

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF JULY 17, 2018

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

IN ATTENDANCE: Brian Tupper, Laura Jacobs, Karen Rovers, Philip Porter, Adam Griffin, Joe Keddy, Councilor Meg Hodges and Darlene Robertson

REGRETS: none

Chairperson, Lewis Benedict, called the meeting to order at 7:00 p.m.

I. APPROVAL OF MINUTES:

- (a) It was moved and seconded that the minutes of the regular Commission meeting on June 19, 2018 be approved as circulated. **MOTION CARRIED.**

II. Municipality of County of Kings:

- (a) Building Permit Report for the Month of June, 2018. In Kings County 77 building permits were issued with a total value of 5.7 million, 1 permit was issued for Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the July 3, 2018 Municipal Council meeting action list. *(information only)*
- (c) E-mail from the Municipality of the County of Kings providing the June 5, 2018 Municipal Council meeting Action List and the June 19, 2018 Special Council meeting action list. *(information only)*

III. Other Correspondence:

- (a) Letter from the Apple Blossom Festival interim President, Alxys Chamberlain providing tax receipt for the \$1500 booster contribution made by the Village of Port Williams. *Note: no receipt enclosed. The Village Office sent follow-up email to Alxys regarding the tax receipt and amount of \$1055.00 which was sent by the Lions Club.*
- (b) Letter from Municipal Affairs advising that they will contribute 50% of the eligible costs, up to a maximum contribution of \$17,207 toward the cost of the Farnham Dyke Upgrade and Extension Project. *(information only)*
- (c) E-mail from Ken Pineo Secretary for the Association of Nova Scotia Villages advising that the Premier announced changes to the Cabinet, among them a new Minister of Municipal Affairs, Chuck Porter. *(information only)*
- (d) E-mail invitation from the Nova Scotia Federation of Municipalities to a

consultation session on sections of the MGA related to planning and powers to expend money and the Department of Environment is beginning consultations on proposed coastal protection legislation. *Village Commission Chairperson Lewis Benedict and Chief Financial Officer Karen Rovers attended the session held at the Old Orchard Inn on July 12th.*

BUSINESS ARISING FROM MINUTES:

- I. **Farnham Marsh** - Ernie Hovell reported that there was a meeting on July 4th with representatives from the Farnham Dyke Body, Department of NS Agriculture, Municipality of the County of Kings, and CBCL engineers to discuss possible options, scope and timeline of the project. Ernie reported that it was a positive meeting. Karen reported on the further correspondence regarding quote and scope of the project which took place after the meeting. After discussions regarding the scope of the project the Commission determined that an additional meeting would be beneficial and directed the office to make arrangements.
- II. **Department of Transportation and Infrastructure Renewal follow-up** – Joe Keddy reported that he had spoken with Doug Pulsifer from DTIR, regarding the speed signs and Kars Street one way. Joe also spoke with James Hart from DITR regarding the pot holes in the Village streets and white posts along Highway 358 and cutting back the brush. Joe was asked by the Village Commission to ask Mr. Hart to fix the potholes on the bridge. Joe spoke to Curtis Weatherbee regarding the washout and culvert on High Street. It was mentioned that the crosswalks need painting and that the storm drain is fixed on High Street. Commission asked that the office find out if crosswalks can be painted by someone else other than DTIR.
- III. **Brison Developments** – Joe Keddy reported that he has received a quote from Tibbett's Electrical to convert the streetlights in the Brison Development to LED lighting. The lighting installed by Brison Development's cannot be fixed because they have discontinued production of the parts. The Commission explained to Councilor Meg Hodges that it was the Municipality who insisted that the lighting was equivalent. Councilor Hodges asked that the correspondence be forwarded to her and that she would look into it.
- IV. **Sewer Lagoon Project** – Joe Keddy reported that the testing and flow measurement have been completed and is expecting that by the end of the month he should have a recommendation from engineers, CBCL.

