

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF OCTOBER 20, 2015

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

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

REGRETS: Fire Chief, Adam Forsythe

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

I. APPROVAL OF MINUTES:

- (a) It was moved and seconded that the minutes of the regular Commission meeting on September 15, 2015, be approved as circulated. **MOTION CARRIED** Commissioners Craig Newcombe and Kim Cogswell abstained from the vote.

CORRESPONDENCE:

II. Municipality of County of Kings:

- (a) Building Permit Report for Month of September, 2015. In Kings County 64 building permits were issued with a total value of \$5.5 Million, 3 permits were issued in Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing Council's action lists for September 1, 22 and 25, 2015. *(information only)*
- (c) Letter from the Municipality of the County of Kings requesting confirmation that Lots 17A-1, 17A-2, 18-1 and 18-2; lands of Applewood Development Limited are connected to the Village of Port Williams sewer service. *(Information only)*.
- (d) Letter from the Municipality of the County of Kings requesting confirmation that it is possible for Lot 202 and remainder lot of Riverbrook Farms to be connected to the Village of Port Williams sewer service. *(Information only)*
- (e) E-mail from the Municipality of the County of Kings advising that the Municipality has recently engaged Stantec Consulting Limited to conduct a study of council size and electoral district boundaries. *(Information only)*
- (f) Letter from Warden, Diana Brothers, to the Villages, advising that if any of the towns show interest in pursuing Regional Governance than the Villages will be included in any discussions regarding the terms of reference for the study. *(Information only)*

III. Other Correspondence:

- (a) Letter from Ron Testroete, chair of the Booker School requesting consideration to waive invoice #10032. *No response was provide due to payment in full of invoice received after the letter was received.*

- (b) Inspection report from Nova Scotia Environment advising that in order to ensure compliance with the Environment Act and Regulations, that the annual monitoring plan for the water supply system be submitted no later than October 23, 2015. *Superintendent of Public Works, Joe Keddy advised that annual monitoring plan for the water supply system has been submitted.*
- (c) Note from Anna Saroli thanking the Village Commission for the prompt response to a noisy manhole cover on Highway 358 which was a cause of concern.
- (d) E-mail from Geoff Muttart advising that Peter Muttart will be running for the position of Councillor for District 2 of the Municipality of the County of Kings and that Peter will not have involvement in or access to any Village files without the Village's expressed permission. *(Information only)*
- (e) E-mail reminder from Terry Silver, Village of New Minas, that the next Village/Municipality meeting is in the Louis Millett Community Complex on Wednesday, October 21st at 7:00 p.m. *(Information only)*

BUSINESS ARISING FROM MINUTES:

- (a) **Concerns reported to the Department of Transportation** – Superintendent of Public Works, Joe Keddy reported the following concerns to the Department of Transportation and Infrastructure and has received some responses and will be further following up on responses not received or where clarification is required.
 - a. Manhole on Main Street, Collins Road and in the Brison subdivision – *It was reported that the manhole is not part of their responsibilities.*
 - b. Lowering speed limits entering the Village, and more signage to warn people. (Hwy 358, Belcher & coming across the bridge) *The District Traffic Supervisor looked into this and some changes will happen on Rt. 358 South of Port Williams.*
 - c. School zone extended from duck pond to where it is now in order to cover a new private school in that area. *Additional information required.*
 - d. Grading the parking lot before bridge. *Department of Transportation advised that they do not grade parking lots - Joe graded the lot*
 - e. White posts along dyke to be extended or removed. *It was reported that they will be removed sometime in the fall.*
 - f. Private signs at the intersection of Starrs Point Road & Main Street impairing visibility. *Department of Transportation advised that all complaints are to be forwarded to DOT and they will deal sign removal and complaints.*
 - g. Cross walk hash mark painting. *It was reported that the hash mark painting is only for school zones and that they will ensure the job has been completed.*
- (b) **Easements** – Village Office to continue to contact property owners in order to complete required easements.
- (c) **Required LED lights in the Brison Development** – Village Office reported that a letter was sent to Brison Development, advising of the Village Commission's

position with respect to the requirement of LED lighting in the subdivision. A carbon copy of the letter was sent to the Municipality of the County of Kings.

REPORTS:

Meeting with Rob Frost, Municipal Affairs: Geneve Newcombe reported:

- The office staff met with Rob Frost to discuss steps that the Village is required to follow when tendering a property and to discuss some general inquiries. Mr. Frost was helpful in providing some information and will be following up with further information.

