



Village of New Minas
Minutes of a Regular Commission Meeting
Monday,
July 11th, 2016
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: Brenda Stimpson, Clerk Treasurer
Gerard Hamilton, Public Works

Others Present: Don Zwicker, Resident
Jim Winsor, Councillor, District 11

Call to Order:

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

**Approval of the Agenda
Stevens-Redmond**

THAT the Agenda for the Regular Meeting of the Village of New Minas Commission of July 11th, 2016 be approved as amended. The amendments included the addition of two items under Committee Reports, Item f. New Minas Water Commission and g. Public Works and an item under Section 6, New Business, Item c – Municipal Planning Strategy

CARRIED

**Approval of the Minutes:
Redmond-Pineo**

THAT the Minutes of the Regular Meeting of the Village of New Minas Commission on June 13th be approved as amended. The amendment is the mover and seconder for the Fort McMurray donations should read "Stevens- Munroe".

CARRIED

Stevens-Pineo

THAT the Minutes of the Special Meeting of the Village of New Minas Commission held on June 15th, 2016 be approved with one amendment. The Amendment is on the last line of the minutes and the date of the adjournment should read June 15th, 2016.

CARRIED

Pineo – Munroe

THAT the Minutes of the Special Meeting of the Village of New Minas Commission held on June 20th, 2016 be approved with one amendment. The Amendment is on the last line of the minutes and the date of the adjournment should read June 20th, 2016.

CARRIED

Business arising from Minutes:

- a) **2016 Nova Scotia Heritage Conference Committee Request** – Brenda Stimpson advised Commissioner Stevens advised that he would not be in favour of attending the conference as he did not think that there was any value for the Village. Commissioner Stevens confirmed this and indicated that other groups that may benefit from the conference had representative attending.
- b) **Clean Water and Waste Water Fund** –Brenda Stimpson advised that the Village Water Commission had passed a motion prioritizing the three projects for which applications were submitted to this Clean Water and Waste Water Fund. To date we have not had a response, however, a report will come back to the Commission when we receive further information.

Committee Reports:

- a) **Recreation & Community Development Director's Report**
Commissioners Stevens commented on the great success of Canada Day, the superior turnout and the excellent job done in organization, especially Chelsea Decker and John Anasara.

Redmond - Pineo

THAT the report of the Recreation Director be accepted as presented.

CARRIED

- b) **Facility Department**

Stevens – Redmond

THAT the report for Facility Department be accepted as presented.

CARRIED

c) **Finance Department**

Redmond – Pineo

THAT the report for the Finance Department be accepted as presented.

CARRIED

d) **Administration & Clerk Treasurer**

Redmond-Munroe

THAT the report of Administration & Clerk Treasurer be accepted with the word after coordination changed to “of.”

CARRIED

e) **Area Advisory Committee**

Pineo – Redmond

THAT the report from the Area Advisory Committee provided in Appendix “A” be accepted as presented.

CARRIED

f) **New Minas Water Commission**

Stevens-Redmond

THAT the report attached to these minutes as Appendix “B” be accepted as presented.

CARRIED

g) **Public Works Department Report**

Stevens – Pineo

THAT the report circulated on desks and attached as Appendix “C” be accepted as presented.

CARRIED

New Business:

- a) **Municipal Government Act Review – 18 Draft Housekeeping Recommendations** – Brenda Stimpson reminded Commissioners of the package distributed at last month’s meeting and asked if there were any comments or recommendations for changes that we would like to report back to the group. There were none, however, Brenda reminded that the deadline was August 31st, 2016, so that if anybody determined something we could still submit.
Brenda recommended that “In Camera” Meetings should have minutes for the protection of all concerned and suggested that we make that recommendation to the committee. Commissioners were agreed to support this suggestion.

There was a discussion regarding the consideration being done by the Municipal Government Act Review Committees regarding elections. Commissioner Redmond indicated that he had been advised that there was some list indicating the Village of New Minas was in favour of moving to full elections every four years similar to Towns and Counties. He further indicated that he was not aware that the Village had made a formal decision.

Brenda Stimpson indicated that as the Commissioners were aware, Lynn Spencer, was sitting on some of these committees and perhaps she had provided a personal opinion that had been assumed to be the opinion of the Village Commission. She would inquire about the process for decision making on the review committees.

Stevens – Pineo

THAT the Nova Scotia Villages Association be advised, on the meeting of July 22nd, 2016, that the Village of New Minas was not in favour of changing their election process and support the continuation of staggered elections.

CARRIED

- b) **Update of Facility Use Policy for Review** –Brenda Stimpson advised Commissioners that the policy had been updated to clarify some issues as well as ensure that it reflected actual current practices. There is a requirement for a couple of changes to the supporting documents and these will be completed. Commissioners accepted the new policy and it will be put into effect immediately.

There was a brief discussion about issues of those attending functions in the Civic Center, smoking in numerous locations around the building. Brenda Stimpson will have a look at the options and bring a report back to the Commission.

- c) **Municipal Planning Strategy** – Brenda Stimpson advised that she had received a request from the Kings County Planning Department to meet with the Commission to discuss their proposed Municipal Planning Strategy and they did not want to wait until the September meeting. They suggest a time later in July, 2016.

Commissioners felt that issue was very important and that all members of the Commission should be in attendance if at all possible. A review of the schedules resulted in a recommendation for a meeting in the week starting on August 11th, 2016 – any day at 2:00 p.m. Brenda will propose this time and advise Commissioners accordingly.

