

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF APRIL 15, 2014

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

IN ATTENDANCE: Emma VanRooyen, Geoff Muttart, Doug Clark, Rick Wood, Brian Tupper, Joe Keddy, & Darlene Robertson

REGRETS: Kim Cogswell & Geneve Newcombe

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 March 18, 2014 be approved as circulated. **MOTION CARRIED.**

CORRESPONDENCE:

I. Municipality of County of Kings:

- (a) Building Permit Report for Month of March 2014. In Kings County 26 permits were issued with a total value of \$5.3 Million, 2 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 February 18th Committee of the Whole meeting and the action list from the February 4th Municipal Council meeting. *(Information only)*
- (c) E-mail reminder of the upcoming Village/Municipal meeting on April 16th. *(Information only)*
- (d) Notice of Public Hearing from the Municipality of the County of Kings scheduled for May 1, 2014 in Council Chamber regarding proposed amendments to the Municipal Planning strategy and Land Use Bylaw. *(Information only)*

II. Other Correspondence:

- (a) E-mail information regarding the Federal Government announcement on March 28th that the New Building Canada Fund is open for business. *(information only)*
- (b) Letter from Bishop & Company Chartered Accountants Inc. stating that they are planning the audit for the Village of Port Williams. *(information only)*
- (c) Offsite inspection report from Nova Scotia Environment requesting an annual report be submitted by April 18, 2014.
- (d) Notice of Surplus Property off of Highway 201 near South Greenwood.

BUSINESS ARISING FROM MINUTES:

- (a) **Revised Rules of Governance provided by the Fire Department** – Village office will make arrangements for a meeting date to review the revised Rules of Governance.
- (b) **Chief Financial officer to discuss with Village's Auditor the Fire Departments charitable account** – Villages auditor will contact the Village Lawyer to discuss.
- (c) **Status of NS Environment last month Off Sight inspection report** – Public Works Superintendent Joe Keddy responded that the documentation required by NS Environment was sent in before the deadline date. Further explained that the off sight inspection reports are a paper trail tool which Nova Scotia Environment utilizes to track conversations and events with the large volume of people and organizations in which they deal with on a daily basis.

REPORTS:

Janitorial: Brian Tupper reported

- Busy this time of year
- One of the front doors to the Community Center is not automatically locking. Lewis will phone and arrange to have the door fixed and have the window to the Multi-Purpose Room measured for new glass.

Public Information Meeting:

- Commissioner Cogswell and the Village Clerk made up the attendance at the Public Information Meeting regarding private Schools in the growth centre of Port Williams. (New Booker School)
- No opposition

Recreation: Craig Newcombe reported:

- Joseph Memet has lined up some funding for a low impact activity for seniors.
- Secured funding for the revitalization of the Clubhouse at the ball field, one third funding and two thirds to be covered by the Village
- Looking at having the lines at the tennis court painted
- The Dance Time group had their Annual meeting on April 3
- East Kings soccer donated new nets for the Soccer field. U12 soccer is exploring the possibility of an all-weather artificial turf field.

Fire Department: Doug Clark reported:

- Two mutual aid calls
- Training has been going well
- Up to 21 members
- Will be having a chicken barbeque during Port Williams Days
- No water usage for the past month
- Iam responding a software tracking system is working on a trial basis

- Have the ability to track hydrants. Joe mentioned that it would be good for him to have access to the software – It was mentioned that it would be a good idea for the Fire Department to have a training session on how the hydrants work and what the flow looks like at each hydrant. Fire Department asked if Joe would be available one evening to talk to members about hydrants.
- Had a moment of silence in memory of past Fire Chief Spurgeon Conrad at the last Fire Department meeting. There will be fifteen seats available at his service on Friday for anyone who would like to attend.

Lions Club: Brian Tupper reported:

- Lions Club presented the Village with a donation of \$500.00 towards the cost of stacking mugs purchased for the Community Centre kitchen.
- Made the request to have portable toilets available on June 13, 14 & 15 for Port William Days. Chairman Lewis Benedict asked that they provide the locations for the portable toilets and he will make the arrangements.
- Fire Department will be helping out with the fireworks for Port Williams Days
- Lions Club has suffered the recent loss of Lion Spurgeon Conrad. Services will be held at the St John's Anglican Church on Saturday, April 19th.
- Their participation in the Adopt-A-Highway has been postponed until the ditches have dried out.

