

**Village of New Minas**  
**Commission Meeting**  
**April 14, 2025 @ 7:00 PM**  
**Commission Room, LMCC**  
**New Minas, Nova Scotia**  
**AGENDA**



1. Call to Order
2. Approval of the Agenda
3. Disclosure of Conflict of Interest
4. Approval of Minutes:
  - a. March 10, 2025 Village Commission Meeting
5. Business Arising from Minutes:
  - a. March 10, 2025 Village Commission Meeting
    - i. Hemlock Woolly Adelgid Threat – Request for Decision Report
    - ii. Revised Sewer Budget Submission for Approval
6. Comments from the Chair
7. Public Input Specific to Agenda Topics
8. Presentations
  - a. Happy Commute and Good Neighbour Project
9. Committee Reports:
  - a. Beautification Committee — Draft Minutes included in package
  - b. Finance & Audit Committee — No meeting since last report
  - c. Joint Accessibility Advisory Committee — Draft Minutes included in package
  - d. New Minas Water Commission — Draft minutes included in package
  - e. Regional Sewer Committee — Draft Minutes included in package
10. Staff Reports:
  - a. Clerk Treasurer/CAO — Report included in package
  - b. Director of Public Works — Report included in package
  - c. Manager of Finance — Report included in package
  - d. Director of Recreation – Report included in Package
  - e. Director of Recreation Supplemental Report – Eave’s Hollow Dog Park – Briefing included in package
11. New Business:
  - a. Joint Accessibility Advisory Committee - Citizen member appointment
  - b. Nova Scotia Ground Search and Rescue – Financial request
12. Correspondence
  - a. March 18, 2025 – Nova Scotia Utility and Review Board – Change of Name
  - b. March 19, 2025 – Municipal Affairs – Letter from Minister Lohr – Code of Conduct
  - c. March 21, 2025 – AMANS – Important Changes to Workers Compensation Coverage – Fire Services

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- d. April 4, 2025 – Municipality of the County of Kings – Notice of Public Information Meeting

**13. Other Business**

- a. Sponsorship 2025 Canadian Senior Men's Amateur Golf Championship – Kenwo - Discussion on eligibility

**14. General Public Input**

**15. Closed Session**

- a. Personnel Matters

**16. Adjournment**



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**4. Approval of Minutes**



**Village of New Minas**  
**Commission Meeting**  
**February 10, 2025 @ 7:00 PM**  
**Commission Room, LMCC**  
**New Minas, Nova Scotia**  
**DRAFT MINUTES**

**Commissioners Present:**

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

**Commissioners Absent:**

- None

**Staff Present:**

- Tim Bouter, Clerk Treasurer/CAO

**Others Present:**

- Christina Sappington, District 8 Councillor
- Julie Vanexan, MLA for Kings-South (via Zoom)
- Maynard Stevens

**1. Call to Order:**

Dave Chaulk called the meeting to order at 7:03pm, welcoming those in attendance.

**2. Approval of the Agenda:**

**Motion:**

THAT the Agenda for the February 10, 2025 Commission Meeting be approved as circulated.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

**3. Disclosure of Conflict of Interest:**

No conflicts of interest were declared.



**4. Approval of Minutes:**

- a. January 13, 2025 Village Commission Meeting

Motion:

THAT the Minutes for the January 13, 2025 Village Commission Meeting be approved as circulated.

**M/James Redmond  
S/Quentin Hill  
Motion Carried**

**5. Business Arising from Minutes:**

- a. January 13, 2025 Village Commission Meeting

There was no business arising from the January 13, 2025 minutes.

**6. Comments from the Chair:**

There were no comments from the Chair.

**7. Public Input Specific to Agenda Topics:**

There was no public input.

**8. Committee Reports:**

- a. Beautification Committee

Debra Windle-Smith provided a verbal summary of the draft minutes included in the February 10, 2025 Commission agenda package.

Motion:

THAT the draft minutes for the Beautification Committee be received as included in the February 10, 2025 Commission agenda package and as verbally summarized by Mary Munroe.

**M/Debra Windle-Smith  
S/James Redmond  
Motion Carried**

- d. New Minas Water Commission

James Redmond provided a verbal summary of the draft minutes included in the February 10, 2025 Commission agenda package.

Motion:

THAT the draft minutes for the New Minas Water Commission be received as included in the February 10, 2025 Commission agenda package and as verbally summarized by James Redmond.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

e. Regional Sewer Committee

James Redmond provided a verbal summary of the draft minutes included in the February 10, 2025 Commission agenda package.

Motion:

THAT the draft minutes for the Regional Sewer Committee be received as included in the February 10, 2025 Commission agenda package and as verbally summarized by James Redmond.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

**9. Staff Reports:**

The Clerk Treasurer/CAO, Director of Public Works and Director of Recreation & Community Development provided a verbal summary of the following written reports included in the February 10, 2025 Commission agenda package:

- a. Clerk Treasurer/CAO — Report included in package
- b. Director of Public Works — Report included in package
- c. Manager of Finance — Report included in package
- d. Director of Recreation & Community Development — Report included in package

Motion #1:

THAT the Clerk Treasurer/CAO Report be received as included in the February 10, 2025 Commission agenda package and as verbally summarized by the Clerk Treasurer/CAO.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

Motion #2:

THAT the Director of Public Works Report be received as included in the February 10, 2025 Commission agenda package and as verbally summarized by the Director of Public Works.

**M/Debra Windle-Smith**  
**S/James Redmond**  
**Motion Carried**

Motion #3:

THAT the Manager of Finance Report be received as included in the February 10, 2025 Commission agenda package.

**M/Quentin Hill**  
**S/Debra Windle-Smith**  
**Motion Carried**

Motion #4:

THAT the Director of Recreation & Community Development Report be received as included in the February 10, 2025 Commission agenda package and as verbally summarized by the Director of Recreation & Community Development.

**M/James Redmond**  
**S/Debra Windle-Smith**  
**Motion Carried**

**10. New Business:**

**a. ANSV Briefing — Staff Position**

The Commission initially discussed the ANSV Staff Position at the February 12, 2024 Commission meeting. At that time the Commission was not comfortable with the proposal, given the lack of financial details and proposed funding model based on taxable assessment. The Commission stated that it would support an initial one-year term funded by the Province to determine the benefits of the position to the ANSV and the Village of New Minas.

On April 11, 2024, the ANSV Board assigned a committee of board members and respective Clerk/Treasurers to review the possibility of hiring an ANSV staff person. The briefing included in the ANSV February 10, 2025 Commission agenda package (with details of the proposed position and a possible funding model) was presented at the January 16, 2025 ANSV quarterly board meeting.

The Board is now seeking the support of its members, in principle, for the development of a paid ANSV staff person to work on behalf of the organization. A positive response is not a commitment to fund the position. Consensus among the Villages that this proposal has merit will allow the Board to move forward in the planning process. The Board is requesting Villages to respond by February 28 to permit adequate time to propose a detailed funding model before 2025-26 budgets are finalized.

The Commission reiterated its position that it would support an initial one-year term funded by the Province to determine the benefits of the position to the ANSV and the Village of New Minas, and instructed the Clerk Treasurer/CAO to communicate this back to the ANSV.

**11. Correspondence:**

There was no correspondence.

**12. Other Business:**

There was no other business.

**13. General Public Input:**

Comments from the public were as follows:

Christina Sappington:

- Thanked the Village for stepping up as a backup emergency shelter for the unhoused in case of a power outage during an event staffed by Open Arms.
- Advocating for the County to discuss important issues with other levels of government.
- Discussed ongoing planning files New Minas being approved by Municipal Council.
- Elected as Valley representative on NSFM.

Julie Vanexen:

- Encouraged Commissioners to attend a second Recreation Center meeting tomorrow at the Old Orchard Inn being organized through

**14. Closed Session:**

a. Personnel Matters

At 7:51pm, the Commission adjourned to move into closed session to discuss personnel matters, in accordance with Section 22 (2) (c) of the MGA.

Motion:

THAT the Commission adjourn to move into closed session.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

**15. Adjournment:**

The Regular Commission meeting reconvened at 8:34pm. There being no further business, Dave Chaulk called for a motion to adjourn at 8:35pm.

Motion:

THAT the meeting be adjourned.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

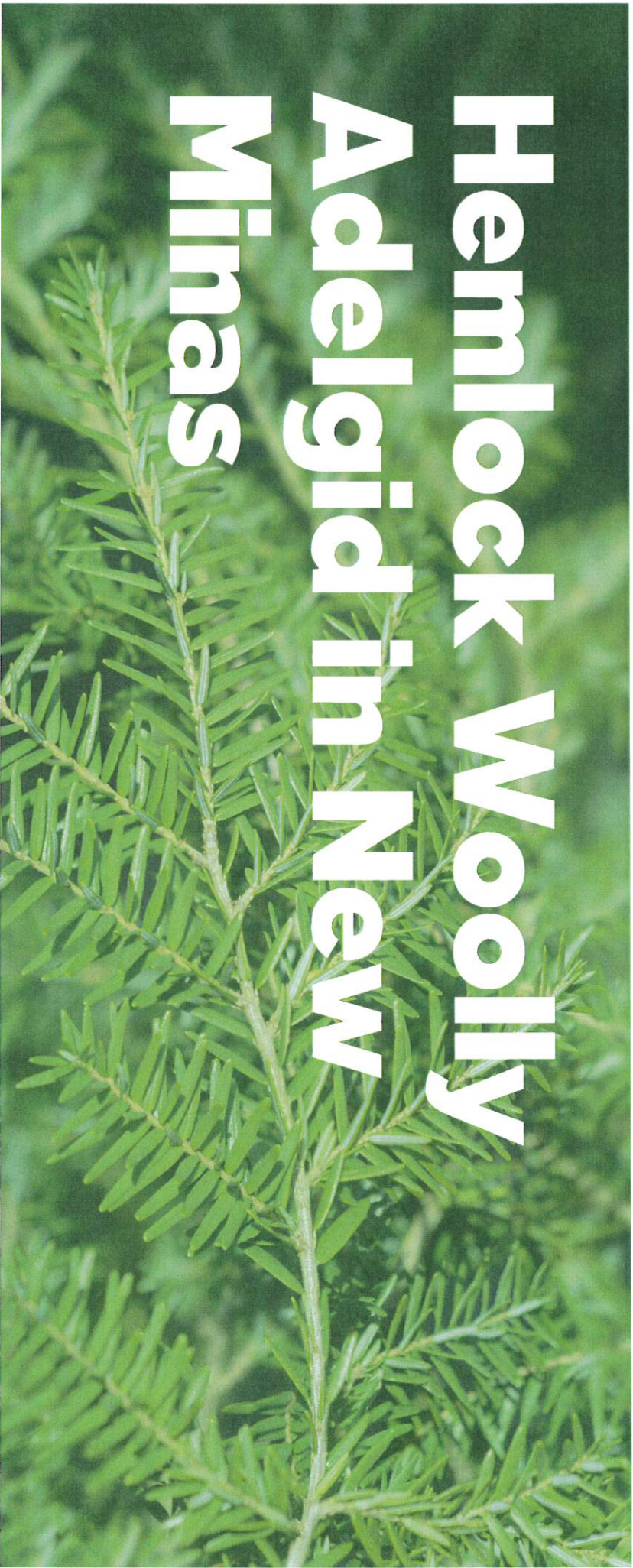
RECEIVED  
VILLAGE OF  
MADISON  
FEB 11 2025



**Village of New Minas**  
**Commission Meeting**  
**April 14, 2025 @ 7:00 PM**  
**Commission Room, LMCC**  
**New Minas, Nova Scotia**  
**AGENDA**

**5. Business Arising from Minutes**

# Hemlock Woolly Adelgid in New Minas





# Background

Eastern hemlock trees are a key old growth species in the Wabanaki (Acadian) Forest. Old growth forests (present in the Ravine) are more efficient at absorbing large amounts of CO<sub>2</sub>, slowing climate change and supporting a wide range of species, including those that are rare or endangered. In the Kentville Ravine, hemlocks are the dominant tree, helping regulate temperature and wind for nearby towns like Kentville and New Minas, while offering nature-based recreation opportunities.

Their extensive root systems anchor soil, preventing erosion and minimizing the risk of rock falls, especially on steep slopes and near stream banks. This natural stabilization protects trails, bridges, and other park infrastructure from damage, reducing maintenance costs and ensuring safe access for visitors. Hemlocks also regulate moisture levels by shading the forest floor and slowing snowmelt, which helps prevent flooding and maintains healthy stream ecosystems.

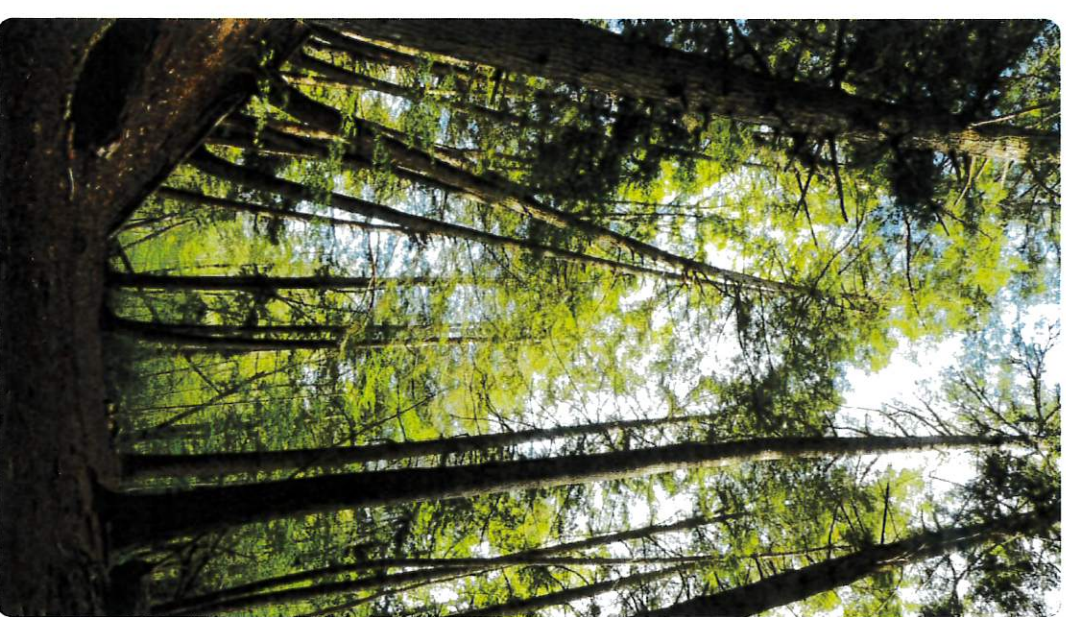


Figure 1. Healthy Eastern hemlock trees in Kentville Ravine.



# What is the Hemlock Woolly Adelgid (HWA)?

Hemlock trees in Nova Scotia are facing a significant threat from the invasive Hemlock Woolly Adelgid (HWA), an aphid-like insect that feeds on the nutrient and water storage cells at the base of hemlock needles. First detected in Yarmouth County in 2017, HWA has rapidly spread to other western counties, including Annapolis, Queens, Digby, Kings, Lunenburg, and Shelburne. Without intervention, infestations can lead to the death of up to 95% of hemlock trees within 4 to 15 years, resulting in cascading ecological impacts such as habitat loss and changes in forest composition.

If Hemlock Woolly Adelgid (HWA) takes hold, many trees could die or would need to be cut down to slow its spread, permanently altering our forested parks and greatly increasing tree removal costs.

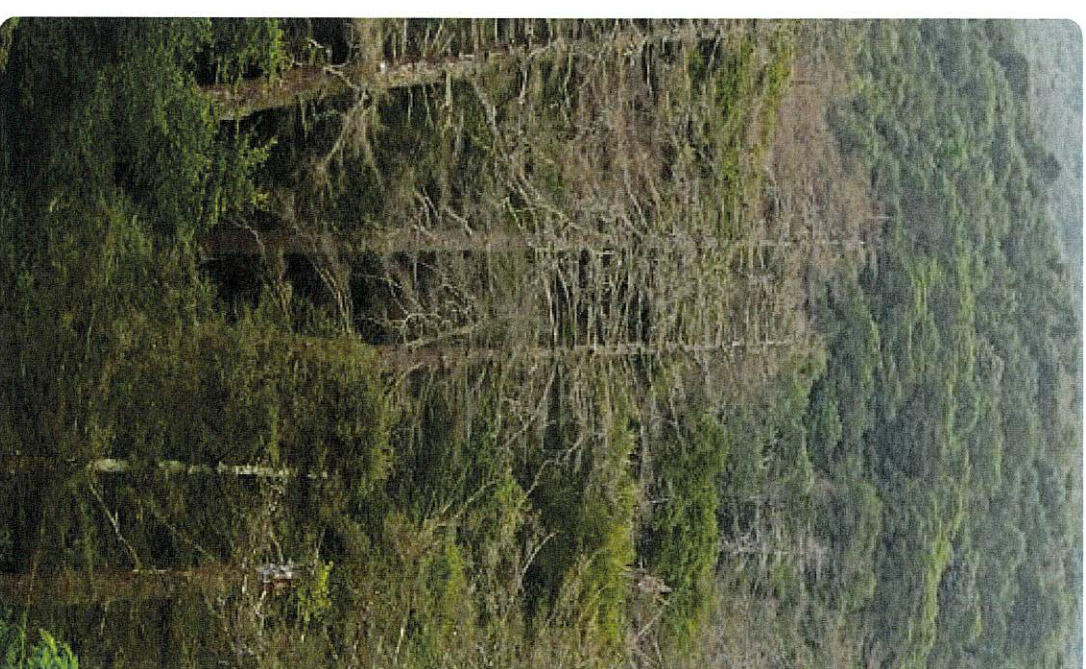


Figure 2. Dead “skeleton” trees located in HRM.



# Property Boundary and Forest Stands

Property IDs: 55208722, 55450274, 55210652

Owner: Village of New Minas



# **What Are Other Communities Doing?**



# Kentville Hemlock Conservation Project

- TOK manages 49 hectares of land, including the Kentville Ravine, through a legal easement with the Kentville Research Station, which owns the property.
- A volunteer network, 'Hemlock Heroes,' has been formed to provide labor, and funding is being sought from various sources.
- Treatment, supervised by qualified personnel from Medway Community Forest Cooperative, Acadia University, and non-governmental organizations, involves using approved pesticides (IMA-jet and Xytect 2F).
- Project managers in Kentville budgeted \$15,000 in 2025/2026 fiscal year for treatment costs.
- Equipment for treatment was purchased in prior fiscal years.

