

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF May 21, 2013**

**MEMBERS PRESENT:** Lewis Benedict, Ernie Hovell, Kim Cogswell, Doug Gates & Craig Newcombe

**IN ATTENDANCE:** Brian Tupper, Philip Porter, Emma Van Rooyen, Shannon Kehoe, Kyle Steele, Geneve Newcombe & Darlene Robertson

**REGRETS:** Joe Keddy

The Chairperson, Lewis Benedict called the meeting to order at 7:30 p.m.

Kyle Steele spoke to the Commission about his concern for the safety of pedestrians where there is no sidewalk past the subdivision entrance on highway 358. He also expressed his concern about speeding in the area and the need to have the speed limit enforced. The Commission responded that they will look into the possibility of a pathway or a wider shoulder. They also stated that the Port Williams Citizens on patrol had provided a report to the RCMP from the electronic speed sign which indicated a good percentage of motorists have been speeding in this area. Mr. Steele stated that if the Commission needed his assistance he would be available.

**APPROVAL OF MINUTES:**

It was moved and seconded that the minutes of the Regular Commission Meeting on April 16, 2013 be approved as circulated. **MOTION CARRIED.**

**CORRESPONDENCE:**

**I. Municipality of County of Kings:**

- (a) Building Permit Report for Month of April, 2013. In Kings County 60 permits were issued with a total value of \$4.6 Million, 3 permits were issued in Port Williams for a value of \$607 thousand. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the action list from the April 16<sup>th</sup> Committee of the Whole Meeting. *(information only)*
- (c) E-mail from the Municipality of the County of Kings providing the action list from the April 16<sup>th</sup> Council meeting. *(information only)*
- (d) E-mail from the Municipality of the County of Kings providing the action list from the April 23<sup>rd</sup> Committee of the Whole meeting. *(information only)*
- (e) E-mailed news release from the Municipality of the County of Kings asking graduating high school students in Kings County to submit ideas about what makes Kings County a healthy community in exchange for the opportunity to receive a thousand dollar Scholarship. *(information only)*

**II. Other Correspondence:**

- (a) Inspection report from Nova Scotia Environment for the scheduled inspection on April 9, 2013. *(information only)*
- (b) Letter from the Office of the Ombudsman advising that they have completed their inquiry investigation and provided recommendations. *Village office sent a letter of response on May 15<sup>th</sup>.*
- (c) E-mail from the Union of Nova Scotia Municipalities Sustainability Coordinator announcing the opening of the second round of funding for the NS Moves. Application deadline of June 22, 2013.
- (d) E-mail from Kyle Steele forwarded on behalf of the Municipality of the County of Kings regarding the absence of sidewalks past the sub-division entrance on highway 358. *Refer to discussions noted in the beginning of this meeting.*
- (e) E-mail from Telecommunications Alliance advising that as of August 23, 2014 residents of Nova Scotia and Prince Edward Island will be required to dial ten digits for all local calls. *(information only)*
- (f) E-mail from Green E-Newsflash asking for a request for interest in the acquisition of LiDAR data. *Office staff to check with the Municipality to see if they have LiDAR data and if the Village has access to this data.*
- (g) Request from the Lions Club for support of the Apple Blossom Booster Club Campaign and Princess float for the Village. It was moved and seconded to give \$800.00 to the Village Apple Blossom Princess Float and Booster Club Campaign. **MOTION CARRIED.**

