

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF JULY 19, 2016

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

IN ATTENDANCE: Brian Tupper, Philip Porter, Joe Keddy, Joseph Memet, Peter Muttart, Geneve Newcombe and Darlene Robertson

REGRETS: none

The Chairperson, Lewis Benedict, called the meeting to order at 7:35 p.m.

I. APPROVAL OF MINUTES:

- (a) It was moved and seconded that the minutes of the regular Commission meeting on June 21, 2016 be approved as circulated. **MOTION CARRIED**

CORRESPONDENCE:

II. Municipality of County of Kings:

- (a) Building Permit Report for Month of June, 2016. In Kings County 66 building permits were issued with a total value of \$5.3 Million. 3 permits were issued for Port Williams. *(information only)*

III. Other Correspondence:

- (a) Thank you card from Princess Berwick 2016, Brianna Northcutt. *(information only)*
- (b) Thank you card from Princess Kentville 2016, Hanna Smith. *(information only)*
- (c) Thank you card from Princess Windsor 2016, Rebecca Corkum. *(information only)*

BUSINESS ARISING FROM MINUTES:

- (a) **Easements** – Village office reported that one of the two property owners of 1040 Hwy 358 came in to the office to sign their easement document.
- (b) **Sewer Lateral behind homes along Hwy 358** - Superintendent, Joe Keddy reported that he tried to camera the lateral but was only able to go in approx. 25 to 30 feet. What he was able to see was clear lines. Office to inform property owners.
- (c) **Requesting crosswalk lighting** - Peter Muttart reported that he was unable to follow up but will look into the funding structure for the cross walk light in Canning before the next Commission meeting.

- (d) **High Street Water Main Tender** – Chief Financial Officer reported that if the project stays within budget there should be enough Gas Tax funds available. After discussions a motion to proceed with the High Street water project and to award the contract based on their tender bid of \$272,456.56 to GK Morse Trucking Limited and to use CBCL as the engineering company to oversee and sign off on the project was moved and seconded. **MOTION CARRIED.**

REPORTS:

Kings County Council: Peter Muttart reported -

- Nova Scotia Utility and Review Board made their decision. They went with the consultant's recommendation to reduce number of Districts which Council represents to nine. At the Committee of the Whole meeting on July 19, 2016 the Committee made the decision not to appeal the UARB decision.
- Planning Advisory Committee appointment application - process result was that currently there is no one to fill the current vacancy.
- It is expected that there will be an increase in public participation meetings in the future where decisions are being made which effect the public.
- Owner of the roofless building on Kars Street in Port Williams has not contacted Peter Muttart after several efforts. Peter will be sending a correspondence to the property owner and wanted to know if the Village Commission would like to be named as one of the concerned parties. The Village Commission agreed to be included as a concerned party in Peter's correspondence to the property owner.
- Commissioner Doug Gates asked if there have been any new discussions regarding deed transfer tax. Peter responded not since it was declined. Doug also mentioned that he has heard that some municipalities are benefiting from wind turbine energy income and asked if the Municipality had discussed. Peter responded that there have been no discussions around the topic.
- Superintendent Joe Keddy mentioned to Peter that he would like Peter to join him in a meeting with the Department of Infrastructure and Renewal's new Regional Manager to review previously identified concerns.

Recreation Director: Joseph Memet reported:

- 14 Children attended the marking day camp held June 24-30
- Current attendance is low. Camp fees have been reduced to generate more interest
- Attended a presentation by the Department of Seniors at the Community College in Kentville. The Department will accept proposal for new senior programs in the fall.
- Looking into "New Horizons" for seniors funding opportunity. Deadline for applications is July 29, 2016.
- Had yoga in the park on July 19th which was a no fee class
- No fee community tennis on Thursdays and Fridays

Janitorial: Brian Tupper reported:

- Lighting in Lion's Den has been changed over to LED
- Electrician replaced the ballast for two of the lights in the Village office.
- Working on summer maintenance items

Fire Department: Chief Philip Porter reported:

- Two returning members
- 2 mutual aid calls
- 1 stand by call which resulted in lack of response by members. Have since implemented a weekend duty sign up roster
- Have a preliminary set of plans for a new pumper
- Policy and Procedures document has been submitted for the Village Commission to review.
- Paging has improved – alarms are sent out from the water tank site and Garland location with the station system being used last.
- Radios are an ongoing project.

Lions Club: Brian Tupper reported:

- New bar is hot and he believes the cause is the Fire Department's cooler. Will discuss with Fire Department to see what can be done.

Public Works: Joe Keddy reported:

- Weekly reports have been submitted
- Reported pot holes in bridge but have not had a response from Department of Infrastructure and Renewal
- Camera'd High Street lateral
- Water has been turned on for Applewood lateral's
- Meeting with CBCL regarding the supervision of the High Street Project
- Issue with sewer in Applewood subdivision which has great potential for back up. Did inform Developer of issue and need to be corrected before Village can consider taking over water and sewer infrastructure.

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for June, 2016 as submitted was moved and seconded. **MOTION CARRIED.**
- Water Conservation plan invoice has been waived by Hiltz and Seamone.

NEW BUSINESS:

- (a) Lions Club's Liquor Legal Liability Renewal. A motion to pay 50% (\$494.00) of the cost of the Port Williams and District Lions Club's legal liability renewal was moved and seconded. **MOTION CARRIED** Commissioner Doug Gates and Commissioner Ernie Hovell abstained from the vote.
- (b) MS Bike rally will be using the pond parking lot as a rest stop on the July 23rd weekend.
- (c) After reviewing the Fire Department's Policies and Procedures a motion was made to accept the Fire Department's Policies and Procedure document as presented was moved and seconded. **MOTION CARRIED**
- (d) Submission from the Port Williams Fire Fighter Association for approval from the Village Commission to amendments to their Rules and Responsibilities. After


reviewing the amendments a motion was made to accept the Fire Fighter Association's amendments as presented was moved and seconded. **MOTION CARRIED**

- (e) District changes approved by the UARB – Chairperson Lewis Benedict asked the Commission if they were in favor of the District boundary changes. After discussion it was agreed that the change will be a positive step for the Municipality.

Upon a motion being made, the meeting was adjourned at 9.50p.m.
MOTION CARRIED.



Lewis Benedict, Chairperson



Darlene Robertson