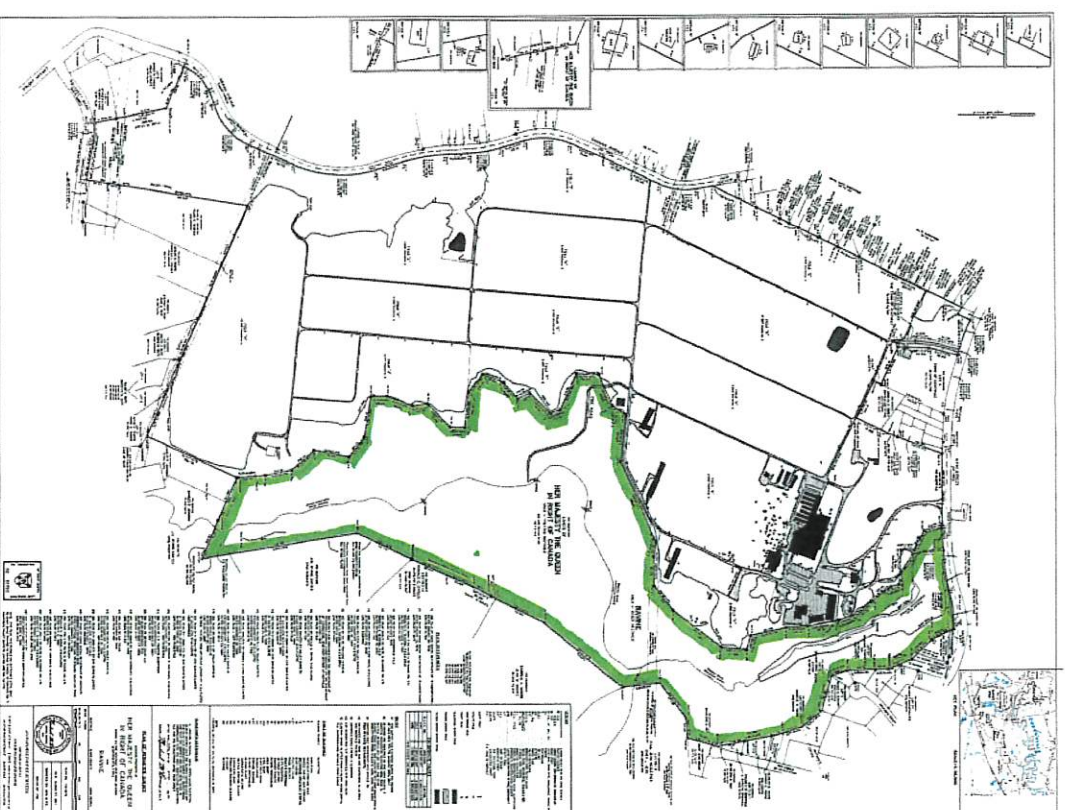


Figure 3. TOK easement area

# Town of Wolfville Tree Inventory and Policy

- Currently drafting an *Urban Forest Policy* which will include a tree inventory and addresses invasive species mitigation.
- Training and planning for hemlock dominant locations like Rawding Ravine are being considered for HWA Treatment.
- The Blomidon Naturalists Society has expressed interest in conducting an inventory of hemlocks in Town. The inventory would include a count of all hemlocks and a measurement of their diameter.

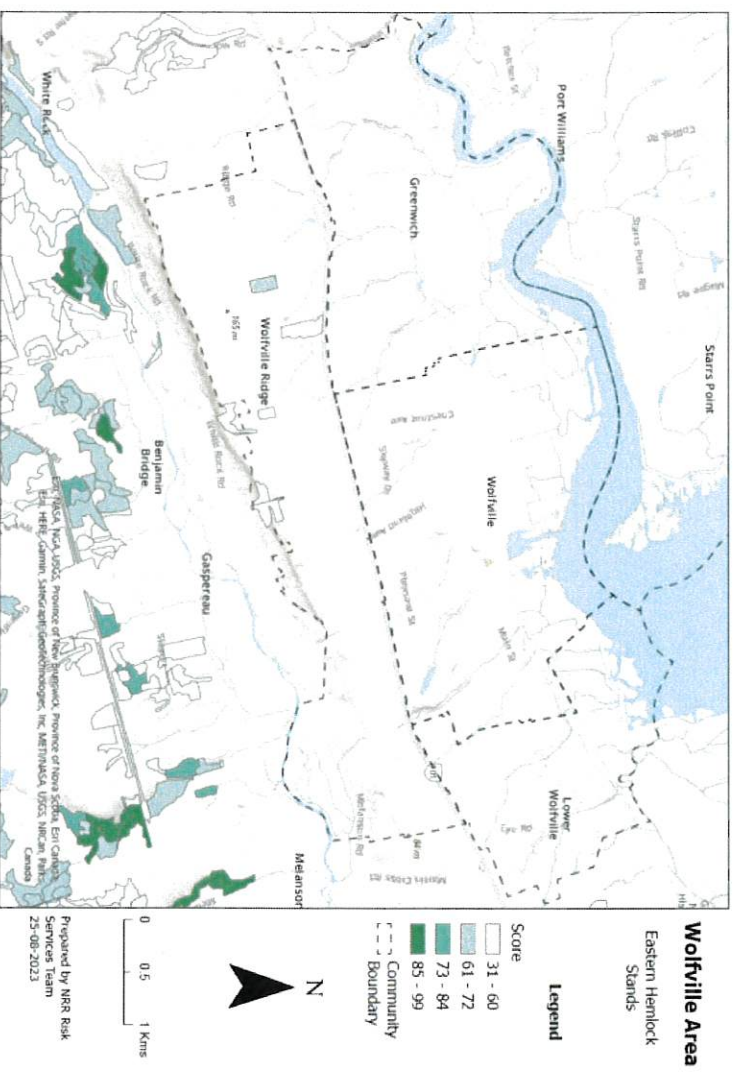


Figure 4. DNRR map of hemlock stands in Wolfville area

- Staff are recommending proceeding with an inventory of hemlocks and Hemlock Woolly Adelgid in Town



# Other Municipal Strategies

## Halifax Regional Municipality

HRM is developing a management plan to address HWA in municipal parks. Efforts include monitoring hemlock populations, analyzing data from public engagements, and considering chemical treatments as a temporary measure while exploring long-term solutions.

## Town of Bridgewater

Initiated the Hemlock Conservation Project to address HWA infestations in local parks. Activities include tree inventory, pesticide treatments, and community engagement. Public information sessions have been conducted to raise awareness and involve residents.

## Municipality of the District of Lunenburg

Launched treatment of hemlocks in their 115-acre park, River Ridge Common, in January of 2025. Phase one: extensive tree inventory and site preparation to monitor tree health. Phase two: pesticide treatment approved by Health Canada.

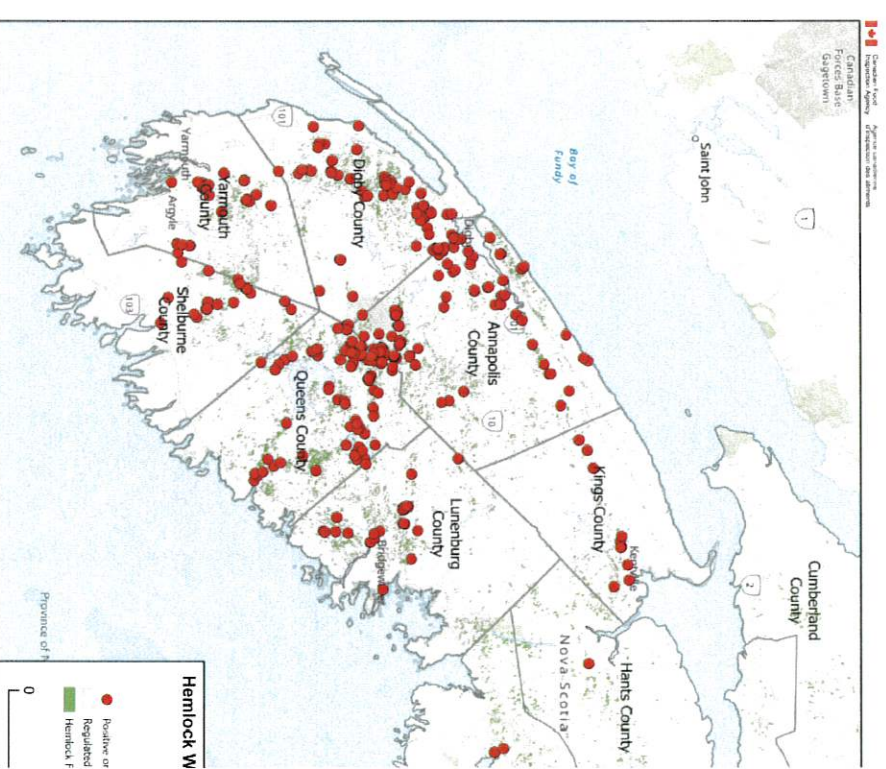


Figure 5. Current positive HWA observation sites in Southwestern Nova Scotia.

# Project Costs

**Pesticides currently registered by Health Canada (PMRA) for control of Hemlock Woolly Adelgid in Nova Scotia**  
**(Fully registered or currently registered under Emergency Use)**

Summary Table prepared by Dan Lavigne, Manager Risk Services, Nova Scotia Department of Natural Resources, Fleet and Forest Protection Division – Aug. 25, 2023

Product Name	Common Name	Classification of Pesticide	Mode of Action	Equipment used for application	Type of Application	Appl. Rate (AI per cm DBH)	Annual Limit	Cost of product <sup>1</sup> (CDN\$)	Cost of product/cm DBH	Cost of product for 40 cm DBH tree	No. of years of protection	Product Uptake in tree
Xyrect 2F	Imidacloprid	Commercial (Emerg. Use)	Systemic	Backpack sprayer	Basal bark application	1.16 mL	1.9 L/ha/yr. (1638 cm)	\$75 per L	\$0.087	\$3.48	5-7	6-9 months
Starkle 20SG	Dinotefuran	Commercial (Emerg. Use)	Systemic	Backpack sprayer	Basal bark application	3.52 mL	3025 g/ha/yr. (2545 cm)	\$81.60 per 1000g	\$0.097	\$3.88	1-2	3-4 weeks
IMA-jet 5%	Imidacloprid	Commercial	Systemic	Ecolect, CHEMJET	Tree injection	5% 1.6 mL	No Limit	5% \$215 per L	5% \$0.344	5% \$13.76	4-5	6-9 months
IMA-jet 10%	Imidacloprid	Commercial	Systemic	QUIK-jet AIR, CHEMJET	Tree injection	10% 0.8 mL	No Limit	10% \$428 per L	10% \$0.342	10% \$13.68	4-5	6-9 months
TreeAzin	Azadiractin	Commercial	Systemic	Ecolect, CHEMJET	Tree injection	3 mL	No Limit	\$600 per L	\$1.80	\$72.00	1-2	3 months

<sup>1</sup> Please note: Costs may vary.



Expense	Description	Cost
Personal protective equipment	Gloves, glasses, coveralls, wet wipes, paper towels, etc.	\$1500
Contracted labour to oversee the treatment of hemlocks*	Cost of labour per hour	\$35-\$40/hour
Cost of chemical pesticides	Xylect 2F (basal bark spray)	\$75/L
Projected cost share for chemical treatment in the Ravine in 2026/2027 fiscal year	Cost per capita relative to Kentville contribution	\$10,000

**Total estimated cost 2025/2026:      \$5,000**

\*In Nova Scotia, you need a Nova Scotia Commercial Pesticide Applicators license to treat hemlocks (specifically for Hemlock Woolly Adelgid) and to purchase the necessary chemicals, with one person in your crew needing the license.

# Why Explore Partnership With Town of Kentville?

- **Cost Savings Through Bulk Purchasing:** Partnering with TOK enables us to take advantage of bulk purchasing for pesticides.
- **Shared Use of Specialized Equipment:** By leveraging TOK's existing equipment, we can eliminate the need for costly upfront investments in treatment tools and machinery. This access allows us to start work immediately, accelerating response times and maximizing efficiency.
- **Established Volunteer Network:** TOK brings a well-established network of trained and committed volunteers, reducing the need for recruitment efforts on our end.
- Assistance in creating GIS maps to evaluate hemlock stands to better assess threat and treatment.
- **Enhanced Education and Outreach:** Collaborating with TOK strengthens our outreach capabilities, helping us build public awareness, recruit additional volunteers, and attract financial sponsorship.



Figure 5. Tagged hemlocks in TOK.

# **Recommendations**

1. That the Village of New Minas Commission allocate \$5,000 for Phase 1 of the Hemlock Treatment Initiative, supporting the inventory, assessment, and treatment of hemlock trees in Lockhart & Ryan Memorial Park. It is also recommended that the Commission explore a financial partnership with the Town of Kentville to support Phase 2 treatment efforts in the Ravine during the 2026/2027 fiscal year.
2. That the Village of New Minas Commission consider including, beginning in the 2026/2027 fiscal year, an annual budget allocation to support invasive species management and climate change adaptation initiatives, including assistance for private landowners carrying out related work on their properties.
3. That the Village of New Minas undertake a tree inventory to identify and prioritize hemlock trees in high-traffic areas and community parks for treatment or removal, as appropriate. Consideration should also be given to developing a reforestation plan to guide future planting and restoration efforts.
4. That the Village of New Minas Commission draft and send a formal letter to the local Member of Parliament (MP) and Member of the Legislative Assembly (MLA) requesting funding support for the treatment of hemlock trees on Crown-owned land.



# **REQUEST FOR DECISION**

## **Regional Sewer Budget and Village of New Minas Sewer Budget**



**To:** Village of New Minas Commission

**From:** Jeff Lawrence, Interim CAO/ Clerk Treasurer

**Date:** April 14, 2025

**Subject:** Regional Sewer Budget and Village of New Minas Sewer Budget

### **Recommendation**

That the Village of New Minas Commission approve the 2025/26 regional sewer budget attached as Appendix A and update the Village of New Minas 2025/26 sewer budget attached as Appendix B to reflect the approved 2025/26 regional sewer budget.

### **Background**

The draft 2025/26 regional sewer budget was presented to the regional sewer committee on March 13, 2025. The budget was referred to the regional sewer technical committee. The technical committee met on April 1<sup>st</sup> and discussed the budget. The Regional Sewer Committee approved the regional sewer budget as presented at the April 8<sup>th</sup> meeting and directed that the budget go to the next meeting of Kentville Town Council and New Minas Village Commission for ratification.

### **Financial Implications**

The Village of New Minas share of the regional sewer for 2025/26 is \$455,940. The draft Village of New Minas sewer budget included \$400,000 for the regional sewer. The additional charges plus a small contingency would reduce the transfer to reserves by \$60,000

### **Alternatives**

1. **To Not approve the Budget:** Budget approval requires the consent of 3 out of the 4 partners. The Municipality of the County of Kings has already approved the regional sewer budget. Should one of PepsiCo or the Town of Kentville also not approve the budget, it would go back to the Regional Sewer Committee for further refinement.

Target Decision Date: April 14<sup>th</sup>, 2025

Submitted by Interim CAO/ Clerk Treasurer Jeff Lawrence



## Appendix A - Proposed Regional Sewer Operating Budget 2025/26 Summary

Regional Sewer	Proposed Budget 2025/26	Approved Budget 2024/25	Change \$	Change %	Forecast Actual 2024/25	Actual 2023/24
Revenue	\$ 2,724,800	\$ 2,000,500	\$ 724,300	36.2 %	\$ 2,009,900	\$ -
Expenditures						
Salaries, Wages & Benefits	401,900	348,600	53,300	15.3 %	339,300	212,700
Materials, Supplies, Utilities	980,900	864,100	116,800	13.5 %	887,100	756,300
Purchased Services	100,600	98,600	2,000	2.0 %	96,800	80,200
Debt & Reserve Transfers	1,241,400	689,200	552,200	80.1 %	686,700	637,800
Total Expenditures	2,724,800	2,000,500	724,300	36.2 %	2,009,900	1,687,000
Surplus (Deficit)	\$ -	\$ -	\$ -	- %	\$ -	\$ -

Proposed Budget 2025/26				
Contribution Detail	Operating Costs	Capital	MFC 44-A-1	Total
Town of Kentville	\$ 844,640	\$ 350,430	\$ 229,000	\$1,424,070
Village of New Minas	267,590	188,350	-	455,940
PepsiCo Canada	217,410	96,470	83,000	396,880
Total County of Kings	153,760	175,150	119,000	447,910
Total Contributions	\$ 1,483,400	\$ 810,400	\$ 431,000	\$2,724,800

Non-Operating Expenses	Proposed Budget 2025/26
Debt & Reserve Transfers	
Debt Service (Existing Debt)	\$ 251,000
Debt Service (44-A-1)	431,000
Bridge Financing	87,400
Contribution to Depreciation Reserve	382,000
Study and Consulting Work	90,000
Total	\$ 1,241,400

# Appendix B

## Sewer

Acct #	Account Name	April	May	June	July	August	September	October	November	December	January	February	March	Total	2024/25 Budget	2023/24 Actual	2023/24 Budget	2022/23 Budget
<b>Revenue</b>																		
11210	User Charges	\$ 194,000	\$ -	\$ -	\$ 194,000	\$ -	\$ -	\$ 194,000	\$ -	\$ -	\$ 194,000	\$ -	\$ -	\$ 776,000	\$ 760,000	\$ 754,720	\$ 685,824	\$ 663,687
11211	Penalties	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ 2,000	\$ 2,000	\$ 2,785	\$ 2,000	\$ 1,152
11212	Canaan Heights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,095	\$ -	\$ 25,095	\$ 23,402	\$ 20,528	\$ 19,562	\$ 18,630
	<b>Total Revenue</b>	\$ 194,000	\$ -	\$ 500	\$ 194,000	\$ -	\$ 500	\$ 194,000	\$ -	\$ 500	\$ 194,000	\$ 25,095	\$ 500	\$ 803,095	\$ 785,402	\$ 778,033	\$ 707,386	\$ 683,469
<b>Expenses</b>																		
24224A	General Maintenance	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	\$ 12,423	\$ 12,120	\$ 12,384	\$ 11,824	\$ 11,536
24225	Wages	\$ 6,039	\$ 9,058	\$ 6,039	\$ 6,039	\$ 6,039	\$ 6,039	\$ 9,058	\$ 6,039	\$ 6,039	\$ 6,039	\$ 6,039	\$ 6,039	\$ 78,504	\$ 77,110	\$ 63,085	\$ 74,368	\$ 72,014
24233	Pumping Stations Power	\$ -	\$ 552	\$ -	\$ 552	\$ -	\$ 552	\$ -	\$ 552	\$ -	\$ 552	\$ -	\$ 552	\$ 3,354	\$ 3,311	\$ 2,745	\$ 3,231	\$ 3,152
24234	Supplies	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 580	\$ 563	\$ 101	\$ 546	\$ 530
24235	Travel & Training	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 55	\$ 679	\$ 662	\$ 1,350	\$ 646	\$ 630
24236	Office Supplies	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 1,739	\$ 1,688	\$ 1,476	\$ 1,639	\$ 1,639
24240	Treatment	\$ -	\$ -	\$ 115,000	\$ -	\$ -	\$ 115,000	\$ -	\$ -	\$ 115,000	\$ -	\$ -	\$ 115,000	\$ 460,000	\$ 421,700	\$ 369,629	\$ 369,900	\$ 348,500
24242	Shared Services Expense	\$ 141,417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,417	\$ 137,515	\$ 129,929	\$ 129,929	\$ 135,009
24250	Municipal Fees	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 26,900	\$ 26,900	\$ 26,714	\$ 25,100	\$ 22,860
24260	Health & Safety Expense	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 1,151	\$ 1,104	\$ 992	\$ 1,077	\$ 1,151
24290	Laterals	\$ -	\$ -	\$ 276	\$ 276	\$ 276	\$ 276	\$ 276	\$ 276	\$ 276	\$ -	\$ -	\$ -	\$ 1,657	\$ 1,656	\$ -	\$ 1,615	\$ 1,576
28223	Reserve	\$ 74,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,631	\$ 101,073	\$ 169,638	\$ 87,511	\$ 84,872
	<b>Total Expenses</b>	\$ 224,631	\$ 12,155	\$ 123,860	\$ 9,411	\$ 8,860	\$ 124,411	\$ 11,879	\$ 9,411	\$ 136,084	\$ 9,135	\$ 8,584	\$ 124,135	\$ 803,095	\$ 785,402	\$ 778,042	\$ 707,386	\$ 683,469
	<b>Net Income (Loss)</b>	\$ (30,631)	\$ (12,155)	\$ (123,360)	\$ 184,589	\$ (8,860)	\$ (123,911)	\$ 182,121	\$ (9,411)	\$ (135,584)	\$ 184,865	\$ 16,512	\$ (123,635)	\$ -	\$ 0	\$ (8)	\$ -	\$ -



