

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF January 20, 2015

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

IN ATTENDANCE: Brian Tupper, Fire Chief Lionel Rhynard, Councilor Emma Van Rooyen, Joe Keddy, Geneve Newcombe & Darlene Robertson

REGRETS:

The Chairperson, Lewis Benedict, called the meeting to order at 7:30 p.m.

APPROVAL OF MINUTES:

- I. It was moved and seconded that the minutes of the regular Commission meeting on December 16, 2014, be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of December, 2014. In Kings County 23 permits were issued with a total value of \$3.8 Million, no permits were issued in Port Williams. *(Information only)*
- (b) Notice of public hearing from the Municipality of the County of Kings to adopt proposed amendments to the Municipal Planning Strategy and Land Use Bylaw *(Information only)*
- (c) E-mail from the Municipality of the County of Kings providing the Municipal Council Action lists for December 2, 4, 9 and 16th. *(Information only)*
- (d) E-mail from the Municipality of the County of Kings providing the Committee of the Whole action list for December 16 and January 6th. *(Information only)*
- (e) Email from Kings 2050 advising that they have released a draft consultation of its new Zoning Map and a summary of proposed changes for its new Land Use By-law. *(Information only)*
- (f) E-mail advising that the Village-Municipal meeting scheduled for Wednesday, Jan 21 is cancelled. Next meeting scheduled for April 15, at 7:00pm in Greenwood *(Municipality is checking with Cornwallis Square to see if they are able to host a meeting later this month or sometime in February. Office staff will advise the Village Commission if an earlier date is arranged.)*

II. Other Correspondence:

- (a) Letter from Mark Furey, Minister of Municipal Affairs in response to the

- Villages letter sent December 1, 2014 regarding the Provincial-Municipal Fiscal Review. (information only)
- (b) Letter from Mark Furey, Minister of Municipal Affairs in response to the Villages letter sent December 12, 2014 Provincial-Municipal Fiscal Review. (information only)
 - (c) Letter from Service Nova Scotia and Municipal Relations advising that they have received the Place of Amusement renewal application and in order to renew the Place of Amusement License, they require a copy of a favorable Fire Safety Inspection report. (Office staff have booked the inspection for February 12, 2014.)
 - (d) Letter from Jamie Baillie, Leader of the Opposition in response to the Village's letter sent regarding the Provincial-Municipal Fiscal Review.
 - (e) E-mail from Dawn MacNeill, Nova Scotia Environment advising that the Department of Natural Resources announced their plans for the Minerals Resources Act review.

E-mailed Correspondence:

- (a) E-mailed Green E-newsflash advising of the upcoming Atlantic Flood Management Conference on February 3, 2015 in Truro.

BUSINESS ARISING FROM MINUTES:

- (a) **UV System for Sewage Treatment plant** – Superintendent Joe Keddy, reported that things are progressing. Currently waiting on parts for plumbing. Currently working on wiring.
- (b) **Fire Department Rules of Governance** – Commissioner Craig Newcombe, reported that there was a scheduled meeting on Monday in lieu of the Annual General Meeting. The Department agreed that it was in their best interest to restructure their current Charity by transition into a registered Society. The members are in the process of applying to become a registered Society. The Fire Services area of the Department has formed a Committee consisting of one Village Commissioner, the Current Fire Chief, the Current Deputy Chief, one Experienced Fire Fighter and Secretary. This newly formed committee would report at the monthly Village Commission meetings. The two vacant positions (experienced Fire Fighter & Secretary) would be filled through an application process. The applications will be reviewed and committee members will be selected by the Village Commission during an in camera meeting.
- (c) **Easements** – Superintendent Joe Keddy has distributed the easements provided by Village Lawyer to be reviewed and signed by the intended residents on Main Street/Starrs Point Road. Availability of easement for road to former water storage tank from Highway 358 was questioned.
- (d) **Main Street Lateral Repairs** - A letter addressed to homeowners who are attached to the private sewer lateral which is connected to the Village Sewer system has been drafted and reviewed by the Village's Lawyer. Superintendent, Joe Keddy, suggested some additional wording which he would like added to the letter. Chief Financial Officer, Geneve Newcombe, will make the changes to the

letter and forward to the Village's lawyer for a final review. Once the final review has been received the letter will be sent out to the residents identified by the Superintendent of Public Works. If any homeowners are unsure if they are connected to this privately owned lateral the Public Works Department can perform a dye test.

- (e) **Nova Scotia Power street lights** – Office staff have reported all streetlight outages identified on the spreadsheet and Superintendent, Joe Keddy has reviewed the spreadsheet and identified the streetlights which have not been repaired to date.
- (f) **Radar Speed Sign** – Councilor, Emma Van Rooyen said she would check to see what funding would be available if the Village would like to purchase radar speed signs.
- (g) **Brown Brothers Contract** – Chief Financial Officer, Geneve Newcombe received a letter from Brown Brothers requesting the balance of funds held back due to deficiencies, due to the fact that the Engineer, Hiltz and Seamone had not advised them and had signed off on the work performed. Geneve forwarded Brown Brothers correspondence to Hiltz & Seamone for their comments.

