



Village of New Minas
Commission Meeting
April 13, 2026 @ 7:00 PM
Commission Room, LMCC
New Minas, Nova Scotia
DRAFT MINUTES

Commissioners Present:

- James Redmond, Vice Chair
- Mary Munroe
- Quentin Hill
- Dave Chaulk, Chair
- Debra Windle-Smith

Commissioners Absent:

Staff Present:

- Jeff Lawrence, Clerk Treasurer/CAO
- John Ansara, Director of Recreation and Community Development
- Cory Palmer, Director of Public Works

Others Present:

- Christina Sappington
- Maynard Stevens
- Julie Vanexan

1. Call to Order:

Dave Chaulk called the meeting to order at 7:00pm, welcoming those in attendance.

2. Disclosure of Conflict of Interest:

No conflicts of interest were declared.

3. Approval of the Agenda:

Motion:

THAT the Agenda for the April 13, 2026, Commission Meeting be approved.

M/J. Redmond
S/ Q. Hill
Motion Carried

4. Approval of Minutes:

a. February 9, 2026, Village Commission Meeting

Motion:

THAT the Minutes for the February 9, 2026, Village Commission Meeting be approved.

M/Q. Hill

S/ J. Redmond

Motion Carried

5. Presentations:

a. Municipality of the County of Kings - Planning – Application to Rezone PID 55210884, 9643 Commercial Street from R3 to R4

Alice Jacob, Planner, Municipality of the County of Kings, provided a PowerPoint presentation regarding and application to rezone PID 55210884, 9643 Commercial Street from R3 to R4.

Following the presentation there was a question-and-answer session.

Notable Points included:

- Shadows cast from the building on neighbouring properties
- Sewer infrastructure capacity in the area
- The location of the existing Village of New Minas sign on the property

b. Village of New Minas 2026 – 2029 Strategic Plan

Craig Gibson, consultant, Peak Experiences, presented the final draft of the Village of New Minas Strategic Plan.

Following the presentation there was a question-and-answer session.

Motion:

THAT the Commission endorses the 2026 – 2029 Village of New Minas Strategic Plan

M/J. Redmond

S/ D. Windle-Smith

Motion Carried

6. Business Arising from Minutes:

a. Aggressive Coyote Season Notification

J. Lawrence indicated that, despite requests, no response was received from the Department of Natural Resources (DNR) regarding approving the Village communication piece - aggressive coyote season.

Mr. Lawrence further indicated the administration has marked its calendar to advertise next year with or without input from DNR.

7. Comments from the Chair:

There were no comments from the Chair

8. Public Input Specific to Agenda Topics:

9. Committee Reports:

a. Beautification Committee

D. Windle-Smith provided a verbal summary of the draft minutes included in the April 13, 2026, Commission agenda package.

Motion:

THAT the draft minutes for the Beautification Committee be received as included in the April 13, 2026, Commission agenda package.

M/D. Windle-Smith

S/ J. Redmond

Motion Carried

b. New Minas Water Commission

J. Redmond provided a verbal summary of the draft minutes included in the April 13, 2026, Commission agenda package.

Motion:

THAT the draft minutes for the New Minas Water Commission be received as included in the April 13, 2026, Commission agenda package.

M/J. Redmond

S/ Q. Hill

Motion Carried

10. Staff Reports:

a. CAO/ Clerk Treasurer

CAO/ Clerk Treasurer Lawrence provided a brief synopsis of the CAO/ Clerk Treasurer Report.

Motion:

THAT the CAO/ Clerk Treasurer report be received as included in the April 13, 2026, Commission agenda package.

M/J. Redmond
S/ Q. Hill
Motion Carried

b. Public Works

The Director of Public Works provided a brief synopsis of the public works report. Additional points discussed included:

- The draft water study and sewer study were received with the reports showing there are some areas in the village where the sewer system is over capacity. The Director indicated that he has asked the engineers for options specific to the Commercial Street area.
- The Director requested Commission input on requiring sidewalks on both sides of the to be constructed street connecting Prospect Road to Douglas Street. Consensus of the Commission was to require sidewalks on both sides.

Motion:

THAT the Director of Public Works report be received as included in the April 13, 2026, Commission agenda package.

M/Q. Hill
S/ D. Windle-Smith
Motion Carried

c. Finance

Motion:

THAT the Manager of Finance report be received as included in the April 13, 2026, Commission agenda package.

M/ J. Redmond
S/ Q. Hill
Motion Carried

d. Recreation and Community Development

The Director of Recreation provided a brief synopsis of the recreation report. In addition, the Director thanked recreation staff and leaders for the success of programs.

Motion:

THAT the Director of Recreation report be received as included in the April 13, 2026, Commission agenda package.

M/ D. Windle-Smith
S/ Q. Hill
Motion Carried

11. New Business:

a. Briefing – Provincial Budget 2026-27 Impacts on Municipal Grant Programs

J. Lawrence spoke to the recent announcement by the Department of Municipal Affairs regarding cuts to provincial grant programs available to municipalities and villages. He noted that both the PCAP grant and GRID grant had been accessed by the Village of New Minas in the past but will no longer be available.

b. RFD – Request for Village Tax Exemption – Valley Roots Housing Corporation

J. Lawrence spoke to the request from Valley Roots Housing Corporation to waive the village taxes for a new 32-unit affordable housing development on Highbury Road. J. Lawrence spoke to the limited fiscal capacity of villages; the inequitable access to federal housing funding; the precedent for future requests; the service obligations to new developments; and fiscal responsibility of the Commission.

Following the discussion the following motion was put forward:

Motion:

THAT the Commission instruct administration to inform Valley Roots Housing Corporation that the request to waive village taxes is declined.

M/ Q. Hill

S/ J. Redmond

Motion Carried

c. Timeline, Event and process for Volunteer Appreciation Selections

J. Lawrence indicated that he was looking for direction from the Commission regarding the Volunteer Appreciation Selection timeline, the events for which the Commission wished to nominate and the process to select the volunteer so that decisions are made in a timely manner.

After a discussion, consensus was that the Recreation and Community Development Department should bring a briefing to the Commission in a timely manner to allow for Commission consideration in time to participate in the municipal and provincial events. Further, there was consensus that the Commission would make the final selection and will have an opportunity to submit names for consideration.

12. Correspondence:

13. General Public Input:

- **Councillor Christina Sappington**

Councillor Sappington provided budget highlights from the Municipality of the County of Kings and reminded the Commission of the upcoming Council/ Commissions meeting.

- **MLA Julie Vanexan**

MLA Vanexan requested information referencing whom with DNR the Village had reached out to regarding the coyote communication and committed to follow up with the Minister of the Department of Municipal Affairs regarding municipal taxation of Village water assets.

14. Closed Session:

Dave Chaulk indicated that there was a need for an in-camera session to deal with personnel matters.

At 8:31pm, the Commission adjourned to move into a closed session.

Motion:

THAT the Commission adjourn to move into closed session.

M/J. Redmond

S/ Q. Hill

Motion Carried

Motion:

THAT the Commission adjourn from the closed session.

M/ Q. Hill

S/ D. Windle-Smith

Motion Carried

At 9:17pm the Commission reconvened the open session of the meeting.

15. Adjournment

There being no further business, James Redmond called for a motion to adjourn at 9:18pm.

Motion:

THAT the meeting be adjourned.

M/ Q. Hill

S/ J. Redmond

Motion Carried