

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF JULY 21, 2015

MEMBERS PRESENT: Lewis Benedict, Kim Cogswell, Ernie Hovell and Doug Gates
IN ATTENDANCE: Brian Tupper, Chris Roy, John Cogswell, Joseph Memet, Joe Keddy & Darlene Robertson

REGRETS: Craig Newcombe, Emma Van Rooyen and Geneve Newcombe

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 June 16, 2015, be approved as circulated. **MOTION CARRIED**

CORRESPONDENCE:

II. Municipality of County of Kings:

- (a) Building Permit Report for Month of June, 2015. In Kings County 71 building permits were issued with a total value of \$6.5 Million, 4 permits were issued in Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the Special Council action lists for June 16, 18 and 24.
- (c) Letter from the Municipality of the County of Kings advising that the Village's application for assistance under the Community Park Development Program has been approved.
- (d) Notice of Public Hearing from the Municipality of the County of Kings regarding purposed changes to the Land Use Bylaw for the development of Glooscap Landing.

III. Other Correspondence:

- (a) Thank you card from Morgan Benjamin, Princess New Minas.
- (b) Thank you card from Sarah MacKinnon, Princess Port Williams.
- (c) Thank you card from Rebecca Pierce, Princess Wolfville.
- (d) Notice of paper hearing issued by the Nova Scotia Utility and Review Board with respect to Nova Scotia Power's LED street lights application.

BUSINESS ARISING FROM MINUTES:

- (a) **Request for additional School Bus stop** – Chairperson, Lewis Benedict, reported that there has been no correspondence from the School Board. Village

office to send a letter to the Department of Transportation requesting the speed be reduced in this area.

- (b) **Easements** – Public Works Superintendent, Joe Keddy, asked that the Village office provide a list of easement sent out to residents and responses received.
- (c) **Radar Speed Sign** – Superintendent of Public Works, Joe Keddy, has installed both of the Radar Speed Signs. Feedback from the residents is that the signs are effectively slowing down traffic in these areas. The Port Williams and District Lions Club asked the Village Commission approval to attach a sign above the Radar Speed signs stating that the signs were donated by the Lions Club. A motion to grant the Port Williams and District Lions Club permission to attach a sign above the Radar Speed signs was moved and seconded. **MOTION**

CARRIED

- (d) **Traffic speed from Canard Acres to Church Street Corner** – Currently waiting on a radar sample to be completed and reviewed by the Department of Transportation and Infrastructure Renewal.
- (e) **Required LED lights in the Brison Development** – Tim Boutilier from the Municipality had a phone conversation with Chairperson, Lewis Benedict, stating that decorative lighting does not fall under the same category as streetlights and therefore would not be required to be LED. A follow-up email was sent to the Village Office with an attachment of a section of the Energy-efficient Appliances Regulations, showing that “conventional roadway lighting” (for which the LED standards apply) does not include decorative street lighting. After discussing the Village Commission agreed that the Village Office should send a letter to the Municipality referencing the section in the Development Agreement where it states the lights were to be LED and asking the Municipality to provide a guarantee to fund the cost to convert the streetlights in the development to LED should the Village be required to convert to LED in the future.
- (f) **Sidewalk crossings in need of painting** – Superintendent of Public Works, Joe Keddy, reported that the Village is on the list with the Department of Transportation to have the crosswalks painted. There was mention that other Villages have done their own crosswalk painting and that this might be an option for the Village. Superintendent of Public Works, Joe Keddy, will follow up with the Department of Transportation.
- (g) **Parking lot lines to be painted** – Superintendent of Public Works, Joe Keddy reported that the most of the parking lot painting has been completed, he has the handicap parking areas and no parking in front of the Fire Hall left to finish.
- (h) **Sink hole and paving to be done** - Superintendent of Public Works, Joe Keddy, obtained two quotes for this work, one at \$4,190., plus HST and another at \$3,400. Plus HST. A motion to contract Howard Little Excavating to do the work for the quoted amount of \$3,400. Plus HST was moved and seconded. **MOTION CARRIED**

REPORTS:

Recreation Director: Joseph Memet reported:

- The Summer Camps are in the third week with a total of fifty two children attending the camps.
 - They will be hosting a ball hockey tournament in early August
 - They are hoping to put any additional money raised from the summer camps towards an outdoor skating rink
 - The leaders created a Facebook page for Recreation in Port Williams
 - It has been noticed that seniors and teenagers are underserved in the area and they are hoping to put together a lawn club for seniors to address this issue.
- Commissioner Kim Cogswell mentioned that Joseph might explore funding from 'Doctors Nova Scotia'.

Village/Municipal: Ernie Hovell reported:

- No major issues or concerns were discussed
- Village of Kingston expressed the need to have more structure to the meetings.
- Looking at the possibility of just the Kings County Villages meeting.

Janitorial: Brian Tupper reported

- Things have been quiet
- Have been on vacation
- Will be doing a deep cleaning in the auditorium kitchen

Princess Selection: Brian Tupper reported:

- The Princess Selection Committee received an apology letter from the president of the Apple Blossom Festival, Gary Long, for the way concerns were addressed in a letter before first obtaining all the facts.

Fire Department: John Cogswell reported:

- Things have been very positive in the Department
- Attendance is up due to the retention of some previous members of the Department
- They have gained a driver
- Currently looking at what their needs will be for masks
- They still require bunker gear – believe their needs for this year will be 6 sets
- Superintendent of Public Works, Joe Keddy, requested that the Department track the water usage due to the fact that Joe is accountable to report all metered and non-metered water usage.

Lions Club: Brian Tupper reported:

- No meetings are scheduled during July and August
- Received a letter of thanks and donation from a Port Williams resident for the radar speed signs.

Kings County Councilor:

- No report provided.

Public Works: Joe Keddy reported:

- Landscaping around the UV sewer disinfection building has been completed
- Nitrate averages: outlet - 5.8 and inlet – 8
- Three call outs in the past month from the SCADA system
- Started working with Doug Seamone and obtaining pricing for the pumping station upgrades

- Obtained quotes for roof repairs in the Fire Department area – (\$35,000. & \$39,857.) Different options were discussed, no decision made at this time.
- Obtained quotes for servicing the generators – (\$2,395. & \$1,626.) The Village Commission agreed that servicing the generators is important and that this would fall under his normal operating budget. Joe will arrange the generator servicing.
- Obtained quotes for paving.
- Working on Operations and Maintenance Manual for sewer treatment. Joe asked the Commission if they wanted to have Hiltz and Seamone update the manual which they originally did in 2010 or have the office work with Joe to update and complete by end of the month. Commission agreed that the Village could complete the updates required in the manual.

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for June, 2015 as submitted was moved and seconded. **MOTION CARRIED.**

NEW BUSINESS:

- (a) Lions Club Liquor liability renewal – The Commission agreed to pay the Port Williams and District Lions Club \$494.00 which represents 50% of the cost of the insurance.
- (b) Food Establishment Permit - The Port Williams and District Lions Club as an operator, who caters to more than 6 events in a calendar year, is required to apply for a food establishment permit. The Lions Club wanted to make the Commission aware that part of the application process will be an inspection of the auditorium kitchen and providing the floor plan of the kitchen area.
- (c) Rotary's Paul Harris Fellow Award – The Village Commission congratulated Chairperson, Lewis Benedict, who was recently awarded the Paul Harris Fellow Award by the Wolfville Rotary.

Upon a motion being made, the meeting was adjourned at 8:59 p.m.
MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Clerk