



**Village of New Minas**  
Minutes of Regular Commission Meeting  
Monday December 14, 2020 @ 7:00 PM  
Spencer Room, Louis Millett Community Centre  
New Minas, Nova Scotia

**Commissioners Present:**

- Dave Chaulk, Chair
- James Redmond, Vice Chair
- Cheryl Manzer, Commissioner
- Mary Munroe, Commissioner
- Quentin Hill, Commissioner

**Staff Present:**

- Ian Morrison, Clerk Treasurer/CAO

**Others Present:**

- Darrell Youden, Valley Recreation Tomorrow
- Jim Winsor, Councillor, District #8
- Kate Seaman, Valley Recreation Tomorrow
- Maynard Stevens

**Call to Order:**

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

**Approval of the Agenda:**

THAT the Agenda for the December 14, 2020 regular Commission meeting be approved, as presented, with the addition of an update on the Citizen Appointment Process.

**M/James Redmond**

**S/Quentin Hill**

**CARRIED**

**Approval of the Minutes from Prior Meetings:**

THAT the Minutes for the November 30, 2020 regular Commission meeting be approved as presented.

**M/James Redmond**

**S/Cheryl Manzer**

**CARRIED**

**Business Arising from Minutes:**

None

**Presentations:****Active Living Centre**

Darrell Youden and Kate Seaman were introduced to the Commission. They represent Valley Recreation Tomorrow and discussed the concept of an active living centre in the region. They shared their ideas with the Commission.

The group has been meeting for one and a half years and has identified the need for additional recreation facilities in the region, in particular a regional facility which would replace or augment aging facilities in the area. Specifically, the concept would be designed to capture the interest of federal, provincial, and municipal investment, with the latter involvement being a cooperative effort among municipal units in the region. In recent years, similar cooperative facilities have been constructed in Bridgewater, Pictou County, and Truro. In particular, the group would like to engage municipal units and other stakeholders to conduct the planning and vision for such a facility so that application can be made for federal and provincial funding. At present, the broader Kings County area ranks 22 on a list of 24 similar jurisdictions, in terms of per capita investment in recreation. In these initial stages of the project, the group would like the concept of a regional recreation facility to be a priority for local government. Although the scope and location of the facility would be further along in the process, New Minas was viewed by the group as a possible location for such an endeavour.

The Chair thanked Mr. Youden and Ms. Seaman for their presentation.

**Capital Budget Update**

The Clerk Treasurer/CAO presented an update on the Capital Budget of the Village of New Minas as of December 15. At this point, most projects are either complete or are in the process of being completed prior to fiscal year end.

**Complete**

- Accessibility Reserve
- Data Projector
- Exterior Light
- Fitness Centre Expansion
- Irrigation Centre (Crescent Park)
- Plate Tamper
- Ride On Mover
- Shingle Project
- Tablet Purchase
- Vehicle Replacement
- Water Fountains
- Wireless Thermostat & Sensor

### Partially Complete

- Beautification Projects
- Board Room Project
- Dog Park
- LMCC Road Entry Widening & Lighting
- Railing – Perrier Drive/Prospect Road
- Railing – Prospect Road
- Secondary Planning Process – Phase #2
- Tennis Court Refurbishment
- Trail Access Point

### Not Started

- Desktop Computer
- Smallwares

### Deferred

- Sidewalk Placement – Commercial Street
- Sidewalk Placement – Lockhart Drive

The two sidewalk placements will not be completed this fiscal year. Due to the complexity of the placements, in particular one identified for Lockhart Drive, the project will not be completed in the identified timeline and was recommended for deferral. Instead, Stantec Consulting Ltd. will supply a cost estimate of a series of prospective placements for the Village, which Village Commission can then assess and prioritize, as part of its capital plan and application for Gas Tax funds. The Chair expressed concern that sidewalk placements in recent years have tended to be approved and then deferred.

### Election Summary Report

The Clerk Treasurer/CAO presented a summary report on the recent election. The report presented the following observations:

- Total Voters: 435
- Advance Polls: 286
- Election Day: 149
- Turnout: 11.9%
- Labour Costs: \$868.91

In general, positive feedback was received regarding the expansive hours of advance polling. However, the level of voter turnout, given the availability to vote and the competitive nature of the campaign, was disappointing.

### **Committee Reports:**

- Beautification Group – no report
- Finance – report included in package

- New Minas Water Commission – report included in package
- Operations – report included in package
- Recreation & Community Development – report included in package
- Recreation & Community Development Advisory Committee – report included in package
- Regional Sewer Committee – report included in package

The Chair enquired about the disposal of alcohol that was noted in the report of the Clerk Treasurer/CAO. The Clerk Treasurer/CAO advised that several product lines of alcoholic and non-alcoholic beverages expired and were disposed of. The end result is that a quantity of mix and liquor purchases will be written off. The bar operation has been inactive since prior to the emergence of COVID-19 in March.

THAT the reports for Clerk Treasurer/CAO, Finance, Operations, Recreation & Community Development, and Recreation & Community Development Advisory Committee be accepted as presented.

**M/Quentin Hill**

**S/James Redmond**

**CARRIED**

THAT the report for the Regional Sewer Committee be accepted as presented.

**M/James Redmond**

**S/Quentin Hill**

**CARRIED**

THAT the report for the New Minas Water Commission be accepted as presented.

