



**Village of New Minas**  
Beautification Committee  
September 20, 2023 @ 10:30 AM  
Commission Room, LMCC  
New Minas, Nova Scotia  
APPROVED MINUTES

**Members Present:**

- Mary Munroe, Commission Member & Chair
- Debra Windle-Smith, Commission Member
- Agnes Wojt, Citizen Member
- Donna Randell, Citizen Member
- John Ansara, Director of Recreation & Community Development
- Gerard Hamilton, Manager of Municipal Operations

**Members Absent:**

- None

**Staff Present:**

- Tim Bouter, Clerk Treasurer/CAO

**Others Present:**

- None

**1. Call to Order:**

The Chair called the meeting to order at 10:30am, welcoming those in attendance.

**2. Approval of the Agenda:**

Motion:

THAT the Agenda for the September 20, 2023 Beautification Committee Meeting be approved as circulated.

**M/Donna Randell**

**S/Debra Windle-Smith**

**Motion Carried**

**3. Approval of Minutes:**

- a. July 19, 2023 Beautification Committee Meeting

Motion:

THAT the Minutes for the July 19, 2023 Beautification Committee Meeting be approved as circulated.

**M/Donna Randell  
S/John Ansara  
Motion Carried**

**4. Business Arising from Minutes:**

- a. July 19, 2023 Beautification Committee Meeting

Donna asked if there was any update on Village “eye sores” on private property. Mary mentioned that she is planning to talk to the owner of Vales and that Committee members should submit information to the Clerk Treasurer/CAO for further follow up with the County Compliance Officer. The Committee also discussed the possibility of murals, which could be incorporated into the Strategic Plan.

**5. Comments from the Chair:**

Mary mentioned that she is still seeking to coordinate a presentation about accessibility requirements for a future meeting.

**6. Presentations:**

There were no presentations.

**7. Finance & Budget Update:**

- a. Capital Expenditures

The Clerk Treasurer/CAO presented a summary of the capital expenditures up to September 15, 2023, as attached in Appendix A.

- b. BSP Funding Application

John Ansara provided an update on the Beautification & Streetscaping Program (BSP) funding application. The Province is awaiting a confirmation letter and the release of last’s year’s funding through the Municipality of the County of Kings, which was affected by the recent cyber attack. Staff expect this to be sorted out shortly (as Deputy CAO Rob Frost is now involved), and will update the Committee through email.

**8. Capital Projects:**

- a. Crescent Park West

Gerard informed the Committee that the Nova Scotia Public Works’ approval process for excavating across Commercial Street in this location would be rigorous and costly. An

exploratory dig confirmed that the water main is located in the street, rather than in the shoulder. Manual watering options will be used as necessary for this park going forward.

b. Founding Fathers Park (including viewing deck)

Gerard informed the Committee that the irrigation system has been installed. The Clerk Treasurer/CAO presented the final plan for the viewing deck, which has been submitted to contractors for quotes.

c. Lights and Decorations

The Committee discussed the purchase of banners, Christmas lights/decorations and fall holiday decorations. A subcommittee led by Donna will meet separately to discuss purchases and an installation plan.

Motion:

THAT staff purchase additional red Christmas banners up to a maximum of \$7,500.

**M/Donna Randell**  
**S/Agnes Wojt**  
**Motion Carried**

Motion:

THAT staff purchase Christmas lights and decorations up to a maximum of \$1,500.

**M/Donna Randell**  
**S/Agnes Wojt**  
**Motion Carried**

Motion:

THAT staff purchase Remembrance Day decorations up to a maximum of \$500.

**M/Debra Windle-Smith**  
**S/Agnes Wojt**  
**Motion Carried**

d. Prospect Road Pocket Park

Current phase of the project is complete. Gerard to have Public Works staff remove the dead tree branch.

**9. New Business:**

There was no new business.

**10. Other Business**

a. Update on Planters

John George provided an update on the planters. The Committee was pleased with the results this season. One suggestion was to stagger the blooming periods in our planters. John will continue to optimize the plan with Blomidon Nurseries for next season, based on comments and lessons learned.

b. Butterfly Way Garden Update

Debra provided an update to the Committee about Butterfly Way Garden. After meeting with the interested partners, a new location in Lockhart Ryan Park was selected. The Blomidon Naturalist Society will proceed with the project, and Public Works staff will include the new garden in future maintenance.

**11. Next Meeting Date**

a. November 15, 2023

The next meeting is scheduled for Wednesday November 15, 2023 @ 10:30am at the LMCC and via online video conference (Zoom).

**12. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 12:13am.

Motion:

THAT the meeting be adjourned.

**M/Agnes Wojt**

**S/Donna Randell**

**Motion Carried**

**Appendix A —  
Capital Expenditures**

**Budget Update — Beautification Capital Projects**  
As of September 15, 2023

GL	PROJECT	2023/2024 BUDGET	TOTAL EXPENSES (including net HST)	REMAINING BUDGET	INDIVIDUAL EXPENSES (including net HST)	PAYMENT DATE	TRANSACTION NUMBER	NOTES/DESCRIPTION
GC35345	Crescent Park West	\$ 5,000.00	\$ -	\$ 5,000.00				
GC35345	Founding Fathers Park	\$ 6,500.00	\$ 6,813.74	\$ (313.74)	\$ 478.42	28-Jun-23	Ch 1897	Palmer & Hoherty: Viewing deck design
					\$ 1,577.32	9-Aug-23	Ch 1904	Palmer & Hoherty: Viewing deck design
					\$ 4,500.00	tbd	tbd	Rousseau Irrigation: irrigation system
					\$ 258.00	tbd	tbd	APB Electric: electrical work for irrigation
GC35345	Lighting & Decorations	\$ 11,500.00	\$ 1,078.15	\$ 10,421.85	\$ 77.71	28-Jun-23	Ch 1897	Purolator: Christmas lights
					\$ 591.30	12-Jul-23	Ch 1901	Panda Print: signs
					\$ 60.00	31-Aug-23	Visa	Canadian Tire: materials for signs
					\$ 349.14	31-Aug-23	Visa	Home Depot: materials for signs
GC35345	Prospect Road Pocket Park	\$ 2,000.00	\$ 2,903.19	\$ (903.19)	\$ 1,692.43	30-Apr-23	Visa	Gamasonic: solar light
					\$ 772.76	30-Apr-23	Visa	Gamasonic: solar light post/base
					\$ 438.00	31-May-23	EFT 57	Blomidon Nurseries: blue spruce tree
<b>Totals</b>		<b>\$ 25,000.00</b>	<b>\$ 10,795.08</b>	<b>\$ 14,204.92</b>				