INVOICES ALREADY PAID TO BE PRESENTED AT THE COUNCIL MEETING OF FEBRUARY 13, 2023		
BELL ALIANT	BEACH CENTRE	103.36
BELL ALIANT	OFFICES, ELEVATOR, EMO	171.42
BELL MOBILITY	STREETS, RECREATION	137.49
EASTERN OFFICE SUPPLIES LTD.	DIARY REFILL	39.89
HARDING, JUNE	LIFE INSURANCE	18.00
HUPMAN, EMILY-ANN	HONORARIUM FOR AFTER SCHOOL PROGRAM	30.00
I.B.E.W.	UNION DUES	329.80
KRC INDUSTRIAL CONTROLS	ANNUAL SOFTWARE FEE FOR TREATMENT PLANT	172.50
LOCKEPORT PHARMACHOICE	SR. BINGO PRIZES	25.27
LOCKEPORT TOWN MARKET	SR. BINGO LUNCH, RCMP MEETING, COMMUNITY ASSESSMENT MEETING	93.91
LYDGATE LOCK STOCK AND BARREL	COLD PATCH, UV LIGHTS	264.83
MANULIFE	HEALTH INSURANCE	1,796.32
MARK A WILLIAMS EXCAVATING	TRUCKING SALT FROM PUGWASH	2,009.56
MINISTER OF FINANCE	FINANCE AND TREASURY BOARD 2022 PENSION	116.65
MORNEAU SHEPELL	LIFE INSURANCE	828.00
NOVA SCOTIA POWER	UV SYSTEM	368.60
PAYROLL	DEC 31 2022 - JAN 13 2023	14,491.19
PAYROLL	JAN 14 - JAN 27 2023	14,529.37
RBC VISA - JOYCE YOUNG NOV 29-DEC 28	VEHICLE PERMITS, STAFF GIFT CARDS	1,061.04
RBC VISA - JOYCE YOUNG DEC 29-JAN 27	BATTLEFIELD EQUIPMENT - PUMP AND HOSE FOR SEWER PLANT	2,241.35
ROACHE, DALE	HONORARIUM	60.00
SCOTIA BUSINESS CENTRE LTD.	ELEVATOR MONITORING, FIRE/MFR DISPATCH	385.48
SOBEYS	SR. BINGO LUNCH AND PRIZES	17.31
TRI-COUNTY REGIONAL CENTRE FOR EDUCATION	EDUCATION TAX (MONTHLY)	8,719.40
WINDSOR SALT	ROAD SALT	1,717.89
WORKERS COMPENSATION	MUNICIPAL OPERATIONS, ADMINISTRATIONS OPERATIONS, CONSTRUCTION, & MAINTENANCE	444.80
WORKERS COMPENSATION		249.51
XEROX	SERVICE INVOICE AND LEASE	331.96
XTR FOSS NATIONAL LEASING	FLEET MANAGEMENT - <i>Vehicle fuel</i>	945.06
YOUNG, JOYCE	MILEAGE FOR JANUARY	65.44
TOTAL		51,765.40

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Joyce Young

From: Lockeport Recreation Department <lockeportrec@ns.aliantzinc.ca>
Sent: Tuesday, February 7, 2023 2:11 PM
To: Joyce Young
Subject: Recreation Facility Development application for tennis court upgrades
Attachments: Project budget.xlsx

Hi Joyce:

With my parents recently needing more of my attention, I'm a little behind on getting this application together. The deadline to apply is a week from today on February 14, 2023. The form is quite long one and I hope to send you more on this once I've filled in more of the form.

In the meantime, I've attached an Excel document detailing the project budget (I have not attached all the quotes and estimates listed in the budget, but I can provide them if you want to see them). Please include this information for review by Council as I am hoping they will approve the \$10,336.07 indicated as our portion of the project in the budget. For now, I've called this project "Tennis Court Upgrades". A letter much like the one provided for the New Horizons application would be great, but indicating a \$10,000.00 contribution instead of \$5,000.

Please let me know if you have any questions or concerns.

