



Village of New Minas
Minutes of a Regular Commission Meeting
Tuesday, October 10th, 2017
7:00 p.m.

Louis Millett Community Complex (LMCC)

Commissioners Present: Dave Chaulk, Chair
Maynard Stevens, Vice-Chair
Mary Munroe, Commissioner
Ken Pineo, Commissioner
James Redmond, Commissioner

Staff Present: April Ernest, Clerk Treasurer
Gerard Hamilton, Municipal Operations Manager
John Ansara, Director of Recreation & Community
Development
Krista McDonald, Deputy Clerk

Others Present: Bob Audoux, Municipal Finance Corporation

Call to Order:
Chair Chaulk called the meeting to order and welcomed everyone in attendance at 7:00 p.m.

Approval of the Agenda

The Agenda was amended to include the New Minas Beautification Committee update and to merge the Water Commission and Sewer reports together.

Redmond - Pineo

THAT the Agenda for the Regular Meeting of the Village of New Minas Commission of October 10th, 2017 be approved as amended.

CARRIED

Approval of the Minutes

Commissioner Pineo noticed a typo on page 2 of the Minutes.

Munroe - Stevens

THAT the Minutes of the Regular Meeting of the Village of New Minas Commission on September 11th, 2017 be approved as amended.

CARRIED

Delegation – Municipal Finance Corporation:

Bob Audoux gave a presentation on the High Interest Savings Account Program available through the MFC. The highlight of this program is that the Village would have the opportunity to maximize its investment in a pool with other municipal units. It would give the opportunity to earn superior interest rates with no term commitments and is easy to use and administer through the MFC office with no service fees. The MFC will offer this service as an expansion of the services it currently offers municipal units.

April Ernest asked about identifying risks with the program and Mr. Audoux said they have thoroughly vetted the program and have had no negative feedback.

Business arising from Minutes:

a) Amalgamation Discussion:

The Commission met to discuss amalgamation options. Chair Chaulk stated that they would not be pursuing amalgamation at this time and would like to see what the provinces direction and vision is for municipalities going forward. The Commission considered several factors and met with an advisor from the province for this discussion, and although they would not be moving forward at this time they are not closing the door either.

b) Former Esso Property:

April Ernest updated that a FIOPOP request had been submitted but the Department of Environment did not have any records about an environmental investigation at the old Esso property on Commercial Street. She is continuing to examine the issue and hopes to bring an update to the next meeting.

c) Apple Blossom Festival:

April Ernest met with a representative of the Apple Blossom Committee to gather more information on the Blossom Brew Night event. It was previously held at the Wolfville Market building, but the venue has become too small for the event. The event consists of pre-purchased samples of drinks and would cater to a more mature crowd. The Apple Blossom Festival would provide its own security. The food truck party would consist of approximately 20 vendors and would be held the same evening. The AB Committee would consider promoting New Minas' 50th Birthday celebrations as well during the festival. A discussion about the event followed and the Commission decided they would like more information for the next meeting.

d) Skate Park:

John Ansara provided a report and some pictures of potential locations for the skate park (attached). Some concerns discussed about the location were visibility, safety, liability and potential for vandalism. Chair Chaulk stated that the cost is great for a small number of users. John Ansara replied that there could be funding available but the Village would need to be able to start the process with a budgeted amount for the next fiscal year. The Commission agreed to make a temporary commitment of up to \$50,000 which could be made available in the upcoming budget to give Mr. Ansara a place to start.

Committee Reports:

- a) **Water Commission Report & Regional Sewer Committee** – Stevens, Chair, New Minas Water Commission provided a report from the last Water Commission meeting held in September 2017 (report attached). Commissioner Stevens also gave an update on the Regional Sewer Committee. He discussed that there are issues with the Town of Kentville sending our RFPs and adding a Regional Sewer Proposal without discussing parameters at the RSC meeting. He also mentioned that there are issues with voting via email and that a proper discussion needs to be had amongst the partners.

Stevens-Redmond

THAT the Report be accepted as presented.

