



**Village of New Minas**  
New Minas Water Commission  
October 24, 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
- Mary Munroe, Commission Member
- Maynard Stevens, Citizen Member
- Bruce MacArthur, Citizen Member

**Members Absent:**

- None

**Staff Present:**

- Tim Bouter, Clerk Treasurer/CAO
- Greg Messom, Utility Operator

**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 October 24, 2023 Water Commission Meeting be approved as circulated.

**M/Maynard Stevens**

**S/Dave Chaulk**

**Motion Carried**

**3. Approval of Minutes:**

- a. September 26, 2023 Water Commission Meeting

Motion:

THAT the Minutes for the September 26, 2023 Water Commission Meeting be approved as circulated.

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

**4. Business Arising from Minutes:**

- a. September 26, 2023 Water Commission Meeting

There was no business arising from the September 26, 2023 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 October 24, 2023 Water Commission meeting.

Motion:

THAT the Water Operations Report be received as circulated prior to the October 24, 2023 Water Commission meeting and as verbally summarized by the Utility Operator.

**M/Maynard Stevens**  
**S/Bruce MacArthur**  
**Motion Carried**

- b. Q2 Variance Report

The Clerk Treasurer/CAO presented the Q2 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**

**7. Capital Projects Update:**

The Clerk Treasurer provided an update on the current capital projects. The variable frequency drives for 3 wells have been awarded to Rexel Atlantic. An eight-hour pump test was conducted at the test well behind the Annapolis Animal Hospital on October 19, and results are being analysed. Water meter purchases are ongoing, and staff are in the process of sourcing radios to upgrade the SCADA system.

**8. Correspondence:**

There was no correspondence.

**9. Other Business:**

There was no other business.

**10. Public Input:**

There was no public input.

**11. Adjournment:**

There being no further business, the Chair called for a motion to adjourn at 3:27pm.

Motion:

THAT the meeting be adjourned.

**M/Maynard Stevens**

**S/Dave Chaulk**

**Motion Carried**