

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF OCTOBER 16, 2012

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

IN ATTENDANCE: Barbie Lewis, Geoff Muttart, Janet Newton, Philip Porter, Stan Hancock, Brian Tupper, Doug Gates, Geneve Newcombe & Darlene Robertson

REGRETS:

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 18, 2012 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of September, 2012. In Kings County 64 permits were issued with a total value of 3.5 Million, 1 permit was issued for Port Williams with a total value of \$7,200. *(information only)*
- (b) Notice of a Public hearing from the Municipality of the County of Kings for October 25, 2012 regarding changes to retail stores in the residential Commercial (C4) zone and uniform directional sign posts.
- (c) E-mail from the Municipality of the County of Kings providing the action list from the September 18, 2012 council meeting. *(information only)*
- (d) E-mail from the Municipality of the County of Kings providing the action list from the September 18, 2012 Committee of the Whole meeting. *(information only)*
- (e) E-mail from the Municipality of the County of Kings providing the action list from the October 2nd Council Meeting. *(information only)*
- (f) E-mail from the Municipality of the County of Kings looking for comments as to whether or not the Village is open to entering into a Lease Agreement for proposed open space land from a developer seeking subdivision approval. *It was moved and seconded that the Village is prepared to enter into an open space lease agreement with the County of Kings for this parcel. MOTION CARRIED.*

II. Other Correspondence:

- (a) Letter of response from Minister John MacDonell regarding the 100 foot separation distance required between any residential building and land used

- for crop land. *(information only)*
- (b) Letter of response from Nova Scotia Transportation and Infrastructure Renewal, regarding the proposed roundabout for Port Williams. *(information only)*
 - (c) Letter from the Nova Scotia Fruit Growers Association looking for a \$100. promotional donation towards historical research to document the progress of the apple industry over the past 150 years. – It was moved and seconded that the Village will send a promotional contribution of \$100.00 to the Nova Scotia Fruit Growers Association. **MOTION CARRIED**
 - (d) Letter from Dylan Zwicker regarding vampire teeth he dropped into the toilet. – Letter of response was sent to Master Zwicker.
 - (e) E-mail invitation from Efficiency Nova Scotia to participate in this year's Holiday LED light exchange program – Application was sent in on October 3, 2012.
 - (f) E-mail from the Village of Canning providing the draft agenda for the next Village/Municipal meeting on November 21, 2012. *(information only)*
 - (g) E-mail from Transportation and Infrastructure Renewal providing a notice of surplus property in Viewmont, Kings County. *(information only)*
 - (h) E-mail invitation to the Apple Blossom Festival Annual General Meeting on October 25th. – Betty Jean Tupper from the Princess Selection Committee will be attending.
 - (i) E-mail from the Village of Canning providing the revised agenda for the next Village/Municipal meeting on November 21, 2012. *(information only)*

III. E-mailed Correspondence:

- (a) E-mail invitation from the Office of Aboriginal Affairs to attend an all-day learning seminar titled “the Mi’kmaq of Nova Scotia, expanding Traditions Through Renewal Energy” on November 21st. *(information only)*
- (b) E-mail from Jim Morton providing their September 21st update. *(information only)*
- (c) Automated e-mail from the Kings 2050 – Update and workshop reminder. *(information only)*
- (d) E-mail from Jim Morton providing their September 28th update. *(information only)*
- (e) E-mail from Jim Morton providing their October 5th update. *(information only)*
- (f) E-mail from Statistics Canada forwarding their Community Link newsletter. *(information only)*
- (g) E-mail from Jim Morton providing their October 12th update. *(information only)*

BUSINESS ARISING FROM MINUTES:

- (a) **Brush Clean up and road repairs** – have not received an update from the Department of Transportation. In addition it was noted that there are several large pot holes in Canard Acres. Stan will advise Department of Transportation of this new issue. The Commission requested that a letter to be sent to the head office in Halifax asking why no action has been taken.

- (b) **Water rate study** – It was moved and seconded to accept the contract provided by Melony Robinson to undertake a water rate study for the Village of Port Williams. **MOTION CARRIED**
- (c) **Creating parking lot out of woodland behind School** – After a review of the proposed design and cost from Ms. Morin of Stagehouse Design, it was decided to solicit the Fire Department, EMS and Department of Transportation for letters of support. Contact the Municipality and School board regarding the need for funding this project in order to get the cars off of the street for emergency vehicles access, farm machinery access and eliminate driveways being blocked due to lack of parking during recreation and school functions.
- (d) **Overview map of sewer lines and manholes** – Stanton Hancock to review existing maps with Lewis Benedict.
- (e) **Port Williams sign by bridge** – The bridge sign has been fixed.

REPORTS:

Janitorial: Brian Tupper reported:

- Lights have been fixed
- Furnace has been turned on.
- It was noted that the Port Williams library will have extended hours because the Kentville Library has been temporarily closed due to flooding. Brian will track extra janitorial expenses required.

