



**Village of New Minas**  
Beautification Committee  
November 15, 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 (via Zoom)
- 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 November 15, 2023 Beautification Committee Meeting be approved as circulated.

**M/John Ansara**

**S/Agnes Wojt**

**Motion Carried**

**3. Approval of Minutes:**

- a. September 20, 2023 Beautification Committee Meeting

Motion:

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

**M/Debra Windle-Smith  
S/John Ansara  
Motion Carried**

**4. Business Arising from Minutes:**

- a. September 20, 2023 Beautification Committee Meeting

There was no business arising from the September 20, 2023 minutes.

**5. Comments from the Chair:**

The Chair complimented the Committee and staff for the red banners that are now able to be installed in a consistent manner along Commercial Street, and also thanked Donna and Gerard for their coordination of the Remembrance Day signs.

**6. Finance & Budget Update:**

- a. Capital Expenditures

The Clerk-Treasurer/CAO summarized the capital expenditures to date. \$16,796.48 of the total \$25,000 has been spent, leaving \$8,203.52 for additional initiatives.

Motion:

THAT additional solar lights be purchased for the third blue spruce tree in Prospect Road Pocket Park.

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

- b. BSP Funding Application

The Village received an official letter from the Province stating that the BSP funding application was not approved this year. The number of total requests was more than in the past, and all three of the applications that the Municipality of Kings submitted (including New Minas) were unsuccessful. The Committee plans to apply through this program again next year.

- c. 2024/25 Budget Process

The Clerk-Treasurer/CAO discussed the upcoming budget process for 2024/25. Committee members are encouraged to think about projects and initiatives over the

next two months, and the Beautification Committee meeting in January will be focused on prioritizing the ideas and forming a budget to bring to the Commission for approval.

**7. Capital Projects:**

a. Seasonal Banners

The Clerk-Treasurer/CAO recommended that the remaining funds in the capital budget be allocated towards the purchase of seasonal banners.

Motion:

THAT the remaining funds in the capital budget be allocated towards the purchase of seasonal banners.

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

Additional Item:

Gerard to reach out to NS Power/Bell Aliant ahead of the January budget meeting to discuss permission for installing hardware along the Prospect Road utility poles for the blue holiday banners.

b. Viewing Deck

The Clerk-Treasurer/CAO informed the Committee that a quote of \$112,800 + HST has been received for the viewing deck for budgeting purposes. The Committee agreed that the scope of work for Founding Fathers Park should be simplified to reduce the cost. Some ideas and variations were discussed, including tree clearing, fencing, pavestones, picnic tables and a swing. The concept will be refined at the January budget meeting.

**8. Other Business**

a. Lights and Decorations

Donna summarized this year’s initiatives for lights and decorations. After three planning meetings, the lights have been installed at the LMCC, roundabout, and Lockhart & Ryan Park! During the meetings, many ideas were generated that will be discussed at the January budget meeting.

b. New Minas Strategic Plan

The Village Commission has been working on an overall Strategic Plan. Community Wellness is one of the key strategic priorities, with Beautification as an important area of focus. The Commission supports the ongoing work of the Beautification Committee, and its work will align with the Strategic Plan going forward.

**9. Next Meeting Date**

- a. January 17, 2023

The next meeting is scheduled for Wednesday January 17, 2024 @ 9:30am at the LMCC and via online video conference (Zoom).

**10. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 11:32am.

Motion:

THAT the meeting be adjourned.

**M/Donna Randell**

**S/John Ansara**

**Motion Carried**