



**TOWN OF LOCKPORT
COUNCIL MEETING
MONDAY, FEBRUARY 26, 2024 AT 1:00 P.M.
AGENDA**

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

Draft Motion: That Council approve the agenda for the February 26, 2024 meeting as presented/with the following additions/deletions:

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

Draft Motion: That Council approve the February 12, 2024 meeting Minutes as circulated.

5. Business arising from previous Minutes

There was no business from the previous Minutes.

6. Community Forum (Open Mic)

- 20 Minutes Maximum
- Each resident is allowed a maximum of five minutes.
- Each resident is to state their name and where they live
- The resident is to speak directly to the Council.
- There will be no interaction by Council at this time.
- If 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)
- Administration Report (Pages 3-4)

9. Finance

- List of Invoices already paid in the amount of \$29,605.78 (Page 5)
- Wastewater system evaluation and assessment (Page 6)

Draft Motion: That Council approve to engage the services of CBCL Engineering to conduct an evaluation/assessment of the Town of Lockeport's Wasterwater System at a cost of \$20,000.00 plus HST.

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

Draft Motion: That Council approve the transfer of \$23,000.00 from the Operating Reserve Account to the General Operating Account to cover the cost of the evaluation/assessment of the Town of Lockeport's Wastewater System.

- Mileage claim for Frances Scott from September 2023 to present (Page 7)
- Mileage claim for Benn Himmelman from April 2023 to present (Page 8)

10. Other Business

- Clerical Administrative Assistant Position
- Rental of Crescent Beach Centre for May 1-3 (Page 9)

11. Council Reports

- Canada Day (Mayor Cory Nickerson)

- Recreation Report (Deputy Mayor Dawn DeMings-Taylor)

12. Correspondence

- Email from Alain Muise, Municipality of Argyle Re: WCRL Funding (Page 10-11)

13. Information Only

14. Date of next meeting

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

15. "In Camera"

16. Adjournment

Regular Council Meeting. 022624.agd



Public Works Report

CBCL Engineering was down Friday Feb. 17 to have a preliminary look at future sewer plant upgrades.

We will be sending further information to them for their assessment report

- Flow reports and daily PH and D.O. reports

Received second load of salt on Feb. 13th

Had LouTech down to assess condition of all four of our garage doors (rollers hinges, panels etc). They should be back in a couple of weeks to rectify all deficiencies and replace one panel on sewer building door.

Mark has completed work on sewer plant road (all that was thought to be urgent). There are still a few spots that need some attention in the near future.

Asked Atwell Roofers for a price on Medical Centre roof and repairs to Pavilion roof (not sure if he passed on an estimate into the Town office or not).

Hauled three pumps in lift stations due to rags jamming impellers

Measured out 'most suspect' spots for possible breach in sand dunes on Locke St.. Hopefully showing DNR what and where something needs to be done 'sooner' rather than later. This may speed up the process in allowing us to get things done sooner.

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Community Coordinator Report to Council
for February 26, 2024 meeting

Happy Birthday Lockeport, 117 years old today!
(Don't forget tonight's party at 6pm in the LRHS lobby)

Meeting Regrets - unless something changes I do not expect to attend this Council meeting as I will be engaged in the first half of an on line Train the Trainer program in Accessibility Foundations.

Ball Field Upgrades - an application for funding through the Recreation Facility Development program of the NS Dept. Of Communities, Culture, Tourism & Heritage was submitted on February 14. We are seeking roughly \$40,000 to fix up the infield, the outfield, and replace the baby barn and roughly 200 feet of fencing. Town resources listed in the application included \$10,000 from Lockeport Area Minor Ball that we already have in the bank, \$3500 remaining unspent in the current budget that was earmarked to replace the baby barn and \$10,000 I am hoping Council will approve in the 2024-25 capital budget.

Make Your Move Lockeport - \$50,000 for the second year of the pilot project was recently deposited in our account. Recently the Leadership Committee has been busy with planning for this year's Winterfest. At the February 16 leadership meeting it was agreed that "Spring into Lockeport" will be held May 6 to 11, 2024, which includes NS Walks Day on May 8, NS Make Your Move Day on May 9 and a large celebration day on May 11 centered at Seacaps Park. The next leadership meeting is scheduled to take place on March 12 at 6:00 p.m. **It would be great if Council could be represented at the March 12 meeting to update the group on progress to date in defining the Town's maintenance strategy for pedestrian pathways.** We will need to address this issue at the end of March when the provincial report will come due for progress over the past six months.