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**Commission Meeting**  
**April 14, 2025 @ 7:00 PM**  
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**New Minas, Nova Scotia**  
**AGENDA**

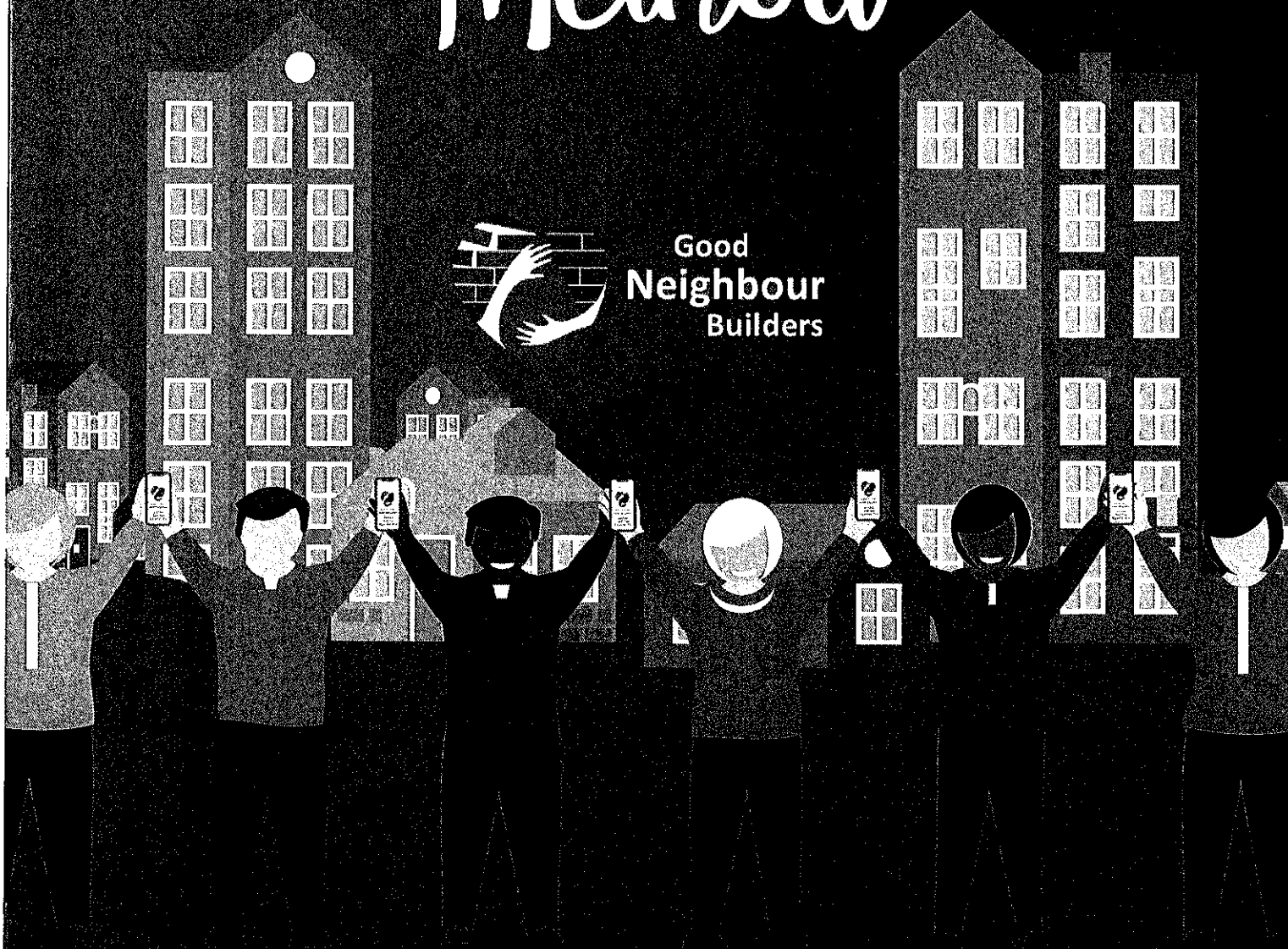
**8. Presentations**



# The Good Neighbour Method



Good  
Neighbour  
Builders



**Increase your community engagement, wellbeing and happiness by connecting neighbours with neighbours**



## Reviving the Village: Building Community Where We Live

We once relied on villages for well-being, support, and cultural connection across generations, guided by the saying, "It takes a village to raise a child." Over time, we shifted toward independence, losing the interdependence that villages and community hubs like places of worship, community halls, schools, and town squares once provided.

The need for connection remains, but after two generations without a "village," many have forgotten what communal living truly means.

It's time to think of the village as our neighborhood, where people who were once strangers to each other can now belong with, care about and support each other. Creating connected, supportive, and caring communities.

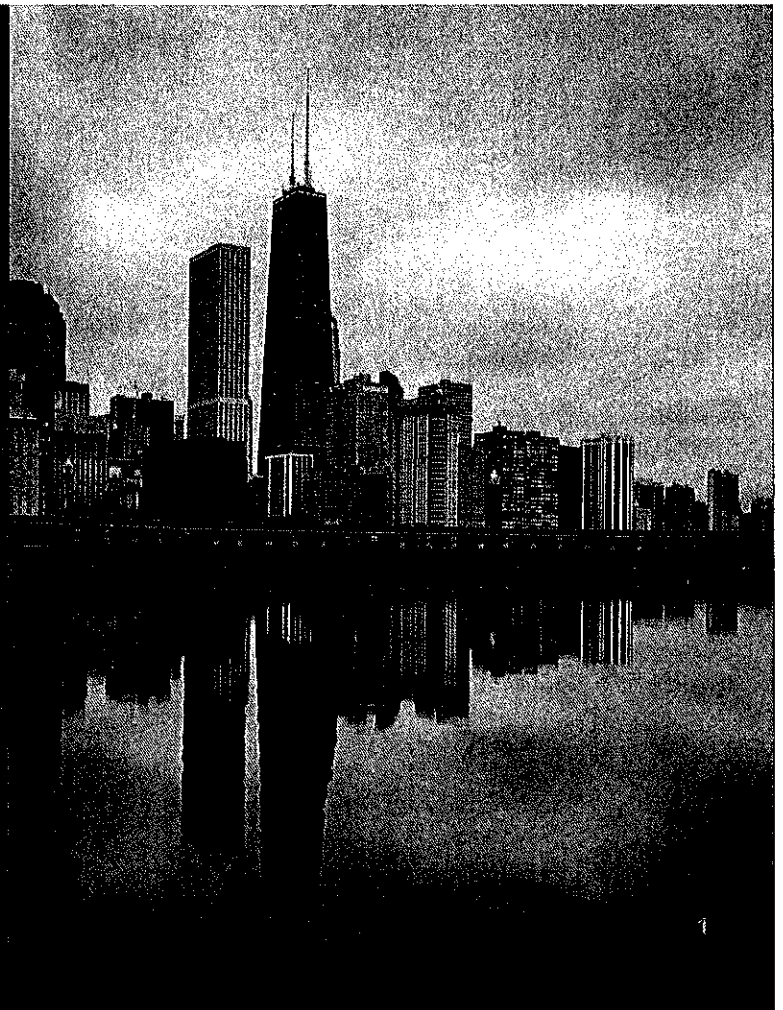
**The Good Neighbour Method and App turns neighbourhoods into villages.**

### Ask Chicago

July 1995: A deadly heatwave gripped Chicago. Over 700 people succumbed to the heat. But some neighbourhoods saw more deaths than others. Sociologists wanted to know why.

They found that neighbourhoods with strong connections were more resistant to the effects of the heat wave. Neighbourhoods experiencing social isolation and disconnection faced higher mortality rates than connected neighbourhoods.

Klinenberg, E. (2002). *Heat Wave: A Social Autopsy of Disaster in Chicago*. University of Chicago Press.



# Reviving the Village Mindset: A Proven Method for Thriving Communities

**How do you make it normal for citizens to care for each other in a disconnected age?**

There's a method for that.

Citizens want connection, but here's the challenge: getting to know your neighbors often feels awkward, even inappropriate. Traditional outreach programs fail to address the root issue—many people are reluctant to engage outside their immediate circles of friends and family.

For true belonging to take root, we need a cultural mindset shift.

**Introducing the Good Neighbour Method: transforming communities into thriving spaces of belonging.**



## **A foundation in community psychology**

The Good Neighbour Method is built on a theoretical framework founded in scientific research for addressing four critical elements for changing community wide behavior:

- Sense of Belonging: What do people need to experience so they feel they belong?
- Psychological Motivation: What has to happen so people are motivated to connect?
- Polyvagal Theory: How do we calm the "fight or flight" response and activate social engagement?
- Cultural shift: What steps lead to a lasting change in mindset?



## **Supported by technology**

Digital communication has reshaped how neighbours interact, often lacking the depth of face-to-face connection and creating division instead of belonging. The Good Neighbour App meets people where they feel safe and gently transitions them to in-person connections.

- Web 3 technology ensures safety with no need to share phone numbers or emails.
- Easily ask for help, create events, or share local news.
- Build relationships that gradually transition to trusting in-person connections.

The app is the modern "**doorbell**" that helps citizens (re)connect safely and meaningfully.

## Empowering citizens to thrive

The Good Neighbour Method quickly equips citizens to build a sense of belonging without extensive training. By addressing the root causes of social isolation, the Method fosters a culture where knowing, caring for, and supporting neighbours is the norm.

## The Citizens Behind Connection: Building Stronger Communities Together

It's natural for neighbours to know, care for, and support each other. Our mission is to help people rediscover the sense of belonging that true community brings. With belonging comes shared responsibility.

In partnership with municipalities, we use the Good Neighbour Method to drive cultural change—shifting from self-reliance to a culture of connection, care, and mutual support. People want to belong. They just need a way to do it.

What started as a grassroots experiment is now an international movement, with communities in Nova Scotia, New Brunswick, the USA, Uganda, and Kolkata thriving thanks to the Good Neighbour Method.”

## The Good Neighbour Method is recognized by:



## Meet Our Team:

### **Bruce Dienes, PhD. Community Psychology**

Bruce is an adjunct professor in the Psychology Department at Mount Saint Vincent University and a specialist in community dynamics and resilience. His work has shaped cultural norms and addressed complex issues like trauma, gambling harms, gendered violence and workplace burnout. As a co-developer of the Good Neighbour Method, Bruce applies cutting-edge research to foster social change and build stronger communities.

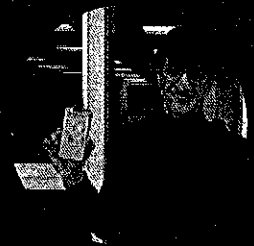


### **Barry Braun, Co-Founder of the Good Neighbour Method**

After a 30-year career creating cultural shifts within organizations, Barry turned his focus to community in 2012 upon becoming a grandfather. His mission is to create a better world for future generations, built on connection and belonging. Barry believes communities will be essential to his grandchildren's ability to thrive in adulthood.

### **Our Cross-Country, Multidisciplinary Team**

Our volunteers and professionals are passionate about creating a world where neighbors know, care about, and support each other. From community psychology to marketing, finance, and technology, our team combines diverse expertise to foster cultural change and build connected communities.



# Our Proposal: Building a Connected Community Together

We believe the Good Neighbour Method for Municipalities can help your town municipality increase community connectedness and create a thriving culture of belonging.

## Our Approach

We propose partnering with your town administration—particularly the community development and recreation departments—to plan and implement the Good Neighbour Method in a way that best suits your community's unique needs



## Partnership Expectations

As partners, your municipality will provide:

- Some financial support for program implementation.
- Help in raising funding through grants
- Venues for events, including the Kick-Off and Celebration events.
- A/V equipment and staging for major events.
- Participation in marketing and outreach efforts.

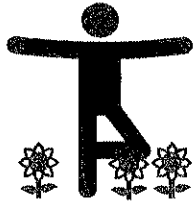
## What We Provide

The Good Neighbour Builders team will deliver everything your municipality needs to succeed:

- A proven process through the Good Neighbour Method.
- Comprehensive training and coaching for staff and volunteers.
- Professional marketing materials to engage citizens.
- Access to the Good Neighbour App to facilitate connections and engagement.

# Benefits and Outcomes of the Good Neighbour Method

## For Your Citizens...



### Healthier, Happier Lives

Belonging fosters mental, social, and physical well-being. Communities that encourage connection help reduce loneliness and promote longer, healthier, and more fulfilling lives.



### Meaningful Connections and Inclusion

Residents in connected communities build mutual care and support. From casual social gatherings like walking groups and book clubs to a shared focus on neighborhood well-being, these interactions create vibrant and inclusive spaces where differences are celebrated.



### Enhanced Safety and Security

Knowing your neighbours builds trust and a heightened sense of safety. Residents look out for each other daily and during emergencies, creating a secure and supportive environment.



### Boosted Happiness and Engagement

Happier citizens who feel cared for complain less, volunteer more, and take greater responsibility for their community. This increased engagement results in stronger community bonds and more active participation in events and initiatives.

**"The Happy Community Project is bringing people out, getting people involved, turning negatives into positives. When you see 20,000 people taking a negative tone and now taking a positive tone, that's remarkable."**

**Abe Zelman - Mayor, Municipality of the District of West Hants, NS**

## For Your Municipality...



### **Economic Growth and Reduced Crime**

Vibrant, connected neighbourhoods attract businesses and inspire local entrepreneurs to invest in their dreams. Socially connected communities also experience lower crime rates and greater economic stability.



### **Stronger Community Reputation**

When neighbors care for and support one another, the community becomes more attractive to newcomers and businesses, enhancing its reputation as a desirable place to live and thrive.



### **Greater Citizen Engagement**

Volunteerism is the backbone of the community fabric. Strongly socially connected communities spawn greater volunteerism and civic engagement in decision making



### **Less Anger, More Happiness**

When citizens are more socially engaged and participating in their own neighbourhoods, they are happier and more civil when engaging with municipal staff.

## Supporting Document Links

**How Windsor NS became a Happy Community**

[https://youtu.be/PcTNqAIK714?si=80\\_UOLBSxY2bJ1gI](https://youtu.be/PcTNqAIK714?si=80_UOLBSxY2bJ1gI)

**Better Together: How We Can Build Connected Communities | Psychology Today**

**Ontario Minister of Health says:**

**Connected Communities are good for business**

**A Community Connector tells her story**

**Let's begin the conversation and plan how we can bring  
the Good Neighbour Method to your community!**



**Good  
Neighbour  
Builders**

<https://goodneighbourbuilders.org/>





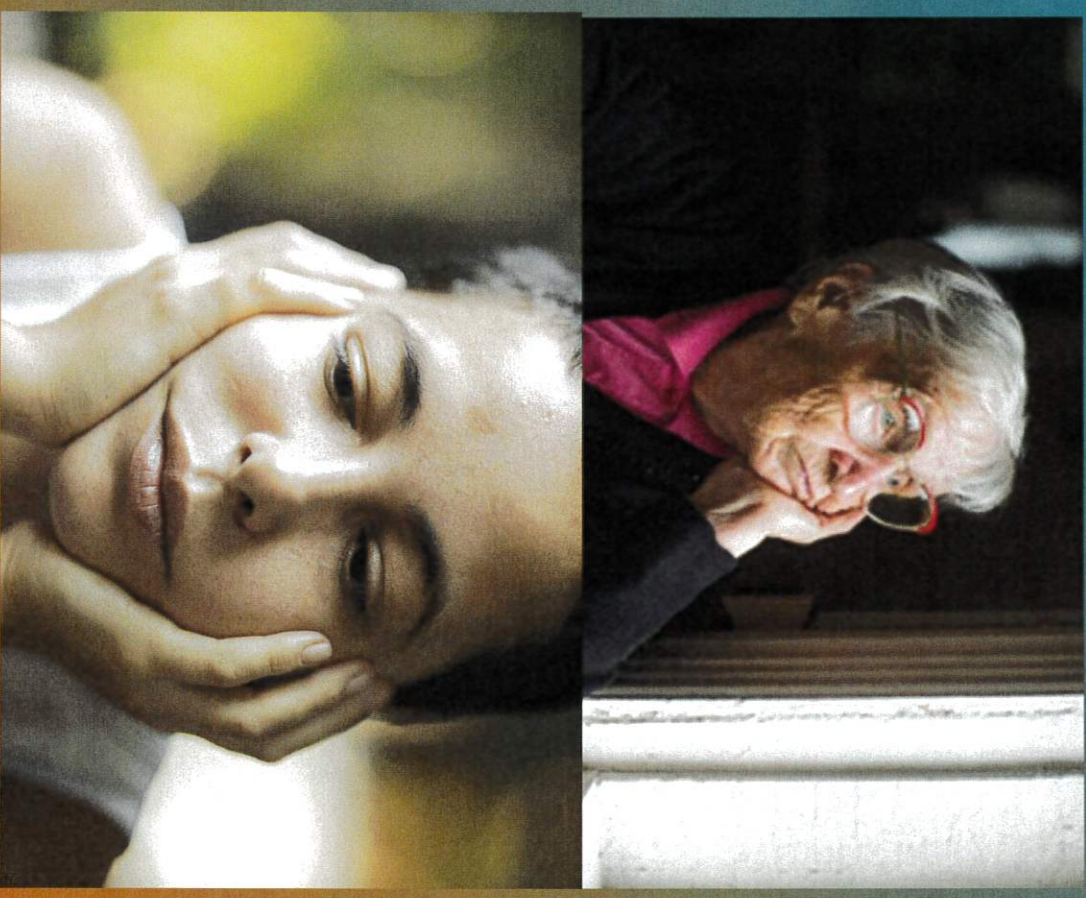
Good  
Neighbour  
Builders

# Belonging Neighbourhoods





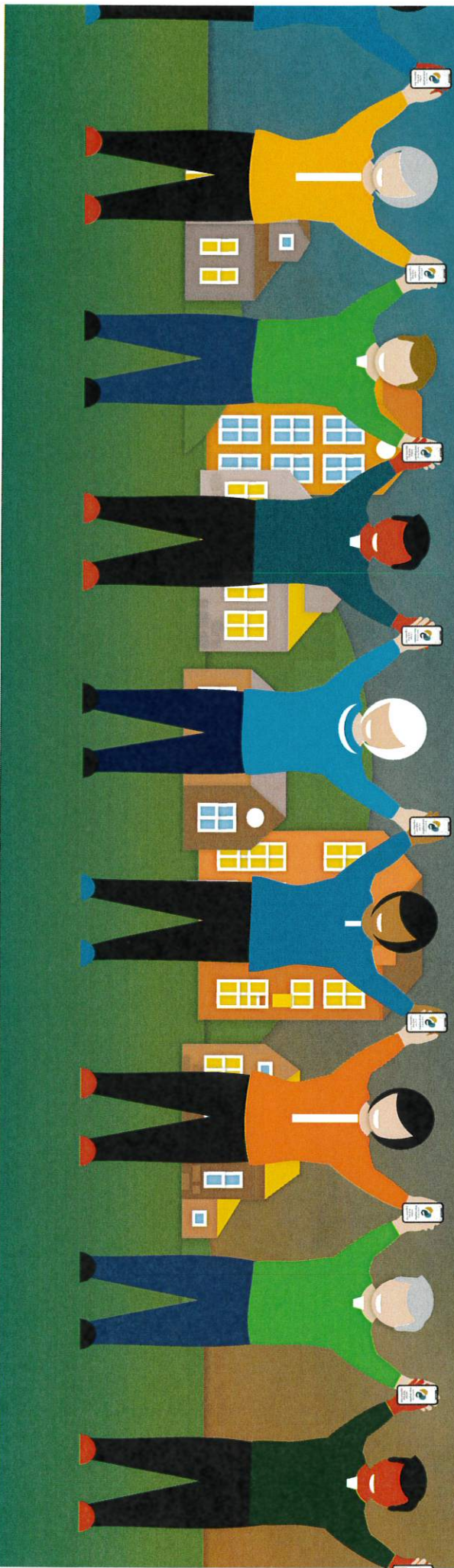
48% Feel Lonely  
1 in 8 Chronically  
lonely





