



**TOWN OF LOCKPORT
COUNCIL MEETING
MONDAY, JANUARY 22, 2024 AT 1:00 P.M.
AGENDA**

1. Call to order
2. Silence Electronic Devices
3. Approval of Agenda, including additions or deletions

Draft Motion: That Council approve the agenda for the January 22, 2024 meeting as presented/with the following additions:

4. Approval of Minutes from the January 8, 2024 Regular Council Meeting

Draft Motion: That Council approve the January 8, 2024 meeting Minutes as circulated.

5. Business arising from previous Minutes
 - Tourism statistics have never been listed in the minutes because the statistics have never been part of an agenda. Council will address this issue.
 - It was brought to Council's attention that an individual is still painting items on the picnic table at the beach. This is an ongoing issue and is being addressed.

6. Community Forum (Open Mic)

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

7. Presentations

There were no presentations scheduled for this meeting.

8. Department Reports

- Public Works Report (Page 1)
- Community Coordinators Report (Page 2-3)
- Administration Report (Pages 4)

9. Finance

- List of Invoices already paid in the amount of \$34,274.58 (Page 5)
- Capital budget discussion for 2024/2025 (Page 6-7)
- 2024/2025 Debentures (Page 8-9)

10. Other Business

- Waste water system upgrades correspondence with Dan Vincent and David Trudel (Page 10-15)

11. Council Reports

- Canada Day (Mayor Cory Nickerson)
- Recreation Report (Deputy Mayor Dawn DeMings-Taylor) (Page 16-29)

Draft Motion: As recommended by the Recreation Committee, Council approves Mark Peterson to be recognized as Volunteer of the month for March 2024 and Bevin and Tatum Joudrie for the month of April 2024.

12. Correspondence

- Letter from Emily Swim, Community resident (Page 30)
- Letter from Craig Hillen, Community resident (Page 31-32)

13. Information Only

14. Date of next meeting

- Monday February 12, 2024 at 6:00 p.m.

15. "In Camera"

16. Adjournment

Regular Council Meeting. 012224.agd

Public Works Report – Jan 19, 2024

- Replaced stop sign corner of Paradise and Hall St
- Slide at play park needs to be properly repaired by licensed contractor due to codes, insurance company etc.
- Mark's work on seawall at Chetwynds beach and some work on sewer plant road erosion
- Load of salt received and put away
- Replaced plow cutting edges and ordered new ones for next replacement
- Water issue at funeral home seems to be a blockage in old existing sewer line running thru Doug Stephens' (Mush's) yard to the back harbour. Last I knew was we isolated the area of the blockage and Randy Francis was going to clean the blockage
- Beach centre leaked quite badly during one of our rain events. We're thinking we may know how water is getting in. Would like to have a contractor have a look and see what they think.
- Had new rotors and pads installed on the 1 ½ ton truck (in order to get it safety inspected)
- Drainage to Freddy's beach needs to be dug out opening up run off's from ditches on John St. Mark with excavator has had to do this more frequently in the last 5-10 years due to higher than usual tides pushing sand into drainage area
- Mark suggested for boardwalk by museum would be to remove and rebuild (hopefully being able to reuse some of the existing boardwalk sections)

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Community Coordinator Report to Council
for January 22, 2024 meeting

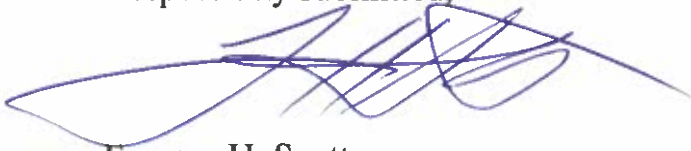
Enabling Accessibility Small Projects Grant – we recently received email notification that our application under the federal Enabling Accessibility - Small Projects program, which had in the spring been denied funding, had now been approved in the amount of \$42,581 (80% of project costs). As you may recall Council has already approved \$10,000 (roughly 20% of project costs) toward the project from the 23-24 budget and the majority of work outlined in the project is to install rubberized surfacing in part of the Play Park (approximate cost \$50/square foot). I have been reaching out to suppliers who work with rubberized surfaces and so far have only heard from Ray ElShanti of Atlantic Rubber Paving in Halifax, but he is very interested in working with us and will come to town to look at the space and help us to scope out the project.

Reviving Market Committee – on January 15, I met with Will Tremain, Connie Lamm and Sue Crosby to discuss the revival of Friday Afternoon Markets in the Park. The meeting went very well and Will indicated he was prepared to take a leadership role on such an initiative. At this time I am asking that Council establish a new Market Committee so this idea can proceed.

Winterfest (Town's Birthday Party) – the dates for the 2024 Winterfest have been set as February 24 to March 3. The Town's birthday falls on Monday, February 26 this year and it has been suggested that Council offer birthday cupcakes and a small reception for the general public at LRHS in the lobby along with the Kidz Carnival that will be held in the gym that evening with a birthday party theme.

Capital Projects - A list of potential projects is attached to this report.

Respectfully submitted,



Frances H. Scott
Community Coordinator

Facility Projects list
revised January 17, 2024

Note: list does not include smaller concrete projects planned with MYML funds

Priority	Facility	Details	Estimated total cost	Anticipated Revenue	Net cost to Town	Notes
1 overall	Old Son's Ball Field	Upgrades	\$ 70,000.00	\$ 60,000.00	\$ 10,000.00	
1		Infield remediation	\$20,000.00			2 X 2017 pricing
2		Outfield remediation	\$20,000.00			2 X 2017 pricing
4		Canteen/washroom/shed	\$20,000.00		[\$3500]	23-24 budget [21223-1-6-15]
3		Fencing repairs	\$10,000.00			
		provincial RFD program		\$46,667.00		unconfirmed
		approx. LAMBA funds reserve		\$10,000.00		confirmed
		Donations and fundraising		\$3,333.00		unconfirmed
2 overall	Seacaps Park - Play Park	Inclusion upgrades	\$ 75,000.00	\$ 65,000.00	\$ 10,000.00	
		Fed. Enabling Accessibility Small Proj.		\$42,581.00		confirmed
		Kal Tire grant for using recycled rubber		\$20,000.00		unconfirmed
		Mentorship from 2023 CPRA-YEE grant		\$2,419.00		unconfirmed
3 overall	Trails	Boardwalk upgrades	\$ 150,000.00	\$ 90,000.00	\$ 60,000.00	? causeway upgrade plan
1		replace between gazebo & beach corner	\$140,000.00			
2		install more rail along fields north fence	\$10,000.00			
		various grants		\$90,000.00		unconfirmed
4 overall	Seacaps Park - Play Park	repair or replace large slide apparatus	\$ 5,000.00	? ?	? ?	
		reserve Play Park funds				
5 overall	Trails	CNR Trail upgrades	\$ 65,000.00	\$ 55,000.00	\$ 10,000.00	
		In Kind by volunteers		\$5,000.00		unconfirmed
		provincial trails funding		\$48,750.00		unconfirmed
		fundraising		\$1,250.00		
?	Roods Head Park	build ramps & look off on upper level	? ?	? ?	? ?	