Respectfully submitted,

Frances H. Scott

Community Coordinator

**ADMINISTRATION REPORT
COUNCIL MEETING
FEBRUARY 26, 2024**

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 February 23, 2024, *taxes owing are as follows:*

2020 & prior = 23,196.95

2021 = \$ 6,266.09

2022 = \$ 17,976.55

2023 = \$81,314.10

Total taxes owing is \$ 128,753.69

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 \$3789.30 plus \$2,410.14 interest on six Gear Shed accounts and \$20,186.09 plus \$13,365.20 interest on a sub-leased account.

Municipal Modernization

Since both the Town of Shelburne and the Town of Lockeport Councils have agreed to explore the concept of consolidation of the three units with the Municipality of the District of Shelburne, the three units are scheduled for an initial Meeting on March 20, 2024.

Mayors/Wardens/CAO's Meeting

The Meeting was held in the Town of Shelburne in February, 2024. Mayor Nickerson and I attended the Meeting.

Wastewater System Upgrades

We have engaged CBCL Engineering to do an Evaluation/Assessment on our Wastewater system. This will hopefully provide us with the information we need to secure the Government funding that the Town was previously approved for the Surge Tank Project, to address any problems that the engineer finds.

Chetwynd's Beach/Sewer Plant Road

The work has been completed at Chetwynd's Beach and the Sewer Plant Road. Mark A. Williams Excavating and his crew did an outstanding job. Total cost of this work was \$46,747.50.

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Visitor Information 2023

Nova Scotia Tourism statistics show that visitors to Nova Scotia between May and October, 2023 was up by 4% from 2022. Nova Scotia had 1.5 million visitors during this period in 2023. The Town of Lockeport was down by 1400 visitors from 2022 at the VIC but not everyone goes to the VIC and signs in. I am optimistic that these numbers will increase in the summer of 2024. Some folks have yet to discover this gem of an Island.

I took vacation from February 12 to February 16, 2024.

Respectfully Submitted by:

June Harding-Town Clerk/Treasurer
Town of Lockeport

LIST ON INVOICES ALREADY PAID TO BE PRESENTED AT THE		
FEBRUARY 26 2024 MEETING		
ACTION JANITORIAL SUPPLIES	FLOOR CLEANER	495.88
AGAT	SEWER WATER TESTS	384.68
BELL ALIANT	FIRE DEPT	69.44
BELL MOBILITY	STREETS, RECREATION AND GEN. GOV'T	283.11
BALISH, JULIE	HONORARIUM FOR AFTERSCHOOL PROGRAM	325.00
CULLIGAN	DRINKING WATER	15.40
HUPMAN, EMILY-ANN	HONORARIUM FOR AFTERSCHOOL PROGRAM	60.00
LOCKEPORT TOWN MARKET	VARIOUS SUPPLIES, SENIOR'S PROGRAM	33.70
NOVA SCOTIA POWER	STREET LIGHTS, PLAYGROUND, TREATMENT PLANT FEB 22/24	3,306.29
NOVA SCOTIA POWER	BOARDWALK FEB 26/24	129.38
NOVA SCOTIA POWER	UV SYSTEM FEB 22/24	444.76
PAYROLL	JAN 27 - FEB 9, 2024	16,282.63
RBC VISA - MAYOR	DRILL PRESS, LUNCH FOR CAO/WARDEN MEETING, FOOD FOR NEW YEARS EVE CELEBRATION	445.62
REGION OF QUEENS	TIPPING FEES	3,816.70
SCITIA BUSINESS CENTRE LTD	ELEVATOR MONITORING, FIRE/MFR DISPATCH FOR FEBRUARY	477.48
SOBEYS	SENIOR PROGRAMS FOOD	35.94
WESTERN COUNTIES REGIONAL LIBRARY	FOURTH QUARTER PAYMENT	1,175.00
WINDSOR SALT	SALT FOR ROADS	1,824.77
	TOTAL	29,605.78

Wastewater System Evaluation/Assessment

Motion to engage the services of CBCL Engineering to conduct an Evaluation/Assessment of the Town of Lockeport's Wastewater System at a cost of \$20,000.00 plus HST.

Blurb after motion:

This Evaluation/Assessment will determine what steps need to be taken to ensure that the Wastewater System operates more efficiently.

