

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF JUNE 17, 2014**

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

**IN ATTENDANCE:** Brian Tupper, Geoff Muttart, Emma Van Rooyen, Doug Clark, Ryan Miller, Geneve Newcombe (advised she would be arriving late) & Darlene Robertson

**REGRETS:** Joe Keddy

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

**APPROVAL OF MINUTES:**

- I. It was moved and seconded that the minutes of the regular Commission meeting on May 20, 2014 be approved as circulated. **MOTION CARRIED.**
- II. It was moved and seconded that the minutes of the Special Commission Meeting of June 5, 2014 be approved as circulated **MOTION CARRIED.**

**CORRESPONDENCE:**

**I. Municipality of County of Kings:**

- (a) Building Permit Report for Month of May 2014. In Kings County 110 permits were issued with a total value of \$7.9 Million, 1 permit was issued in Port Williams. *(information only)*
- (b) Notice of Public Hearing from the Municipality of the County of Kings with the intention to adopt amendments to the Land Use Bylaw to increase the Maximum permitted lot coverage on large lots in the Seasonal Residential zone. *(information only)*
- (c) E-mail from the Planning Services Department of the Municipality of the County of Kings advising that amendments to the Municipal Planning Strategy and Land Use Bylaws to allow Private Schools to locate as of right in the Growth Centre of Port Williams will be in effect upon publication in the Thursday June 12, 2014 edition of the Kings County Register.
- (d) E-mail from the Municipality of the County of Kings providing the action list from the May 20, 2014 Committee of the Whole meeting. *(Information only)*
- (e) E-mail from the Municipality of the County of Kings providing the minutes from the Village/Municipal meeting on April 16, 2014 and advising that the next meeting is scheduled for July 16, 2014 located in Aylesford. – *Chairperson Lewis Benedict will be attending.*
- (f) Notice of Public Hearing from the Municipality of the County of Kings to be

held on July 8, 2014 with the intention to adopt amendments to the Land Use Bylaws as well as enter into a proposed development agreement for property located in Centreville. *(Information only)*

- (g) Letter from the Municipality of the County of Kings requesting confirmation that the dwelling located on Lot 17 of the Brison Development on Steeple View Drive is connected to the Port Williams sewer system and that it is possible for lot 16 and the remainder lot to be connected to the sewer system. *(Information only)*
- (h) Letter from the Municipality of the County of Kings requesting confirmation that it is possible for the new lot of Riverbrook Farms Limited on Leaside Court and remainder to be connected to the Village of Port Williams sewer service. *(Information only)*

## **II. Other Correspondence:**

- (a) Thank you card from Princess Port Williams 2014, Aimee Cormier for the financial support she received towards her Apple Blossom expenses.
- (b) Letter from Nova Scotia Department of Municipal Affairs requesting details on a maximum of three eligible projects that the Village intends to undertake in the next 2 to 4 years be submitted by June 27, 2014 for the New Building Canada Funding. *(discussed under Financial report)*
- (c) Letter from Loretta Kalkman of Bishop & Company Chartered Accountants stating that the audited financial statements for the Village have been completed. *(Information only)*
- (d) Offsite inspection report from Nova Scotia Environment stating that they had done a review of the annual report for 2013 and they have made a request for additional clarifying information outlined in the report to be submitted by June 20, 2014. *(Information only)*
- (e) Letter of good standing from Workers Compensation Board of Nova Scotia. *(Information only)*
- (f) E-mail from Chris MacNaughton of Kings District RCMP thanking partners and citizens for their support during the 'Codiac Tragedy'.
- (g) Letter from the Port Williams Women's Institute clarifying their position on the purchase of a bench to be placed in the Community Park this summer. *(Information only)*

## **III. E-Mailed Correspondence:**

- (a) E-mailed memo from the Flowercart announcing that their AGM will be held on June 24, 2014 at 7:00 pm located at 9412 Commercial Street New Minas. *(Information only)*
- (b) E-mailed memo from the Annapolis Valley Trails Coalition advising that their AGM will be held on Thursday June 5, 2014 at 1:30 pm located in the Louis Millet Community Complex. *(Information only)*



**BUSINESS ARISING FROM MINUTES:**

- (a) **Revised Rules of Governance provided by the Fire Department** – no update at this time.
- (b) **UV System for Sewage Treatment plant** – Joe Keddy, Superintendent of Public works received a quote from Hiltz and Seamone. Chief Financial Officer, Geneve Newcombe has researched and submitted two requests for funding and is waiting on confirmation of funding for this project.
- (a) **Insurance for Wharf** - Commissioner Kim Cogswell has a contact that she is waiting to hear back from once the contact has returned from vacation.

**REPORTS:**

**Janitorial:** Brian Tupper reported

- Have been in contact with Neal Bentley of EFR Disposal for garbage removal. Was informed by Mr. Bentley that since the Village has 4 physical locations that Valley Waste would allow the Village to set out the maximum number of bags for each location on our regular scheduled pick up days. His suggestion was that the Village dispose of the sorted recyclables during regular pick up with Valley Waste and rent a bin with EFR Disposal for the balance of our garbage disposal needs. They could arrange a bin to for up bi-weekly pick up for a monthly fee of \$175.00 plus tax. Brian asked the Commission for their approval to go ahead with garbage disposal pick up with EFR Disposal. The Village Commission approved the request.
- Furnace room needs cleaning and is on his to do list.
- Requested a key for the Fire Department to fix the ceiling in the meeting room. Deputy Chief Ryan Miller said he would arrange a key for Brian.