Correspondence:

Commissioners acknowledged receipt of correspondence from the Nova Scotia Utility and Review Board and Zach Churchill, Minister of Municipal Affairs responding to their correspondence outlining concern regarding the Municipal Planning Strategy as well as a thank you from Terry Silver.

Public Discussion Period:

County Councillor Winsor noted that the UARB decision regarding Elector Districts had been published and was available for viewing.

REDMOND

THAT the July 11th, 2016 meeting of the Village of New Minas Commission be adjourned at 7:40 p.m.

Dave Chaulk, Chair

Brenda Stimpson, Clerk Treasurer

Appendix “A”

Report to the New Minas Village Commission of the New Minas Area Advisory Committee’s July 4, 2016 Meeting

The New Minas Area Advisory Committee met on July 4, 2016 at the LMCC.

There were two items of business.

1). Application by Karen MacLean File 16-08 to amend the text of the New Minas Land Use Bylaw to permit Personal Service Shops as Urban Home Occupations:

Planner Andrew Reid presented his report by power point to the New Minas Area Advisory committee for the application to amend the text of the New Minas Land Use Bylaw to permit Personal Service Shops as Urban Home Occupations File 16-08.

The applicant’s property at 30 Old Farm Lane is situated on a local road in a low density residential neighbourhood. The property is zoned Residential One and Two Unit (R2). Following a complaint, staff discovered that a 3-D Ultrasound business was being operated out of the applicant’s home. No development permit had been issued for the business and it was found to be operating outside of the New Minas Land Use Bylaw restrictions. As a result, an application was submitted to amend the Land Use Bylaw, thereby allowing for consideration of the applicant’s use as an urban home occupation.

The application proposed a text amendment to the New Minas Land Use Bylaw and would apply to all residential zones in New Minas. The amendment would permit personal service shops to operate in New Minas’ residential zones, subject to obtaining a development permit and meeting the requirements set out in the LUB for urban home occupations. Uses such as barber shops, beauty salons or nail parlours may be permitted as an urban home occupation as a result of this application. A similar amendment to include personal service shops as urban home occupations was made to the Kings County LUB Bylaw #75 in 2013. Staff has received few applications and no complaints since the amendment was made.

After the lengthy discussion the following motion was made;

It was moved by Mark Redmond, seconded by Councilor Windsor that the New Minas Area Advisory Committee forward a positive recommends that the Planning Advisory Committee recommend that Municipal Council give first reading and hold a public hearing to amend the test of the New Minas Land Use Bylaw to permit personal service shops as urban home occupations, as described Appendix A of the report dated July 4, 2016.

3 yeas 2 nays MOTION CARRIED

2). Application by Eastlink to install a Telecommunications (cellphone) tower on their property location at 3 Howe Avenue in New Minas Planning File 16-07:

Planner Mark Fredericks presented his application by Eastlink to install a Telecommunications (cellphone) tower on their property location at 3 Howe Avenue in New Minas. Planning file 16-07. Eastlink would like to install a 61 Metre Cell Tower in a Zone M2 zone (Major Industrial) with a safety code 6, which is Canada's national standard on human exposure to radiofrequency electromagnetic fields.

It was moved by Mark Redmond, seconded by Ken Pineo that the New Minas Area Advisory Committee recommends that the Planning Advisory Committee recommend that Municipal Council approve the application by Eastlink to site a 61 Metre Telecommunications Tower on a portion of PID# 55204408 at 3 Howe Avenue New Minas. MOTION CARRIED

Respectfully submitted,

John Owen
Chair, NMAAC

Appendix “B”

Report on the regular meeting of the New Minas Water Commission for Wednesday June 22nd 2016

The meeting was called to order by the chair at 7 pm. All commission members were in attendance. The minutes of the June 1st special meeting were approved.

Chair Stevens gave a brief update on the Regional Sewer Committee.

Gerard Hamilton reviewed his Departmental Report (attached to the original minutes) with the Commission.

There was one item of new business:

Gerard Hamilton updated the Commission on the three items for review for the Clean Water and Wastewater Fund.

1. Installation of Water and Sewer lines under Highway 101
2. Installation of diffusers in Woodvale & Forsythe Reservoirs
3. Renovate & Enlarge Forsythe Reservoir Tank Room

After careful consideration the Commission made the following Motion

It was moved by Dave Chaulk, seconded by Scott Crowell to pass the resolution outlining the prioritized Projects for the Clean Water and Wastewater Fund under the provision that we are not committed to funding not budgeted for in 2016/2017. MOTION CARRIED

There being no other business the meeting was adjourned.

Submitted by the Chair Maynard Stevens

I hereby move adoption of this report.



Appendix “C”



Village of New Minas

Monthly Departmental Report

June, 2016

Department:	Public Works & Water Operations
Staff Compliment:	<p>_____13_____ Full Time Equivalents</p> <p>ie. A part-time worker that works 50% of the hours worked by a full-time worker in your department would be reported as .5 Full Time Equivalents</p>
Projects or Assignments Worked On:	<ul style="list-style-type: none"> • Relocation of hydrant on Thistle Crescent • Realigning portion of walking trail to avoid washout area • Install new walking trail behind ball fields
Long Term Projects Worked On:	<ul style="list-style-type: none"> • Hydrant Maintenance • Manhole frame & cover repairs • Location of pole and power lines to Lockhart Ryan Well
Concerns or Issues you have become aware of:	<ul style="list-style-type: none"> • Lockhart Drive Paving Project – resident is looking for a trade of land in order to allow easement for retaining wall to encroach on his property
Other Comments:	