**III. E-mailed Correspondence:**

- (a) E-mail from Jim Morton, MLA Kings North providing their April 19, 2013 update. *(information only)*
- (b) E-mail from Jim Morton, MLA Kings North providing their April 26, 2013 update. *(information only)*
- (c) E-mail from Jim Morton MLA Kings North providing their May 3, 2013 update. *(information only)*
- (d) E-mail from Jim Morton MLA Kings North providing their May 10, 2013 update. *(information only)*
- (e) E-mail from Jim Morton MLA Kings North providing their May 17, 2013 update. *(information only)*
- (f) Copy of response from Minister John MacDonell to Warden Diana Brothers responding to the March 27 2013 letter which referenced the draft revised Statement of Provincial Interest regarding Agricultural Land.
- (g) E-mail from Statistics Canada advising of their new monthly webinar series with the first topic being an introduction to the Statcan website.
- (h) E-mail from the Housing First Association advising of the open forum at the Louis Millett Centre on May 14 & 15.
- (i) E-mail from the Village of New Minas advising that as of April 1<sup>st</sup> the NSUARB approved the Village's application to expand its boundaries south of Highway 101.
- (j) E-mail from the Department of Energy advising of a Nova Scotia Moves workshop on June 3, 2013.

**BUSINESS ARISING FROM MINUTES:**



- (a) **Brush clean up** – Received an email from Wayne Blenkhorn providing his correspondence with MLA Ramona Jennex regarding his concerns that the Adopt a Highway cleanup on the Port Williams dyke was unable to be done due to the brush not being cleaned up by the Department of Highways. Thanks to Wayne's persistence the brush has now been cleared. Village Commission to send a thank you to Wayne for his efforts.
- (b) **Parking on the sidewalks and Median** – On May 9<sup>th</sup> a notice to parents was brought to the nursery school and asked to be distributed to the parents. Office staff to look into who has authority to put parking signs up in this area.

**REPORTS:**

**Janitorial:** Brian Tupper reported:

- Things are going well
- Working on floors
- Noticed that one window has the seal gone in the Multi-Purpose Room

**Recreation Committee:** Craig Newcombe reported:

- Launchers had their first competition with 25 people in attendance
- Launchers received a grant for equipment from Eastern Kings Health Foundation
- There were reports of cars driving on the launchers throw pitch area
- This year was Dance Time's 10 Anniversary – the proceeds from their dance went to the Princess
- Women's Institute raised \$690.00 from their tea which was donated to the Lions Club for expenses.
- Thanks to Lewis and Harold Benedict for mounting the cameras.
- Lewis Benedict mentioned that the nets, story walk signs are up and that the throw pitch area has been fixed.
- Chief Philip remarked that he had been asked where the Benedict field was and wondered if we need additional signage. Office staff will ensure that our website directs people to the map that displays all fields.

**Waterfront Development Committee:** Kim Cogswell reported:

- Committee members happy with the wharf decision
- Need to look into what funds are available to obtain an engineering report
- Currently looking into funding for flood protection
- Would like to incorporate a path system when looking into flood protection
- Looking into Nova Scotia Moves funding as a good fit with our needs.
- Would need to find an engineer who specializes in wharf properties to do the engineering quote for condition of the wharf.

**Fire Department:** Philip Porter reported:

- Not sure of the amount of water usage for the month
- They had a couple of alarms this past month – one was Lillem Stone, which is still under investigation and the second was a smell of gas at a home on Church Street. This was a container leaking gas which needed cleaning up.
- The alarms were a good test to see how the new numbering system gave a clear understanding of what type of truck would be responding.

- Meeting room is now complete; they are now working on putting things back up on the walls.
- They are gearing up for Celebration days.
- Assisted the New Minas Fire Department with their chicken barbeque by cooking 350 pieces of chicken for them.
- Three new members

**Lions Club:** Brian Tupper reported:

- Princess float is complete thanks to Eldon Smith
- One new member – Charlie Wood
- Have some small catering jobs coming up
- Currently preparing their report for Port Williams Annual General Meeting
- Port Williams Days posters are out and flyers have been mailed. Need to have portable toilets arranged for throughout the Village.

**Board of Trustee's:** Ernie Hovell reported:

- Looking at replacing table tops and chairs. Considering the linking of chairs when replacing the chairs.
- Discussed options for a new bridge club who have decided to rent the Multi-purpose room.

