

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF August 20, 2013

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

IN ATTENDANCE: Philip Porter, Geoff Muttart, Emma Van Rooyen & Geneve Newcombe

REGRETS: Darlene Robertson, Brian Tupper and Joe Keddy

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 July 16, 2013 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of July, 2013. In Kings County 76 permits were issued with a total value of 5.9 Million, 2 permits were issued in Port Williams for a value of \$209 thousand. *(information only)*
- (b) E-mail from the Municipality of the County of Kings providing the action list from the July 16th Council meeting. *(Information only)*
- (c) E-mail from the Municipality of the County of Kings providing the action list from the July 16th Committee of the Whole Meeting. *(information only)*
- (d) E-mail from the Municipality of the County of Kings providing the action list from the July 23rd Committee of the Whole meeting. *(information only)*
- (e) E-mail form the Municipality of the County of Kings providing their news release that in honour of Pride week the County of Kings will raise the Pride Flag 11:00am July 19 for the week, ending July 26. *(information only)*
- (f) E-mail from the Municipality of the County of Kings advising that the next Committee of the whole meeting has been changed from August 20th to August 13th. *(information only)*
- (g) E-mail form the Municipality of the County of Kings providing their news release stating that the Federation of Canadian Municipalities has named Councilor Wayne Atwater at the newest FCM Board Member. *(information only)*
- (h) E-mail from the Municipality of the County of Kings Planner, Leanne Jennings advising that amendments to the Port Williams Secondary planning Strategy regarding sidewalks and streetlights will take effect as soon as a notice of passing has been published in the local newspaper, with a tentative date to appear in the Kings County Register on Thursday, August 15th.

- (i) E-mail from the Municipality of the County of Kings regarding J class paving projects for 2013. (Jakeson and Rawding are on the list) *(information only)*
- (j) Notice of Public meeting on September 16th in regards to an application to allow a tourist (six room bed and breakfast) at 1464 Starrs Point Road.

II. Other Correspondence:

- (a) Letter of appreciation from the Port Williams Volunteer Fire Department for the meal provided by the Village Commission.
- (b) Letter from Bishop & Company summarizing the audit findings.
- (c) Letter of response from Service Nova Scotia an Municipal Relations to our letter of inquiry regarding the future of Gas Tax Program.
- (d) Response from the Nova Scotia Utility and Review Board to our request to proceed with the project to replace the existing water line on Highway 358 and to use \$64,000. From our water depreciation account. (request was approved)
- (e) Letter from Hiltz and Seamone recommending the low bidder Brown Bros Excavating be awarded the tender. It was moved and seconded that the tender from Brown Bros Excavating be accepted. **Motion Carried.**
- (f) Copy of Nova Scotia Municipal Finance Corporation's annual report. *(information only)*
- (g) Received a copy of the Certificate of Insurance from the Lion's Club in relation to the liquor liability policy.

III. E-mailed Correspondence:

- (a) E-mail from Jim Morton, MLA Kings North providing their, July 19, 2013 update. *(information only)*
- (b) E-mail from Jim Morton, MLA Kings North providing their, July 26, 2013 update. *(information only)*
- (c) E-mail from Jim Morton MLA Kings North providing their, August 2, 2013 update. *(information only)*
- (d) E-mail from Jim Morton MLA Kings North providing their, August 9, 2013 update. *(information only)*
- (e) E-mail from Jim Morton MLA Kings North providing their, August 16, 2013 update. *(information only)*
- (f) E-mail from Kings Citizen Coalition advising that their website is up and running.

BUSINESS ARISING FROM MINUTES:

- (a) **Tendering of Oil and Propane -** A written response and quote from Oulton Fuels was reviewed. It was moved and seconded that the Village of Port Williams stay with Oulton Fuels and Superior Propane for fuel needs. **Motion Carried.**
- (b) **Historic Terry's Creek Planter signage** – Commissioner Kim Cogswell and Margaret Kristiansen have been in contact with one another and will be meeting next week.
- (c) **Wharf Insurance** – Office staff has sent a request to the Halifax Waterfront Development for the contact information for the engineer they had used and are awaiting a response. Spoke to Pieter Webbink who is familiar with our wharf

(worked on in it in the 1980's) he estimated that the cost of assessment would be approximately \$4,000. This would include sketches, loading etc.

