

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF SEPTEMBER 15, 2009**

**MEMBERS PRESENT:** Lewis Benedict, Ernie Hovell, Kim Cogswell, Doug Gates, and Scott Leier.

**IN ATTENDANCE:** Chief Philip Porter, Janet Newton, Peter Muttart, Stanton Hancock, Brian Tupper, Geneve Newcombe and Laura Wightman. Dave Seaboyer, a local resident was also in attendance.

The chairman, Lewis Benedict called the meeting to order at 7:32 p.m.

**APPROVAL OF MINUTES:**

It was moved and seconded that the minutes of the August 18, 2009 meeting be approved as circulated. **MOTION CARRIED.**

**REPORTS:**

**Janitorial:** Brian Tupper reported:

- Groups and events were commencing for the fall
- Painting in the community centre was done
- Furnace will be checked out prior to the cold weather
- It was determined that a hand-wash station re: the Swine flu would not be necessary, but that sanitizers should be purchased.
- The request by TOPS to hang some pictures on the wall in Multi-Purpose Room was passed on to the Board of Trustees.

**Fire Department:** Chief Philip Porter gave his report as attached.

**Lions Club:** Brian Tupper reported:

- First fall supper meeting is being held on September 16th
- Catering has started again after the summer
- 911 signs were being ordered shortly

**Kings County Councillor:** Janet Newton reported:

- Committee of the Whole will meet next Tuesday, Sept 22
- A meeting of citizens of Canning & Centreville re bus service was attended by Wayne Blenkhorn and Janet. Para Transit personnel came and gave information. Information from the meeting was available at the Village Office. Janet indicated that Port Williams should probably disassociate itself from the Canning & Centreville group and see if it can't get on with a closer bus route.
- It was noted that a Concerned Citizens group was protesting in front of the Kings County office with various slogans for each day.

**Park Planning Committee:** The Committee is going strong with various events upcoming such as Port Pub event scheduled for Saturday, Sept. 19<sup>th</sup> stargazing on Sept 25<sup>th</sup> @ 7:30 and kids super sale flea market on Sat. Oct 3 from 9-12 at the Village Community Centre. Another Eastern Kings Memorial Health Foundation grant is being applied for.

**Board of Trustees:** The next meeting will be Sept 17, 2009 at 7pm. Bylaws are being prepared for review by Service NS & Municipal Relations.

**Recreation Committee:** Ladies soccer has finished for the season. As Landmark East is using Collins Field, the port-a-pots will be left a little longer.

**Gas Tax Committee:** Next meeting is September 23, 2009.

**Secondary Planning Strategy Committee:** The Committee's next meeting will be September 24, 2009 at 7:00p.m. Open house has been set for Thursday, October 15<sup>th</sup>. The Multi-Purpose Room will be open from 2-8pm with Ben Sivak and committee members present. The public meeting will be on Thursday, Oct 22 at 7pm in the Hall. Copies of the draft Secondary Planning Strategy and questionnaire are available at the Village Office and the Municipality Office. Ben Sivak normally ensures that the meetings are in the newspaper and radio. It was **AGREED** that a flyer to all Port Williams residents be sent out to inform them of the correct dates of the open house and public meeting, (incorrect dates were reported in the Newsletter) and to stress the importance of attendance by the residents of Port Williams as a crucial part of these discussions.

**Source Water Protection Committee:** The letter from the Source Water Protection Committee was forwarded to the Kings County Council with a carbon copy to Janet Newton. The next meeting will be September 23, 2009 at 7:00pm to review the by-laws and determine whether any changes need to be made in conjunction with the SPS.

**EMO Committee:** As a result of the article in our Newsletter, one person has approached the Village to be on the list for assistance in case of a power outage or disaster.

**Water/Sewer/Public Works/Transportation Report:** Stanton Hancock gave his report as attached.

- WELL # 6 tested for Coli form, but was clear after retesting.
- VanOostrum's has a 2<sup>nd</sup> hand salt spreader for the new tractor in the amount of \$3,700.00 which has been the only one available locally. It was **AGREED** that the Village purchase the equipment that Stan recommended.
- A price is being obtained to have a hookup for the generator at the pump station near the Port Pub so that if needed, both generators could be utilized. The price will probably be around \$1200-\$1500 to have this done.

- Street lights requiring replacement were noted.
- The culvert at the entrance of Ports Landing subdivision off of Hwy 358 needs attention; Scott Quinn of Kings Co. will be contacted to fix this.
- UV system for the new water tank has been received.

**Treasurer's Report:** It was moved and seconded that the August 2009 Village General Operating and Water Utility Financial Statements be approved as presented. **MOTION CARRIED.**

The motion for payment of the invoice for the new UV system from Resources system with a hold back of 10% was moved and seconded. **MOTION CARRIED.**

