

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF JUNE 20, 2012

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

IN ATTENDANCE: Peter Muttart, Janet Newton, Philip Porter, Brian Tupper, Stan Hancock & Geneve Newcombe

REGRETS: Darlene Robertson

The chairman, Lewis Benedict 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 May 15, 2012 be approved as circulated. **MOTION CARRIED.**

It was moved and seconded that the minutes of the Special Commission Meeting on May 23, 2012 be approved as circulated. **MOTION CARRIED.**

It was moved and seconded that the minutes of the Special Commission Meeting on June 7, 2012 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of May, 2012. In Kings County 73 permits were issued with a total value of 7.9 Million, 1 permit was issued for Port Williams with a total value of \$22,500. *(for information only)*
- (b) E-mail from the Municipality of the County of Kings advising of their new link for the Municipal Reporting system. *(for information only)*
- (c) E-mail from the Municipality of the County of Kings providing updates on the Kings County large-scale wind turbine regulations review process. *(for information only)*
- (d) Letter from the Municipality of the County of Kings advising of the Public Hearing on June 20, 2012 for the proposal to not permit large-scale wind turbines. *(for information only)*
- (e) E-mail from the Municipality of the County of Kings providing the action list from the May 15, 2012 Committee of the Whole meeting. *(for information only)*
- (f) E-mail from the Municipality of the County of Kings distributing the Area Planning Advisory Committees Policy for review. *(for information only)*

- (g) E-mail the Municipality of the County of Kings advising of a Capital Investment Plan Submission update. *(for information only)*
- (h) E-mail from the Municipality of the County of Kings advising that Council will meet on July 3, 2012 to consider proposed amendments and that there will be a public hearing regarding the proposed amendments to the Large Scale Wind Turbine regulations on June 20, 2012. *(for information only)*
- (i) E-mail from the Municipality of the County of Kings advising of a media release stating that the County of Kings membership to the Kings Regional Development Agency will not be renewed. *(for information only)*
- (j) E-mail from the Municipality of the County of Kings providing the June 11th Special Council Action List. *(for information only)*
- (k) E-mail from the Municipality of the County of Kings advising of adjustment to Gas Tax submission. *(for information only)*
- (l) Notice from the Municipality of the County of Kings advising of deadline dates for submissions for the recreation guide. *Sylvia Jacquard from the Recreation Committee will take care of.*

II. Other Correspondence:

- (a) Memo from the Flower Cart advising of their Annual General Meeting on Tuesday June 26, 2012 at 7:00p.m. *(for information only)*
- (b) A Port Williams resident phoned the Village Office to express concern over the entrance to Ports Landing not being kept up by the developer. *Office staff to contact developer.*
- (c) Annual audit review letter received from Bishop & Company. *(for information only)*
- (d) Thank you card from Janet Newton. *(for information only)*
- (e) Offsite Inspection report received from Nova Scotia Environment re sewer treatment plant. *Nova Scotia Environment will continue to monitor, Stan noted that there is no concern fluctuations were due to seasonal timing.*

III. Email Correspondence:

- (a) E-mail from Nova Scotia Transportation and Infrastructure Renewal providing a notice of surplus property. *(for information only)*
- (b) E-mail from Kings 2050 providing and update. *(for information only)*
- (c) E-mail from Kings Regional Development providing the agenda for their AGM on June 21, 2012. *(for information only)*
- (d) E-mail from Statistics Canada providing the second edition of the Community Link Newsletter. *(for information only)*
- (e) E-mail from a Port Williams resident expressing concern that the clean-up of bush on the Dyke has not been completed by the department of Highways. *Superintendent of Public works. Stan Hancock will send an e-mail to the Department of Transportation regarding brush cleanup and that shrubs near Ports Landing entrance on Highway 358 creates a visual obstruction.*
- (f) E-mail from Dawn MacNeill, Watershed Planner of the Water and Wastewater Branch Nova Scotia Environment advising that there is a guidance document for municipal water utilities on protected water area regulations enforcement available on their website. *(for information only)*

(g) E-mail received from a resident of Port Williams regarding the dog waste bin that was removed. *Office staff has advised resident that the dog waste box has been relocated.*

(h) E-mail from the Nova Scotia Department of Agriculture providing results of the soil analysis. *(for information only)*

BUSINESS ARISING FROM MINUTES:

- (a) **Three way stop sign at intersection of High Street and Jakeson** – no update received.
- (b) **Wall mounted defibrillator for Hall** – Quote received from St John Ambulance
- (c) **Request for 4 way stop sign at the intersection of High Street and Highway 358** – no update received.
- (d) **Sign for Dog Waste Boxes created** - Public Works Department to install.
- (e) **No smoking signs** - Signs have been purchased, Public works Department to install.
- (f) **Policy for Capitalization**- It was moved and seconded to approve the capitalization policy. **MOTION CARRIED.**
- (g) **WCB cost for each Fire Fighter** – the office staff to check with insurance company regarding the cost per Fire Fighter.
- (h) **Sign for Park** – the Recreation committee are in the final stages of approval and ordering of the sign.
- (i) **Women’s Institute celebrating 100 years** – suggested that they may wish to contribute to the defibrillator.
- (j) **Review Insurance Valuations** – cost of UV system needs to be added
- (k) **Water rate study** – Office staff to investigate water rate study costs and time frames

