

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF AUGUST 16, 2016

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

IN ATTENDANCE: Brian Tupper, Philip Porter, Joe Keddy, Joseph Memet, Geoff Muttart, Geneve Newcombe and Darlene Robertson

REGRETS: none

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

I. APPROVAL OF MINUTES:

- (a) It was moved and seconded that the minutes of the regular Commission meeting on July 19, 2016 be approved as circulated. **MOTION CARRIED**

CORRESPONDENCE:

II. Municipality of County of Kings:

- (a) Building Permit Report for Month of July, 2016. In Kings County 91 building permits were issued with a total value of \$8.5 Million, 6 permits were issued for Port Williams. *(information only)*
- (b) Letter from the Municipality of the County of Kings advising that Council has approved the Villages application for assistance under the Community Park Development Program. *(information only)*
- (c) Notification from the Municipality of the County of Kings proposing that retail uses be permitted by way of a text amendment to the Land Use Bylaw which would affect all properties within the Municipality that are located in a Community Facilities (CF) zone. *(information only)*
- (d) Notice of Public Hearing on September 1, 2016 from the Municipality of the County of Kings proposing text amendments to the Land Use Bylaw for New Minas to permit Personal Service Shops as Urban Home Occupations in residential zones. *(information only)*

III. Other Correspondence: None

BUSINESS ARISING FROM MINUTES:

- (a) **Easements** – No update provided
- (b) **Sewer Lateral behind homes along Hwy 358** - Letters sent out to home owners advising of results of lateral camera' d by Superintendent, Joe Keddy. E-mail received from one resident with additional questions. Letter to be sent out to this home owner.

- (c) **Requesting crosswalk lighting** - No report provided by Peter Muttart
- (d) **High Street Water Main Tender** – Chief Financial Officer Geneve Newcombe, reported that CBCL had provided a contract however there were concerns that the contract indicated sign off of the project would be by a different engineering company than CBCL. Office is waiting to hear back from Aaron of CBCL regarding this concern. Superintendent of Public Works Joe Keddy reported that the project is scheduled to start on Wednesday August 17, 2016.
- (e) **Potential sewer backup issue in Applewood Subdivision** – Developer phoned office and advised the backup issue has been resolved. Superintendent Joe Keddy reported that he has requested the developer to provide camera results before the Village will provide sign off. Joe also stated that the developer has been advised of a manhole cover which needs to be changed.
- (f) **Port Williams Sign** – Chairperson Lewis Benedict stated that he will follow-up regarding the refurbishing of the Port Williams Sign by the Bridge.

REPORTS:

Kings County Councilor: no report provided -

Recreation Director: Joseph Memet reported:

- Two weeks left of summer camp
- Looking into available grants
- Working on September schedule for after school

Janitorial: Brian Tupper reported:

- Everything is going well
- Starting into the busy season

Fire Department: Chief Philip Porter reported:

- Busy with two alarms
- One new member brings up the current membership to 25 active members and 4 veteran members
- Due to increase in membership they are running out of pagers
- Terry Brown is taking over for Brian Desloges Emergency Services duties at the Municipality.
- Have identified a problem with some of the hydrants whereby some are threaded and some are Storts. Chairperson Lewis Benedict suggested that the department purchase an adapter as a possible solution.
- Advised that during pumper truck design discussions with Nova Enterprise provided a quote for a chassis that is no longer going to be used by another Fire Department, but would still require modifications. Philip asked Nova Enterprise to provide a quote for a new chassis with the modifications specific to Port Williams for comparison purposes. Chief Porter provided the office with the quote he had been given from Lantz Freightliner.

Lions Club: Brian Tupper reported:

- No meetings during the summer months, meeting resume in September
- Adopt-a-highway is scheduled for October 15th

- Port Williams and District Lions Club assisted the Port Williams Women's Institute with their annual general meeting.

Public Works: Joe Keddy reported:

- Updated monitoring system
- Have not received a response from the Department of Infrastructure and Renewal (DIR) regarding concerns however the new contact person had just started on Monday.
- Question was asked who is responsible for the crumbling pavement where the parking lot and street connect. Joe stated that this would fall under DIR's responsibly.
- It was mentioned that the Village should look at dust control in the parking lot area and at the driveway to the Park. Joe will look at obtaining pricing.
- Commissioner Craig Newcombe asked if the sidewalks will be affected by the High Street construction activities. Joe said that it would not affect the sidewalks, digging will occur towards the other side of the street.

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for July, 2016 as submitted was moved and seconded. **MOTION CARRIED.**
- Chief Financial Officer Geneve Newcombe distributed a document with proposed allocation of funds for the Commission to review and to be discussed at the next Village Commission meeting.

NEW BUSINESS:

- (a) Request for Flashing light at Church Street and Highway #358 – After discussions it was decided that the office send a letter to the Minister of Transportation requesting a flashing light at the corner of Church Street and Highway 358 due to increased traffic and recent accident in this intersection. – request letters of support from the Port Williams and District Lions Club and Women's Institute and carbon copy John Lohr and Premier.
- (b) Speed issue in parking lot from the postal box traffic – concern was expressed regarding cars speeding in the parking lot area beside the Fire Department which are coming from the postal boxes. Joe was asked if he could put the Villages speed bump in this area to discourage speeding in this area.
- (c) Increase Community Centre surveillance system – concern was expressed that the Village does not have full coverage of the back parking area and concerns were expressed that about cars intentionally digging up the gravel beside the paved Community parking lot. A motion to increase the Community Centre surveillance system with a maximum budget of four thousand dollars was moved and seconded. **MOTION CARRIED.**
- (d) Commissioner Doug Gates asked if sidewalks will be painted before School resumes. Office will follow up with Department of Transportation and Infrastructure to see if they could paint white lines with solid yellow for better visibility.

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- (e) Rugby uprights at the Benedict field – in order to make the ball field easier for rugby teams to use the field a request was made to move the goal posts approximately 7 to 10 yards to the west. Commissioner Lewis Benedict will discuss requirements to proceed with this request with Commissioner Craig Newcombe.

At 8:35 pm the meeting went in camera to discuss personnel matters.

The meeting came out of camera at 9:05pm.

Upon a motion being made, the meeting was adjourned at 9:05p.m.

MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson