

TOWN OF KENTVILLE WATER COMMISSION

Meeting Minutes: January 25, 2023

PRESENT

Mayor Sandra Snow, CAO Dan Troke, Director of Engineering and Public Works David Bell, Councillor Andrew Zebian, Councillor Paula Huntley, Clifford Hill, and Recording Secretary Carla MacDonald.

Regrets / Absent:

Councillor Craig Gerrard
Kings County Engineer Abdelkhalek Omar
Fire Chief Scott Hamilton
Lexi Misner Councillor Co. Kings

Voting members: The Mayor as chairperson, three (3) councillors, one (1) citizen representative, one (1) representative from the Kentville Volunteer Fire Department, and one (1) representative from the County of Kings. The CAO, Director of Planning, Director of Public Works, and representative from the Department of the Environment provide technical expertise with a voice but no vote.

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 3:33 p.m.

Note: "Points from Discussion" below show various comments made by individual members during debate. They do not necessarily represent the opinion of the group, nor do they always reflect accurate information.

2. APPROVAL OF THE AGENDA

Motion that the Agenda for the January 25, 2023 meeting be approved, Councillor Andrew Zabian and seconded by Clifford Hill.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

Motion that the minutes for the Kentville Water Commission meeting on October 27, 2022 be approved.

MOTION CARRIED

4. New Business

(a) Operations Update

I. Financial Report

Income Statement for the third quarter of 2022/2023 ending December 31, 2022 has been prepared by Acting Director of Finance, Robin Paish. KWC is 75% of the way through the fiscal year. Operating revenue is at 84.5% with metered sales at 77.2% and Public Fire Protection billed out to the Town & Municipality of Kings at an amount of \$635,997.

Director of Finance Debra Crowell had a recommendation prepared dated November 29, 2022 for the Kentville Water Commission write off four non-collectable accounts in the amount of \$169.43.

See Report

Motion to write off four non-collectable accounts as detailed in the report in the amount of \$169.43 approved by Clifford Hill and second by Paula Huntley.
MOTION CARRIED

II. Engineering Update

Motor Replacement on West End Well Pump: In mid-December KWC had a motor fail on one of the well pumps at the West End Wellhouse. A replacement motor was available in province and replaced during Boxing Week in December 2022. Upgrade to existing well houses are ongoing adding safeguards to help protect our motors from premature failure due to power imbalances and over-current draws.

See Report

Discussion

- When upgrades are being performed on wells, this **does not** affect water pressure.

(b) Source Water Protection Advisory Committee Report, (None)

- Director Bell stated that when the 8th Well is in place, a new SWPP will need to be rewritten and will collaborate with Mike Allen and Kirsten Duncan.

(c) Next Meeting

The next meeting(s) will be held on Thursday April 20, 2023 at 3:30 p.m., with KWC Budget meeting being held first at 3:30 p.m. and regular KWC Meeting to follow.

5. ADJOURNMENT

Motion that the Kentville Water Commission be adjourned, Councillor Andrew Zabian.
MOTION CARRIED

Adjourned at 3:58 p.m.