

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**MEETING OF August 18, 2026**

**MEMBERS PRESENT:** Lewis Benedict, Andrew Nette, Kim Cogswell, Michael Payne, and Victor Peach.

**IN ATTENDANCE:** Joe Keddy, Luciano Pereira, Shannon Bishop, Geoff Muttart, and Jason Stevens.

**1. CALL TO ORDER**

Chairperson Lewis Benedict called the meeting to order at 7:03 pm.

**2. REGRETS:** Brock McDougall

**3. Approval of the Agenda**

(a) It was moved and seconded to approve the agenda as circulated. **MOTION CARRIED.**

**4. DECLARATION OF CONFLICTS OF INTEREST**

(a) There were no conflicts of interest declared.

**5. APPROVAL OF MINUTES:**

(a) It was moved and seconded that the minutes of the Commission Meeting of Jul 21, 2026, be approved as circulated. **MOTION CARRIED.**

**6. Correspondence:**

- (a) Municipality of County of Kings:
  - Kings County Building/development activity Reports for July 2026.

**7. Business arising from Minutes:**

(a) None

**8. Reports:**

**(a) Municipal Councilor's Report (Councilor Doug Gates)**

- Presented was a summary of the council's activities for the month of July 2026.

**(b) Fire Department (Chief Jason Stevens)**

- **Alarms:**
  - i. The department responded to eight (8) emergency calls over the past month:
    - i. Three (3) calls within the Village – Grass/Brush fire, house (kitchen) fire, residential fire alarm.

- ii. Five (5) mutual aid calls: two (2) calls to Canning for rope rescue, two (2) calls to Kentville for structure fires, and One (1) call to Hantsport for a structure fire.
- **Training:**
  - i. This month's training included: live fire, search and accountability, vehicle extraction.
- **Membership:**
  - i. Membership is unchanged for this month.
- **Department Updates:**
  - i. Booking the province's new mobile burn unit for training. One of the requirements for this unit is a hydrant within proximity. It was suggested that the throw pitch field is the best place.
  - ii. Looking to purchase a shipping container for training. With the upcoming work being done on the floor in the hall, are we able to park the shipping container out front of our hall to use as storage while the work is being done? Superintendent Keddy suggested having it by the side of the FD building.
  - iii. Had apparatus flow tested. All three require some repairs, however the older pumper needs extra attention. The pump in this unit leaks water into its gear box while flowing water, so we have moved it to a 'use only if needed' status. Repair tech has one solution to try and fix it otherwise will require a full rebuild or replacement.

### **(c) Public Works Report (Superintendent Joe Keddy)**

#### **Sewer and Water Utility:**

- Water & sewer inspections
- Water and wastewater building maintenance
- Water tests (daily & weekly) and quarterly sampling
- Water meter readings.
- Pumping station upgrades
- Working on High Street sewer line repair
- Raised manhole at the sewer lagoon
- Water main break repair on Rawding Drive
- Water line repair at Turbits garage
- Investigating water in the basement at Seaport Dental building.

#### **Alarms:**

- Low chlorine alarm, bypassed reg.
- Reboot Scada

#### **Meetings and Training**

- Meeting with Hon. John Lohr and Councillor Doug Gates about storm water management, roads traffic etc. for the village

**Public Works General:**

- Regular duties and general maintenance of buildings
- Mowing and snipping all areas
- Working at the pond, leveled fill and installed overflow pipe
- Mowing trails and sidewalks, working on sewer lagoon mowing.
- Ditching / installed two culverts and driveways for solar project.
- Grading and filling potholes on well house roads and sewer lagoon roads.

**(d) Recreation Report (Shannon Bishop, Recreation Coordinator)****Summer Programming:**

- Summer Day Camp will end August 21<sup>st</sup>, 2026. A review of the program will be provided by the Recreation Intern after the completion of the program.
- Chair Yoga – We will host a free summer chair yoga series on July 15<sup>th</sup>, 29<sup>th</sup> and August 12<sup>th</sup> and 26<sup>th</sup>.
- Archery program finished August 13<sup>th</sup> – In the process of organizing a fall session or fall workshop.
- Beginner line dancing drop-in Monday mornings through July and August. Regular programming will begin again in September.
- Fall Programming will begin in September:
  - Chair Yoga – starting September 30<sup>th</sup>
  - Yoga – starting September 14<sup>th</sup>
  - Line Dancing – starting September 14<sup>th</sup>
  - Active for Life – registration September 2<sup>nd</sup> at 9am. The program begins September 22<sup>nd</sup>.