REPORTS:

Janitorial: Brian Tupper reported:

- Cleaned windows and ovens
- Some of the windows will need to be rescreened
- Leak in the women’s washroom is being looked after

Fire Department: Philip Porter reported:

- Few fires this month – pole on Collins road
- Barbeque pit worked well in the rain however may put a lean-to on it
- Sold out at the chicken barbeque however did not barbeque all the chicken they had
- Will have another barbeque on July 13- ordered 350 quarter chickens received 350 halves.
- Catering function on Thursday night
- Selling tickets on the gas barbeque going well
- Provincial challenge “Pennies for protection” – planning on a door to door campaign next Monday night.

Kings County Council: Janet Newton reported:

- June has been very busy
- Will bring greetings to the Regional Development Agency on Thursday where she will be speaking of the virtues of Villages

- The Municipality is hiring own business development officer and therefor will no longer be funding Regional Development Agency
- Helping resident with requirements for being able to have a winery in Port Williams
- Noted that the Statistics Canada census data showed that our district is the only region that has had growth in the youth numbers (16-22)

Water/Sewer/Public Works/Transportation Report: Stanton Hancock reported:

- Water service cards are being scanned and put in the computer
- Hydrant markers were picked up throughout the village
- Working on main water valves of distribution system
- Attended training seminar
- Attended WPWANS conference in Yarmouth
- Fire department usage 2500 gals
- Average nitrate levels for May are as follows:
 - o Well #2 9.7
 - o Well # 1 8.5
 - o Distribution 5
- Question was asked about the condition of Collins Road since the sewer line work has been completed. Stan responded that it will be later on in the summer before it will be repaired. It was also mentioned that the cut for sewer line on Starrs Point Road needs paving. Stan will look into it.

Lions Club: Brian Tupper reported:

- Welcomed a new member – Randy Conrad
- Picnic park up and going
- Float did well – First prize for Most Outstanding Princess Float
- Port Williams Days was successful – good sponsorship
- Catering a function this weekend

Board of Trustees: Doug Gates reported:

- Met on May 17th,
- Set up and had a meeting with representatives from the Recreation Committee and Board of Trustees to meet with the lady that holds Zumba classes to discuss hall rental fees. Offered to have a monthly rate under recreation as an alternative to the current discounted fee structure.
- Thanked Marion Newcombe for her service as Chairperson – Village office will send a thank you and certificate of appreciation for her years of service on the Board of Trustees.
- Ernie Hovell is interim Chairperson
- Next scheduled meeting is for September 20, 2012 at 7:00p.m.

Waterfront Development Committee:

- Met on May 29th
- Office Staff were compiling a list of land owners along waterfront area
- Currently researching options for additional funding – have contacted Weymouth for information regarding their funding sources

- With reference to the wharf front property, the next step is to go to tender probably in the fall due to the fact that you cannot sell for less than the taxes owing however will come to the Commission before any decisions are made
- Next meeting June 25th at 4:00p.m.

Personnel Policy Committee: Craig Newcombe reported:

- Nothing to report

Recreation Committee: Brian Tupper reported:

- Looked at signage for story book walk
- Sylvia to talk to office regarding County grant
- Reviewing three choices for sign at park

Source Water Protection: it was reported:

- Land seeding will be later due to dryness, there may be extra tillage required.

Treasurer's Report: Geneve Newcombe reported:

- A motion to accept the Village General Operating and Water Utility financial statements for May 2012 as submitted was moved and seconded. **MOTION CARRIED.**
- It was moved and seconded to have the \$29,448.14 from the County (per Gas Tax email) applied towards water capital projects. **MOTION CARRIED.**
- After reviewing interest rates for various options it was decided that the interest rate on our chequing account is still our best option for reserve funds.

NEW BUSINESS:

- (a) Possibility of turning wooded land behind School into a parking lot because parking is needed– Janet Newton will talk to Bob Suffron with respect to county funding. It is unlikely that the School Board would be willing to contribute.
- (b) Sewer rates for undeveloped lots with potential access to sewer – Office Staff to check with Doug Seamone about a frontage fee. Peter Muttart will also check bylaws.

OTHER HOUSEKEEPING BUSINESS:

- (a) Part of fence is down and there is room to put sign up.
- (b) Should we be looking at having gardens tidied up – Office staff to obtain quotes from both Lasting Impressions and the Port Williams Planter. There were three trees that didn't survive the winter at the park – Office staff to check into warranty for them. Should also check into the gardens in front and back of Community Centre, 4 welcome signs and by Community Centre sign.
- (c) Decided to send a card to Pugwash offering congratulations on the recent decision

Upon a motion being made, the meeting was adjourned at 9:35 p.m.

MOTION CARRIED.


Lewis Benedict, Chair


Darlene Robertson, Village Clerk