

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF JUNE 15, 2010

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

IN ATTENDANCE: Chief Philip Porter, Brian Tupper, Stanton Hancock, Janet Newton, Geneve Newcombe and Laura Wightman.

The chairman, 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 following meetings be approved as circulated ; Regular Commission Meeting on May 18, 2010, Special Commission Meeting of June 1, 2010 and Special Commission Meeting of June 3, 2010. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- a) Building Permit Report for Month: Total building permit activity for Kings County for May 2010 equals 112 permits issued with a value of \$11.4M. For Port Williams, 3 permits issued with a total building value of \$547,720.
- b) Public Participation Meetings
 - i) June 7th at 7:00pm re Proposed Comprehensive Development District (For information only – commissioners were previously emailed the information.
 - ii) June 23rd at the Aylesford Fire Hall and June 24 at the Canning Fire Hall re large scale wind turbines.
 - iii) June 22nd at 7:00pm re Adoption of Municipal Planning Strategy and Land Use Bylaw amendments that would implement the proposed Port Williams SPS. *Commissioners agreed to meet after the meeting to discuss who would speak on behalf of the Village at this meeting.*

II. Other Correspondence:

- a) Activity report for May 2010: 6 mutual aids, 2 brushfires and 1 silent alarm.
- b) Two thank you notes from Princess Port Williams Laura Houghton. One was thanking the Village for their support on becoming Princess Port Williams and the second thanking the Village for their support during the Apple Blossom Festival.
- c) Thank you letter from Annapolis Valley Health for use of our facilities.
- d) May 31st letter from NS Environment re GUDI Assessment on Wells 5a and 6. *Discussed under Public Works Superintendant's report.*
- e) Letter from NS Economic & Rural Development confirming \$40,000 in funding for a waterfront Revitalization feasibility study.
- f) Letter from Great Valley Juice in regards to a renewal contract for sewer. *To be discussed under new business.*
- g) Letter from the Minister Maureen MacDonald of Health Promotion & Protection re : grant approval in the amount of \$10,000 for phase 2 of the Community Park.
- h) Letter from Dykeview Farms which will be *discussed under new business.*

III. **Email Correspondence:**

- a) UNSM in regards to Municipal Drinking water and if the Village of Port Williams had a policy on the use of bottled water. *It was decided that a policy was not needed at this time but to let the UNSM know that bottled water is not used at our meetings and that Village water was used.*
- b) A request from West Brook Elementary School in Red Deer Alberta looking for information and pins from our Village. *It was agreed to send the requested information along with ten of our Village pins. Their request is also going to be forwarded to the County of Kings.*

REPORTS:

Janitorial: Brian Tupper reported:

- Work being done in kitchen to repair broken tiles, caulking, etc
- A broken tap in the upstairs washroom was repaired (part required was obtained under warranty)
- Screens are currently out to be repaired
- Other minor repairs to be done were noted but overall everything is going well

The Commissioners thanked Brian for all his work and apologized for not publicly thanking him at the Village Annual General Meeting.

Fire Department: Chief Philip Porter read his report (copy attached).

- Attended a meeting with Ridgifest Organizers and had a tour of the proposed site
- Fire Department held a chicken barbeque, hosted a children's fun fair and participated in the parade during Port Williams Celebration Days
- Noted that Gary Smith was out on sick leave – Village Commission requested that a card be sent to Gary from the Village.
- Fire Department is trying to get clarification on what clothing is eligible under the Fire Grant.
- Water usage 3000 gallons

Lions Club: Brian Tupper reported:

- Completed door to door campaign for the ABF Booster Club and Float
- Float for the Apple Blossom Parade placed second
- Port Williams Days were deemed a success and appeared to be enjoyed by all. The weather cooperated and there was an increase in the number of yard sales

Kings County Councillor: Janet Newton reported

- Janet thought Port Williams Days were magical and a great community wide event
- Attended the Heritage event at Andrew Fry's house on Middle Street
- Agreed to look into getting a permit for a new Village sign for 1037 Main Street that would promote Village activities
- Reminded commissioners of the Public Meeting in regards to the Port Williams Secondary Planning Strategy
- Noted that there are currently no building permits issued for the Carty property

Board of Trustees: Doug reported.

