



**Village of New Minas**  
Minutes of Regular Commission Meeting  
Monday December 13, 2021 @ 7:00 PM  
Commission Room, LMCC  
New Minas, Nova Scotia

**Commissioners Present:**

- Dave Chaulk, Chair
- James Redmond, Vice Chair
- Cheryl Manzer, Commissioner
- Mary Munroe, Commissioner
- Quentin Hill, Commissioner

**Staff Present:**

- Ian Morrison, Clerk Treasurer/CAO
- John Ansara, Director of Recreation & Community Development
- Laura Jacobs, Active Living Coordinator

**Others Present:**

- Peter Shute
- Maynard Stevens
- Russell Sanche

**Call to Order:**

Chair Dave Chaulk called the meeting to order at 7:04 pm, welcoming those in attendance.

**Approval of the Agenda:**

THAT the Agenda for the December 13, 2021 regular Commission meeting be approved, with the addition of "Village Food Drive."

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

**Approval of the Minutes from Prior Meeting:**

THAT the Minutes for the December 10, 2021 regular Commission meeting be approved, as presented.

**M/James Redmond**

**S/Cheryl Manzer**

**Motion Carried**

**Business Arising from Minutes:**

None

**Presentations:****Emergency Housing Presentation**

Russell Sanche, Director of the Portal Youth Outreach Association provided an overview of the current crisis of homelessness in the region and the work being conducted to address this. A working group, consisting of service agencies in the area, as well as staff representatives from the Town of Berwick, Town of Kentville, and Village of New Minas have been meeting for several months to identify possible solutions to provide immediate and long-term relief for this issue.

The presentation identified six elements of coordinated access:

- Adu-Garden
- Immediate
- Market Housing
- Supportive
- Transitional
- Villages Project

At present, several of the service agencies have identified that 90 individual or family units are at risk in the Kings County vicinity. Placement of modular homes in several municipal units was identified as a flexible means to provide relief, while, at the same time, complying with zoning requirements and a mixed community model.

**Committee Reports:**

- Beautification Committee – report included in package
- Clerk Treasurer/CAO – report included in package
- Finance – report included in package
- Finance & Audit Committee – no report
- Joint Accessibility Advisory Committee – no report
- New Minas Water Commission – report included in package
- Operations – report included in package
- Recreation & Community Development – report included in package
- Recreation & Community Development Advisory Committee – no report
- Regional Sewer Committee – report included in package

THAT the report for the Beautification Committee be accepted as presented.

**M/Mary Munroe**

**S/Cheryl Manzer**

**Motion Carried**

THAT the reports for Clerk Treasurer/CAO, Finance, Operations, and Recreation & Community Development be accepted as presented.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

THAT the report for the New Minas Water Commission be accepted as presented.

**M/James Redmond**

**S/Cheryl Manzer**

**Motion Carried**

THAT the report for the Regional Sewer Committee be accepted as presented.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

**New Business:**

Audit RFP

The Clerk Treasurer/CAO provided an update on the RFP process for Audit Services. Two proposals for audit services were received and the matter was discussed at the Finance & Audit Committee that was held earlier in this same evening. A recommendation will be forthcoming at the January 10 meeting.

Meeting Schedule

The Clerk Treasurer/CAO provided, for information purposes, the meeting schedule for the calendar year 2022.

Village Food Drive

Mary Munroe enquired about the status of the annual Village Food Drive. The Clerk Treasurer/CAO committed to follow-up on the matter.

**Correspondence:**

None

**Public Discussion Period:**

Maynard Stevens thanked the Village for the planning and preparation of the annual Santa Claus Parade. He also enquired about the placement of a large Christmas tree on the roundabout on Commercial Street.

The Clerk Treasurer/CAO advised that the Village, through the Beautification Committee, opted to plant trees on the roundabout which would be decorated for the holidays on an annual basis, rather than place a tree on the same location each year.

John Ansara introduced Laura Jacobs, recently on boarded in the role of Active Living Coordinator.

**In Camera Item**

THAT the Village Commission move In Camera for the purposes of discussing the Labour Board Matter #LB-1978: Village of New Minas/CUPE #L2618

**M/James Redmond**

**S/Cheryl Manzer**

**Motion Carried**

THAT the Village Commission move out of In Camera.

**M/Quentin Hill**

**S/James Redmond**

**Motion Carried**

THAT the revisions to the Staff Policy Manual, which were ratified at the November 8 meeting of Village Commission, do not apply to any employees identified and subsequently confirmed for inclusion in the prospective CUPE #L2618 bargaining unit; the specific policy exclusions are:

- Policy #16 Holidays – inclusion of National Day for Truth & Reconciliation
- Policy #18 Hours of Work – removal of 8:30 am – 4:30 pm time frame for Administrative personnel and 8:00 am-4:30 pm time frame for Public Works personnel
- Policy #38 Vaccinations – inclusion of a policy framework for vaccinations
- Renumbering for Policies after #38

**M/Quentin Hill**

**S/James Redmond**

The Clerk Treasurer/CAO was directed to research the possibility of creating and implementing a policy which would establish full vaccination against the COVID-19 virus for all new hires in all sectors of the organization.

**Adjournment:**

**M/Quentin Hill**

THAT the meeting be adjourned at 8:18 pm.