

**TOWN OF LOCKEPORT  
COUNCIL MEETING  
MONDAY, MARCH 25, 2019 AT 1:00 P.M.  
MINUTES**

**PRESENT: MAYOR GEORGE R. HARDING, DEPUTY MAYOR JOANN SWIMM, COUNCILLOR DAWN DEMINGS-TAYLOR, TOWN CLERK/TREASURER, JOYCE YOUNG, COMMUNITY COORDINATOR, FRANCES SCOTT AND RECORDING SECRETARY, JUNE HARDING. COUNCILLOR KENT BALISH ARRIVED AT 2:40 P.M.**

**ABSENT WITH REGRETS: COUNCILLOR DAYLE ESHELBY**

**ABSENT: WORKING STREETS FOREMAN, KEVIN SNOW AND FIRE CHIEF, WAYNE CHETWYND**

**1. Call to order**

The meeting was called to order by Mayor Harding at 1:00 p.m.

**2. Silence Electronic Devices**

All electronic devices were silenced at this time.

**3. Approval of Agenda**

**03-25-19-01**

**It was duly moved and seconded that the agenda be approved as presented.**

**Motion passed**

**4. Approval of minutes**

- *Committee of the Whole Meeting Minutes, February 25, 2019*

**03-25-19-02**

**It was duly moved and seconded that the Minutes from the Committee of the Whole Meeting of February 25, 2019 be approved.**

**Motion Passed**

- *Regular Council Meeting Minutes, March 11, 2019*

**03-25-19-03**

**It was duly moved and seconded that the Minutes from the Regular Council Meeting of March 11, 2019 be approved.**

**Motion Passed**

## 5. Department Reports

- *Fire Department*

No Fire Department report available today.

- *Recreation (Attached)*
- *Motion to add Ellen Suttle as a member of the July 1<sup>st</sup> Committee*

**03-25-19-04**

**It was duly moved and seconded that as recommended by the Recreation Committee, Ellen Suttle be added as a member of the July 1<sup>st</sup> Committee (Sub-Committee of Recreation).**

**Motion Passed**

The Town Clerk/Treasurer reported to Council that Paul Wills, Municipal Finance Corporation, has developed additional internal control policies for Council's consideration, one of which is a July 1<sup>st</sup> Committee Policy. He will be presenting to Council at the April 8<sup>th</sup> Council Meeting.

It was suggested that Council also consider setting a policy to deal with candy and other items being tossed out during parades. The Town Clerk/Treasurer has been researching this possible policy and will draft a Policy for Council's consideration.

Councillor DeMings-Taylor is working with Cory Nickerson on a plan for the Monte Carlo night. They will try for June 22, 2019.

As the Community Coordinator reported, we have been approved for two positions under the Clean Leadership program for the summer. Applications have been slow coming in for these positions. She asked that we all spread the word, in hopes of getting more applications before the deadline.

Mayor Harding talked about the Walkability Grant and Candace Malik. The timeline is something that Ms. Malik cannot do at this time; however she is currently working on arranging a fun run.

- *Public Works*

There was no written Public Works report.

Mayor Harding informed Council that he has asked Crystal Clear Water to come to the Crescent Beach Centre to test the water on March 26, 2019 to determine what needs to be done to ensure that the water is potable.

Onshore Construction is dealing with the water leak issue at the Crescent beach Centre. Mayor Harding reported that one of the heat pumps is not working properly. The Town Clerk/Treasurer will have Public Works take a look at the heat pump to try to determine what the problem is.

- *Administration (Attached)*

The Town Clerk/Treasurer reported that an inventory has been completed on EMO equipment and supplies and everything appears to be in good shape. Deputy Mayor Swimm expressed the thought that it would be great to have a more accessible and well arranged place to store our EMO supplies.

The Town Clerk/Treasurer reported that she received a quote on Friday afternoon from Harlow's Construction for the South Street fix in the amount of \$20,507.00 including contingency.

A quote was also received for the John Street/Chetwynd's Lane fix. Based on the most costly scenario, the project would be close to \$22,000.00.

Representatives from ABLE Engineering had a meeting with Mayor Harding and the Town Clerk/Treasurer this morning regarding the Causeway project. The engineers presented four different options and will provide a cost analysis and get back to us as soon as possible. Both the Mayor and Town Clerk/Treasurer felt this was a very productive meeting.

## **6. Economic Development**

- *Yard sales at the Pavilion*

Mayor Harding reported that Freedena Harlow from Beech Street Studio, does not have the resources to take on the responsibility of the Market at the Pavilion again this year so she will be conducting it from Beech Street Studio. Mayor Harding would like to see the pavilion utilized for yard sales. Council has no objection to anyone who would like to take on the Market but realize it is a huge commitment and a lot of work.

