

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF JANUARY 21, 2014**

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

**IN ATTENDANCE:** Brian Tupper, Joe Keddy, Geneve Newcombe & Darlene Robertson

**REGRETS:** Kim Cogswell and Emma VanRooyen

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 December 17, 2013 be approved as circulated. **MOTION CARRIED.**

**CORRESPONDENCE:**

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

- (a) Building Permit Report for Month of December 2013. In Kings County 15 permits were issued with a total value of 1.5 Million, no permits were issued in Port Williams. (*information only*)
- (b) E-mail from the Municipality of the County of Kings providing the action list from the December 10<sup>th</sup> Committee of the Whole meeting. (*Information only*)
- (c) E-mail from the Municipality of the County of Kings providing the action list from the January 7<sup>th</sup> Council meeting. (*Information only*)
- (d) E-mail from Warden Diana Brothers providing the 2013 'In Review' highlights from the Municipality of the County of Kings. (*Information only*)
- (e) E-mail invitation from the Municipality of the County of Kings to attend the 2050 Partnership Workshop planned for Thursday, February 6<sup>th</sup> at 1:00 in the Louis Millett Centre, New Minas. (*Information only*)
- (f) E-mail from the County of Kings advising of a media release announcing upcoming public sessions on taxation and also advising of a taxation presentation which can be viewed online. (*Information only*)
- (g) E-mailed notice of public hearing from the Municipality of the County of Kings to be held on February 4, 2014 regarding Land use bylaw text amendments in R6 zone. (*Information only*)

**II. Other Correspondence:**

- (a) E-mail from Norm Collins who had initiated the crosswalk flag program in 2011 asking for some feedback regarding the flag program in Port Williams. (*Office staff to send response to Mr. Collins that we are pleased that it is actively being used.*)

- (b) E-mail notice of surplus property from Nova Scotia Transportation and Infrastructure renewal for old township roads located in Port Williams.  
(*information only*)

**III. E-mailed Correspondence:**

- (a) E-mailed from the Kings Citizens Coalition providing a list of upcoming meetings of interest.
- (b) E-mail from Kings 2050 providing the January 2014 update. (*information only*)

**BUSINESS ARISING FROM MINUTES:**

- (a) **High Street in poor condition** – Emma Van Rooyen was unavailable to provide an update.
- (b) **Planters Square LED lights** –. Joe received a quote of \$1,600.00 to retrofit per light. It was decided to wait until the replacement units are more affordable.

**REPORTS:**

**Village/Municipal Regional Governance meeting:** Lewis Benedict was unable to attend.

**Board of Trustee Meeting:** Doug Gates reported

- The Board is currently reviewing enhancement options for the Village sign
- Lions Club would like to have 200 stacking mugs purchased for Community events for the Community Centre Kitchen and will contribute five hundred dollars towards the purchase. It was moved and seconded that 200 stacking mugs be purchased for the Community Centre kitchen. **MOTION CARRIED.**
- Winter frolic has been postponed until January 26<sup>th</sup>
- Women's Institute is currently exploring areas to erect a memorial bench.
- Currently exploring ways to improve the storage area in the auditorium storage room.
- Looking at ways to spruce up the auditorium – Brian stated that he recently has made repairs and repainted the lower half of the room and would like to have the blinds in the room replaced as well as the stage carpet. Commission agreed that they should review the room and make a list of items to improve the space.

**Fire Services Meeting:** Craig Newcombe reported

- County looking at a funding model where they would be responsible for the capital funding with a standard county rate across the board. This model is not currently supported by all Fire Departments.
- Brian Desloges and the County CEO are going to meet individually with each Fire Department and Commissioners to further discuss. Commission will arrange a Committee meeting to create a proposal to the Fire Department before this meeting.

**Janitorial:** Brian Tupper reported



- There were two water leaks, one from the bar effecting the hallway to the library and the other in the ceiling of the Fire Department meeting room. Both areas have been fixed and painted. Total costs of repairs to date; including labor would be \$1,880.
- Metal corners to protect areas around the elevator and high use areas have been made by LRB Fabricators and are being installed.
- Repairs have been made to the coffee percolators.
- Will be doing a deep clean to the hall kitchen after this weekend's event.

**Recreation:** Craig Newcombe reported:

- Joseph Memet has applied for grants to fix up the canteen
- Launchers have had a good year – 10 National medals and 4 Canada games medals.
- Rink has presented challenges with respect to keeping the snow cleared off. Have had some people volunteer however timing is an issue.
- Currently looking at hiring a Recreation director which should help alleviate some challenges with coordination of current facilities. Exploring the possibility of having the County assist with half of the cost of the Recreation Director's salary.

**Fire Department:** no report provided

**Personnel Committee:** Craig Newcombe reported

- Annual reviews have been completed

**Lions Club:** Brian Tupper reported

- Busy with the upcoming Valentine's Day Dinner
- Looking into possible changes to the bar area in Community Centre.
- Have some upcoming catering events.

**Kings County Councilor:** no report provided

**Water/Sewer/Public Works/Transportation Report:** Joe Keddy provided a written report

- There was a water break at 1190 Belcher Street
- Experienced problems with the automatic switch on the generator not turning off. Had to manually turn it off. Joe tested and seems ok but will have it looked at.
- Sewer problem in a residence sewer lateral located just past their property line on another property. Should review Village easements at west end of Starr's Point Road for sewer lines. Commission would like to assist the resident by contacting the owner of the property where the sewer lateral has the issue. Should review Village easements for sewer lines – Village office to contact Geoff Muttart for copy of survey report from Mike McKenna to see what the survey encompasses. Commissioners reviewed the Sewer By-Laws and believe it would be beneficial to have a simplified version of this bylaw with reference to maintenance of sewer lines after connection. Village staff to contact Geoff Muttart to draft a handout

which better clarifies the homeowner's responsibility documented in our Sewer By-Laws.

- Joe will send a letter to Nova Scotia Power regarding the replacement of streetlights that have been reported out and have still not been addressed after several months.
- Water standing testing from 1258 Starrs Point Road was higher than guidelines – currently investigating the test location to determine if cause in building because the running water tests are within guidelines. Has advised owner not to drink water at that location.
- Joe suggested that the Village purchase a small 500 watt generator for chlorination in case of power outages.

**Treasurer's Report:**

- A motion to accept the Village General Operating and Water Utility financial statements for December 31, 2013 as submitted was moved and seconded.

**MOTION CARRIED.**

- A motion to approve that 1/3 of the remuneration paid to the Village Commissioners in 2013 shall be designated as a nontaxable expense was moved and seconded. **MOTION CARRIED.**
- Will be looking at budgeting activities for the next year.

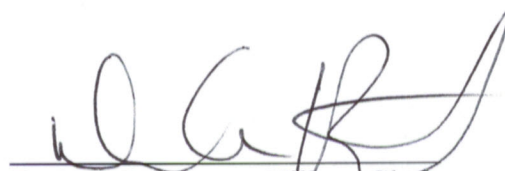
**NEW BUSINESS:**

- (c) Project update from Hiltz and Seamone for new water line on Hwy 358 – costs will be above the budget amount due to additional rock excavation (sandstone) and the requirement by Nova Scotia Department of Transportation to have paved aprons around the manholes. Total estimated over budget which included a contingency amount would be \$16,000. Joe will ask Department of Transportation why there was this requirement when it has not been a consideration in the past.

Upon a motion being made, the meeting was adjourned at 9:55 p.m.

**MOTION CARRIED.**

  
Lewis Benedict, Chairperson

  
Darlene Robertson, Village Clerk