**ADMINISTRATION REPORT
COUNCIL MEETING
JANUARY 22, 2023**

BUILDING PERMITS ISSUED 2023/2024 FISCAL YEAR

To date, there have been six (6) building permits issued for the 2023/2024 fiscal year. (Total building permits issued for 2022/2023 was eleven (11)).

TAX COLLECTIONS

As of January 18, 2024, *taxes owing are as follows:*

2020 & prior = 23,196.95

2021 = \$ 6,368.87

2022 = \$ 21,540.93

2023 = \$83,420.26

Total taxes owing is \$ 134,527.01

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 new to report pertaining to their progress. The total of outstanding taxes on these accounts is \$3681.48 plus \$2,360.94 interest on six Gear Shed accounts and \$20,186.09 plus \$13,096.12 interest on a sub-leased account.

Municipal Modernization

The Council of the Town of Lockeport has agreed to explore the concept of consolidation with the Town of Shelburne and the Municipality of the District of Shelburne.

Mayors/Wardens/CAO's Meeting

Mayor Nickerson and I hosted the regular monthly meeting of Mayors/Wardens/CAO's on January 17, 2024, here, in Council Chambers.

Wastewater System Upgrades

This item is on the agenda for discussion. Since the Surge Tank Project was set aside, I have been informed by the Province of Nova Scotia that if we can identify Waste Water system upgrades that would improve the efficiency of our System, we may still be able to access the funds that were allocated by the Investing in Canada Infrastructure Program (ICIP), for the original Surge Tank project, to complete the upgrades. I asked Dan Vincent (ODRC and Dave Trudel (CBDL) for advice about upgrades to the Town of Lockeport Wastewater System that would increase the efficiency of the system. The correspondence is included.

June Harding-Town Clerk/Treasurer

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LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
JANUARY 22, 2024 MEETING		
BALISH, JULIE	HONORARIUM FOR SUPERVISING KIDS DURING AFTER SCHOOL PROGRAM JAN 5 AND 10 2024	125.00
BELL ALIANT	FIRE DEPT.	69.44
BELL MOBILITY	STREETS, REC., GEN. GOV'T	282.19
GREEN DIAMOND	PLOW EDGES	1,394.52
HUPMAN, EMILY-ANN	HONORARIUM FOR SUPERVISING KIDS DURING AFTER SCHOOL PROGRAM JAN 5, 2024	30.00
LOCKEPORT TOWN MARKET	REC. STUFF	5.94
LOCKEPORT TOWN MARKET	GIFT CARDS FOR CHRISTMAS HOUSE DECORATING CONTEST	50.00
LOCKEPORT PHARMACHOICE	GIFT CARDS FOR CHRISTMAS HOUSE DECORATING CONTEST	50.00
LYDGATE LOCK, STOCK & BARREL	GIFT CARDS FOR CHRISTMAS HOUSE DECORATING CONTEST	50.00
LYDGATE LOCK, STOCK & BARREL	VARIOUS SUPPLIES - LEAF BLOWER, COFFEE POT	398.44
NOVA SCOTIA POWER	TOWN HALL AND REC. CENTRE HEAT PUMPS, PRINCIPAL, INTEREST JAN 29	2,608.70
NOVA SCOTIA POWER	LIFT STATIONS 1 - 5 JAN 29	1,207.21
NOVA SCOTIA POWER	LIFT STATIONS 6 - 13 JAN 26	871.02
NOVA SCOTIA POWER	LIGHTHOUSE STAGE AND MFR JAN 29	584.89
NOVA SCOTIA POWER	BOARDWALK JAN 24	129.16
NOVA SCOTIA POWER	STREET LIGHTS, PLAYGROUND, TREATMENT PLANT JAN 23	2,970.12
ON TOWN AUTO	REAR BRAKE ROTORS AND PADS	1,595.60
PAYROLL	DEC 30 2023 - JAN 12 2024	16,241.48
RBC VISA - MAYOR	FIRE HALL LIGHTS, CONTACT KITS FOR SEWER LIFT STATIONS	574.73
RBC VISA - TOWN CLERK/TREASURER	CUSTOMS FOR FIE HALL LIGHTS	87.52
REGION OF QUEENS	TIPPING FEES	2,828.29
SCOTIA BUSINESS CENTRE LTD.	ELEVATOR MONITORING FOR JANUARY, FIRE AND MFR DISPATCH	477.48
SHELBURNE COUNTY ARENA	HOT DOGS AND HOT CHOCOLATE	143.50
XEROX	MONTHLY SERVICE BILL	68.70
WORKERS COMPENSATION	SUB ACCOUNT	134.75
WORKERS COMPENSATION	FIREFIGHTERS	363.63
WORKERS COMPENSATION	OPERATIONS, CONSTRUCTION & MAINTENANCE	354.87
WORKERS COMPENSATION	MUNICIPAL OPERATIONS ADMINISTRATIONS	577.40
	TOTAL	34,274.58

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MEMO

TO: COUNCIL, KEVIN SNOW & FRANCES SCOTT
FROM: JUNE HARDING – TOWN CLERK/TREASURER
DATE: JANUARY 12, 2024
SUBJECT: 2024/2025 CAPITAL BUDGET

This is a reminder for us all to put our thoughts towards necessary Capital projects to be considered for the upcoming fiscal year. (2024/2025)

At our Council Meeting scheduled for Monday, January 22, 2024 we will review and discuss status of existing projects. Then we will identify and list new projects submitted by Council and staff. At this stage, Council will identify which projects should proceed to be costed by staff and provide direction on which projects are to be brought forward in the budgeting process.

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2024/2025	CIP	Project #	Grant	Program	Debtenture	Gas Tax	Reserve	Donation	General	Operating	Total Cost
Dune Restoration					231,061						231,061
											0
WW system upgrades	CIP - 46	415,800	415,800	ICIP							415,800
											0
											0
											0
											0
											0
											0
											0
											0
											0
Totals			415,800		231,061	0	0	0			646,861



Response Deadline: Monday February 5, 2024 at noon

Every year the Municipal Finance Division of the Department of Finance and Treasury Board canvases its municipal clients and their municipal enterprises to provide estimates for their upcoming fiscal capital borrowings. The estimates are required to inform Finance and Treasury Board of the upcoming fiscal year borrowing program requirements of municipalities.

If you are not planning to participate in the Spring or Fall 2024-25 debenture: please respond to Angela.Provoe@novascotia.ca and copy your Municipal Advisor to confirm that you have **no plans** to participate in the 2024-25 Spring or Fall debenture.

If you are planning to participate in the Spring or Fall 2024-25 debenture: please respond to Angela.Provoe@novascotia.ca and copy your Municipal Advisor to confirm your plans to participate in the 2024-25 Spring and/or Fall debenture and use the format below to provide your estimates.