Transfer of funds to cover the Evaluation/Assessment of the Wastewater System

Motion to transfer \$23,000.00 from the Operating Reserve account to the General Operating Account to cover the cost of the Evaluation/Assessment of the Town of Lockeport Wastewater system.

TOWN OF LOCKEPORT

MILEAGE AND REIMBURSEMENT CLAIM

NAME: Frances H. Scott

1, 57.7/KM

DATE	COMMITTEE/FUNCTION	LOCATION	KMS	NET MILEAGE	NET REIMBURS.	NET MISC	HST	TOTAL	ACCOUNT NUMBER
Sept. 7/23	N.S. Thruway Forests research	West Green Hts	20	10.03			1.51	11.54	21112-1-6-07
Sept. 26/23	T.S.M.R. Rd. Meeting	Shelburne	16.5	82.79			12.42	95.21	
Sept. 27/23	Job Interviews for Access Coord.	Shelburne	64	32.11			4.82	36.93	
Oct. 18/23	Volunteer Reception	Gunning Cove	94	47.17			7.07	54.24	
Nov. 18/23	Craft Fair signs posted	Sable River Falls	56	28.10			4.22	32.31	
Nov. 24/23	Committees on the Move meeting	Hall's Fax	410	205.71	Parking \$24.00	30.86	26.057	21114-1-6-07	21114-1-6-07
Dec. 20/23	picking up bench parts	Shelburne	64	32.11	Meals 7.59	1.14	4.82	36.93	
Jan. 16/24	Am. Truckers' Planning mtg. & picking up supplies	Shelburne	70	35.12			5.27	40.39	
TOTALS								576.85	

CHEQUE NUMBER _____

PAYEE SIGNATURE 

AUTHORIZING SIGNATURE _____

MILEAGE UNITS FLASHOR _____

LESS ADVANCE _____

AMOUNT PAID **576.85**

TOWN OF LOCKEPORT

MILEAGE AND REIMBURSEMENT CLAIM

NAME: Benn Himmelman

DATE	COMMITTEE/FUNCTION	LOCATION	KMS	NET MILEAGE	NET REIMBURS.	NET MISC	HST	TOTAL	ACCOUNT NUMBER
				57.7/KM					
April 17/23	CoM Leadership Team Mtg.	From Shelburne	60	30.10			4.52	34.62	21223-2-6-24
May 13/23	MYML Grand Launch	From Shelburne	60	30.10			4.52	34.62	"
Oct. 18/23	BDM Leadership Team Mtg.	From Shelburne	60	30.10			4.52	34.62	"
Nov. 14/23	CoM Leadership Team Mtg.	From Shelburne	60	30.10			4.52	34.62	"
Jan. 16/24	CoM Leadership Team Mtg.	From Shelburne	60	30.10			4.52	34.62	"
Feb. 16/24	CoM Leadership Team Mtg.	From Shelburne	60	30.10			4.52	34.62	"

CHEQUE NUMBER _____ TOTALS **360 180.60 27.12 207.72**

PAYEE SIGNATURE _____
 AUTHORIZING SIGNATURE _____
 LESS ADVANCE _____
 AMOUNT PAID _____

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June Harding

From: Seaside Cottages at Ginger Hill <info@seasidecottages.ns.ca>
Sent: Thursday, February 22, 2024 2:41 PM
To: townoflockeport
Subject: Question Regarding Possible Booking by Group May 1st or 2nd, 2024

Importance: High

Good afternoon June,

Hope you are well this afternoon -- it's almost Friday!! :)

I have received an inquiry from a non-profit group called Inspiring Communities who have expressed interest in staying with us **May 1 - 3 (Wed - Fri), 2024**. They are a group of approx. 18 people who may need to book a communal space where they can meet as a group while they are here.

Would this be possible on these dates? I know the normal "booking time" for meetings is Oct 1 - Apr 30 and outside of that we start moving into the "high season" / when the BIC would be open to the public during the day. Just thought this group would need to know they could book the space in advance of confirming their stay with us. It would be nice to share our beautiful area with this group of colleagues that she said would be coming from all across the province :)

Thanks very much in advance,

Sheila

Jeff Wood and Sheila Young
~ Owners & Hosts ~

Seaside Cottages at Ginger Hill
211 Locke Street
Lockeport, NS B0T 1L0
Tel: 902-874-0748
Email: info@seasidecottages.ns.ca
Web: www.seasidecottages.ns.ca

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June Harding

From: Alain Muise <admuisse@munargyle.com>
Sent: Friday, February 9, 2024 11:34 AM
To: Victoria Brooks; Tom Ossinger; Jeff Sunderland; Stephane Cyr; Jeff Gushue; Chris Frotten ; Warren MacLeod; Sarah Mattatall; Tammy Atwood; June Harding
Cc: jenny@district.yarmouth.ns.ca; Darlene LeBlanc; Greg Shay
Subject: RE: WCRL Funding

We will be considering this request at the next council meeting. I consider this email as a request to MODA Council to consider a collective lobby.