# What if it was normal?

For neighbours to know, care and support each other







Happy  
Community  
Project



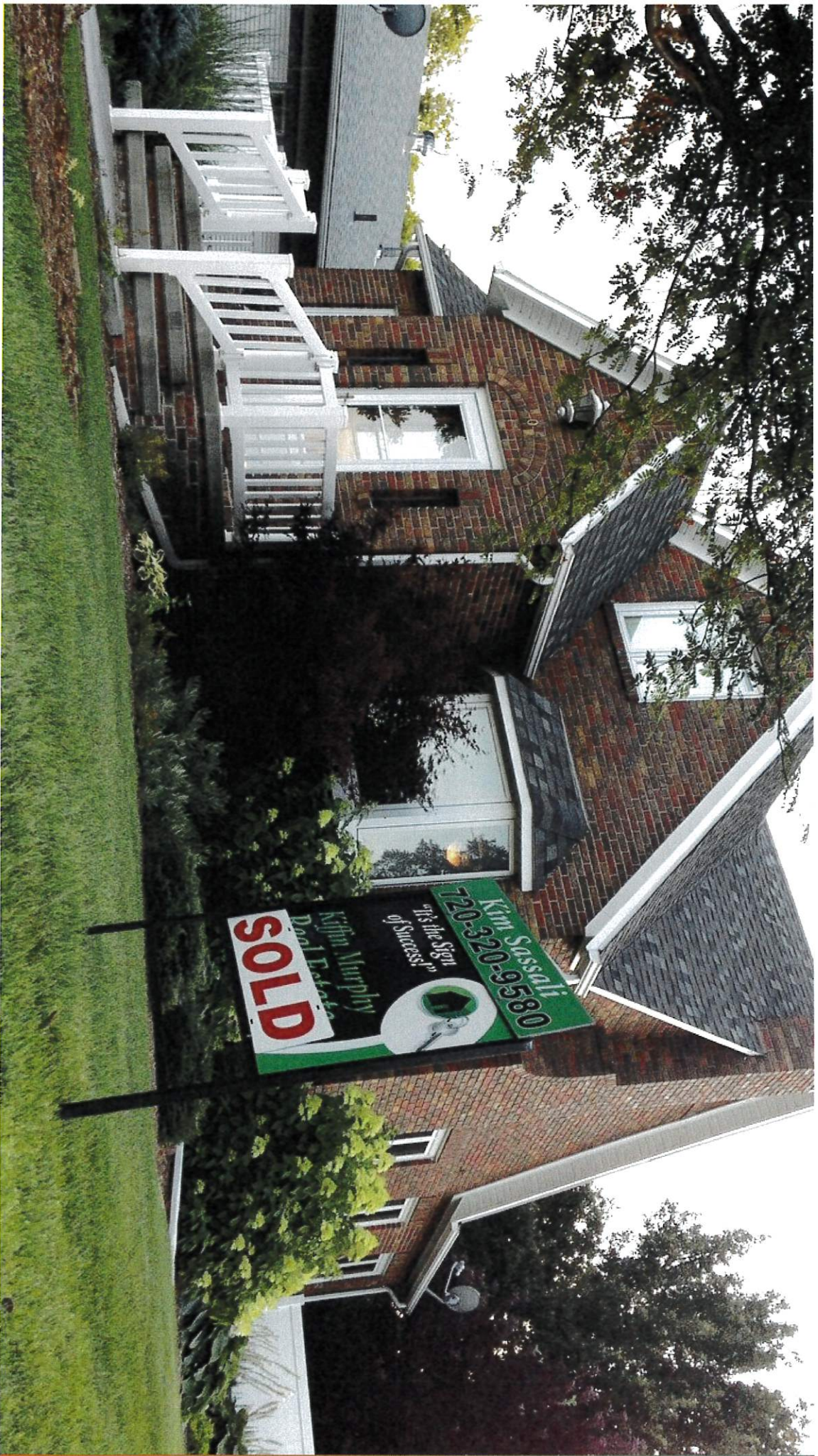
Good  
Neighbour  
Builders



Good  
Neighbour  
App

Barry Braun - Founder

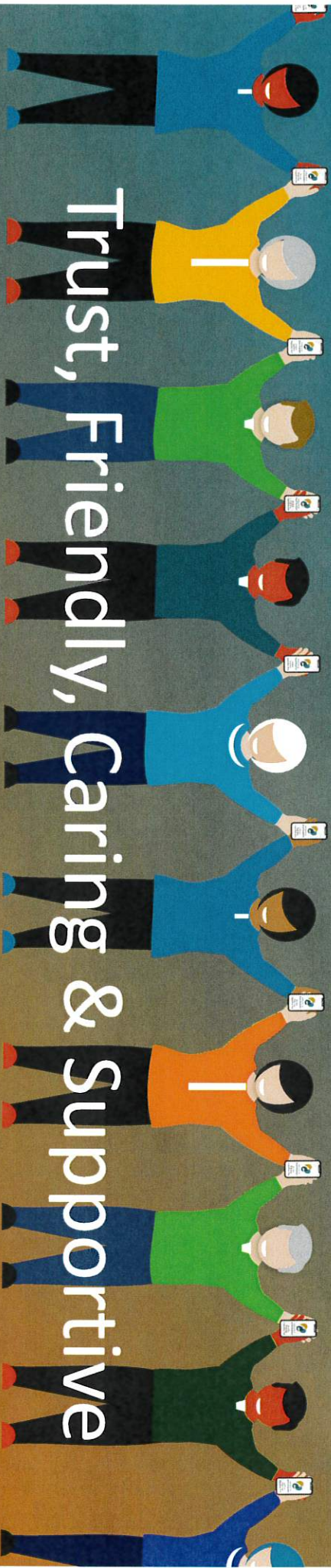






# What is a Good Neighbour?

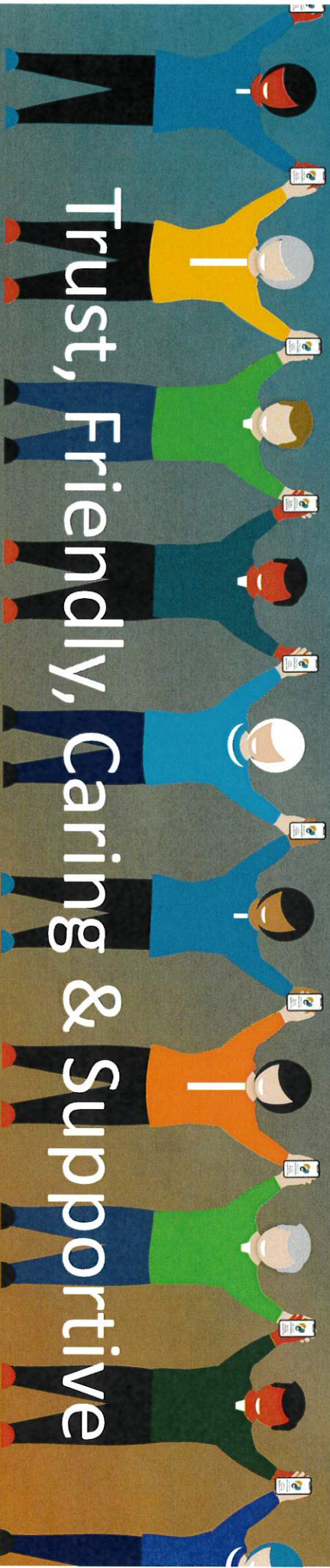
Trust, Friendly, Caring & Supportive





# What is Belonging? ?

Trust, Friendly, Caring & Supportive



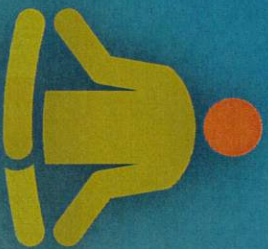




Why is it important ?



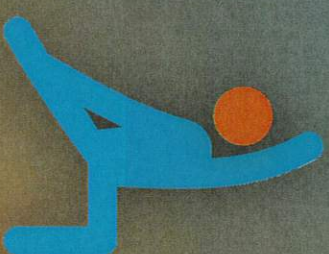
# Why is it important ?



**Mental  
Health**



**Social  
Health**



**Physical  
Health**

## People are happier



# Why is it important ?



Less  
Crime



More  
Volunteerism



More  
Economy

**Communities are happier**

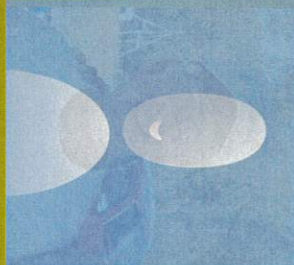
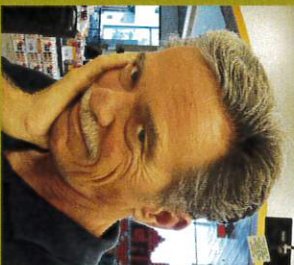
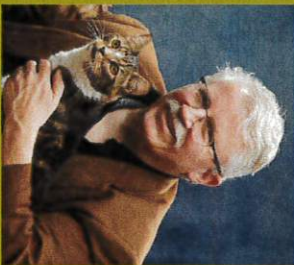
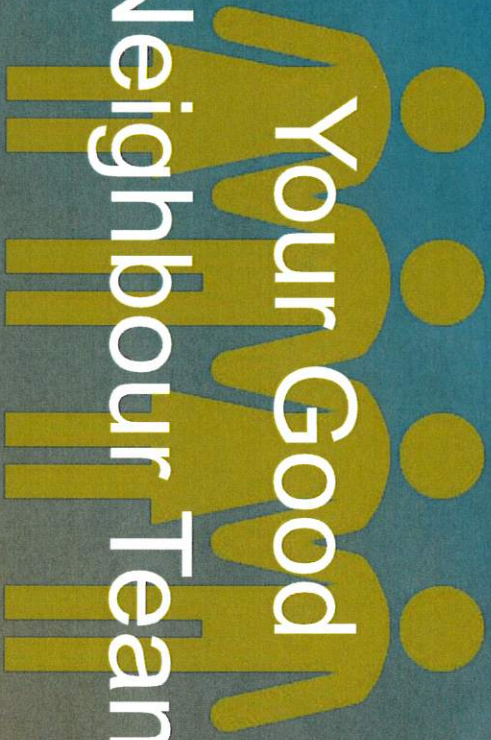




