

**MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION**  
**SPECIAL MEETING OF DECEMBER 7, 2022**

**MEMBERS PRESENT:** Lewis Benedict, Scott Leier, Debbie Graves, Kim Cogswell and Ernie Hovell

**IN ATTENDANCE:** Brock McDougall

**1. CALL TO ORDER**

Chairperson, Lewis Benedict, called the meeting to order at 2:00 p.m.

**2. REGRETS:** none

**3. APPROVAL OF MINUTES:**

- a) It was moved and seconded that the minutes of the Commission meeting off November 15, 2022, be approved as circulated  
**MOTION CARRIED.**

**4. BUSINESS ARISING FROM MINUTES:**

- a) none

**6. NEW BUSINESS**

- a. FD – Tanker Bid proposal
  - i. Brock McDougall, CAO, summarized that the Village became aware of a tanker for sale that could be a suitable fit for the Port Williams Volunteer Fire Department. The tanker is being sold by the Kentville Volunteer Fire Department through a closed bid process, with bids due by Friday, December 9, 2022.
  - ii. Brock explained that he had spoken with the Fire Chief and Deputy Chief who were open to this option in place of a new tanker, with the understanding that some improvements to the tanker would be necessary. Brock explained to the Chiefs that the significant savings of buying a used apparatus meant that there were funds in reserves to ensure the tanker was in good working order and ready for service.
  - iii. Further, with the existing wait times for new builds, this tanker could be brought into service years soon.
  - iv. The Commission had been briefed on the specs of the truck in advance of the meeting but had some questions about the feasibility of bidding on the tanker, including the size, condition, and age. There were additional questions about insurance implications.
  - v. Brock explained the limitations of the tankers age from an

insurance underwriter's perspective. Apparatus of a certain age are not graded towards the Villages overall insurance assessment. Nonetheless, this tanker is significantly newer than what is currently in service and may allow the village to maintain the existing three apparatus fleet until such time that operational plans change (e.g., running a pumper-tanker).

- vi. Chairperson Lewis Benedict, who had seen the Tanker in person, offered additional details about the condition of the truck and suggested that this would be a good purchase for the Village.
- vii. The Commissioners discussed a bid price and determined that a bid of \$175,000 should be adequate to obtain the tanker, while retaining reserves for repairs, paint, etc.
- viii. It was moved and second that the Village Commission authorize CAO McDougall to submit a bid to purchase tanker 22, in the amount of \$175,000+HST, to the Kentville Volunteer Fire Department. **MOTION CARRIED**

#### 7. IN CAMERA

- a. none

#### 8. ADJOURNMENT

Upon a motion being made the meeting adjourned at 2:51pm



Lewis Benedict, Chairperson



Brock McDougall, CAO/Clerk