

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF February 17, 2015

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

IN ATTENDANCE: Brian Tupper, Geoff Muttart, Joe Keddy, Geneve Newcombe & Darlene Robertson

REGRETS: Councilor Emma Van Rooyen

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 January 20, 2015, be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of January, 2015. In Kings County 11 permits were issued with a total value of \$427 thousand, one permit was issued in Port Williams. *(information only)*
- (b) Memo from Brian Desloges, Manager, Administration and Public Safety, stating that funding for each fire department is the fiscal year 2015/16, will remain the same as the previous year with the majority of the fire departments being funded through the Fire Grants Policy. *(information only)*
- (c) E-mail from the Municipality of the County of Kings providing the Municipal Council Action lists for January 6th and 15th. *(Information only)*
- (d) Notice of public hearing from the Municipality of the County of Kings regarding a development agreement, text amendments to the Land Use Bylaw and to adopt map amendments to the Grand Prè Heritage Conservation District Plan and Bylaw. *(Information only)*
- (e) E-mail from the Municipality of the County of Kings providing the Committee of the Whole action list for January 20, 2015. *(Information only)*

II. Other Correspondence:

- (a) Chairperson, Lewis Benedict was carbon copied on a letter sent to the Annapolis Valley Regional School Board by John Lohr, MLA Kings North asking that the school bus make an additional stop due to a safety concern for one of the students in Port Williams. *(Information only)*
- (b) Village office was carbon copied on a letter sent to Councilor, Emma Van

Rooyen from Alden Mulherin requesting a speed warning sign to be placed on Belcher Street.

BUSINESS ARISING FROM MINUTES:

- (a) **UV System for Sewage Treatment plant** – Superintendent Joe Keddy, reported that everything appears to be on track to be completed by March 31, 2015. The electrical is completed and will be working with Atlantic Purification System Ltd to begin work on the startup process. Approximately two hundred and ten thousand has been spent to date. Chief Financial Officer, Geneve Newcombe reported that we have not received the invoice for the electrical work on this project. Joe will follow up with the electrician to have the company invoice the Village for the completed electrical work.
- (b) **Easements** – Superintendent Joe Keddy reported that out of the five documents which were delivered, two have been returned signed. None with mortgages on the property have been forwarded to the mortgage company for sign off. Village's lawyer, Geoff Muttart asked if the Village commission would like the home owner to follow up with their mortgage company or have him deal directly with the mortgage companies. The Village Commission agreed that it would be best to have Geoff deal directly with the mortgage holders.
- (c) **Main Street Lateral Repairs -** . It was reported that the letter has been drafted and the office is waiting for the list of property owners who should receive the letter.
- (d) **Nova Scotia Power street lights** – Superintendent Joe Keddy said he will do a visual check of the street lights and provide the office with an update of streetlights currently in need of servicing. It was mentioned that the streetlight on the corner of Belcher and High street as well as the streetlight in the industrial ark are still out.
- (e) **Radar Speed Sign** – ongoing
- (f) **Brown Brothers Contract** – Chief Financial Officer, Geneve Newcombe reported that she has not heard back from Brown Brothers since her last correspondence to them and is assuming that there is nothing left outstanding.
- (g) **Land use bylaw map** – Village Commission met on February 9th to review the Municipal online map and discuss the proposed changes to the land use bylaw. A letter of response was drafted and reviewed by the Village Commission.
- (h) **Review of Insurance policy** – Office staff to follow up with insurance company to see what times they have available to review the current policy.
- (i) **Addition of UV Sewer building to Insurance policy** – Office staff have contacted the insurance company to add the UV sewer building to the insurance policy and are working on providing additional information required by the insurance company.

