

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF April 21, 2015**

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

**IN ATTENDANCE:** Brian Tupper, Geoff Muttart, Geneve Newcombe & Darlene Robertson

**REGRETS:** Joe Keddy, Kim Cogswell and Emma Van Rooyen

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 March 17, 2015, be approved as circulated. **MOTION CARRIED.**

**CORRESPONDENCE:**

**I. Municipality of County of Kings:**

- (a) Building Permit Report for Month of March, 2015. In Kings County 14 building permits were issued with a total value of \$1.4 Million, no permits were issued in Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the Municipal Council Action lists for March 3<sup>rd</sup>, 17<sup>th</sup> & 25<sup>th</sup>. *(Information only)*
- (c) E-mail from Cathy Buchanan from the Municipality of the County of Kings stating that the Municipality has opted to waive the standard 3 month waiting period for new employee's on benefits. *After discussions the Village Commission made the decision not to waive the three month waiting period for benefits.*
- (d) E-mail from the Municipality of the County of Kings providing the Committee of the Whole action lists for February 18<sup>th</sup> and March 17<sup>th</sup>. *(Information only)*
- (e) Letter from Don Burns, Fire Official from the Municipality of the County of Kings stating that the Port Williams Community Centre Building meets minimum Fire and Life Safety requirements. *(Information only)*
- (f) Notice of public participation meeting on April 15, to solicit input from the public on proposed amendments that would allow farm dwellings to be subdivided and developed on a separate property from the larger farm property. *(Information only)*
- (g) Flood risk alert from the Municipality of the County of Kings.
- (h) Invitation from the Municipality of the County of Kings inviting Kings County Volunteers to attend the first Kings County Volunteer Celebration to be held on April 29, 2015. *(Information only)*

**II. Other Correspondence:**

- (a) Thank you card and donation from Loraine Miner for the snow that was removed by the Public Works Department between the curb and sidewalk in front of the Size Small Nursery School. *(Information only)*
- (b) Offsite Inspection report from Nova Scotia Environment stating that the Annual Report for 2014 which was required by April 1, 2015 must be submitted by May 1, 2015. *(Information only)*

**III. E-mailed Correspondence:**

- (a) E-mail invitation from Nova Scotia Trails to attend a regional engagement session.

**BUSINESS ARISING FROM MINUTES:**

- (a) **UV System for Sewage Treatment plant** – Lewis Benedict reported that the UV sewer disinfection system is up and running.
- (b) **Request for additional bus stop** – Chairperson, Lewis Benedict asked Geneve Newcombe if she would check into special stops which the School Board allows.
- (c) **Easements** – Geoff Muttart reported that he sent Superintendent of Public Works, Joe Keddy eight additional easement documents to be delivered to home owners. Village office reported that they had only heard back from a lawyer of one of the homeowner's, who is reviewing the documentation and will get back to Geoff Muttart.
- (d) **Main Street Lateral Repairs** – no report given.
- (e) **Nova Scotia Power street lights** –no report given.
- (f) **Radar Speed Sign** –Ernie Hovell reported that the Port Williams and District Lions Club at their 45<sup>th</sup> Charter Anniversary dinner celebration had made a donation to the Village to purchase two new pole mounted radar speed signs to be located on Belcher Street and Highway 358. It was moved and seconded that the Village Office proceed with the purchase and installation of two pole mounted radar speed signs. **MOTION CARRIED.**
- (g) **Review of Insurance policy** –. The Village Commission reviewed the insurance policy provided by MacDonald Chisholm Trask Insurance on April 16, 2015.
- (h) **LED streetlights in new subdivision** –. It has been noted that there was damage to the streetlight and electrical box in this subdivision by trucks plowing snow on the street. The Village Commission will not consider conveyance of the street lights from the Brison Development until repairs have been made.
- (i) **Shared Sewer Lateral on Highway 358** –Village Office reported that one of the home owners who were connected to the privately owned sewer later provided documentation showing that 120 Main Street is now connected to the Village's main line and is no longer connected to the shared lateral in this area.

- (j) **Traffic speed from Church Street corner to Canard Acers-** Office staff was asked to follow up with the Department of Transportation regarding the request by the Village Commission to have the traffic speed reduced in this area and send a copy to John Lohr, MLA-Kings North.

