

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF OCTOBER 16, 2018

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

IN ATTENDANCE: Alice Newcombe, Marion Newcombe, Kevin Wood, Philip Porter, Karen Rovers, Joe Keddy, Laura Jacobs, Meg Hodges, Brian Tupper, Sylvia Jacquard, Lauren Fry, Wayne Blenkhorn, Tessa Janes, Joe Keddy, Nancy Levy, Nick Levy, Eddie Corkum, Greg Coldwell, Jeff Griffin, Hillary Jones and Darlene Robertson

REGRETS:

Chairperson, Lewis Benedict, called the meeting to order at 7:02 p.m.

I. APPROVAL OF MINUTES:

- (a) It was moved and seconded that the minutes of the regular Commission meeting on September 18, 2018 be approved as circulated. **MOTION CARRIED.**

- II. Presentation:** There was a presentation of a framed survey map of the Port Williams area produced by Ambrose Church in 1864, which was presented by Alice Newcombe and Marion Newcombe on behalf of the family of Robert F. and Jenny Newcombe. Marion Newcombe provided some history around the survey map and mentioned that the family wished it to be donated to the Community therefore when she had heard that the Board of Trustees had discussed the possibility of a museum in the future, it is her hope that this might be one of the items eventually added to the museum. Chairperson Lewis Benedict thank the Newcombes' for their wonderful historical contribution.

III. Municipality of County of Kings:

- (a) Building Permit Report for the Month of September, 2018. In Kings County 63 building permits were issued with a total value of 4.4 million, 1 permit was issued for Port Williams. *(information only)*
- (b) E-mail invitation from the Municipality of the County of Kings to a film screening and discussion around climate change on October 24th at 6:30 in the Orchards room. *(information only)*
- (c) E-mail reminder from the Municipality of the County of Kings that the next Village /Municipal meeting is scheduled for Wednesday, October 17th at 7pm in the Orchards Room at 87 Cornwallis Street Kentville. *(information only)*
- (d) Report received by Ergin Nemburt, Fire Official for the Municipality of the County of Kings identifying the outstanding deficiencies noted from his October 4, 2018 fire inspection of the Port Williams Community Centre. - *fire extinguisher in need of inspection in the Fire Department*

radio room

- (e) Letter received from Mayor Peter Muttart from the Municipality of the County of Kings clarifying the position of the Municipality relative to the Farnham Dyke upgrades and ownership. *(information only)*

IV. **Other Correspondence:**

- (a) Letter requesting the Village once again participate in the Fill a Box of Cheer initiative as a drop-off location for cheer boxes. *(information only)*
- (b) E-mail reminder from Nova Scotia Environment that the Annual Monitoring Plan for water treatment plant operation was due October 1, 2018. *(information only)*
- (c) Concern expressed by Margo Woodworth that crossing Highway 358 at the High Street crosswalk is dangerous and that she recently had a close call with a vehicle which she reported to the RCMP. *(information only)*
- (d) E-mail from the Executive Assistant to the Lieutenant Governor advising that His Honour, the Honourable Arthur J. Leblanc, ONS, QC, Lieutenant Governor of Nova Scotia and Mrs. Patsy Leblanc are pleased to attend the Port Williams Remembrance Day Observance on November 4th at 2:00pm. *(information only)*
- (e) E-mail from Nick Levy expressing concerns regarding the lack of a resolution to fix the 300 meter piece of Dyke. *(information only)*
- (f) Carbon copy email from Lauren Fry to Mayor Muttart expressing concern regarding significant structural issue with the Dykeland along Parkway Drive. *(information only)*

BUSINESS ARISING FROM MINUTES:

- 1. **Farnham Dyke** - Karen Rovers reported:
 - Initial draft Dyke design submitted by engineers CBCL was reviewed.
 - Moving forward looking at bringing up the dyke to Nova Scotia Department of Agriculture standards and have CBCL present a new concept design.
 - There was clarification that a 300 meter area is not owned by the Farnham Dyke Body
 - Concerns regarding storm surge and current condition of dyke
 - Village became aware of the possibility of fill being made available in the local area which could be used for the dyke. This situation initiated conversations with Municipal staff who directed the Village staff to quickly draft a letter to Council requesting funding to cover equipment costs – presented to Council by Municipal staff
 - Municipal Council had concerns/confusion with the presentation/documentation specific to the request presented as well as the request amount - \$15000 vs \$6500 and therefor funding was granted with a series of conditions which potentially would cost more than the funding request
 - Followed by discussion from the audience and Commission -