Kings County Council: Emma Van Rooyen reported:

- Approval has been given to the operating and capital budgets for 2014-2015.
- Council has approved and budgeted a new trail system from Wolfville to New Minas. It will be a walking and biking trail which will run along the rail system.
- Have approve a \$150,000.00 yearly expenditure for J-Class roads.
- Planning Advisory Committee (PAC) has been reestablished
- The Nova Star ferry out of Yarmouth started today
- Councilor Van Rooyen was asked if the burning control bylaw 63 has had its first reading. No it was just discussed at the Committee of the Whole meeting. Will be on the agenda at the Village/Municipal meeting tomorrow.

Water/Sewer/Public Works/Transportation Report: Joe Keddy reported:

- Nitrates continue to drop
- Working on reports, standard operation procedures, etc.
- Busy with snow removal and salting
- Joe was asked what could be done about the times like the Tuesday storm where the snow is not removed in front of the Fire Department truck doors. The contractor usually keeps the area cleaned but should this happen again the Fire Department can phone right away and the Village will ensure that it will be taken care of.
- Busy obtaining a static Internet Protocol address (IP) instead of a dynamic one for the Scada system. This will ensure we can keep in contact and access the system.
- Generator on Starr's Point Road had an alarm due to sparks. The generator is 30 days past warranty however Joe believes that company will still go good for it.

- New employee Justin Allen is currently working part time and if everything works out he will provide the coverage we need for the summer through to the fall.
- Department of Transportation has fixed the pot holes on High Street. Geoff Muttart asked if they will be attending to the pot holes on Starr's Point Road. Joe will contact the Department of Transportation and do a drive around the Village with them to identify our problem areas. It was mentioned to include the bridge in the drive around.
- Will be painting the parking lot lines.

Treasurer's Report:

- A motion to accept the Village General Operating and Water Utility financial statements for March 31, 2014 as submitted was moved and seconded. **MOTION CARRIED.**
- Cost of living increase for employees has been set at 1.5%

NEW BUSINESS:

- (a) Well house/Throw Pitch Camera – People have done donuts with their cars cutting deep trenches in the green. Public Works Superintendent Joe Keddy will look into different camera systems to provide coverage for that area. A camera system in this area will also provide some due diligence for water protection. Emma was asked if she could look into what funding the Village of Greenwood received for their security system after the scare they had with their water system. We should advise the public of the camera system through signage in that area.
- (b) UV system for sewage treatment plant. – Joe has been working on getting the sewage system under control through chlorination however this has been hard to manage manually taking into consideration what regulations allow as acceptable levels of chlorine. A UV system would eliminate this issue and eventually legislation will be moving away from chlorination to a UV system. Engineers, Hiltz and Seamone have quoted a new UV system to cost approximately two hundred and fifty thousand dollars. Councilor Van Rooyen was asked what it cost the County for the system in Aylesford and Canning. Joe showed Emma the pictures he took of the flooding at the chlorination chamber. Village to explore all possible funding options. Questions was asked if we have depreciation for sewer and if so how much.
- (c) Municipality of the County of Kings revision to By-Law #63 – By-law to control fires. – To be discussed at the Village/Municipal meeting on April 16th.
- (d) Biking group using the Community Centre Parking lot – Concern was expressed that we could have a shortage of parking space if the Village has an event during the same time that this group is using the parking lot especially where they have not contacted the office and asked to use the parking lot. It was also noticed that the group has left banana peels and cups littering the parking lot. Village office will investigate who would be the contact for this group.

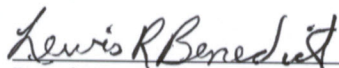
- (e) Princess Desert Party – Commissioner Doug Gate volunteered to be the Village representative at the Princess Desert party on April 25 and for the coronation ceremony at University Hall, Wolfville on May 30, 2014. A motion to provide cheques to our 2014 Princess and Child Attendant in an amount equal to that which was presented to our 2013 Princess and Child Attendant be presented at the Princess Desert Party was moved and seconded.

MOTION CARRIED

- (f) The Village Commission discussed what could be done in memory of Spurgeon Conrad for his contribution to the Village as a member of the community, volunteer and past Fire Chief. A motion to donate one hundred dollars to the St. John's Anglican Church in memory of Spurgeon Conrad was moved and seconded. **MOTION CARRIED**
- (g) At the Fire Department meeting it was noted that the Community Centre is a comfort centre for the Village and that some of the members should receive training on how to hook up the generators. Will look into arranging training for the Fire Department.
- (h) It was discussed that the Village could provide some additional funding to the Fire Department where the new Capital Budget falls short as compensation for the 4-wheeler.
- (i) New legislation now allows for in camera meetings - the Village will have an in camera meeting to discuss personnel matters.

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

MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Village Clerk