Traditional Ways  
Are Not enough



# Your Good Neighbour Team





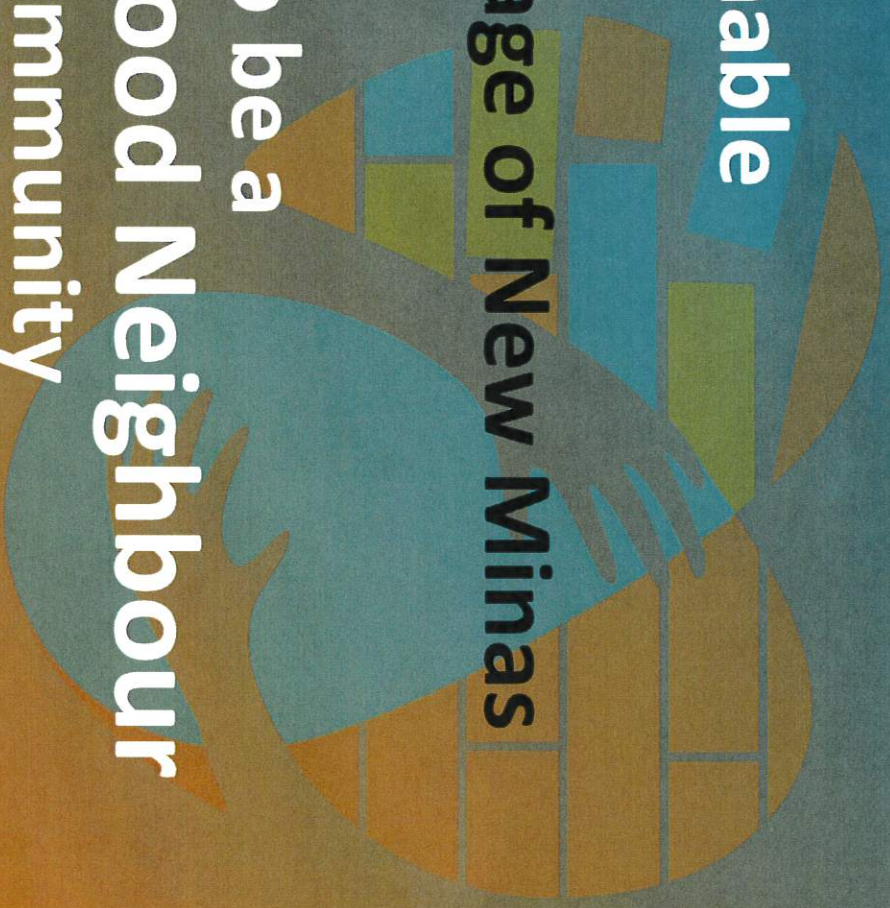
# What We Do

**Enable**

**Village of New Minas**

**to be a**

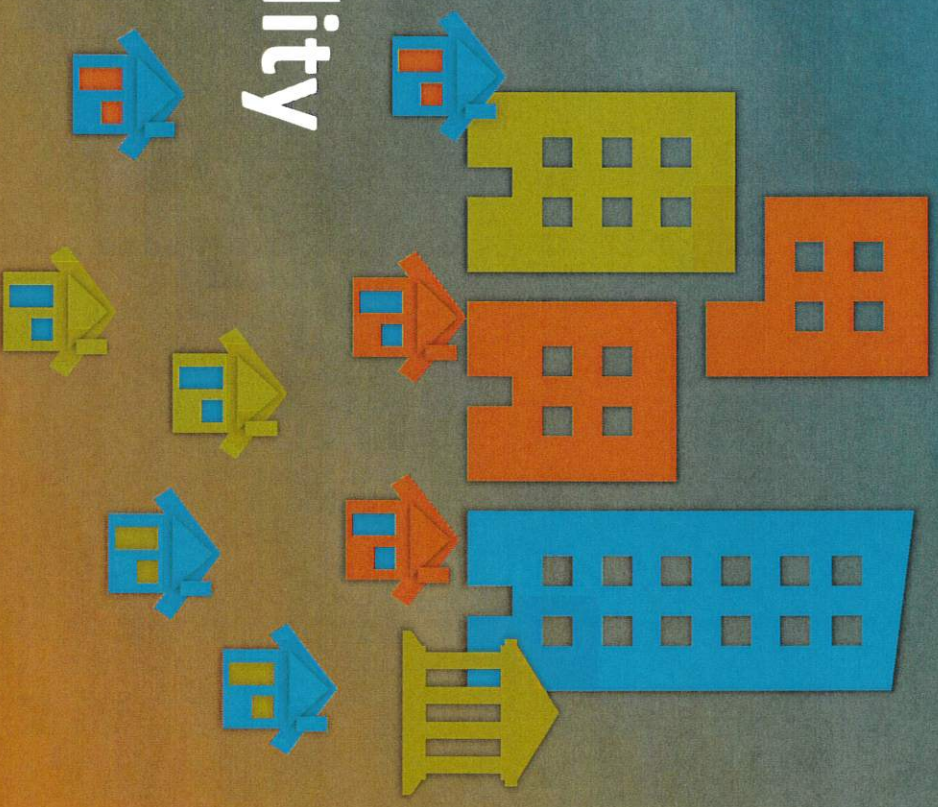
**Good Neighbour  
community**





# How we do it

## Partner with Municipality & Municipal NGOs



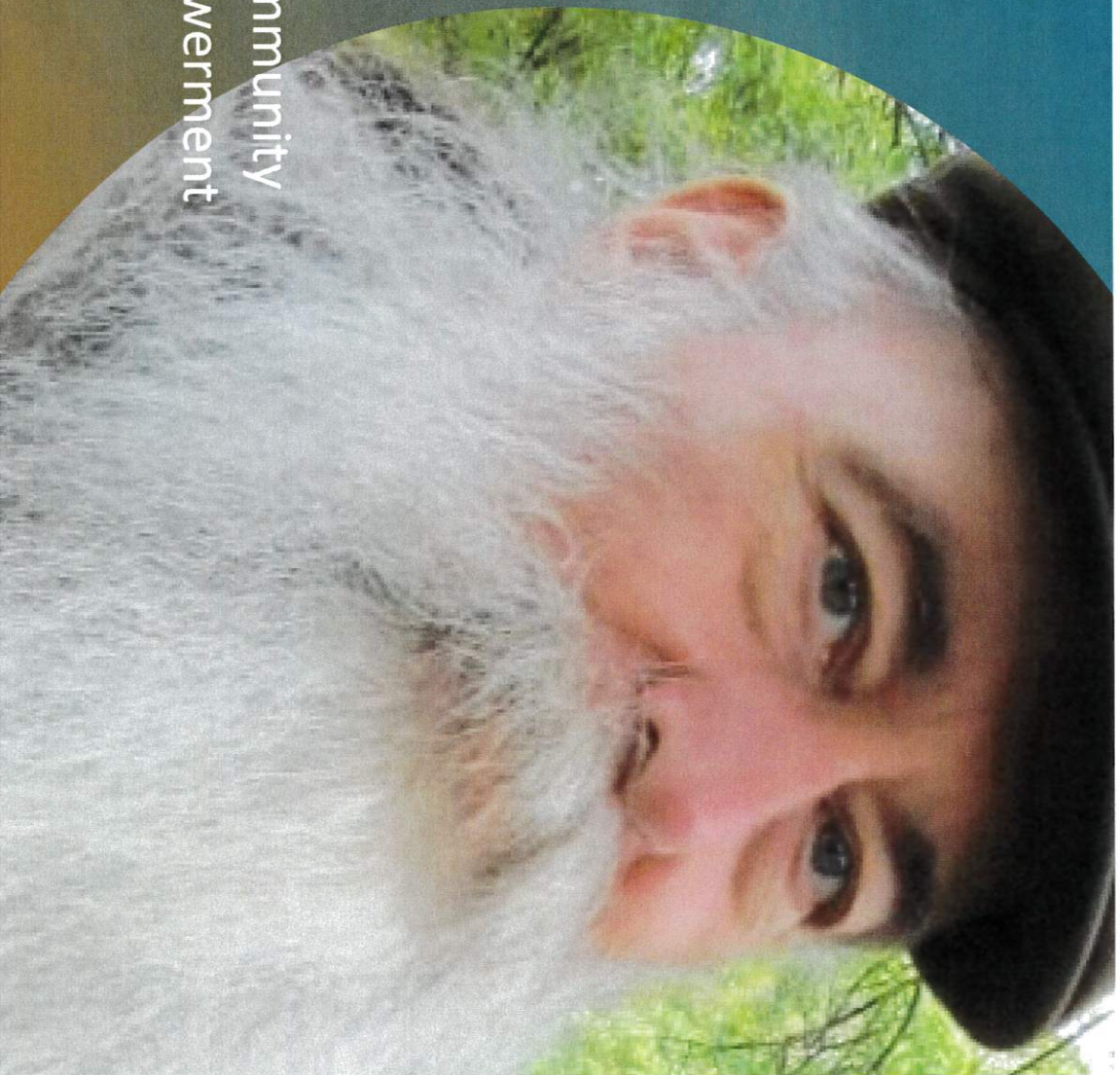


# The Good Neighbour Method

Based on science

**Bruce Dienes, Ph. D.**

35 years experience in applied community  
psychology and community empowerment





# Theoretical Framework

Sense of Community

Psychological Motivation

Polyvagal Theory

Stages of Cultural Shift





# The Good Neighbour Method



A Complete System

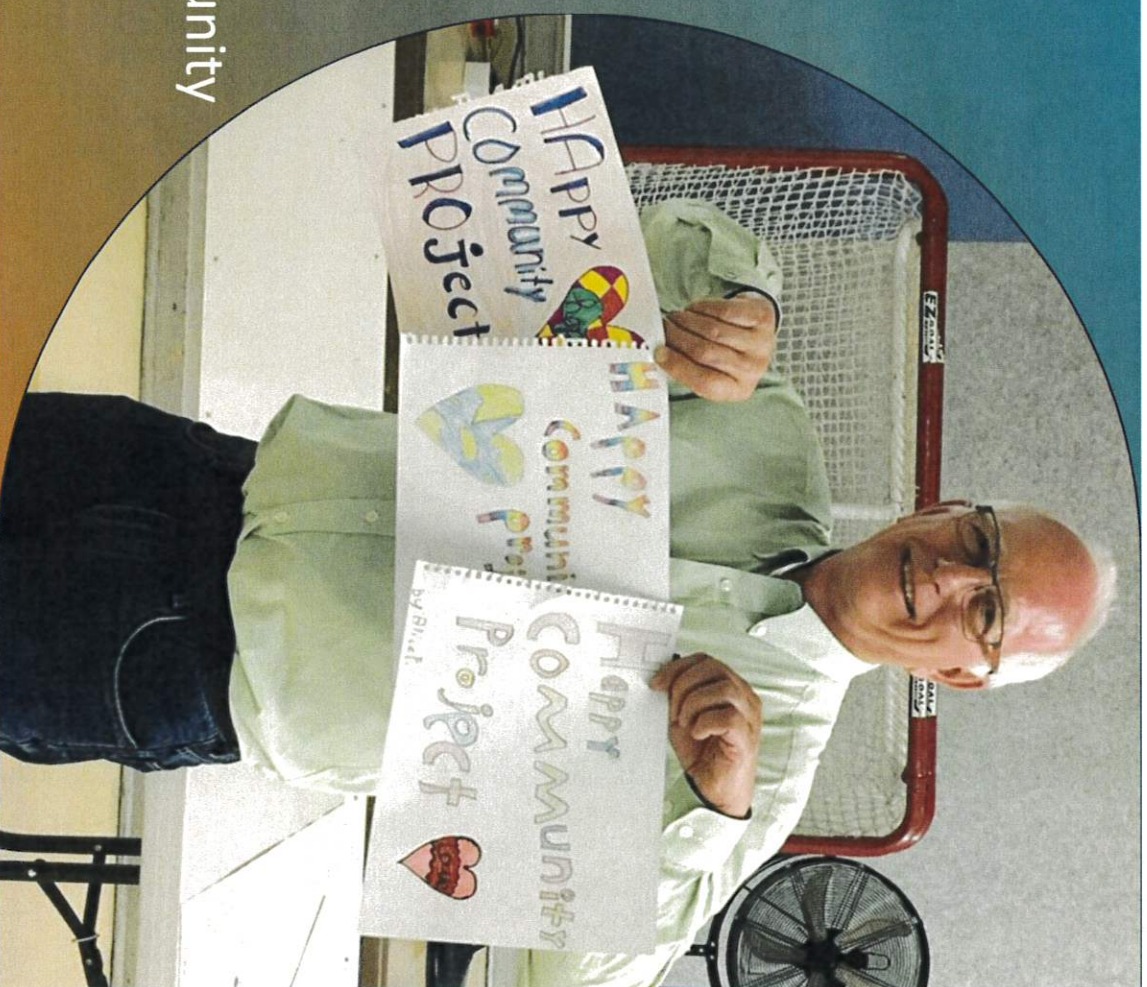


# The Good Neighbour Method

Based on experience

**Barry Braun, MBA**

15 years experience in community  
building, founder of The Happy Community  
Project & Good Neighbour App





# The Good Neighbour Method



Safe



Fun

123

Easy



Connect with neighbours





Neighbours

Connecting With

Neighbours

Face to Face





Good Neighbour Method



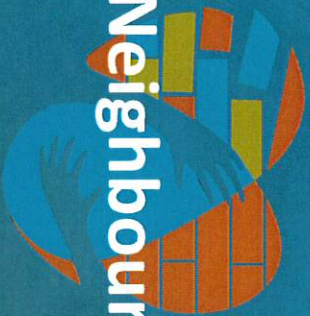
Good Neighbour  
Builders

# Belonging Neighbours

Sustainable Culture







Good Neighbour Method

Phase 1



Tipping Point



Celebratory Festival



Implement the Method



Recruit Neighbour Connectors

Phase 2



Kick Off Event



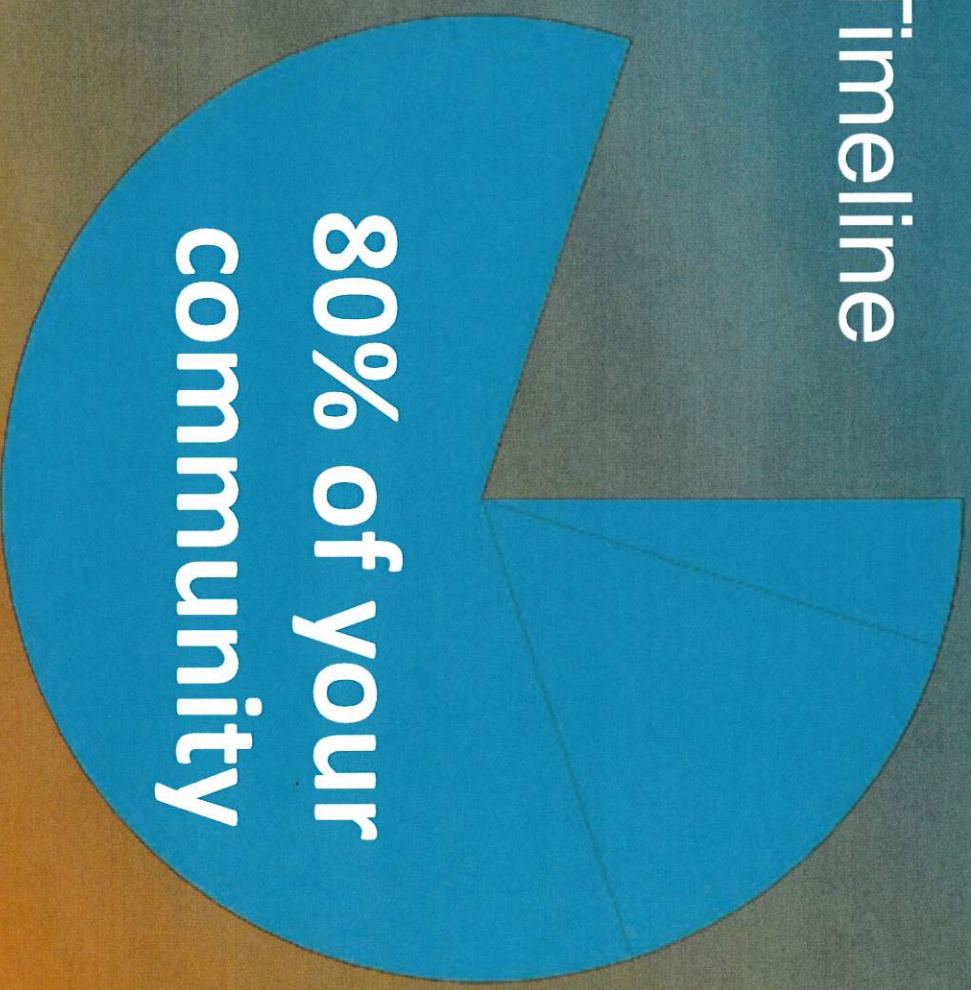


# Making it Normal Timeline

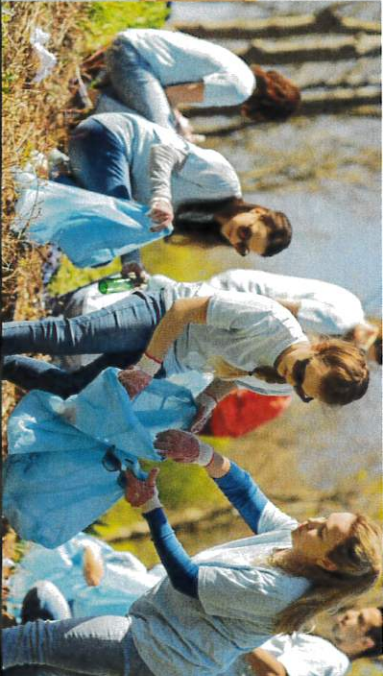
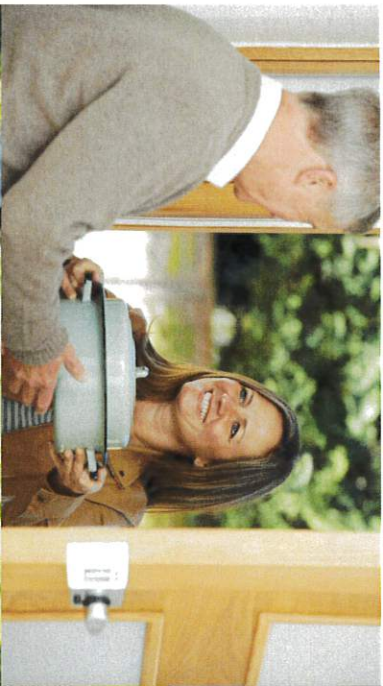
**Phase 1 - 6 months**  
Getting Started 5%

**Phase 2 Months 7-12**  
Tipping Point 12-15%

**Phase 3 Months 13-18**  
Normalizing - 50%+









Creating a Happy Community:

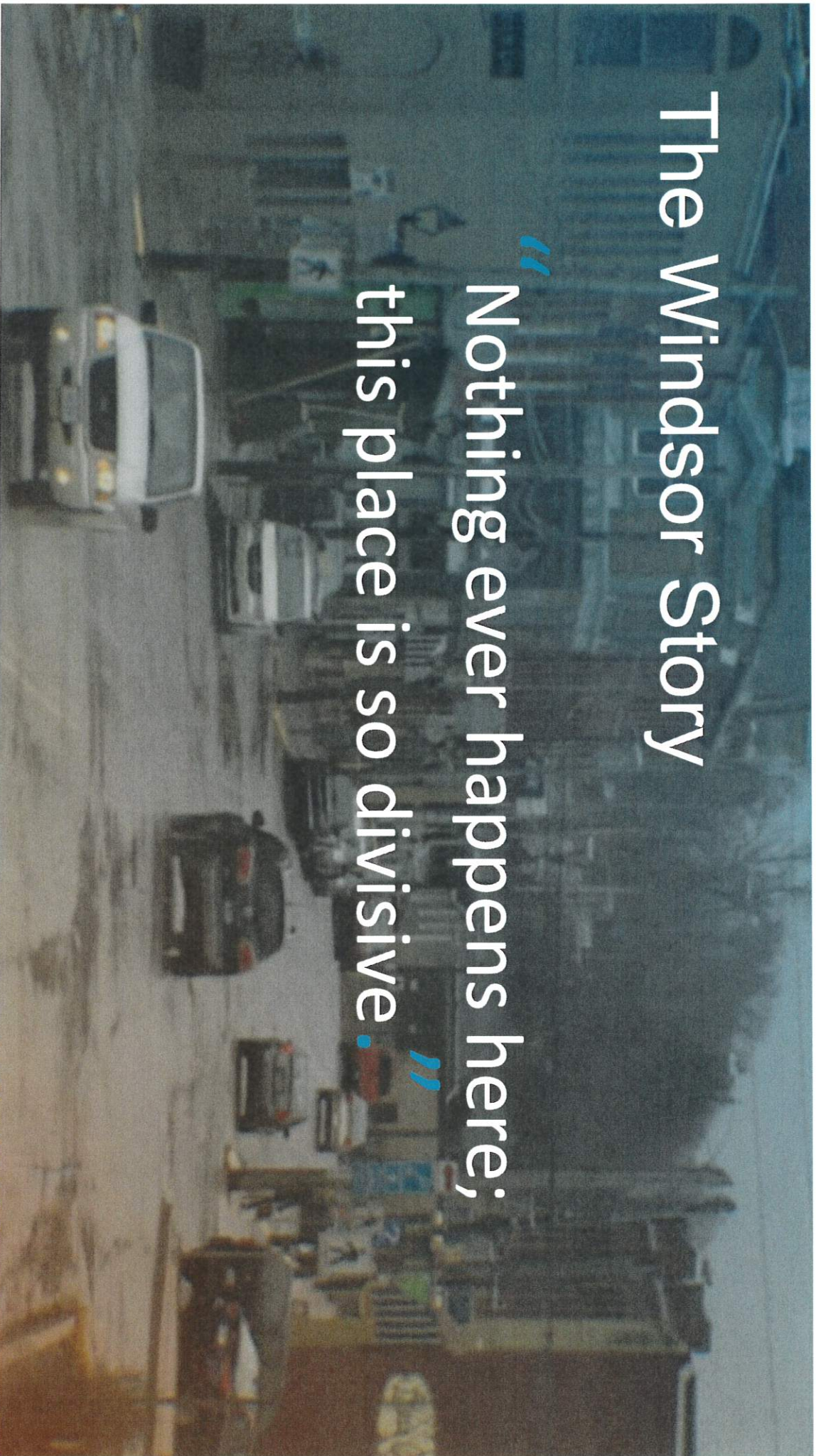
# Connection is Key





# The Windsor Story

“Nothing ever happens here;  
this place is so divisive.”








Normal







Neighbours  
Connecting With

Neighbours  
Face to Face

Makes Happy Communities



## What Mayors Say



*changed the  
mindset of  
20,000 people*



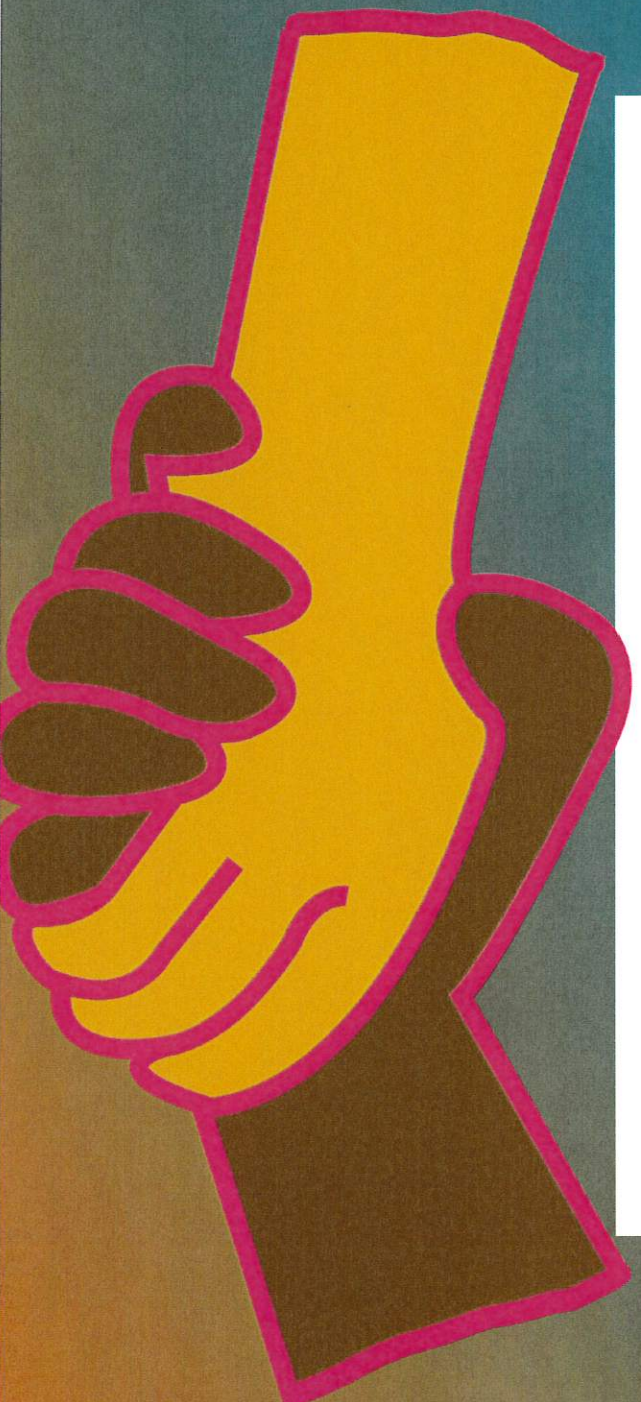
*. I see a big  
difference."*



*the ease of  
which it can be  
implemented*



**Together we can  
Make it normal**







Good  
Neighbour  
Builders

Together We Can Make It

Normal







**Good  
Neighbour  
Builders**

[Barry@happycommunityproject.com](mailto:Barry@happycommunityproject.com)

902-830-6569



[Barry@happycommunityproject.com](mailto:Barry@happycommunityproject.com)

902-830-6569





**Village of New Minas**  
**Commission Meeting**  
**April 14, 2025 @ 7:00 PM**  
**Commission Room, LMCC**  
**New Minas, Nova Scotia**  
**AGENDA**

**9. Committee Reports**



**Village of New Minas**  
Beautification Committee  
March 26, 2025 @ 10:30 AM  
Commission Room, LMCC  
New Minas, Nova Scotia  
Draft MINUTES

**Members Present:**

- Debra Windle-Smith, Commission Member & Chair
- Mary Munroe, Commission Member
- Agnes Morine, Citizen Member (via Zoom joined at 11:05am)
- Donna Randell, Citizen Member
- John Ansara, Director of Recreation & Community Development

**Members Absent:**

- Cory Palmer, Director of Public Works

**Staff Present:**

- Jeff Lawrence, Interim Clerk Treasurer/CAO

**Others Present:**

- None

**1. Call to Order:**

The Chair called the meeting to order at 10:30 am, welcoming those in attendance.

