

MINUTES OF THE VILLAGE OF PORT WILLIAMS COMMISSION
REGULAR MEETING OF DECEMBER 19, 2017

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

IN ATTENDANCE: Brian Tupper, Laura Jacobs, Karen Rovers, Philip Porter, Meg Hodges, Joe Keddy, Geoff Muttart and Darlene Robertson

REGRETS: None

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

I. APPROVAL OF MINUTES:

- (a) It was moved and seconded that the minutes of the regular Commission meeting on November 21, 2017 be approved as circulated. **MOTION CARRIED.**

II. Municipality of County of Kings:

- (a) Building Permit report of the Month of November, 2017. In Kings County 43 building permits were issued with a total value of 4.1 million, 3 permits were issued for Port Williams. (*information only*)
- (b) Media release from the Municipality of the County of Kings announcing that Mayor Muttart will be joining the Valley Delegation to travel to France to attend the International Network of Michelin Cities Conference. (*information only*)

III. Other Correspondence:

- (a) E-mail from Kate Jeffrey expressing her appreciation for the creation of the Port Williams Community Park. (*information only*)
- (b) Clearance letter from Workers' Compensation stating that the Village's account is in good standing. (*information only*)
- (c) Letter from Joan Churchill, church moderator for the Port Williams Baptist Church announcing their celebration of 150 years of Christian ministry on January 1, 2018. (*information only*)
- (d) E-mail from the Policy Analyst for the Association of Nova Scotia Villages outlining the impact that Bill 10 will have on Villages. (*information only*)

BUSINESS ARISING FROM MINUTES:

- I. Unightly building –** Councilor Meg Hodges reported that she had received an update from Terry Brown, Supervisor of Building and Enforcement Services for the County of Kings that they are waiting for approval from DTIR for the existing

foundation to be built on again as it is so close to the road. There should be a report to County Council early in the New Year.

- II. **Farnham Marsh Dyke Body** – Councilor Meg Hodges reported that it is in the hands of Mayor Muttart. Still in negotiations, this is not a priority for the Province but they will provide consultation and design. Kevin Beckers, Manager Land Protection Nova Scotia Department of Agriculture has agreed to talk to the Minister.
- III. **Department of Transportation and Infrastructure Renewal follow-up** – No update provided
- IV. **Brison Development** – No report provided
- V. **GIS Locator System project update** – Chief Financial Officer Karen Rovers reported that she had requested an update from Keith Kelly, CBCL. There has been work done locating and recording the manholes and their depth.
- VI. **Public Information meeting for Kars Street one-way** – Office sent a letter to the Department of Transportation and Infrastructure Renewal summarizing the result of the Public Information meeting and have not received a response.
- VII. **Albert Miner Sewer lateral options** – Letter was sent to Albert Miner with a response date of December 15th. There has been no response from Mr. Miner.

REPORTS

Municipal Councilor – Meg Hodges reported:

- Kings transit route change has been approved by the Utility and Review Board. Meg addressed the concern regarding the student on Belcher Street with respect to the route change.
- Starting work through the Municipal Planning Strategy. Council is trying to address a couple of topics at a time in order to eventually cover all topics.
- Tender to be read on January 4, 2018 for the new Municipal building.
- Acadia Student U Pass might have to wait until next year.
- Brian Tupper noted that there was no bus stop sign at the Community Centre – Meg said she would look into it.

Recreation Director: - Laura Jacobs reported:

- Little Dribbler's was successful
- Adult programming – Yoga has been extended into January, the program was well received.
- Seniors programming – Acadia's Active Aging is going strong and will start up on January 16th – Senior walking has dissipated due to lack of guidance, hoping to reconnect with participants and revive the program.
- Polling residents through Facebook for input on program and activities of interest – coordinated the return of Zumba
- In contact with several instructors
- Various age level fitness programs in development
- Ordered new fitness equipment for upcoming programs
- Developing standard fee structure/facility use for all recreation programming

Janitorial: Brian Tupper reported:

