



Village of New Minas
Commission Meeting
September 11, 2023 @ 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
- Paul Morgan, Kings County Tennis Association
- Bruce MacArthur, NMWC Citizen Commissioner
- Maynard Stevens, NMWC Citizen Commissioner (via Zoom)
- Donna Randell (via Zoom)
- Jeff Dykstra, Stantec Consulting Ltd. (via Zoom)
- John Gallant, Stantec Consulting Ltd. (via Zoom)
- William Ziebertz, Stantec Consulting Ltd. (via Zoom)
- Kevan Cook, Stantec Consulting Ltd. (via Zoom)

1. Call to Order:

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

2. Approval of the Agenda:

Motion:

THAT the Agenda for the September 11, 2023 Commission Meeting be approved as circulated.

M/James Redmond

S/Quentin Hill

Motion Carried

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3. Disclosure of Conflict of Interest:

No conflicts of interest were declared.

4. Approval of Minutes:

- a. July 10, 2023 Village Commission Meeting

Motion:

THAT the Minutes for the July 10, 2023 Village Commission Meeting be approved as circulated.

M/James Redmond

S/Quentin Hill

Motion Carried

5. Business Arising from Minutes:

- a. July 10, 2023 Village Commission Meeting

There was no business arising from the July 10, 2023 minutes.

6. Comments from the Chair:

The Chair did not have any comments.

7a. Public Input Specific to Agenda Topics:

There was no public input.

7b. Presentations:

- a. Water Rate Study

The Clerk Treasurer/CAO introduced Stantec Consulting Ltd. and gave a brief introduction about the process. The last Water Rate Study was approved in 2008. Jeff Dykstra gave a detailed presentation of the Water Rate Study and answered questions. Due to increased operational costs and needs, an approximately 20% increase is being recommended, which represents a 1.25% increase per year from the last approval. The Water Commission will deliberate on September 26 with the goal of approving a motion to apply to the UARB.

Motion:

THAT the September 8, 2023 Water Rate Study prepared and presented by Stantec Consulting Ltd. be received.

M/James Redmond

S/Quentin Hill

Motion Carried

b. Indoor Tennis Facility Presentation

Paul Morgan gave a presentation on behalf of the Kings County Tennis Association, regarding the construction of an indoor tennis facility in New Minas. Potential locations are being evaluated throughout the Valley. The request for the New Minas location would be for a facility in Lockhart Ryan Park, with no leasing costs and an annual tax rebate. In addition, a \$500,000 donation has been requested. The Commission asked the Clerk Treasurer/CAO to research this matter and to provide information ahead of the October Commission meeting.

9. Committee Reports:

a. Beautification Committee

Mary Munroe provided a verbal summary of the written report and draft minutes included in the September 11, 2023 Commission agenda package.

Motion:

THAT the written report and draft minutes for the Beautification Committee be received as included in the September 11, 2023 Commission agenda package and as verbally summarized by Mary Munroe.

M/Mary Munroe
S/Debra Windle-Smith
Motion Carried

b. Finance & Audit Committee

Dave Chaulk provided a verbal summary of the draft minutes included in the September 11, 2023 Commission agenda package.

Motion:

THAT the draft minutes for the Finance & Audit Committee be received as included in the September 11, 2023 Commission agenda package and as verbally summarized by Dave Chalk.

M/James Redmond
S/Quentin Hill
Motion Carried

d. New Minas Water Commission

James Redmond provided a verbal summary of the draft minutes included in the September 11, 2023 Commission agenda package.

Motion:

THAT the draft minutes for the New Minas Water Commission be received as included in the September 11, 2023 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 September 11, 2023 Commission agenda package.

Motion:

THAT the draft minutes for the Regional Sewer Committee be received as included in the September 11, 2023 Commission agenda package and as verbally summarized by James Redmond.

M/James Redmond
S/Quentin Hill
Motion Carried

10. Staff Reports:

The Clerk Treasurer/CAO provided a verbal summary of the following written reports included in the September 11, 2023 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
- e. Active Living Coordinator — Report included in package

Motion:

THAT the Staff Reports be received as included in the September 11, 2023 Commission agenda package and as verbally summarized by the Clerk Treasurer/CAO.

M/Quentin Hill
S/James Redmond
Motion Carried

11. New Business:

- a. Engineering Services Standing Offer

The Clerk Treasurer/CAO presented the request for decision included in the September 11, 2023 Commission agenda package.

Motion:

THAT CBCL Ltd., Design Point Engineering & Surveying Ltd. and Stantec Consulting Ltd. be selected as the pre-qualified firms for engineering services to the Village for a period of three years, with an option to extend for an additional three years upon approval by the Commission.

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

b. Laptop Purchase

Commissioner Munroe has requested the purchase of a laptop to assist her with accessibility needs. Since this is a mid-year budget request not approved in the 2023/24 Capital Budget, Commission approval is required. The estimated cost is \$900.

Motion:

THAT the budget for the IT Hardware Program (GL #GC35390) be increased from \$4,500 to \$5,500 to allow for the purchase of an additional laptop.

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

12. Correspondence:

There was no correspondence.

13. Other Business:

There was no other business.

14. General Public Input:

Donna Randell:

- Donna asked about the security of the New Minas IT system considering the recent cyber attack at the County of Kings. The Clerk Treasurer/CAO responded that security is a key aspect of the Village's IT system hosted by CloudMetric.

Maynard Stevens:

- Maynard voiced a general concern about condition of sidewalks in New Minas for accessibility (particularly wheelchairs). The Chair asked Maynard to bring a specific list of problem areas to the Clerk Treasurer/CAO.

15. Adjournment:

There being no further business, Dave Chaulk called for a motion to adjourn at 8:40pm.

Motion:

THAT the meeting be adjourned.

M/James Redmond

S/Quentin Hill

Motion Carried