



Village of New Minas
Commission Meeting
January 12, 2026 @ 7:00 PM
Commission Room, LMCC
New Minas, Nova Scotia
MINUTES

Commissioners Present:

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

Commissioners Absent:

Staff Present:

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

Others Present:

- Christina Sappington
- Maynard Stevens

1. Call to Order:

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

2. Disclosure of Conflict of Interest:

No conflicts of interest were declared.

3. Approval of the Agenda:

Motion:

THAT the Agenda for the January 12, 2026, Commission Meeting be approved

M/J. Redmond

S/ Q. Hill

Motion Carried

4. Approval of Minutes:

- December 8, 2025, Village Commission Meeting**

Motion:

THAT the Minutes for the December 8, 2025, Village Commission Meeting be approved.

M/J. Redmond
S/ Q. Hill
Motion Carried

5. Presentations:

6. Business Arising from Minutes:

- **Strategic Planning Update**

J. Lawrence summarized a report from N. Palmer and C. Kennedy updating the progress to date on the strategic plan as well as highlighting future milestones.

- **IT Audit Actions**

J. Lawrence summarized a report from J. Hanshaw updating the progress to date on addressing the critical infrastructure deficiencies note in the IT audit.

7. Comments from the Chair:

8. Public Input Specific to Agenda Topics:

9. Committee Reports:

a. New Minas Water Commission

James Redmond provided a verbal summary of the draft minutes included in the January 12, 2026, Commission agenda package.

Motion:

THAT the draft minutes for the New Minas Water Commission be received as included in the January 12, 2026, Commission agenda package and as verbally summarized by J. Redmond.

M/J. Redmond
S/ Q. Hill
Motion Carried

10. Staff Reports:

a. CAO/ Clerk Treasurer

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

Motion:

THAT the CAO/ Clerk Treasurer report be received as included in the January 12, 2026, Commission agenda package.

M/D. Windle-Smith

S/ J. Redmond

Motion Carried

b. Public Works

The Director of Public Works provided a brief synopsis of the public works report. Additional points discussed included:

- ✓ The sewer capacity study will be delayed until mid- February.
- ✓ The department is seeking assistance in developing entry permits for confined spaces.

Motion:

THAT the Director of Public Works report be received as included in the January 12, 2026, Commission agenda package.

M/J. Redmond

S/ Q. Hill

Motion Carried

c. Finance

Motion:

THAT the Manager of Finance report be received as included in the January 12, 2026, Commission agenda package.

M/ D. Windle-Smith

S/ Q. Hill

Motion Carried

d. Recreation and Community Development

The Director of Recreation provided a brief synopsis of the recreation report.
Additional points included:

Motion:

THAT the Director of Recreation report be received as included in the January 12, 2026, Commission agenda package.

M/ J. Redmond
S/ D. Windle-Smith
Motion Carried

11. New Business:

12. Correspondence:

13. General Public Input:

- **Christina Sappington**

- ✓ **There is a new financing program available through Kings County to assist with developing a clean water supply. This does not apply to connecting to a central water supply.**
- ✓ **Minister Lohr will be hosting a public meeting for the downtown business community to discuss addressing the unhoused challenge on January 22nd from 7pm to 10pm.**

14. Closed Session:

Dave Chaulk indicated that there was a need for an in-camera session to deal with matters relating to union negotiations salary negotiations.

At 7:17pm, the Commission adjourned to move into a closed session to discuss in camera matters related to negotiations and to receive a human resource matter update.

Motion:

THAT the Commission adjourn to move into closed session.

M/Q. Hill
S/ J. Redmond
Motion Carried

Motion:

THAT the Commission adjourn from the closed session.

M/ J. Redmond

S/ D. Windle-Smith

Motion Carried

At 8:05pm the Commission reconvened the open session of the meeting.

• **Motions from Closed Session:**

Motion:

THAT the Commission accept the amended recommendation of the RFD as presented in camera regarding an offer of compensation.

M/ Q. Hill

S/ D. Windle-Smith

Motion Carried

15. Adjournment

There being no further business, Dave Chaulk called for a motion to adjourn at 8:05pm.

Motion:

THAT the meeting be adjourned.

M/ J, Redmond

S/ D. Windle-Smith

Motion Carried