



Village of New Minas
New Minas Water Commission Meeting
Wednesday January 26, 2022 @ 7:00 PM
Online Videoconference
New Minas, Nova Scotia

Commissioners Present:

- James Redmond, Chair
- Dave Chaulk, Vice Chair
- Mary Munroe, Commissioner
- Maynard Stevens, Citizen Member

Commissioners Absent:

- Bruce MacArthur, Citizen Member

Staff Present:

- Gerard Hamilton, Operations Manager
- Ian Morrison, Clerk Treasurer/Chief Administrative Officer

Others Present:

- None

Call to Order:

Chair James Redmond called the meeting to order at 7:00 pm, welcoming those in attendance.

Approval of the Agenda:

THAT the Agenda for the January 26, 2022 New Minas Water Commission meeting be approved, as presented.

M/Dave Chaulk

S/Maynard Stevens

Motion Carried

Approval of the Minutes from Prior Meeting:

THAT the Minutes for the December 15, 2021 New Minas Water Commission meeting be approved as presented.

M/Dave Chaulk

S/Mary Munroe

Motion Carried

Business Arising from Minutes:

None

Presentations:

Capital Budget Update

The Clerk Treasurer/CAO provided an update on the following six capital projects, which were approved by the New Minas Water Commission at the January 27, 2021 meeting:

- Cornwallis Avenue Well Fencing - \$10,695
 - Complete
 - \$9,699 expended to date
- RF Meter Reading System Meters – \$72,000
 - In process
 - \$22,700 expended to date
- Sensus Support Project - \$3,500
 - Complete
 - \$3,633 expended to date
- Tank #2 Delivery Upgrade - \$2,500
 - Complete
 - \$508 expended to date
- Water Meter Purchases – \$15,000
 - In process
 - \$7205 expended to date
- Woodvale Tank Refurbishment - \$1,380,000
 - Substantially complete
 - \$1,248,373 expended to date

Financial Update

The Clerk Treasurer/CAO presented the year to date Income Statement for the New Minas Water Commission, as of January 20:

\$796,155 in Revenues (versus \$647,590 last period)
\$855,545 in Expenses (versus \$821,432 last period)
(\$59,390) Net (versus (\$173,842) last period)

The Clerk Treasurer/CAO advised that the utility has experienced unbudgeted operating costs related to the Woodvale Tank Refurbishment Project.

The year to date deficit is due mainly to the transfer of Water Commission funds to the Village of New Minas at the commencement of the fiscal year for staffing and services provided by the Village:

\$6,732 in Commissioner Remuneration
\$210,193 in Salaries
\$16,279 in Benefits
\$5,000 in Snow Clearing Services
\$3,088 in Lease & Services Agreements

\$3,000 in Postage & Office Supplies
\$15,073 in Insurance
\$5,500 in LMCC Contribution
\$300,060 in Depreciation
\$564,925 Total

One quarter of water revenue is yet to be invoiced.

Water	Budgeted	Collected Year to Date – January 10
Metered Sales	\$598,000	\$298,991
Sprinkler Service	\$4,800	\$2,425

The Clerk Treasurer/CAO advised the Commission that the Operating Budget for 2022-2023 will be presented at the next meeting of the Commission. The following factors, which were discussed with the Commission, will need to be contemplated in preparation for the upcoming budget:

- Cost of a Water Rate Study will be \$50,000
- Depreciation will increase to \$328,500 due to tank refurbishment
- Inflation is running at 4%-5%
- Insurance costs are expected to increase by \$6,000
- Water rounds and checks on Sundays may no longer be needed

Survey on Compensation

The Clerk Treasurer/CAO provided an update on the survey for compensation of Commissioners. Although responses were received from 23 utilities, the survey itself did not provide valuable information. The structure of the New Minas Water Commission is somewhat unique; most utilities do not have a commission structure and those that do employ various compensation methods ranging from no compensation, to only compensating the citizen members of the commission.

Reports:

Source Water Protection Committee

THAT the report for the Source Water Protection Committee be accepted as presented.

M/Dave Chaulk

S/Mary Munroe

Motion Carried

Water Operations Report

Gerard Hamilton presented the Water Operations Report.

THAT the Water Operations Report be accepted as presented.

M/Maynard Stevens

S/Dave Chaulk

Motion Carried

New Business:

None

Correspondence:

None

Public Discussion Period:

None

Adjournment:

M/Dave Chaulk

THAT the meeting be adjourned at 7:48 pm.