Thanks,

Fran Scott
Community Coordinator
Town of Lockeport

Helen Ghent Tennis Courts Upgrades Budget
as of February 7, 2023

Expenses:

Resurfacing tennis courts	30,974.13
Replacement of fencing mesh	20,336.55
Provide and install backboard (10' X 28' plywood)	6,465.98
Perimeter landscaping	7,561.03
Purchase three windscreens	1,500.00
Accessibility improvements	3,000.00
Contingency	698.38
Total expenses	70,536.07

Revenues:

New Horizons for Seniors Program	25,000.00
Helen Ghent Tennis & Pickleball Club	10,000.00
In kind by Tennis/Pickleball players & Town staff	2,000.00
Town of Lockeport (cash)	10,336.07
RFD funds	23,200.00
Total revenues	70,536.07

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Quote attached by Maritime Tennis Builders

2 Quotes attached: Option 1 of Eastern Fence Erectors and Nova Fencing (Maritime Tennis)

Quote attached Option 3 of Eastern Fence Erectors

Estimate attached by Mike MacLeod (local landscaper)

Rough estimate based on recent purchases

Rough estimate based on RHFAC (CSA B651) requirements (courts, parking & washrooms)

1% margin of error on budgeted expenses

Note: All expense figures include municipal share of HST (28.6 %)

[applied Oct. 31/22, acknowledgement indicates 16 weeks to notification of decision (end of Feb./23)]

amount requested

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Joyce Young

From: Lockeport Recreation Department <lockeportrec@ns.aliantzinc.ca>
Sent: Tuesday, February 7, 2023 9:41 AM
To: Clean Leadership
Cc: Joyce Young
Subject: Re: Clean Leadership Summer Internship Project - Application Approved

Hi Joy:

This note is in regards to two approvals for 2023 (the one noted below and the one for a 9-week intern). It will take us until at least February 14, 2023 to give you official word on accepting our project offers. Please let me know if this will be acceptable.

Thanks,

Fran Scott
 Community Coordinator
 Town of Lockeport

On 2023-02-06 1:18 p.m., Clean Leadership wrote:

Hello, please ignore this email. It is a duplicate of the original sent and was sent in error. Please refer to the original email.

Kind Regards,
 Clean Leadership Team

From: Clean Leadership <cleanleadership@cleanfoundation.ca>
Sent: Monday, February 6, 2023 9:30 AM
To: lockeportrec@ns.aliantzinc.ca <lockeportrec@ns.aliantzinc.ca>
Subject: Clean Leadership Summer Internship Project - Application Approved

Good Day Frances H. Scott,

As most of you may know my name is Joy Samuel and I lead the Clean Leadership Summer Internship Program and will be one of your primary contacts over the upcoming summer. We at Clean are thrilled by the response of host employer applications received this year and the thought each of you put into designing these roles. Our goal was to have a diverse set of projects available for this summer to match the diverse group of interns we hope to hire and your response to that shows that employers throughout the province see the value in providing excellent work experience for our youth as well as impacting our provinces environment in a positive way.

All proposals were evaluated based on project quality and impact, level of skill development (both personal and professional), and engagement while also meeting all program requirements. Unfortunately, we receive far more requests than we are able to accept *and even approved projects are not guaranteed their requested number of interns.*

With this being said, we would like to inform you that your project has been **approved and accepted for the 2023 season – Congratulations!**

Your project, **Lockeport Sustainable Transportation**, has been approved under the **General Internship Stream**.

Approved Internship Length:**15-week**

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Number of Approved Interns: **1 Intern(s)**

Please let me know if you will be **accepting or declining** your project approval outlined above by **Friday February 10, 2023.**

Following the receipt of your acceptance, I will send out the employer contract and a package including important dates and upcoming deadlines. Please also mark your calendar for **Tuesday February 21, 2023 at 9:00am AST** and **Monday February 27, 2023 at 1:00pm AST** when we will be hosting mandatory **Employer webinars to go through roles and responsibilities, Q&A and host employer training.**

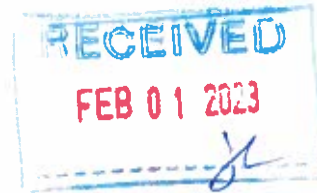
It is important to note that the Clean Leadership program does not receive any core funding and therefore is funded through various pools and departments. With that comes a level of uncertainty at this point in the season as some funding deadlines have yet to close or are still being processed, and some support is still pending and we may not know more until the season has started. Thus, as always, **positions are 'pending funding' until support is confirmed.**

Thank you for your submission and I really look forward to working together in Summer 2023.