Communicating your estimates to Municipal Finance:

For those intending to participate, the estimates can be emailed in the following format:

Spring Debenture:	Fall Debenture:
Project X \$\$\$\$\$	Project X \$\$\$\$\$
Project Y \$\$\$\$\$	Project Y \$\$\$\$\$
Project Z <u>\$\$\$\$\$</u>	Project Z <u>\$\$\$\$\$</u>
Total \$\$\$\$\$	Total \$\$\$\$\$

Note:

- *If you have a balloon payment that you plan to refinance, include the refinancing in your debenture estimate.*
- *Your submission is not a commitment to borrow the estimated amount.*

For Your Information:

For the Spring & Fall debentures, only those who have an approved Borrowing Certificate will be added to the debenture list. Those without an approved Borrowing Certificate will **“NOT”** be included in the debenture until they receive an approved Borrowing Certificate from DMA&H.

Municipal Finance only finances completed capital projects. As per ***FRAM 3(3)(e)vi, a project is completed at the point of takeover by the municipality. Upon completion of a project, permanent funding must be put in place within one year.***

The Spring debenture package will be emailed to you in late February or early March.

Thank you,


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Finance and Treasury Board
Municipal Finance Division

Angela Provoe, CPA
Manager, Municipal Finance
Finance and Treasury Board

-
- ✉ 1723 Hollis Street, 5th Floor, Provincial Building, PO Box 187, Halifax, NS B3J 2N3
 - Cell : (902) 401-1233
 - ✉ Angela.Provoe@novascotia.ca

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LET US CONTINUE THE DIALOG

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KENT

From: June Harding <townoflockeport@ns.sympatico.ca>
Sent: January 10, 2024 4:00 PM
To: 'Daniel Vincent' <Daniel.Vincent@municipalityofshelburne.ca>
Cc: cory@lockeport.ns.ca <cory@lockeport.ns.ca>; 'Dawn DeMings-Taylor' <ddemingstaylor@gmail.com>;
dayle_eshelby@lockeport.ns.ca <dayle_eshelby@lockeport.ns.ca>; kentbalish@lockeport.ns.ca
<kentbalish@lockeport.ns.ca>; Mary Meagher <marymeagher23@gmail.com>
Subject: Sewer System Upgrades

Hi Dan

Thanks so much for taking on the annual report. Don't forget to invoice us when you are done.

When we were discussing the Surge Tank and whether it would be a worthwhile project last year, you noted in your last email to me on November 27, 2023 that there are definitely other parts of the WW system that need to be upgraded that would increase performance.

Can you elaborate on that please? As you know I dropped into this chair right in the middle of all this and Council has officially stopped the Surge Tank project so I will need some information from you.

I had a call from Ahmed from the Province of Nova Scotia this morning concerning the Provincial and Federal Funding that we were approved for, to go along with the debenture for completion of the Surge Tank Project. We either have to change the scope of the project by identifying other Wastewater system upgrades or the money will go back in the pot.

Can you come up with some feasible ideas for upgrades to our WW system that need to be completed? We are talking a fair amount of money here which has already been allocated to the Town of Lockeport for WW system upgrades and if there are things that need to be done now would be the time.

Thank you in advance.

June G. Harding
Town Clerk/Treasurer
Town of Lockeport
PO Box 189
Lockeport, NS
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Phone (902) 656-2216
Fax (902) 656-2935
Email townoflockeport@ns.sympatico.ca
www.lockeport.ns.ca

11

June Harding

From: June Harding <townoflockeport@ns.sympatico.ca>
Sent: Tuesday, January 16, 2024 3:54 PM
To: 'Daniel Vincent'; 'Kent Balish'
Cc: 'cory@lockeport.ns.ca'; 'Dawn DeMings-Taylor'; 'dayle_eshelby@lockeport.ns.ca'; 'kentbalish@lockeport.ns.ca'; 'Mary Meagher'; 'Trudel, David'
Subject: RE: Sewer System Upgrades

Hi Dan

Thank you so much for your input on this. I would like to hear from Dave as well, before this goes to Council Meeting, if at all possible.

June G. Harding
Town Clerk/Treasurer
Town of Lockeport
PO Box 189
Lockeport, NS
BoT 1Lo
Phone (902) 656-2216
Fax (902) 656-2935
Email townoflockeport@ns.sympatico.ca
www.lockeport.ns.ca

From: Daniel Vincent <Daniel.Vincent@municipalityofshelburne.ca>
Sent: Tuesday, January 16, 2024 3:42 PM
To: Kent Balish <kentbalish@hotmail.com>; June Harding <townoflockeport@ns.sympatico.ca>
Cc: cory@lockeport.ns.ca; 'Dawn DeMings-Taylor' <ddemingstaylor@gmail.com>; dayle_eshelby@lockeport.ns.ca; kentbalish@lockeport.ns.ca; Mary Meagher <marymeagher23@gmail.com>; Trudel, David <dtrudel@cbcl.ca>
Subject: RE: Sewer System Upgrades

Hello Kent and June,

Attached is my response to your inquiry.

Thank you,

Dan Vincent
ODRC

From: Kent Balish <kentbalish@hotmail.com>
Sent: Wednesday, January 10, 2024 6:45 PM
To: June Harding <townoflockeport@ns.sympatico.ca>; Daniel Vincent <Daniel.Vincent@municipalityofshelburne.ca>
Cc: cory@lockeport.ns.ca; 'Dawn DeMings-Taylor' <ddemingstaylor@gmail.com>; dayle_eshelby@lockeport.ns.ca; kentbalish@lockeport.ns.ca; Mary Meagher <marymeagher23@gmail.com>
Subject: Re: Sewer System Upgrades

CAUTION: This email originated from an external sender.

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Hi Kent and June

Sorry for the late response. As some may not be aware, I am the only public works staff for the Municipality of Shelburne, maintaining their sewage plant, municipal building, snowplowing, and assisting other departments. So, I tend to be busy a majority of the time.

I have included Dave Trudel from CBCL in the correspondence, as I have had discussions with Dave about the facility and the issues that I have identified.

Dave is the lead Engineer for CBCL and the Lead Engineer for the upgrade to Shelburne's Wastewater Treatment plant a few years ago

Lockeport's Wastewater plant and the Town of Shelburne's Wastewater treatment plant were of the same configuration and design other than capacities, before the upgrades were completed.

Most Water and Wastewater Facilities are based on a 20-year life cycle. This doesn't mean that you would be replacing the whole facility in 20 years, but you would be looking at major upgrades to the facility due to equipment life cycles and legislative changes in the industry

The Town of Lockeport's Wastewater treatment Plant I believe was built about 50 years ago, and do for some major upgrades in my opinion. I am aware of the fact that the Town of Lockeport cannot afford on its own without major financial support from the other 2 levels of Government.

There are 3 key areas that I believe that need to be addressed.

