

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF AUGUST 15, 2017

MEMBERS PRESENT: Lewis Benedict, Scott Leier, Doug Gates and Ernie Hovell

IN ATTENDANCE: Councillor Meg Hodges, Brian Tupper, Joe Keddy, Karen Rovers, Matt MacKenzie, Philip Porter and Darlene Robertson

REGRETS: Kim Cogswell, Commissioner

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 July 20, 2017 be approved as circulated. **MOTION CARRIED.**

II. Municipality of County of Kings:

- (a) E-mail from the Municipality of the County of Kings providing the Special Council Action list for July 18, 2017 and the Council Action list for August 1, 2017. *(information only)*
- (b) E-mailed media release from the Municipality of the County of Kings announcing their approved draft designs of the new Municipal complex for release and consultation #3. *(information only)*
- (c) Letter from the Municipality of the County of Kings informing the Village that the Village's application under the Community Recreation Assistance Fund has been approved in the amount of \$754.00 *(information only)*
- (d) Letter from the Municipality of the County of Kings informing the Village that the Village's application for funding under the Community Park Development Program intended for the improvement of Parks and Public open space was approved. Enclosed was a cheque in the amount of \$6,708.00 which represents 80% of the grant funding. The remaining 20% will be forwarded after the final inspection of our submitted documentation. *(information only)*

III. Other Correspondence:

- (a) E-mail from John Lohr, MLA Kings North regarding a suggestion from a resident on Hwy #358 to relocate the Radar Speed sign to an alternate location. *(information only)*

BUSINESS ARISING FROM MINUTES:

- I. Unightly building –** Councillor Meg Hodges reported that Mayor Muttart and herself met and discussed the issue. Her suggestion was that if the Village wishes they can ask Council to have an ordinance having the building demolished. She

will set up a meeting with the new CAO, Scott Conrod for discussion once he has assumed his position with the Municipality of the County of Kings. Superintendent of Public Works, Joe Keddy presented a correspondence which he received from the property owner which was in response to the letter sent to the Municipality.

- II. **Farnham Marsh Dyke Body** – Commissioner Ernie Hovell reported that the Village had a meeting with Mayor Muttart and Councilor Meg Hodges to discuss the dyke repairs. Mayor Muttart suggested that there potentially could be funds made available for the Farnham Marsh Dyke upgrades by the Municipality of the County of Kings. It was noted that the funding would be conditional to confirmation that the Province would take on the responsibility of maintenance. Ernie Hovell and Keith Irving met on August 15, 2017 and discussed the potential funding & Provincial commitment. Keith committed to following up with the Deputy Minister to arrange a meeting.
- III. **GIS Locator System** – Chief Financial Officer Karen Rovers reported that the application for funding has been accepted and will now go through the review stage before a final decision is made. The Village can go forward with the project without final approval with the understanding that if funding is not granted that the Village will be financially responsible for the project. There is a pre project meeting scheduled for 1:00pm on Thursday, August 17, 2017 with engineers of CBCL.
- IV. **Traffic Concerns on the north side of the Community Centre** – Commissioner Lewis Benedict reported that they have agreed on a gate design. It will be a two piece gate with a walk way in between. It is estimated that the cost will be between fifteen hundred and two thousand dollars.
- V. **Village welcome signs**- Commissioner Lewis Benedict reported that the Village signs are at Auto Trim.
- VI. **Department of Transportation follow up** – Superintendent of Public Works reported that there was a meeting on July 26th with DTIR. Joe asked that the office staff send a follow up letter asking for an update on the discussions.
- VII. **Water tank inspection** – Superintendent of Public Works Joe Keddy stated that he has received a second quote from Mike Huntley in the amount of \$3,720. Joe recommended to the Village Commission that Commission hire Greatario Engineered Storage Systems to do the water tank inspection because they installed the tank and would be more familiar with our water tank. After discussions a motion to hire Greatario to perform the water tank inspection was moved and seconded. **MOTION CARRIED.** Chief Financial Officer Karen Rovers clarified that the inspection would not include the addition of an exterior drone inspection.
- VIII. **Vacation Coverage contract for Superintendent of Public Works with the Municipality of the County of Kings** – Chief Financial Officer Karen Rovers reported that the contract has now been approved through both legal and the insurance company and we have a final draft that is ready to be endorsed by all parties.
- IX. **Land Purchase** – Chief Financial Officer reported that the land purchase on Collins Road has been completed. We are now in the process of submitting the final documentation for funding.

REPORTS

Association of Nova Scotia Villages: - Commissioner Lewis Benedict reported:

- There was a meeting of the Association in Port Williams on July 28th.
- Working on the AGM.
- AGM is scheduled for September 15th to September 16th in Baddeck, NS.

Municipal Councilor: - Councilor Meg Hodges reported:

- Working on Municipal Complex
- RFP should be the end of September
- Looking to have a small business hub within the Municipal Complex
- Plans include the expanding of Council Chambers
- She recently attended a tour of Farms in Kings County
- Municipal Planning Strategy for public consultation on September 13th between the hours of 2-4pm and 6-9pm
- Working on the unsightly building issue
- New CAO for the Municipality of the County of Kings will be Scott Conrod who is expected to start with the Municipality on September 11th
- Meg asked Chairperson Lewis Benedict if it was possible to have a bus shelter installed in Port Williams.
- Meg mentioned that she had received a complaint from a citizen about speeding, and lack of paint on the center line on Centennial Drive.
- Commissioner Ernie Hovell asked what the expected 2050 time line was. Meg estimated that it would probably be back from the Province in Jan/Feb 2018.

Recreation Director: - Matt MacKenzie reported:

- Day Camps wrapping up in the next couple of weeks
- Budget in a positive position
- CANGaroo Tennis has worked extremely well for the day camp
- Yoga will be running until Aug 28 and will start up again on September 18th
- Successful combined coed slow pitch which is expected to run into fall weather permitting.
- Looking into a fall fitness class
- Acadia's Active Aging program wrapped up Aug 10th, which generated \$378. worth of income. A small donation will be made to the Baptist church for the use of their gym space as well as 50% of the income will go back to the Acadia Program.
- In the fall we will be purchasing indoor tennis nets and indoor curling rocks from grant funding to be used for senior programs.
- Will be organizing a community event in October to showcase the newly renovated auditorium and solicit ideas for future recreational programming.

Janitorial: Brian Tupper reported:

- Things running smoothly
- Lots of clean up from renovations

Fire Department: Philip Porter reported:

- Call at Booker School due to humidity setting off detectors
- Working on hosting a banquet on Saturday, September 30th for the Canadian Volunteer Fire Fighter Association.
- Chassis for new fire truck has arrived and they are working on the preliminary inspection.
- Concern was expressed regarding the Fire Department parking being used by the public using the Library. Chairman Lewis Benedict stated that he will work with Joe to provide some type of identification which would provide clarity regarding the parking.
- Radio System is working well
- There was a cell phone dilemma regarding mobile phones when a couple of network provider's services were down.
- Chairperson Lewis Benedict stated that the EMO needs to be reviewed because the Superintendent of Public Works would not have been notified of a Scada alarm if the mobile network was down.

Auditorium Upgrade Committee: Brian Tupper reported:

- Rack has been built and installed in the Auditorium storage area
- Audio should be installed next Thursday
- Sub floor is in
- Next week should start the floor installation
- 60% painted
- Stage will not be installed until September
- Floor should be left 3 or 4 days before it is walked on
- Commission thanked Brian Tupper for all his hard work and time

Lions Club: Brian Tupper reported:

- New executive has been selected for the year. – no real changes from the past year
- Meetings will resume in September

Public Works: Joe Keddy reported:

- Rugby should be done the middle of September
- No real wear and tear on the Soccer field from Rugby
- Public Works truck will require a regular maintenance check at Valley Ford
- Water and sewer systems working well
- Worked on dam at the pond
- Water meter repairs have been worked on
- Nitrates are staying the same
- Meeting with Joe Crowell from DTIR
- Met with the electrician to review the status of the street lighting in the Brison subdivision.
- Assisted with the Community Centre renovation
- Reviewed water meter policy, entering home owner's policy and Water Utility rules and regulations.
- Worked on Village signs and plan for gate for the Community Centre


Lewis Benedict, Chairperson


Darlene Robertson