



**Village of New Minas**  
Commission Meeting  
May 13, 2024 @ 7:00 PM  
Commission Room, LMCC  
New Minas, Nova Scotia  
APPROVED 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:**

- Kevin Davison, Kings County District 8 Councillor
- Christina Sappington
- Tim Warmington
- Donna Randell (via Zoom)

**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 May 13, 2024 Commission Meeting be approved as circulated.

**M/Quentin Hill**

**S/James Redmond**

**Motion Carried**

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

No conflicts of interest were declared.

**4. Approval of Minutes:**

- a. April 8, 2024 Village Commission Meeting

Motion:

THAT the Minutes for the April 8, 2024 Village Commission Meeting be approved as circulated.

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

**5. Business Arising from Minutes:**

- a. April 8, 2024 Village Commission Meeting

At the April 8, 2024 Village Commission meeting, the Commission deferred the decision on interest rates for overdue taxes, requesting the Clerk Treasurer/CAO to report back on the interest rate charged by the Municipality of the County of Kings. The Clerk Treasurer/CAO reported that the Municipality of the County of Kings currently charges 1% per month, but have the added incentive of a yearly tax sale. The current amount of outstanding taxes for the Village is approximately \$80,000. The Clerk Treasurer/CAO recommended increasing the interest rate for overdue taxes from 1% to 1.5% to add incentive for property owners to pay their taxes on time, and to be consistent with the interest rate charged by the New Minas Water Commission.

Motion:

THAT the interest rate for overdue taxes be increased from 1% to 1.5% per month.

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

**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:**

- b. Finance & Audit Committee

Dave Chaulk provided a verbal summary of the draft minutes included in the May 13, 2024 Commission agenda package.

Motion:

THAT the draft minutes for the Finance & Audit Committee be received as included in the May 13, 2024 Commission agenda package and as verbally summarized by Dave Chaulk.

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

e. Regional Sewer Committee

James Redmond provided a verbal summary of the draft minutes included in the May 13, 2024 Commission agenda package.

Motion:

THAT the draft minutes for the Regional Sewer Committee be received as included in the May 13, 2024 Commission agenda package and as verbally summarized by James Redmond.

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

**9. Staff Reports:**

The Clerk Treasurer/CAO provided a verbal summary of the following written reports included in the May 13, 2024 Commission agenda package:

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

Motion:

THAT the Staff Reports be received as included in the May 13, 2024 Commission agenda package and as verbally summarized by the Clerk Treasurer/CAO.

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

**10. New Business:**

a. Non-union Salary Administration Policy

The Clerk Treasurer/CAO presented the draft policy included in the May 13, 2024 Commission agenda package. The Commission expressed a desire to separate the

Commissioner Remuneration into a separate policy, and add an upper limit to the CPI increases for the pay bands.

Motion:

THAT the Commission table the first draft of the Non-union Salary Administration Policy as included in the May 13, 2024 Commission agenda package, to be brought back to the June 10, 2024 Commission meeting with changes as discussed for consideration.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**

**11. Correspondence:**

There was no correspondence.

**12. Other Business:**

Mary Munroe asked for an update on strategic planning. The Clerk Treasurer/CAO informed the Commission that the next step will be to coordinate a meeting with representatives from the County, Province and Federal Government to discuss road and servicing extensions into New Minas South.

**13. General Public Input:**

Kevin Davison:

- Advocated on behalf of the Village regarding the PVSC taxation issue, and pleased with the outcome.
- Received many complaints about the Golf View and Meadow Terrace playgrounds. The new play structures are now installed, with swing sets being the last equipment to be reinstated in the next six weeks.
- Working with NS Public Works and the NMVFD on a left turning lane for Jones Road at Commercial Street.
- Sport Check has a program for equipment for New Minas parks and playgrounds.
- Development plans have been submitted to the County for the Old Horton School site.

**14. Adjournment:**

There being no further business, Dave Chaulk called for a motion to adjourn at 7:54pm.

Motion:

THAT the meeting be adjourned.

**M/James Redmond**

**S/Quentin Hill**

**Motion Carried**