

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF JUNE 16, 2015

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

IN ATTENDANCE: Brian Tupper, Joe Keddy, Geoff Muttart, Lionel Rhynard, Laura Porter Allen, Sarah Howitt, David Newcombe, Cassidy Collins, Kilya MacNeil, Alan Johnson, Kevin Thomson, Dryden Gould, John Cogswell, Brandon Durkee, Geneve Newcombe & Darlene Robertson

REGRETS: None

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 May 19, 2015, be approved as circulated. **MOTION CARRIED** Commissioner Craig Newcombe abstained from the vote.
- (b) It was moved and seconded that the minutes of the Special Commission Meeting on June 4, 2015, be approved as circulated. **MOTION CARRIED** Commissioner Kim Cogswell abstained from the vote.

CORRESPONDENCE:

II. Municipality of County of Kings:

- (a) Building Permit Report for Month of May, 2015. In Kings County 75 building permits were issued with a total value of \$10.8 Million, three permits were issued in Port Williams. *(information only)*
- (b) Letter from the Municipality of the County of Kings advising that on April 14, Municipal council approved a 2015/16 grant of \$10,000. for a part time recreation director for Port Williams, funded through the Community Recreation Assistance Fund program. *(Information only)*
- (c) Letter from the Municipality of the County of Kings advising that on April 14 Municipal Council approved a total 2015/16 grant of \$92,204 which will be paid to the Village of Port Williams for the Fire Department in two equal installments. *(Information only)*
- (d) Notice of Public Hearing from the Municipality of the County of Kings with the intention to amend the Land Use Bylaw to rezone property at 177 Middle Dyke Road from R2 to CF Zone. *(Information only)*
- (e) E-mail from Brian Desloges, Manager of Administration and Public Safety, proposing a meeting in September to discuss the possible adopting of an Occupational Health & Safety Program for the Fire Service. *(Information only)*
- (f) E-mail from the Municipality of the County of Kings providing the action lists

for the Committee of the Whole on May 19, 2015 & Council on June 2, 2015.
(*Information only*)

- (g) E-mail from the Municipality of the County of Kings providing the Council action lists for May 5, 14 and 21, 2015. (*Information only*)

III. Other Correspondence:

- (a) Letter from Bishop & Company advising that the audited financial statements for the Village of Port Williams have been completed (*Information only*)
- (b) Offsite Inspection report from Nova Scotia Environment requesting confirmation of some compliance items from the 2014 Annual Water Report by June 5 2015. (*Information only*)
- (c) Letter from Muttarts Law Firm providing confirmation that there are not such liabilities, guarantees, contractual obligations outstanding or trust monies held on behalf of the Village of Port Williams. (*Information only*)
- (d) Thank you card from Princess Port Williams 2015, Sarah MacKinnon. (*Information only*)
- (e) Note of thanks from Twila Calnek for the assistance she received from Superintendent of Public Works, Joe Keddy and Employee Shamus MacDonald Brawn, for a call for help regarding her cat which was stuck in a tree. (*Information only*)

BUSINESS ARISING FROM MINUTES:

- (a) **Request for additional School Bus stop** – Chairperson, Lewis Benedict, reported that he had received a follow-up letter of thanks. It is the School Boards understanding that the parents who had made the original request would prefer a speed reduction instead of an additional stop by the School Bus. Chief Financial Officer had a message from her contact at the School Board that there was a concession being made to have the School Bus Stop however it is their understanding that the parents who made the request were not looking for an additional stop but would prefer a sidewalk. The School Board will contact the parents for clarification.
- (b) **Easements** – Public Works Superintendent, Joe Keddy, reported that no new easements have been received.
- (c) **Radar Speed Sign** – The Village Office received an email today stating that the units have been shipped and we should be in receipt of the units on Thursday June 18th. Commissioner, Ernie Hovell suggested that the Village Office check with Nova Scotia Power to ensure their preparation for the signs have been completed.
- (d) **Traffic speed from Canard Acres** – Village Office received a response from the Department of Transportation's Area Manager, Robyn Homans, stating that a request has been made to the District Traffic Supervisor to take a radar sample on Highway 358 and review the speed. Once complete they will get back to us later on in the summer.

- (e) **Required LED lights in the Brison Development** – Superintendent of Public Works, Joe Keddy, received e-mail correspondence from MLA, Kings North, John Lohr who provided the link to the Energy-efficient Appliances Act which he received from William Van Lingen, Manager Fleet Operations for Transportation and Infrastructure Renewal. Chief Financial Officer reviewed the linked information and stated that although legislation states the date that Conventional lighting that is not LED and that fails to comply with ANSI/IESNA RP-8, *American National Standard Practice for Roadway Lighting* must not be used by December 31, 2022, it does not make sense to accept lighting that must be changed before December 31, 2022. The Municipality of the County of Kings had confirmed that the Development agreement stated that the lighting requirement was to be LED. It was suggested that a letter should be sent to Brison Development.
- (f) **Upstairs washroom not up to code** – Lewis Benedict reported that the washroom is up to required standards for handicap persons.

