

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF NOVEMBER 20, 2012**

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

**IN ATTENDANCE:** Philip Porter, Stan Hancock, Brian Tupper, & Darlene Robertson

**REGRETS:** Kim Cogswell & Geneve Newcombe

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

**APPROVAL OF MINUTES:**

It was moved and seconded that the minutes of the Regular Commission Meeting on October 16, 2012 be approved as circulated. **MOTION CARRIED.**

It was moved and seconded that the minutes of the Special meeting of the Electors held on October 25, 2012 be approved as circulated. **MOTION CARRIED.**

**CORRESPONDENCE:**

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

- (a) Building Permit Report for Month of October, 2012. In Kings County 60 permits were issued with a total value of 6.3 Million, 3 permits were issued for Port Williams with a total value of 260 thousand. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the action list from the October 16, 2012 council meeting. *(information only)*
- (c) E-mail from the Municipality of the County of Kings providing the action list from the October 16, 2012 Committee of the Whole meeting. *(information only)*
- (d) E-mail from the Municipality of the County of Kings advising of the motion passed by the Committee of the Whole regarding the Port Williams wharf property. *(information only)*
- (e) E-mail from the Municipality of the County of Kings providing the action list from the October 25<sup>th</sup> special Council meeting. *(information only)*
- (f) E-mail from the Municipality of the County of Kings providing the action list from the November 6<sup>th</sup> Council meeting. *(information only)*
- (g) E-mail from the Municipality of the County of Kings advising that the Councillors elected and acclaimed in the October 2012 Municipal Election were officially sworn in at the November 6, 2012 Council meeting. *(information only)*
- (h) E-mail message from the newly elected County Council to all Villages. *(information only)*
- (i) E-mail forwarded from Deputy Warden Janet Newton regarding recent

amendments made to the Municipal Government Act allowing Villages to apply for municipal grants. *(information only)*

- (j) E-mail from the Municipality of the County of Kings with an attached correspondence sent on behalf of Warden Brothers regarding the impact of the County of Kings withdrawal from Regional Development Agency on Villages. *(information only)*
- (k) E-mail from the Municipality of the County of Kings responding to the request for amendments to the Port Williams Secondary Planning Strategy. *Village office to send letter stating changes to read that both sidewalks and streetlights are both optional in the Secondary Planning Strategy.*

**II. Other Correspondence:**

- (a) Inspection report audit received from Nova Scotia Environment. *(information only)*
- (b) E-mail from recreation Nova Scotia providing information on the 2013 Provincial Volunteer Awards. *(information only)*
- (c) E-mail response from the program administrator of the Nova Scotia Civic Address Program regarding our request for a GPS unit for our water and sewer system. *(information only)*
- (d) E-mail from Transportation and Infrastructure Renewal providing a notice of Surplus property on a portion of Oak Island Road, Avonport. *(information only)*

**III. E-mailed Correspondence:**

- (a) E-mail from Jim Morton providing their October 19<sup>th</sup> update. *(information only)*
- (b) E-mail from Jim Morton providing their October 26<sup>th</sup> update. *(information only)*
- (c) E-mail from Jim Morton providing their November 2<sup>nd</sup> update. *(information only)*
- (d) E-mail from Jim Morton providing their special update on November 15<sup>th</sup>. *(information only)*
- (e) E-mail from Jim Morton providing their November 16<sup>th</sup> update. *(information only)*
- (f) E-mail invitation from Race Relations & Anti-Discrimination Committee to participate in the launch of the Action Plan to End Racism and Discrimination. *(information only)*
- (g) E-mail update from Kings 2050. *(information only)*
- (h) E-mail from Kings regional development agency announcing the finalists in the 2012 AVESTA awards. *(information only)*
- (i) E-mail invitation from Kings 2050 to attend the Governance Workshop on November 29<sup>th</sup>. *(information only)*
- (j) E-mail from Kings 2050 advising of the process for the Kings County Municipal Climate Change Action Plan. *(information only)*
- (k) E-mail from Kings 2050 looking for two members to join the Kings County Race Relations and Anti-Discrimination Committee. *(information only)*
- (l) E-mail from Green E Newsflash announcing the pilot launch of Nova Scotia



Moves, a grant program to support locally-based sustainable transportation initiatives. *(information only)*

**BUSINESS ARISING FROM MINUTES:**

- (a) **Brush Clean up and road repairs** – a letter was sent asking for a status update. No update provided.
- (b) **Creating parking lot out of woodland behind School** – Letter of response to our request for support of proposed parking received from Annapolis Valley Regional School Board stating they would be willing to support such a project if it included possible solutions for a school bus loop and student drop area. Commissioner Lewis Benedict will be meeting with David Floyd, Director of Operations with the Annapolis Valley Regional School Board on Friday to further discuss the proposed parking.
- (c) **Overview map of sewer lines and manholes** – quote received from Hiltz and Seamone. It was moved and seconded to go ahead with the overview map of the water distribution system from Hiltz and Seamone with the understanding that it includes GPS and we have approved funding from the Build Canada Fund.  
**MOTION CARRIED.**
- (d) **Mice getting under the float door** – Door sweep had been installed on the float door.
- (e) **Shari Shute speeding concerns** – The Village office had contacted the RCMP to have the Citizens on patrol put their radar speed display on Main Street and on Belcher Street.

