

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF MAY 17, 2011

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

IN ATTENDANCE: Stan Hancock, Brian Tupper, Janet Newton, Philip Porter, Laura Wightman, and Felicia Wooden.

The chairman, Lewis Benedict called the meeting to order at 7:40 p.m.

APPROVAL OF MINUTES:

It was moved and seconded that the minutes of the Regular Commission Meeting on April 19, 2011 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of April 2011. In Kings County 63 permits were issued with a total value of \$4.4 million. 1 permit issued for Port Williams with a total value of \$162,000.
- (b) Updated Lease Agreements for parklands owned by the Municipality. It was moved and seconded to renew the lease, as presented, between the Municipality of the County of Kings and the Village of Port Williams.
MOTION CARRIED.
- (c) Kings County 2050; requesting support. By supporting Kings County 2050 we agree to; be identified as a project partner, share information about the Village and help to inform and gather feedback from Village residents.
(ACTION: Send a letter to Warden Brothers indicating our support.)

II. Other Correspondence:

- (a) Canadian Municipal Officials Guide. *(No action)*
- (b) Canada's Citizenship Award. *(No action)*
- (c) Health Association Nova Scotia re: Continuing Care Month – September.
(ACTION: Put on Village website indicating September as Continuing Care Month and also indicate it in the Newsletter.)

III. Email Correspondence:

- (a) Applelicious – re: booth representing Village at the Apple Blossom Festival. May revisit next year. *(No action)*
- (b) Nova Scotia Power re: 7.3% rate increase and LED Streetlights.
(ACTION: Janet Newton was requested to attend a conference call regarding this on May 20, 2011.)

BUSINESS ARISING FROM MINUTES:

- (a) Port Williams Area Advisory Committee: 2 applications received, awaiting 2 others. *(ACTION: Make contact with individuals who may be interested or who have shown some interest in the past.)*

- (b) Lighting Audit: Tibbetts Electrical Contracting Inc. has started; they are changing the ballasts and bulbs in the lights around the Community Centre, Fire Department, Library, Lions Den and Public Works building. Nova Scotia Power comes Friday May 20th to approve the work.
- (c) Tractor Accident: A letter was sent on the Village's behalf by our insurance adjuster to the third party insurer (ICBC) denying all liability on behalf of the Village Commission.
- (d) Signs for Information Park: No progress.
- (e) Crosswalk Flags: Need to buy posts for the buckets because DOT has requested we remove them from their posts. (***ACTION: Find out if the Village paid for the posts holding the crosswalk signs.***)

REPORTS:

Janitorial: Brian Tupper reported:

- Did a lot of garbage removal from the Community Centre.
- Cleaning of the air pipes. (***ACTION: Brian and Bruce are to clean the air pipes in the furnace room.***)
- List of Repairs: Robert Peill drew up a plan for a new roof over the Hwy #358 Community Centre entrance. Still waiting for a quote from Bill O'Brien doing the work. The doors for the Hwy #358 entrance also need to be repaired. The garbage shed needs some kind of ventilation.

Fire Department: Chief Philip Porter reported:

- There were 3 alarms; a chimney fire, a medical emergency and a false alarm.
- Fire Department Annual Banquet being held on Saturday May 21st.
- The Fire Department and the Lions Club are teaming up to do the Apple Blossom float representing the Village this year.
- 2,000gal of water was used.

Kings County Councillor: Janet Newton reported:

- Would like to have a celebration for the addition of bike lanes on Hwy #358 from Port Williams to Greenwich. Possibly to do this during Port Williams Days.
- Reviewing swimming pool by-law to get rid of the requirement of fencing around pools.
- Stricter rules are now in place regarding 911 signs with a new by-law to be adopted.
- Have a new Chief Administrative Officer; Bob Ashley, who would like to see the Villages being more involved in the activities of the Municipality of the County of Kings.

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

(Copy attached)

- Sewer Treatment Plant work has stopped due to weather. Will resume when clear.
- Stan and Lewis reviewed sidewalk work starting May 24th, 2011.
- Stan and Paul (DOT) reviewed repairs to be done around the Village.

- Belcher Street Drainage: (***ACTION: Need to check existing drain on Belcher for blockage, does not seem to be draining properly.***)

Lions Club: Brian Tupper reported:

- Adopt a Highway on April 30th picked up 27 bags of garbage on Hwy #358 from Greenwich to Port Williams.
- Will be catering the Fire Department Banquet on May 21, 2011. Attendance given by Fire Department was 130.
- The mail out for Port Williams Days will be going next week.
- Will be opening the Picnic Park on Church Street as soon as the ground dries.

Board of Trustees: Doug Gates reported:

- Next meeting will be held on May 19, 2011.

Recreation Committee: Scott Leier reported:

- Fire Department Banquet dance will be open to public.
- Launchers Field of Dreams is open to the public, had 21 participants. The next one will be held on June 11th, 2011. The third will be held in Truro.
- A thank-you to Harold and Lewis Benedict and Stewart Griffin for putting wire around the throw pitch.
- LRB made a lawn roller for the Village.
- An ad was run for volunteers for ball, still no response.
- Park Committee met with Fred Rogers about the memorial garden. They are also re-evaluating the memorial garden as there have been lots of requests for items.
- New soccer nets were built to be in accordance with regulation.
- Setting up a meeting with Mark Trinacity of Nova Scotia Health Promotion and Protection to see if there is a grant for a recreation director.

Waterfront Steering Committee: Kim Cogswell reported:

- No meeting has taken place as of yet.

Personnel Policy Committee: Scott Leier reported:

- Time sheets for the Village Office and Public Works were developed and implemented this week.

Source Water Protection Committee: Scott Leier reported:

- Meeting being held May 18th, 2011 at 1:00pm with the Departments of; Agriculture, Environment, and Service Nova Scotia and Municipal Relations as well as Hiltz and Seamone, the Village Commission, staff and the Municipality of the County of Kings.

Treasurer's Report: Laura Wightman reported:

- Financial Statements for April 2011 were presented. A motion to accept the April 2011 Village General Operating and Water Utility financial statements was moved and seconded. **MOTION CARRIED.**

- Currently have two banks, in the process of transferring completely to Bank of Montreal.
- Credit Card(s) With BMO: A motion to order a credit card for the new BMO account under the Village of Port Williams with a limit of the current RBC card was moved and seconded. **MOTION CARRIED.**
- Budget 2011/2012 will be reviewed Monday May 30th, 2011 at 7:00pm in the board room of the Community Centre.

NEW BUSINESS:

- (a) Review of the Provincial Consumer Price Index which resulted in a pay increase of 3.9% commencing April 1, 2011 of 3.9%. **STANDING MOTION.**

OTHER HOUSEKEEPING BUSINESS:

- a. Fire Department: Requested to have use of the old meeting table and chairs that were in the board room. **APPROVED.** Requested new container for cigarette butts to be purchased because the old one was stolen. (**ACTION:** *The Office will order one from Foster's Fire and Safety.*)

Upon a motion being made, the meeting was adjourned at 9:30 p.m.

MOTION CARRIED.

Lewis Benedict, Chair

Felicia Wooden, Admin. Assistant