Kind Regards,
Joy.



JAN 23 2023



Joyce Young, Clerk-Treasurer
Town of Lockeport
PO Box 189
Lockeport, NS B0T 1L0

Dear Joyce Young:

As you are aware, the Province is in the process of undertaking a comprehensive socio-economic study on the value and impacts of the investment in a ferry service from Maine to Nova Scotia.

The Province is committed to investing in economic development in every region, and supporting a thriving economy from coast to coast to coast, but this means understanding the return on taxpayer investment, making practical assessments of best investment opportunities and working closely with stakeholders.

In this case, that means having frank discussions about whether a ferry is the best investment or whether there are alternative investments that could generate more significant economic activity.

It is important that we identify any potential steps that can be taken to improve the economic impact on Nova Scotia, but this first means understanding the facts around the current impact of the service so that decisions about long-term economic development investment decisions can be made in a fair and open manner.

The history of the Yarmouth-Maine ferry connections is well known. Suffice it to say that between changing ports, losing time due to vessel issues, losing a season to renovations and losing entire seasons related to COVID-19 border measures, the last few years of this service have been difficult.

Much of the discussion around the impact, positive and negative accounts, have been anecdotal. It is important that the discussion moves to facts. This is the reason that the first formal economic impact analysis of the ferry service is necessary.

We are writing to seek your input on information you think would be beneficial to seek and include in this study. It will be undertaken by a highly qualified, experienced firm (identified through a competitive procurement process) but beyond that, our initial belief is that the study should include a review of:

- All data sources including, but not limited to:

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- Ferry ridership information, including source market;
 - NS Visitor Exit Survey information;
 - Direct/indirect economic impacts for employment, household income and GDP generated by those expenditures for the specific industry that received the expenditure from Department of Finance; and
 - Estimated provincial tax revenues generated as a result of personal income taxes and sales taxes paid by workers from the Department of Finance.
- Targeted primary research including:
 - Consultation and interviews with individuals, small businesses and industry groups most impacted and affected; and
 - An analysis of the true impacts to the Southwestern region and the province. It will help to quantify impacts such as changes in income, employment, value-added by local and regional suppliers, government revenues, workforce planning and the travel trade industry.

The Province intends to use the study to bring needed clarity to Nova Scotians pertaining to the overall economic benefits and costs of this ferry. It will assist in answering questions such as:

- Is the Maine-NS ferry service, as currently constituted, a viable operation and worthy of continued tax-payer investment?
- Are there alternatives or complements to achieve or deepen the economic impact that government could consider?
- Can we establish a baseline for visitors taking the ferry to Nova Scotia that equates to an economic benefit and quantify that benefit?
- Are there other tangible societal and community benefits derived from the ferry service that have economic value?
- Are there other, more impactful ways of using public dollars that would achieve an increase in tourism to Southwestern Nova Scotia and the Province?

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We welcome your feedback on this approach and look forward to your comments by Friday, February 17th, 2023. Please send your feedback to Derek Harvey, Director of Policy and Legislation with the Department of Public Works at derek.harvey@novascotia.ca.

Yours truly,

A handwritten signature in black ink, appearing to read 'Peter Hackett', written in a cursive style.

Peter Hackett, P.Eng.
Deputy Minister



Joyce Young

From: Macpherson, Mark <mark.macpherson@rcmp-grc.gc.ca>
Sent: Wednesday, February 1, 2023 10:47 AM
To: Sherry Doane; Warren MacLeod; Andrea From Black Loyalist; Chris Frotten; mayor@clarksharbour.com; clerk@clarksharbour.com; Joyce Young
Cc: Pittman, R. Paul
Subject: New Year Objectives and Enforcement Initiatives for Shelburne District RCMP

Good Morning

As we move towards April 1st, 2023 I am looking for your valued input on policing goals and objectives in Shelburne County. I will be seeking input from all five (5) stakeholder groups, our local PAB and representatives of the African NS community so we can have constructive conversations regarding what policing will look like for 2023 – 2024. Once we have had these discussions, I will be communicating with RCMP Southwest Nova Office, H Division HQ and DOJ to share. These will then be charted on our Annual Performance Plan and will be worked on as a baseline for enforcement and education initiatives that I will report on quarterly.

