

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF DECEMBER 17, 2013**

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

**IN ATTENDANCE:** Geoff Muttart, Doug Clark, Brian Tupper, Emma Van Rooyen, Joe Keddy, Geneve Newcombe & Darlene Robertson

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

**APPROVAL OF MINUTES:**

It was moved and seconded that the minutes of the Regular Commission Meeting on November 19, 2013 be approved as circulated. **MOTION CARRIED.**

**CORRESPONDENCE:**

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

- (a) Building Permit Report for Month of November 2013. In Kings County 42 permits were issued with a total value of 4.9 Million, 1 permit was issued in 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 November 19<sup>th</sup> Council meeting. *(Information only)*
- (c) E-mail from the Municipality of the County of Kings providing the action list from the December 3<sup>rd</sup> Council meeting and the December 10<sup>th</sup> Special Council Action list. *(Information only)*
- (d) E-mail from the Municipality of the County of Kings providing the action list from the November 26<sup>th</sup> Committee of the Whole meeting. *(Information only)*
- (e) Media release from the Municipality of the County of Kings announcing that the Municipal Council passed a motion to approve \$1.2 million dollars in funding to be matched by the Province of Nova Scotia, to upgrade selected roads. *(Information only)*
- (f) Media release from the Municipality of the County of Kings announcing that on December 3<sup>rd</sup> Kings County Municipal Council passed a motion amending the county integrated community sustainability plan to include the municipal climate change action plan report. *(Information only)*

**II. Other Correspondence:**

- (a) Nova Scotia Environment provided their offsite Inspection Report for November 19, 2013 questioning well #6 as GUDI. *Superintendent of Public works, Joe Keddy commented that the required testing to determine that the well is GUDI will take place in the spring and fall of 2014 which will be before Nova Scotia Department of Environment's deadline of November 2014.*

- (b) Letter of good standing from Workers Compensation Board of Nova Scotia. *(information only)*

**III. E-mailed Correspondence:**

- (a) E-mailed notice of surplus property from Nova Scotia Department of Transportation and Infrastructure renewal of a surplus portion of the Old Woodville Mountain Road. Located at Woodville, King County.
- (b) E-mail update on the Municipality's Action Plan for Ending Racism and Discrimination.

**BUSINESS ARISING FROM MINUTES:**

- (a) **High Street in poor condition** – Emma Van Rooyen will be meeting with Basil Pitts from the Department of Transportation in the New Year.
- (b) **Planters Square LED lights** – Looking into a different company that might have the fixtures required to convert the Planters Square lights to LED.
- (c) **Multi-Purpose room** – the Village Commission reviewed the quotes submitted for the painting of the Multi-purpose. Based on the quote provided by William Thomson & Sons Painting a motion to accept and have this company paint the Multi-Purpose room and hallway was moved and seconded. **MOTION CARRIED.**

**REPORTS:**

**Village/Municipal Regional Governance meeting:** Lewis Benedict reported a Village/Municipal Regional Governance meeting was held on December 4, 2013. After discussions, the Villages agreed to and were in favor of the County making an application for three additional seats to be filled by Village representation on the Partnership Steering Committee.

**Fire Services Meeting:** Craig Newcombe reported Chief Doug Clark and Commissioner Craig Newcombe attended the Fire Services Meeting held on December 11<sup>th</sup>. The County had two main topics of discussion, the first being to change the current grant system due to perceived inequalities and go forward with a line item format. A template will be forwarded by the Municipality to which the Fire Departments will be responsible for completing. The new system will be based on actual receipts and the Departments can use monies from other areas to accommodate areas of need. There was a vote at the meeting to accept this new system. The second item for discussion was regarding capital purchases, where it was suggested that the County manages and prioritizes needs. The Departments were not receptive to this idea and therefore no decision made during this meeting.

**Janitorial:** Brian Tupper reported

- Winter is here and things are getting busy
- Brian suggested that the office staff needs to contact Bobby McKinnon for snow removal around the door ways.

**PAC:** Craig Newcombe reported:

There was a Planning Advisory Committee meeting on December 12<sup>th</sup> to discuss the development agreement for the property referred to as “The Barracks”. Previously this property was used and approved as a “Bed and Breakfast”. The new owners are looking to have a full time manager, serve liquor on the premises and a few other changes which the Committee sent their recommendation for approval to the Committee of the Whole.

**Fire Department:** Doug Clark reported

- No water usage in the past month
- 5 alarms this past month; 3 in the Village area and 2 mutual aid calls

**Lions Club:** Ernie Hovell reported

- Busy catering
- Will be having the Christmas draw on December 18<sup>th</sup>.
- Weather permitting will be having their Christmas supper tomorrow
- Working on plans for the Valentine Day’s Dinner fundraiser – will be purchasing an oxygen monitor with the proceeds for Valley Regional Hospital.

**Kings County Council:** Emma Van Rooyen reported

- Emma is going to try to arrange a meeting between a representative of the School board and the Village Commission for some time in January.
- Reported that the County has terminated the position of the Economic Development Specialist.
- The County is looking into replacing the Committee of the Whole with the Planning Advisory Committee due to agenda items being more appropriate for the PAC.

**Water/Sewer/Public Works/Transportation Report:** Joe Keddy reported

- Water and Sewer infrastructure work on Highway 358 has been suspended until Spring.
- Nitrate levels are maintaining
- Meter for Great Valley Juice had been replaced – will be calibrating the meter on Thursday.
- Sidewalk snow removal is ongoing
- Pumping station alarm at the Port Pub – checking into power supply and controllers as the cause
- Looking into having back up parts for pumping stations at the Port Pub and Starrs Pt road.
- Well #4 had the door broken in – have replaced the lock
- Commissioner Doug Gates questioned why there was dirt in a new meter that needed to be replaced. Joe explained that this was caused by the contractor who will be billed for the meter.

**Treasurer’s Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for November 30, 2013 as submitted was moved and seconded.

**MOTION CARRIED.**

- Chief Financial Officer, Geneve Newcombe noticed that the power use appears to

be unusually high for the pumping stations and will do some further investigation.


**NEW BUSINESS:**

- (c) Land purchase funding grant agreement – Commissioners had reviewed the agreement and do not feel it reflects the discussions at the meeting with the Municipality. Office staff to send correspondence to the Municipality requesting changes to drafted Wellhead Protection Funding Agreement which would better reflect discussions from that meeting.
- (d) Port Williams Volunteer Fire Department Rules of Governance – Village Commission received the recently revised Fire Department Rules of Governance and once each Commissioner has had the opportunity to review the document a meeting will be arranged to discuss.

Upon a motion being made, the meeting was adjourned at 8:52 p.m.

**MOTION CARRIED.**

  
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Lewis Benedict, Chairperson

  
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Darlene Robertson, Village Clerk