There was discussion on the possibility of removing the deck off the wharf. The first steps in finding out if this would be allowable would include contacting the Department of Natural Resources and the Federal Government Department that is responsible for small craft harbours.

- (d) **Fire Department Paging System** – Chief Philip Porter is working on providing some options.
- (e) **Dyke Mowing** is to be done in the near future. There are some issues with removing the markers in order to mow. It was noted that the railway crossing is in very poor condition and staff were tasked with writing a letter to the Department of Transportation regarding this. Even though the tracks are not located within Village boundaries, as this is a primary entrance to our Village it was felt that a letter would be appropriate.
- (f) **Mezzanine Update:** Sylvia Jacquard has been busy cleaning up and organizing the mezzanine. The results to date are very good and the Commissioners wish to extend their gratitude to Sylvia for undertaking this task.

REPORTS:

County Meeting: Craig Newcombe reported on the meeting held with the County to develop the criteria for receiving the funding for the land purchase. On behalf of the Village Craig informed the County that the Village would only use the land for activities that fall within those approved for well head safety.

Meeting with Suzanne McCrimmon – Ernie Hovell reported that this was a good meeting where Ms. McCrimmon was on a fact finding mission in regards to business leaders, businesses and contacts in our Village. There was also discussion on how businesses and potential businesses in the Village have been hampered by Municipal regulations.

Janitorial: Brian is currently on vacation but had reported to Village office that things are going well,

Fire Department: Philip Porter reported that it has been a slow month for alarms. Have been using the old Post and Beam house for practices and are still waiting for a meeting to be set up in regards to the fire study.

Lions Club: Ernie Hovell reported that they are currently shut down for the summer but do have a catering event booked for early September. Ernie suggested that the Lions will do a cleanup of the Float room this fall.

Village/Municipal Meeting: Doug Gates reported that he, Ernie Hovell and Lewis Benedict attended this meeting on behalf of the Village. Discussions were held on fire departments, paving of J class roads, LED lights and the governance study. It was noted that villages must be represented during these discussions on Regional government.

Association of NS Villages: Lewis Benedict reported that the AGM will be held in New Minas on September 13th and 14th. The agenda should be out soon and Lewis encouraged all of our Village Commissioners to attend.

Kings County Councilor: Emma Van Rooyen reported that the discussions on the criteria for receiving the funding for our land purchase were deferred until next Council meeting. Emma made reference to the paving of the J class roads. Emma was asked why Rawding was being paved when High Street is in poorer condition and has been on the paving list for over 30 years. Emma was not able to provide an answer but was willing to look into it. Emma also informed the Commission that there will be a public meeting on August 21st in regards to the relocation of the Waterville airport.

Water/Sewer/Public Works/Transportation Report: no report

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for July 31, 2013 as submitted was moved and seconded. **MOTION CARRIED.**
- Noted that a delinquent account has been collected.

NEW BUSINESS:

- (a) Dog bylaw signs have been provided by the Municipality and put up in key areas. The Village Office had received complaints of owners with dogs off leash so the signs will serve as a reminder that dogs are to be kept on leash.
- (b) Employee Check list had been sent to commissioners for review. All felt that this was an appropriate document to use.
- (c) Amended water and sewer policy was presented. It was agreed to email it to all commissioners for a more thorough review and approve by email.
- (d) There was an update given on vandalism that has occurred at the Benedict soccer field. The incident has been reported to the RCMP. There is also video footage of individuals at the park on the night of one of the incidents.
- (e) Lewis Benedict reported that he met with representatives of Harris and Roome to get a quote to convert the current street lights in Planters Square to LED lights.
- (f) There will be a meeting of the Kings County Villages in regards to the Kings Partnership Steering Committee on August 22nd at 7 PM in New Minas. Lewis and Ernie will attend on behalf of Port Williams.

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

MOTION CARRIED.


Lewis Benedict, Chairperson


Geneve Newcombe