So, please reach out to your constituents or local contacts and share with me their concerns or wants and we can discuss as we move forward. If you have any questions regarding current policing pressures or crime types, please don't hesitate to ask me. What sometimes happens is I receive feedback from individuals but it is not based on conversations that they have had with people they represent but instead they share their own requests and that does not serve the purpose of having an accurate and realistic plan moving forward.

Last thing, this is a very important piece for helping me guide and direct policing operations so I ask that you reach out if you have any questions or I can come and actually partake in any meetings etc.

Sherry, can you share this with both Town and PAB members ?

Andrea, I'd like to discuss establishing a Community Consultative Group for the Birchtown Community
Chris and Rex, I have not yet had the opportunity to meet with you but hope to do so very soon.

Thank you for your time

Mark



Staff Sergeant Mark MacPherson
Detachment Commander
Shelburne Detachment
199 Harriet Street
Shelburne NS
BOT 1W0
mark.macpherson@rcmp-grc.gc.ca
Office: (902) 875-2490

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Mayor Nickerson

January 2023 meetings

Regular Council

Special Meeting re: Development Agreement

Municipal Modernization

July 1

Discussion Group

Council Meetings

Deputy Mayor DeMings-Taylor

January 4 Council Discussions

January 9 Council Meeting

January 11 Municipal Modernization

January 16 Special Council Meeting

January 17 Recreation Meeting

January 19 RCMP Meeting

January 23 Council Meeting

(12)

January 2023, meetings, Dayle Eshelby

January 4, Lockeport Check-in

January 5, Month two, mun. leaders learning and unlearning about aboriginal culture.

January 9, Roseway Hospital charitable foundation.

Roseway Manor

Town Council

January 11, Mun. modernization,

July 1 meeting

January 16, economic development

January 17, recreation committee

January 18, healthcare meeting

January 23, Town Council

January 25, July 1 meeting

January 26, PACE Atlantic meeting

January 27, make your move meeting

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COUNCILLOR BALISH

JAN. 2023

4 DISCUSSION (TOL)

9 COUNCIL MEETING

12 ACCESSIBILITY ADVISORY COMMITTEE

16 PLANNING ADVISORY

19 EASTERN SHELBURNE COUNTY RCMP

23 COUNCIL

30 EMERGENCY MANAGEMENT OFFICE

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Councillor Meagher

- January 4th Council Discussion**
- January 9th Planning Advisory**
- January 9th Council Meeting**
- January 11th Municipal Modernization meeting with Province (Shelburne)**
- January 16th Planning Advisory**
- January 18th Community Healthcare Conversation (Shelburne)**
- January 23rd Council Meeting**

1. Call to Order

The meeting was called to order by Chairperson, Kevin Grant at 11:00 am in Meeting room at the Municipality of Barrington

Present: Kevin Grant, Chairperson; Marilyn Johnston, Secretary; Peggy O'Malley, Vice-Chairperson;

Regrets: Penny Smith, Treasurer and Warden Mun of Shelburne; DoDo Goodwin, Mary Meagher, Councilor Town of Lockeport; Tamara McIntyre, Warm Line Coordinator; Sherry Doane, CAO Town of Shelburne; Cheryl Baker, Director at Large; Kelly Goudie, Health Promotion Specialist Mental Health and Addictions

2. Minutes of Dec. 13/22

The Minutes of Nov. 13/22 were emailed out to members.

3. Who does What in Mental Health in Shelburne County

No changes.

4. Charitable Status

Marilyn received a letter from CRA with a copy of the original application form as requested. Nothing special about the application but it is clear that it was missing some documents that should have been sent with it but were not. At least now when we fill out a new application for Charitable Status we will know what was said in the original one.