REPORTS

Municipal Councilor –

- Completed the gas tax allocations
- The staff should be in the new Municipal building by March
- Ridership is up with Kings Transit

Recreation Director: - Laura Jacobs reported:

- Adult programming consists of Yoga and Zumba on Monday nights, Recreation Softball on Wednesday evenings and Recreation Volleyball on Thursday evenings
- Indoor walking is continuing over the summer for senior programming and Active Aging will start back in September
- First couple weeks of summer day camp are going well. Positive feedback, attendance between 18-25
- Computer/Tech camp was July 9-13 with seven children in attendance – this camp was a big success, well received by the campers
- Tennis cancelled due to low registration
- Will be looking at establishing a new terms of reference for the Recreation committee and election of a new chairperson prior to September
- Will be working with a graduate student from Acadia to assist with their independent study project
- Looking at establishing a community activity box based on the program in Kentville with the purpose of establishing a play/activity in an unstructured environment – currently looking into a cost effective way of establishing the boxes.

Janitorial: - Brian Tupper reported:

- Lights have been replaced in the Community Centre Multi-Purpose room
- Lewis had a cabinet built for the audio system in the Auditorium
- Mark Riley helped with the installation of the sign board in the foyer of the Community Centre
- No response regarding the decal design for the stage floor
- It was noted that the outside electrical outlet at the main entrance has been making some noise and should be looked at. The Commission asked Joe to have an electrician look at it.
- Stage floor flooring to be ordered

Fire Department: Philip Porter reported:

- One car fire on Belcher street
- One new member
- Assisted the Recreation Director with a slip and slide at the day camp
- Joe Keddy asked if any water was used – Philip thought that 2000 liters used for slip and slide from the Great Valley Juice hydrant location and 2000 liters for fire practice in the industrial park hydrant.

Lions Club: - Brian Tupper reported:

- Busy with 3 or 4 bars
- The Princess float has been busy with various parades in the Valley. The float won 3rd prize of \$50.00 at the Hantsport parade on July 1st

Public Works:

- Water consumption is up

- Nitrates levels are staying around the same at 8
- Shop clean up and maintenance on equipment
- Water and sewer inspections
- Water meter fixes are all up to date
- Met with Dawn MacNeill from Nova Scotia Department of Environment to review the water withdrawal permit
- Reviewing and making changes to the water and sewer service applications
- Working with Karen on the GIS system information
- Working on repairs to broken curb stops and reviewing possible changes to the UARB schedule of rules and regulations
- Irrigating fields
- Pulled sewer pump at the Port Pub location – another mop head in the pump
- Meetings with DTIR
- Had a visit from the ombudsman regarding drainage issues in the Applewood subdivision – referred him to the Municipality
- Inspection of water tower and leak repair has been completed – Joe commented that it looked as good as it did when it was new
- Joe mentioned that he would like to partner with the fire department when doing the hydrant flushing to review locations and determine any accessibility issues they might have. Commissioner Scott Leier mentioned that the flow for each hydrant should be recorded. Joe stated that he will be doing the hydrant flushing in August and that he will arrange for quotes on volume testing; painting and numbering of hydrants; color coding hydrants for flow volumes; to be followed by inputting the information into the new GIS system.
- Commissioner Doug Gates ask what the status was of the UV lights for the sewer treatment plant – Joe responded that they are checked every day and cleaned every six months

Treasurer's Report: Karen Rovers reported:

- A motion to accept the Village General Operating and Water Utility financial statements for June 2018, as submitted was moved and seconded. **MOTION CARRIED**
- Due to new connections and repairs, Superintendent Joe Keddy indicated that there will be a need for additional water meters. After discussions a motion to approve the purchase of additional water meters for a maximum expenditure of \$4,000 was moved and seconded. **MOTION CARRIED**

NEW BUSINESS:

- Lions Club Liquor liability renewal – after discussion a motion to pay 50% (\$494.00) of the cost of the Port Williams and District Lions Club's Legal Liquor Liability Insurance premium was moved and seconded. **MOTION CARRIED**

Upon a motion being made, the meeting was adjourned at 8:55 p.m.

MOTION CARRIED.

Minutes of the Village of Port Williams Commission – July 17, 2018


Lewis Benedict, Chairperson


Darlene Robertson, Clerk