



**Village of New Minas**  
New Minas Water Commission  
March 26, 2024 @ 3:00 PM  
Commission Room, LMCC  
New Minas, Nova Scotia  
DRAFT MINUTES

**Members Present:**

- James Redmond, Commission Member & Chair
- Dave Chaulk, Commission Member & Vice Chair
- Mary Munroe, Commission Member
- Maynard Stevens, Citizen Member
- Bruce MacArthur, Citizen Member

**Members Absent:**

- None

**Staff Present:**

- Tim Bouter, Clerk Treasurer/CAO
- Gerard Hamilton, Manager of Municipal Operations

**Others Present:**

- None

**1. Call to Order:**

The Chair called the meeting to order at 3:00pm, welcoming those in attendance.

**2. Approval of the Agenda:**

Motion:

THAT the Agenda for the March 26, 2024 Water Commission Meeting be approved as circulated.

**M/Maynard Stevens**

**S/Dave Chaulk**

**Motion Carried**

**3. Approval of Minutes:**

- a. February 27, 2024 Water Commission Meeting

Motion:

THAT the Minutes for the February 27, 2024 Water Commission Meeting be approved as circulated.

**M/Dave Chaulk**  
**S/Maynard Stevens**  
**Motion Carried**

**4. Business Arising from Minutes:**

a. February 27, 2024 Water Commission Meeting

There was no business arising from the February 27, 2024 minutes.

**5. Comments from the Chair:**

There were no comments from the Chair.

**6. Staff Reports:**

a. Water Operations Report

The Utility Operator provided a verbal summary of the Water Operations Report circulated prior to the March 26, 2024 Water Commission meeting.

Motion:

THAT the Water Operations Report be received as circulated prior to the March 26, 2024 Water Commission meeting and as verbally summarized by the Utility Operator.

**M/Maynard Stevens**  
**S/Dave Chaulk**  
**Motion Carried**

b. Canaan Heights Generator

The Clerk Treasurer/CAO provided a verbal summary of options for the Canaan Heights generator, circulated prior to the March 26, 2024 Water Commission meeting.

• Option 1:

- Permanent Generator with automatic transfer switch (including electrical modifications): \$108,000
- Generator pad: \$7,000
- Site safety improvements to road shoulder: \$36,000
- Contingency: \$16,000
- **Total: \$167,000 + HST (round to \$175,000 at net HST)**

• Option 2:

- Trailer mounted generator: \$60,000
- Site safety improvements to road shoulder: \$36,000

- Electrical modifications to Towers Well: \$10,000
- Contingency: \$10,000
- **Total: \$116,000 + HST (round to \$125,000 at net HST)**

Motion #1:

THAT Option 2, consisting of a trailer mounted generator and site safety improvements to the Canaan Heights Booster Station, be included in the Water System Equipment project in the 2024/25 Capital Budget.

**M/ Maynard Stevens**

**S/Dave Chaulk**

**Motion Carried**

Motion #2:

THAT the Water System Equipment project be approved in the 2024/25 Capital Budget, at a total value of \$145,000.

**M/ Maynard Stevens**

**S/Dave Chaulk**

**Motion Carried**

**7. Correspondence:**

There was no correspondence.

**8. Other Business:**

There was no other business.

**9. Public Input:**

There was no public input.

**10. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 3:33pm.

Motion:

THAT the meeting be adjourned.

**M/Dave Chaulk**

**S/ Maynard Stevens**

**Motion Carried**