REPORTS:

Fire Department: Craig Newcombe reported:

- We had our Management Committee meeting on Sunday night, June 14, 2015.
- The main topic of conversation was the Chief Rhynard's unhappiness in the time delay that has occurred in the purchasing of the Department's capital needs.
- An attempt was made to explain that it was not logical to make purchases while in negotiations with the County for funding.
- Recently in the past few months we were informed by the County that the original request for funding would not happen and the Village began the process of investigating and applying for grants which would help offset the significant shortfall. A grant application was submitted last week.
- Since that time we have identified some confusion in the mandatory removal of some of our gear solely to age. In consulting with other chiefs in the area, it is now our understanding that there is not mandatory removal of gear unless it does not pass quality inspections. It is the Village's intention to have an outside evaluator come in to inspect our equipment so it is safe and not requiring premature replacement.
- If they are not in need of replacement then we will have more resources to apply to other important needs such as radios and truck replacement.
- Our explanation did not appease the Chief, at which time he shook Commissioner Lewis Benedict and my hand and offered his resignation which we accepted.
- It is Commissioner Newcombe's recommendation to meet with the Fire Department to address the lack of a Chief and the requirement for a revised budget to reflect our new financial realities.

Source Water Protection: Lewis Benedict reported:

- There was discussions regarding regulation changes which could be made in the land use bylaw regarding geo thermal heating systems which could provide regulation control through the County.

JAM Scholarship: Lewis Benedict reported:

- Gabrielle Lazaric is the recipient chosen by the Committee for this year's scholarship.

Janitorial: Brian Tupper reported

- Things going well
- Community Auditorium chairs have been cleaned by the Horton Graduation Committee.
- Auditorium kitchen will be getting a thorough cleaning
- Brian was asked if he had hired additional staff to assist with cleaning. Brian stated that things have slacked off since his initial request and therefor has not needed to hire.

Princess selection Committee:

- Princess Port Williams 2015 is the second lady in waiting to Queen Annapolisa 2015.
- The Village of Port Williams Princess float constructed by the Port Williams and District Lions Club was awarded the most outstanding float in the grand street parade.

Recreation Committee: Doug Gates reported:

- Javelin throw pitch will air on Sunday at 8:00pm
- Joseph Memet has been actively working as the interim recreation director.
- Soccer fields are being well used.

Lions Club: Brian Tupper reported:

- Another successful Port Williams Days
- Fireworks were exciting
- Received good financial support from community business.
- Thanked the Fire Department for their involvement
- There was some confusion on the start time for the Parade due to a different start time than previous years
- Thanked Joesph Memet for all his help at the Park during Port Williams Days.

Kings County Councilor: Not present

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

- Tenders for new pumps going well
- Nitrates the same
- Still have the parking lot lines to do. Hard to schedule the work to be done and have the weather cooperate with no cars in the parking lot. Superintendent, Joe Keddy, was asked by a member of the Fire Department if the no parking in front of the Fire Department bays would be done as part of the parking lot line work he will be doing.
- Lewis mentioned that a new sink hole has appeared and that there is some paving to be done. Joe said he would obtain quotes for the work.

Treasurer's Report:

- Chief financial officer Geneve Newcombe made some adjustment to how the financials are presented.
- A motion to accept the Village General Operating and Water Utility financial statements for May, 2015 as submitted was moved and seconded. **MOTION CARRIED.**
- A motion to accept the Audited Financials from April 1, 2014 to March 31, 2015 presented by Loretta Kalkman from Bishop and Company at a meeting with the Commission as submitted was moved and seconded. **MOTION CARRIED.** Commissioner Craig Newcombe abstained from the vote.

NEW BUSINESS:

- (a) A motion to award the landscaping contract to Kim Graves was moved and seconded. **MOTION CARRIED.** Commissioner Craig Newcombe abstained from the vote.

Audience was asked if they had any questions – question was asked when a meeting will be held with the Fire Department. Commissioner Craig Newcombe indicated that it would happen within the week.

Meeting went in camera at 8:30pm to discuss a personnel matter and contract negotiations.

Meeting came out of camera at 10:00pm.

A motion to hire Joseph Memet as interim recreation Director as per the terms discussed in camera was moved and seconded. **MOTION CARRIED.**

Upon a motion being made, the meeting was adjourned at 10:02 p.m.
MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Clerk