**REPORTS:**

**Janitorial:** Brian Tupper reported:

- Things have been busy
- Flood in the office area caused by washroom plumbing problem. Valves have been installed to correct the problem.
- Noticed that normal wear and tear is starting to show in the Multi-purpose room.
- Audrey wanted him to mention that the inventory has been done in the hall kitchen and will be doing the kitchenette in the near future.
- Tops selling tickets on behalf of Lions club and would like to set up a table at the tree lighting ceremony.

**Fire Department:** Philip Porter reported:

- 0 gallons of water used for the month
- Have been busy – responded to eight alarms ranging from local to mutual aid.
- Fire Department has their annual News Year Dance coming up. Tickets will be on sale in two weeks. Cost will be \$12.50 per person or \$20.00 per couple. They have lowered the price this year and will not be offering free transportation.
- Lewis passed on a big thank you from New Minas's fire chief for the assistance they received from the Port Williams Fire Department with their Santa Claus parade.

**Lions Club:** Brian Tupper reported:

- They are having their annual Christmas raffle

- Trying to boost membership

**Kings County Councilor:** No report provided

**Association of Nova Scotia Villages:** Lewis Benedict Reported:

- Working on discussion paper approval from government.
- Have a meeting with Hon John MacDonnell coming up.
- Working on obtaining more active involvement of the Villages with the Association.

**Recreation Committee:** Brian Tupper reported:

- Obtained quotes for video cameras for park.
- Set the date of January 20<sup>th</sup> for Winter Frolic.
- Tree Lighting Ceremony will be on Dec 2<sup>nd</sup>.
- Lea has ordered the plaques for the park.

**Water/Sewer/Public Works/Transportation Report:** Stanton Hancock reported:

- Nova Scotia Environment in to do their yearly audit of the water system.
- Water test of Well #6 done by Hiltz & Seamone for third part of gudi test.
- Water meter reading of the outlet of the water treatment was high, after investigation it was determined that a faulty valve on bypass and a valve which was turned on in error was the cause of the high water meter flows.
- Sewer lateral replacement completed at 1222 Main Street.
- Fire hydrant markers have been installed throughout the Village.
- Attended the MPWANS conference in Halifax.
- Met with Doug Gates regarding sewer permit to land development off of Collins Rd and have not received information from County to respond to permit.
- Joe Keddy has not received a response back regarding catch basin on Kars Street.
- Surveyed all the street lights in the Village – marked and reported 10 which were not working to NSPC.
- PRV valve was replaced in waterline in Fire Hall and all valve stems were replaced in the Community Centre bathrooms.
- Water - average nitrates for month of October
  - o Well #2 10.5
  - o Well # 1 8.3
  - o Distribution 4.1
- Question was asked if we should have a floor drain installed in the women's washroom as a preventative measure. Stan will look into obtaining an estimate for a floor drain.

**Treasurer's Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for October 31, 2012 as submitted was moved and seconded.


**MOTION CARRIED.**

**NEW BUSINESS:**

- (a) Upgrade sewer lateral at 1122 Main street – It was moved and seconded to approve the expenditure of \$1,700.00, on the sewer lateral upgrade at 1122 Main Street. **MOTION CARRIED.**
- (b) Flood in office update – extra janitorial, plumbing and computer expenses have been incurred due to the flood caused from the bathroom plumbing.
- (c) Repainting of the Community Centre parking lot lines – will put the repainting of the parking lot lines on the to-do list for spring time.
- (d) Need for new floor in garbage shed – will look at putting patio blocks down, making it easier to clean.
- (e) Show of appreciation to RCMP at Remembrance Day ceremony – Wayne Blenkhorn will be taking care of Thank You to participants in our Remembrance Day ceremony. Will look at providing possible restaurant certificate as compensation for RCMP Officers traveling from Halifax.
- (f) Christmas shopping – it was moved and seconded that the Chairperson has the authority to do the annual Christmas shopping. **MOTION CARRIED.**
- (g) Doug Gates sworn in as Commissioner.

Upon a motion being made, the meeting was adjourned at 8:40 p.m.

**MOTION CARRIED.**

  
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Lewis Benedict, Chair

  
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Darlene Robertson, Village Clerk