

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF November 18, 2014

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

IN ATTENDANCE: Brian Tupper, Fire Chief Lionel Rhynard, Councilor Emma Van Rooyen, Joe Keddy , Geneve Newcombe & 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 October 21, 2014, be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of October, 2014. In Kings County 56 permits were issued with a total value of \$5.5 Million, one permit was issued in Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the October 7 Council Action list, and the October 14 Council Action list. *(Information only)*
- (c) Letter from the Municipality of the County of Kings stating that they are unable to fulfill our request for consideration of a 1 kilometer sidewalk west of the Port Williams Elementary School because it does not qualify under the Municipality's capital program. *To be discussed under new business.*

II. Other Correspondence:

- (a) Report from Nova Scotia Environment summarizing their inspection of the Port Williams sewage treatment plant. *Joe Keddy, Superintendent of Public Works has faxed his operator's certificates to Nova Scotia Environment and will check to see if Stan Hancock is able to operate under Joe's certificate during his absence.*

III. E-Mailed Correspondence:

- (a) E-mail from Nova Scotia Department of Health & Wellness, Active Living Branch advising of their upcoming workshop on December 8th at the Berwick Lions Hall.

BUSINESS ARISING FROM MINUTES:

- (a) **UV System for Sewage Treatment plant** – Superintendent of Public Works, Joe Keddy, reported that they are making progress, walls for the building were poured today and rafters should be going up next week. Once we have had the inspection then we can work on the floor.
- (b) **Road Conditions** – Superintendent of Public Works, Joe Keddy, reported that the crosswalks have been painted and a manhole on Oscar Chase Drive was repaired.
- (c) **Community Centre Fans** – ongoing.
- (d) **Fire Department Rules of Governance** – Commissioner Craig Newcombe and Commissioner Kim Cogswell have set up a potential meeting date of Monday, November 24th to review the draft copy after the Fire Department's Executive Committee meets.
- (e) **Insurance claim for generator & wells** – Chief Financial Officer, Geneve Newcombe reported that the Village has received the funds from the Generator claim. She will follow up with the insurance company for an update on the claim for the wells. Superintendent of Public Works, Joe Keddy reported that he has not heard from NS Power regarding what the Village and/or NS Power could do to prevent this kind of damage happening in the future. Joe to follow up with NS Power.
- (f) **Easements** - ongoing – Superintendent of Public Works, Joe Keddy spoke to the Village's Lawyer on Thursday to review documentation regarding an old sewer line which runs behind properties along Main Street. Currently there is a blockage on this line causing sewage back up. It was recommended that information regarding the requirement for backwater valves be included in the next Village Newsletter.
- (g) **Letter sent to Municipality to reconsider grant funding for wellhead land purchase**- Councilor Emma Van Rooyen reported that she has no new information at this time.
- (h) **Brown Brothers** – All deficiencies have been completed with the exception of the hydrants which will not be fixed by Contractor because Village's engineer had signed off approving the existing status of the hydrants.
- (i) **Assumption of Street lights in the Brison Development** – Office staff left message for Mitch Brison requesting list of streetlights along with specifications. To date, no response has been received.

REPORTS:

- Village/Municipal meeting October 15th & October 27:** Lewis Benedict reported:
- Villages asked Warden, Diana Brothers if the County had provided any information regarding Villages which would have contributed to this report.

Diana stated that they had not provided any information and was not asked for any information from the Committee who made the recommendation on the Municipal Fiscal review report.

- At the October 15th Village-Municipal meeting, an extra Village-Municipal meeting was scheduled to discuss recommendations 13 & 14 of the Provincial-Municipal Fiscal Review report on October 27th.
- At the October 27th meeting it was decided to form a working group which would consist of representatives from the Municipality and the seven villages in Kings County to provide a response to the report before the deadline of December 15, 2014.
- The Municipality stated that they had asked for an extension to the December deadline but did not receive a positive response.
- Looking to gather financial snapshots of the Villages by Friday to be reviewed by the working group on Monday.
- There was a sense that this was a Town driven report.
- Discussed what would happen if the Municipality was to take over the Villages. Currently the Municipality is not in a position to take over Village responsibilities.
- Kingston/Greenwood planning a public meeting of the rate payers to inform their residents.
- Port Williams and Canning are circulating a petition.
- Port Williams also planning on sending a newsletter out to all residents
- Commission will meet on Thursday afternoon to draft newsletter

UNSM Fiscal Review meeting October 31st : Kim Cogswell reported

- More of a presentation of the Municipal Fiscal Review report than a meeting on October 31, 2014 at the Old Orchard Inn.
- After the initial presentation, the review was broken down into three sections as separate sessions and the attendees were separated into one of three session groups where they could discuss and ask questions.
- It was made clear that any feedback must be provided in writing before the December 15th deadline.