Next Steps: Go over the draft Articles of Incorporation from Chris to be sure they are accurate. Reference to the Warm Line needs to be removed if we are closing it down in about 2 years time. Meet with Chris to revise the Articles and then amend our Articles with Joint Stocks. When that is completed we can make another application to Revenue Canada for Charitable Status. The need for charitable status is still needed.

5. Clubhouse Idea

Nothing new to report.

6. Financial Report - Grants and Funding

We have received approval for funding for about \$50,000 in the next 2 years.

Marilyn noted that our closing bank balance on December 31 was \$37,421.44

-It was agreed to apply for funding to Credit Union Atlantic to purchase 10 headsets that are wireless and Bluetooth enabled. They are about \$150 each. Our grant application would be for about \$1,500. Peggy will check with Tamara to ask if there is anything else technology related that we need and could add to this application. Kevin will follow up with the application.

- We will need to apply for the N.S. Dept. of Seniors Age Friendly grant of \$25,000 when their application process opens so that we have enough funds to complete the full 2 years of the Warm Line operation.

7. Recruitment of Volunteers Results

Peggy and Marilyn held 3 public meetings (December 14 Shelburne Library; January 4 Shelburne Library and January 5 Barrington Library to provide info and recruit new volunteers to be trained to make outgoing calls to Seniors. We presented to 1 person in December in Shelburne. No one came to the two in January. There were no follow ups with Tamara to find out more about the training dates.

In the future if we try public presentations to recruit again we should invite ourselves to established organization's meetings. Tamara will follow up with Kelly to ask if she is still able to take the training and work the daytime hours on the phone.

8. NS Warm Line Report

Presented to: Shelburne County Mental Health Association Board of Directors

Presented on: January 17 by Marilyn Johnston from 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.

December was a quiet month, both for call-ins and for reaching our Senior clients. We have multiple people using the Warm Line as part of their ongoing self-care plan.

DETAILS

- Total Conversations: 186
 - Phone: 185
 - Chat: 1
 - Unique Callers: 32
 - Out of Hours: 1 (Sunday)

- Breakdown

- Senior Safety Program Calls: 144
- Self-care Plan: 13
- Problem Call: 0
- Silent: 0
- Hang up: 0
- Call/Text/Chat Initiated but No Response: 0
- Administrative Call: 0
- Uncategorized: 29

- Active Volunteers: 4

- New Volunteers: 0

UPDATES / PROPOSALS

Volunteer Get-togethers

- The volunteers and coordinator got together in December for a Thank-you Christmas lunch at Boxing Rock. It was mentioned that monthly "meetings" would be beneficial for the team and we agreed to meet the last Friday of each Month.
- Motion to the Board to cover the costs of these meetings. They won't all be at Boxing Rock!

Volunteer Training

- Our Call-out Training slide deck is complete. It is an introduction to the Warm Line + training for Seniors' Safety Call Out Program and covers the ADEPTS model of interaction.
- It is an "in-person" training instead of self-directed.
- Please consider it a living document, to be updated and adjusted based on volunteer feedback and as our needs potentially change.
- Second level training package for call-ins has been started

Client Intake Form

- In process

Code of Conduct and Confidentiality Agreement

- Complete and ready to be signed by volunteers.

Vulnerable Persons Check Introduction Letter for RCMP

- Complete and ready to use as required.

Policies and Procedures Document

- First draft is underway

YEAR END STATS

- Stats are with Izzy (Sept-Dec) only as we are unable to get this information from Gazelle. Basic Gazelle info can be pulled from past Board reports if required.
- Stats are based on conversations and not clients.
- Stats may not add up to total conversations as not all stats are collected on all conversations

Volunteers

- Total No. of Volunteers: 4
- Total Volunteer Hours: 220
- Total Warm Line Hours: 120 warm line volunteers make calls to seniors and take call-ins
- Total Senior Safety Hours: 100 senior safety volunteers only call out to seniors

Total Calls: 657

- Phone: 652
- Chat: 5
- Unique Callers: 59
- Out of hours: 2

Day of Week

Sunday	1	0.2%
Monday	194	29.5%
Tuesday	191	29.1%
Wednesday	144	21.9%
Thursday	126	19.2%
Friday	1	0.2%

Length of Call (minutes)

