

**VILLAGE COMMISSION OF NEW MINAS**  
**REGULAR MEETING**  
**October 18, 2004**  
**7:00 p.m..**

The Regular meeting of the Village Commission of New Minas was held on October 18, 2004 at 7:00 p.m..

**In Attendance**

Chair Dave Chaulk  
 Vice-Chair Linda Lockhart  
 Commissioner Marvin Messom  
 Commissioner Sherry Swanburg  
 Commissioner Ted Nicholson  
 Clerk Treasurer Terry Silver

**Also in Attendance:**

Mr. Brian Smith, CAO Municipality of Kings County  
 Mr. Mike Ennis, Manager Protective Services, Municipality of Kings County  
 Mr. Peter Pothier, Superintendent of Public Works, VNM  
 Mr. Blake Currie, Resident  
 Mr. Blair Coldwell, Resident  
 Mr. Les Barrett, Resident  
 Mr. George Woolworth, Port Williams

Chair Chaulk recognized Mr. Les Barrett as a former Commissioner of the Village.

Chair Chaulk welcomed Mr. Eric Smith to the meeting Mr. Smith is newly elected Councillor for District 11, and Chair Chaulk congratulated him on his success in the election.

**Approval of Minutes: Regular Meeting September 13, 2004**

**It was moved by Commissioner Messom, seconded by Vice-Chair Lockhart, that the minutes of the Regular Meeting held September 13, 2004 be approved as circulated.**  
**MOTION CARRIED**

**Special Meeting, September 27, 2004**

**It was moved by Vice-Chair Lockhart, seconded by Commissioner Messom, that the minutes of the Special Meeting held September 27, 2004 be approved as circulated.**  
**MOTION CARRIED**

**Approval of Agenda:  
October 18, 2004**

It was moved by Commissioner Nicholson, seconded by Commissioner Messom, that the Agenda for October 18, 2004 be approved with the following amendments:

1. **Business Arising from the Minutes:** Add: (f)  
Property beside Vail's Laundry.
2. **Business Arising from the Minutes:** Add: (g)  
Founding Fathers Scholarship Fund Update

**Presentation**

**MOTION CARRIED**

**Mr. Mike Ennis and Mr. Brian Smith: Municipality of the County of Kings re Unsightly Premises Bylaw**

Mr. Smith thanked the Commission for inviting him and Mr. Ennis to the meeting to speak on the County's Unsightly Premises procedures. He handed out information (copy of the legislation and sample forms used by the County for complaints. Copies attached to original minutes). He made the following points:

- County does not have a separate Bylaw for Unsightly Premises. Provincial Act Part XV of the MGA applies to all municipalities.
- Act defines "dangerous" and "unsightly"
- Under the Freedom of Information and Protection of Privacy Act, he and Mr. Ennis are unable to discuss specific properties.

Mr. Ennis spoke specifically about the procedure, making the following points:

- County has a balanced process
- Unsightly and Dangerous Premises is a small part of his responsibilities, but is nonetheless a very demanding and time-consuming part of his job.
- Dangerous and Unsightly Premises charges are not as cut and dry as the general public might think: very difficult at times to prove. Unsightly Premises falls under Mr. Ennis' department; Dangerous Premises falls under Building Inspector's department.
- Over past two summers, the County has moved over 4000 derelict vehicles.

Commission and any individual may complain to Mr. Ennis, and an intake form is completed. The complaint's name is entered on this form, but is kept confidential beyond this stage. Anywhere from 40 – 60 complaints each year.

- Some investigations are resolved within 30 days; other extreme cases can take up to 3 years.
- County takes “soft” approach. It is better to educate and work with offenders. Most people are not aware of regulations, and once made aware are more than willing to work with the County.
- Some properties are “grand fathered”.

Mr. Smith and Mr. Ennis were thanked for their presentations. Commissioner Swanburg requested that reports on cases be referred to the Commission for information. Commissioner Messom stated that he felt it was not the Commission’s job to do anything with regard to Unsightly or Dangerous premises; that is the County’s responsibility. It was decided that, since any discussion about individual properties would have to be discussed in camera, Mr. Ennis would come to the November 8<sup>th</sup> Commission meeting and an in camera session will be held at 6:30 p.m..

