



**Village of New Minas**  
New Minas Water Commission  
January 24, 2023 @ 3:00 PM  
Commission Room, LMCC  
New Minas, Nova Scotia  
**APPROVED MINUTES**

**Members Present:**

- James Redmond, Commission Member & Chair
- Dave Chaulk, Commission Member & Vice Chair
- Mary Munroe, Commission Member
- Bruce MacArthur, Citizen Member
- Maynard Stevens, Citizen Member

**Members Absent:**

- None

**Staff Present:**

- Tim Bouter, Clerk Treasurer/CAO
- Gerard Hamilton, Manager of Municipal Operations

**Others Present:**

- None

**1. Call to Order:**

The Chair called the meeting to order at 3:00pm, welcoming those in attendance.

**2. Approval of the Agenda:**

Motion:

THAT the Agenda for the January 24, 2023 Water Commission Meeting be approved as circulated.

**M/Maynard Stevens**

**S/Bruce MacArthur**

**Motion Carried**

**3. Approval of Minutes:**

- a. December 20, 2022 Water Commission Meeting

Motion:

THAT the Minutes for the December 20, 2022 Water Commission Meeting be approved as circulated.

**M/Maynard Stevens**

**S/Bruce MacArthur**

**Motion Carried**

**4. Business Arising from Minutes:**

- a. December 20, 2022 Water Commission Meeting

There was no business arising from the December 20, 2022 minutes.

**5. Comments from the Chair:**

There were no comments from the Chair.

**6. Presentations:**

- a. Q3 Finance Variance Report

The Clerk Treasurer/CAO presented the Q3 Finance Variance Report circulated prior to the January 24, 2023 Water Commission meeting, which was reviewed line by line.

Motion:

THAT the Q3 Finance Variance Report be received as circulated prior to the January 24, 2023 Water Commission meeting and as presented by the Clerk Treasurer/CAO.

**M/Maynard Stevens**

**S/Bruce MacArthur**

**Motion Carried**

**7. Staff Reports:**

- a. Water Operations Report

Gerard Hamilton provided a verbal summary of the Water Operations Report circulated prior to the January 24, 2023 Water Commission meeting.

Motion:

THAT the Water Operations Report be received as circulated prior to the January 24, 2023 Water Commission meeting and as verbally summarized by the Manager of Municipal Operations.

**M/Maynard Stevens**

**S/Bruce MacArthur**

**Motion Carried**

**8. Capital Projects Update:**

The Clerk Treasurer/CAO and Operations Manager provided the following update on Capital projects:

- 50% review drawings for Aalders Avenue Water Laterals are yet to be submitted.
- The RF Meter Reading System meters and regular water meters have been purchased and received.
- Test Well RFP has been re-submitted, with proposals due on February 3, 2023.

**9. Source Water Protection Committee:**

The Clerk Treasurer/CAO informed the Water Commission that a Source Water Protection Committee meeting is scheduled on February 8, 2023.

**10. Correspondence:**

None

**11. Other Business:**

Dave Chaulk mentioned that there had been a problem with electronic invoicing to one of the business owners. The September invoice had not been received, resulting in a double invoice in December. The Clerk Treasurer/CAO acknowledged that there was an issue with the gmail distribution list, and that a workaround had been found.

Mary Munroe asked a question about what is permitted within a right-of-way. The Clerk Treasurer responded that the specific legal document would need to be examined, but that in general permanent structures are not permitted within a right-of-way/easement.

**12. Public Input:**

None

**13. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 3:26pm.

Motion:

THAT the meeting be adjourned.

**M/Maynard Stevens**

**S/Bruce MacArthur**

**Motion Carried**