

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF MAY 15, 2012**

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

**IN ATTENDANCE:** Greg Porter, Kevin MacKenzie, Janet Newton, Philip Porter, Brian Tupper, Stan Hancock & Geneve Newcombe

**REGRETS:** Darlene Robertson

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

**PRESENTATION:** Greg Porter made a presentation about the Big Daddy Biker Bash which will be held on the June 1<sup>st</sup> -3<sup>rd</sup> Apple Blossom weekend. This is a fun family friendly event. Greg will be sending out letters to neighbors by the end of the week.

**APPROVAL OF MINUTES:**

It was moved and seconded that the minutes of the Regular Commission Meeting on April 17, 2012 be approved as circulated. **MOTION CARRIED.**

**CORRESPONDENCE:**

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

- (a) Building Permit Report for Month of April, 2012. In Kings County 70 permits were issued with a total value of \$4.7 million. 1 permit issued for Port Williams with a total value of \$20,000. *(for information only)*
- (b) E-mail from the Municipality of the County of Kings providing the action list from the Special Council Meeting on April 17th *(for information only)*
- (c) E-mail from the Municipality of the County of Kings advising of a Public Participation Meeting regarding proposal to not permit large-scale wind turbines on Thursday May 10<sup>th</sup> at 5:00. *(for information only)*
- (d) E-mail from Deputy Warden Janet Newton advising of the proposed UNSM Resolution with respect to Municipal Grants to Villages. *(for information only)*
- (e) Letter from the Municipality of the County of Kings advising of an application to rezone property located at 1036 Hwy 358 in Port Williams from R3 to R3-B. *(for information only)*

**II. Other Correspondence:**

- (a) Letter from Nova Scotia Environment regarding the step 2 GUDI study for wells 5A and 6. *(Billy Shaw should be completing balance of report by June 1st)*
- (b) Letter from Hiltz and Seamone providing a quote for the water system assessment report. **Meeting to be arranged with Engineer to discuss**

**requirement changes and funding.**

- (c) Letter from Greg Porter advising of a motorcycle ride in Port Williams to promote awareness of prostate cancer on June 1<sup>st</sup> and 2<sup>nd</sup>. *(for information only)*
- (d) Thank you card from Samantha Whynot, Princess Port Williams 2012.
- (e) Correspondence from the Lions Club requesting financial support for the Apple Blossom Booster Club and Village Princess Float. It was moved and seconded that the Commission will donate \$800.00 to the Booster Club/Village Princess Float. **MOTION CARRIED.**
- (f) Letter from the Government of Canada advising of Canada's New Horizons for Seniors Program and that they are accepting applications for Community-based projects funding from May 8<sup>th</sup> until June 29<sup>th</sup>. *(for information only)*

**III. Email Correspondence:**

- (a) E-mail from the Union of Nova Scotia Municipalities advising of Advocacy Days on May 2<sup>nd</sup> and 3<sup>rd</sup>. *(for information only)*
- (b) E-mail from Mitchell Brison of Brison Developments regarding Pedestrian movement within the development. **Village office to send response to County and carbon copy Brison Development stating that there will be walking trails and storm drains and no need for sidewalks in the new development.**
- (c) E-mail from the Nova Scotia Transportation and Infrastructure Renewal providing notice of surplus property. *(for information only)*
- (d) E-mail from Robert Rowe, of Hiltz & Seamone providing a quote from John Brooks Company for the Lakos separator. Stanton Hancock, Superintendent of Public Works presented 4 options to consider. **Village office to provide original quote/cost from Resource Systems. Village not interested in spending that amount of money at this time.**
- (e) E-Mail from Nova Scotia Power regarding the mandatory LED Lighting for Nova Scotia roads and highways. **Will consider opinion of Nova Scotia Power representative at the AGM of the Association of Nova Scotia Villages and consider opinion of an external consultant before making the decision to rent or own lighting in Port Williams.**
- (f) E-mail from Housing First Association, Kings County providing an update. *(for information only)*
- (g) E-Mail from Eastern Kings Community Health Board Coordinator extending an invitation to their AGM on Tuesday May 22, 2012. **Lewis will check to see if Wayne Blenkhorn is attending.**

**BUSINESS ARISING FROM MINUTES:**

- (a) Three way stop sign at intersection of High Street and Jakeson - No further correspondence have been received however believe they have started their review process.
- (b) Wall Mounted Defibrillator – Ongoing, Village office to contact St. John Ambulance for quote.

- (c) Four way stop sign at the intersection of High Street and Highway 358 - No further correspondence has been received.
- (d) Braemar Pest Control – Braemar Pest Control was contacted and the Public Works Building has been serviced.

