

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**MEETING OF DECEMBER 16, 2008**

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

**IN ATTENDANCE:** Brian Tupper, Stanton Hancock, Chief Philip Porter, Janet Newton, Peter MacPhee, Geneve Newcombe and Laura Wightman

The chairman, 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 November 18, 2008 meeting be approved as circulated. **MOTION CARRIED.**

**REPORTS:**

**Kings County Councillor:** Janet Newton reported:

- LED Christmas Tree Lights Program went extremely well except for a small glitch in the removal of the old lights. She thanked those who assisted and specifically Wayne Blenkhorn
- Village letter about well protection was being responded to and should be received shortly. The County was going to offer to help the Village get the wells designated as Protected Water Area under the Environment Act, as they did in Amherst.
- The Minister of Transportation had indicated that the government was open to paving the shoulder between Port Williams and Greenwich. This would be going to the Trails Committee of the County at the January 2009 meeting.
- The Federation of Canadian Municipalities had sent a letter re the new infrastructure monies which Janet had forwarded to the Village. On the 22<sup>nd</sup> of January there would be a Council Workshop on this.
- The Carty property, which was torn down in October, has not been rebuilt as yet, but they have 6 months (1<sup>st</sup> April) to rebuild.
- Kings Transit expansion not going to happen

**Recreation Committee:** Lewis Benedict reported that there was no December meeting. He reported that the Christmas tree had been put in a new spot near the Veterans Memorial and that the tree lighting on Dec 7<sup>th</sup> was successful. He thanked the Fire Department for their assistance with Santa's arrival. The power at the pond was completed. Next meeting will be January 13, 2009.

**Park Planning Committee:** (Sub-committee of the Recreation Committee) Janet Newton reported that the public meetings held went well and that a grant in the amount of

\$2,500 was received from the Municipality of the County of Kings to assist in the cost of a proposal relating to the planned park.

**Board of Trustees:** Doug Gates stated that the Community Centre By-laws had been typed and were being reviewed prior to sending to the Minister for approval. Part I and Part II of the Facility Use Agreement had gone to the printers.

**Fire Department:** Chief Philip Porter presented his report as attached. Philip reported that he and Rick Wood had attended a fire investigation course.

**Gas Tax Committee:** Kim Cogswell reported that the Integrated Communities Sustainability Planning Committee (ICSP) had emailed their request for a meeting with the Commission along with a sheet of questions concerning Port Williams' 25-year vision. Copies were provided to the Commissioners. The Commission agreed that the date for the meeting should be January 8, 2009 and the Village Clerk will facilitate the time and let the Commissioners know.

**Source Water Protection Committee:** During the first part of January a meeting will be set up with local farmers.

**Secondary Planning Strategy Committee:** Scott Leier reported that at the Dec 4/08 meeting, a draft of the flyer prepared for public distribution was reviewed along with more details on the plan to obtain community feedback. Public meeting/workshop dates will be Feb 4<sup>th</sup> 2-4pm and Feb 5<sup>th</sup> 7-9pm in the Community Centre Auditorium. Next committee meeting is January 22/09 at 7p.m. when a practice run through of the public meeting will take place.

**Water/Sewer/Public Works/Transportation Report:** Stanton Hancock presented the attached report. The following items were noted:

- Water meters had been read
- Dept of Transport's traffic study had not been received as yet (Stan will follow up)
- Paving of parking lot will be put off until spring.
- Tractor have been repaired and perhaps a larger tractor should be considered in the next budget.

*Brian Tupper joined the meeting.*

**Janitorial:** Brian Tupper reported that the garbage in the shed had not been picked up and that he had to clean out quite a mess. Mice were becoming a problem and perhaps the PCO should be looking at checking this out. Quotes on a new contractor, for garbage removal, will be presented at the next meeting. A piece of metal from the building has come off, Brian will look into it.

**Lions Club:** As reported by Brian Tupper:

- The annual Christmas Baskets were being prepared and the Women's Institute had been very generous in donating food.