**BUSINESS ARISING FROM MINUTES:**

- a) Building Evacuation Plans: On-going
- b) Great Valley Juice: Plants such as the juice plant are not treated any differently than a regular user of sewer by Halifax Regional Municipality. This is being dealt with in the draft Sewer Bylaw.
- c) Acoustics in MPR: On-going
- d) Waterfront development: Application has been submitted. At present no monies are available until the new government gives the go ahead.
- e) Street lights for Ports Landing: A meeting has yet to be set up. Robert Blackmore, Engineering Technologist with the Municipality of the County of Kings will be contacted to determine if all information for the meeting is ready.
- f) Lining of Parking Lot: Laura Wightman reported that it appears there are no actual regulations concerning the number of handicapped parking required. Kim Cogswell informed the Commission that the Canadian Paraplegic Association recommends that 3% be set aside for handicapped parking. It was moved and seconded that 3 parking spots be identified as handicapped for the Community Centre back parking lot. **MOTION CARRIED.**
- g) Ditching in Ports Landing: Dept of Transportation of Infrastructure and Renewal has been contacted re shrubs which are blocking the line of sight for vehicles at entrance to Highway 358.
- h) Sewer By-Laws: Prior to the next meeting, a copy of the Sewer By-laws will be provided for final approval by the Commissioners.
- i) Painting Community Centre: Work has been commenced by Peter Thomson.
- j) Snow removal contract: An advertisement will be in the Advertiser and the Register this week and copies will be sent to those identified at the last Commission meeting.
- k) Request to patch the Bridge: A letter has been faxed to the NS Dept of Transportation of Infrastructure and Renewal.
- l) Public Works Building Addition: Detailed plans have been received from Hiltz & Seamone. Two quotes have been received but are awaiting the third quote.
- m) Letter to and from Frank Cowan Insurance: A letter was sent from the Village Office to Frank Cowan and a response was received (see correspondence). It indicated that no amount was paid out to the client and that the costs were for the Adjustment Company and the legal fees. This will be looked into.

- n) Assoc of NS Villages: Plans are underway to host this event on September 25<sup>th</sup> and 26<sup>th</sup>.
- o) Village Sign for Church St/Tiny Parish Rd: Earl Kidston has been contacted concerning the placement of the sign on his property. The sign will be ordered from Speedpro at the price stated in the quote. **AGREED.**
- p) AMA Joint Website Venture: Laura Wightman and Sylvia Jacquard received training in Berwick on August 25<sup>th</sup>. A site map has been completed and the site created. It is hoped to be in use in October.

**NEW BUSINESS:**

- 1. It was moved and seconded that a letter from the Village goes to Bob Suffron of the Municipality of Kings acknowledging the Park Planning Committee's application on behalf of the Village for a Community Park Development grant in the amount of \$25,000. **MOTION CARRIED.**
- 2. Janet wanted to know about the growth boundary re area.
- 3. The Office staff was commended on the newsletter.
- 4. As it has been one year, the need for performance reviews was noted. Scott Leier and Ernie Hovell will meet with Laura Wightman. Kim Cogswell and Doug Gates will meet with Geneve Newcombe. **AGREED.**
- 5. The need to clarify a) why the Fire Department is a registered charity and b) the liability issue of catering under this charity needs to be investigated. Peter Muttart indicated that perhaps there is a need to sit down with our lawyer.
- 6. It was noted that Peter MacPhee is retiring at the end of October. A job description needs to be prepared. Peter is willing to assist the new person as required.

**CORRESPONDENCE:**

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

- a) **Building Permit Report for Month of August 2009(FOR INFO):**  
Total building permit activity for Kings County for August 2009 amounts to 91 permits issued with a value of \$4.95M. **For Port Williams**, activity consisted of permits, estimated value \$35,840.
- b) **Notice of Public Hearing- Expansion of Non-conforming Structures in the Shoreland Districts(FOR INFO):** Meeting to be held Tues, Oct 6/09 at 6pm
- c) **Federal Gas Tax Program 2009/2010: (Recommendations to Council):** Port Williams to receive funding for 2 projects (Belcher Street Pump Station and Sewage Pump and Generator).

II. **Other Correspondence:**

- a) **Valley Communications Inc Report for Port Williams Volunteer Fire Dept(FOR INFO):** Report for Month of August 2009: 3 alarm calls, 1 mutual aid call and 1 brush fire, 1 silent alarm, and 1 distress call near bridge
- b) **Municipality County of Annapolis (FOR INFO):** Environmental concern re a sunken barge

- c) **Invitation to Book Launch of “The Kings County , NS Quiz Book” (FOR INFO):** Sept 24<sup>th</sup> at 7pm at Kings County Museum, Kentville. Books \$10.00
- d) **NS Environmental Monitoring & Compliance Division Western Region:** Letter from Amanda Levy requesting the Village to submit by October 10<sup>th</sup>:- a new Step 1 GUIDI assessment report for well #6 - a written report by the consultant providing detail to ensure that the construction of well #5a meets regulations – bi-weekly bacterial samples of the raw water for each production well until October 31, 2009. (*Shaw Associations will be contacted for information needed to reply to this letter.*)

III. **Email Correspondence:**

- (a) Notification of Surplus Property in New Minas (*FOR INFO*).
- (b) Request for support from Pugwash Village Commission re residents wanting to be removed from village. (*It was moved and seconded that a letter of support be sent to the Village of Pugwash. MOTION CARRIED.*)
- (c) Letter from Cowan Insurance in response to our letter. (*This will be discussed with our insurance provider.*)
- (d) Assoc. NS Villages honouring long service award for commissioners at the AGM on September 26. (*Scott Leier and Lewis Benedict will be named for this award.*)

Upon a motion being made and seconded, the meeting was adjourned at 9:33p.m.

**MOTION CARRIED.**

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Lewis Benedict, Chair

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Laura Wightman, Clerk/Treasurer