

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF MARCH 18, 2014

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

IN ATTENDANCE: Emma VanRooyen, Doug Clark, Rick Wood, Geoff Muttart, Brian Tupper, & Darlene Robertson

REGRETS: Geneve Newcombe, Lewis Benedict & Joe Keddy

The Vice-Chairperson, Craig Newcombe called the meeting to order at 7:30 p.m.

APPROVAL OF MINUTES:

It was moved and seconded that the minutes of the Regular Commission Meeting on February 18, 2014 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of February 2014 in Kings County 14 permits were issued with a total value of \$805 thousand, one permit was issued in Port Williams. (*information only*)
- (b) E-mailed notice of public hearing from the Municipality of the County of Kings to be held on April 1, 2014 regarding proposed rezoning of property at 1440 Highway 360, Garland, and amendments to the reconstruction of commercial livestock barns. (*Information only*)
- (c) News Release from the Municipality advising that Villages will not have representation on the Kings Partnership Steering Committee. (*Information only*)

II. Other Correspondence:

- (a) Inspection report from Nova Scotia Environment advising that they require submission of any changes to our corrective action plan for their review and approval by March 21, 2014. *Joe is currently working on this*
- (b) Card of thanks from the Port Williams Baptist Church in appreciation of church events advertised on the Community Events sign. (*information only*)
- (c) E-mail reminder from Telecommunications Alliance that 10 digit telephone dialing will be in effect August 23, 2014. (*information only*)
- (d) Letter of good standing from Workers' Compensation board of Nova Scotia. (*information only*)

BUSINESS ARISING FROM MINUTES:

(a) None

REPORTS:

Planning Advisory Committee: Craig Newcombe reported

- Municipal council have prioritized a project to amend both the Municipal Planning Strategy and the Land Use Bylaw to allow schools to locate in the growth centre of Port Williams within R2 zoned areas which are located along collector roads.
- Councilor Van-Rooyen said that Council had given their approval today and that the next step would be a Public Participation Meeting.

Board of Trustee: Doug Gates reported:

- Had a special meeting on March 6th to discuss the color and design of the new community events sign and booking rates for the Community Centre.
- After a review of the color choices it was decided to go with a brick color to match the Community Centre. The design will have the Port Williams logo in the peak with a collection of historical pictures of Port Williams.
- It was moved and seconded that the quote from Auto Trim & Signs of Canada for \$695.00 plus tax which includes graphics, lettering, tracks for interchangeable text and installation of Community Events sign to be accepted. **MOTION CARRIED** The Port Williams and District Lions Club have already donated \$500.00 towards the cost of the sign.
- It was decided to not make any changes to the current rate structure. The Board authorized the Village Clerk to use her discretion to make the call on fees for one of requests and to feel free to call on the Board for direction if needed.

Janitorial: Brian Tupper reported:

- Work completed upstairs in the hall
- Stainless steel corners have all been installed

Recreation: Brian Tupper reported:

- Tennis program was discussed

Fire Department: Doug Clark reported:

- One call out for a car fire
- Training is going well
- Department has three new members for a total of 19 members
- No water usage for the month of February

- Should have the attachments for the Rules of Governance completed for the next Village Meeting.
- Request was made to sell the four wheeler with trailer and helmets. Village Lawyer, Geoff Muttart, said he would like to provide some information which the Village should consider at the end of the meeting.

Lions Club: Brian Tupper reported

- Current membership is at 17 members.
- Election for new officers for 2014-2015 will be in April.
- Busy with Catering and bar services.
- Still considering renovations to the bar area.

Kings County Councilor: Emma Van Rooyen reported

- Council are actively working on changes required to accommodate the relocation of the New Booker School to Port Williams
- There is a new burning bylaw posted on the Municipal website.
- Currently discussing no outdoor furnaces in growth centres.
- Discussions regarding a transit route from North Kenville to Wolfville which would go through Port Williams which would hopefully take a shorter travel time for the trip.

Water/Sewer/Public Works/Transportation Report: No report provided

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for February 28, 2014 as submitted was moved and seconded.

MOTION CARRIED.

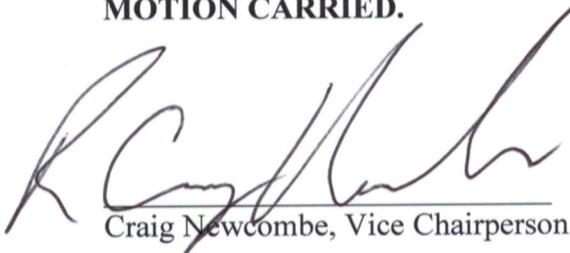
NEW BUSINESS:

- (a) Retirement party for Post Master Jerry Wood – Reminder of Jerry's retirement party in the Community Centre on April 5th. Village Commission has tasked the office staff to look into options for an appropriate retirement gift to be presented from the Village for his 35 years of service to the Village of Port Williams.
- (b) Donating Fire Department equipment which has been identified as being outdated and is designated for destruction to "Fires Without Borders", was requested by the Fire Department. Commission agreed that this was a good option for outdated equipment. It was suggested by our Lawyer that the Village have a written policy for out dated Fire Department equipment.
- (c) Ernie Hovell reported that there were seven applications submitted for the 2014 Representative Volunteer. Three of the seven submissions were for the Port Williams Women's Institute. The committee selected the Port Williams Women's Institute to attend the Awards Ceremony and Luncheon at the Westin Hotel in Halifax on Monday, April 7, 2014 and they will also be presented with the H.B. Legge Volunteer of the Year Award at the Village's Annual Meeting in June.

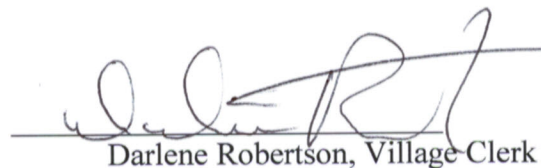
- (d) Fire Department request to sell the four wheeler – Village was looking at purchasing the vehicle from the Fire Department however our lawyer cautioned that the Village cannot purchase something which they already own. Even though the vehicle was purchased with fundraising monies it remains as Village property which is no different than that of other fundraising activities where the money is used to purchase items for the Village. The Village Commission discussed other avenues by which they might want to compensate the Department.
- (e) Meeting with the CAO and Brian Desloges of the Municipality of the County of Kings – The date has been set for March 25 at 2:00 pm. Meeting to start in the Board Room and will end with a tour of the Fire Department.
- (f) Our Lawyer, Geoff Muttart, made the comment that the Port Williams Volunteer Fire Department is unique where the Department has a charitable status registration number, something which is no longer available to Fire Departments and the Department is the only one in the Municipality owned by a Village. Mr. Muttart also mentioned that it might reduce confusion to have the name which is registered with the CRA amended to reflect the fundraising status component of the Fire Department. This would then clearly identify when invoices are received which are to be paid by the Village and which are to be paid from the Department's fund raising account. The Village Commission will have the Chief Financial Officer discuss this matter with the Village's auditor to determine the best manner by which to proceed so that the process can be simplified and easily understood by both the Commission and Fire Department.

Upon a motion being made, the meeting was adjourned at 9:300 p.m.

MOTION CARRIED.



Craig Newcombe, Vice Chairperson



Darlene Robertson, Village Clerk