



Village of New Minas
New Minas Water Commission
October 22, 2024 @ 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 (via Zoom)
- Maynard Stevens, Citizen Member
- Bruce MacArthur, Citizen Member

Members Absent:

- Mary Munroe, Commission Member

Staff Present:

- Tim Bouter, Clerk Treasurer/CAO
- Cory Palmer, Director of Public Works
- Greg Messom, Utility Operator

Others Present:

- None

1. Call to Order:

The Chair called the meeting to order at 3:04pm, welcoming those in attendance.

2. Approval of the Agenda:

Motion:

THAT the Agenda for the October 22, 2024 Water Commission Meeting be approved as circulated.

M/ Maynard Stevens

S/ Bruce MacArthur

Motion Carried

3. Approval of Minutes:

- a. September 24, 2024 Water Commission Meeting

Motion:

THAT the Minutes for the September 24, 2024 Water Commission Meeting be approved as circulated.

M/ Bruce MacArthur

S/ Maynard Stevens

Motion Carried

4. Business Arising from Minutes:

- a. September 24, 2024 Water Commission Meeting

There was no business arising from the September 24, 2024 minutes.

5. Comments from the Chair:

The Chair commented that there have been a few issues with fire pressure around the system. The Chair will meet with the Director of Public Works on Thursday at 11:00am to discuss.

6. Staff Reports:

- a. Water Operations Report

The Director of Public Works provided a verbal summary of the Water Operations Report circulated prior to the October 22, 2024 Water Commission meeting.

Motion:

THAT the Water Operations Report be received as circulated prior to the October 22, 2024 Water Commission meeting and as verbally summarized by the Director of Public Works.

M/ Maynard Stevens

S/ Bruce MacArthur

Motion Carried

- b. Q2 Variance Report

The Clerk Treasurer/CAO presented the Q2 Finance Variance Report circulated prior to the January 23, 2024 Water Commission meeting, which was reviewed line by line.

Motion:

THAT the Q3 Finance Variance Report be received as circulated prior to the October 22, 2024 Water Commission meeting and as presented by the Clerk Treasurer/CAO.

M/ Bruce MacArthur

S/ Maynard Stevens

Motion Carried

7. Forsythe Water Reservoir Refurbishment Update:

The Clerk Treasurer/CAO provided an update on the capital project for the refurbishment of the Forsythe Water Reservoir:

- Tender closed on October 2.
- Two bids were received prior to tender closing:
 - **Allsteel Coatings Ltd.:** Total Estimated Contract Price of \$2,418,448.31 including all taxes
 - **Corrcoat Services Inc.:** Total Estimated Contract Price of \$1,843,579.49 including all taxes
 - The Engineering estimate for this project was \$1,532,134.00 including all taxes
- This project was tendered early in an effort to solicit competitive bids by providing contractors with advanced notice to plan for the following construction season. The contract requires the work to be completed between April 01, 2025 and September 30, 2025, and within 12 weeks of commencement.
- The construction component of this project is currently included in year two (2025/26) of the New Minas Water Commission's five-year capital investment plan. The budget estimate for 2025/26 included \$1,600,000 for this project (\$1,100,000 from Capital Reserves, and \$500,000 from CCBF).
- Dillon Consulting has asked the low bidder for a breakdown of the costing for the ladder and roof walkway upgrades. The scope of this line item can be reduced to allow for cost savings.
- It is recommended to not include the optional lightning protection system (\$75,051.60 + HST).
- Utility and Review Board approval is required for any capital expenditures over \$250,000. A letter was sent to the Board on October 21, requesting approval of this project.
- The contract award recommendation will be brought to the November 26 Water Commission meeting.

8. Source Water Protection Plan:

The Source Water Protection Committee will be meeting on October 25 to discuss the updated Source Water Protection Plan prepared by CBCL.

9. Correspondence:

There was no correspondence.

10. Other Business:

There was no other business.

11. Public Input:

There was no public input.

12. Adjournment:

There being no further business, the Chair called for a motion to adjourn at 3:33pm.

Motion:

THAT the meeting be adjourned.

M/ Dave Chaulk

S/ Maynard Stevens

Motion Carried