- Commissioner Cogswell asked Geoff Muttart who would bare the responsibility if there was a breach in the dyke – Geoff responded that the question is a complex one which could not be answered without further information– he further mentioned that the Commission might want to discuss in camera as a legal discussion
 - Geoff Muttart mentioned that the best scenario would be for some level of government to assume ownership in order for continued maintenance
 - Comment was made that the property owners could be affected by a breach in the dyke if there was any legal action taken
 - Nancy Levy mentioned that they as property owners would not be able to survive any type of legal action
 - Nick Levy ask the question that if the land was not turned into a dyke and had been left at its natural state years ago would this discussion still be taking place
 - Comment was made that the Municipality allowed development in the area which could flood if the dyke was breached
 - It was mentioned that an area rate could be applied to tax payers for the cost of dyke repairs
 - The Municipality has aided in flooding prevention costs in residential areas in the past
 - Question was asked if there was a precedence set – answer was no and that it would have to be legislated
 - Meg confirmed that there were conditions with respect to the funding and that these conditions were specific to the Village
 - Chairperson Lewis Benedict clarified that the Village has only been involved as a facilitator
 - Commissioner Cogswell addressed the audience stating that the Village has been actively working on the dyke issue and fully understand the concern around an imminent breach
 - Councilor Meg Hodges mentioned that she was not happy with the staff proposal to council and that a public presentation to the Municipality by the people instead of another level of government might be a better option
- II. **Department of Transportation and Infrastructure Renewal follow-up** – Joe Keddy Reported:
- Letter was sent to and have received an unofficial response regarding the Village’s concerns – everything appears to be moving forward.
- III. **Brison Developments (street lights)** – Office reported that there was a phone call from Bryan Draper who was concerned that only half of the streetlights are working in Leaside Court. Councilor Meg Hodges reported that she has made no progress and that the Municipality holds it position
- IV. **Sewer Lagoon Project** – Joe Keddy/Karen Rovers Reported:
- Received and reviewed recommendations from engineer CBCL
 - Paired down project to \$400 thousand plus study costs (425k to 430k)
 - Looking at tendering the project in January
- V. **Mural for Stage** – Ernie Hovell reported:

- In contact with Auto Trim and they will be installing this week
- Question was asked if a motion is required for the stage flooring and mural. After discussions it was decided that the cost of the mural should be circulated and a motion can be made at the next Commission meeting

REPORTS

Municipal PAC – Scott Leier reported

- There was a motion to rescind the motion made at the last PAC meeting, therefor the land is now out of the growth center
- It was a 4 to 3 vote which resulted in the rescinding of the motion regarding the Village's growth center – now a red line document to be passed by PAC then presented to Council which would then be followed by a public meeting
- No additional comments were offered in the meeting before the vote
- Scott expressed his concerns with the process followed in the PAC meetings and would like to see the Village have intervener status in order to speak or add comments before a motion is made at the PAC meetings and will be bring this up at the next Villages/Municipal meeting
- Discussions followed specific to - PAC not approaching the Village for information, rules regarding rescinding a vote, reports provided and the multiple times this agenda item has been discussed by PAC

Municipal Councilor – No report provide

- Municipal building is on schedule for March 2019

Recreation Director: - report provided

- Current programing consists of Yoga, Zumba, Indoor Walking, Active Living, Chair Yoga, Fit, Tumblebugs and Family Fun.
- Next Recreation Advisory Committee meeting is set for November 13th - Laura will be taking the lead on the Tree Lighting event
- Received initial project approval for the Active Transportation Study and will be meeting with Maddie McKenzie to establish project goals.
- Continue working on Community Activity Box
- Trivia Night successful and have scheduled the next one on October 26th at 7pm. It will be cohosted with the Fire Department with proceeds going towards the Port Williams Basketball Association
- Looking into funding for a youth Health/Wellness workshop series – ideally this would be offered for free
- Cystic Fibrosis Fundraiser – helping organize/coordinate the local event for May 26 2019
- Grants working on – Facility access grant, Cowan Home Town Program
- Question was asked if staff's time would be used for the Cystic Fibrosis fundraiser. Agreed that it is good to bring the event to Port Williams. Concern with setting a precedent

- Laura asked if the Commission could repeal the Recreation By-Law due to the new Recreation Advisory Committee which replaced the existing Recreation Committee
- Geoff Muttart commented that the By-Law should be presented at the meeting for a request to repeal or replace.
- It was agreed to table until the next Commission Meeting

Janitorial: - Brian Tupper reported:

- Furnace has been turned on for the fall and winter season
- Completed the fire inspection requirements

Fire Department: a report was provided by Chief Porter:

