



Village of New Minas
Commission Meeting
July 10, 2023 @ 7:00 PM
Commission Room, LMCC
New Minas, Nova Scotia
APPROVED MINUTES

Commissioners Present:

- Dave Chaulk, Chair
- James Redmond, Vice Chair
- Mary Munroe
- Quentin Hill
- Debra Windle-Smith

Commissioners Absent:

- None

Staff Present:

- Tim Bouter, Clerk Treasurer/CAO

Others Present:

- Kevin Davison, Kings County District 8 Councillor
- Donna Randell (via Zoom)

1. Call to Order:

Dave Chaulk called the meeting to order at 7:00pm, welcoming those in attendance.

2. Approval of the Agenda:

Mary Munroe requested an addition to the agenda to update the Commission about some ongoing initiatives related to the Beautification Committee.

Motion:

THAT the Agenda for the July 10, 2023 Commission Meeting be approved as amended.

M/James Redmond

S/Quentin Hill

Motion Carried

3. Disclosure of Conflict of Interest:

No conflicts of interest were declared.

4. Oaths of Office for 2023 Election

The Clerk Treasurer/CAO advised the Commission that he is an appointed Commissioner of the Supreme Court of Nova Scotia pursuant to the *Notaries and Commissions Act* of the Province of Nova Scotia. As such, he has the authority to administer the Oaths of Office, either by swearing or affirmation, for the 2023 election.

Acting as a Commissioner under the *Act*, the Clerk Treasurer/CAO administered the Oath of Office for James Redmond and Mary Munroe, in accordance with Section #407 (1) and (1A) of the *Municipal Government Act* and Section #147 of the *Municipal Elections Act*. The signed Oath of Office certificates have been attached to the Minutes of the Meeting.

5. Election of Village Commission Chair and Vice-Chair

The Chair directed the Clerk Treasurer/CAO to administer the election process for Chair for a term to commence immediately and lasting until the first meeting after the next election for Village Commission, at which time a new Chair and Vice-Chair shall be elected. The Clerk Treasurer/CAO issued a First Call for nominations for the position of Chair of the New Minas Village Commission. A nomination was received for Dave Chaulk, who confirmed his acceptance of the nomination. The Clerk Treasurer/CAO issued a Second Call for nominations for the position of Chair of the New Minas Village Commission, followed by a Third and Final Call. No additional nominations were received.

Motion:

THAT Dave Chaulk be appointed Chair of the New Minas Village Commission.

M/James Redmond

S/Quentin Hill

Motion Carried

The newly elected Chair issued a First Call for nominations for the position of Vice Chair of the New Minas Village Commission. A nomination was received for James Redmond, who confirmed his acceptance of the nomination. The Chair issued a Second Call for nominations for the position of Vice Chair of the New Minas Village Commission, followed by a Third and Final Call. No additional nominations were received.

Motion:

THAT James Redmond be appointed Vice-Chair of the New Minas Village Commission.

M/Quentin Hill

S/Debra Windle-Smith

Motion Carried

6. Approval of Minutes:

- a. June 12, 2023 Village Commission Meeting

Motion:

THAT the Minutes for the June 12, 2023 Village Commission Meeting be approved as circulated.

M/James Redmond

S/Quentin Hill

Motion Carried

- b. June 27, 2023 Village Annual General Meeting

Motion:

THAT the Minutes for the June 27, 2023 Village Annual General Meeting be approved as circulated.

M/James Redmond

S/Quentin Hill

Motion Carried

7. Business Arising from Minutes:

- a. June 12, 2023 Village Commission Meeting

There was no business arising from the June 12, 2023 minutes.

- b. June 27, 2023 Village Annual General Meeting

There was no business arising from the June 27, 2023 minutes.

8. Comments from the Chair:

The Chair had no comments.

9. Public Input Specific to Agenda Topics:

There was no public input.

10. Committee Reports:

- a. Beautification Committee

Mary Munroe provided a verbal update about some ongoing initiatives related to the Beautification Committee. Mary and Debra are reviewing the Main Streets Initiative Community Workbook, which will inform future Beautification project planning. New

designs for seasonal banners and the design of the Founding Fathers Park viewing deck will be reviewed by the Beautification Committee this month.

Motion:

THAT the update for the Beautification Committee be received as verbally summarized by Mary Munroe.

M/Mary Munroe
S/James Redmond
Motion Carried

b. Joint Accessibility Advisory Committee

Quentin Hill provided a verbal summary of the draft minutes included in the July 10, 2023 Commission agenda package.

Motion:

THAT the draft minutes for the Joint Accessibility Committee be received as included in the July 10, 2023 Commission agenda package and as verbally summarized by Quentin Hill.

M/Quentin Hill
S/Debra Windle-Smith
Motion Carried

e. Regional Sewer Committee

James Redmond provided a verbal summary of the draft minutes included in the July 10, 2023 Commission agenda package.

Motion:

THAT the draft minutes for the Regional Sewer Committee be received as included in the July 10, 2023 Commission agenda package and as verbally summarized by James Redmond.

M/James Redmond
S/Quentin Hill
Motion Carried

11. Staff Reports:

The Clerk Treasurer/CAO provided a verbal summary of the following written reports included in the July 10, 2023 Commission agenda package:

- a. Clerk Treasurer/CAO — Report included in package

- b. Manager of Municipal Operations — Report included in package
- c. Manager of Finance — Report included in package
- d. Director of Recreation & Community Development — Report included in package
- e. Active Living Coordinator — Report included in package

Motion:

THAT the Staff Reports be received as included in the July 10, 2023 Commission agenda package and as verbally summarized by the Clerk Treasurer/CAO.

M/James Redmond
S/Quentin Hill
Motion Carried

12. New Business:

- a. Beautification Committee Appointments

The Clerk Treasurer/CAO presented the request for decision included in the July 10, 2023 Commission agenda package.

Motion #1:

THAT Mary Munroe and Debra Windle-Smith be appointed to the Beautification Committee as Commission members for the term ending on August 31, 2025.

M/James Redmond
S/Quentin Hill
Motion Carried

Motion #2:

THAT Donna Randell and Agnes Wojt be appointed to the Beautification Committee as citizen members for the term ending on August 31, 2025.

M/Debra Windle-Smith
S/Quentin Hill
Motion Carried

13. Correspondence:

There was no correspondence.

14. Other Business:

- a. New Minas Area Advisory Committee

The Clerk Treasurer/CAO provided an update on the reinstatement of the New Minas Area Advisory Committee (NMAAC). This Committee functions as a subcommittee of the County's Planning Advisory Committee. As such, it would need to be reinstated through the County, and

not the Village Commission. The County is currently reviewing some of their overarching planning documents, and will be including the reinstatement of the NMAAC during this process. The Commission stated their preference for the NMAAC to be reinstated as soon as possible, which the Clerk Treasurer/CAO promised to communicate back to the County.

15. General Public Input:

Dave Chaulk congratulated Kevin Davison on being elected to Kings County Council. Kevin mentioned that he will be sworn in tomorrow.

16. Adjournment:

There being no further business, Dave Chaulk called for a motion to adjourn at 7:40pm.

Motion:

THAT the meeting be adjourned.

M/James Redmond

S/Quentin Hill

Motion Carried