Municipal Government Act review consultation session – Lewis Benedict reported:

- An overview of the process was provided
- There was an emphasis on Village inclusion
- There will be future information gathering which will require responses from the Villages.

Association of Nova Scotia Villages AGM: Lewis Benedict reported that the

- Annual General Meeting was held on September 19th
- The new Board of Directors is as follows: Lewis Benedict from Port Williams is President, Lois MacCormick from Bible Hill is Vice President, Ken Pineo from New Minas is Secretary and Don Holmesdale from Kingston is the Treasurer.

Recreation Director: Joseph Memet reported:

- Started after School program, currently 39 children are enrolled
- Seniors Cardio is starting on Thursday mornings
- Looking at booking Tai Chi in November, still require two more people to sign up
- Would need to raise 4 to 5 thousand dollars in order to build an outdoor skating rink

Recreation Committee: Doug Gates reported:

- There was discussion on what type of shelter that could be used at the skating rink
- Dance Time is up in numbers
- There were 43 in attendance at the Food Handling Course on October 14th

Janitorial: Brian Tupper reported:

- painting of the outside window frames and foundation has been completed
- Roof looks good and no reported leaks
- Discussion regarding the servicing of the furnace – Village Office will arrange.

Fire Department: Craig Newcombe reported:

- Still working on the Paging/Radio issue – made some requests for quotes
- Turn out gear quotes are in
- Require a statement of where they are at with respect to their budget
- Participated in Fire prevention sessions at both schools
- Distributed new batteries for smoke detectors to residents within the Village as part of fire prevention week
- Had a successful open house on Oct 18th

Lions Club: Brian Tupper reported:

- Have some upcoming catering functions

- Had a successful Adopt-A-Highway on October 17th – it was noted that there was less garbage to clean up – only 11 bags of garbage
- The Lions Club might be helping the Port Williams School with their Santa breakfast this year
- No change in membership

Public Works: Joe Keddy reported:

- Nitrates outlet 5.8 and inlet 8 average
- Provided a summary of activities from past month
- Discussed quote received from Tibbets regarding noise issue with fans in Community Centre Auditorium. No guarantee that replacement will resolve issue. Brian and Lewis to contact some heating/ventilation experts for further information
- Well #6 is experiencing increased issues specifically that the pump was tripping out on overload which started out as a weekly occurrence and frequency increased to sometimes daily. There is a concern that the pump might be going. Lewis suggested Joe discuss with Stan in case he might have experienced the same problem and knew of a resolution.
- There was flushing of the end line at Evangeline Transport – it was suggested that this might be added to the operating procedures.
- Joe received the as built drawings from Hiltz and Seamone for the Highway #358 water and sewer renewal project; Brison development; Karrs Street / Terrys creek road upgrade. All as built drawings contain the water and sewer detailed information.
- Joe had a meeting with Earl Kidston to discuss water and sewer requirements for a property he is looking to develop behind the Community Centre property.

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for September, 2015 as submitted was moved and seconded.
MOTION CARRIED.

NEW BUSINESS:

- (a) Quote for furnace oil – a quote was received from Oultons and West Nova. It was decided that since there is little difference between the quotes and that the Village is satisfied with current servicing provided by Oultons that the Village will continue to use Oultons services for furnace oil.
- (b) Remembrance Day – after a review of possible expenses for the Remembrance Day ceremony, a motion to approve an expense in the amount of \$500.00 for the Remembrance Day ceremony was moved and seconded. **MOTION CARRIED**
Commissioner Ernie Hovell will lay the wreath for the Port Williams Village Commission on November 11th at the Acadia University Hall.
- (c) Water Rate Study – the Village office provided to the Village Commission for review, a budget revision affecting depreciation as requested by Melonie Robinson for the Water Rate Study to be submitted to the Nova Scotia Utility Review Board. A motion to accept the amended budget and water rate study submission was moved and seconded. **MOTION CARRIED**

- (d) Property Taxes – Village office is exploring the feasibility of collecting the Village taxes.
- (e) Snow removal around doorways – It was decided to ask Robert McKinnon if he would be interested in continuing to clear the snow around the Community Centre door ways.
- (f) Library in the park – Lewis constructed a small library to be placed in the park. You can take a book, exchange a book or just read one while in the park.

Meeting went in camera at 10.00 pm to discuss a contract negotiation.
Meeting came out of camera at 10:10pm.

Upon a motion being made, the meeting was adjourned at 10:11 p.m.
MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Clerk