

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF AUGUST 17, 2010

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

IN ATTENDANCE: Stanton Hancock, Brian Tupper, Janet Newton, Geneve Newcombe and Laura Wightman. **REGRETS:** Chief Philip Porter

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

APPROVAL OF MINUTES:

It was moved and seconded that the minutes of the Regular Commission Meeting on July 20, 2010 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- a) Building Permit Report for Month: Total building permit activity for Kings County for July 2010 equals 102 permits issued with a value of \$7,336,263. For Port Williams, 1 permit issued with a total building value of \$20,000.
- b) Notice of public participation meeting for the proposed Grand Pre and area community plan.
- c) Letter from Municipality re Fire Fighter Honorariums. The County will pay in advance on the Fire Grant for the Honorariums.
- d) The New Park has been given the civic number of 1084 Highway # 358. (***ACTION:** A 911 civic sign will be ordered from the Lions.*)
- e) A letter was received from Fred Whalen, Warden Municipality of the County of Kings stating that our request for financial support of our 250th Anniversary Celebration will be considered at the September Committee of Whole meeting of Council.

II. Other Correspondence:

- a) Pamphlet from Earth Water Concepts.
- b) Letter from Environment Canada in response to our letter. There is no intention of adding new funds to the Trust Fund for Clean Air and Climate Change at this time.
- c) Letter from Citizenship and Immigration Canada re grants for Community based events.
- d) Letter from MacDonald Chisholm acknowledging that they have made the requested changes to our Insurance Policy.
- e) Letter from Great Valley Juice requesting confirmation of how sewer rates are determined. (***ACTION:** A letter will be sent to Great Valley confirming how rates are determined.*)

III. Email Correspondence:

- a) A response from Bryan Fung, Ecology Action Center Groundwater Researcher in response to our email.

REPORTS:

Janitorial: Brian Tupper reported that things have been fairly quiet but fall is looking busy. There were some problems with flying ants but those appear to be resolved now.

Fire Department: No report available.

Lions Club: Brian Tupper reported that the Lions have not met during the summer but have had a few fund raising events and have taken the Princess Float to a number of parades.

Kings County Councillor: Janet Newton reported

- Will have an update next Thursday on the paving across the Dykes.
- The Committee of the Whole did not meet this month so there was not much information to pass on.
- It is expected that the Province will make a decision by August 23 on the Secondary Planning Strategy for the Village.

Board of Trustees: Doug reported.

- There has been no update on the status of the By-laws which are currently with the Minister of Service NS & Municipal Relations for approval. (***ACTION:** Laura to get an update on the status of our by-laws*)
- It was suggested that pictures of sample appropriate candles be made available to those renting the Hall.
- Dishwasher and small juice glasses purchases - still in progress.
- There is a possibility that there may be a grant available for installing an air conditioner in the Hall. The trustees will look into this at their next meeting.
- Next Meeting of the Board of Trustees is scheduled for September 23 at 7:00 PM.

Recreation Committee: No Report.

Waterfront Steering Committee: Kim Cogswell reported that the committee had met and reviewed all the proposals and that Ekistics Planning and Design had been selected for this project. The committee met with Ekistics on August 10, 2010 and also did a walk about the area. Ekistics also met with some of the stakeholders on this day. A public workshop will be held on August 26. Mail drop, posters, newspaper and radio coverage will be used to promote the workshop. An online survey is also available to get input from our residents.

Bus/Transit Adhoc Committee: No Report.

Personnel Policy Committee: The Committee met on Tuesday, August 10 and reviewed the personnel policy. The Commissioners will meet on August 25 to review the Personnel Policy/personnel.

Water/Sewer/Public Works/Transportation Report: Stan reported: (Copy attached)

- July 23 changed over from the old reservoir to the new reservoir and had trouble when a ten inch water main broke at the back of Victor Peach's property to the old reservoir.
- On July 27 the new reservoir was added to the water distribution system.
- There has been an increase in water pressure to several customers
- The old tank now needs to come down and this job will go out to tender.
- An area of road on High Street, near the Post Office, is in need of repair/paving.
- A manhole cover by the sewer lagoon is in need of repair
- Requested that Stan look into getting two signs in regards to littering fines. One to be posted on Belcher Street and one on Highway # 358.

Treasurer's Report:

- Laura Wightman presented the financial statements. A motion to accept the July 2010 Village General Operating and Water Utility Financial Statements as presented was moved and seconded. **MOTION CARRIED.**
- The Budget is still a work in progress due to all the changes re depreciation, HST rate increase and adjustments to presentation of Water financials. With the new requirement to include depreciation in the expenses, a deficit is created; Laura is looking into how to present this in the budget.
- Laura is also doing work on current grants and funding to determine what funds are remaining and how to best utilize them.

BUSINESS ARISING FROM MINUTES:

- a) Meeting of Commission with Insurance Company: A meeting will be scheduled in September.
- b) Community Centre Sign: The application for the sign permit was not approved. It was noted that the Village could ask Council for an amendment to the Land Use Bylaws. (**ACTION:** *Send a letter to Council requesting an amendment to allow for the activity sign.*)
- c) Fencing: Laura is looking into obtaining quotes for replacing the chain link fence between the Community Centre property and the Baptist Church.
- d) Widening of Sidewalks: A quote from Dexter Construction was received to widen from 4' to 5' and repave the 2.8 kms of sidewalks in the Village. It was moved and seconded that the Village accept the quote from Dexter and proceed with the widening of the Village sidewalks. **MOTION CARRIED.** (**ACTION:** *Get a written confirmation of the timeline.*)
- e) Snow & Ice Control Policy: Still with Insurance Company.
- f) Ports Landing Subdivision Sign- recently been mowed and weeded. (**ACTION:** *An email is to be sent to the developer.*)
- g) 250th Anniversary Celebration: Ernie Hovell and Geneve Newcombe along with Lia Hennigar of the Park Planning Committee will consist of the committee to make plans to celebrate this milestone.

NEW BUSINESS:

- a) Nova Scotia Power will provide funding for upgrades. A lighting audit has been done at the Community Centre. A few problem areas include the Fire Department, Library and Lion's Den. We now have to wait to receive the final report.
- b) The Kings Regional Development Agency will be making a presentation at the next Commission Meeting.
- c) It was noted that the letter "Y" on the outside wall of the Community Centre was in need of some attention. (***ACTION: Lewis will look after getting this done.***)

Upon a motion being made and seconded, the meeting was adjourned at 9:10 p.m.

MOTION CARRIED.

Lewis Benedict, Chair

Geneve Newcombe, Administrative Assistant