

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF SEPTEMBER 16, 2014**

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

**IN ATTENDANCE:** Brian Tupper, Fire Chief Lionel Rhynard, Ryan Miller, Kevin Thomson, Councilor Emma Van Rooyen, Don Porter, Geneve Newcombe, Joe Keddy & Darlene Robertson

**REGRETS:** none

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

**APPROVAL OF MINUTES:**

- I. It was moved and seconded that the minutes of the regular Commission meeting on August 19, 2014, be approved as circulated. **MOTION CARRIED.**

**CORRESPONDENCE:**

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

- (a) Building Permit Report for Month of August, 2014. In Kings County 50 permits were issued with a total value of \$3.9 Million, one permit was issued in Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the July 22, 2014 Committee of the Whole action list. *(information only)*
- (c) E-mailed invitation to attend the Kings County 6<sup>th</sup> Annual celebration of Multiculturalism and Inclusion on October 9, 2014. *(Information only)*
- (d) E-mailed agenda for the Special Council meeting scheduled for Wednesday, September 17, 2014 *(Information only)*

**II. Other Correspondence:**

- (a) Thank you card from Princess Port Williams, Aimee Cormier, for the ongoing support she has received with the Apple Blossom Festival. *(information only)*
- (b) Thank you card from Queen Annapolis the 82<sup>nd</sup>, Caitlin Bridson-Pateman, for the gift and support of the Apple Blossom Festival. *(Information only)*
- (c) Thank you cards from Princess Coldbrook, Courtney Nickerson, for the gift and invitation to attend the Port Williams Days parade. *(information only)*
- (d) Thank you card from Princess Windsor, Allison Boyd, for the gift and welcoming during the Apple Blossom Festival. *(information only)*
- (e) Clearance letter from Workers' Compensation Board of Nova Scotia stating

that our account is in good standing. *(information only)*

- (f) E-mail from a Port Williams resident expressing concerns over the speed limit on Belcher Street. *After discussions it was decided that the office should send a letter to the Annapolis Valley Regional School Board requesting consideration of an additional courtesy stop for the bus. The office is to send a carbon copy of the letter to the Department of Transportation.*

### **III. E-Mailed Correspondence:**

- (a) Green E- Newsflash – An invitation to participate in a Municipal Climate Change Action Plan Focus Group session. *(Information only)*
- (b) E-mail from the Kings 2050 – “Draft for Consultation” Municipal Planning Strategy Released.

### **BUSINESS ARISING FROM MINUTES:**

- (a) **UV System for Sewage Treatment plant** – Dave Bell from Hiltz & Seamone provided new plans for a sewer ultraviolet disinfection system, which he believes should be ready for tender on Thursday. Public Works Superintendent, Joe Keddy, is satisfied that concerns expressed with original plans have been addressed and is satisfied with the plans presented today. Village Commission asked Joe to advise Hiltz & Seamone to proceed and put to tender.
- (b) **Insurance for Wharf** – Commissioner Kim Cogswell reported that Jennifer Angel the VP of Operations, Waterfront Development Corporation is in the process of compiling an information package. Kim will follow up with her this week.
- (c) **Road Conditions** – Public Works Superintendent Joe Keddy reported that road conditions remain unchanged. He has not heard back from the Department of Transportation regarding the crosswalks and will follow up with Curtis Weatherbee. He has not heard back from Brown Brothers regarding the repairs and will contact Hiltz and Seamone.
- (d) **Heat Pump for Community Centre** – Commissioner Lewis Benedict reported that there were only two quotes submitted. One for a large roof unit and the other for individual units. It was suggested at a Recreation Committee Meeting that there might be funding available. Office staff will check into possible funding options.
- (e) **Community Centre Fans** – Looking at replacement of fans on roof. Tibbett’s Electrical was looking at it today and will probably get back to Joe Keddy tomorrow. Joe will follow up with Tibbett’s.
- (f) **Snow removal quotes** – Commission will review and make a decision.
- (g) **Lawn repairs** – Lawn repairs along Highway 358 are being worked on and should be complete by late September.
- (h) **Fire Department Rules of Governance** – Commissioner Craig Newcombe asked if Ernie Zinck had been working on the Rules of Governance with the



members. Further asked if the revised ones previously presented could be ready for review soon.

- (i) **Insurance claim for generator and wells** Public Works Superintendent Joe Keddy is having Nova Scotia Power check the power phases in the Village to insure this is not a problem.

## **REPORTS:**

### **Janitorial:** Brian Tupper reported

- Removed air conditioners
- Started fall clean up
- Community Centre very busy
- Noticed that the fan in the Kitchen is working. Lewis advised that the relay which was hard to locate was found on the roof and has now been identified on the electrical panel for future reference.
- Need to have the furnace serviced before we turn it on for the winter.