**Public Discussion  
Period**

Commissioner Messom felt that some members in the public gallery might wish to ask questions of Mr. Ennis and Mr. Smith, and the Commission agreed to move the Public Discussion Period to this point in the meeting. There were no questions.

**Business Arising  
from the Minutes:**

- (a) Petty Traders’ Bylaw – Update – The Clerk Treasurer reported verbally that attempts to hold meetings over the past month with regard to this had failed, and it was decided by the Commissioners to meet soon, and placed on the November 8, 2004 Agenda.
- (b) User Group Insurance – Update - Commissioner Messom felt there was not enough information available for this, and asked what it was about and why the Commission would need more insurance. The Clerk advised that, pursuant to the legal advice requested in this regard from the August Commission meeting, she has received confirmation from the Commission’s insurance carrier that we are adequately insured. She then explained the concept of User Group Insurance, as discussed in previous meetings. This item will also be discussed in the near future and placed on the November Commission agenda.
- (c) Esso Property – Update- The Clerk Treasurer wrote to Mr. MacGregor of Devon Estates and asked that they consider developing the Esso property in New Minas in the same manner as their property in Wolfville. To date,

- there has been no response.
- (d) Apple Blossom Festival – Update – This item will be discussed in the near future and is deferred to the November 8, 2004 meeting.
  - (e) New Minas Website – This item will be discussed in the near future and is deferred to the November 8<sup>th</sup>, 2004 meeting.
  - (f) Property beside Vail’s Laundry – The Clerk wrote a letter to the Department of transportation with regard to their property adjacent to Vail’s Laundry, and the Commission’s request to place garbage receptacles and benches for public use. She stated this same question was posed to DOT about a year ago and they had asked for some time to consider whether they might be utilizing the land for a cul-de-sac. To date, she has not received a response to her letter.
  - (g) Founding Fathers’ Society Scholarship Fund – The Clerk advised that she had spoken with Mr. Ken Barron, Mr. Paul Swanburg and Mrs. Lorraine MacPherson to gather some history on the Founding Fathers’ Society Scholarship Fund. She stated it was a very rewarding exercise and from the information provided to her, she was able to develop an ad soliciting donations towards the fund for the November issue of the Village Voice. This same ad will be placed in the Advertiser soon, as well.

## Committee Reports

### (a) Recreation Advisory Committee – Commissioner Nicholson

Highlights from Commissioner Nicholson’s Recreation  
Advisory Committee report:

- Work is being carried out on the Needs Assessment
- In January or February of 2005, the Committee will start working on the specifications for an Events Co-ordinator for the 2005/2006 season
- Discussion took place with regard to whether there is a need for a permanent canteen at Lockhart and Ryan Park, or if mobile vendors would suffice. This is on-going.

**It was moved by Commissioner Nicholson, seconded by Commissioner Messom, that the Recreation Advisory Committee Report be accepted as presented. MOTION CARRIED**

Commissioner Swanburg stated that she has spoken with Professor Heather Read from Acadia University regarding conducting a Needs Analysis for the Village of New Minas. Ms. Read was receptive to the idea and asked Commissioner Swanburg to provide written specifications.

It was decided that Commissioner Swanburg will request that this be placed on the Rec Advisory Committee agenda for its next meeting.

**(b) Water  
Commission –  
Commissioner  
Messom**

Commissioner Messom advised that there was no meeting of the New Minas Water Commission, therefore nothing to report.

**(c) Area Advisory  
Committee**

Commissioner Swanburg read from a written Area Advisory Committee report (attached to original minutes). Highlights from this report are:

- Development Agreement on West Side Charlie's was presented at the last AAC meeting.
- The AAC's request to hold public participation meetings was decided upon, provided the PAC and AAC hold them jointly.
- New member Rollie Jenner was accepted as new AAC member. Still looking for another member.
- Wellfield policies and regulations meeting to be held Oct 21, 2004 at 9:00 a.m.

**It was moved by Commissioner Swanburg, seconded by Vice-Chair Lockhart, that the report of the Area Advisory Committee be approved as presented. MOTION CARRIED.**

**(d) Wellness Facility  
Committee –  
Commissioner  
Swanburg**

Commissioner Swanburg read from her Wellness Facility Committee Report (copy attached to original minutes). Highlights from this report are:

- Meeting held with consultant Mr. Rick Ramsay. A Commission meeting to be set to discuss consultant's report

- Meeting held with Mr. Brian Banks of ACOA
- Mr. Scott Brison has been contacted to set up a meeting.
- Mr. Mike Trinacity has been contacted. A meeting scheduled for October 26 at 1:30 p.m..

