



Village of New Minas
Commission Meeting
October 14, 2025 @ 7:00 PM
Commission Room, LMCC
New Minas, Nova Scotia
Minutes

Commissioners Present:

- Dave Chaulk, Chair
- James Redmond, Vice Chair
- Mary Munroe
- Debra Windle-Smith
- Quentin Hill

Commissioners Absent:

Staff Present:

- Jeff Lawrence, Clerk Treasurer/CAO
- John Ansara, Director of Recreation and Community Development
- Cory Palmer, Director of Public Works

Others Present:

- Christina Sappington, District 8 Councillor - Zoom
- Maynard Stevens
- Inspector William Collier, RCMP
- Brian Banks, Chair, Village of Greenwood
- Wayne Fowler, Commissioner, Village of Kingston
- Mike McCleave, Clerk Treasurer, Village of Kingston
- Chrystal Fuller, Brighter Community Planning and Consulting

1. Call to Order:

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

2. Disclosure of Conflict of Interest:

No conflicts of interest were declared.

3. Approval of the Agenda:

Motion:

THAT the Agenda for the October 14th, 2025, Commission Meeting be approved

M/J. Redman
S/ M. Munroe
Motion Carried

4. Approval of Minutes:

a. September 8, Village Commission Meeting

Motion:

THAT the Minutes for the September 8, 2025, Village Commission Meeting be approved with an amendment to note that the date of the meeting was September 8th and not July 14th.

M/J. Redman

S/ Q. Hill

Motion Carried

5. Presentations

a. RCMP Update – Inspector William Collier

Inspector Collier spoke to policing stats for the area, trends the RCMP are seeing, and policing priorities as well as homeless encampments, threats to youth and other topics.

A question-and-answer session followed including discussions around building trust, response time, staffing and RCMP presence at events.

b. Villages of Kingston and Greenwood – ANSV staff position

Village of Greenwood Chair, Brian Banks, Village of Kingston Commissioner Wayne Fowler and Kingston Clerk Treasurer Mike McCleave spoke to the importance of hiring a permanent part time staff position for the Association of Nova Scotia Villages (ANSV).

Following the presentation and a questions and answer session.

Motion:

That the Village of New Minas indorse in principle hiring a permanent part time position to support the ANSV, and that the Commission will discuss the amount of money it will contribute towards the position at the November Commission meeting.

M/Q. Hill

S/ D. Windle-Smith

Motion Carried

c. Advancing Development of New Minas South Draft Report - Brighter Community Planning and Consulting

Chrystal Fuller, Principal Consultant for Brighter Communities provided a PowerPoint presentation regarding the report - Advancing Development of New Minas South – to the Commission.

Following the presentation there was a question-and-answer session after which the following motion was put forward:

Motion:

That the Village Commission provide a copy of the report Advancing Development of New Minas report and presentation along with a letter to Kings County advising the County that the Village sees the Development of New Minas South as critical to the growth of New Minas and Kings County and would like to meet with representatives of Kings County to map out a strategy to collaboratively move the project forward.

M/Q. Hill

S/ J. Redman

Motion Carried

6. Business Arising from Minutes:

a. RFD – Adoption of a Security Camera Policy

Clerk Treasurer J. Lawrence brought forward the Security Camera Policy for adoption.

Motion:

THAT the security camera policy be adopted as presented.

M/Q. Hill

S/ J. Redman

Motion Carried

7. Comments from the Chair:

There were no additional comments from the Chair.

8. Public Input Specific to Agenda Topics:

There was no public input

9. Committee Reports:

a. Beautification Committee

Debra Windle-Smith provided a verbal summary of the draft minutes included in the October 14th, 2025, Commission agenda package.

Motion:

THAT the draft minutes for the Beautification Committee be received as included in the October 14th, 2025, Commission agenda package and as verbally summarized by Debra Windle-Smith.

M/D Windle-Smith

S/ J. Redman

Motion Carried

b. New Minas Water Commission

James Redmond provided a verbal summary of the draft minutes included in the October 14th, 2025, Commission agenda package.

Motion:

THAT the draft minutes for the New Minas Water Commission be received as included in the October 14th, 2025, Commission agenda package and as verbally summarized by James Redmond.

M/J. Redmond

S/ Q. Hill

Motion Carried

c. Regional Sewer Committee

James Redmond provided a verbal summary of the draft minutes included in the October 14th, 2025, Commission agenda package.

Motion:

THAT the draft minutes for the Regional Sewer Committee meeting be received as included in the October 14th, 2025, Commission agenda package and as verbally summarized by James Redmond.