REPORTS:

Association of Nova Scotia Villages: Lewis Benedict reported

- There is a meeting scheduled with the Hon. Mark Furey, Minister of Municipal Affairs on March 10 to discuss the Provincial Municipal Fiscal Review report. The question was asked what each Village would do should the government accept and pass recommendations 13 and 14. *The Village Commission discussed this possibility and agreed that it would be prudent to explore all options.*

Janitorial: Brian Tupper reported

- Fire inspection
- Lots of snow removal, working on clearing some of the windows

Recreation Committee: Doug Gates reported

- The Meeting held on February 10th
- Committee discussed storage issues

Fire Department: Craig Newcombe reported:

- Meeting was rescheduled for Sunday, February 22nd, due to snow storm on February 15th.
- It was moved and seconded that the Village express their gratitude to Commissioner Craig Newcombe for all of his work with the Fire Department.

MOTION CARRIED.

Lions Club: Brian Tupper reported:

- Valentines dinner was successful
- Will be hosting Charter night in April
- Have a few catering jobs in the near future
- Preparations for Port Williams days have started
- Pleased with the donation the Lions club was able to give to Valley Regional Health from the proceeds raised from the Valentines dinner.

Kings County Councilor: No report provided.

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

- Nitrates steady between 5.8 & 8.5
- Booker School pressure testing started
- Doing lots of snow blowing and salting
- Commissioner, Doug Gates asked Joe when he clears the generators of snow. Joe responded that they are cleared when he clears the sidewalks of snow.
- Department of Transportation welded the manhole as a temporary solution to the manhole coming off each time plowing took place, stating that an error was made when they signed off on the road in this area and agree that this will continue to be an issue until it is fixed.
- There were discussions around the required LED lighting in the new subdivision. Commissioner, Craig Newcombe made the point that although the Municipality

reported that the lighting which was installed meets the same energy efficiency standards as LED and are LED compatible the lights may not have the same life expectancy as the agreed upon LED lighting. Village lawyer, Geoff Muttart stated that the Village can refer to minutes taken to confirm what was agreed to by the Village. Commissioner, Kim Cogswell stated that the Village would not have agreed to LED compatible lighting due to the fact that they were not aware of compatible lighting. It was agreed that a letter should be sent to the developer and that the municipality should be carbon copied.

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for January, 2015 as submitted was moved and seconded. **MOTION CARRIED.**
- Quote for fifteen thousand three hundred to replace the roof on the Public Works building. It was agreed that the roof should be taken care of within the next 12 months and it was decided that the Village should obtain a few more quotes and make an allowance for the roof in the 2015/2016 budget.
- It was moved and seconded to approve that 1/3 of the remuneration paid to the Village Commissioners in 2014 be designate as a nontaxable expense. **MOTION CARRIED.**
- The Village's accountant recommends that the Village make an application to become a qualified donee. It was moved and seconded that the Village make the application to become a qualified donee. **MOTION CARRIED.**

NEW BUSINESS:

- (a) Water meter reading – due to large volumes of snow and the inability to access the touch pads to read the water meters, it was decided that invoices for this quarter would be based on an estimated usage of water.
- (b) Fire Hydrants – The office reported that they have received a few calls with concerns that the hydrants were being covered with snow. It was also reported by Superior Propane that the Village must kept the access to the propane tanks accessible. Due to the large volumes of snow this season, it was decided that Superintendent Joe Keddy, would contact one of the casual employees who worked during the summer months to assist with snow shoveling.
- (c) Volunteer Committee - Chair of the Volunteer Committee, Commissioner Ernie Hovell reported that there were four submissions for the 2015 Volunteer award.
- (d) Additional Street light - A request was made by Commissioner Ernie Hovell to have an additional street light installed at 1526 Highway 358. It was moved and seconded to have a light installed at 1526 Highway 358. **MOTION CARRIED.**
- (e) Community Centre Sign - It was agreed that when Superintendent Joe Keddy is busy with clearing large volumes of snow that he does not have the time required to make changes to the Community Centre sign. Joe to contact Mike Graves and ask him if he would be interested in taking on this job.

Meeting went in camera to discuss personnel related items.

Upon a motion being made, the meeting was adjourned at 10:00 p.m.

MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Clerk