While I have no doubt the library is need of further support, they would join a long list of organizations that are provincially funded that are facing fiscal challenges. In seeking to advise my council, I would be curious to hear if the other units have received other requests or concerns from primarily provincially funded services.

In WCRL's presentation, did they present 2024 operations? Did they indicate to MODY or any other unit what if any action they will be forced to take without additional funding? Closure or reduction of operations? Did she mention a salary scale that she is following? I will be reaching to Erin but didn't want to duplicate.

Outside of the political decision, I did a financial review of WCRL, simply through examining their audited statements shared online. I noted the following:

Accumulated surplus 2019 \$769,000, 2023 \$1,311,658. – surplus growing
Working capital (net current financial assets, without their investments) 2019 \$131,564, 2023 \$402,194 – working capital growing
Salaries spiked 79,600 from 2022 to 2023, that is about 6.5%. – sharp increase
Net income of 132,700 in 2022, 168,256 in 2023. – still healthy, but salary issues could topple this quickly.
The only revenue increase of significance from 2022 was municipal, up \$46,000, no provincial change. – this is what Erin is talking about
74% of their total expenditures are salary (in 2022 this was 71%) – increasing sharply
64% of their total revenue is provincial grant (in 2022 this was 65%) – decreasing slowly
Plan for their investments and internal surplus - unknown.

So, in short, they weren't in fiscal distress in 2023. I am certain their struggle with recruitment and retention is real, as we all have experienced large shifts in inflation since COVID. The funding request will go towards their stated need to pay their staff more for retention and recruitment purposes, which would likely have to come out of prior year surpluses. Any salary increase will be annual, and ongoing. In absence of any provincial decision, the increase will be needed more than once.

Thanks for reaching out, it helps my own process – council will be asked if they want to join an advocacy.

Aa

From: Victoria Brooks <victoria@munyarmouth.ca>
Sent: Friday, February 9, 2024 10:38 AM
To: Tom Ossinger <eossinger@digby.ca>; Jeff Sunderland <jsunderland@digbymun.ca>; Stephane Cyr <cao@munclare.ca>; Alain Muise <admuisse@munargyle.com>; Jeff Gushue <cao@townofyarmouth.ca>; Chris Frotten <cfrotten@barringtonmunicipality.com>; Warren MacLeod <warren.macleod@municipalityofshelburne.ca>; Sarah

(11)

Mattatall <Sarah.Mattatall@shelburnens.ca>; Tammy Atwood <clerk@clarksharbour.com>; June Harding <townoflockeport@ns.sympatico.ca>
Cc: jenny@district.yarmouth.ns.ca; Darlene LeBlanc <darlene@munyarmouth.ca>; Greg Shay <greg@munyarmouth.ca>
Subject: WCRL Funding

Hello Oceans 11 gang,

Several of our councils have had a chance to meet and discuss the recent request from the WCRL for additional funding in the 2024-25 fiscal.

This is a tough one.

1. The formula currently used was developed without any participation by Municipalities
2. The formula "came into force" without one year notice
3. The formula is based on a fixed figure without any provision for inflation
4. Libraries provide important services to all of our residents – far beyond book lending
5. WCRLB is struggling with recruitment and retention because wages are not competitive and service levels focus on part time work

MODY council, at Committee of the Whole, did agree to the \$4,000 request for 24-25 as a one time top up. But more importantly, Council acknowledged the WCRLB board has already taken steps to engage the Province on a negotiation and they need our collective support. Therefore, Council would like to work collaboratively across our region on lobbying the Province to negotiate the new deal now, not March 2025, and that Municipalities be at the table.

MODY can quarterback logistics to get on a call and unpack further.

It is my understanding this is the status of Council positions on the matter

1. Town of Digby – put over to budget; interested in partnering on advocacy
2. MODC – put over to budget; interested in partnering on advocacy
3. MODY – one time top up; interested in partnering on advocacy



VICTORIA BROOKS (SHE/HER)
CHIEF ADMINISTRATIVE OFFICER
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