M/J. Redmond

S/ Q. Hill

Motion Carried

10. Staff Reports:

a. CAO/ Clerk Treasurer

CAO/ Clerk Treasurer Lawrence provided a brief synopsis of the CAO/ Clerk Treasurer Report.

Motion:

THAT the CAO/ Clerk Treasurer report be received as included in the October 14, 2025, Commission agenda package.

M/Q. Hill

S/ D. Windle-Smith

Motion Carried

b. Public Works

The Director of Public Works provided a brief synopsis of the public works report.

C. Palmer also spoke to congratulating Water Utility Operator Zack Alcorn and family on the birth of their new baby boy.

Motion:

THAT the Director of Public Works report be received as included in the October 14, 2025, Commission agenda package.

M/ D. Windle-Smith

S/ J. Redman

Motion Carried

c. Finance

Motion:

THAT the Manager of Finance report be received as included in the October 14, Commission agenda package.

M/ J. Redman

S/ Q. Hill

Motion Carried

d. Recreation and Community Development

The Director of Recreation provided a brief synopsis of the recreation report.

Motion:

THAT the Director of Recreation report be received as included in the October 14, 2025, Commission agenda package.

M/ J. Redman

S/ D. Windle-Smith

Motion Carried

11. New Business:

a. RFD – Timing of Banner Installation

C. Palmer, Director of Public Works, presented a request for decision regarding seasonal banner installation and the short scheduling window between Remembrance Day and the Parade of Lights.

After a discussion, staff was directed to contact the Legion to see if there were concerns with the Village putting up the banners in advance of Remembrance Day.

Should the Legion have concerns, public works will make every effort to install the banners in the time period between Remembrance Day and the start of the Parade of Lights.

b. RFD – Appointment of Citizen Member – Beautification Committee

This item was tabled until after the Beautification Committee Chair and Commissioner M. Munroe can interview each of the candidates.

c. RFD – Appointment of Business Community Representative – Beautification Committee

This item was tabled until after the Beautification Committee Chair and Commissioner M. Munroe can interview each of the candidates.

d. RFD – Appointment of Two Village Commission Members – Beautification Committee

J. Lawrence, Clerk Treasurer, presented a request for decision requesting that the Village Commission appoint two Village Commission members to serve on the Beautification Committee.

Motion:

That the Village of New Minas Commission appoint Commissioner D. Windle-Smith and Commissioner M. Munroe to serve as Village Commission members on the Beautification Committee for a 2-year term ending August 31, 2027.

M/ J. Redman

S/ Q. Hill

Motion Carried

e. RFD – Appointment of Citizen Representatives – Source Water Protection Committee

J. Lawrence, Clerk Treasurer, presented a request for decision requesting that the Village Commission appoint two citizen members to serve on the Source Water Committee from the list of applicants provided.

Motion:

That the Village of New Minas Commission appoint Ahmad Elkadri and Maynard Stevens as citizen members to serve on the Source Water Protection Committee for a 2-year term ending August 31, 2027.

M/J. Redman

S/ D. Windle-Smith

Motion Carried

f. RFD – Appointment of Two Members of the New Minas Water Commission – Source Water Protection Committee

J. Lawrence, Clerk Treasurer, presented a request for decision that the Village Commission appoint 2 Water Commission representatives to serve on the Source Water Protection Committee.

Motion:

That the Village of New Minas Commission Commissioner J. Redman and Commissioner M. Munroe as Water Commission members to serve on the Source Water Protection Committee for a term ending August 31, 2026.

M/Q. Hill

S/ D. Windle-Smith

Motion Carried

12. Correspondence:

13. General Public Input:

- **Christina Sappington** spoke to the RCMP presentation regarding the unhoused, the Kingston/ Greenwood presentation and the relationship between the County and Kings County villages, her position as Valley representative on the NSFM Board and the access that the position provides, and the quality of the service provided by LMCC staff to support the Red Cross and evacuees.

14. Closed Session:

Dave Chaulk indicated that there was a need for an in-camera session to deal with matters relating to negotiations, security and personnel.

At 9:35pm, the Commission adjourned to move into closed session to discuss in camera matters related to negotiations, personnel and security.

Motion:

THAT the Commission adjourn to move into closed session.

M/Q, Hill

S/ J. Redman

Motion Carried

Motion:

THAT the Commission adjourn from the closed session.

M/J. Redman

S/ Q. Hill

Motion Carried

At 9:50pm the Commission reconvened the open session of the meeting.

15. Adjournment:

There being no further business, Dave Chaulk called for a motion to adjourn at 9:52pm.

Motion:

THAT the meeting be adjourned.

M/J. Redman

S/ Q. Hill

Motion Carried