

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF FEBRUARY 21, 2017**

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

**IN ATTENDANCE:** Brian Tupper, Betty Jean Tupper, Philip Porter, Joe Keddy, Joseph Memet, Geoff Muttart, Karen Rovers, Meg Hodges, Jimi Doidge and Darlene Robertson

**REGRETS:**

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

**I. APPROVAL OF MINUTES:**

- (a) It was moved and seconded that the minutes of the regular Commission meeting on January 17, 2017 be approved as circulated. **MOTION CARRIED.**

**II. Jimi Doidge:** Mr. Doidge explained that he is interested in purchasing a property in Port Williams (pid 55029730 known as the Temperance Hall property) and due to limited land space available on the property because of the building size asked if the Village Commission would consider leasing or selling of a portion of the land behind this lot. Chairperson Lewis Benedict said that the Commission will discuss and get back to Mr. Doidge on February 22, 2017. *(Discussed under new business)*

**III. Municipality of County of Kings:**

- (a) Building Permit Report for month of January, 2017 In Kings County 20 building permits were issued with a total value of \$1.7 Million, no permits were issued for Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the January 10, 2017 and February 7, 2017 Council action lists. *(information only)*
- (c) Letter from the Municipality of the County of Kings advising that the County is undertaking a project to unite the County's nine grant programs. *(information only)*

**IV. Other Correspondence:**

- (a) E-mail from a Port Williams rate payer expressing concerns regarding the use of the Main Street by large trucks and their potential impact to the Community and road.
- (b) Village was cc'd on an email from Scott Quinn from the Municipality of the County of Kings regarding a concern from a resident about snow removal in Ports Landing. *(information only)*
- (c) Village was cc'd on an email from Scott Quinn from the Municipality of the County of Kings regarding a concern from a resident concern about the turnaround area in Steepleview Drive. *(information only)*

- (d) Letter of response from the Apple Blossom Festival's Vice President Alxys Chamberlain to the Village's letter dated January 25, 2017. Community representative Betty Jean Tupper spoke to the recent events which took place after the Village received the above mentioned letter.
  - i. Telephone conference call with Alxys
  - ii. Follow up meeting with Alxys and some Apple Blossom Committee members
  - iii. Offer from Apple Blossom for Port Williams to host the Children's Parade.

After discussions and due the lack of a potential leadership candidate a motion to step back from participating in the Apple Blossom Festival for this year was moved and seconded. **MOTION CARRIED.** It was decided that due to the lack of appropriate infrastructure and public works personnel a motion to not host the 85th Apple Blossom's Children's Parade was moved and seconded. **MOTION CARRIED.** The office staff were directed to send letters to the Apple Blossom Committee advising of the Village's decision. Commissioner Ernie Hovell thanked Betty Jean Tupper for all of her support and efforts over the past years serving on the Port Williams leadership candidate selection Committee.

#### **BUSINESS ARISING FROM MINUTES:**

- (a) **Sale of surplus vehicles** – Chief Financial Officer, Karen Rovers reported that there have been a couple of bids for the 4 wheeler. A motion to accept the higher bid from Justin Bishop was moved and seconded. **MOTION CARRIED.** After discussions it was determined that the Public Works utility trailer was surplus and could be sold off. It was reported that there was only one bid for the Fire Department van. Chairperson Lewis Benedict due to a conflict of interest stepped down as Chairperson and Vice Chairperson Craig Newcombe resumed as Chairperson. After discussions a motion to accept the bid from LRB Fabricators was moved and seconded. **MOTION CARRIED.** *Commissioner Lewis Benedict abstained from the vote.*  
Commissioner Lewis Benedict resumed as Chairperson for the remainder of the meeting.  
A motion to confirm the approval from the Commissioners previously provided by email to purchase a John Deere Gator and trailer as advertised for twelve thousand dollars was moved and seconded. **MOTION CARRIED.**
- (b) **Municipal reserve funding** – Councilor Meg Hodges reported that at the last Council meeting Council had provided final approval for the allocated funds in the amount of \$4,500.00 to be released to the Village once the supporting receipts have been provided by the Village.
- (c) **Farnham Marsh Body** - Ernie Hovell reported that there was a stakeholders meeting on January 24<sup>th</sup>. It was suggested by the Minister of Agriculture during the meeting that the County, Province and Federal Government might consider the possibility of equally funding the cost to raise the dyke to an acceptable level



referenced in Kings 2050. The stakeholders will be looking to meet again in the near future.

- (d) **Sewer laterals on Main Street-** Village Commission met and discussed the correspondence received from the residents who are connected to the private sewer lateral and on legal advice have decided not to spend public money on a private matter.
- (e) **CBCL/Applewood meeting regarding outstanding deliverables –** Conveyance of the Applewood Subdivision water and sewer infrastructure has taken place. **GIS/GPS locator system –** Chief Financial Officer Karen presented the quote of \$18,810. from Engineers CBCL for a GIS/GPS locator system. A motion to have CBCL map the Villages water and sewer infrastructure was moved and seconded. **MOTION CARRIED.**
- (f) **Repeater for Fire Department -** Chief Philip Porter confirmed that the Municipality is in receipt of the invoice for the repeater license. A motion to approve the purchase of a repeater and reprogramming of the radios was moved and seconded. **MOTION CARRIED.**

**Municipal Councilor:** Meg Hodges reported

- Municipal Council is starting the budget process
- Councilor Hodges remarked that there appears to be quite a difference between what Port Williams received for Fire Department funding compared to other municipal units and she will be looking into the reason for this.

**Recreation Director:** Joseph Memet reported:

- Program review
- Working on grant applications
- Now have ice on rink
- Looking at having family skate
- Working on March Break Camp
- Nova Scotia 55+ games to start after the active aging program
- Budget will be forthcoming in the next two weeks

**Recreation Committee:** Doug Gates reported;

- Need to have an in-depth review of the recreation financials

**Janitorial:** Brian Tupper reported:

- Slow and steady
- Brian made a request to have the pavement crowned in front of the Community Centre main entrance doors so that water does not pool and freeze causing a slip hazard.

**Fire Department:** Philip Porter reported:

- No alarms
- Fire Department Banquet scheduled for May 20<sup>th</sup>
- AGM for Fire Department Society was February 6<sup>th</sup>
- Canadian Volunteer Fire Fighter Association will be hosted in NS this year
- Water usage was approx. two thousand gallons on rink

- Chief Porter requested that some of the snow on the side in the front parking area be removed to allow better traffic flow at the side of the building

**Auditorium Upgrade Committee:** Lewis Benedict reported:

- Have received several quotes
- Applied for a grant and should hear back sometime in April
- Will look into possibility of Canada 150 funding

**Lions Club:** Brian Tupper reported:

- Valentine Dinner was successful, with one thousand dollars of funds raised going to an information display device at the Valley Regional Hospital. Total donations by the Port Williams and District Lions Club to Valley Regional Health and hospice have totaled 11 thousand dollars over the past 25 years.
- Will be discussing float and Booster Club for the Apple Blossom Festival at the next meeting.
- Good bar sales at the Blues Mobile dance
- Membership remains the same

**Personnel Committee:** Craig Newcombe reported:

- Applied for grant funding for a full time Recreation Director position
- A motion to create and advertise for a full time Recreation Director position was moved and seconded. **MOTION CARRIED.**

**Public Works:** Joe Keddy reported:

- Things are going well
- Working on the Department of Environment Annual report
- There was a call out for a sewer back up
- Water has been turned on for Down to Earth
- Will be following up with the Department of Transportation and Infrastructure Renewal regarding the Villages request for a flashing light

**Treasurer's Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for January 2017 as submitted was moved and seconded. **MOTION CARRIED.**

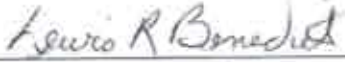
**NEW BUSINESS:**

- (a) Driver's licence policy – after discussions it was decided to table the approval of the Driver's Licence Policy until the March 21<sup>st</sup> Village Commission meeting.

Meeting went in camera at 9:18 pm to discuss potential sale/lease of Village property.  
Meeting came out of camera at 9:55

- (b) 2017 Representative Volunteer Award Nominations – nominations were received from four community groups. The Volunteer Committee will meet to determine the recipient of the Port Williams Volunteer Representative for 2017.
- (c) Request to sell or lease a portion of PID 55024764 - After discussions a motion whereby the Village Commission will consider selling or leasing a portion of Village owned land located within PID 55024764 by the property known as the Temperance Hall property PID 55029730 at fair market value was moved and seconded. **MOTION CARRIED.**

Upon a motion being made, the meeting was adjourned at 10:05p.m.  
**MOTION CARRIED.**

  
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Lewis Benedict, Chairperson

  
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Darlene Robertson