0 - 15	418	63.6%
15 - 20	29	4.4%
20 - 30	72	11.0%
30 - 45	67	10.2%
45 - 60	15	2.3%
60 - 90	16	2.4%
90 - 120	4	0.6%
> 120	6	0.9%

By County (based on phone registration)

Lunenburg	289	44.0%
Shelburne	139	21.2%
Halifax	72	11.0%
Queens	51	7.8%
Yarmouth	35	5.3%
Hants	24	3.7%
Pictou	17	2.6%
Colchester	15	2.3%
Unknown	10	1.5%
Annapolis	2	0.3%
Victoria	2	0.3%
Digby	1	0.2%

Type of Call

Senior's Safety, Conversation	339	61.0%
Senior's Safety, No Answer	135	24.3%

Self-care Plan 54	9.7%
Senior’s Safety, Callback Request 6	1.1%
Problem Call 6	1.1%
Administrative Call 5	0.9%
Silent Call 4	0.7%
Initiated but No Response 3	0.5%
Hang up 3	0.5%
Information Request 1	0.2%

Age Range

65+	437	78.6%
Unknown/Undisclosed	61	11.0%
50-65	8	1.4%
30-50	2	0.4%
Under 18	0	0.0%
18-30	0	0.0%

Gender

Female	459	82.6%
Male	47	8.5%
Unknown/Undisclosed	5	0.9%
Non-binary	1	0.2%
Transgender	0	0.0%
Intersex	0	0.0%

The Board also feels that monthly meetings of our Coordinator and volunteers is a good thing, however, it is not something that we can fund on an ongoing basis at this time.

Motion: The funds are spoken for (direct warm line operations), therefore, funding for monthly meetings cannot be granted at this time. **Motion:** CARRIED

It was interesting to read the Year End Stats especially to see what Counties we are servicing.

9. Community Health Conversations

These will take place on Wed. Jan 18 from 6:30pm – 8:30pm in the Shelburne Community Center. A question to ask might be “ If ER is closed, what does someone with a mental health need do to get help?” We believe they would be expected to call the Intake Line either by themselves or seek someone to help them to make the call.

10. Donate Button

Kevin is still working on it with PayPal.

11. Community Links

Dawn Gallagher, our region’s representative with Community Links contacted Kevin to set up a meeting but that has not happened yet. Kevin will take part in a zoom meeting on January 27th. It will be the first meeting of the “Tri-County Aging Well Together” Coalition. We wondered if other areas have this kind of Coalition.

12. Queens County Seniors Expo

It was agreed that we would register to participate in the Queens County Seniors Expo to be held this spring. We would provide information about call-outs to Seniors, display swag to give away, and recruit volunteers to make call-outs.

13. Next Meeting February 21, 2023

Our next meeting will be Tuesday, February 21, 2023 in the meeting room upstairs at the Town of Shelburne starting at 10:30am.

14. Adjournment: There being no further business the meeting adjourned at 12:10 pm.

February 13, 2023

Mayor Nickerson and Council
Town of Lockeport
PO Box 189
Lockeport, NS B0T 1L0

Dear Mayor and Council:

Please except this as my letter of notification that my intentions are to officially retire as Town Clerk/Treasurer of the Town of Lockeport effective December 1, 2023.

It has been an absolute honour to serve the Town of Lockeport for the past twenty-four years as Clerk/Treasurer, as well as the 5 1/2 years during the 1980's that I worked in the Town Office as clerical staff. We have seen many ups and downs over the years but I take much pride in what we have accomplished for such a small Town. Although population-wise we are losing ground, I truly believe that as a Community we have grown. We have completed many projects over the years that have enhanced our Town in many ways. Also, the relationships we have developed with neighbouring Municipalities has been a positive outcome of cooperation.

The timing of my retirement has been a decision based on when it is the best time for the Town and myself. The 2022 audit process, Provincial reports, summer programs, budgets, and current projects will be completed by that time.

Notifying you at this time will give Council ample time to find a replacement for this position.

I wish the Town, Mayor and Council all the best in whatever the future unfolds for you.

Respectfully yours,



Joyce Y. Young
Town Clerk/Treasurer
Town of Lockeport