

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF MARCH 16, 2010

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

REGRETS: Kim Cogswell

IN ATTENDANCE: Chief Philip Porter, Stanton Hancock, Brian Tupper, Janet Newton, Peter Muttart and Geneve Newcombe. **REGRETS:** 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 February 16, 2010 meeting be approved with the following corrections: the word “accept” in sewer bylaw motion (pg 5 section b) and in community centre bylaws (top of page 6) be changed to “adopt”; in addition the word “the” be removed from page 3 “the widening the” sentence. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- a) Building Permit Report for Month: Total building permit activity for Kings County for February 2010 equals 23 permits issued with a value of \$1.4M. For Port Williams, 2 permits with a value of \$305,400
- b) Notice of Public Hearing: amending small scale wind turbine regulations – April 1/2010
- c) Port Williams Secondary Planning Strategy – letter re PAC meeting March 9th – certificates of appreciation for SPS committee members on April 6th at 6pm.
- d) 2010 Assessment Roll for taxes and sewer due June 15th.

II. Other Correspondence:

- a) NS Department of Environment Well field – GUIDI Assessment – Wells 5A & 6. (*Stan is currently working on this issue with Amanda Ley, Inspector Specialist with the NS Dept of Environment and information has been faxed to Hydrologist, W.G Shaw & Associates.*)
- b) Valley Communications Inc Report for Port Williams Volunteer Fire Dept. 2 calls – one an alarm and one power pole fire.
- c) Unsigned letter to Keith Robicheau/Brian Smith dated Feb 28/10 cc'd to the Village, concerning the hiring of the Kentville Fire Chief.
- d) MacDonald Chisholm Trask Insurance – Renewal of Insurance through Frank Cowan Co. Ltd for March 31, 2010 to March 31, 2011. **ACTION:** A meeting needs to be set up with the Commissioners and Insurance Company to do an annual review.
- e) Letter from WCB – assessed in good standing
- f) Letter from Dawn MacNeill, Watershed Planner, Water & Wastewater Branch

NS Environment. **ACTION:** Send an email reply requesting for her opinion based upon her experience and expertise as to best way to protect our water (residential development or agriculture).

g) Letter and Documents from Municipal Finance Corporation

III. **Email Correspondence:**

a) Assoc of Municipal Administrators – re Website Venture Agreement

b) UNSM emails via Christine Blair:

- i. Want support (letters to MPs) for the re-funding of the Trust Fund for Clean Air and Climate Change i.e. EcoNova Scotia's funding has ceased and may not be refunded. **ACTION:** Write letter of support.
- ii. Work plan for Municipal Auditor General- requesting list of potential topics for the MAG to consider- deadline March 26th.

REPORTS:

Janitorial: Brian Tupper reported:

- Spring cleaning taking place, stripped and waxed Hall floors
- Fire extinguishers are being mounted; waiting for arrival of batteries
- Going to do some touch up painting

Fire Department: Chief Philip Porter read his report (copy attached).

- 1000 gallons of water usage

Lions Club: Brian Tupper reported:

- 40th Charter Anniversary this year and are having a dinner/dance on April 10th. The Fire Department is catering. Tickets are available for purchase.
- Adopt a Highway should occur in April
- Starting to work on Apple Blossom Parade Float
- Have begun preparations for Port Williams Days

Kings County Councillor: Janet Newton reported:

- Wayne Blenkhorn attended a meeting in Berwick and provided information on the Port Williams SPS information on trails.
- Consultants doing an organizational review have finished their interviews in the area and will be submitting their report on March 29.
- A recommendation was given to the County to remove the 4% surcharge on sewer and property taxes collected on behalf of Villages.
- The long service medals that being presented to Kings County fire fighters are going to be named in memory of Ann Longley.
- No update on the Carty property.

Board of Trustees: no report

Recreation Committee: Scott reported:

- The new park is open and children are enjoying the new play equipment.
- Swings will be installed at the Park in the near future.
- A port a potty will be located at the park.

ICSP/Gas Tax Committee: No report.

Secondary Planning Strategy Committee: Janet Newton reported that the Municipality held their PAC meeting on March 9th, 2010. Lewis Benedict, as Chair of the SPS Committee presented a report and Joe Hickman presented a minority report. Then on March 23rd the proposal will be debated by the Kings County PAC (Planning Advisory Committee). This is just the start of the process which will probably take until June.

Source Water Protection Committee: No report.

EMO Committee: No report.

Provincial Volunteer Award Committee: Ernie Hovell will attend the Awards Ceremony in Halifax on behalf of the Village. Certificates will be presented to all nominees at the Village's Annual General Meeting. It was moved and seconded that a second ticket be purchased if Laura Wightman wished to attend. **MOTION CARRIED.**

Water/Sewer/Public Works/Transportation Report: Stanton Hancock read his report. (Copy attached)

- Addition to Public Works Building: Some crack filling needs to be completed.
- Water Treatment Building: Building is roof tight. Equipment has been ordered.
- New Crosswalk: There were a few issues that the Department needs to look at first. There may be a possible \$500 charge.

Treasurer's Report: Geneve Newcombe presented the general and water financial statements for February. A motion to accept the February 2010 Financial Statements as presented for the Village General Operating and Water Utility was moved and seconded. **MOTION CARRIED.**

- It was **decided** that electronic banking access was not required at this time.
- It was **agreed** that the Annual Meeting of the Village will be held on Thursday, June 3, 2010 at 8:00pm.

BUSINESS ARISING FROM MINUTES:

- a) Update on Ports Landing Street Lights: Still awaiting installation of test light by NS Power Inc.
- b) Sewer By-laws: At the Minister level may be 3 months before they are able to address it.
- c) Public Works Assistant: Interviews to be set up with 2 potential candidates for next week.
- d) Fire Department Rules of Governance: The section in the Rules of Governance that referred to the annual banquet was discussed. It was decided that no changes were needed, that the Executive could look after the banquet with the assistance of Village staff.

e) Water Utility Rate Study:

It was moved and seconded that the Village Commission accepts the quote from Gerry Isenor and Bill Gates to perform the Water Utility Rate Study. **MOTION CARRIED.**

f) Community Centre Management By-Law # 10-01: At the Minister level.

g) Kings County Consultant Interview with Village: The Consultants have completed their work and there is no longer an opportunity to meet with them. If anyone has a serious concern, it can be phoned into them.

NEW BUSINESS:

1. It was moved and seconded that the Village pay for the cost of the Annual Port Williams Fire Fighters Banquet to be catered by the Port Williams and District Lions Club. **MOTION CARRIED.** Chief Philip Porter is to let the Lions Club know by May 8, 2010 the number attending and their meal selection. Cost of roast beef dinner will be \$9 per plate and a turkey dinner will be \$10 per plate.
2. The landscape contract for 2010 was discussed. It was **decided to table this** discussion until the hiring of a new employee is finalized.
3. It was noted how attractive the new lighting on the Baptist Church is. It was moved and seconded that a letter of appreciation be sent to the Port Williams Baptist Church. **MOTION CARRIED.**
4. It was noted that a sign committee has been formed with representatives of various Village groups. This committee will be bringing their recommendations for a Village sign to the Commission at a future meeting.
5. A discussion on the widening of Village sidewalks to assist in snow removal was discussed. **ACTION:** To investigate if any municipal or provincial funding is available to assist in this project.
6. A question was raised on the status of the Belcher Street pumping station. It was noted that we are still waiting for a proposal from the engineers.

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

Lewis Benedict, Chair

Geneve Newcombe, Administrative Assistant