- Attendance at the Variety shows was way down this year
- Christmas raffle tickets being sold with draw to be held December 17th

**Treasurer's Report:** The Village Operating and Water Utility financial statements for November and the bills were presented. The approval to pay the Village's bills was moved and seconded. **MOTION CARRIED.** It was moved and seconded that, two additional water accounts, which cannot be matched with users, in the amounts of \$88.20 and \$189.60 be written off. **MOTION CARRIED.**

**BUSINESS ARISING FROM MINUTES:**

- a) Siren installation still in progress.
- b) Fire Dept shower: Other quotes were received most were similar in price, therefore Bill O'Brien will be given the go ahead to choose who he wants to work with on this job. The question of wheelchair accessibility was mentioned.
- c) Maritime Pride account status was discussed. Laura will look into further.
- d) Thanks went to the office staff for their effort in preparing and distributing the 1<sup>st</sup> Volume of "The Port" Newsletter.
- e) No response to our correspondence concerning the abandoned mill has been received from Maple Leaf Foods Ltd.

**CORRESPONDENCE:**

**1/. Municipality of County of Kings:**

**a) Building Permit Report for Month of NOV. 2008: (FOR INFORMATION)**

Total building permit activity for Kings County for Nov. 2008: 54 Permits. **For Port Williams**, activity consisted of 1 addition re garden shed, 1 construction of an agricultural building and 1 renovation of multi-family residential estimated total \$171,800.

**2/. Valley Communications Inc Report for Port Williams Volunteer Fire Dept:**

*(FOR INFORMATION)* Report for Month of Nov. 2008: Mutual assistance to Waterville -Hog barn fire, 2 vehicle collision at Gladys Porter Bridge and fire inspection/false alarm at Orchardview Manor.

**3/. Letter dated Nov. 19, 2008 from Nova Scotia Department of Environment:**

Compliance monitoring for wastewater facilities – Reminder that reporting of plant bypasses and collection system overflow events are currently required.

**4/. Letter dated Dec 8/08 from Kings Transit Authority:** Bus Service to Port Williams –Future services are being formulated, but no concrete answers at this time.

**5/. Email Correspondence:**

- a) Dec 1/08 email from Jenni Fetterly reply to our letter *(no action/file complete)*
- b) Dec 8/08 email from NS Utility and Review Board – Attachments "Final Report on the Development of a Generic Rate of Return Formula for Municipally Owned Water Utilities Regulated by the NS Utility and Review Board" and letter from Nancy McNeil, Regulatory Affairs Officer/Clerk Board suggests that we consider whether we wish to engage an expert to assist us in the review of the report and upon completion would like to hear our views concerning the report by Feb 20/09 *(has been forwarded to Hiltz & Seamone Dec. 11/08)*

- c) Dec 9/08 email from Village of Lawrencetown requesting wage scales for Clerk/Treasurer and Superintendent of Public Works (*Laura to forward current scales*)
- d) Dec 9/08 email from Janet Newton(Mun. of Kings) re Building Canada Fund – Stimulus package for 2009 construction ready projects. (*This is being looked into*)
- e) Dec 10/08 email from Amery Boyer of Annapolis Royal re Benjamin Moore/Community Foundations of Canada new Community Restoration Grant Program (*Suggest that perhaps the Village water storage tank could be included in this program*)
- f) Dec 11/08 email from Jason Dauphinee-Muise new regional hydrologist for NS Environment - Requesting update on wells and questions re GUDI assessment. (*Stanton and Doug Seamone will notify Laura of required response*)
- g) Dec 10/08 – Provincial Volunteer Awards Ceremony (April 14<sup>th</sup> at the Westin) (*Laura Wightman and Ernie Hovell will head up this endeavour*)
- h) Dec 15/08 – ICSP Phase 1 – requesting meeting date and have supplied a list of questions to be discussed at the meeting

**NEW BUSINESS:**

1. Lewis Benedict indicated that perhaps it was a good idea to send out Christmas cards thanking people. Cards will be purchased this year but a card specific to the Village of Port Williams will be developed for next year.
2. Stanton Hancock reported that Maple Leaf Foods Ltd. (Scott Ennis) had been dumping sewer into our system and that they will need to be billed. Lewis will obtain data and Laura will ensure billing.

Upon a motion being made and seconded, the meeting was adjourned at 9:00p.m.

**MOTION CARRIED.**

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Lewis Benedict, Chair

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Laura Wightman, Clerk/Treasurer