**REPORTS:**

**Janitorial:** Brian Tupper reported:

- Everything is going well, fairly busy.
- Men's washroom in the Multi-purpose room has needed regular plunging. **Village Office to contact Troy's Plumbing to come and service.**

**Fire Department:** Philip Porter reported:

- They had 4 alarms this month
- Very successful chicken barbeque with lots of help. The new barbeque pit worked well.
- They are in the process of creating a recruitment brochure
- Used 4500 gallons of water

**Kings County Council:** Janet Newton reported:

- Mentioned the motion to amend the Municipal Government Act.
- Looking at a five year moratorium on wind turbines
- Noted that there was a change to the Fire Grant money and service vehicles will now be covered
- Moving meetings from Tuesdays to Wednesdays
- Zumba participants mentioned displeasure in rental fees

**Water/Sewer/Public Works/Transportation Report:** Stanton Hancock reported:

- Annual Audit by Nova Scotia Environment
- Fire department water usage – 4500 gallons
- Water system assessment report for Permit to operate – received a quote from Hiltz & Seamone for \$15,000.
- Water break – service break in the hen barn at the Newcombe Farm on Belcher street
- Call on a sewer blockage at 1205 Main Street – investigated and discovered it was home sewer lateral.
- Brison Development has started installation of the 8 inch sewer main on Collins Road which is moving along very well.
- Reviewed plans for the installation of the water filter for UV system and present the following four options
  - o Have Hiltz & Seamone absorb all the cost of installation for the system they designed.
  - o Have it put out to tender for pricing and the Village absorbs the cost
  - o Put it in service without protection
  - o Do not have it put in service.
- Average nitrate levels for April are as follows:
  - o Well #2 9.7
  - o Well # 1 8.5
  - o Distribution 5

**Lions Club:** Brian Tupper reported:

- (a) They have completed the float for the Apple Blossom parade.
- (b) Sent out letters for the annual canvass for the Apple Blossom Booster Club and Princess Float Campaign.
- (c) Plans are coming together for Port Williams days; hoping for good weather.
- (d) They will be catering a chicken barbeque at the Fire Department Banquet.

**Board of Trustees:** Doug Gates reported:

- Next meeting is Thursday May 17th
- Letter from Zumba instructor is on the agenda – Doug will provide number of Port Williams participants.

**Waterfront Development Committee:**

- Next meeting date set for May 29<sup>th</sup> at 1:30 p.m.

**Personnel Policy Committee:** Craig Newcombe reported:

- It was moved and seconded to approve the two new job descriptions and rate of pay as presented by the personnel committee. **MOTION CARRIED.**

**Princess selection Committee:** Updates were:

- Will have a wrap up meeting and report for the next Commission meeting.

**Source Water Protection:**

- Quote from Tasbow Sod for tilling and seeding Village Property owned around well #2 – the Village to supply seed. Cost of triple mix seed from Shur Gain will be approximately \$560.00
- A motion to accept the quote from Tasbow Sod was moved and seconded. **MOTION CARRIED.**

**Treasurer's Report:** Geneve Newcombe reported:

- A motion to accept the Village General Operating and Water Utility financial statements for April 2012 as submitted was moved and seconded. **MOTION CARRIED.**

**NEW BUSINESS:**

- (a) **Bag of Dog waste was placed outside of the Community Centre doors**
- (b) **Need to replace Dog waste disposal box** – it was agreed that the dog waste disposal box that was removed to be fixed will be replaced however if any of the boxes are being misused they will be removed permanently and that they need to be marked accordingly. Village office will create a sign stating that the boxes are a service and not a requirement and will be removed if misused.
- (c) **WCB cost for each Fire Fighter** – will check into the cost and what is covered for each fire fighter by Macdonald Chisholm Trask Insurance for the next Commission meeting.
- (d) **Sign for Park** – Need mockup of what would be on the Park sign for the permit. Lewis will verify with the Park Committee if it is to be just the name.
- (e) **Create a policy for capitalizing financial items for Village and Fire Department** – a draft of a policy will be brought forth at the next commission meeting.

- (f) **AGM** – Place a poster advertising the AGM at the Post Office and Store. Send a reminder to those who we are expected to provide a report at the AGM and invite the following to speak at the AGM

Jim Morton, MLA

Janet Newton, Municipal Councillor

**Women's Institute celebrating 100 years in 2013** – They would like to do something useful for Port Williams and are looking for some suggestions. Ideas presented were the Port Williams Crest at the main entrance or a bicycle rack by the main entrance.


- (g) **Royal Visit** Port Williams was not on the list for the 2012 Royal Visit. The Commission would like it to be known that last year we did not have a princess however in the past years we traditionally have had the Royal Visit on Sunday afternoon.
- (h) **Review letter sent to Brison Development** – noted that any work done by Brison Development must be approved by our Engineer, Hiltz & Seamone as well as by the Superintendent of Public Works, Stan Hancock.
- (i) **At the April meeting of Kings County Council they were looking at streets that could be named after Veterans** – It was brought to our attention that the Dykeview Road could be renamed in honour of a veteran of the Boer War – all home owners on Dykeview Road are in favor of having their road renamed by the Municipality of the County of Kings to honour the memory of the late Frederick John Hovell, the only known veteran of the Boer War to reside in Port Williams. A letter to the Civic Address Coordinator from the Village may assist in the application. Ernie Hovell excused himself from the discussions. A motion to prepare a letter of support was moved and seconded. **MOTION CARRIED.**

**OTHER HOUSEKEEPING BUSINESS:**

- (a) Public Works to take markers down by the fire hydrants when doing water meter readings.
- (b) Noted that a resident's property fence near the south entrance to Port Williams is beginning to come down and the area is unsightly – contact Terry Brown to come and inspect.

Upon a motion being made, the meeting was adjourned at 9:45 p.m.

**MOTION CARRIED.**

  
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Lewis Benedict, Chair

  
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Darlene Robertson, Village Clerk