Janitorial: Brian Tupper reported

- Things are getting busy.
- Hard to maintain floor cleaning and waxing due to frequency of the room bookings.
- TOPS cabinet has been moved to accommodate the taekwondo mats.
- Two new circuits in the hall kitchen.
- Christmas activities are starting

Association of Nova Scotia Villages meeting:

- Meeting was held on October 31st
- At this meeting it was decided that there should be an additional meeting with all of the Villages to further discuss recommendations 13 & 14 of the Municipal Fiscal Review report.

- A meeting was scheduled for Saturday November 8th at the Port Williams Community Centre.
- Good representation from the Villages in Nova Scotia.
- General consensus of the Villages was that although there are some good recommendations in the report, recommendations 13 & 14 should be eliminated from the report.
- It was decided that a letter of response would be sent by the Association along with comments to each of the recommendations given in the report. Letters of response to also be provided by each of the Villages. Commissioner, Kim Cogswell agreed to draft a letter of response to the Municipal Fiscal Review report on behalf of Port Williams. The letter of response is to be sent to not only the Association of Nova Scotia Villages but to the various levels of Government within Nova Scotia. Commissioner, Kim Cogswell agreed to be the Villages representative for the working group discussed at the last Municipal/Village Meeting.

Recreation Committee: Doug Gates reported:

- Dance time has new members.
- Seniors cardio tennis classes have started
- Still looking into part time recreation position.
- There was a suggestion made by a group for a Skate board area. It was left to the group to spearhead the idea.

Fire Department: Chief Lionel Rhynard reported:

- 3 Calls
- One investigation
- Training is going well and should be completed by November 22nd.
- Used 5000 gallons of water
- One new Member for a total Membership of 24
- Finished bylaws and are ready to review with Village
- Superintendent of Public Works, Joe Keddy, asked Fire Chief to meet with him at the New Booker School location to determine if an extra hydrant is needed.

Lions Club: Brian Tupper reported:

- Started to sell their Christmas raffle tickets
- Working on their Christmas hampers
- Lion Brian Tupper presented the Village with a \$150.00 donation towards the Village's annual Christmas party and Tree Lighting.
- Have some catering jobs coming up
- Membership has increased to 17 Members

Kings County Council: Emma Van Rooyen

- J Class roads priority list is out with a total of 4 roads located in both Greenwich and Kingston. She will forward the list to the Village.
- Fire burning bylaws have been finalized
- There is a Fire Service meeting on Thursday, November 20th.
- January 16th is the deadline for grant requests
- Multiyear grants have been taken out of the budget

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

- Working on the new UV sewage disinfection system
- Working with the Booker School – water and hydrant requirements
- Belcher Street was without water for 6 hours during scheduled work on the water main.
- Mike Graves will be finished work once the meter readings have been completed and the Christmas lights put up.
- Nitrate levels at 5.8 and 8.2

Treasurer's Report:

- Geneve Newcombe presented a spreadsheet which provides financial tracking of the UV sewer disinfection project.
- A motion to accept the Village General Operating and Water Utility financial statements for October 31, 2014 as submitted was moved and seconded.

MOTION CARRIED.

NEW BUSINESS:

- (a) Commissioner, Ernie Hovell suggested that a card be sent to Wayne Blenkhorn in recognition of his hard work which contributed to the success of our Remembrance Day observance this year.
- (b) The letter received from the Municipality of the County of Kings stating that they are unable to fulfill our request for consideration of a 1 kilometer sidewalk west of the Port Williams Elementary School was further discussed. After discussions it was decided that a letter should be sent to our MLA asking for assistance and providing possible options as solutions, such as:
 - a. Additional School Bus to stop
 - b. Construction of a 1km sidewalk
 - c. speed reduction in this area
- (c) Commissioner Craig Newcombe asked if the Village Staff could investigate the cost of the flashing electronic speed signs at the entrance of the Village by the Bridge.

Upon a motion being made, the meeting was adjourned at 9:25p.m.

MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Clerk