

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF DECEMBER 15, 2015**

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

**IN ATTENDANCE:** Councilor Peter Muttart, Geoff Muttart, Albert Miner, Ed Symons, Daniel Lazaric, Brian Tupper, Philip Porter, Joe Keddy, Geneve Newcombe, & Darlene Robertson

**REGRETS:** None

The Chairperson, Lewis Benedict, called the meeting to order at 7:30 p.m.

**I. APPROVAL OF MINUTES:**

- (a) It was moved and seconded that the minutes of the regular Commission meeting on November 17, 2015, be approved as circulated. **MOTION CARRIED**

**II. ALBERT MINER –**

- (a) Mr. Miner addressed the Village Commission regarding concerns he and his neighbors have regarding a sewer lateral which is located behind their properties on Highway #358. (990, 994 & 1000) It is their understanding that this lateral has the potential of needing repairs in the near future due to the age of the laterals and that recently there was an issue in a portion of this lateral. Mr. Miner explained that ideally they would like to each have their own lateral connection to the Village's main sewer line which runs along the road. Mr. Miner asked what could be done going forward and if there was any cost sharing possibilities. Superintendent of Public Works, Joe Keddy explained that there would be some challenges at this location because the sewer lines are gravity fed and some of the homes have plumbing in the basement which would require a pump and also there would be a requirement to have backwater valves installed. The question was asked if someone could explain how this sewer situation came to be. Chairperson, Lewis Benedict explained that originally there was one lateral for a large parcel of property which was subdivided at a later date. In the late seventies a new sewer main was installed along Main Street with laterals for each of the subdivided properties on this parcel of land. The laterals were brought from the main to the individual property lines. At that time each of the property owners were contacted and given the opportunity to connect to the Village's sewer main at their cost. If they had chosen to connect then they would also be responsible to reimburse the Village for the lateral installed from the main to the property line. A decision was made not to connect to the sewer main along Main Street by some of the property owners. The Village Commission Chairperson

explained to Messrs Miner, Symons and Lazaric, that they would like to consult with our engineer and to review the by-laws to determine what would make the most sense in this situation. Once the Commission has gathered additional information they will contact the property owners with their decision.

**CORRESPONDENCE:**

**III. Municipality of County of Kings:**

- (a) Building Permit Report for Month of November, 2015. In Kings County 53 building permits were issued with a total value of \$5.3 Million, 3 permits were issued in Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing Council's action lists for October 27 and November 3, 2015. *(information only)*
- (c) E-mail from the Municipality of the County of Kings providing the dates of the public sessions regarding the study of council size and electoral boundaries. *(information only)*
- (d) Municipality of the County of Kings forwarded a statement from the Mayors and Warden, of the discussions and outcomes from their November 26, 2015 Regional Governance meeting. *(information only)*
- (e) Letter from the Municipality of the County of Kings requesting confirmation that the new lots in the plan #150131 of subdivision submitted by Brison Developments located on Steeple View Drive could connect to the Village of Port Williams sewer service. *(information only)*

**IV. Other Correspondence:**

- (a) Clearance letter was received from Workers' Compensation Board of Nova Scotia. *(information only)*

**BUSINESS ARISING FROM MINUTES:**

- (a) **Easements** – From the follow up phone call made to property owners the following is the updated information.
  - 1080 Main Street, advised Village Lawyer that the property had been sold. Geoff advised that he has tried to contact the new owners' lawyer and did not receive a reply.
  - 1042 Main Street, property owners phoned on December 4<sup>th</sup> and advised they would drop the documentation off at the Village office in the next few weeks.
  - 1036 Main Street, property owner phoned for a copy of the easement. One was sent out and property owners stated they would drop off documentation in the near future.
  - 19 Collins Road, property manager advised that they have forwarded the documentation to their head office.



- Have not heard back from three of the property owners on Highway 358 (1030, 1054,1064) and two on Starrs Point Road (1097, 1119)
- (b) **Water Rate Study** – An update was provided, advising that the information requests (IR's) have been responded to and forwarded in writing to the Nova Scotia Utility and Review Board.
- (c) **Wharf Tender update** –Village's Lawyer, Geoff Muttart advised that the documents have been sent to the purchasers Lawyer. There was some discussion that the insurance company for the purchaser had a concern about providing insurance due to the easement. Village's Lawyer, Geoff Muttart did not understand the rational for this and suggested that communication between the two Lawyers would be the best way to determine the basis for the concern.

## REPORTS:

### **Kings County Councilor:** Peter Muttart reported:

- Councilor, Peter Muttart expressed that it was a pleasure to be at the Village Commission meeting.
- Council unanimously voted in favor of the adoption of a mayoral system.
- Council was presented with a report by the consultant who was hired by the Municipality to perform a review of the County of Kings governance and district boundary's which a requirement every 8 years. The consultant recommended that council be reduced to 9 district councilors and one Mayor. Peter explained that from here a recommendation would go to the Nova Scotia Utility and Review board for their approval. The board looks at the following criteria - trying to keep a community of interest, natural dividing line like highways and rivers and equal representation at plus or minus 10%. A final recommendation of mixing interests and also reducing council to 8 members with one Mayor is the recommendation that will be made to the Utility and Review Board. Peter noted that it was unsure where the origin of the final recommendation came from. Peter suggested that the Village Commission review the proposed boundary lines and provide their feed back to the Utility and Review Board.
- Council is going back to the drawing board as far as the new Municipal building is concerned. Starting with RFP for a building and design plan.
- Commissioner Ernie Hovell asked if Peter could address the unsightly property and building with no roof at the end of Middle Street because a business has relocated to Port Williams from Kentville on this Street.
- Peter explained that he has this on his list along with the street light and snow plowing issues in the Brison Subdivision to be looked into.