1. A better Aeration system – The system that is in place right now is a rotating mechanical Aerator and 2 submersible pumps tied to the catwalk. The issue with the old mechanical Aerator is, it getting hard to get replacement parts for and doesn't do a good job of entraining the air into the system. The 2 submersible pumps were added as a temporary fix when the old Mechanical Aerator was taken out of service to be repaired. We are currently using both, but still insufficient for the system to work well. Dissolved Air is a crucial component of the system to keep everything working well, without it the system will go septic and create odour issues and increased financial requirements. Without sufficient dissolved oxygen in the Oxidation ditch the bacteria will die and create other operational issues, that we have been experiencing for quite awhile now. We are now adding an enzyme to the system to promote biological growth to help maintain the system
2. A new U.V. System – I know this one is going to raise a lot of questions knowing this system was put in recently. This U.V System has not performed well since the initial installation. We probably have about a 90% failure rate with this system when doing our compliance sampling, we have had the supplier come back and go through it with the operators and myself and it only marginally passed for that sample. I have instructed the operational staff to clean the lenses before sampling, and it still continues to fail. I have worked with several different U.V. Systems in my career and never had so many issues with failure of a U.V. System.
3. A new screening system- new screenings compactor and comminutor - The Old coarse screen is falling apart and way past its service date and needs to be brought up to today's standards.

Other notables:

The return pump in the clarifier should be replaced with a new pump which is capable of being operated with a V.F.D.

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The possibility of switching from the old sand filtration drying bed to using Geotubes – this will extend the sludge wasting season.

I would also recommend having a Engineers report done for the upgrades as I am not sure if the Province will recognize my recommendations for the funds allocated for the upgrades.

Dave is far more familiar with the processes of dealing with the Province and funding for upgrades.

Dave , please chime in with any thoughts that you may have . We would welcome your input.

Thanks
Dan Vincent
ODCR

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June Harding

From: Trudel, David <dtrudel@cbcl.ca>
Sent: Wednesday, January 17, 2024 12:28 PM
To: June Harding; 'Daniel Vincent'; 'Kent Balish'
Cc: cory@lockeport.ns.ca; 'Dawn DeMings-Taylor'; dayle_eshelby@lockeport.ns.ca; kentbalish@lockeport.ns.ca; 'Mary Meagher'
Subject: RE: Sewer System Upgrades

Afternoon all,

If I recall correctly, CBCL doesn't have any experience at the Lockeport WWTP. I believe we responded to the WWTP UV Upgrades RFP, but were unsuccessful. However, we have completed a number of WWTP Upgrades at similar oxidation ditch treatment facilities in the past. This style of plant is common for many Towns/Municipalities throughout Nova Scotia. Upgrades often include a combination of influent screening, aeration, clarification, UV and/or solids handling. Depending on projected growth/development, some communities have either implemented or are planning for complete replacement of the facility.

I don't have a feel for capacity of the facility or current flows, but depending on how long peak flow events are experienced, add'l clarification may be more beneficial than a new surge tank. As Dan noted, I believe the Town would benefit from a WWTP evaluation/assessment. This would include a site visit to review infrastructure/operations with staff. A letter report/technical memo would summarize the findings & recommendations.

How much funding is available for upgrades? Funding deadline? Opportunity for the Town to undertake equipment/repair replacement with own forces or work directly with Contractor?

Spending deadline may limit the amount of time available for evaluation/assessment and detailed design of the recommended upgrades. Availability of staff and procurement requirements may limit the ability to undertake with own forces or work directly with Contractor.

Let me know if you have any questions.

Regards,



David Trudel, P.Eng. | Senior Process Engineer
1505 Barrington Street, Suite 901 | PO Box 606 | Halifax, NS B3J 2R7
t. 902-421-7241 x2270 | www.cbcl.ca

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From: June Harding <townoflockeport@ns.sympatico.ca>
Sent: Tuesday, January 16, 2024 3:54 PM

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June Harding

From: Daniel Vincent <Daniel.Vincent@municipalityofshelburne.ca>
Sent: Thursday, January 18, 2024 11:36 AM
To: Trudel, David; June Harding; 'Kent Balish'
Cc: cory@lockeport.ns.ca; 'Dawn DeMings-Taylor'; dayle_eshelby@lockeport.ns.ca; kentbalish@lockeport.ns.ca; 'Mary Meagher'
Subject: RE: Sewer System Upgrades

Good Morning Dave

Thank you for a timely response. I,m sorry I forgot to include the 2022 Annual Report so that you would have data to reference.

I am working on the 2023 Annual Report and should have it completed it the next couple of days. Once it is completed, I will send you copies of both

I believe that a portion of the funding that the Town has received would qualify to be used towards doing a WWTP evaluation/assessment report.

I am hoping that Council will approve using the funds to do a WWTP evaluation/assessment Report to know how best to utilize the funds received to optimized the Treatment process

Thanks again

Dan Vincent

ODRC

Town of Lockeport - Recreation Committee
January 15, 2024 Meeting

Minutes

The meeting was called to order 6:00 p.m., January 15, 2024, by Chair, Deputy Mayor Dawn DeMings-Taylor. Also in attendance were: Councillor Dayle Eshelby, Councillor Mary Meagher, MaryAnn Swansburg and Community Coordinator, Frances Scott. Regrets: Grace Garren. Absent: Mike Hupman.

Agenda:

Dawn asked to have an email from Daniel Atwell regarding the 2024 Beach Bash added to the agenda under new business.

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

Minutes:

It was duly moved and seconded that the minutes from the November 21, 2023 meeting be approved as circulated. Motion carried.

Reports:

Community Coordinator – it was noted that Fran circulated her report for November 19 to January 9, 2024 by email. Fran asked if there were any questions about her report and there were none. Fran added that several items from her report would be discussed further under other agenda items. A copy of this report is attached for inclusion as part of these minutes.

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

Facilities – Play Park - the Chair spoke to the fact that the largest slide in the play park has significant damage and asked if the Public Works Dept. would be able to

have this repaired by March if the weather permits. Fran replied that we have adequate puck board (1/4" sheets of plastic) on hand currently, but she had brought up this subject at a recent Planning meeting and Kevin Snow had voiced concerns regarding the structural integrity of the supports for the slide. From the Planning meeting it was agreed that Fran will try to meet with Chad Stephens or another carpenter to look at what might be required and that she should inform the Recreation Committee that it may not be possible to open the Play Park before March Break this year. Fran added that one option may be to remove the slide apparatus completely until such time as we can arrange to replace it with something similar.

Ball Field - Fran reported that there has been no response from Harlow's to date. Fran added that she had asked Jane Ringer of Harlow's if she thought they would be responding and Jane had indicated that Rob did not think fall was the right time to carry out the work and would not likely reply at this time. Fran suggested that we should be preparing to issue a request for proposals (RFP) in order to complete an application under the provincial Recreation Facility Development (RFD) program, which has a deadline to apply of February 14, 2024. It was suggested that Fran take steps to schedule another meeting in the near future with Minor Ball and school reps in order to define the RFP and proceed with completing the application. Fran indicated that Anna Haanstra seemed of the opinion that this round of RFD will be extremely competitive with limited resources and we may in fact be asked to trim down our project and reapply under the smaller Community Recreation Capital Grant program.

