



Village of New Minas
New Minas Water Commission Meeting
Wednesday January 22, 2020 @ 7:00 PM
Commission Room, Louis Millett Community Complex
New Minas, Nova Scotia

Commissioners Present:

- James Redmond, Chair
- Dave Chaulk, Vice Chair
- Mary Munroe, Commissioner
- Bruce MacArthur, Citizen Member
- Scott Crowell, 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 22, 2020 regular Water Commission meeting be approved as presented.

M/Dave Chaulk

S/Scott Crowell

CARRIED

Approval of the Minutes from Prior Meeting:

THAT the Minutes for the November 27, 2019 regular Water Commission meeting be approved as presented.

M/Bruce MacArthur

S/Mary Munroe

CARRIED

Business Arising from Minutes:

None

Presentations:

None

Committee Reports:

Gerard Hamilton presented the Water Department Report.

THAT the Water Department Report be accepted as presented.

M/Dave Chaulk

S/ Scott Crowell

CARRIED

New Business:

Appointments to Water Commission

The Clerk Treasurer/CAO presented the matter of citizen appointments to the New Minas Water Commission. Specifically, the matter presented for discussion was the process for appointing citizen members and the length of time of appointments. This was an item that was raised at the January 13 meeting of the Village Commission, partly in the context of citizen appointments for standing committees within the Village.

After some discussion, the Clerk Treasurer/CAO was directed to circulate the Act that governs the New Minas Water Commission for reference and guidance in this matter.

Paperless Billing

The Clerk Treasurer/CAO presented a proposal, developed by staff, for enticing residents and businesses to sign up to receive electronic billing. At present, approximately 250 of the 1550 customers received an electronic bill. The costs associated with paper billing, which include paper, envelopes, postage, and ink, amount to approximately \$1500 per quarter. In addition, the process is labour intensive. Electronic billing presents an opportunity to save resources and enhance service to customers.

Options presented included a \$5.00 credit on the first electronic bill received by a customer or a charge to customers who continue to receive a paper bill. The Commission discussed the matter and supported the concept. An incentive, as opposed to a disincentive, was the preferred option.

THAT the Commission accept the proposal to offer customers a one-time incentive of a \$5.00 credit on their first electronic bill, as an incentive to increase the number of customers receiving electronic billing.

M/Bruce MacArthur

S/ Dave Chaulk

CARRIED

Correspondence:

None

Public Discussion Period:

None

Adjournment:

M/Dave Chaulk

THAT the meeting be adjourned at 7:24 pm.