**M/James Redmond**

**S/Quentin Hill**

**CARRIED**

**New Business:**

Joint Accessibility Advisory Committee

The Clerk Treasurer/CAO provided an overview of the Joint Accessibility Advisory Committee being proposed by the Municipality. The purpose of the Committee will be to achieve the objectives of the *Nova Scotia Accessibility Act (2017)*, a requirement of which is for municipal units to establish a committee prior to April 1, 2021.

The proposed structure will consist of members of Council/Commission with an equal or greater number of members from the public with disabilities or who are from organizations representing persons with disabilities. Staff, including the Accessibility Coordinator, are non-voting members.

The recommended structure is as follows:

- One member from Municipal Council who is also a member of the Kings Transit Authority (KTA) Board of Directors;
- One member from each of the participating village commissions;
- An equal number of members of the public who have disabilities or who are from organizations representing persons with disabilities. This would include at least one member of the public from each of the Western, Central, and Eastern areas of the Municipality as per the map in the Planning Advisory Committee Policy PLAN-09-003;
- Three non-voting staff members: CAO or designate, Accessibility Coordinator, and one senior staff member from KTA;
- Other staff with appropriate expertise may be sourced as required.

The Commission discussed the initiative and determined that the proposal was satisfactory. The Commission also decided on an appointment to the Committee.

THAT the Village of New Minas agree to accept the invitation from the Municipality of the County of Kings to join the Joint Accessibility Advisory Committee, which includes the Municipality and other Villages in Kings County; and

THAT the Village of New Minas agrees to share the costs of operating the Committee as outlined in the Municipality's October 6, 2020 Request for Decision report titled "Options for Accessibility Advisory Committee".

**M/James Redmond**

**S/Cheryl Manzer**

**CARRIED**

THAT Cheryl Manzer be appointed to serve as the Commissioner representative from the Village of New Minas on the Joint Accessibility Advisory Committee.

**M/Quentin Hill**

**S/James Redmond**

**CARRIED**

#### Citizen Appointments

The Clerk Treasurer/CAO advised that three applicants have been received for the New Minas Water Commission and one applicant has been received for the Finance & Audit Committee, prior to the deadline of December 11. The Commission determined that the application process for the Finance & Audit Committee would be extended and directed the Clerk Treasurer/CAO to do so.

#### Document Destruction

The Clerk Treasurer/CAO presented a list of documents, held in the possession of the Village, that can be approved for destruction. The list of documents was discussed.

THAT where the election held on November 12 has not been contested and where a recount is not requested nor required in accordance with Section 418 of the *Municipal Government Act*;

THAT in accordance with Section 3 of the Records Management & Document Destruction Policy, the following documents be disposed of by way of the document destruction company contracted by the Village.

- Ballots, seals, tally sheets, and all unused election supplies, with the exception of the poll books and lists of voters, which shall be transferred to the Clerk Treasurer/Chief Administrative Officer.

**M/James Redmond**

**S/Cheryl Manzer**

**CARRIED**

**Correspondence:**

Ms. Munroe has received correspondence from Big Brothers Big Sisters of the Annapolis Valley seeking support for their sale of calendars. To meet their fundraising objective, the group must sell 120 calendars. The Village Commission elected to make a donation to the organization.

THAT the Village of New Minas make a donation of \$50 to Big Brothers Big Sisters of the Annapolis Valley.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

Ms. Munroe has received correspondence from Gerry Anderson. Mr. Anderson, a resident of Greenwich, expressed an interest in a lower speed limit at the north end of Deep Hallow Road. Mr. Anderson has been advised by the Clerk Treasurer/CAO, in a telephone call on November 18, that this would be a matter for Transportation & Infrastructure Renewal (TIR). Mr. Anderson was invited to register his concern with TIR and was provided with the contact information to do so. The Commission determined that no further action was needed at this point.

The Clerk Treasurer/CAO provided a follow-up to the “Thunder in the Valley” event, which was discussed at the October 13 meeting of the Village Commission. A letter was issued to Steve Gillis, President of the Kings County 4x4 Club (on October 19) and to Mayor Peter Muttart, Mayor of the Municipality of Kings (on November 5) outlining the concerns expressed by the Village Commission. A response has been received from Mayor Muttart who has indicated his interest in meeting to discuss the matter. The Clerk Treasurer/CAO was directed to establish a date and time for a meeting with the Mayor.

**Public Discussion Period:**

Jim Winsor discussed several items of interest:

- He participated in an online meeting with “Friends of the (Kentville) Ravine” and Upland Planning & Design regarding the New Minas Secondary Plan Working Group. The meeting was positive and he thought there was an opportunity for the group to work with the Working Group as part of the planning process;

- He shared a vision around creating an active transportation corridor involving the Cornwallis River. Specifically, the concept would address non-motorized transport along the river throughout Kings County, with entrance and exit points strategically located along the route. This concept will be shared with the New Minas Secondary Plan Working Group;
- Roadwork on the J-Class roads within the Village has largely been completed;
- The presentation made by Valley Recreation Tomorrow was interesting and there are some informal conversations occurring within the broader community about this idea. Council will soon embark on a strategic planning process and, perhaps, the concept may warrant further discussion as part of that process.

Maynard Stevens discussed two items of interest:

- During the recent election, he heard concerns from some prospective electors that advance polling should include voting times on a Saturday;
- Safe pedestrian access along Lockhart Drive is a concern so he would like to see the completion of the sidewalk along the roadway.

**Adjournment:**

**M/James Redmond**

THAT the meeting be adjourned at 8:24 pm.