Tennis Courts - Fran stated that she had completed and submitted the final report to the province for the RFD project we had this year for the Helen Ghent Tennis Court upgrades and that Anna Haanstra had indicated that the report looked good. Fran added that she still needs to submit a final report to the federal New Horizons program, for the funding we received from them, but that grant had a programming component as well as the capital portion, so some of that still needs to be completed before the final report can be submitted, which is due by the end of March, 2024.

Old Business:

Youth Leadership training program – Fran reported that she does not anticipate having any more participants complete the program besides the four that did so near the end of summer. It was agreed by all present that we should provide each of the four youth who completed the program with a \$150 honorarium. Fran will speak with Andy Stuart at the high school about whether or not there would be a

good opportunity, such as a school assembly, to present the honorariums, perhaps with involvement by a member of the Committee or Council.

Halloween Yard Decorating contest – Fran stated that she had recently received new frames to use with certificates and showed the framed certificates for this contest to those present. It was agreed that the Dawn would distribute these prizes at the same time as she was passing out the Christmas House Decorating prizes.

Christmas House Decorating contest - Dawn opened that ballot bucket and read the votes on each ballot aloud. Next Dawn read the email and Facebook votes aloud. Fran recorded and tabulated the results which yielded the following award winners:

- 1st - 88 Hall Street (Karen Swim's house) = \$75 local gift cards;
- 2nd - 92 Hall Street (Bonnie Nickerson's house) = \$45 local gift cards;
- 3rd - 118 Hall Street (Terrance MacIntosh's house) = \$30 local gift cards;
- Honourable Mention - 94 Hall Street (Tim Garren's house).

New Business:

Vice Chair - Dawn stated that she had reached out to Mike Hupman by email to ask if he intended to continue with the Committee, but had no response. Since it has been a very long time since Mike has attended a meeting, it was decided that a new Vice Chair should be chosen and the following motion was forthcoming:

**It was duly moved and seconded that Councillor Dayle Eshelby be named as the Recreation Committee Vice Chairperson.
Motion carried.**

Play Park upgrades - Fran distributed a draft Capital Projects list for reference with this and the next agenda item and explained that she had started working on this list in response to a memo on Friday for all Town departments to submit their list of capital projects for the upcoming budget.

Fran then informed the Committee that she had recently received an email indicating that our application under the federal Enabling Accessibility - Small Projects program, which had in the spring been denied funding, had now been approved in the amount of \$42,581 (80% of project costs). Fran went on to explain that Council had already approved \$10,000 (roughly 20% of project costs) toward the project from the 23-24 budget and that the majority of work outlined in the project is to install rubberized surfacing in part of the Play Park (approximate cost

\$50/square foot). Fran then stated that Layla Chase has also been in touch to say that she would like to provide a small musical piece of playground equipment for the park in the shape of a Forget-Me-Not flower as a memorial to her father who has passed away recently. Fran said that she intends to work at these items along with the large slide fix as one large playground project. She also added that one of the suppliers she has contacted regarding poured rubber surfacing seems very interested in the project and has provided her with information about a grant that is available from Kal Tire for groups making use of recycled rubber in their projects with an application deadline of February 29, 2024.

CNR trails - Fran stated that she has had a number of people recently asking about the possibility of improving the section of abandoned rail bed that lies inside of the Town between Wayne Chetwynd's driveway and Jones Firth Road. People have commented that the surface is rather rough and therefore difficult for older bodies to walk on and the bushes often grow right out into the path. Similarly, the small section between the gear sheds at the North Wharf area and the Trestle Trail Loop near Pete Jackson's house has had a number of issues over the past few years, which have sometimes proved difficult for Town staff to keep up with. Fran added that she feels the paths should be widened with new material added to the top to help keep back the vegetation and improve the walking surface. Discussion on the matter pointed to potential issues with private land owners. Fran indicated that her research thus far shows the portion in Brighton to be Crown Land under the stewardship of Natural Resources. Fran hopes to continue her research into this and other issues including potential sources of funding.

Winterfest - Fran circulated draft calendars containing the tentative dates for Winterfest, on which events can be added. Discussion on the matter pointed out that the Town's birthday falls on Monday, this year and Fran has tentatively scheduled our regular Kidz Carnival in the gym for that evening and she is planning a birthday party theme. Further discussion suggested that perhaps we could also book the high school lobby for that same time and offer birthday cupcakes and a small reception for the general public along with the carnival. It was agreed that Fran will note this in her report for discussion at the January 22 meeting of Council. Fran was also asked to see if a 3-on-3 basketball event could be organized for this year.

Summer staff - Fran stated that just before Christmas she had been directed by June to not apply for any summer staffing grants. Fran wants the Committee to understand that she feels this will dramatically limit the Recreation Department's ability to offer summer programming as well as support to local summer festivals.

Fran added that she is hopeful Council will provide more specific direction as to what they want to see offered as she tries to get a better understanding of this situation.

March Volunteer – Several names of deserving volunteers were put forward and discussed. Fran was asked to provide Committee members with a list of those people who have already been recognized. Further discussion led to the following motions:

It was duly moved and seconded that it be recommended to Council that Mark Peterson of The Bayman be recognized as Volunteer of the Month for March, 2024. Motion carried.

It was duly moved and seconded that it be recommended to Council that Bevin & Tatum Joudrie of Lockeport Pharmachoice be recognized as Volunteers of the Month for April, 2024. Motion carried.

Beach Bash - Dawn stated that she had recently received an email from Danny Atwell asking if the Beach Bash date could be moved to August 24 or 25 this year since his band would not be available on the typical date of August 18. After a brief discussion, it was agreed that Dawn would contact Danny to let him know we will plan this year's Beach Bash to take place on August 24 with August 25 as a back up date in case of bad weather.

Next Meeting:

The next meeting was scheduled to be held Tuesday, February 13, 2024 at 6:00 p.m. Councillor Dayle Eshelby expressed her regrets as she will be away and unable to attend this meeting.

Adjournment:

There being no further business, a motion to adjourn was put forward and the meeting adjourned at 8:20 p.m., January 15, 2024.