### **Village/Municipal meeting regarding Geothermal well drilling:** Craig Newcombe reported:

- There was a representative from the Department of Environment attending the meeting.
- The Well field protection process was a nice process however currently there is no enforcement in place for well field protection.
- Well drillers to present a report to Nova Scotia Environment as an information document. The report is sent after the drilling has taken place.
- Municipality does not feel that this is an issue for them if Nova Scotia Environment is ok with the current drilling practices and does not regulate.
- Could explore well field designation however it is a costly process and could inhibit growth in the area. It could be possible to put the request on the building permit to advise only. At this point the best option is to go the education avenue.
- Councilor Emma Van Rooyen was asked why the Municipality can prohibit windmills but not geothermal drilling in well field areas. Emma explained that the Municipality has not prohibited wind mills but has made a request to the Province to put a moratorium on the windmills.

### **Recreation Committee:** Doug Gates reported:

- Megan Cummings with the Municipality is compiling a list of duties for a part time Recreation Director.
- Joseph Memmett is looking into possible grants options for funding of a Recreation Director.

### **Fire Department:** Chief Lionel Rhynard reported:

- Three new members
- 12 Members require level one training
- Met with Brian Desloges and completed the paper work for WCB coverage for the Fire Fighters - should be ready for WCB coverage to start October 1<sup>st</sup>.
- No water usage

- Question was asked what the age limit was for WCB – Ryan explained that the age limit was 70 however there is a 48 month transition period when a member leaves at 70 to cover any issues they might have incurred during their time as a member which might not have presented until after they left the Department.
- Quote for new duty gear was presented.
- Commissioner Craig Newcombe reviewed the quote and gave the go ahead to purchase 6 sets. It was noted by the Department that they would not need boots however will need helmets and gloves. Question was asked if 6 sets of gear would be enough to cover the new members. The Department believes that 6 new sets would be enough.

**Lions Club:** Brian Tupper reported

- Have some catering and bar services booked
- Will be doing their Adopt-A-Highway on October 18<sup>th</sup>.
- Currently have 16 members

**Kings County Council:** Emma Van Rooyen

- Emma apologized for the early close of the Committee of the Council meeting today and that the item regarding the land purchase grant monies for well field protection purposed was not addressed at the meeting. She also asked if the Commission would be in favour if the Municipality put in place a grant policy to assist Villages with land purchase for the purpose of well field protection.
- Discussions about the burning bylaw - will be reviewing the 300 foot limit
- Emma has contacted Nova Scotia Power regarding the Street light on Terry's Creek Road, and was advised that it will be completed by end of day tomorrow.
- There were discussions about a County wide noise bylaw which would have a clause to accommodate agricultural business.
- Emma was asked about the unsightly property – She will check to see what is considered unsightly.
- Discussions regarding the airport and the landing of planes on Saxton Street. The County will not be issuing permits to build hangers however due to legal limitation prevent the Municipality to stop the landing of planes on Saxon Street.

**Water/Sewer/Public Works/Transportation Report:** Joe Keddy reported:

- Busy
- Soccer and Baseball have finished for the season
- Wells 1 and 4 are back up and running, the pump, wire and controllers have been replaced.
- Replaced coils at sewer lagoon
- Have had three new LED lights put into the burned out lights in Planters square as a trial. The bulbs cost \$200 each, however have a much longer life span.
- Looking at nitrate analyzer options. Replacement of current analyzer is six thousand dollars, looking at the possibility of using the handheld analyzer as a better option.
- Current water analysis is within the Nova Scotia Department of Environment standards.

- Design of new UV System should be able to control the effluent issue during high flow periods experienced in the spring.

**Treasurer's Report:**


- A motion to accept the Village General Operating and Water Utility financial statements for August 31, 2014 as submitted was moved and seconded. **MOTION CARRIED.**

**NEW BUSINESS:**

- (a) Roof repairs to Community Centre – when they were looking for the relay for the fan on the roof it was noticed that there was a soft spot in the roof which needs attention. Joe asked Acadia Roofing to look at the damage and submit a quote for the repair. The quote came in at \$3,900. plus HST as long as no further damage is discovered. A motion to go ahead and have Acadia Roofing fix the roof was moved and seconded. **MOTION CARRIED.**
- (b) Ryan Miller mentioned that Brian Desloges asked that the Fire Department identify any roads which are duplicates which might need renaming.

Upon a motion being made, the meeting was adjourned at 8:45 p.m.

**MOTION CARRIED.**

  
Lewis Benedict, Chairperson

  
Darlene Robertson, Village Clerk