

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**REGULAR MEETING OF JULY 21, 2009**

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

**IN ATTENDANCE:** Chief Philip Porter, Stanton Hancock, Janet Newton, Peter Muttart, Geneve Newcombe and Laura Wightman. Brian Tupper came in during the Councilor report. Public present: Earl Kidston and Greg Coldwell

The chairman, 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 June 16, 2009 meeting be approved as circulated. **MOTION CARRIED.**

**REPORTS:**

**Janitorial:** Brian Tupper reported that the new scrubber is due to arrive next week. We will also be receiving two additional green bins next week. Our bins are now being washed and liners are being placed inside them.

**Fire Department:** Chief Philip Porter presented his report as attached. Chief Porter also mentioned that they had participated in both the Kingston and Middleton parades. The Fire Department has also filled some pools in the community. It was noted that invoices need to be sent for the water that was used. Chief Porter will provide addresses of those receiving water to the Village Office.

**Lions Club:** Brian Tupper reported that the Village has been paying fifty percent of the liquor license liability insurance. It has increased to \$428.50 this year. The float has been going regularly to events in the valley. The Lions Club has been doing some catering and bar events. It was moved and seconded to continue to pay fifty percent of The Lions Club's liquor license liability insurance. **MOTION CARRIED.**

**Kings County Councilor:** Janet Newton reported that the decision on a paid fire chief for Kentville has been deferred until December. Janet has been informed that the shoulder of the road will not be paved unless the entire road is to be paved and this will not occur in the near future. Janet had no new update on the Carty property.

**Park Planning Committee:** Janet Newton reported that Laura Duke Churchill put in a request for a \$25,000 grant from the Open Space Program through Bob Suffron's office.

**Board of Trustees:** Doug Gates reported that the next meeting would be Sept 17, 2009 at 7pm. It was noted that the By-laws were still not back from the lawyers.

**Recreation Committee:** Scott Leier reported that the Committee was not meeting for the summer.

**Gas Tax Committee:** Nothing to report.

**Secondary Planning Strategy Committee:** The Committee's next meeting will be August 6, 2009 at 7:00p.m.

**Source Water Protection Committee:** Lewis Benedict will call a meeting July 29, 2009.

**Water/Sewer/Public Works/Transportation Report:** Stanton Hancock's report attached. It was noted that there should be some ditching work done in the Industrial Park. Stan thought that this was the responsibility of the Department of Transportation and Infrastructure Renewal and will follow up on this.

**Treasurer's Report:** The Village General Operating and Water Utility financial Statements for June were presented. A motion to approve payment of the Village's bills was moved and seconded. **MOTION CARRIED.**

It was moved and seconded to accept the 2010 Budget. **MOTION CARRIED.**

Laura informed the meeting that there was a \$5000 deductible from Cowan Insurance in regards to a slip and fall claim. The Commission would like to have the Insurance Company contact them before any claims are settled in the future. Mr. Ken Kingsbury is to be invited in for a meeting to explain the process.

Laura reported that she was looking into options for the Village office to be able to maintain and update its own website.

**BUSINESS ARISING FROM MINUTES:**

- a) Building Evacuation Plans work is progressing
- b) Great Valley Juice: in progress.
- c) Quotes on water pipes – still need one to come in.
- d) Acoustics in MPR: Laura has contacted Fabri-Finish to have a look. Lewis will talk to the Empire theatre in New Minas.
- e) Assoc of NS Villages: An Executive meeting will be held Aug 4 at 1:00pm in the boardroom at Port Williams.
- f) Waterfront Development: Still waiting for additional letters of support prior to sending in application.
- g) Ports Landing Street Lights: A quote has been received. The County will provide the monies and then Port Williams would add the amount onto the tax bill. The County will be responsible for surveying the residents. It was suggested that a meeting of the residents be held to show them an example of the light and to answer any questions they may have. This meeting should be held prior to the survey.

- h) Paving of parking lot: Quote was received but the number of handicapped spots is being looked into along with another possible quote. Moved and seconded to spend up to \$1,500 to do lining of parking lot. **MOTION CARRIED.** Laura will contact Patricia Javorek for information on the number of handicap spots required.
- i) Ditching in Ports Landing has been completed.
- j) Sewer By-laws: A meeting to review the by-laws with Geoff Muttart has taken place with Doug Seamone, Stan Hancock and Lewis Benedict. Changes are being made prior to 2<sup>nd</sup> review. Peter Muttart noted that there would be an email in the morning on this matter and also on Cornwallis Farms. In addition the sewer easement letters from the lawyers will be mailed in the morning.
- k) Repairs to Community Centre: Only one quote was received from William Thomson & Sons Painting. Still ongoing.
- l) Snow removal contract: An advertisement will be placed in the Advertiser, with a copy of the add to be sent to: Eddie Corkum, Charlie's Hoe, Lasting Impressions, Peter Levy, DM Cavanaugh and Jon Rand.
- m) Emergency Management Organization: Wayne Blenkhorn the Village Coordinator chaired the meeting on July 16, 2009. Gary Smith, the Municipality of Kings County Coordinator attended. Meetings will be held twice a year with the next one being in the fall. A list of people needing assistance will be started and kept at the Village Office.
- n) Sign for Community Centre is being looked into.