Respectfully submitted,

Frances H. Scott
Recording Secretary

Community Coordinator Report
November 19, 2023 to January 9, 2024

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 – Nov. 20 prepared report, agenda and sent out packages for Rec. Committee meeting, later typed up minutes and submitted for inclusion in Council Nov. 27 meeting packages - responded to several email criticisms and directives from June and Council - Dec. 22 June directed me not to apply for any summer staff grants - first week of January created 2024 calendar for use with updating planner, facility schedules and community calendar;

Communities on the Move pilot – checked on Melanie's final pay for her and then communicated with her to make sure everything was okay – drafted and sent note to Connie Lamm to offer employment, later spoke with Connie, checked on rate of pay and ultimately Connie accepted the position to start in January – reviewed photos of MYML activities and organized a slide show for use at meeting in Halifax on Nov. 24, which I attended in person (slide show well received) – typed up minutes from Nov. 14 MYML Leadership Team meeting, later circulated same to team members for review – reached out to Danyelle Rapp, who got Andrew Holland to contact me so we could book public skating time at Shelb. Co. Arena during Christmas break, booked one hour skating party which took place 2:30-3:30pm on Friday, Dec. 29 with 55 people out to skate – attended on line provincial check in meeting Nov. 28 – updated CoM finances and drafted budget for inclusion in six month report for 23-24, then submitted to Elaine Shelton for review - attended on line meeting with Benn and provincial Research Team to review our six month plan report on Dec. 18 - Dec. 19 created poster for Skating Party, later signed in by telephone to on line provincial check in meeting - in office Dec. 29 to make a few posts and gather supplies for skating party, then went to Shelburne County Arena to supervise event with help from Leadership Team member, Trevor Pickett - Jan. 2 requisitioned cheque to pay for hot dogs and hot chocolate purchased from Arena canteen for Skating Party - Jan. 8 met with Connie Lamm, who started work as our part-time Business Navigator and gave her an introduction to the position and materials to get her started, more of the same on

Jan. 9 and 10 when she also worked to finish her 15 hours for the week (also issued her with Criminal Records Check letter to RCMP) - attended on line provincial check in meeting with Connie on Jan. 9, also in attendance were reps from NS Health to speak about new Movement Counseling program;

Facilities – spoke with Kevin to locate Rec. Centre heat pump manual and researched install date (Nov. 25, 2015) as per Rec. Committee request – got help from Dale Roach to tidy up messes left by others in Lighthouse Stage Utility Room, Green Room and stage to prepare for Tree Lighting event (building needs more regular janitorial attention) - noted sea wall construction along Chetwynd's Beach in Roods Head Park - updated our Benevity charitable donation account to include Seaside Park upgrades as a current project (Dec. 18) - responded to an email from Layla Chase on Jan. 2 indicating that she wished to provide a musical playground piece for Seaside Play Park as a memorial to her father, have also followed up several more times - got help from Dale on Jan. 3 to put tarp over bicycle fix-it station behind Rec. Centre for winter noted broken waste receptacle at soccer field on Jan. 5 and emailed Kevin at PublicWorks about it - worked with Dale on Jan. 9 to tidy Rec. Centre and prepare for Parent/Toddler and Video Fitness programs the next day - organized meeting to be held on Jan. 15 with Will Tremain, Connie Lamm, myself and Sue Crosby to discuss potential revival of Friday Markets at Seacaps Park;

Accessibility – sent Accessibility Audit report to Tammy Conway Denning as per her request, later followed up by sending along Seaside Play Park audit and Crescent Beach Access study – attended on line meeting for Prescribed Public Sector Bodies on Nov. 23 – met with Tammy on Nov. 27 to discuss local audits and progress since they were received - completed on line survey for Prescribed Public Service Bodies on Dec. 19 - spoke with Adam Dedrick by phone to confirm current membership on ESCAAC for Town Committee list;

Programs - Nov. 19 & 26 opened gym and later locked up for pickleball – Nov. 30 got help from Dale Roach to wrap senior bingo prize gifts, then gathered supplies, set up Rec. Centre, then called bingo while Dale Roach helped out with other chores including set up of food and later clean up – sent out emails to each of the three Youth Leader trainees who are incomplete on their volunteer hours - Dec. 19 created Sr. Bingo and Holiday program posters and sent to Jill for printing, Dale distributed posters around town also created Christmas Cards for elementary school students, which included holiday programs and Friday After School program promotion and sent to Jill for printing, next day cut and folded cards, put them in class sets and took to LES to distribute to students, also sent note to LRHS to

announce holiday programs - later circulated various posters to other agencies for promotion and made Facebook posts as well - picked up extra goodies and created Christmas goodie bags for all Sr. Bingo participants at Dec. 21 event, set up Rec. Centre with help from Dale, called bingo (27 players), then tidied Rec. Centre following bingo with help from Dayle Eshelby and Dale Roach - went to LRHS on Dec. 21, 22 and 30 for three Open Gym times (2 hrs. each with 2 adults & 10 youth attending on Thursday - 2 adults and 12 youth on Friday - 6 adults and 7 youth on Saturday) - Jan. 3 created and printed registration forms and notices for Friday After School program, then stapled, put into class sets and delivered to LES for distribution to students in Grades Primary to Six - met with Andy Stuart at LRHS on Jan. 3 to discuss potential "I Am That Girl" program for the spring, Friday After School program and potential sledge/curling day trip to Shelburne for Grades 3 to 6 - spoke with Julie Balish several times in December and early January to discuss two new after school time frame programs to take place in the Rec. Centre with financing from Anglican Church donation (After School Mondays for Grades P to 2 and Parent/Toddler (under 4 years) Play Group for Wednesdays) as well as a new approach to Friday After School programming in Gym (Grades P to 6) - Jan. 4 called Shelburne Curling Club and left message for Michelle Blades to call me about elementary curling day, then spoke with Chris Steward from TCRCE about potential busing for "I Am That Girl" program, then sent email to Andrew Holland at Arena to seek next Free Skate sponsorship and seek potential dates for elementary sledge hockey - Jan. 5 created registration forms and notices for After School Mondays and Parent/Toddler Wednesdays, then printed some and took them with me to the first day of the Friday After School Program, Friday in gym was supervised by myself, Julie and Emily-Ann Hupman with 37 children (41 have registered), later that day I supervised a Birthday Party for Drew Acker at the Gym, for which Devon made a \$50 donation to minor basketball program;

Grants – Applications - Nov. 21 completed and submitted provincial Age Friendly Communities application – met with June on Dec. 1 to attempt to work on Enabling Accessibility Medium Projects application, but were unable to navigate GCOS system to do so, sought assistance but little was forthcoming, in the end June and I did not submit the application

CPRA Youth Employment Experience program (Summer Inclusion Worker)
- sent note to Heather Beaton on Nov. 23 to seek grant payment information - received information and followed up by completing and submitting final report on Dec. 18;

Recreation Facility Development program (tennis courts) - purchased leaf blower from Lock, Stock & Barrel on Dec. 18, also received sign for project on

Dec. 20 and purchased materials for four benches from Woodworkers, then worked on final report for grant - Dec. 21 sought help from Jill to list cheque numbers on final report for all expenses incurred - Dec. 22 updated in kind log for inclusion with final report, later same day submitted final report to NS Dept. of Communities, Culture, Tourism & Heritage - had email note from Anna Haanstra on Jan. 2 to let me know th report looked good;

Enabling Accessibility Small Projects - received email notice of approval on the project we were originally denied last March, we've been approved for \$42,581 toward accessibility upgrades at Seaside Play Park - Jan. 2 started to contact companies selling rubberized playground surfaces as this was the main item included in the application for this funding - spoke with Ray from Atlantic Rubberized Surfaces (Hammonds Plain) about project, several days later he provided me with another potential source of funding (Kal Tire grant);