**Activities/Events:**

- Family Fun Day in the park was August 15<sup>th</sup>.
  - Bounce castles, BBQ, Slip n' slide, games
  - Summer Staff and Shannon worked the event.
  - BBQ borrowed from the Lion's Club
- 3v3 basketball tournament at the park August 23<sup>rd</sup>. Register by emailing [recreation@portwilliams.com](mailto:recreation@portwilliams.com), cost is \$10/player
- Summer Adventures Reading Tent with Kings Family Resource Centre Wednesday mornings in the park. After the park the program moves to the day camp for a one-hour session. The program finishes August 19<sup>th</sup>.
- Babysitter Course – September 27<sup>th</sup> (ages 11-14)
- Dreamcatcher Workshop - October 4<sup>th</sup>

**Facilities:**

- Splash Pad is in operation.

- Fields and Park are all in operation

**Personnel:**

- Summer Day Camp Staff finish August 21<sup>st</sup> – we wish them well as they head off to university.

**Grants:**

- Community Recreation Programming Assistance Grant - \$8000.00
- Park, Playground and Trail Assistance Grant - \$ 7250.00

**(e) CAO's Report (Brock McDougall – written report):**

**i. Wastewater Treatment Plant – Solar Power Project Update**

- A contract has been signed with Watts Up Solar Ltd. to construct the solar panel array. Their next step is to complete the Grid Impact Assessment with Nova Scotia Power. As previously reported, this process can be lengthy and may push the construction timeline into spring 2027.
- In the interim, our Public Works department will take steps to ensure the land is prepared to receive the racking for the arrays as well as price contractors for related infrastructure (10"x10" shed to contain the equipment connecting the array to the grid, perimeter fencing, etc.)
- Please see progress tracker attached to your briefing package.

**ii. Kings County Villages meeting (info)**

- The next Kings Villages meeting is scheduled for September 10<sup>th</sup> at 1:30pm (location TBD).
- This will be an opportunity for the Kings Villages to coordinate any agenda items or motions for the Association of Nova Scotia Villages AGM on September 19<sup>th</sup> in the Village of Chester.

**iii. Kings County Public Information Meeting re: Growth Centre Boundary**

- The PIM is scheduled for Tuesday, September 22<sup>nd</sup> at 6:00pm (location TBD).
- This meeting is hosted by the Municipality of Kings (MOK) and serves as one stage in their multi-stage planning process to permit an amendment to the Municipal Planning Strategy (MPS) that would change the current boundary of the Port Williams Growth Centre by moving it to the north.
- Specifically, SAG Ltd. (developers) has requested the amendment to facilitate the full scope of their development agreement with the MOK in the Collins Road / Steepleview Drive area.

- The amendment would move the Growth Centre boundary to include all a parcel of land owned by SAG Ltd. (PID 55037139), currently the boundary cuts through the property.
- For additional details, refer to the previously circulated document titled Lands North of Growth Centre – Briefing Note.
- This change has been recommended by Municipal Staff and advanced thus far by Municipal Council.

**(f) Joint Accessibility Advisory Committee (JAAC)**

- In September there will be an assessment in the Village of its accessibility provisions.

**9. Financial Report:**

- (a) Review of the July 2026 Water Utility and Village Financial Report (for approval)
- (b) It was moved and seconded to approve the July 2026 Water Utility and Village Financial Report as circulated **MOTION CARRIED.**

**10. New Business:**

- (a) None

**11. IN CAMERA**

It was moved and seconded to begin an *in camera* (closed) session for legal matters at 7:32 pm.

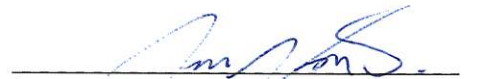
**12. RETURN TO OPEN SESSION**

The meeting returned to open session at 7:43

**13. Adjournment**

Upon a motion being made, the meeting adjourned at 7:44pm.

  
Lewis Benedict, Chairperson

  
Luciano Pereira, Financial Officer