REPORTS:

Meeting with MLA John Lohr – safety concerns :

- Lewis Benedict reported MLA, John Lohr met with Chairperson, Lewis Benedict, and Councilor, Emma Van Rooyen. All parties agree that the best safety solution seems to be to have the bus stop at this location to pick up the student. MLA, John Lohr will pursue contacting the School Board regarding this issue. It was suggested that Joe Crowell with the Department of Transportation be forwarded the letter which was sent out so that he can review and ensure that there is adequate and correct speed signage in this location. It was suggested that Joe Crowell receive a copy of the letter sent to the Department of Transportation regarding the speed limit from Carnard Acres to Church Street corner on Highway 358.

Janitorial:

- Brian Tupper reported
- Most of the Christmas decorations have been stored away
- Fire inspection coming up
- Elevator fan is getting noisy – Office staff to contact Otis and advise.
- Purchased a couple of doorway mats for the Community Centre
- Need to have maintenance performed on the floor cleaning machine

Recreation Committee:

- Doug Gates reported
- There were some discussions around budgets for a soccer bubble for schools however it was discovered that the cost was too high.
- Dance time attendance is up
- Grant application has been sent in for a part time recreation coordinator.
- Recreation committee is requesting a five thousand dollar budget
- Winter frolic is scheduled for this weekend.

Board of Trustees:

- Doug Gates reported:
- There have been some requests for additional storage

- There were discussions around the need for additional kitchen supervisors. Sylvia Jacquard volunteered to become one of the kitchen supervisors.
- Next year's meeting dates have been set.
- Prior to the Board of Trustee's meeting there was a kitchen committee meeting where it was identified the need for additional storage space in the kitchen and area as well as a proper labeling system of the cupboards. There was a quote received from B & S Classic Cabinetry for approximately two thousand dollars. A motion was made and seconded to spend the money required to do the required upgrades to the kitchen and area. **MOTION CARRIED**

Fire Department: Chief Lionel Rhynard reported:

- Had five calls this past month
- Borrowed the ATV to assist the search in the Canning area
- One new member
- Used 1000 gallons of water for training– Superintendent Joe Keddy suggested that the department use end of the line hydrants for pump training because it aids with the flushing of the line.
- Training is going well.
- Still doing catering – just on hold during their transition to a registered society

Lions Club: Brian Tupper reported:

- Zone meeting scheduled for tomorrow
- On February 14th they are having their Valentine's Dinner
- Will soon be starting on Apple Blossom float
- Their charter night is April 11th where they will be celebrating 45 years of service.
- Have two new members and two members who have transferred to another club.

Kings County Council: Councilor Emma Van Rooyen reported:

- Kings Steering Committee to have a village representative.
- The Scheduled Kings 2050 sessions which present the new land use By-Law zoning have begun.
- Committee of the Whole discussed the UNSM's position that the town caucus is stronger than rural caucus.
- Councilor Van Rooyen stated that she would follow up with Nova Scotia Power regarding outstanding street lights.
- Commissioner Doug Gates asked how the Municipality was going to handle restrictions to the lots prior 1994 as outlined in the new land use by-law. Councilor Van Rooyen stated that the door is not closed on this topic.

Water/Sewer/Public Works/Transportation Report: Joe Keddy reported:

- Things are progressing well
- Nitrates – outlet 5.8 average and inlet 8 average
- A lot of effort has been directed to completing the Sewer UV disinfection system project.
- Repaired a water leak on High Street
- Department of Environment has requested a transition plan from Chlorine to UV for sewer disinfection and sludge removal

Volunteer Committee – Ernie Hovell reported:

- Letters have been sent out to 13 different organizations requesting volunteer submissions
- Submissions are to be received by the Committee prior to February 16, 2015

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for December, 2014 as submitted was moved and seconded. **MOTION CARRIED.**
- A motion approving and supporting the Recreation Grant Application submitted to the Municipality of the County of Kings for a part time recreation coordinator was moved and seconded. **MOTION CARRIED.**
- It was confirmed by the Village Commission that at this time the two lift station upgrades are the top priority for any Gas Tax projects in the next fiscal year. (2015/2016)

NEW BUSINESS:

- (a) Book date to review the Municipal land use by-law changes – Meeting date of February 9th at 7:00 pm was set to review the zoning changes in the new Land Use By-Law and provide a response to the Municipality.
- (b) Book date to review the Village's insurance policy – it was suggested that the Office check with the Village's Insurance company for available dates.
- (c) Chairperson Lewis Benedict suggested that the new UV building and equipment be added to the Village's Insurance Policy. Office staff to contact insurance company.

Meeting went in camera to discuss applications received for Fire Department Committee positions.

Upon a motion being made, the meeting was adjourned at 9:50p.m.
MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Clerk