Festivals - Christmas by the Sea – Nov. 20 gathered up craft fair supplies and did a final cleaning in the fire hall auditorium, then returned key to Wayne Chetwynd and told him that the hall only has a few ceiling pot lights working – took Dale to Seacaps on Nov. 21 to pick up Christmas lights for testing – submitted final craft fair fees to main office – counted door prize ballots (171) to help in estimating craft fair attendance of over 200 – got help from Dale Roach on Nov. 27 to gather candy cane lights and pass along to Michael Kozak for use at Beach Centre – Nancy Williams delivered gifts donated for Christmas bingo – gathered additional Christmas event info and created revised flyer, June pitched in to print 200 copies, which we distributed to all Lockeport Elementary Students, LRHS office and local businesses – sorted Christmas bingo gifts and set up Rec. Centre for event held Dec. 2 (Rowan Goulden, Nancy Williams and Sue Crosby volunteered) – spoke with Mayor plus Tammie Krick and Amy Oliver to sort out Tree Lighting and Santa visit volunteering, later provided construction paper for use with craft for Santa visit - printed out email and Facebook votes for House Decorating Contest and picked up voting bucket from Town Market on Jan. 2 - Jan. 4 asked June to purchase 8 ½" X 11" frames for use with festival certificates and she got me the first nine almost immediately - submitted cheque requisitions to main office for purchase of gift cards on Jan. 8 (received cheques the next day):

Winterfest - set tentative festival dates of Feb. 25 to Mar. 3 for 2024 - sent email to Andrew Holland to book next Skating Party for Feb. 25;

Spring into Lockeport – contacted Tide Kite to seek potential spring dates and costs to feature them in our spring festival – Nov. 28 met with Val Kean and Robin Smith at MDS to discuss spring festival support from MDS (their budget is not complete, so they would like cost info for Tide Kite) - Jan. 4 sent email to TideKite to remind them that we are waiting for a proposal from them with

potential dates and costs, also sent note to Elizabeth Sutcliffe at Healthy Tomorrow foundation to check on Make Your Move Day date for 2024 - heard back from Tide Kite next day and on Jan. 9 corresponded with Robin Smith at MDS regarding potential costs and tentative dates of May 20/11;

Community Support - reconciled three months of Dory Mates bank account statements and three months of Shelburne County Lobster Festival bank account statements on Jan. 2 - Dave Holdaway of Lockeport Legion stopped by on Jan. 4 for a good discussion about work to improve access from AT lane to cenotaph - spoke with Registry of Joint Stocks rep on Jan. 8 to clarify a few issues for Preschool group who are in the process of dissolving their society, then spoke with Candace Malik to provide her with the information I received;

Other Meetings, etc.:

- attended Planning meeting with June and Kevin on November 21;
- attended Recreation Committee meeting on November 21;
- attended Council meeting on November 27;
- attended Yar./Shelb. Municipal Rec. Association meeting in Shelburne on November 28;
- took days off for time in lieu Dec. 4, 5, 6, 7, 8, 11, 12, 13, 14, 15, 27;
- took full day medical leave on Dec. 28 and half day on Jan. 8.

Respectfully submitted,

Frances H. Scott
Community Coordinator

Town of Lockeport
Make Your Move Lockeport Leadership Team Meeting
(Recreation Committee sub-Committee)
January 16, 2024

Minutes

The meeting was called to order at 6:30 p.m., January 16, 2024 in the Council Chambers of Lockeport Town Hall by Frances Scott. Also in attendance were: Councillor Dayle Eshelby, Councillor Mary Meagher, Emily Swim, Bevin Joudrie, Benn Himmelman and Connie Lamm. Regrets: Trevor Pickett, Derek Amalfa and Mabel Mayo.

Fran introduced our Connie Lamm, the new Business Navigator and asked her to tell the group a little about herself and how she expects to approach her position. Connie briefly expresses that she has had a lifelong interest in physical activity and is hoping the position will help her to become more a part of the community. She explained that she had started working last week and spent the first few days acquainting herself with what has already been done for Make Your Move at Work and the overall Communities on the Move pilot. Connie added that she visited a number of local businesses today and was pleased with the way people responded.

Minutes:

It was duly moved and seconded that the minutes from the meeting held November 16, 2023 be approved as circulated. Motion carried.

Old Business:

Make Your Move at Work – Fran expressed that Connie starting as our new part-time Business Navigator was most relevant to this item. There was a short discussion about the previous idea of creating a walking challenge among local businesses. Bevin spoke about a step challenge Lockeport Pharmachoice had started today following Connie’s visit encouraging them to become a Make Your

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Move workplace, whereby store staff are competing to have the most steps each week. They hope to use pedometers to track the steps.

Skating Party – Fran reported that she and Trevor had worked at this event held at the Shelburne County Arena on December 29, where they spoke with people about Make Your Move Lockeport and distributed toques and canteen coupons to the 55 people who took part. The canteen coupons were redeemed at the canteen for free hot dogs and/or hot chocolate, which we later paid for through our project. Fran added that she was very pleased with the event. The Arena Manager that free skates typically get 35 to 40 skaters and of the 55 who took part, Fran estimated that roughly 40 people were from the Lockeport area.

Loan items – There was a brief discussion about the purchase of grippers for our equipment loan program. It was agreed that Emily be authorized to spend up to \$200 for this purpose.

Spring Into Lockeport – Fran reported Make Your Move Day has been scheduled to take place on May 9 and therefore she suggested we schedule Spring Into Lockeport to take place May 6 to 11. Fran stated that she had received a sample one day program from TideKite, which would cost roughly \$2500. Fran subsequently contacted Val and Robin from the Municipality of Shelburne with this information and suggested that we hope to have a two day event and expects the cost to be closer to \$3500. The discussion from here included the ideas of again offering some sort of punch card or similar business driven activity and the Spring Welcome expo event be included in this festival. Another idea put forward was to revive the Bluenose Marathon themed Run/Walk event for this festival.

New Business:

Winterfest - Fran circulated draft calendars containing the tentative dates for Winterfest on which events could be added. Discussion resulted in the following potential ideas for the festival including: cross promotion of the festival with the South Shore Lobster Crawl where possible; suggesting to the Legion that they offer a dart tournament (Fran mentioned that she had already suggested they offer a breakfast on one of the Sundays; hosting a wool sock skating party in the gym and perhaps having figure skaters such as Hannah Chetwynd to introduce

people to their sport during the event; asking Trevor to lead a fitness type event; offering a business challenge; holding a sledge hockey and/or curling event for elementary students; seeking a yoga instructor to offer chair yoga and/or a yoga try-it clinic; and hosting a community clean up challenge. Fran stated that she has asked the elementary school to try to schedule a winter grand walk to take place during the festival. It was also suggested that we look for an opportunity to promote our equipment loan programs such as the ice grippers for winter walking. Fran asked that the group attempt to establish the specific dates to be included in Winterfest this year, so she can get started on issuing invitations to more community organizations and businesses to offer festival events.

It was duly moved and seconded that the dates for the 2024 Winterfest be set as February 24 to March 3. Motion carried.

It was agreed that we will hold a special Winterfest meeting on Friday, February 2 at 6 p.m. to finalize plans for events so we can get started with Winterfest promotion in a timely manner.

