



**Draft Village of New Minas**  
New Minas Water Commission  
December 16, 2025 @ 3:00 PM  
Commission Room, LMCC  
New Minas, Nova Scotia  
**MINUTES**

**Members Present:**

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

**Members Absent:**

**Staff Present:**

- Jeff Lawrence, Clerk Treasurer/CAO
- Cory Palmer, Director of Public Works

**Others Present:**

- None

**1. Call to Order:**

The Chair called the meeting to order at 3:10pm, welcoming those in attendance.

**2. Approval of the Agenda:**

Motion:

THAT the Agenda for the December 16, 2025, Water Commission Meeting be approved as circulated

**M/ D. Chaulk**

**S/ M. Stevens**

**Motion Carried**

**3. Approval of Minutes:**

- a. November 25, 2025, Water Commission Meeting

Motion:

THAT the Minutes for the November 25, 2025, Water Commission Meeting be approved as circulated.

**M/ M. Stevens**

**S/ B. MacArthur**

**Motion Carried**

**4. Business Arising from Minutes:**

- a. New Minas Water Utility Taxation Status – Legal Opinion  
 J. Lawrence reported that he had not yet received a reply from solicitor J. Cuming and that he would follow up with the response at the January meeting.
- b. Water Infrastructure study  
 C. Palmer summarized the three quotes listed below and recommended that the Water Commission award the contract to Dillon Consulting.

**Water Study Bid Comparison**

	Quote Without Working Water Meter	Quote if Working Water Model
Atkins		
Realis	\$54,700	\$54,700
CBCL	\$47,500	\$29,500
Dillon	\$49,750	\$19,750

J. Lawrence indicated that there is a balance of \$787,394 showing as operating surplus in the water account and that these funds could be used to offset the cost of the study if it is determined closer to year end that there aren't sufficient funds available in this year's water operating surplus.

Motion

That the Water Commission accept the bid from Dillon Consulting of \$49,750/\$19,750 to undertake a computer model study of the water infrastructure to determine capacity limitations.

**M/ D. Chaulk**  
**S/ B. MacArthur**  
**Motion Carried**

**5. Comments from the Chair:**

The Chair indicated that he had no additional comments.

**6. Staff Reports:**

- a. Water Operations Report  
 C. Palmer provided a review of the highlights from the water operator's report.

Motion:

THAT the Water Operations Report be received as circulated prior to the December 16, 2025, Water Commission meeting and as verbally summarized by the Director of Public Works.

**M/ D. Chaulk**  
**S/ M. Stevens**  
**Motion Carried**

**7. New Business**

**8. Correspondence:**

There was no correspondence

**8. Other Business**

**9. Public Input:**

There was no public input.

**10. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 3:38pm.

Motion:

THAT the meeting be adjourned.

**M/ D. Chaulk**  
**S/ M. Stevens**  
**Motion Carried**