#### **NEW BUSINESS:**

- 1. An addition to the Public Works Building is needed to store equipment on site in a secure area and provide protection from the weather. A drawing will be needed prior to getting a quote. It was moved and seconded to get a drawing prepared for the addition to the Public Works building. **MOTION CARRIED.**
- 2. Water tank quotes were provided for review. It was moved and seconded that the Village go with the quote the engineer recommends. **MOTION CARRIED.**

#### **CORRESPONDENCE:**

- I. **Municipality of County of Kings:**
  - a) **Building Permit Report for Month of June 2009(FOR INFO):**  
Total building permit activity for Kings County for June 2009 amounts to 121 permits issued with a value of \$9,246,970. **For Port Williams**, activity consisted of 1 permit, estimated value \$194,400. A summary of activity was also circulated. See attached.
  - b) **Email from Richard Lloyd** requesting Village to administer capital costs re street lights at Ports Landing sub-division.
  - c) **Letter from Fred Whalen re Phase 2 of the Integrated Community**

**Sustainability Plan** would we like to have a representative attend ICSP Steering Committee meetings

The Village Office will inform Mr. Whalen that we would like to have Kim Cogswell be a part of this Steering Group and provide her contact information to him.

- d) **Letter from Bill Butler** informing us that Council approved \$10,000 towards a waterfront redevelopment study
- e) **Letter Public Meeting – Telecommunication Tower, East Berwick**(FOR INFO) August 5/09 at 7pm Berwick Fire Hall

II. **Other:**

- a) **Valley Communications Inc Report for Port Williams Volunteer Fire Dept**(FOR INFO): Report for Month of June 2009: 6 calls consisting of 3 motor vehicle accidents, two false alarms and 1 mutual aid to Waterville
- b) **BFL Canada** (FOR INFO): Certificate of Insurance for Girl Guides of Canada
- c) **Letter from Nova Scotia Utility and Review Board**: looking at ways to simplify the preparation of the water rate applications and are soliciting input. Staff was requested to send a copy of this correspondence to Doug Seamone.
- d) **Letter from Otis**: contact re “no-voice” calls. Staff was requested to ask Brian if calls could be directed to him, if he is in agreement then Otis is to be informed.
- e) **Letter from GM Canada** (FOR INFO): reinforcing commitment to customers and will continue to honour warranty commitments
- f) **Letter from GM Canada** (FOR INFO): plans to phase out medium duty products but will still have replacement parts available
- g) **Letter from Rose Grieder**(FOR INFO): Thank you on being selected the recipient for the JAM Scholarship. It was requested that a copy of this letter be forwarded to Mrs. Lorraine Miner and other JAM committee members.
- h) **Letter from Loretta Kalkman**: Audit notes and recommendations.
- i) **Booklet from Stewart McKelvey**(FOR INFO): Legal Developments of interest to employers in Atlantic Canada

III. **Email Correspondence:**

- a) **Union of Nova Scotia Municipalities (FOR INFO):** Atlantic Procurement Agreement re public tenders

**OTHER BUSINESS:**

1. Lining machine has been purchased.
2. Issuing of T4s for commissioners will be instigated.
3. Eastern Kings Chamber of Commerce re membership. Not interested at this time.
4. It was moved and seconded to approve the minutes of the Special meeting of Village Commission of June 4, 2009, as circulated. **MOTION CARRIED.**
5. Scott Leier made mention of teenagers with vandalism and the Village should be taking a pro active role in this.
6. Greg Coldwell and Earl Kidston were concerned with statements made in a Flyer with regard to “protection of farmland update”. It was noted that the Village has no connection with these flyers.
7. Earl Kidston noted that his Company has purchased the former Maple Leaf Foods property. They are currently doing a study on what to do with property. Earl does want to see the feed mill come down and wished to know if the Village would support him in funding applications to have this occur. The Village was supportive in providing any assistance as long as it did not cost the Village funds.

Upon a motion being made and seconded, the meeting was adjourned at 10:04 p.m.

**MOTION CARRIED.**

---

Lewis Benedict, Chair

---

Laura Wightman, Clerk/Treasurer