

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF JANUARY 18, 2011

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

IN ATTENDANCE: Stan Hancock, Brian Tupper, Janet Newton, Geneve Newcombe and Felicia Wooden. **REGRETS:** Chief Philip Porter, Laura Wightman

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

PRESENTATION: By Norm Collins on the Cross Walk Flag Program. *See New Business*

APPROVAL OF MINUTES:

It was moved and seconded that the minutes of the Regular Commission Meeting on December 21, 2010 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of December 2010: In Kings County 31 permits were issued with a total value of \$5.1 million. One permit issued for Port Williams in the amount of \$260,000.
- (b) Letter re Public Meeting on large scale wind turbines on Thursday, January 20, 2011 in the Council Chambers of the Municipal Complex

II. Other Correspondence:

- (a) Letter from Nova Agri addressing concerns re sheet metal. (*No action*)
- (b) Letter from the Seniors Club listing Disposal of Assets. (*For information*)
- (c) Letter from MacDonal Chisholm adding Water Treatment Building to policy (*No rate change*).
- (d) Letter from MacDonal Chisholm adding the Pavilion at the park and taking off the Old Water Tank (*No rate change*).
- (e) Letter from the Nova Scotia Utility and Review Board with a copy of the Utility's "snapshot" for review. **ACTION:** *forward in an email to Gerry Isnor, for review.*
- (f) Letter from Nova Scotia Environment re the release of the provincial water management strategy by the Minister for Environment, Honorable Sterling Belliveau. (*For info*)
- (g) Thank-you card from Geneve Newcombe.

III. Email Correspondence:

- (a) Email re a workshop in Halifax, NS about the Canada Winter Games with the presenter being Chris Morrissey, Chief Executive Officer of the 2011 Canada Winter Games. (*No action*)

REPORTS:

Janitorial: Brian Tupper reported:

- Christmas decorations were taken down. It was noted that the boxes the tree is stored in are falling apart. ***ACTION:*** *Plastic totes to be purchased to hold the tree as a cost to maintenance.*
- Floors are scheduled to be cleaned in January.
- Kitchens are scheduled to be cleaned soon.
- Public Works Office is scheduled to be cleaned soon.
- Fire Department requires a mop and bucket.

Fire Department: No report

Lions Club: Brian Tupper reported:

- Goal set to sell 100 tickets for the first Valentine's Day Dinner to be held on February 14, 2011.

Kings County Councillor: Janet Newton reported:

- The public hearing on the proposed Greenwich re-zoning was held yesterday there were over 54 speakers and a few hundred emails received. The Municipal council will deal with this issue at their February meeting once they have had time to review everything.
- Deed Transfer Tax is not going into effect this year.
- The County has decided not to share the tax on Agricultural Land with the Village. If the Village wants to pursue this, they recommend they go to the Province.

Board of Trustees: Doug Gates reported:

- Community Centre Management By-Laws were distributed to all Commissioners.
- Next meeting to be held January 20, 2011.
- Glasses for kitchen have arrived and need to be put away.

Recreation Committee: No Report. It was noted that Winter Frolic is scheduled for this coming weekend.

Waterfront Steering Committee: No report.

Personnel Policy Committee: No report. It was noted that the Committee needs to meet once Scott Leier returns.

Association of NS Villages (ANSV): Meeting was cancelled and is going to be rescheduled, Lewis will follow up.

Volunteer Representative Committee: Ernie Hovell reported that nomination papers are out and are waiting to be returned.

Water/Sewer/Public Works/Transportation Report: Stan Hancock reported: (copy attached)

- Have rearranged the piping for the U.V. light at the water treatment plant but are still waiting for its arrival.
- Concern was expressed over an individual soliciting Village residents for water softening systems, and reporting to them that the nitrate levels in the Village water are above Provincial standards. As this information is incorrect Stan was asked to report this individual to the Department of Environment.

Treasurer's Report:

- Geneve Newcombe presented the financial statements. A motion to accept the December 2010 Village General Operating and Water Utility Financial Statements as presented was moved and seconded. **MOTION CARRIED.**

BUSINESS ARISING FROM MINUTES:

- (a) Meeting with Insurance Company: No date set.
- (b) Community Sign: - Still in progress
- (c) Draft Snow & Ice Control Policy: Ongoing
- (d) Bank Proposals: **ACTION:** *Staff is to determine if the proposal is still viable based on the fact that the date of the proposal was some time ago*
- (e) Inoculations for Public Works employees and Fire Department: **ACTION:** *Staff is to determine if this can be done by the Public Health. It was moved and seconded that if public health is unable to administer the shots the Public Works staff can receive the immunizations through their family doctors and be reimbursed by the Village for the cost. MOTION CARRIED.*
- (f) Administrative Assistant: It was moved and seconded to hire Felicia Wooden as the Administrative Assistant. **MOTION CARRIED.**
- (g) Cell phone for Asst Supt of Public Works: It was moved and seconded to purchase a BlackBerry Phone for the Assistant Superintendent of Public Works. **MOTION CARRIED.**
- (h) Board of Trustee Committee Members: Still waiting for members from Recreation and the Fire Department.
- (i) Port Williams Area Advisory Committee: Letter sent.
- (j) Letter to Ben Sivak re By-Law #75: Letter sent.
- (k) SOCAN Application for license & fee: No further action required.
- (l) County Meeting with Villages January 12, 2011: Meeting did not take place due to weather, and will be rescheduled for a later date.
- (m) Update on generator and emergency lighting: Still in progress.
- (n) Emergency Response Fund monies: Since the maximum grant was achieved by the Port Williams Fire Department a wait of three years is applied; however, if a grant of \$5,000 or less was awarded application for funding in consecutive years is permitted.
- (o) Letter to County re Tree buffer: Letter sent
- (p) Letter to Insurance company re Fire Department personal vehicles: Letter sent
- (q) Association of NS Villages Meeting: Jan 21st meeting to be rescheduled to Jan 28th or Feb 11th.

NEW BUSINESS:

- a. Cross Walk Flags: The Commission was interested in pursuing this program. ***ACTION:** a letter is to be sent to the Department of Transportation informing them that we would like to participate in this program and requesting approval.*
- b. Port Williams Home and School: A request was received by one of the Commissioners to hold a home and school function at the Community Centre. It was noted that the school is allowed one free, profit making function per year, and as long as the facility is available there are no issues.

Upon a motion being made, the meeting was adjourned at 9:40 p.m.

MOTION CARRIED.

Lewis Benedict, Chair

Felicia Wooden, Admin. Assistant