## **REPORTS:**

### **Village/ Municipal meeting:** Lewis Benedict reported:

- Municipality sold their property in Kentville and will be relocating.
- Lewis Benedict reported that a request was made to Warden Diana Brothers to meet with the Village's Chief Financial Officer to further discuss the financial needs of our Fire Department due to the large increase of member base compared to previous years.
- Lewis thanked Warden Diana Brothers for the support the Municipality had recently provided for the continuation of Villages.

### **Volunteer Committee:** Ernie Hovell reported

- Commissioner Ernie Hovell and Commissioner Doug Gates who accompanied Volunteer representative Brian Tupper enjoyed the Volunteer Luncheon held on April 7<sup>th</sup> in Halifax. It was a beautiful day and the process seems to be more efficient each year. Port Williams of one of three Villages with volunteer representation.

### **Janitorial:** Brian Tupper reported

- Rain gutter needs fixing – Lewis Benedict reported that he has already taken care of the rain gutter.
- Roof needs to be looked at after the heavy snow fall this year.
- Oil tank lines should be protected before the snow falls next winter.

### **Princess selection Committee:**

- Princess dessert party will be held on April 24<sup>th</sup>.
- A motion was made and seconded to present this year's Princess Port Williams 2015 with \$600.00 and to present the child attendant with \$200.00 to assist with expenses throughout the year. **MOTION CARRIED**

### **Recreation Committee:** Doug Gates reported:

- Waiting to hear back from the County regarding funding for a recreation director.
- There a new President of the Port Williams Soccer Association – Jack Simpson. Jack introduced himself to the Recreation Committee at the last meeting.

### **Fire Department:** Craig Newcombe reported:

- There are current challenges with the budget for the Fire Department due to aging fire trucks and van. The Village Commission discussed various financial options as possible solutions to replace these vehicles in the future. The Chief Financial Officer will check to see what general operating funds would be available and get back to the Village Commission.

- Fire Department members were not sure why there would be a requirement for society to obtain insurance coverage. It was explained by the Villages Lawyer, Geoff Muttart, that the Villages Insurance typically would not cover members fundraising activities for the Fire Department as a society where the funds are not going towards the Villages Fire Department. Chief Financial Officer, Geneve Newcombe will draft a summary for the Department.

**Lions Club:** Brian Tupper reported:

- Eldon Smith had begun work on the princess float
- Port Williams Days' meetings have started
- There was a wonderful turnout at the Lions Club 45<sup>th</sup> Charter Night celebration.
- Attended an information session for the Adopt-a-Highway program.
- A special thank you to the Village Commission for the plaque clock which was presented in recognition of the Club's 45<sup>th</sup> Anniversary.

**Kings County Councillor:**

- No report was provided

**Water/Sewer/Public Works/Transportation Report:**

- No report was provided
- Chairperson, Lewis Benedict reported that the hydrant on Starrs Point Road requires repairs – the Fire Department has been advised.

**Treasurer's Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for March, 2015 as submitted was moved and seconded. **MOTION CARRIED.**
- A motion to accept the 2015/2016 Budget for the Village's General Operating and Water Utility as submitted was moved and seconded. **MOTION CARRIED.**

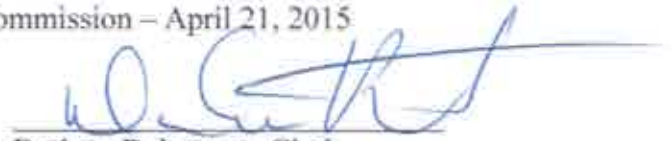
**NEW BUSINESS:**

- (a) Commissioner Doug Gates mentioned that someone found the upstairs washroom challenging during a hall function. Commissioner Lewis Benedict reported that he has asked a carpenter to check to see if the washroom is up to code for wheelchair accessibility.
- (b) Industrial Park issue – a concern was raised that there has been excessive speeding and garbage dumping at the Industrial Park. Office staff to phone the RCMP and report the concern so that they are aware.

Upon a motion being made, the meeting was adjourned at 10:08 p.m.  
**MOTION CARRIED.**

Minutes of the Village of Port Williams Commission – April 21, 2015

  
Lewis Benedict, Chairperson

  
Darlene Robertson, Clerk