CARRIED

Chair Chaulk mentioned that there were safety concerns with Village staff working without proper signage and that the leak on Milne Avenue had a strange sheen to the runoff. Gerard Hamilton said he would speak with staff again about proper safety procedures and call the Department of Environment to discuss the water issue.

- b) **Area Advisory Committee** – Report attached.

Pineo-Munroe

THAT the Report be accepted as presented.

CARRIED

- c) **MGA Review** – No report
- d) **New Minas 50th Birthday Celebration Committee** – The committee has a number of events lined up throughout 2018 to commemorate New Minas' 50th, report attached.

Stevens-Redmond

THAT the Report be accepted as presented.

CARRIED

- e) **Recreation & Community Development Report** – Commissioner Stevens congratulated staff on working to restore the Santa Claus parade and annual tradition of having Santa at the County Fair Mall again this year (report attached).
- f) **Administration Report** - Report attached.
- g) **Clerk Treasurer Report** - Report attached.
- h) **Public Works Report** - Report attached.

Pineo-Stevens

THAT the four staff Reports be accepted as presented.

CARRIED

- i) **Beautification Committee** – Commissioner Munroe updated that the Department of Transportation requires a plan to approve for the rotary and Crescent Drive. The Rotary club would like to plant trees and shrubs throughout the Village. The province is going to be introducing funding for

street-scaping and beautification efforts in March and Commissioner Munroe stressed the need for a professional plan in place. The committee is also looking into investing in better lights for the Christmas tree.

Munroe-Redmond

THAT the Report be accepted as presented.

CARRIED

New Business:

- a) **Connors Diesel Building, 165 Jones Road** – The owners have approached the Village to inquire if it would want to purchase their property. Gerard Hamilton commented that although there is a need to renovate and expand our current public works facility, the Connors Diesel property would be too big. The Commission agreed that it was too much property for our needs
- b) **Employment Policy** – The current Employment Policy was recently created by merging twenty-one separate policies into one by the previous administration. It has been found to be problematic and contains several errors requiring updating. Staff advised that they would like to reinstate the twenty-one individual policies over the next several months as the current policy is providing issues. The Commission agreed to this process.
- c) **Renaming of Civic Centre** – Krista McDonald shared the wishes of staff to rename the Civic Centre after Lynn Spencer, who was a very beloved colleague and an integral member of the Village operations for over 13 years.

Pineo-Munroe

THAT the Civic Centre within the Louis Millett Community Complex be renamed “Lynn Spencer Hall”.

CARRIED

- d) **Charity Rental of Facility** – April Ernest brought forward staff concerns regarding requests from individuals and groups for the use of the LMCC for free. She explained how this is difficult for staff to accommodate as we have overhead and revenue requirements to meet. After some discussion it was decided that staff should endorse the rates that have been decided upon for facility rentals (attached).
- e) **Bar Contract** – Commissioner Stevens declared a conflict and moved to the gallery as he is involved with the Lions Club. April Ernest explained that the Village’s insurance provider recently reached out to discuss an ongoing issue that the previous Clerk Treasurer had been dealing with. She was made aware at that time that the Lions Club does not have insurance coverage to operate the bar at the LMCC. The former Clerk Treasurer was aware of the issue but did not make this clear to the Lions Club when they

entered into their current bar services contract with the Village. A discussion followed as to how the bar would be provided and it was decided that the staff will run it in for the immediate future. Chair Chaulk would write a letter to the Lions Club asking for their assistance with the bar and acting as volunteers of the Village. Commissioner Stevens re-joined the Commission.

- f) **Baptist Church Rental** – Staff had become aware that the church will be running their drive-through nativity again this year and may be asking the Village to use Lockhart & Ryan Park to facilitate the event. There is concern with traffic issues and liabilities to the Village with the event as there were issues in previous years. The Village did attempt to reach out to the church to work together collaboratively but this request was not replied to. April Ernest was directed to find a solution and to speak with our insurance provider as well as seek legal advice if necessary. Staff will also reach out to the church again for a discussion.

Public Discussion:

There was no public discussion.

Stevens

THAT the meeting be adjourned at 9:35 p.m.

Dave Chaulk, Chair

April Ernest, Clerk Treasurer