**Recreation:** Craig Newcombe reported:

- Starting multi-sport summer camp for kids that will be run by students from Acadia from late June through to August.
- Dance Time has moved to Wednesdays over the summer months.
- Port Williams Soccer Association has 145 kids registered.
- New nets are up at the tennis courts.
- Camera is up which covers the Throw Pitch area as well as the water storage tank.

**Fire Department:** Doug Clark reported:

- 5 calls this past month
- Training is going well & morale is up.
- Member numbers are increasing, received 2 more applications and membership is now at 20 members.
- Barbeque during Port Williams Days went well however the car show is still a work in progress.
- Had a successful call last night to a barn fire on Church Street.
- Used 23 thousand gallons of water

**Lions Club:** Brian Tupper reported:

- We will be having our last meeting tomorrow until September 2014
- Several bookings for catering and bar services

- Port Williams Days was successful however numbers were down probably due to the expected rain.
- Good turnout for the Children's Parade, however we had a couple of challenges with cars stopping. Looking into the possibility of changing the parade route next year.
- Lions Club thanked the Village for the support and help with the cleanup and use of the Village truck to pull the float.

**Kings County Councilor:** Emma Van Rooyen

- \$375,000 funding provided for Kings transit
- There is a special Council meeting on Monday regarding the dissolution of Hantsport.
- There will be a public meeting regarding the possibility of increasing Municipal boundaries.
- Thanked the Village for fixing the sidewalk on Starrs Point Road.
- Commissioner Doug Gates asked if Emma could speak to the Department of Transportation regarding the poor condition of Church Street and Tiny Parish Road. Emma said she will discuss with the Department of Transportation. Village Lawyer Geoff Muttart suggested that the Village send a follow up letter from the meeting regarding the road conditions that the Villages Superintendent of Public Works had reviewed with the Department of Transportation's representative some time ago.

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

- Commissioner Lewis Benedict mentioned that the Public Works Department is currently monitoring an area in Solar Heights which is presenting signs of a possible water leak.

**Treasurer's Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for May 31, 2014 as submitted was moved and seconded. **MOTION CARRIED.**
- A motion to transfer \$52,000.00 from the general capital community centre reserves to cover the principal on debentures, computers and the new security system was moved and seconded. **MOTION CARRIED.**
- After reviewing the list of projects that had been identified by the Superintendent of Public Works, in consultation with the Engineering Firm contracted by the Village of Port Williams, the Port William's Village Commission has prioritized the projects based on most urgent need;

Therefore be it resolved that the following be the priorities for the Village of Port Williams for funding in the next four years:

- Upgrade wastewater Disinfection system
- Upgrade two sewer pumping stations
- Extension of the High Street Waterline
- Replace the water and sewer lines on Belcher Street from Main Street to school
- **MOTION CARRIED.**

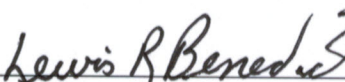


**NEW BUSINESS:**

- (a) Heat Pump – Commissioner Lewis Benedict would like the Commission to look at the possibility of installing a couple of heat pumps with multiple heads to reduce the heating costs of the Community Centre and make the temperature more comfortable in the summer months. Will get a few quotes for the heat pumps and also a quote for the wiring. Once the office receives the quotes they will forward to the Commissioners for their review.
- (b) Fans in roof – Commissioner Ernie Hovell asked if we can get the fans in the Community Centre hall serviced. It was also mentioned that the switch for the fans has three speeds however only one speed works. Commissioner Craig Newcombe will ask Wayne Isnor if he would be interested in servicing the Community Centre fans.
- (c) Fire Department request for 3 radio replacements – Deputy Chief Miller requested a purchase order for 3 replacement radios in the amount of approximately three thousand five hundred dollars. Commissioner Newcombe asked Councilor Van Rooyen what funding has the Municipality approved. Councilor Van Rooyen said that the operating costs should be covered the same as last year however she will get confirmation from Brian Desloges. Deputy Chief Miller stated he would phone around to the other Fire Department to see if any other departments are looking to purchase radios so that the Village might save money with a bulk purchase.
- (d) Chief Doug Clark requested a meeting with the Village Commission – The Fire Chief would like to meet with the Commission to discuss the following:
  - a. Introduce the new Deputy Chief
  - b. Rules of Governance
  - c. Other questionsThe Commission stated that they could schedule a meeting after July 1<sup>st</sup>.
- (e) Request for new street light at 1269 Starrs Point Road - It was agreed to have another light at 1269 Starrs Point. Commissioner Lewis Benedict agreed to be the contact for Nova Scotia Power.

Upon a motion being made, the meeting was adjourned at 8:35 p.m.

**MOTION CARRIED.**

  
Lewis Benedict, Chairperson

  
Darlene Robertson, Village Clerk