Fire Department: Philip Porter reported:

- Active month with 4 alarms.
 - o Utility trailer fire
 - o Assisted Canning's Fire Department with a house fire
 - o Motor vehicle accident
 - o Power outage – transformer
- Meeting with School staff on the Friday before the Fire prevention drill at the School was well received.
- There was a medical call while at the school for the Fire Prevention drill on Wednesday.
- Open house at the hall on Saturday.
- Fire department will transport Santa on December 2nd for the tree lighting.
- There will be 3 members available for the Remembrance Day ceremony.
- 3500 gallons of water used for the month

Lions Club: Brian Tupper reported:

- They did their Adopt A Highway program on October 13th. They collected 16 bags of garbage and had 9 NKEC students help with the clean-up. They provided pizza and refreshments to the students and donated \$200. to their band program.
- Will be having their Christmas raffle again.
- They have two catering functions coming up this month, one on the 20th and the other on the 27th
- Membership is down to 14 members. Need new members.

Kings County Councilor: Janet Newton reported:

- The second reading for Brison Development passed unanimously and she believes the 14 day period has passed.
- Noticed that the park path is starting to overgrow.
- If the commission is in communications with the Department of Transportation to mention that the pot holes on Jakeson Street are getting really bad. She noticed that a resident was trying to fill them in with gravel.
- At the meetings with Villages it was suggested to have the Municipal Elections Act amended to remove the condition that a Commissioner must resign before they can run in a Municipal Election.

Association of Nova Scotia Villages: Lewis Benedict Reported:

- They had their AGM in Chester on September 21 & 22. Jack Novack a Dalhousie University professor and an expert in local government spoke at the conference. He spoke to the importance role of Villages and the need for them to take a more active role. Would like to see increased attendance from the Villages.
- Looking at putting together an orientation session for new Commissioners.
- Next Meeting will be in Port Williams on October 26 at 10:00 A.M.

Recreation Committee: Craig Newcombe reported:

- Tree lighting will be December 2nd.
- Will be ordering cameras for the park once they receive a quote from Video World.
- Winding things down for end of season
- Looking to convert the ball field building to a storage area.

Board of Trustees: Ernie Hovell reported:

- Their last meeting was September 20th
- Kitchen committee will be taking on more responsibility for kitchen supplies and completing inventory by November 1st.
- Fire Department and Lions club will be more vigilant watching the Community Centre during the operation of the Bars.
- A food handling course will be scheduled sometime in the new year and will be open to the public to attend. Once a date is determined there will be notices sent out.
- Sylvia Jacquard has taken on the position of Chairperson.
- Currently looking into the cost of a plate warmer for functions.
- Next meeting on January 17, 2013

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

- Water main has been completed on Kars Street, Middle Street and Terry Creek Road and in service.
- Water service break at 1385 Belcher Street – repairs done by owner.
- Audit inspection was done by Amanda Ley from Nova Scotia Environment on the Monitoring locations of water distribution system.
- The monitoring well by water plant on Collins Road has been decommissioned and transducer has been reinstalled at well #2 – work done by Robar well drillers.
- Main sewer on Middle Street has been completed.

- Main sewer was flushed on Starrs Point Road from Middle Street to Terry Creek Road.
- Electrical motor for compressor at sewer treatment plant was replaced.
- Lewis Benedict and Stanton Hancock met with Caleb Howden Denim Homes regarding the sewer for the development of homes along Collins Road – land owned by Brent Barron.
- Painting of hydrants through Village is completed.
- The Villages & Towns met with the County of Kings – agenda was what process is used to dispose of public assets and round table discussion.
- Bushes at the entrance of Port Williams Landing to Hwy 358 have been cut back.
- Water - average nitrates for month of September
 - o Well #2 10.1
 - o Well # 1 8.4
 - o Distribution 4.5
- Fire Department water usage is 3500 gals.
- Work on Collins Road should be completed by the end of the month.

Waterfront Development Committee Report: Kim Cogswell reported:

- No meeting this past month
- Will be setting a meeting date once we hear back from Council regarding Wharf tax sale options

Treasurer's Report: Geneve Newcombe reported:

- A motion to accept the Village General Operating and Water Utility financial statements for September 2012 as submitted was moved and seconded. **MOTION CARRIED.**
- Currently 50% through the fiscal year and on target to be within budget.

NEW BUSINESS:

- (a) Remembrance Day – Remembrance Day ceremony for Port Williams will be on Sunday November 4th. Three members of the Fire Department will attend, one to lay a wreath and two for the flags. Wreaths will be laid by the Village, Lions Club, Two churches, County and Women's Institute. Ernie Hovell will attend the Acadia service to lay a wreath on behalf of the Village.
- (b) Special meeting of the Electors – has been advertised in the paper, on the website and in our Newsletter.
- (c) Shari Shute speeding concerns – Village office will contact Wayne Blenkhorn regarding setting up the radar to monitor the speed on Main Street.

OTHER HOUSEKEEPING BUSINESS:

- (a) Mileage and expense policy – It was moved and seconded to adopt the mileage and expense policy as presented. **MOTION CARRIED.**
- (b) New bush in park – Linda Draper had donated and planted a new bush in the park in memory of her friend.
- (c) Mice in float room – Breamar Pest Control had captured a couple of mice in the float room and believe they are coming in under the large door. Office to contact B & S Classic Cabinetry to have a sweep installed under the door.

- (d) Will ask Joe to check the emergency lighting in the Community Centre and Fire Hall. Also requested to do up a chart to ensure that emergency lighting is checked on a monthly basis.
- (e) Piano in Community Centre – the piano in the Auditorium is not in tune.

Upon a motion being made, the meeting was adjourned at 9:15 p.m.
MOTION CARRIED.


Lewis Benedict, Chair


Darlene Robertson, Village Clerk