**2. Approval of the Agenda:**

Motion:

THAT the Agenda for the March 26, 2025 Beautification Committee Meeting be approved with the following additions:

- Spring street clean up
- Sign removal from NSPI posts

M/J Ansara

S/ M. Munroe

Motion Carried



**3. Approval of Minutes:**

a. February 5, 2025 Beautification Committee Meeting

Motion:

THAT the Minutes for the February 5, 2025 Beautification Committee Meeting be approved as circulated.

**M/ D. Randell**

**S/ J. Ansara**

**Motion Carried**

**4. Business Arising from Minutes:**

a. February 5, 2025 Beautification Committee Meeting

It was noted that the beautification budget as submitted by the committee was accepted as part of the 2025/26 Village of New Minas approved budget.

Through discussion, there was consensus that significant deviations from the approved budget should be brought to the Committee by staff for its awareness, and, where reasonable, this should be done in advance of non budgeted expenditure commitments.

**5. New Business**

a) Spring Street Clean Up

A discussion took place around the amount of debris around commercial streets in the village such as Commercial Street, Prospect Road and Highbury Road.

It was decided that further discussion was required around this issue.

b) Sign removal from NSPI posts

A discussion took place around the accumulation of signs on NSPI posts in the village. Commissioner Munroe indicated that Kings County passed a bylaw a number of years ago not allowing signs to be erected on the poles and that, due to enforcement challenges at the County, the village had agreed to have the public works department remove the signs from the posts.

This practice hasn't been followed in several years.

**6. Comments from the Chair:**

The Chair commented that she had engaged in conversations with Meg Hodges, Executive Director for the Kentville Business Community (KBC) regarding a potential New Minas mural project.

As Ms. Hodges is no longer with KBC, there was consensus for the Director of Recreation to reach out to Lindsay Young, Community and Economic Development Coordinator for the Town of Kentville for some advise/ potentially assistance in carrying out the mural venture.

The Chair also commented on the beautification improvements that the village has undertaken, and that the Committee may want to entertain enrolling in Communities in Bloom to showcase some of the accomplishments.

It was agreed that this item will be discussed further over the upcoming months.

**M/ D. Randell**

**S/ J. Ansara**

**Motion Carried**

**7. Next Meeting Date:**

The next meeting is scheduled for Wednesday May 21, 2025 @ 10:30am at the LMCC and via online video conference (Zoom).

**8. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 11:30am.

Motion:

THAT the meeting be adjourned.

**M/ J. Ansara**

**S/ M. Munroe**

**Motion Carried**





**Village of New Minas**  
Inclusion and Access Working Group  
March 27<sup>th</sup>, 2025 @ 9:30 AM  
Commission Room, LMCC  
New Minas, Nova Scotia

**Agenda**

**Members present:**

- John Ansara, Director of Recreation and Community Development
- Natalie Palmer, Active Living Coordinator
- Mary Munroe, Commission Member
- Quentin Hill (virtual), Commission Member

**Absent with regrets:**

- Cory Palmer, Municipal Operations Manager
- Katie MacArthur, Accessibility Coordinator

**1. Call to Order**

Meeting was called to order at 9:35 AM

**2. Approval of Agenda**

Agenda was approved as circulated.

Moved by Quentin Hill

Seconded by Mary Munroe

**3. Approval of Minutes**

February 20<sup>th</sup>, 2025 meeting minutes were approved as circulated.

Moved by Quentin Hill

Seconded by Mary Munroe

**4. New Business**

**a. 5-Year Plan Discussion**

John reviewed the proposed 5-year plan and emphasized the working group's advisory role in future capital budget decisions. The plan will be informed by data from the MOK sidewalk audit, the VONM walking audit, and the VONM equity plan as well as community feedback and Commission priorities.



Quentin noted the province's recent approval of new built environment standards and recommended the group review these to help guide commission and staff planning. Enforcement of the standards begins next year, and they will be reviewed at the next meeting.

A proposal was made to shift to bi-monthly meetings; however, Quentin recommended continuing monthly meetings until the built environment standards are reviewed and the 5-year plan is established. The group agreed to maintain monthly meetings for now.

## **5. Ongoing Business**

### **a. Equity and Anti-Racism Plan**

The plan was officially approved. A co-op student will be hired over the summer to support communications and promotional efforts. Key focus areas will include a communications strategy, program development, and local resource navigation.

Quentin suggested the plan be reviewed every six months to track progress. A request was made to include working group minutes in the commission agenda.

### **b. Budget Considerations**

Quentin shared feedback from a resident with visual impairments, highlighting the need for auditory crosswalk signals. It was agreed that a letter be drafted to the local MLA to address this as a priority. **The working group will request the commission's support in writing and submitting the letter.**

## **6. Adjournment**

Meeting was adjourned at 10:12 AM.

Next meeting set for Thursday, April 24<sup>th</sup> at 9:30 AM.





**Village of New Minas**  
New Minas Water Commission  
March 25, 2025 @ 3:00 PM  
Commission Room, LMCC  
New Minas, Nova Scotia  
**DRAFT MINUTES**

**Members Present:**

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

**Members Absent:**

- Dave Chaulk, Commission Member & Vice Chair

**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 3:00pm, welcoming those in attendance.

**2. Approval of the Agenda:**

Motion:

THAT the Agenda for the March 25, 2025 Water Commission Meeting be approved as circulated.

**M/ B. MacArthur**

**S/ M. Stevens**

**Motion Carried**

**3. Approval of Minutes:**

- a. February 25, 2025 Water Commission Meeting

Motion:

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

**M/ M. Stevens**

**S/ B. MacArthur**

**Motion Carried**

**4. Business Arising from Minutes:**

- a. February 25, 2025 Water Commission Meeting

There was no business arising from the February, 2025 minutes.

**5. Comments from the Chair:**

The Chair thanked the water employees for their hard work and dedication during the winter season and indicated his support for efforts to notify the public regarding potential disruptions and recommended water conservation measures during the upcoming Busch Lane water tank refurbishment (Correspondence to be discussed later in the agenda).

**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 March 25, 2025 Water Commission meeting.

Motion:

THAT the Water Operations Report be received as circulated prior to the March 25, 2025 Water Commission meeting and as verbally summarized by the Director of Public Works.

**M/ B. MacArthur**

**S/ M. Stevens**

**Motion Carried**

- b. Water Commission Budgets

The CAO confirmed that the operating and capital budget approved by the New Minas New Minas Water Commission was approved at the March 10, 2025 New Minas Village Commission meeting



**7. Correspondence:**

There was no correspondence.

**8. Other Business:**

- a) The Committee provided consensus approval for the Information received - Correspondence to Residents to be included in water bills – Water conservation during Busch Lane water tank refurbishment.

The CAO indicated that he would circulate the letter to the Village Commission members not on the Water Commission prior to the notice going out in the water bills.

**9. Public Input:**

There was no public input.

**10. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 3:20 pm.

Motion:

THAT the meeting be adjourned.

**M/ M. Stevens**

**S/ B. MacArthur**

**Motion Carried**

**THE MUNICIPALITY OF THE COUNTY OF KINGS  
REGIONAL SEWER COMMITTEE  
Thursday, March 13, 2025  
MINUTES**

**Meeting Date  
and Time**

A meeting of the Regional Sewer Committee was held on Thursday March 13, 2025, at 10:00 a.m. at the Municipal Complex in Coldbrook, Nova Scotia

**1. Roll Call**

In attendance:

*Municipality of the  
County of Kings:*

Tim Harding, Councillor (**Chair / voting member**)  
Dave Corkum, Mayor (ex-officio)  
Brad Carrigan, Director of Engineering & Public Works  
Tyler Honeywood, Manager of Financial Reporting  
Martin Kehoe, Manager of Environmental Services  
Tyler Honeywood, Manager of Financial Reporting  
Stephanie Elliott, Recording Secretary

*Town of Kentville:*

Cate Savage (**Vice Chair / voting member**)  
Dave Bell, Director of EPW  
Dave Matheson, Interim CAO

*Village of New Minas:*

Jeff Lawrence, CAO  
James Redmond, Commissioner (**voting member**)  
Gary Palmer, Director of Public Work

*PepsiCo Foods Limited:*

Rachel Hirtle (**voting member**)  
Shannon Macaskill – EHS Co-ordinator, Environmental Health and Safety

*Regrets:*

Everett MacPherson, Councillor  
Chris Ritchie, Funding Analyst  
Jeremy Sharpe, Manager of Operations

**Meeting Called to Order**

Councillor Harding called the meeting to order at 10:01 am. Roll call was taken.



**2. Approval of Agenda**

On motion of Councillor Harding and Councillor Savage, that the March 13, 2025, agenda be approved as circulated.

Motion Carried.

**3. Conflict of Interest**

None

**4. Approval of Minutes**

On motion of CAO Lawrence and Councillor Savage, that the January 16, 2025, minutes be approved as circulated.

Motion Carried.

**5. Business Arising from Minutes**

None

**6. Operation and Compliance Reports**

**a. Regional Environmental Compliance Update**

- An update to the Regional Sewer Committee on the state of the Regional effluent compliance per its Approval to Operate for the year 2024 was provided.
- A briefing relating to the Regional Wastewater Treatment Facility (WWTF) treated effluent compliance for the entirety of 2024.

On the motion of Councillor Savage and Commissioner Redmond, that the Regional Environmental Compliance Update report dated March 13, 2025, be accepted by the Regional Sewer Committee and placed on file.

Motion Carried.

**b. Regional Forcemain Project Update**

- An update to the Regional Sewer Committee on the project status and funding relating to the Regional Sewer Forcemain replacement project was provided.

On the motion of Commissioner Redmond and Councillor Savage, that the Regional Forcemain Project Update report dated March 13, 2025, be accepted by the Regional Sewer Committee and placed on file.

**Motion Carried.**

**7. Financial Update  
a. December 2024  
Regional Sewer  
Variance Report**

Presented the Interim financial results of the Regional Sewer System operations as of December 31, 2024, as well as forecasted year-end results.

On the motion of Councillor Savage and Councillor Harding that Regional Sewer Committee receive for information the December 2024 Regional Sewer Variance Report, as attached to the March 13, 2025, Briefing.

**Motion Carried.**

**b. Regional Sewer  
2025/26 Operating and  
Capital Budget**

Presented the 2025/2026 Operating and Capital Budget.

**Question:**

Kentville acting CAO Matheson asked if the \$90,000 on studies is double counted as it's listed in the Capital Budget funded from the sources of the Capital Budget and also in the operating budget funded by partners contributions. Manager of Finance Honeywood will follow up with a response.

**Noted:** Councillor Savage has noted that she would like the opportunity to take this information back to the Director of Finance and the CAO for further discussion.

On the motion of Commissioner Redmond and Councillor Harding that the Regional Sewer 2025/26 Operating and Capital Budget as attached to the March 13, 2025, Request for Decision to Partner



**Councils, Commission, or Senior Management, as applicable, for approval.**

**Councillor Savage and Rachel Hirtle from PepsiCo voted against the motion.**

**Motion defeated.**

**7. Partner Updates**

None

**8. Other Business**

Note: New Minas CAO Lawrence had previously recommended that the different partners be more informed and to be part of the budget building process. Suggesting this request again.

Note: Rachel Hirtle, PepsiCo requested a copy of how the calculation were made for the budget. Manager of Finance Honeywood will provide this.

**9. Next Meeting**

Sub Committee Meeting Thursday April 3, 2025, Thursday April 3, 2025  
Regular Committee Meeting Tuesday April 8, 2025.

**10. Adjournment**

**On motion of Vice Chair Councillor Savage and Commissioner Redmond, that the meeting stand adjourned.**

**Motion Carried.**

The meeting adjourned at 11:06 a.m.

Approval:

Regional Sewer Committee



**Village of New Minas**  
**Commission Meeting**  
**April 14, 2025 @ 7:00 PM**  
**Commission Room, LMCC**  
**New Minas, Nova Scotia**  
**AGENDA**

**10. Staff Reports**



**Information Report (Agenda Item 9.a.)**

To: Village Commission

By: Jeff Lawrence, Interim Clerk Treasurer/CAO

Meeting Date: April 14, 2025

Subject: Monthly Report — Clerk Treasurer/CAO

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## **Monthly Report — Clerk Treasurer/CAO**

### **Summary:**

This will be my first Commission meeting as Interim Clerk Treasurer/CAO for the Village of New Minas. Most of the first month of my tenure has been spent introducing myself and my style to Commissioners and staff and making myself familiar with Village policies, priorities and practices. Craig Kennedy from Peak Experiences continues to lead the recruitment process for the permanent Clerk Treasurer/CAO, which is expected to be filled in May or June.

Approved budgets have been posted on the Village website and circulated to Commission members and directors and prioritizing and procurement activities have already begun. A budget meeting with the Regional Sewer Committee took place on March 13th. The partners were not able to reach agreement on an operating and capital budget, and the issue was turned over to the technical committee. The technical committee has met, and a Regional Sewer Committee meeting has been scheduled for April 8. The goal remains for each partner to bring a recommendation of approval to their respective organizations following this meeting.

### **Highlights of the Past Month:**

- GRID Application has been approved for the Forsythe Water Tower Refurbishment.

### **Regularly Scheduled Meetings:**

In the past month, I attended the following regularly scheduled meetings:

- Collective meetings with Department Heads (weekly on Tuesdays)
- Individual meetings with Department Heads (weekly)
- Village Commission (March 11)
- Regional Sewer Committee (March 13)
- Water Commission (March 25)
- Beautification Committee (March 26)

### **Other Notable Meetings:**

- Attended New Minas South update meeting with MLA Julie Vanexan, Commissioner Windle-Smith, And Clerk Treasurer/ CAO Bouter (March 11)
- Attended public works lunch introductory meeting (March 28)

### **Professional Development:**

- N/A

**Information Report (Agenda Item 9.a.)**

To: Village Commission

By: Jeff Lawrence, Interim Clerk Treasurer/CAO

Meeting Date: April 14, 2025

Subject: Monthly Report — Clerk Treasurer/CAO

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**Outlook for Next Month:**

The planned focus for the next month will be as follows:

- Commission and Committee meetings
- Department Head meetings (collective and individual)
- Finance:
  - Importing budget information
  - Bank reconciliations
  - Accounts payable
  - Invoicing and receivables
  - Payroll (bi-weekly)

Sincerely,

**Jeff Lawrence**

Interim Clerk Treasurer/Chief Administrative Officer

t 902-681-0430 | e [timb@newminas.com](mailto:timb@newminas.com)

Village of New Minas

9489 Commercial Street

New Minas, NS B4N 3G3

[newminas.com](http://newminas.com)



**Information Report**

To: Village Commission

By: Cory Palmer

Meeting Date: April 15, 2025

Subject: Monthly Report — Director of Public Works

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## Monthly Report — Director of Public Works

**Staff Update:**

We have made an offer letter to a candidate for the position of laborer. We are negotiating a start date with them.

Mark Jackson has requested another 6 months of leave from his position.

**Current Projects/Work:**

- We are continuing to push the RF box installations. We are down to 50 RF upgrades left and the County Fair Mall. We have met with Crombie personnel to find a path forward that works for both parties. We are pushing them to install a 4<sup>th</sup> large water meter and remove individual water meters at each store. This setup would be more efficient for the reading and billing for New Minas.
- We finished checking the valve access on Commercial Street and we have some work to complete over the spring and summer to get the valve covers off and cleared. We have between 70 and 80 percent of the valve covers that are stuck. We will be putting a plan together to get these off and grease them for easy access.
- We are preparing for spring:
  - All equipment has been serviced and parts replaced if required.
  - The picnic tables and play equipment have been placed in the parks.
  - Some parks have been cleaned up and equipment has been repaired. We have some repairs to be completed and tree trimming to do around the fences. LRP park is the main cleanup left to complete.
  - The splash pad bathrooms were cleaned, repairs were completed, and they are painted.
  - Soccer field washrooms were cleaned, and new hot water was installed for the washrooms.
  - The disc course has been cleaned up and some roots have been removed from the course to reduce the risk of injury.
  - Shingle repairs have been completed at several places, and we have a couple left to complete when the weather cooperates.
  - The new planters and benches are ready to be installed in the second or third week of May.
  - Bloomidon Nursery is scheduled to train 2 of our employees on April 11 on the proper maintenance of our gardens. We will take pictures and document the types of care each plant requires.
  - We completed soil sample analysis on the soccer and baseball fields to determine the best fertilizers for them. Scotian Gold has been hired to complete the fertilizing.
- Winter equipment has been greased and stored for the summer.

**Information Report**

To: Village Commission

By: Cory Palmer

Meeting Date: April 15, 2025

Subject: Monthly Report — Director of Public Works

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**Long-Term Projects:**

- The refurbishment of the reservoir at Busch Lane is scheduled to start on May 5 and completed on July 23. We have setup all the temporary chlorine equipment and have tested them. Everything is working and the chlorine levels were maintained. We are going to bypass the tank to ensure our plan is ready for May 5.
- We will prepare a request to engineer companies to complete the sewer study by the end of May to ensure the project is complete by years end.

**Professional Development:**

- Excavating and trenching and fall protection training was conducted on March 26 in Berwick. All staff are currently up to date with excavating and trenching training.
- This was our first group to be trained on fall protection. The remainder of the staff will be completed in June.
- We have 3 employees scheduled to take chainsaw training on April 25 at the LMCC.
- Garden bed training will take place on April 11.

**Outlook for Upcoming Months:**

- Preparing for the water tank refurbishment project.
- Valve accessibility work.
- Training of employees.
- Cleaning of Lockhart Ryan Park.
- Purchasing new lawn care equipment and line painter.
- Hopefully training the new employee.



**Information Report**

To: Village Commission

By: Shelly Palmer, Manager of Finance

Meeting Date: April 14, 2025

Subject: Monthly Report — Manager of Finance



## Monthly Report — Manager of Finance

**Summary:**

March 2024 year-end went relatively smooth. 2024/25 Receipting and Accounts Payables are closed, the General Ledger will be, once Morse Brewster and Lake has completed the 2024/25 Audit which commences May 5<sup>th</sup>.