- Busy season
- Window is fixed in Boardroom

Fire Department: Philip Porter reported:

- 1 alarm – Commercial vehicle fire
- Members attended mobile burn unit
- Christmas party for Members was on Saturday, December 16th
- New truck has been painted

Auditorium Upgrade Committee: Brian Tupper reported:

- Brian requested that the stage be completed by the end of the week
- After discussions regarding the budget on the project, a motion to not exceed one hundred and eighty seven thousand dollars was moved and seconded. **MOTION CARRIED.**

Lions Club: Brian Tupper reported:

- Total of four new members have joined the Port Williams and District Lions Club
- Have completed approximately 27 Christmas hampers

Public Works: Joe Keddy reported:

- Water and sewer systems are working fine
- Water meters on repair list are repaired and up to date
- Nitrates are staying around the same
- Shop cleaned and maintenance on equipment
- Meeting with CBCL regarding GIS system information for manholes
- Water repair on Belcher street
- Spoke with electrician regarding lights to be repaired in Brison subdivision
- Tires installed on truck
- Pulled sewer pump at Port Pub
- Issue with Chlorination system at the Reservoir, work done by Resource Systems
- Emergency call in and help from Wolfville to assist on Sunday – ran on manual due to system failure. System back running properly
- Ordered chlorine cylinders
- Cleaned UV building , washed out UV channel, washed racks and replaced UV tubes where needed
- Repaired broken valve cover at the intersection of High and Belcher
- Working on outside lights at Reservoir and duck pond
- Started snow clearing
- Raw water sample from all wells
- Attended H2S alive course at the County
- Repaired water leak for sewer lagoon
- Gravel on sewer lagoon road
- New dog waste bin installed on Leaside Drive
- Attended meeting with Commissioners to discuss Albert Miner's sewer lateral

- Turned water on at 1251 Main Street
- Repaired water curb stop at 1020 Main Street
- Repaired water leak servicing Cornwallis Farms
- Repaired water service boxes at the intersection of Cooperage Lane and Oscar Chase Drive.
- Joe was asked if all hydrants have been marked for the winter – Joe will verify that all markers are on the hydrants.
- Looking at installing a catch screen due to multiple instances of mop heads going into the sewer pump located at the Terry's Creek Road/Kars Street location

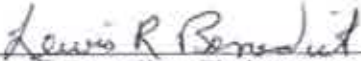
Treasurer's Report: Karen Rovers reported:


- A motion to accept the Village General Operating and Water Utility financial statements for November 2017 as submitted was moved and seconded. **MOTION CARRIED.**
- A motion that one third of the remuneration for the Commissioners be designated as a non-taxable expense was moved and seconded. **MOTION CARRIED.**
- A motion that the Chairperson has the authority to do the annual Christmas shopping was moved and seconded. **MOTION CARRIED.**

NEW BUSINESS:

- (a) Lawn bowling – After discussions it was agreed that Kathy Siddall should be presenting to the Recreation Committee for their involvement and recommendation to the Village Commission.
- (b) Apple Blossom Festival – Betty Jean Tupper was looking for the Village's recommendation in response to changes to the Apple Blossom Festival Booster Club financial support. After discussions a decision to support the Booster Club in the amount of \$725.00 was moved and seconded. **MOTION CARRIED.**
- (c) Piano and 2 mobile coat racks for the Community Centre Auditorium – After discussions a decision to purchase an electronic piano and two coat racks for the auditorium not to exceed a total amount of \$2000.00 was moved and seconded. **MOTION CARRIED.**
- (d) Post Office walkway safety concern – After discussions it was decided that the office will send a letter to Canada Post, carbon copying both the Post Master and MP Scott Brison regarding safety concerns with the walk way into the Village's Post Office was moved and seconded. **MOTION CARRIED.**
- (e) There were discussions regarding the use of reflective tape on the crosswalk flagging which were taken under consideration.

Upon a motion being made, the meeting was adjourned at 9:02 p.m.
MOTION CARRIED.


Lewis Benedict, Chairperson


Darlene Robertson, Village Clerk