

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF FEBRUARY 23, 2021

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

IN ATTENDANCE: Karen Rovers, Joe Keddy, Philip Porter, Laura Jacobs, Brian Tupper, Geoff Muttart and Darlene Robertson

REGRETS: June Granger & Doug Gates

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

a) **APPROVAL OF MINUTES:**

- (a) It was moved and seconded that the minutes of the regular Commission meeting on January 19, 2021 be approved as circulated. **MOTION CARRIED.**

b) **Correspondence Municipality of County of Kings:**

- (a) Building permits report for the month of December, 2020. In Kings County 39 building permits were issued with a total value of 4.5 million, 4 permits were issued for Port Williams with a total value of six hundred and six thousand dollars. (*Information only*)
- (b) Building permits report for the month of January, 2021. In Kings County 41 building permits were issued with a total value of 3.1 million, 4 permits were issued for Port Williams with a total value of two hundred and forty five thousand dollars.

c) **Other Correspondence:**

- (a) Letter of response from Minister Gordon Wilson, of the Department of Environment, to the Village's letter dated December 9, 2020 stating that there is no provincial funding available to purchase property for the protection of municipal source water. (*Information only*)
- (b) E-mailed response from Deputy Minister LaFleche, Department of Transportation and Infrastructure Renewal to the Village's letter dated October 23, 2020 advising that the Area Manager, Richard Lloyd will be responding to our concerns with the condition fo Collins Road. (*Information only*)
- (c) E-mailed response from Richard Lloyd, Area Manager Department of Transportation and Infrastructure Renewal, responding to the Village's concerns with the condition of Collins Road. (*Information only*)
- (d) E-mailed response from Richard Lloyd, Area Manager Department of Transportation and Infrastructure Renewal, providing a status report to the Village's concerns. (*Information only*)

BUSINESS ARISING FROM MINUTES:

- a) **Wastewater Upgrade Phase II** – Joe reported:
 - Blower house cleared and painted
 - ¾ of the electrical work is completed
 - Tender ready to go out this Friday February 26th
 - Sansom is sourcing parts needed for the blower piping
- b) **Community Centre COVID closure review** – Laura reported:
 - Confirmed the Community Center is in phase 2 of the reopening plan which includes the Port Williams and District LIONS Club and the Port Williams Women’s Institute use of the Auditorium kitchen facilities.
- c) **Status of new streetlights approved by Commission** – Joe reported:
 - Met with Nova Scotia Power and reviewed the five new site locations – no new poles will be needed. No update as to when the new lights will be installed.
- d) **Collins Road Development** – letter providing approval based on our engineer’s CBCL recommendation has been sent to property owners 3336266 Nova Scotia Limited.
- e) **Property purchase** – Purchase of PID 55385124 from Fleming Jensen on Highway 358 closed on February 19, 2021. Joe is looking into some additional quotes for the demolition of the structure on the property. Commission agreed that it would be best to move forward with the demolition sooner than later.

REPORTS

Municipal Councilor – no report provided

Meeting with Farnham Dyke Body: Karen reported:

- Minutes from the meeting were circulated for information only.

Janitorial:

- Working on janitors room and tidying up on a couple of projects

Fire Department: Chief Porter reported:

- One alarm
- Practices going well
- Kings County Fire Services Advisory Committee meeting last Thursday – presented with the funding formula idea – Karen asked if Philip would send her a copy of the presentation

LIONS Club: - Ernie Hovell reported:

- Upcoming meeting with Port Williams Home and School to discuss a possible fundraiser for the Home and School program and the Club.
- Will not be participating in Port Williams Days in June 2021

Recreation: - Laura Jacobs reported:

Programming:

Monday	Tuesday	Wednesday	Thursday	Friday
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Minutes of the Village of Port Williams Commission – February 23, 2021

1:00pm Active Living		10:00am Chair Yoga		10:00am Yoga
7:00pm Yoga		1:00pm Active Living	7:00pm Yoga	

New program session starting Feb 15th - 6 weeks, pre-registered, max 20 participants

Rec Advisory Committee

- Call for nominations – Volunteer of the Year
- Next meeting March

Events

- Inservice play days – partnership with Kings County Rec
- Winter Frolic- Monday Feb 15th (modified due to COVID) – pop up play day in the park – winter-based games/activities, and hot chocolate
- March Break – modified options – skill specific activity days (craft camp, etc), babysitting course, etc.

Summer Programming

- skill specific camps, pop up activity days, music in the park, various events/activities throughout the summer

Grants

- Planning grant – RFP (to update in capital projects meeting)- on hold
- RFD – splashpad – file is complete – on hold
- Active Communities Fund – support for summer programming- pending updates from the county

Other

- Budget planning for 2021/22
- Capital project planning
- Kings County Rec meeting – collaborative programming
- Kings CO- Summer program leadership training
- Fundraising Committee- Valentine Basket Auction

Public Works: - Joe Keddy reported

- water system is working good
- wastewater system is working good
- working on easements (on going)
- Working on wastewater upgrades
- attending required meetings
- snow removal and salting as required
- working on Capital projects for 2021
- finishing capital projects for 2020 (janitor’s room, park washroom,)

Minutes of the Village of Port Williams Commission – February 23, 2021

- Nitrates see report from lab that was sent earlier this month
- Working on new proposed development on Belcher Street.
- Street light follow up
- Investigating vehicle damage in Park and Community Center parking lot.
- Annual sewer report completed and sent to DOE for 2021
- Clearing snow from hydrants
- Nitrate analyzer was sent to be calibrated – no cost, falls under warranty.
- Should have the water and sewer report from engineers, CBCL, with a model of the Village's system
- Commissioner Leier commended Joe on the great job with keeping the sidewalks clear of snow.
- Joe mentioned that he will be getting the Community Centre windows that need to be replaced by the end of March 2021.
- Fire Department door openers should be delivered March 8th.

Treasurer's Report: -Karen Rovers reported:

- A motion to accept the Village General Operating and Water Utility financial statements for January 2021, as submitted was moved and seconded. **MOTION CARRIED**
- Motion to approve the increase in budget for an additional two acres of well field land being purchased on Highway 358 as emailed was moved and seconded. **MOTION CARRIED.**
- A motion to write off two uncollectable water accounts in the amounts of \$282.40 and 187.66 was moved and seconded. **MOTION CARRIED.**


NEW BUSINESS

- A motion to accept our engineers, CBCL letter of recommendation dated November 4, 2020, for the property development on Collins Road was moved and seconded. **MOTION CARRIED.**
- Replacement of chairs in Multi-Purpose room – after discussions it was decided that the style of chairs to be replaced in the Multi-Purpose room should be the same as the ones in the Auditorium. Office mentioned that one of the groups which use the room might be interested in making a contribution to the purchase of the chairs.

Upon a motion being made, the meeting was adjourned at 8:03 pm



Lewis Benedict, Chairperson



Darlene Robertson, Clerk