**It was moved by Commissioner Swanburg, seconded by Vice-Chair Lockhart, that the report of the Wellness Facility Committee be approved as presented. MOTION CARRIED.**

### **New Business**

#### **(a) Village Offices Renovations**

The Clerk Advised that the Superintendent of Public Works has prepared specifications pertaining to Option 9 for options for Village Office renovations, and this report would be forthcoming for consideration at next meeting.

#### **(b) Policies for consideration**

##### Group Benefits – Employees Policy

**It was moved by Commissioner Messom, seconded by Vice-Chair Lockhart, that the “Group Benefits – Employees Policy” be adopted with the following amendment: Page 4, para 3, add after “service” “shall receive his/her contributions and interest only in the plan.” Change “the” to “The” in the next sentence. MOTION CARRIED**

##### Hiring of Former Employees Policy

**It was moved by Commissioner Messom, seconded by Commissioner Nicholson, that the “Hiring of Former Employees Policy” be adopted as presented. MOTION CARRIED with 2 nay votes.**

##### Storm Day Policy

**It was moved by Commissioner Nicholson, seconded by Commissioner Messom, that the “Storm Day Policy” be adopted as presented. MOTION CARRIED**

##### Termination of Employee Policy

**It was moved by Commissioner Messom, seconded by Commissioner Nicholson, the “Termination of Employee Policy” be adopted as presented. MOTION CARRIED**

##### Workers’ Compensation Policy

**It was moved by Commissioner Swanburg, seconded by Vice-Chair Lockhart, the “Workers’ Compensation Policy” be adopted as presented. MOTION CARRIED**

(c) **Request from Canning to Share Services**

**It was moved by Vice-Chair Lockhart, seconded by Commissioner Messom, that the letter from Canning to share services be referred to the Water Commission for decision. MOTION CARRIED**

(d) **Signing Authority**

The Clerk Treasurer referred to a written report in which she has requested that the Administrative Assistant be authorized to sign cheques in the Clerk Treasurer's absence. Vice-Chair Lockhart advised that it was normal practice to have signed blank cheques in the vault at the office if the Clerk Treasurer needed to be away. Commissioner Swanburg noted that since it is the Clerk's responsibility to issue cheques, then it would be better for the Clerk to sign the cheques, and if having signed blank cheques in the vault in her absence worked in the past, this practice could continue. The Clerk Treasurer advised that it is not an acceptable practice, and auditors in other offices she is familiar with do not approve such a practice.

Chair Chaulk suggested that the Commission's auditors be contacted to ascertain their opinion. The Clerk advised that she would not be comfortable signing blank cheques. She will contact the auditors for their opinion.

**Correspondence**

(a) **Gordon Morse – President of Golfview Homeowners Association**

A letter was perused from Mr. Gordon Morse, outgoing President of Golfview Homeowners' Association (copy attached to original minutes). Mr. Morse expressed gratitude to the Commission and staff for the support he received. He advised that Mrs. Debbie Barkley is the new president.

**It was moved by Commissioner Swanburg, seconded by Commissioner Messom, that a letter be forwarded to Mr. Morse thanking him for doing a fine job as President. Also a letter to Mrs. Barkley welcoming her as the new President and stating the Commission's desire to maintain the same relationship with her as with Mr. Morse. MOTION CARRIED**

(b) **Municipality of  
the County of  
Annapolis – VISION  
Spraying issue**

A copy of a letter from the Municipality of the County of Annapolis to the Minister of Natural Resources requesting that the spraying of the herbicide “Vision” cease.

The Clerk was requested to acknowledge the County of Annapolis’ letter.

**Other Business** – there was no Other Business added to the agenda

**Public Discussion Period**

**1. Mr. Blake Currie**

Mr. Currie commented on the request for the Commission to require User Group Insurance, and wished them luck in this effort. He stated that he knows of other organizations who are currently requiring User Group Insurance, and it sometimes takes months for the user group to get the paper work straightened out.

**Adjournment**

**On Motion of Commissioner Messom, the meeting adjourned.**

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Dave Chaulk, Chair

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Terry Silver, Clerk Treasurer