



Village of New Minas
Commission Meeting
December 9, 2024 @ 7:00 PM
Commission Room, LMCC
New Minas, Nova Scotia
APPROVED MINUTES

Commissioners Present:

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

Commissioners Absent:

- None

Staff Present:

- Tim Bouter, Clerk Treasurer/CAO

Others Present:

- John Ansara, Director of Recreation & Community Development
- Laura Mosher, Municipality of the County of Kings
- Alice Jacob, Municipality of the County of Kings
- Mark Redmond
- Calvin Redmond

1. Call to Order:

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

2. Approval of the Agenda:

Motion:

THAT the Agenda for the December 9, 2024 Commission Meeting be approved as circulated.

M/Quentin Hill

S/James Redmond

Motion Carried

3. Disclosure of Conflict of Interest:

No conflicts of interest were declared.

4. Approval of Minutes:

- a. November 12, 2024 Village Commission Meeting

Motion:

THAT the Minutes for the November 12, 2024 Village Commission Meeting be approved as circulated.

**M/James Redmond
S/Quentin Hill
Motion Carried**

5. Business Arising from Minutes:

- a. November 12, 2024 Village Commission Meeting

There was no business arising from the November 12, 2024 minutes.

6. Comments from the Chair:

There were no comments from the Chair.

7. Public Input Specific to Agenda Topics:

There was no public input.

8. Committee Reports:

- a. Beautification Committee

Mary Munroe provided a verbal summary of the written report and draft minutes included in the December 9, 2024 Commission agenda package.

Motion:

THAT the written report and draft minutes for the Beautification Committee be received as included in the December 9, 2024 Commission agenda package and as verbally summarized by Mary Munroe.

**M/Mary Munroe
S/James Redmond
Motion Carried**

9. Staff Reports:

The Clerk Treasurer/CAO provided a verbal summary of the following written reports included in the December 9, 2024 Commission agenda package:

- a. Clerk Treasurer/CAO — Report included in package
- b. Manager of Municipal Operations — Report included in package
- c. Manager of Finance — Report included in package

- d. Director of Recreation & Community Development — Report included in package

Motion 1:

THAT the Clerk Treasurer/CAO Report be received as included in the December 9, 2024 Commission agenda package and as verbally summarized by the Clerk Treasurer/CAO.

M/James Redmond

S/Quentin Hill

Motion Carried

Motion 2:

THAT the Director of Public Works Report be received as included in the December 9, 2024 Commission agenda package.

M/James Redmond

S/Debra Windle-Smith

Motion Carried

Motion 3:

THAT the Manager of Finance Report be received as included in the December 9, 2024 Commission agenda package.

M/Quentin Hill

S/James Redmond

Motion Carried

Motion 4:

THAT the Director of Recreation & Community Development Report be received as included in the December 9, 2024 Commission agenda package and as verbally summarized by the Director of Recreation & Community Development.

M/Debra Windle-Smith

S/Mary Munroe

Motion Carried

10. New Business:

- a. Years of Service Acknowledgement

Charlene Hines will be receiving a framed certificate and \$50 cheque for her 10 years of service to the Village, according to Section 43 of the Employee Policy Manual. The Commission asked the Clerk Treasurer/CAO to pass along their appreciation for Charlene's dedication to the Village.

Commissioner James Redmond was also recognized for being a recipient of the King's Coronation Medal for his many years of service. To mark the occasion of King Charles III's coronation, the Government of Canada issued King's Coronation Medals to deserving Canadians. As a Member of Parliament, Kody Blois had the privilege of selecting 20 recipients from Kings-Hants. James has served the community in various capacities for many decades. He has served as the Fire Chief for the New Minas Volunteer Fire Department for 28 years, and served his community on the New Minas Village Commission since 1998 (currently as Vice-Chair). James is known as a key leader for the Village of New Minas. The Commission congratulated James on receiving this prestigious and well-deserved recognition.



- b. Planning Application to rezone PID: 55199145 from Highway Commercial (C5) Zone to Mixed Commercial Residential (C3) Zone to permit multi-unit dwellings on the property.

Alice Jacob provided a presentation on the proposed rezoning application of PID 55199145 on Prospect Road, as included in the December 9, 2024 Commission agenda package. The applicant intends to develop multi-unit dwellings on the subject property. The conceptual plan suggests 120 units within 6 multi-unit dwellings and the applicant intends to develop these dwellings in phases. Phase 1 will focus on the development of the front portion, followed by Phase 2 which will develop the rear portion. The property is within the Highway Commercial (C5) Zone, the zone does not permit residential uses as-of-right. Rezoning to the Mixed Commercial Residential (C3) Zone would enable the applicant to develop the proposed residential development.

The Clerk Treasurer/CAO mentioned that the proposed units may require water pressure boosting. The developer will be required to confirm this as part of their

engineering design. The Clerk Treasurer/CAO also informed the Commission that the lift station and forcemain on Prospect Road will be evaluated for capacity, and any required upgrades would be incorporated into Capital Budget deliberations.

- c. Planning Application to rezone PID 55199129 from Highway Commercial (C5) Zone to Mixed Commercial Residential (C3) Zone to permit multi-unit residential development.

Alice Jacob provided a presentation on the proposed rezoning application of PID 55199129 on Prospect Road, as included in the December 9, 2024 Commission agenda package. The applicant intends to develop multi-unit dwelling/dwellings on the subject property. The Highway Commercial (C5) Zone does not permit residential uses as-of-right. Rezoning to the Mixed Commercial Residential (C3) Zone would enable the applicant to develop the proposed residential development. Based on the property's area (44,988 sq ft), the rezoning could potentially allow for 22 to 24 units. However, the property's topography (steep slope), the presence of a stream and the requirements of the Land Use By-law (LUB) will likely impact the actual number of units that can be developed.

The Clerk Treasurer/CAO mentioned that the proposed units may require water pressure boosting. The developer will be required to confirm this as part of their engineering design.

- d. Updated CIP

The Clerk Treasurer/CAO provided an update on the 5-year Capital Investment Plan. The final numbers for the Regional Desludging & Aeration Upgrades project have been provided by the Municipality. The actual cost of \$5,984,382.16 was more than the preliminary budget, which was initially used for CCBF allocations, but less than the Final Approved Budget of \$6,858,319.10. The Village's share of the project is \$1,296,217.18.

	Preliminary Budget Considerations	Final Approved Budget	Actual Cost
Actual project cost up to 2023/24	679,317.63	679,317.63	
2022/23 remaining budget	-	1,720,682.37	
2023/24 budget	2,055,200.00	2,055,200.00	
2023/24 Supplemental budget	1,544,800.00	2,403,119.10	
Total	4,279,317.63	6,858,319.10	5,984,382.16
Village Share	21.66%	21.66%	21.66%
	926,900.20	1,485,511.92	1,296,217.18

Motion:

THAT the Village Commission approve the updated CIP included in the December 9, 2024 Commission agenda package.

M/James Redmond
S/Debra Windle-Smith
Motion Carried

e. VICE Program Approval

The Clerk Treasurer/CAO summarized the amendments to the proposed Village Infrastructure Capital Enhancement (VICE) program included in the December 9, 2024 Commission agenda package. The Clerk Treasurer/CAO and Village Commission Chair attended a meeting with the Municipality on December 2 to go over the amendments, which were drafted in response to the concerns raised by the Villages of Canning, Kingston, New Minas and Port Williams.

Motion:

THAT the Village Commission enter into the amended Village Infrastructure Capital Enhancement (VICE) program agreement included in the December 9, 2024 Commission agenda package.

M/Quentin Hill
S/James Redmond
Motion Carried

f. Historical Photographs

The Clerk Treasurer/CAO informed the Commission that Dick Killam is in possession of many historical photographs of the Village through his previous employment. He has asked whether the Village would be interested in purchasing them in a digital format. The cost for all the photographs included in the agenda package is \$3,000. The Village Commission sees value in the aerial photographs showing the growth of the Village over time, and asked the Clerk Treasurer/CAO through consensus to negotiate a cost for these pictures, not to exceed \$1,000.

11. Correspondence:

Motion:

THAT the Village Commission receive Christina Sappington's report included in the Correspondence.

M/James
S/Debra
Motion Carried

12. Other Business:

Dave Chaulk mentioned that a meeting was held with Mayor Dave Corkum and Scott Conrod to discuss the expansion of the New Minas Growth Centre into Greenwich. The

Commission instructed the Clerk Treasurer/CAO to speak with the Village Solicitor about the level of effort and likelihood of success to file a request to the UARB for a Village Boundary expansion.

13. General Public Input:

There were no comments from the public.

14. Adjournment:

There being no further business, Dave Chaulk called for a motion to adjourn at 8:25pm.

Motion:

THAT the meeting be adjourned.

M/James Redmond

S/Quentin Hill

Motion Carried