The Recreation Department will be planning another Town wide yard sale this year.

- *Possible placement of a Touch Screen Kiosk in Crescent Beach Centre*

After a short discussion regarding the use of the kiosk and acknowledging that Val Kean, the Community Economic Development Officer for the Municipality of the District of Shelburne, will have to come and instruct staff at the Crescent beach Centre on its use, the following motion was made:

**03-25-19-05**

**It was duly moved and seconded that Council approves the placement of a Touch Screen Kiosk in the Crescent Beach Centre.**

**Motion Passed**

## **7. Finance**

- *List of invoices already paid in the amount of \$186,419.93*

The invoices were reviewed by Council.

- *Motion to make application under the Nova Scotia Recreation Trail Expansion Grant Program for capital repairs to the trestle trail*

**03-25-19-06**

**It was duly moved and seconded that Council of the Town of Lockeport authorizes the Town Clerk/Treasurer to make application under the Nova Scotia Recreation Trail Expansion program for capital repairs to the trestle trail.**

**Motion Passed**

- *Motion to make application under the Nova Scotia Flood Risk Infrastructure Investment Program for funding upgrades to South Street.*

**03-25-19-07**

**It was duly moved and seconded that Council of the Town of Lockeport authorizes the Town Clerk/Treasurer to make application under the Nova Scotia Flood Risk Infrastructure Investment Program for funding upgrades to South Street.**

**Motion Passed**

- *Motion to make application under the Nova Scotia Provincial Capital Assistance Program for funding upgrades to the Wastewater system concrete infrastructure.*

**03-25-19-08**

**It was duly moved and seconded that Council of the Town of Lockeport authorizes the Town Clerk/Treasurer to make application under the Nova Scotia Provincial Capital Assistance Program for funding upgrades to the wastewater system concrete infrastructure. Motion Passed**

- *Motion to approve utilizing Gas Tax funds to finance the Town's portion of the cost of the upgrades to the Wastewater system concrete infrastructure.*

**03-25-19-09**

**It was duly moved and seconded that Council of the Town of Lockeport approves utilizing Gas Tax funds to finance the Town's portion of the cost of the upgrades to the Wastewater system concrete infrastructure.**

**Motion Passed**

- *Motion to approve utilizing Gas Tax funds to finance the Town's portion of the cost of the upgrades to South Street.*

**03-25-19-10**

**It was duly moved and seconded that Council of the Town of Lockeport approves utilizing Gas Tax funds to finance the Town's portion of the cost of the upgrades to South Street.**

**Motion Passed**

- *Motion to approve utilizing Gas Tax funds to finance upgrades to John Street intersections*

**03-25-19-11**

**It was duly moved and seconded that Council of the Town of Lockeport approves utilizing Gas Tax funds to finance upgrades to John Street intersections.**

**Motion Passed**

## **8. Other Business**

- *Sewer CCTV Data Report*

Council is really pleased with the reports on the testing of the Town of Lockeport Sewer system underground lines. The Town Clerk/Treasurer and the sewer operators will be meeting with representatives from HATCH to discuss the reports.

- *EMO Advisory Committee members selection*

**03-25-19-12**

**It was duly moved and seconded that Deputy Mayor Swimm and Councillor DeMings-Taylor be appointed to the EMO Advisory Committee with Councillor Balish as alternate.**

**Motion Passed**

- *Selection of Public Information Officer*

There was a discussion regarding who Council feels would be a good choice to take on the role of Public Information Officer. Some options were considered but nothing decided at this time, until we have had a conversation with possible volunteers.

Councillor Balish arrived at this time. 2:40 p.m.

- *NSFM Spring Workshop May 8<sup>th</sup> to 10<sup>th</sup>, 2019*

Councillor Balish expressed interest in attending the NSFM Spring Workshop and the following motion was made:

**03-25-19-13**

**It was duly moved and seconded that Council approve the Administrative Assistant booking two hotel rooms for the nights of May 8<sup>th</sup> and 9<sup>th</sup>, 2019 for the NSFM Spring Workshop in Truro.**

**Motion Passed**

The second room is in the event that Councillor Eshelby wishes to attend the Workshop and can be cancelled if she is unable to go.

**9. For Information only**

There were no items for “information only” today.

**10. Correspondence**

There were no items of correspondence for meeting today.

**11. Date of next meeting**

- *Monday, April 8, 2019*

**12. “In Camera”**

No “In Camera” items today.

**13. Adjournment**

**03-25-19-14**

There being no further business to discuss, **it was duly moved and seconded that the meeting be adjourned. Time 2:45 p.m.**

**Motion Passed**

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**George R. Harding,  
Mayor**

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**Joyce Young,  
Town Clerk/Treasurer**