- Department responded to three alarms – a smoke condition on Main Street and two mutual aid calls to Canning
- The problem with the tanker not starting appears to be fixed.
- On Sunday morning when pumper 11 responded to the mutual aid call in Canning there was a problem with drafting from the pond – Pumper was taken to Lantz Truck Body and the problem has been repaired.
- The Society has purchased some used gear lockers from the Windsor Fire Department

Lions Club: - Brian Tupper reported:

- Lions Club made a donation to the Valley United U-15 Ladies Soccer to attend the Canadian Championship in Quebec
- Successful Adopt-a-Highway was on October 13th with 8 bags of garbage collected
- Busy with catering and bar fundraising activities

Public Works: - Joe Keddy reported:

- Work report circulated to Commissioners earlier in the week
- Commissioner Ernie Hovell asked if there were still issues with mop heads in the sewer pumps – Joe responded that they are still working on this issue
- Hydrants have been serviced, flow tested and color coded
- Joe will be making a binder for the Fire Department which will clarify the color coding and communicate how the color coding would affect the use – ie that you should not connect into two green coded hydrants at the same time.
- The report on the hydrants circulated to the Commission has notes on some minor issues which can be follow-up next year

Remembrance Day: - Wayne Blenkhorn reported:

- Lieutenant-Governor and his wife will be attending the Remembrance Day Observance on November 4th
- Mike Payne asked to lay a wreath on behalf of the Government of Canada
- Information provided by Lisa Sheffar from Veterans Affairs that MacLean's magazine dedicated an issue to each casualty from the WW1 one issue being dedicated to George Price.
- The Port Pub has once again agreed to provide a discount to the participants in the Port Williams Remembrance Day Observance
- After discussions a motion to approve the expenditure to the NS RCMP Pipes and Drums, Atlantic Canadian Military History Association, Canning Legion Poppy Fund and the Royal Canadian Legion Branch #74 for the dollar amount approved last year was moved and seconded. **MOTION CARRIED**
- Commissioner Ernie Hovell volunteered to lay the wreath at the Wolfville Remembrance Day ceremony at University Hall on behalf of the Port Williams Village Commission

NEW BUSINESS:

Treasurer's Report: Karen Rovers reported:

- A motion to accept the Village General Operating and Water Utility financial statements for September 2018, as submitted was moved and seconded. **MOTION CARRIED**
- After discussions a motion to approve the capital expense for the stage flooring was moved and seconded. **MOTION CARRIED**
- After discussions a motion to approve the disposal of the Fire Department's 1986 tanker in the amount of eight thousand dollars including HST was moved and seconded. **MOTION CARRIED**
- Commission asked Chief Financial Officer Karen Rovers to bring a recommendation to the Commission with respect to the funds received from the sale of this capital asset.

New BUSINESS:

- (a) Food Handling Course - Commissioner Ernie Hovell mentioned that there is a full day food handling course which the kitchen supervisors, Recreation Director and Chief Financial Officer will be attending. After discussions a motion to approve the cost of \$45.00 for each of the three kitchen supervisors, Recreation Director and Chief Financial Officer for a total cost of \$225.00 was moved and seconded. **MOTION CARRIED**
- (b) Village tax for the Women's Institute Planters Monument – It was mentioned that the Municipality had waived taxes paid by the Women's Institute for their monument and that the Village should extend the same. After discussions it was decided that the Village should request that the Women's Institute submit their request in writing to the Village for consideration.
- (c) The Fallen Heroes baseball fundraiser requested that the Village waive the

ballfield usage fee. After discussions a motion to waive the fee for the use of the ballfield for the Fallen Heroes fundraiser was moved and seconded.

MOTION CARRIED

- (d) Commissioner Doug Gates mentioned that at the last Board of Trustee's meeting that there was a discussion around the need for a change table in the men's washroom. The office advised that the Board of Trustee's Chairperson has requested that the office obtain a quote for a change table.
- (e) Superintendent of Public Works mentioned a concern with the new water connections on Collins Road in the Brison Development connecting to the water main in back of the properties and mentioned that his preference would be for any new connection to connect to the water main on Collins Road. Concerned that if there is a water main break where the building is up to the easement that potentially the dirt could wash out under the foundation. After discussions the Commission directed Joe to meet with the developer and communicate the requirement to connection to the Villages water main on Collins Road. The Commission is aware that this could potentially cost the Developer more than originally anticipated and will consider discussing what the Village can do to assist once there is a clear identification of what the higher cost will be.


Meeting went in camera for legal discussion at 10:40 p.m.

Meeting came out of camera at 11:19 p.m.

Upon a motion being made, the meeting was adjourned at 11:20 p.m.

MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Clerk