- A log book for communication has been purchased and is located in the Hall kitchen
- The cupboards in the Hall Kitchen need to be labeled as to contents
- Spray bottles containing Javex are now available for use in the kitchen
- The knobs on the propane stove need to be replaced.
- There has been no update on the status of the By-laws which are currently with the Minister of Service NS & Municipal Relations for approval.
- There was discussion on replacing the dishwasher in the kitchen which is over 20 years in age. It was moved and seconded that a replacement dishwasher be purchased and that the dishwasher to be purchased be approved by a committee consisting of Laura Wightman, Lewis Benedict and Brian Tupper; in addition the purchase price is not to exceed \$6,000. **MOTION CARRIED.**
- It was agreed that 250 small juice glasses could be purchased.

Recreation Committee: Brian reported:

- Soccer and ball are both currently running
- The committee will not be meeting during July and August

Water/Sewer/Public Works/Transportation Report: Stan reported. (Copy attached)

- GUDI report Well # 5a & 6: It was moved and seconded to hire Hiltz and Seamone to conduct Step 2 testing for GUDI protocol on wells #5a and 6. **MOTION CARRIED.**
- New Crosswalk: Plans have been received in regards to having the crosswalk installed
- Well #1 nitrates are doing well. It was noted that the SCADA system has been a benefit by giving us the ability to have more control over our wells.

Treasurer's Report: Laura Wightman presented the financial statements. A motion to accept the May 2010 Village General Operating and Water Utility Financial Statements as presented was moved and seconded. **MOTION CARRIED.**

The Budget is still a work in progress.

BUSINESS ARISING FROM MINUTES:

- a) Meeting of Commission with Insurance Company still to be held once the information has been updated.
- b) Kingstec Sign has been picked up; it needs to be refurbished before erected.
- c) CAP Review meeting has been moved to September. Will be discussed at the August Meeting.
- d) Ports Landing Street Lights: Letter has been sent by the County. Results are coming into the Village Office and are being recorded. There have been calls coming into the Office from residents who would like to have a different design of light.
- e) Widening of sidewalks: Currently awaiting a quote from Dexter Construction. Quote will be on a price per foot. The Village is able to receive 15% of the cost

- from the County.
- f) Municipal Consultations for the Coastal Strategy and Options for a Water Resources Management Strategy: Scott Leier will attend session.
 - g) Waterfront Feasibility Study: The Village has accepted \$40,000 towards this project. A meeting was held to put a time frame in place. A request for proposals will be placed on the provincial and municipal websites. A link to these sites will be placed on our website. It was decided that a sub-committee should be formed consisting of Ben Sivak, Jennifer Weisner, Lewis Benedict, Kim Cogswell, Janet Newton and two Community members. Several names were suggested to be sent letters of invitation to see if they would be interested in being a part of this committee.

NEW BUSINESS:

- A draft copy of a snow and ice control policy was reviewed. The Commissioners agreed that this policy should be forwarded to our Insurance Company for their review.
- Ports Landing Subdivision sign and rock garden. It has been established that it is the developer's responsibility to maintain this area. The Village is not interested in assuming this responsibility. If the developer is not prepared to maintain it then the Village will have the County remove it. Janet Newton volunteered to contact the developer as to his intentions.
- Great Valley Juice would like to renew/ revisit their sewer agreement. It was noted that their prior agreement expired over one year ago and was not renewed at that time. Laura will discuss this issue with the Village solicitor and will also forward a copy of our sewer bylaws to Great Valley Juice. It was also noted that there have been some revisions made to the sewer bylaws and they are currently with the Minister of Service NS & Municipal Relations awaiting approval.
- The letter received from Dykeview Farms was reviewed. It was agreed to send a letter to Dykeview Farms thanking them for keeping us updated and state our position on water protection to them. A copy of both letters will also be forwarded to the Source Water Protection Committee.
- A concern was brought forward on a business in the Industrial Park. Stan will make a visit to ensure that proper permits and approval are in place.
- A discussion on the Association of Nova Scotia Villages was held. Lewis will find out when the next scheduled meeting is to be held.

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

MOTION CARRIED.

Lewis Benedict, Chair

Geneve Newcombe, Administrative Assistant