### **Recreation Director:** no report provided

- Superintendent Joe Keddy stated that the area where the rink is to be located has been leveled in preparation for the construction of the rink near the Benedict Soccer Field.

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

- Stripped and waxed the Library and Multi-Purpose Room floor
- New rain gutters have been installed on the south side of the Community Centre.

- Noticed that more coverage is required over the drain pipes near the Lions Den entrance.
- Contractors still working on library entrance and bar area

**Fire Department:** Chief Philip Porter reported:

- Meetings have been set for the first Monday of the month
- Experiencing issues communicating to dispatch that the Port Williams Fire Department is responding to a call and are presently working on a resolution.
- Confirmed that the Village only has two dry hydrants to Superintendent of Public Works, Joe Keddy and asked that he be notified if any Hydrants are out of service so that they can enter the information into their I am responding system.
- Approximately one week ago presentations were made by the County of Kings under the Municipal Long Service Medals program. Audrey Griffin received her 40 year service medal, Stewart Griffin received his 55 year service medal and Chief Philip Porter received his 30 year service medal.
- Chief Financial Officer, Geneve Newcombe asked if the meeting regarding County of Kings funding had been set. Philip said he will check and advise Geneve.

**Lions Club:** Brian Tupper reported:

- Couple of catering jobs this month
- Pancake breakfast fundraiser was a success
- Christmas raffle draw will be tomorrow night.
- Lion Brian Tupper presented the Village with a thank you card from the Port Williams and District Lions Club for the construction of the new bar facility.

**Public Works:** Joe Keddy reported:

- Transducers are needed for the sewer pumping station at a cost of approximately \$2,000., per pumping station.
- Received a concern from a property owner on Highway 358 regarding a metallic taste to their water. Results from water samples taken in the home and also from the hydrant revealed that metal count considerable higher than that of the hydrant but was within standards. Commissioner Lewis Benedict asked if we could flush out the lines in the home if that might help clean out the metals. Joe thought it would be worth a try and will contact the property owners to make arrangements. He will record the meter reading before and after the flushing to ensure the property owners would not be charged for the water used during the flushing process.
- Worked with onsite representative troubleshooting two radar speed signs – discovered electrical connector was loose. There have been no problems with the sign since fixing the connector three weeks ago.
- Working on the continuous monitoring stations. The systems are older and requiring repairs for an approximate cost of ten thousand dollars. Nova Scotia Environment requirement is one sample per week with no requirement for continuous monitoring systems at the monitoring stations except for at the reservoir. Superintendent of Public Works, Joe Keddy recommends that he does weekly grab samples at the monitoring stations and replace the continuous monitoring system at the reservoir. He will get some pricing on a new monitoring system.



- Nirates – outlet 5.8 average and inlet 8 average
- Completed hydrant repairs to hydrant on corner of Main Street & Starrs Point Road and to hydrant in the Industrial Park.
- It was mentioned by Commissioner Doug Gates that it appears that the Scada System is having problems. It was noticed that there were lots of call outs by the system. Joe explained that it was giving false readings but is working correctly now.
- It was mentioned that the street light at the Benedict field and the parking lot is turning off and on during the evening and early morning hours.
- Another water main break at Rawding Drive – fourth this year. Discussed that the cause seems to be at the saddles. A combination of the bedding in the area and the material is causing corrosion at the saddle. It was suggested that the Village should be using brass or stainless steel to prevent future issues. There was discussion that there is a need for new specification for the Village's infrastructure and what will be acceptable going forward.

**Treasurer's Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for November, 2015 as submitted was moved and seconded.  
**MOTION CARRIED.**
- A motion was moved and seconded that 1/3 remuneration for the Commissioners be designated as a non-taxable expense. **MOTION CARRIED.**

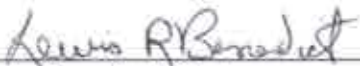
**NEW BUSINESS:**


- (a) **New Booker School Sewer Application** – The Village Commission was advised that there is an open Sewer Connection Permit which was applied for over a year ago. It was decided that a notification should be sent to the Booker School and a carbon copy be sent to the Building Permit Department at the Municipality of the County of Kings.
- (b) **Extended water laterals** – The Village Commission was advised that approval has been given for a water service application to extend the line for a lateral to service the home located on a large parcel of land where there is an open application for subdivision with the Municipality of the County of Kings for this PID. It was explained by the Superintendent of Public Works, that the approval falls within the Village's guidelines. After discussion, it was decided that a letter should be sent to the applicant to ensure there is a clear understanding that this lateral extension line is considered a sewer lateral and is treated as such. As with all applications requires that specifications for the lateral extension must be provided to the Superintendent of Public Works before any work is started and that and inspection must be arranged before back filling takes place.

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

**MOTION CARRIED.**

Minutes of the Village of Port Williams Commission – December 15, 2015

  
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Lewis Benedict, Chairperson

  
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Darlene Robertson, Clerk