Banners – Fran reminded the group that we had included banners for the boardwalk light stands in our previous year's plan and we had not achieved that she would like us to try to purchase these by the end of March so they will be ready to go up in the spring. Connie circulated draft samples of some possible designs. It was suggested that we should try to come up with Lockeport specific content for the banners. Fran suggested that we try to come up with six good designs and plan to order two of each for use on twelve light stands. Everyone was encouraged to think more about this and to submit their ideas to Fran or Connie as they occur.

New swag item ideas – Connie spoke to ordering a t-shirts and shared the MYM colour chart. Most present seemed to lean toward a green based colour. Other items suggested were ball caps and pedometers and/or walking safety bands.

Other – The idea of producing a large map of the town with details of where to find parks, trails and other opportunities to Make Your Move was raised again. Fran suggested for our regular February meeting she will endeavour to bring a previously produced, but outdated map to the meeting with white board markers, so we can all pitch with what to include on a new version.

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Next Meeting:

It was agreed that since there is now a Recreation Committee meeting scheduled for February 13, the next meeting of the MYML Leadership Team will be moved to Friday, February 16 at 6 p.m.

Adjournment:

There being no further business the meeting adjourned at 8:15 p.m., January 16, 2024.

Respectfully submitted,



Frances Scott
Recording Secretary

January 15, 2024

Town of Lockeport
26 North Street
P.O. Box 189
Lockeport, NS
BOT 1L0

Re: Drainage Issues for 19 North Street

Dear Mayor and Council Members:

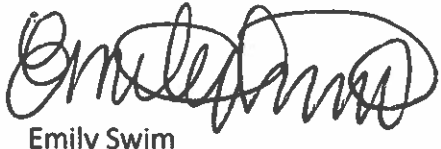
This letter is to ask for the permission to solve the water drainage issues that have been occurring at 19 North Street due to the adjacent paved driveway of 21 North Street.

I own the property at 19 North Street and have been working on repairs and renovations to the building over the last few years. The sill of the building was recently completely replaced in November of 2023 and my contractor brought it to my attention that the grade of my property is quite lower then the paved driveway of 21 North Street. Therefore whenever there is any amount of precipitation, it runs towards my building hence causing the extensive water damage which led to the deterioration of the sill over the numerous years it had been occurring.

I would like to remove the layer of asphalt off of the driveway so that the water can disperse into the ground easier and possibly add some drainage solutions to that side of my building as well. I would cover the complete costs of this project and I could plant grass seed or put crushed stone in its place, or whichever other option the Town would prefer. Since my property line runs directly along my building on the North side, I would need the Towns permission to be able to apply proper water drainage around my building.

I hope that you can understand my concerns for the future of the building if I am unable to create proper drainage for the property and I would again like to reiterate that I would be responsible for covering the costs of this project. Please feel free to reach out to discuss this issue in more detail.

Sincerely,



Emily Swim

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January 7, 2024

Mr. Craig Hillen
67 Howe Street, P.O. Box 510
Lockeport, Nova Scotia, B0T 1L0

Mayor Cory Nickerson
26 North Street, P.O. Box 189
Lockeport, Nova Scotia, B0T 1L0

Dear Mayor Nickerson,

I would like to take this opportunity to bring to the attention of your office and other council members concern with the lack of adequate access to Crescent Beach for persons with disabilities and mobility issues.

The beach is a focal point for our community that is enjoyed by local citizens and tourists alike. It is also a location that has been recognized nationally by our Federal government. Unfortunately, full access to the beauty of the beach along with community, heritage and leisure events can only be enjoyed by those who are able-bodied.

Currently, there is one ramp area at the north end that I suspect was installed not with disabled accessibility in mind. The limited parking available is gravel and has an un-level surface. There is no designated parking or signage. There is a steep slope with no handrails in existence, it leads to sand and is well over 1 kilometer away from the Crescent Beach Centre that has designated parking, washroom and changeroom for persons with disabilities.

I have currently seen the notice from the Province of Nova Scotia, Department of Community, Culture, Tourism and Heritage regarding grant applications for organizations and communities. One area identified was grants available under the Community, Infrastructure and Accessibility Grant for the fiscal year of 2024 and 2025.

The closing deadline for grant applications is February 14, 2024.

In addition, I have also researched the Government of Canada site and read the funding criteria available under the Enabling Accessibility Fund (EAF). Including the Federal Government and Members of Parliament as partners to this initiative will undoubtedly provide Lockeport additional funding for a mid-sized project that could be done in phases over a multi-year period.

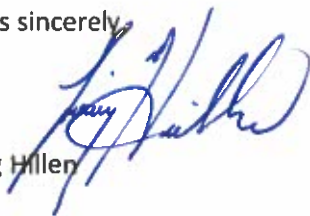
Lastly, I would like to propose assistive devices that would allow disabled persons to access the beach and its events. The implementation of some of these structures like new ramps would also benefit non-disabled persons as well, such as the elderly, those with temporary mobility issues (ie crutches) and mothers with young children (strollers).

I apologize that I may sound presumptuous, but I would like to suggest some ideas that I feel would promote inclusiveness and access for a vulnerable population. I would like to propose the following for your collective review and consideration.

- Ramp upgrades at the North ingress and egress location that follow disability designation standards (wheelchair) and meet height and width requirements.
- New Ramp structure with handrails and width requirements to be constructed and installed from the Beach centre ingress and egress location. I would recommend that this structure is a permanent, sustainable, and durable made of concrete or materials that can withstand oceanic and inclement weather conditions. The accessibility ramp would be considered an extension and upgrade to the beach centre. It would provide a barrier free route for access to the beach, parking, washrooms for those with disabilities. This would be a larger project that would require funding and partnerships from other levels of government.
- Removing hazardous barriers by the excavation of rocks near access locations (primarily at the beach centre) that are a result of damage caused by post-tropical storm Lee.
- Beach mats leading from both ramp areas that are durable for wheelchair and scooter use and salt water resistant.
- Temporary Rolled Beach mat to be used for identified events such as the Beach Bash etc.
- Two Beach Wheelchairs that can be rented for 2 hours from the Beach Centre during operational season at a minimal fee. A liability disclaimer should be signed by the renter.
- Parking upgrades- Parking for disabled persons must have signage but must also be level and have room for wheelchair lifts or other assistive devices. This would be an opportunity to increase already limited parking at both entrances (not including the dune entrance). Due to the volume of traffic and inclement weather damage it may be supported to obtain funding through grants to expand and surface the parking areas with asphalt.

In closing, I would like to share with you my appreciation that you take these ideas or at least some of them into consideration for the future benefit for the citizens of Lockeport.

Yours sincerely,



Craig Hillen

c Mrs. Dawn DeMings-Taylor, Deputy Mayor
Ms. Dayle Eshelby, Councillor
Mr. Kent Balish, Councillor
Mrs. Mary Meagher, Councillor
Mrs. June Harding, Town Clerk
Ms. Frances Scott, Community Coordinator