March's utility billing is complete, the invoices are printed and in the mail. Flower Cart Students helped by placing the Postage Stamps on the envelopes.

**Current Tasks/Projects:**

- All February's bank reconciliations are completed. March should be completed by the end of this month.
- Fourth Quarterly Due to/from and HST, should be completed by the end of next week.

**Budget Update:**

Property Taxes	Budgeted	Collected Year to Date March 31
• Residential	\$1,342,749	\$1,463,175.38
• Commercial	\$980,142	\$971,549.67
• Resource	\$8,270	\$6,711.96
<b>Sewer</b>	<b>Budgeted</b>	<b>Collected Year to Date March 31</b>
• Usage Charges	\$780,000	\$742,984.84
<b>Water</b>	<b>Budgeted</b>	<b>Collected Year to Date March 31</b>
• Metered Sales	\$845,000	\$743,727.42
• Sprinkler Service	\$4,925	\$5,397.18

**Professional Development Summary:****Outlook for Next Month:**

- Bank reconciliations
- Accounts payable
- Invoicing and receivables
- Payroll (bi-weekly)
- CRA remittance, Union fees and Pension
- RBC Pension
- PAD, tax and water

**Information Report (Agenda Item 9.d.)**

To: Village Commission

By: John Ansara, Director of Recreation & Community Development

Meeting Date: April 14, 2025

Subject: Monthly Report — Director of Recreation & Community Development

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## **Monthly Report — Director of Recreation & Community Development**

### **Summary:**

- Successful March Break Camp (73 registered across 3 camps)
- Successful program registration (610 total registrations across all programs)
- Equity Plan approved, uploaded to website
- Approved for marketing Co-Op student

### **Current Tasks/Projects:**

- Planning for Summer Day Camp
- Scheduling field bookings
- Planning for summer programs
- Planning for "June is Recreation Month"
- Kentville – New Minas Dog Park issues (see attached report)

### **Long-Term Projects:**

- Beautification – Submitted final report
- Parks and Playgrounds – submitted grant application for LR Park Playground accessible flooring
- Douglas St Park development – Met with Ashley Brooker from County to discuss logistics of development
- Accessibility Working Group

### **Meetings:**

- Accessibility working group March 27 (draft meeting minutes attached)
- MPAL – P.A.P.E planning committee, Valley Rec planning committee
- MPAL - Wolfville and Kentville Rec departments, regional program planning
- Hemlock conservation meeting
- Valley Rec Meeting in Kingston

### **Professional Development Summary:**

- Valley Rec Meeting – Community engagement

### **Outlook for Next Month:**

- Monitor and support all programs
- Accessibility
- Summer Day Camp planning
- Valley/South Shore Rec Directors meetings (April 30)



**Information Report**

To: Village Commission

By: John Ansara, Director of Recreation & Community Development

Meeting Date: April 14, 2025

Subject: Monthly Report — Director of Recreation & Community Development

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## **Monthly Report — Director of Recreation & Community Development**

### **Supplementary Report: Eave's Hollow Dog Park**

#### **BRIEFING**

The purpose of this report is to inform the Village Commission of the current discussion at the Town of Kentville. Due to various complaints about noise from residents of Miner's Landing Apartments, Kentville staff have been asked by Town Council (March 31 Council Meeting) to investigate the viability of moving Eave's Hollow Dog Park to a different location.

Where the Village of New Minas has invested in this project and is considered a major stakeholder, the Village Recreation Department is sharing this information to inform the commission of the ongoing discussion and potential relocation of the site within the Town of Kentville, near KCA School (by the skate park).

Should the Village Commission have any concerns, it would be prudent to communicate them directly with the town while they are gathering information.

#### **HISTORY**

The Dog Park was built through a partnership between the Town of Kentville and the Village of New Minas.

Staff from the Village of New Minas proposed the location of the park to the Town of Kentville. After careful consideration, the plot of land where the park currently sits was chosen for its location on the border of Kentville and New Minas.

Preliminary cost estimates were obtained in 2019. At the time, the estimated cost of fencing was nearly \$30,000.00.

The Village Commission approved capital expense to finance half the cost of the fence for the park, for a total of around \$15,000.00.

Covid-19 caused a delay in the project, costs greatly increased when work was able to resume. The Town of Kentville absorbed the extra costs of the project, contributing another \$60,000.00.

The project was and still is viewed as a net positive for the community, as its central location allows for easy access for residents of both communities. Furthermore, the project exemplifies success that can be achieved when two neighboring communities work together towards a common goal.



**Village of New Minas**  
Commission Meeting  
April 14, 2025 @ 7:00 PM  
Commission Room, LMCC  
New Minas, Nova Scotia  
**AGENDA**

**11. New Business**



## Clerk Treasurer

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**From:** Katie MacArthur <kmacarthur@countyofkings.ca>  
**Sent:** April 8, 2025 9:11 AM  
**To:** 'Brock McDougall'; Clerk Treasurer; Judy Rafuse; Mike McCleave; 'Ruth'; villageaylesford@gmail.com; 'villageoffice@greenwoodns.ca'  
**Subject:** New JAAC member

Hi folks,

At the April 1, 2025 meeting of Municipal Council, Jordan Waterbury was appointed as citizen member to the Joint Accessibility Advisory Committee for the remainder of a three-year term commencing April 1, 2025 and ending May 31, 2026.

Members of the JAAC must be approved by all the Villages as well, so if you would add the following recommended motion to your next Village Commission agenda it would be appreciated. Please advise me with the outcome.

"That the Village of \_\_\_\_\_ appoint Jordan Waterbury as citizen member to the Joint Accessibility Advisory Committee for the remainder of a three-year term ending May 31, 2026."

If you have any questions, please let me know.

Thanks,

Katie

**KATIE MACARTHUR (SHE/HER)**

ACCESSIBILITY COORDINATOR

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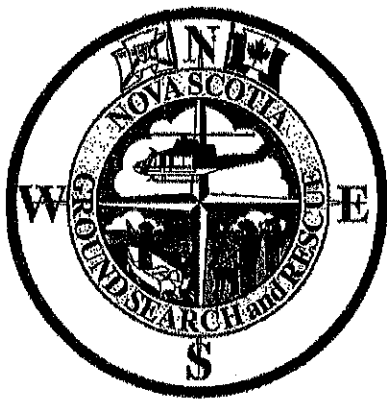
T: 902-690-2215 | C: 902-599-2749

181 Coldbrook Village Park Drive

Coldbrook, NS, B4R 1B9



**MUNICIPALITY** *of the*  
**COUNTY** *of* **KINGS**



# NOVA SCOTIA GROUND SEARCH AND RESCUE

## *"Wilderness Survival Guide"*

Dear Sir/Madam:

Thank you for your interest in the **Nova Scotia Ground Search and Rescue Association**. Please consider this our written request for your support as per our recent telephone conversation.

The **NS Ground Search and Rescue Association** is very pleased to be printing our 14th annual **"Wilderness Survival Guide"**. This guide will be filled with important information on what to do if you become lost in Nova Scotia's many wooded areas.

We would like to have your organization's support for this important project for the **NS Ground Search and Rescue Association** by sponsoring an advertisement space in our **"Wilderness Survival Guide"**. Copies of this unique publication will be available free of charge throughout the Province of Nova Scotia.

The proceeds raised from this project will be used to provide support services and training for the over 1,200 Volunteer Members of **Nova Scotia's Ground Search and Rescue** who search for lost or missing people, help with community evacuations, search for plane crash debris and conduct evidence searches to assist local Police.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact our Campaign Office toll free at 1-877-859-7790.

Thank you for your consideration and/or support.

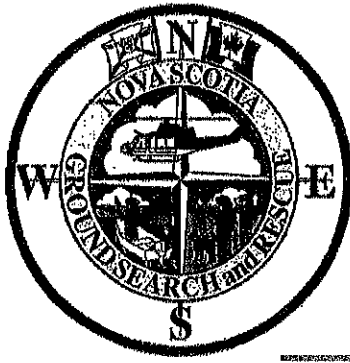
Sincerely,

**Sherry Veinot**  
**President**  
**Nova Scotia Ground Search & Rescue Association**



**MSR Guide**





# NOVA SCOTIA GROUND SEARCH AND RESCUE

## *"Wilderness Survival Guide"*

### ADVERTISING PRICES

AD SIZE (measurements in inches)	SUB TTL	HST	Total
Outside Back Cover (Full Colour)	\$1,321.74 +	\$198.26 =	\$1,520.00
Inside Front/Back Cover (Full Colour)	\$1,208.70 +	\$181.30 =	\$1,390.00
Full Page 5" X 7.75" (Full Colour)	\$878.26 +	\$131.74 =	\$1,010.00
Full Page 5" X 7.75"	\$713.04 +	\$106.96 =	\$820.00
½ Page 5" X 3.8" (Full Colour)	\$586.96 +	\$88.04 =	\$675.00
½ Page 5" X 3.8"	\$469.57 +	\$70.43 =	\$540.00
¼ Page 2.4" X 3.8" (Full Colour)	\$417.39 +	\$62.61 =	\$480.00
¼ Page 2.4" X 3.8"	\$326.09 +	\$48.91 =	\$375.00
1/8 <sup>th</sup> Page 2.4" X 1.8" (Full Colour)	\$247.83 +	\$37.17 =	\$285.00
1/8 <sup>th</sup> Page (Business Card)	\$217.39 +	\$32.61 =	\$250.00

H.S.T. Registration # 835872 847 RT0001

All typesetting and layout charges are included in the above prices. Electronic ads can be emailed to [nsgs@fenety.com](mailto:nsgs@fenety.com).

The publication will be printed in an 5.5" X 8.5" format. All cover spaces should include a ¼" bleed. Acceptable digital formats include: .tiff, .eps, .pdf, .jpg, .bmp. Compatible applications are Illustrator, Photoshop, and Quark Express. Minimum resolution for all digital ads should be 200 dpi.

An ad will be created with the information available to the publisher if ad copy is not received by the time of printing.

A Complimentary copy of this year's guide, along with a certificate of appreciation, will be received by all advertisers purchasing a 1/8 page and up graphic ad.



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Halifax, NS  
B3J 2M4



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**Village of New Minas**  
**Commission Meeting**  
**April 14, 2025 @ 7:00 PM**  
**Commission Room, LMCC**  
**New Minas, Nova Scotia**  
**AGENDA**

**12. Correspondence**





## Nova Scotia Utility and Review Board

*Mailing address*

PO Box 1692, Unit "M"  
Halifax, Nova Scotia  
B3J 3S3  
board@novascotia.ca  
<http://nsuarb.novascotia.ca>

*Office*

3rd Floor, 1601 Lower Water Street  
Halifax, Nova Scotia B3J 3P6  
1 855 442-4448 (toll-free)  
902 424-4448 t  
902 424-3919 f

March 18, 2025

To Our Valued Clients:

### **Change of Name - April 1, 2025**

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On April 1, 2025, we will become the **Nova Scotia Energy and Regulatory Boards Tribunal**. Please amend your records accordingly.

As part of the change, the Tribunal will have two new operating divisions – the Nova Scotia Energy Board, and the Nova Scotia Regulatory and Appeals Board. These boards will be administered by the Tribunal. All financial arrangements and contracts will be in the name of the Tribunal.

Invoices issued after this date will reflect our new name and be sent from a new email address: [Tribunal-Receivables@novascotia.ca](mailto:Tribunal-Receivables@novascotia.ca).

Our location, regular mailing address, telephone and fax numbers, and banking information will remain the same.

Thank you for your assistance. If you have any questions or concerns, please feel free to contact Sheri Aisthorpe, MPA, CPA, CMA, ([Sheri.Aisthorpe@novascotia.ca](mailto:Sheri.Aisthorpe@novascotia.ca)) our Controller, or me ([Paul.Allen@novascotia.ca](mailto:Paul.Allen@novascotia.ca)).

Thank you for your assistance.

Yours very truly,

A handwritten signature in black ink, appearing to read "Paul Allen", with a long horizontal flourish extending to the right.

Paul G. Allen, CPA, CA  
Executive Director



**Municipal Affairs  
Office of the Minister**

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PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • [novascotia.ca](http://novascotia.ca)

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March 19, 2025

Dear Mayors, Wardens and Chairs:

I am writing to update you about the progress related to the mandatory Code of Conduct (Code) training for all local elected officials in Nova Scotia.

As you are aware, in December, all municipalities and villages adopted the provincial Code of Conduct. I would be remiss in not recognizing the hard work and commitment from councils and commissions that have been put forth in this effort.

The Nova Scotia Federation of Municipalities (NSFM) is leading the design, development and delivery of the training. To support elected officials in understanding the requirements under the Code, the NSFM organized in-person training sessions across the province and created an online training module that must be completed by all elected officials. For more information about the online training module please visit the NSFM website at <https://nsfm.ca/municipal-code-of-conduct-in-person-training-sessions.html>

The Code regulations will be amended on April 1, 2025, to make this online training mandatory. Following the recommendation from the Code of Conduct Working Group, this online training must be completed within 30 days. The regulations will also require that any newly elected official must complete this training within 30 days of being elected. A failure to complete the training within this timeframe will be considered a breach of the Code.

The Code framework and training module are based on the recommendations put forth by the Working Group. As with any new framework, time and experience will be instrumental in its evaluation.

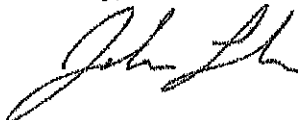
I would also like to mention that the Association of Municipal Administrators of Nova Scotia (AMANS) has developed a list of qualified individuals whom municipalities and villages may appoint as Code investigators. The list can be found on their website at <https://amans.ca/amans-qualified-list-of-investigators-municipal-code-of-conduct.html>.



Mayors, Wardens and Chairs  
Page 2

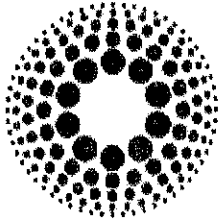
In closing, I would like to extend my appreciation to both the NSFM and AMANS for their collaborative efforts and leadership in the implementation of the Code. This initiative is an example of how we can collectively foster a positive environment and enhance accountability around council tables.

Sincerely,

A handwritten signature in black ink, appearing to read "John Lohr". The signature is fluid and cursive, with the first name "John" being more prominent than the last name "Lohr".

Honourable John Lohr  
Minister of Municipal Affairs

c: Chief Administrative Officers  
Village Clerk Treasurers  
Juanita Spencer, Chief Executive Officer, NSFM  
David Campbell, Executive Director, AMANS



NOVA SCOTIA FEDERATION  
OF MUNICIPALITIES

# Municipal Code of Conduct Training

## Code of Conduct for Elected Officials Mandatory Online Module Registration Information

The Code of Conduct for Elected Officials Mandatory Online Module is now available for registration. Please complete this module as soon as possible in the interest of ensuring everyone has a firm grasp of what the Code of Conduct entails. There will be provincial regulations soon to be distributed that create a 30-day completion deadline.

You will need to complete a short quiz after finishing the module.

This email contains important information on the process. Please read through it thoroughly. [Click Here To Read](#)

## Virtual Training Session

If you would like to receive the recording of the non-mandatory virtual training session that took place on February 3rd, 2025, please email [jwebber@nsfm.ca](mailto:jwebber@nsfm.ca)

1809 Barrington Street, Halifax, NS, Canada, B3J 3K8  
Phone: (902) 423-8331



## **Association of Municipal Administrators**

# **AMANS Qualified List of Investigators – Municipal Code of Conduct**

The following is a list of investigators qualified through the Association of Municipal Administrators, Nova Scotia (AMANS) request for qualification (RFQ) process that closed on January 17, 2025.

AMANS worked with its internal Procurement Committee to evaluate all submissions received. Committee members evaluated each proposal and then met to form a consensus on each proponent. The ten listed organizations were qualified.

Unless otherwise indicated, all investigators met the Procurement Committee's evaluation thresholds for criteria related to investigations including corporate/financial, legal/adjudication, and human resources (HR). Each investigator has indicated capacity to administer potential complaints. Should a municipal unit choose to use this list, they will need to verify with the potential investigator if there may be capacity limits with client onboarding.

AMANS has not entered into either a Contract or an Agreement with any of the qualified investigators. The investigators included on this list have been vetted through an internal AMANS RFQ procurement process. **It will be the municipal unit's responsibility when determining an appropriate investigator as well as facilitating the process of entering into any Contract or Agreement should the municipality choose to use an investigator on the list.** Municipal units should also consider potential internal conflicts of interest if they choose to select a qualified investigator from the list.

AMANS may expand the list at a later point in time by re-issuing the RFQ. AMANS will inform members of any potential changes to the list of qualified investigators as they come forward.

If you have any questions about the list of qualified investigators, criteria when using the list, or on the RFQ process, please reach out to David Campbell, AMANS Executive Director at (902) 423-2215 x8 or at [dcampbell@amans.ca](mailto:dcampbell@amans.ca).

<b>BDO Canada LLP</b>  Caroline Dixon  Partner, Forensic Disputes & Investigations  6940 Mumford Road, Suite 510  Halifax, NS B3L 0B7  Tel: (250) 837-5225	<b>Stewart McKelvey</b>  Rick Dunlop  Partner  Queens Marque, 600-1741 Lower Water Street  Halifax, NS B3J 0J2  Tel: (902) 420-3384
<b>Burchell MacDougall LLP</b>  Charles A. Thompson  Partner  710 Prince Street  Truro, NS B2N 5H1  Tel: (902) 896-7543	<b>Taylor McLellan Cochrane</b>  Jonathan G. Cuming  Managing Partner  50 Bridge Street  Kentville, NS B4N 2E4  Tel: (902) 678-6156 x234
<b>Burchell Wickwire Bryson LLP</b>  Noella Martin  Partner  1900-1801 Hollis Street  Halifax, NS B3J 3N4  Tel: (902) 482-7013	<b>Bardsley Investigative Services</b>  (HR matters only)  Claudine Bardsley  Owner/Operator  2733 Deacon Street  Halifax, NS B3L 3J2  Tel: (902) 293-5052



<b>MC Advisory Group Inc.</b> Tanya Tynski Senior Advisor 1969 Upper Water Street, Suite 1300 Halifax, NS B3J 3R7 Tel: (902) 598-7423	<b>Mobile Resources Group Inc.</b> (HR matters only) Tracey Williams MSW Senior Workplace and Human Rights Investigator 3020 Monaghan Drive Halifax, NS B3K 0G3 Tel: (902) 266-3040
<b>Nijhawan McMillan &amp; Conlon Barristers</b> Kelly McMillan Partner 200-5162 Duke Street Halifax NS B3J 1N7 Tel: (902) 407-2406	<b>Power HR Inc.</b> (HR matters only) Susan Power Founder & CEO 22 Chelmsford Place Halifax, NS B3M 4R2 Tel: (902) 719-6662

1 Kingswood Drive, Suite 211  
Hammonds Plains, NS  
B4B 0P4  
T: (902) 423-2215  
F: (902) 425-5592  
[Info@amans.ca](mailto:Info@amans.ca)

## Clerk Treasurer

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**From:** AMANS List Serve <amans@lists.gov.ns.ca>  
**Sent:** March 21, 2025 2:31 PM  
**To:** AMA Maritime List Serve  
**Cc:** Tracey Newman  
**Subject:** CORRECTION Important Changes to Workers Compensation Coverage

*resending with a correction to contact email*

Hello,

We are pleased to be reaching out today, with good news about the expanded list of cancers covered for firefighters in Nova Scotia and the cost impact for municipalities.

