

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF OCTOBER 18, 2016

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

IN ATTENDANCE: Peter Muttart, Geoff Muttart, Karen Rovers, Brian Tupper, Philip Porter, Joe Keddy, Joseph Memet, Meg Hodges, Geneve Newcombe and Darlene Robertson

REGRETS: none

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

Chairperson, Lewis Benedict congratulated Peter Muttart as the successful Mayoral candidate and being the First Mayor of Kings County and also congratulated Meg Hodges as the successful candidate as Councilor for District #1.

I. APPROVAL OF MINUTES:

- (a) It was moved and seconded that the minutes of the regular Commission meeting on September 20, 2016 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

II. Municipality of County of Kings:

- (a) Building Permit Report for month of September, 2016. In Kings County 66 building permits were issued with a total value of \$9.2 Million, no permits were issued for Port Williams. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the action list from the September 6, 2016 & October 4, 2016 Council meeting and the September 28, 2016 Special Council meeting. *(information only)*
- (c) E-mail from the Municipality of the County of Kings advising that the next Village-Municipal meeting scheduled for October 19th has been cancelled and will be rescheduled for a later date when the new council is in place. *(information only)*

III. Other Correspondence:

- (a) Thank you card from the Barreling Tide Distillery for the flowers and support at their grand opening. *(information only)*

BUSINESS ARISING FROM MINUTES:

- (a) **Easements** – No update provided, office will provide updates as easements are signed. List of outstanding easements to be sent out to Commissioners and copies to Geoff.
- (b) **Requesting crosswalk lighting** -Peter Muttart will discuss with the Department of Infrastructure and Renewal and get back to the Village Commission on his findings.
- (c) **Flashing light request for intersection of Hwy #358 & Church Street** – Village Office to follow up for an update
- (d) **High Street Water Main Tender** – Superintendent of Public Works, Joe Keddy, reported that the pipes are in the ground and laterals are in place to property line. Currently working on pressure testing. Paving will take place once everything has been completed.
- (e) **Crosswalk painting** - Crosswalk at school has been painted. Village office to follow-up to see when other crosswalks will be completed.
- (f) **Rugby uprights** – Grading is required to ensure that there will be an adequate area to accommodate the end zone. The grading will be scheduled for early spring before the season starts.
- (g) **Port Williams Sign** – Office staff left message with Auto Design for an update.
- (h) **Roofless building** - Office staff reported that there has been no response from the letter sent to the Municipality regarding the potential dangers of the properties with the roofless building. Mayor elect Peter Muttart will follow-up.
- (i) **Municipal Reserve Funding** – Mayor elect Peter Muttart to follow up.

REPORTS:

Kings County Councilor: Peter Muttart reported:

- The first Tuesday of November is the date scheduled for the elected Council to be sworn in.
- Insustantial items will be dealt with first by the new Council
- Council will receive training
- Council will establish and identify priorities

Recreation Committee: Doug Gates reported:

- Run Nova Scotia is looking at establishing a running group in Port Williams
- Dance Time is busy, their Christmas dance has been sold out
- Working on Remembrance Day Observance ceremony scheduled for November 6th

Recreation Director: Joseph Memet:

- Afterschool program is going strong. Afterschool programs are the Trail Blazers, Junior Chess, Youth night and Lets Dance.
- Started Youth Basketball program
- Seniors program has also started
- Karen Rovers and Joseph Memet attended the Valley and South shore recreation directors' annual meeting in Digby, NS.
- Private company will be doing a presentation for seniors on Oct 25

- Happy to have Karen Rovers on board she has created a uniform registration form for all programs.

Janitorial: Brian Tupper reported:

- Waxing floors
- Working on to-do list
- Helping Joe in Public Works
- Contacted Tibbits for a quote to replace four outside lights on the Community Centre to LED lighting
- Furnace will be scheduled for maintenance in November

Fire Department: Philip Porter reported:

- 4 alarms in past month – 2 motor vehicle accidents, 1 commercial fire alarm and 1 mutual aid to Canning
- Kings County Firefighters Association level one training course has started – 8 members participating
- Membership numbers have remained constant
- Attended the Chief Officers Working Group meeting on the 29th of September
- New truck is being worked on at LRB Fabricators for Fire Department modifications
- Chief Porter provided the Village Commission with three quotes for a new pumper truck. Village Commission advised Chief Porter that they will review the three quotes presented and advise on or before the next scheduled Village Commission Meeting on November 15th.
- Attended meeting with the EKM Foundation for grant to purchase two defibrillators.

Auditorium Upgrade Committee: Lewis Benedict reported:

- Met this past month
- Working on compiling a list of items to address in auditorium
- Will be meeting with different groups that use the auditorium to assess their needs.

Lions Club: Brian Tupper reported:

- Adopt-A-Highway full cleanup held on Saturday October 15th with help from community member and a youth group.
- Supper meetings will now be held in the auditorium
- Several upcoming catering functions

Public Works: Joe Keddy reported:

- Working on High Street Project
- Mowing and maintenance of fields.
- Will be sending in a request form for a casual grounds employee
- Completed our regulatory two year test of the wells. One of the tests came back with coliform present. Joe took well offline, chlorinated, flushed and resampled. When the well was resampled the test result was absent of coliform.

- Will be performing the required quarterly water testing. Will include raw samples as a new process when doing the quarterly water testing.
- Paving quotes were provided to the Village Commission for review. A motion to award Dexter Construction the contract to fix the asphalt along the front of the fire hall parking lot area and other areas as stated in the quote was moved and seconded. **MOTION CARRIED.**
- Upcoming tour of the water facility with staff members from Bishop and Company Chartered Accountants
- Proceeding with new roof on Public Works building with contractor JE Young Roofing.
- Two quotes for extra services on High Street were presented to the Village Commission. The Village Commission requested that the three quotes be emailed for review and instructed Superintendent, Joe Keddy to proceed with the lowest quote.
- Water break on a service line for one of our residents
- Need to review plan for covering Joe's position during vacation and sick days
- Joe will order three stortz valves for use by the Fire Department on hydrants
- Nitrates have remained the same
- Villages well water levels are good
- Joe will arrange meeting with Department of Transportation and Infrastructure Renewal and new Councilor for District #1, Meg Hodges, to tour the Village and discuss areas of concern
- New truck has plow and running boards installed
- Need to determine value of old truck in order to discuss options

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for September 2016 as submitted was moved and seconded. **MOTION CARRIED.**
- Proposed reserve allocation discussions were tabled until the November 2016 Village Commission meeting.

NEW BUSINESS:

- (a) Applewood Subdivision – Superintendent of Public Works, Joe Keddy identified three outstanding items (installation of testing station, manhole and satisfactory video of sewer line) Office staff to engage CBCL Engineering Company, the Village's engineer, to ensure our specifications have been met.
- (b) Proposed changes to Village's section in the MGA – Meeting date scheduled for October 25 at 7:00pm to discuss.

Upon a motion being made, the meeting was adjourned at 9:30 p.m.

MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson