**Village of New Minas**
Commission Meeting
June 8, 2026 @ 7:00 PM
Commission Room, LMCC
New Minas, Nova Scotia
Minutes

**Commissioners Present**:

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

**Commissioners Absent:**

- Quentin Hill

**Staff Present:**

- Jeff Lawrence, Clerk Treasurer/CAO
- Cory Palmer, Director of Public Works

**Others Present:**

- Christina Sappington
- Maynard Stevens
- Mike Zwicker

**1. Disclosure of Conflict of Interest:**

No conflicts of interest were declared.

**2. Call to Order:**

Dave Chaulk called the meeting to order at 7:03pm, welcoming those in attendance.

**3. Approval of the Agenda:**

<u>Motion</u>:
THAT the Agenda for the June 8, 2026, Commission Meeting be approved.

**M/J. Redmond**
**S/ D. Windle-Smith**
**Motion Carried**

**4. Approval of Minutes:**

**a. May 11, 2026, Village Commission Meeting**

Motion:
THAT the Minutes for the May 11, 2026, Village Commission Meeting be approved.

**M/J. Redmond**
**S/ D. Windle-Smith**
**Motion Carried**

## 5. Presentations:

a. RCMP – Inspector William Collier
Inspector Collier:
- Confirmed that he would forward the June quarterly report to the Commission
- Indicated that the detachment is now following a district model
- Replied to a question from M. Munroe that if residents are finding little bits of potentially contaminated or poisoned meat that could be dangerous to pets around their property, they should contact the RCMP and/ or the Department of Natural Resources

Following the presentation, there were discussions around:
- The framework of a public meeting should the Commission wish to host one regarding policing. (Inspector Collier indicated that should the Commission wish to host such a meeting there should be clear ground rules established in advance and enforced.)
- Graffiti (Inspector Collier indicated that the RCMP should be made aware of the specific issues, and that they should be forwarded to the Kings County Bylaw enforcement team to deal with the complaint.)

b. Municipality of Kings, Alice Jacobs, Planner - Application to Rezone – 130 Cornwallis Avenue

A. Jacobs provided an overview of a report and provided a presentation regarding a request to rezone a portion of 130 Cornwallis Avenue from R4 to the I1 zone to permit an internally lit sign. After the presentation, A. Jacobs opened the floor for questions.

D. Chaulk asked if there were any constraints on the size of the sign. (A. Jacobs replied that the only limitation on the size of the sign was that it could not be greater than 40 square feet.

## 6. Business Arising from Minutes:

a. May 11, 2026, Village Commission Meeting

b. Flower Cart Group Presentation – Lease status
J. Lawrence indicated that he had forwarded a draft lease to Flower Cart Group asking for comments but had not heard back from the organization at this time.

c. Agriculture and Agri-Food Canada Land Divesture – Ravine Easement
J. Lawrence indicated that he will be reaching out to the Agriculture and Agri-Food Canada group this week.

**7. 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 June 8, 2026, Commission agenda package.

Motion:
THAT the draft minutes for the Beautification Committee be received as included in the June 8, 2026, Commission agenda package.

**M/D. Windle-Smith**
**S/ M. Munroe**
**Motion Carried**

**b. New Minas Water Commission**

J. Redmond provided a verbal summary of the draft minutes included in the June 8, 2026, Commission agenda package.

Motion:
THAT the draft minutes for the Water Commission be received as included in the June 8, 2026, Commission agenda package.

**M/J. Redmond**
**S/ D. Windle-Smith**
**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 June 8, 2026, Commission agenda package.

**M/D. Windle-Smith**
**S/ J. Redmond**
**Motion Carried**

**b. Public Works**

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

- That the water and labour staff openings have been posted and there has been considerable interest shown.
- That he will work with the Department of Public Works to better understand its role in crosswalk painting.
- That water and sewer upgrades will be the priority in this year's budgets

Motion:
THAT the Director of Public Works report be received as included in the June 8, 2026, Commission agenda package.

**M/D. Windle-Smith**
**S/ J. Redmond**
**Motion Carried**

**c. Finance**

Motion:
THAT the Manager of Finance report be received as included in the June 8, 2026, Commission agenda package.

**M/ J. Redmond**
**S/ D. Windle-Smith**
**Motion Carried**

**11. New Business:**

**D. Windle-Smith**

- Updated the Commission on the status of the Bench Dedication Program and committed to providing the Commission with a draft of the policy in advance of the next Commission meeting
- Presented D. Chaulk with an award for the Village sponsoring the Apple Blossom festivities including housing the food truck event.

**12. Correspondence:**

a. Minister of the Department of Municipal Affairs – Response to ANSV – Request to Amend the Assessment Act – Village Water Utilities

b. Minister of the Department of Emergency Management – Advance Notice of Financial Implications associated with the Implementation of the Act to Provide Support for Fire Protection

c. MADD Advertising Request

**13. General Public Input:**

- M. Stevens – M. Stevens requested the dates for the Village AGM meeting and the election. (J. Lawrence indicated that the AGM would be held on June 23rd and the election on June 24th).

**14. Closed Session:**

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

At 8:45pm, the Commission adjourned to move into a closed session.

Motion:
THAT the Commission adjourn to move into closed session.

**M/J. Redmond**
**S/ D. Windle-Smith**
**Motion Carried**

Motion:
THAT the Commission adjourn from the closed session.

**M/ J. Redmond**
**S/ D. Windle-Smith**
**Motion Carried**

At 9:28pm the Commission reconvened the open session of the meeting.

**15. Motions from In-Camera**

**a.** Motion:
THAT the Commission approve the recommendation as included in the closed session RFD – Organizational Realignment.

**M/ D. Windle-Smith**
**S/ J. Redmond**
**Motion Carried**

**b.** Motion:
THAT The Commission will seek legal advice on a complaint filed May 11th 2026 by a former employee.

**M/ D. Windle-Smith**
**S/ J. Redmond**
**Motion Carried**

**16. Adjournment**

There being no further business, D. Chaulk called for a motion to adjourn at 9:29pm.

Motion:

THAT the meeting be adjourned.

**M/ J. Redmond**
**S/ D. Windle-Smith**
**Motion Carried**