**Princess Selection:** Betty Jean Tupper submitted the following report:

- Congratulations to Emily Miller, Princess Port Williams 2013
- Women's Institute did us proud again this year with tea, desserts and decorations.
- Thanks to the Fire Fighters who helped set up and served tea.
- Thanks to Marianne Gates who found the judges, hosted the judges to a lovely supper.
- Thank you cards have been sent out
- Currently working on preparations for the Royal Visit on Sunday June 2 at 2:20 pm.

**Village/Municipal Meeting:** Craig Newcombe reported:

- Meeting was held in Greenwood and was well attended
- Discussed the LED lighting spreadsheet.
- Policing situation – still waiting for the constables to move to the area.
- Discussions around roads, paving and fire hydrants.

**Kings County Council:** Emma Van Rooyen reported:

- The request to amend the Secondary Planning Strategy was passed by the Planning Advisory Committee and will move forward to the next step for a public hearing on July 11 at 6:00 pm
- Emma expressed regrets that she will not be able to attend any June meetings.
- Unsightly premises are still being looked into.
- Terms have not been received by council regarding the twenty five thousand *towards the land purchase.*



- Department of Transportation promised that they will do a patch job on Jackson Street before the end of the month. The Municipality is looking at soliciting \$320.00 from each house hold with access to the street as a contribution to the paving of the street however they first need to amend the bylaws.

**Water/Sewer/Public Works/Transportation Report:** No report provided

**Treasurer's Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for April 30, 2013 as submitted was moved and seconded. **MOTION CARRIED.**
- Should hear back from the Nova Scotia Utility review board in June or July.
- Will be working on the interest breakdown for the water and village operating accounts.
- A motion to accept the 1.9% cost of living increase for staff was moved and seconded. **MOTION CARRIED.**
- A motion to write off an outstanding invoice for rental of the Multi-Purpose Room was moved and seconded. **MOTION CARRIED.**

**NEW BUSINESS:**

- (a) New complaint policy for approval – a motion for the adoption of the new complaint policy as printed and circulated was moved and seconded. **MOTION CARRIED.**
- (b) Review of sewer procedures checklist – it was noted that the procedures have been sent to both our lawyer and engineer for their additional input. Currently waiting on their response.
- (c) Report from Steve Wohlmuth – Steve has been sending reports to the Village office on suspicious activity in the Port Williams area. The RCMP were looking for any information on suspicious activity and were forwarded the information provided by Steve Wohlmuth.
- (d) LED Street light decision – Office staff have reviewed spread sheet with external consultants and do not have a definitive decision as to the most cost effective decision due to the uncertain variables used when completing the spreadsheet. The Village Commission asked the office staff to contact some of the other Villages to see if they have made a decision and their thought process which lead them to a decision.
- (e) Coronation Ceremony for Queen Annapolisa 81<sup>st</sup> – need two tickets for the Coronation Ceremony at University Hall. Doug Gates volunteered to be the Village Commission representative at the Coronation and to be Master of Ceremonies for the Royal Visit on June 2<sup>nd</sup>.
- (f) Wharf insurance – Office staff to ask our lawyer when Village has unconditional ownership, check into the need for liability insurance and contact the Town of Lunenburg for the name of the engineer they used for the assessment of their wharf.
- (g) Maintenance of flower beds - office staff to obtain quotes from both Port Williams Planters and Lasting Impressions for the flower bed maintenance. Have Cory mow or whipper-sniper around the welcome to Port Williams signs.

- (h) ID Badges and paging system - Chief Philip Porter said that the Fire Department is currently working on badges for the Public Works department and showed the Commission a sample of what they would look like. He also expressed a concern with the paging system not working properly with phone lines. They have since tested and it seems to be working ok now. Philip to provide some options for the paging system.

Upon a motion being made, the meeting was adjourned at 9:20 p.m.

**MOTION CARRIED.**

  
Lewis Benedict, Chairperson

  
Darlene Robertson, Village Clerk