



Village of New Minas
New Minas Water Commission
July 25, 2023 @ 3:00 PM
Commission Room, LMCC
New Minas, Nova Scotia
APPROVED MINUTES

Members Present:

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

Members Absent:

- Mary Munroe, Commission Member (with regrets due to illness)

Staff Present:

- Tim Bouter, Clerk Treasurer/CAO

Others Present:

- None

1. Call to Order:

The Chair called the meeting to order at 3:03pm, welcoming those in attendance.

2. Approval of the Agenda:

Motion:

THAT the Agenda for the July 25, 2023 Water Commission Meeting be approved as circulated.

M/ Maynard Stevens

S/ Dave Chaulk

Motion Carried

3. Oaths of Office

The Clerk Treasurer/CAO advised the Commission that he is an appointed Commissioner of the Supreme Court of Nova Scotia pursuant to the *Notaries and Commissions Act* of the Province of Nova Scotia. As such, he has the authority to administer the Oaths of Office, either by swearing or affirmation, for the 2023 seats appointed by the Village Commission.

Acting as a Commissioner under the *Act*, the Clerk Treasurer/CAO administered the Oath of Office for James Redmond, in accordance with Section #407 (1) and (1A) of the *Municipal Government Act* and Section #147 of the *Municipal Elections Act*. Subsequent to the meeting, the Clerk Treasurer/CAO administered the Oath of Office for Mary Munroe at her residence. The signed Oath of Office certificates have been attached to the Minutes of the Meeting.

4. Election of Village Commission Chair and Vice-Chair

The Chair directed the Clerk Treasurer/CAO to administer the election process for Chair for a one-year term, in accordance with Bill No. 32 — An Act to Incorporate the New Minas Water Commission. The Clerk Treasurer/CAO issued a First Call for nominations for the position of Chair of the New Minas Water Commission. A nomination was received for James Redmond, who confirmed his acceptance of the nomination. The Clerk Treasurer/CAO issued a Second Call for nominations for the position of Chair of the New Minas Village Commission, followed by a Third and Final Call. No additional nominations were received. James Redmond was therefore elected as Chair of the New Minas Water Commission via acclamation.

The newly elected Chair issued a First Call for nominations for the position of Vice Chair of the New Minas Water Commission. A nomination was received for Maynard Stevens, who confirmed his acceptance of the nomination. The Chair issued a Second Call for nominations for the position of Vice Chair of the New Minas Water Commission, followed by a Third and Final Call. No additional nominations were received. Maynard Stevens was therefore elected as Vice Chair of the New Minas Water Commission via acclamation.

5. Approval of Minutes:

- a. May 23, 2023 Water Commission Meeting

Motion:

THAT the Minutes for the May 23, 2023 Water Commission Meeting be approved as circulated.

M/Dave Chaulk

S/Maynard Stevens

Motion Carried

6. Business Arising from Minutes:

- a. May 23, 2023 Water Commission Meeting

There was no business arising from the May 23, 2023 minutes.

7. Comments from the Chair:

There were no comments from the Chair.

8. Staff Reports:

a. Water Operations Report

The Clerk Treasurer/CAO provided a verbal summary of the Water Operations Report circulated prior to the July 25, 2023 Water Commission meeting.

Motion:

THAT the Water Operations Report be received as circulated prior to the July 25, 2023 Water Commission meeting and as verbally summarized by the Clerk Treasurer/CAO.

M/Maynard Stevens

S/Dave Chaulk

Motion Carried

b. Q1 Finance Variance Report

The Clerk Treasurer/CAO presented the Q1 Finance Variance Report circulated prior to the July 25, 2023 Water Commission meeting, which was reviewed line by line.

Motion:

THAT the Q1 Finance Variance Report be received as circulated prior to the July 25, 2023 Water Commission meeting and as presented by the Clerk Treasurer/CAO.

M/Bruce MacArthur

S/Maynard Stevens

Motion Carried

c. Water Rate Study

The Clerk Treasurer/CAO provided an update on the ongoing water rate study. Stantec is aiming to present the study at the September 11 Village Commission Meeting, and then to formally apply to the Utility and Review Board. It is anticipated that the new rates will come into effect in time for the March or June billings in 2024. The modelling is suggesting a rate increase in the order of 50%.

9. Correspondence:

There was no correspondence.

10. Other Business:

11. Public Input:

There was no public input.

12. Adjournment:

There being no further business, the Chair called for a motion to adjourn at 3:42pm.

Motion:

THAT the meeting be adjourned.

M/Maynard Stevens

S/Dave Chaulk

Motion Carried