Village of New Minas
Special Beautification Committee
October 21, 2026 @ 10:30 AM
Commission Room, LMCC
New Minas, Nova Scotia
DRAFT MINUTES

Members Present:

- Debra Windle-Smith, Commission Member & Chair
- Mary Munroe, Commission Member
- Michelle Coleman, Business Representative
- Cory Palmer, Director of Public Works
- Erica Dominey, Recreation Coordinator
- Linda Martin, Citizen Member

Members Absent:

Staff Present:

- Jeff Lawrence, Clerk Treasurer/ CAO

Others Present:

- Rosslyn MacKay – Mackay Landscape and Design

1. **Call to Order:**

   The Chair called the meeting to order at 10:30am.

3. **New Business**
   a. **Volunteer in choosing the Christmas Tree – Cory**

      Rosslyn Mackay provided an overview of her professional background in landscape architecture and design, outlining key projects she has completed and the range of services her firm offers. She described her general approach to developing conceptual and detailed plans, including site assessment, community context, and iterative design development.

      Following her presentation, Committee members engaged in a question-and-answer discussion. Topics included:

      - The process required to develop a comprehensive plan for the site
      - Potential design possibilities and constraints
      - The importance of maintaining the established character and identity of the park
      - Considerations for integrating new features while respecting existing usage patterns

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During the discussion, M. Munroe provided historical context on the development of the park, including the original concept and the evolution of the site's layout and amenities. This background helped frame the conversation around future planning and design direction.

Following R. Mackay's departure, there was a discussion on next steps and the following motion was put forward:

Motion:
THAT the Beautification Committee accept the bid that was provided by Mackay Landscaping and Design and proceed.

M/ L. Martin
S/ C. Palmer
Motion Carried

b. Volunteer in choosing the Christmas Tree – Cory

C. Palmer requested a Committee volunteer to assist with selecting this year's Christmas tree. E. Dominey and D. Windle-Smith both volunteered to participate in the selection process.

It was agreed that one of the two volunteers will accompany C. Palmer to choose the tree for this year's display.

c. Christmas Lights update – Cory

C. Palmer noted that the park currently uses multicolour Christmas lights exclusively**.** He suggested that incorporating some unicolour lighting in select areas could enhance the overall appearance and provide visual contrast.

After discussion, the Committee reached consensus to proceed with this approach**,** supporting the inclusion of unicolour lighting as part of this year's display.

d. Crescent Park planting review – Cory

C. Palmer presented a photo illustrating the overgrown condition of Crescent Park. He requested the Committee's permission to proceed with a clean-up of the park and to prepare a preliminary concept plan for the Committee's review outlining potential improvements and future direction.

The Committee agreed to the request, supporting both the clean-up work and the development of a draft plan for consideration.

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e. Other – Remembrance Day Banners

The Committee held a discussion regarding Remembrance Day banners and signs. C. Palmer noted that the Village currently has 11 ground-mounted signs available for use.

J. Lawrence advised that he would review the budget to determine whether additional signs could be purchased this year and would update Committee members once that review is complete.

4. Next Meeting Date:

November 18, 2026.

5. Adjournment:

There being no further business, the Chair called for a motion to adjourn at 11:45am.

Motion:
THAT the meeting be adjourned.

M/ C. Palmer

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