



**Village of New Minas**  
Commission Meeting  
December 11, 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:**

- Kimball Tupper
- Steve Vernie
- Donna Randell (via Zoom)

**1. Call to Order:**

Dave Chaulk called the meeting to order at 7:02pm, welcoming those in attendance.

**2. Approval of the Agenda:**

Motion:

THAT the Agenda for the December 11, 2023 Commission Meeting be approved as circulated.

**M/Quentin Hill**

**S/James Redmond**

**Motion Carried**

**3. Disclosure of Conflict of Interest:**

No conflicts of interest were declared.

**4. Approval of Minutes:**

- a. November 13, 2023 Village Commission Meeting

Motion:

THAT the Minutes for the November 13, 2023 Village Commission Meeting be approved as circulated.

**M/James Redmond  
S/Quentin Hill  
Motion Carried**

**5. Business Arising from Minutes:**

- a. November 13, 2023 Village Commission Meeting

There was no business arising from the November 13, 2023 minutes.

**6. Comments from the Chair:**

There were no comments from the Chair.

**7. Public Input Specific to Agenda Topics:**

There was no public input.

**7b. Years of Service Acknowledgement:**

The following staff received a framed certificate and gift for their years of service to the Village, according to Section 43 of the Employee Policy Manual:

- Kimball Tupper: 10 years (cheque for \$50)
- Mark Jackson: 5 years (cheque for \$25)
- Steve Vernie: 5 Years (cheque for \$25)

**8. Committee Reports:**

- a. Beautification Committee

Mary Munroe provided a verbal summary of the written report and draft minutes included in the December 11, 2023 Commission agenda package.

Motion:

THAT the written report and draft minutes for the Beautification Committee be received as included in the December 11, 2023 Commission agenda package and as verbally summarized by Mary Munroe.

**M/Mary Munroe  
S/James Redmond  
Motion Carried**

c. Joint Accessibility Advisory Committee

Quentin Hill provided a verbal summary of the draft minutes included in the December 11, 2023 Commission agenda package.

Motion:

THAT the draft minutes for the Joint Accessibility Committee be received as included in the December 11, 2023 Commission agenda package and as verbally summarized by Quentin Hill.

**M/Quentin Hill**  
**S/James Redmond**  
**Motion Carried**

e. Regional Sewer Committee

James Redmond provided a verbal summary of the draft minutes included in the December 11, 2023 Commission agenda package.

Motion:

THAT the draft minutes for the Regional Sewer Committee be received as included in the December 11, 2023 Commission agenda package and as verbally summarized by James Redmond.

**M/James Redmond**  
**S/Quentin Hill**  
**Motion Carried**

**9. Staff Reports:**

The Clerk Treasurer/CAO provided a verbal summary of the following written reports included in the December 11, 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 December 11, 2023 Commission agenda package and as verbally summarized by the Clerk Treasurer/CAO.

**M/Mary Munroe**  
**S/Debra Windle-Smith**

**Motion Carried**

**10. New Business:**

a. Adoption of Strategic Plan

The Clerk Treasurer/CAO presented the final draft of the Strategic Plan (included in the December 11, 2023 Commission agenda package).

Motion:

THAT the Village of New Minas Strategic Plan be adopted as included in the December 11, 2023 Commission agenda package.

**M/Quentin Hill**

**S/James Redmond**

**Motion Carried**

b. Founding Fathers Park

The Clerk Treasurer reported that the Beautification Committee discussed future plans for the viewing deck project at Founding Fathers Park at the November 15 meeting. Due to budgetary constraints, this project will be scaled back for 2024/25. Some ideas and variations that were discussed at the last Beautification Committee meeting include tree clearing, fencing, pavestones, picnic tables and a swing. The concept will be refined at the upcoming January 17<sup>th</sup> budget meeting.

c. October Public Input

The Clerk-Treasurer/CAO reported back on the questions Donna Randell raised at the October Public Input session, asking if the Village has considered purchasing pride benches and displaying alternate flags. Ultimately the purchase of specific kinds of benches and displaying specific kinds of flags falls under the jurisdiction of the Commission, and new capital initiatives would need to go through the budget deliberation process. The consensus of the Commission was to maintain the current practise while continuing workplace policy advancement.

**11. Correspondence:**

There was no correspondence.

**12. Other Business:**

There was no other business.

**13. General Public Input:**

Donna Randell expressed disappointment about the decision of the Village Commission to maintain the status quo as it relates to Item 10.c.

**14. Adjournment:**

There being no further business, Dave Chaulk called for a motion to adjourn at 7:25pm.

Motion:

THAT the meeting be adjourned.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**