In March 2022, the list of cancers covered for firefighters under the Workers' Compensation Act was expanded to include 13 additional cancers, bringing the total to 19. The changes also added heart attacks that occur within 24 hours of an emergency call. These updates ensure firefighters receive the necessary support for work-related health risks.

When these changes were first introduced, the government covered liability costs until 2025-26, with the Workers' Compensation Board (WCB) Board of Directors responsible for deciding how costs would be allocated beyond that point. At its January 2025 meeting, the WCB Board of Directors confirmed that these cancers will be treated like other occupational diseases. This means that ongoing annual costs related to presumptive cancers will be excluded from rate setting and experience rating. As a result, these costs will be shared across all employers; municipalities will not see an increase in workplace injury insurance rates due to this expanded coverage.

The 19 cancers now covered include: bladder, brain, colorectal, kidney, leukemia, non-Hodgkin's lymphoma, esophageal, lung, testicular, ureter, breast, multiple myeloma, prostate, skin, ovarian, cervical, penile, thyroid, and pancreatic.

Questions about these changes can be directed to Tracey Newman, Vice President, Prevention & Employer Engagement, at [tracey.newman@wcb.ns.ca](mailto:tracey.newman@wcb.ns.ca).

Thank you,



Elizabeth Kennedy M.Sc. P.Geo  
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and Strategic Relations  
Office of the Fire Marshall

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**MUNICIPALITY *of the***  
**COUNTY *of* KINGS**

April 4, 2025

Files #25-09, #25-10

**Re: Notice of Public Information Meeting**

A Public Information Meeting will take place on **Wednesday, April 16 at 6:00 p.m.** in the Municipal Council Chambers at 181 Coldbrook Village Park Drive, Coldbrook. The Public Information Meeting is being held for the following planning items:

- An application to amend the text of the Land Use By-law to permit up to two Secondary Suites in the Residential One Unit (R1) Zone and to amend the definition of Secondary Suite (File #25-09)
- An application to amend the text of the Land Use By-law to reduce the minimum lot frontage requirements in the Historic Hamlet of Grand Pré (A5) Zone to enable the creation of smaller lots on sewer-serviced properties (File #25-10)

The intent of the meeting is to give an early overview of the proposal, review the relevant planning policies, explain the process that will be followed during the municipal review of the application, and receive early questions and feedback from the public on the proposal. You are welcome to attend this meeting; however, your attendance is not mandatory. After the meeting, the presentation slides will be made available on the municipal website. In case of a storm, the meeting will be held on April 23 at the same time and location.

You are being notified of this Public Meeting as required by our planning policies, which mandate notification of any villages or abutting municipalities for applications seeking to amend the text of the Land Use By-law.

Information related to the application is available at [www.countyofkings.ca/planning](http://www.countyofkings.ca/planning). If you would like more information, please do not hesitate to contact me at 902-690-2452 or by email at [mmeldrum@countyofkings.ca](mailto:mmeldrum@countyofkings.ca). Accommodations are available for this meeting, please submit your request at: [www.countyofkings.ca/accommodationsrequest](http://www.countyofkings.ca/accommodationsrequest)

Sincerely,

*Megan Meldrum*

Megan Meldrum  
Housing Initiative Coordinator / Planner  
Municipality of the County of Kings

181 Coldbrook Village Park Drive,  
Coldbrook, NS B4R 1B9



**Village of New Minas**  
**Commission Meeting**  
**April 14, 2025 @ 7:00 PM**  
**Commission Room, LMCC**  
**New Minas, Nova Scotia**  
**AGENDA**

**13. Other Business**



# An Economic Impact Assessment of the 2025 Canadian Senior Men's Amateur Golf Championship



Dr. Brian VanBlarcom  
Acadia University  
Economics Department

This report has been prepared for the KenWo Golf Club as a public service of Acadia University  
and the Annapolis Valley Entertainment and Sports Tourism Association  
<http://avesta.ns.ca>

December 2024

# An Economic Impact Assessment of the 2025 Canadian Men's Senior Golf Championship

## Section 1 - Introduction

The purpose of this study is to estimate the economic impact of the 2025 Canadian Men's Senior Golf Championship on Annapolis Valley of Nova Scotia. Data on the number and origin of visitors, as well as sponsorship funds associated with the event, come from event organizers. Estimates for visitor spending come from the Nova Scotia Department of Tourism *2010 Exit Survey* adjusted for inflation.<sup>1</sup>

## Section 2 – The Event

Conducted since 1962, the Canadian Men's Senior Championship has grown to become one of most popular amateur golf events in Canada. In 1995, the Royal Canadian Golf Association introduced the 70 and over Super Senior division in addition to the existing 55 and over age group.

Calgary's Bob Wylie has captured seven John Rankin Memorial Trophies since 1985. Nick Weslock, one of Canada's greatest amateurs of the century, won the event six times between 1973 and 1983. Ray Reid of Edmonton claimed a place in Canada's golf history by winning the inaugural Super Senior Championship and having his name as the first to be engraved on the Governors Cup in 1995. One of the new kids on the senior block is Graham Cooke of Hudson, Que., who has won four senior championships since 2001. In 2010, Paul Simson made history by becoming the first person to win the British, U.S. and Canadian senior titles in the same year.

The Senior Championship is played over 72 holes with a cut after 36 holes. The Super Senior Championship is contested concurrently over the first 36 holes of the championship. The Senior Inter-Provincial Team Championship, established in 1977, runs concurrently with the first 36 holes of the tournament.

The Canadian Men's Senior Championship is a premier event that attracts golfers from all Canadian provinces, as well as international players. On September 9-12 of 2025, the Canadian Men's Senior will be held at the KenWo Golf Club [www.kenwo.ca](http://www.kenwo.ca) in the Annapolis Valley of Nova Scotia. Approximately 156 golfers will converge on Ken-Wo (141 from outside Nova

Scotia and 15 from Nova Scotia. The KenWo Golf Club is expected to welcome over 400 visitors to the area for this prestigious event, producing a significant impact on the local economy.

### **Section 3-The Economic Impact Process**

#### **What is an Economic Impact Study?**

An Economic Impact Study (EIS) involves estimation of incremental economic activity that results from a specific economic stimulus. Such stimuli include sporting events that attract visitors. The goal of the impact analysis is to identify economic activity which would not occur in the absence of this stimulus, that is, incremental economic activity. The Canadian Senior Men's Championship is an event that will attract visitor spending and non-local sponsorship funds for tournament related operational expenditures. To fully assess the economic impacts of the event, all related spending (non-local source) such as tournament operation, accommodations, meals, transportation, shopping purchases, etc., which occur within the local community needs to be considered. In addition, secondary or multiplied effects of these expenditures should be examined.

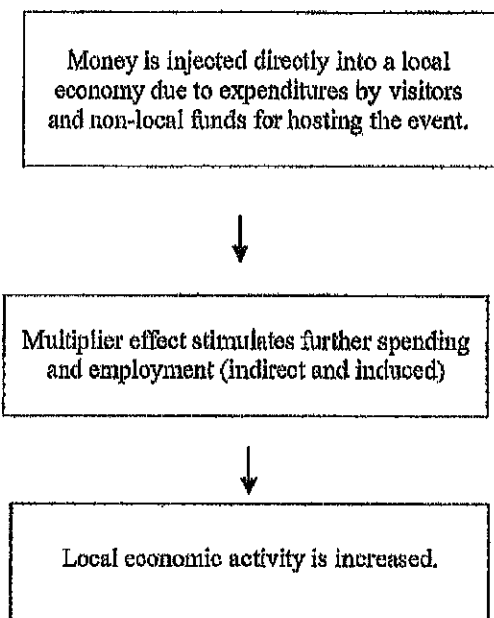
Conceptually, direct economic impacts are straightforward. Non-local funds associated with the event and visitor (non-resident) purchases generate increased expenditures in the study area. These expenditures are received directly by local businesses. Indirect impacts occur when a portion of the revenue received by local businesses is spent on other local goods and services. Induced impacts occur when the incomes created through the direct and indirect impacts are recycled throughout the local economy, generating additional activity. Although a clear distinction can be made between induced and indirect economic impacts, they are often considered to be a singular effect, referred to simply as multiplied impacts. Figure 1 illustrates the basic sequence of events resulting from an injection of funds into a local economy. In general, economic impact analysis represents a method to assess the effects of a given economic stimulus on a given area, usually in the form of incremental expenditures (sales), income, employment or taxes.



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Figure 1: The Impact of Non-resident Expenditures on Local Economic Activity

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#### Section 4 – Assessing The Economic Impact

##### **4.1 Non-Local Sponsorship Funds**

A primary source of economic impacts generated by the Canadian Senior Men's Amateur relates to the flow of non-local sponsorship funds to the local area. Sponsorship money is used to fund the operation of the tournament and pay a portion of golfer related expenses. Much of these funds will flow directly to the KenWo Golf Course, but also to other local area businesses in such sectors as accommodations, restaurants, retail trade, etc. The impact of such funds is felt by all sectors of the local economy as this money is spent/re-spent as part of the multiplier process. Table 1 outlines the magnitude of sponsorship funds Sponsorship funds are considered incremental in that they are attracted/retained locally because of the event. Golf Canada

sponsorship has committed \$30,000 and Tourism Nova Scotia \$5,000. The event anticipates local government sponsorship of \$15,000 and local business support of \$20,000.

**Table 1**  
**Sponsorship**

<b>Funds From:</b>	<b>Sponsorship Funds</b>
Golf Canada	\$17,500
Tourism Nova Scotia	\$5,000
Local Government	\$15,000
Local Business Support	\$20,000
<b>Total</b>	<b>\$57,500</b>

#### **4.2 Visitors to the Tournament**

##### Visitor Types

The other primary force behind the economic impacts is event-related visitor spending. Information on visitors to the event was supplied by Golf Canada. Visitor types and associated numbers are given in Table 2. The average length of stay varies by visitor type. The event is expected to attract over 400 visitors, with the majority staying for one week. The event will generate 3200 visitor days and 1370 accommodation nights (based on double occupancy).

**Table 2 Visitors**

<b>Visitor Type</b>	<b>Number of Visitors (+ accompanying persons)</b>	<b>Length of Stay Days (Nights)</b>	<b>Total Visitor Days</b>	<b>Total Room Nights</b>
Nova Scotia Golfers (Spouses/Others)	15 + (15)	5 (4)	150	30
Other Canadian Golfers (Spouses/Others)	100 + (100)	7 (6)	1400	600
International Golfers	50 + (50)	7 (6)	700	300
Nova Scotian Tournament Officials	5 + (5)	5 (4)	50	20
Non-Nova Scotian Officials	20 + (20)	7 (6)	280	120
Media (Spouses/Others)	20 + (10)	7 (6)	210	120
Non-local Volunteers	10 (daily)	7 (6)	70	30
Non-local Spectators	50 (daily)	7 (6)	350	150
<b>Totals</b>			<b>3210</b>	<b>1370</b>
Room Nights = Visitors (not including spouse) x Nights of Stay				

### Per Person Average Daily Expenditure

Average daily expenditures for visitors attending the tournament are shown in Table 3. The spending figures are derived using the *An Analysis of, and Strategic Development Options for New Brunswick's Tourist Oriented golf product: Final Report*, (1996) and the Nova Scotia Department of Tourism 2010 Visitor Exit Survey estimates, adjusted for inflation. Average daily expenditure per person is estimated to be \$159. All visitor types are assumed to have the same spending profile as that shown in Table 3.

**Table 3 Average Visitor Spending**

Expenditure Per Person Per Night	
Type of Expenditures	2015\$
Accommodations	\$49.03
Restaurants	\$41.20
Auto – repairs/gas/oil	\$16.68
Taxi/car rental	\$12.26
Groceries/liquor	\$10.72
Handcrafted products	\$8.17
Clothing purchases	\$8.00
Other shopping	\$3.75
Recreation & entertainment	\$8.17
Other	\$1.19
Total	\$159.17



### Total Expenditures by Visitor Type

Table 4 gives total expenditure for the three types of visitor groups (and accompanying persons) namely: 1) Nova Scotian Participants 2) USA and Other Canadian Participants and 3) Others which includes non-local: Media, Volunteers, Spectators and Officials. The numbers in Table 4 are calculated by multiplying the average spending from Table 3 with the visitor numbers from Table 2. Total direct spending is estimated at \$436,118 with the majority (about two-thirds) coming from non-Nova Scotian participant visitors (and accompanying individuals) whose spending is estimated to be \$286,501.

**Table 4 Total Visitor Spending**

<b>Type of Expenditures</b>	<b>Nova Scotia Participants + Accompanying Visitors</b>	<b>Other Canadian and USA Participants + Accompanying Visitors</b>	<b>Media, Volunteers, Spectators, Officials + Accompanying Visitors</b>	<b>Expenditure Totals</b>
Accommodations	\$5,883	\$88,248	\$40,202	\$134,334
Restaurants	\$4,944	\$74,153	\$33,781	\$112,878
Auto -- repairs/gas/oil	\$2,002	\$30,029	\$13,680	\$45,711
Taxi/car rental	\$1,471	\$22,062	\$10,051	\$33,583
Groceries/liquor	\$1,287	\$19,304	\$8,794	\$29,385
NS handcrafted products	\$981	\$14,708	\$6,700	\$22,389
Clothing purchases	\$960	\$14,402	\$6,561	\$21,922
Other shopping	\$449	\$6,741	\$3,071	\$10,262
Recreation/entertainment	\$981	\$14,708	\$6,700	\$22,389
Other	\$143	\$2,145	\$977	\$3,265
<b>Totals</b>	<b>\$19,100</b>	<b>\$286,501</b>	<b>\$130,517</b>	<b>\$436,118</b>

### **4.3 Estimating Total Multiplied (Direct/Indirect/Induced) Impacts**

#### **Converting Expenditures to Final Demand Changes**

Before the multiplied impacts of sponsor and visitor expenditures can be estimated, direct visitor expenditures need to be converted to final demand changes by accounting for wholesale, retail and transportation margins, as well as identifying direct leakages related to non-local production and taxes. Details of the conversions of visitor expenditures to final demand changes follow are noted in the Appendix.

After adjusting the total expenditure data from Table 4 to create final demand (as noted in the Appendix) and adding sponsorship funds from Table 1, the numbers are entered into the Kings County input-output model. This model captures the spending and re-spending in the local economy as described in Section 3. Table 5 shows the total economic impact expressed as spending and income creation from the 2025 Senior Men's Golf Championship on Annapolis Valley of Nova Scotia. The event is estimated to create \$604,000 in total spending across the local economy and \$253,000 in income (wages/salaries). As expected, the impacts are concentrated in Accommodation/Food/Beverage industry with total spending of approximately \$257,000, followed by Other Services (which would include an entity such as the Ken-Wo Golf Club) at \$137,000 and Retail Sales of about \$65,000.

**Table 5 Total (Multiplied) Spending Impacts**

<b>Total Spending Impact Canadian Senior Men's Amateur Golf Championship</b>	<b>2025</b>
Division A - Agricultural and related service industries	\$4,790
Division B - Fishing and trapping industries	\$179
Division C - Logging and forestry industries	\$1,278
Division D - Mining (including milling), quarrying and oil wells	\$374
Division E- Aggregate Manufacturing	\$15,849
Division F - Construction industries	\$4,000
Division G - Transportation and storage industries	\$7,677
Division H - Communication and other utility industries	\$16,418
Division I - Wholesale trade industries	\$34,076
Division J - Retail trade industries	\$65,455
Division K/L - Finance, Insurance, Real Estate	\$47,107
Division M - Business service industries	\$8,219
Division O - Educational service industries	\$87
Division P - Health and social service industries	\$3,825
Division Q - Accommodation, food/beverage service industries	\$256,821
Division R - Other Services	\$137,941
<b>Industry Sum</b>	<b>\$604,096</b>
<b>Household Income</b>	<b>\$253,306</b>

### **Section 6 – Summary**

The purpose of this document was to estimate the economic impact of the 2025 Senior Men's Golf Championship on the Annapolis Valley of Nova Scotia. The event attracts visitors from across Canada and will be held Sept 9 – 12, 2025 at the KenWo Golf Club. The event generates local economic activity via sponsorship and visitor spending. The event is expected to attract approximately 400 visitors generating more than 3,000 visitor days and 1370 nights of accommodation. Sponsorship funding is estimated at \$70,000. The event is estimated to generate \$604,000 in total spending and \$253,000 in total income in the local area economy.



## References

*An Analysis of and Strategic Development Options for New Brunswick's Tourist Oriented Golf Product: Final Report, (1996).* Government of Canada, Government of New Brunswick.

Nova Scotia 2010 Visitors Study:

[https://tourismns.ca/sites/default/files/2010\\_nova\\_scotia\\_visitor\\_exit\\_survey\\_final\\_report-revised\\_june\\_22-2015.pdf](https://tourismns.ca/sites/default/files/2010_nova_scotia_visitor_exit_survey_final_report-revised_june_22-2015.pdf)

Nova Scotia Department of Finance Input-output Model Tables (2004).

## Notes

1. Figures from the following document were also used in constructing the distribution of visiting golfers. *An Analysis of and Strategic Development Options for New Brunswick's Tourist Oriented golf product: Final Repo (1996).*
2. <http://golfcanada.ca/competitions/canadian-womens-amateur-championship/>

## Appendix

### Converting Direct Expenditures to Final Demand Changes for Use in an Input-Output Model

#### **Sales Tax Adjustments**

Most goods and services in Nova Scotia are subject to the Harmonized Sales HST tax of 15 percent collected at the point of sale and remitted to the federal and provincial governments. The HST is a value added tax. Retailers add it to the price of goods sold. Businesses pay the HST on goods received, charge HST on their sales and remit the difference to the government. For the purposes of this analysis, it is assumed that Federal and Provincial portions of the HST are returned to the local area through Federal/Provincial Government spending in direct proportion to taxation. As a result, the GST will be included in the direct spending totals.

#### **Trade Margin Adjustments**

Visitor expenditures are equal to output attributable to visitors for all tourism expenditures except that associated with retail trade. Output generated by tourist retail spending is limited to the trade margins (the difference between the price charged for the good and the cost of acquiring that good). The margining process involves multiplying the value of retail sales by the wholesale and retail margins wholesale and retail trade industries respectively. The aggregate retail trade industry margin (adjusted for direct leakages via location quotients) is 25.7 percent (of the purchaser price) and the aggregate wholesale trade margin is 14.6 percent. Retail sales expenditures, less wholesale and retail trade margins, are usually adjusted for transportation margins with the remainder (the producer price) being apportioned to the producing industry (usually manufacturing). In this model, since all goods sold are assumed to be imported into the region, leakages associated with transportation margins and non-local production are accounted for by treating the cost of the goods sold as imports.