

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF OCTOBER 15, 2013

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

IN ATTENDANCE: Doug Clark, Colin MacKenzie, Ernie Zinck, Charles Wood, Geoff Muttart, Brian Tupper, Emma Van Rooyen, Joe Keddy, Geneve Newcombe & Darlene Robertson

REGRETS: Kim Cogswell

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

APPROVAL OF MINUTES:

It was moved and seconded that the minutes of the Regular Commission Meeting on September 17, 2013 be approved as circulated. **MOTION CARRIED.**

REQUEST FROM RESIDENT:

A Port Williams resident requested to have his water invoice adjusted because of extenuating circumstances. The resident explained that he was on holidays and was unaware of the leak which resulted in an extremely high water bill. A motion was made and seconded to adjust the invoice to an average of recent billings. **MOTION CARRIED.** Commissioner Lewis Benedict recommended that the resident turn off his water if he is going to be away for an extended period of time and install a pressure regulation valve as precautionary measures.

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of September, 2013. In Kings County 59 permits were issued with a total value of 4.8 Million, 3 permits were issued in Port Williams with a total value of 1.5 million. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the action list from the September 17th Council meeting. *(Information only)*
- (c) E-mailed invitation to attend the Kings 2050 Energy forum on October 24, 2013. *(Information only)*
- (d) E-mail from the Municipality of the County of Kings providing the action list from the September 17th Committee of the Whole meeting. *(Information only)*
- (e) E-mail from the Municipality of the County of Kings providing the action list from the September 24th Council meeting. *(Information only)*

II. Other Correspondence:

- (a) Letter from the Office of the Ombudsman stating that they are concluding their file number 50319. *(Information only)*

- (b) Inspection report from Nova Scotia Environment asking that we provide the recommended monitoring plan for 2014 by November 1, 2013. - *Joe Keddy, Superintendent of Public works had provided Nova Scotia Environment with the required documentation on October 11, 2013.*
- (c) Letter from a member of the Port Williams Volunteer Fire Department expressing concern that the appropriate steps were not taken regarding a recent decision made by the Department. - *It was motioned and seconded that the concern is a Human Resource matter and have asked the Human Resource Committee to review and proceed.* MOTION CARRIED.

BUSINESS ARISING FROM MINUTES:

- (a) **Wharf Insurance** – No update, office staff waiting on direction from Waterfront Development Committee.
- (b) **High Street in poor condition** – Emma Van Rooyen reported that she is being told that this is a Provincial issue.
- (c) **Planters Square LED lights** – Joe Keddy had taken pictures of the current lighting in Planters Square and has forward to Harris & Roome to assist with the quote process. To date he has not received a correspondence and will follow up with the company.
- (d) **Kings Partnership Steering Committee** – Chairperson Lewis Benedict attended the September 24th meeting. He reported that five out of the seven Villages attended the meeting and each would like to have their own representative however they realize that this would not be practical and have agreed to have two representatives for the Villages.

REPORTS:

Janitorial: Brian Tupper reported

- Things are going well.
- Furnace has not been turned on yet, waiting for annual maintenance before it is turned on.

Fire Department: Doug Clark reported

- Three alarms – one car fire and two mutual aid alarms.
- Estimated water usage was four thousand gallons.
- Doug will be attending the Kings County Fire Chief's meeting in Waterville on October 17th to review the numbering system for Departments and other concerns

Recreation Committee: Craig Newcombe reported

- One of the port a potty has been removed for the winter season
- Committee is discussing options for the white space on the Community events sign.

Lions Club: Brian Tupper reported

- Will be participating in the "Adopt-A-Highway" fall clean-up this Saturday, October 19th.
- Have catering functions booked in November and December.

Waterfront Committee: Geneve Newcombe reported from the minutes

- The Committee is looking for a resident to replace Janet Newton's seat on the Committee.
- Looking into funding options
- Suzanne McCrimmon, Economic Development Specialist for Kings County, attended the meeting. The Committee discussed the future plans for the waterfront with Suzanne.

Board of Trustees: Doug Gates reported

- Had a meeting on September 19, 2013
- Looking in a complaint about the noise coming from fans in auditorium.
- Lions club donation \$500.00 towards the Community Centre Sign.
- Storage closet needs to be cleaned out in the Multi-Purpose room
- Next meeting will be January 16 2014

Kings County Councilor: Emma Van Rooyen reported

- There have been several discussions regarding J class roads. Emma explained that J-class roads are owned by the province however initial pavement of this type of road would be the responsibility of the Municipality or residences. Council asked the Municipal staff to provide details on the reserve funds.
- Holes have been patched on Centennial Drive.
- Have had requests from residents to have dog waste station on the Dyke road.
- Emma was asked the status of the land funding request. She believes that it is close to completion.

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

- Work on the Hwy 358 water and sewer lines is progressing
- Working with engineer Doug Seamone on the water withdrawal study
- Working with Nova Scotia Environment regarding the Gudi study for well #6
- Nitrates staying steady – inlet approximately 9 and outlet approximately 5.8
- Using approximately 80,000 gals/day of water
- Started on repairs to some of the buildings before winter
- Power outage on Collins road – set up generator and ran the reservoir. This power outage provided a good opportunity to review and document procedures for both generators.
- Geneve to follow up with commercial customer regarding the installation of a new water meter.
- Question was asked what is the water withdraw daily limit – Joe said that approx. 400 thousand gallons is our average daily capacity.
- It was mentioned that the gouge in the road on highway 358 has not been fixed. Joe was asked if he could send another request to the Department of Transportation.

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for September 30, 2013 as submitted was moved and seconded.

MOTION CARRIED.


NEW BUSINESS:

- (a) Canada Post Community mail boxes – Canada Post has made a request to install community mail boxes in a designated area outside of the Community Centre. If in agreement then Canada Post would require the Village to sign a Community Mail Box Installation License Agreement. The Village Commission would further need to decide if they would assume responsibility for snow clearing or prefer Canada Post to take responsibility for this service. A motion to allow the community mail boxes in the back of the Community Centre by the light pole with generator connection was moved and seconded. **MOTION CARRIED.** The Village's office staff was asked to contact the Insurance Company and advise them of the decision to allow the Canada Post Community mail boxes and to ask if we take responsibility for snow removal would it affect our current insurance rate. A motion to take responsibility for snow removal if our current insurance rates are not affected was moved and seconded. **MOTION CARRIED.**
- (b) Remembrance Day wreaths – Remembrance Day ceremony for Port Williams will be on Sunday November 10th. Wreaths borrowed from Canning will be laid by the Village and respective organizations as in previous years. Emma Van Rooyen will lay a wreath on behalf of the Municipality. Ernie Hovell will attend the service at University Hall to lay a wreath on behalf of the Village on November 11th.
- (c) Maintenance of Multi-Purpose room – Discussions around painting, drywall fixes, cleaning of chairs, window replacement where seal is gone, new cushions for couches, etc. for the Multi-purpose room. The Village Commission agreed that the room requires maintenance. It was suggested that a good time to do the majority of the maintenance in the room would be between Christmas and New Year's. Lewis Benedict will coordinate and discuss with Custodian, Brian Tupper.
- (d) Parking on the street by the School – a concern was raised regarding the hazards to pedestrian and vehicular traffic when there is an event at the School. There are also driveways and commercial entrances being blocked. Lewis explained that the Village had contacted the Municipality and School Board to assist with funding a parking solution. The School Board also wanted a drop off solution but was unwilling to fund new plans for this.

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

MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson