



**Village of New Minas**  
Water Commission Meeting Minutes  
Wednesday August 23, 2017  
7:00 p.m.  
Louis Millett Community Complex (LMCC)

**Commissioners Present:** Maynard Stevens, Chair  
Citizen Member Robert Horne, Vice-Chair  
Village Commissioner James Redmond  
Citizen Member Scott Crowell  
Village Commissioner Dave Chaulk

**Staff Present:** April Ernest, Clerk Treasurer  
Gerard Hamilton, Municipal Operations Manager  
Krista McDonald, Facility Manager

**Others Present:** Doug Seamone  
Mary Munroe

**Call to Order:**  
Chair Stevens called the meeting to order at 7:00 p.m., welcoming those in attendance.

**Redmond - Crowell**  
THAT the Agenda be approved.  
**CARRIED**

**Chaulk - Redmond**  
THAT the minutes of the July 26<sup>th</sup>, 2017 meeting be approved as presented.  
**CARRIED**

**Water Department Report:**  
Gerard Hamilton reviewed the Departmental Monthly Report, attached as Appendix "A". Mr. Hamilton amended his report to update that the issue on Milne Ave had been resolved prior to the meeting. The source of the water was from the ground and a French drain had been installed to correct the issue.  
Commissioner Chaulk asked for clarification on the malfunctioning meter at Ken Wo golf club. He inquired as to whether or not the Water Commission would be able to estimate any loss of metered water and Mr. Hamilton advised that an estimate will be done based on previous readings from the same billing cycle from past years. He will bring an update to the next meeting.

**Chaulk - Redmond**

THAT the staff report presented by Gerard Hamilton be accepted as presented.

**CARRIED**

**New Business:**

**A) Regional Sewer Committee Terms of Reference – Proposed Changes**

The proposed changes, attached as Appendix “B” of the Regional Sewer Committee Terms of Reference, attached as Appendix “C” were reviewed.

Amendments relating to the discussion are below:

Section 9, g. – Commissioner Chaulk suggested that the timeframe be tightened up to 30 days.

Section 23 – Commissioner Chaulk suggested that the elected official clarification be removed.

**Chaulk - Redmond**

THAT the proposed changes be accepted as amended.

**CARRIED**

There was a discussion regarding New Minas’ sewer capacity. Doug Seamone stated that to his knowledge, the Sewer Agreement is the only legal document that was signed by all of the partners. It has not been updated as additional capacity was purchased by the partners over time. He stated that it is important to get the agreements up to date. Chair Stevens added that the agreement outlines approved usage and substantiates the allocation that we pay for and are allowed.

**Public Discussion Period:**

There was no public discussion.

**Adjournment:**

**Redmond**

THAT the meeting adjourn at 7:33 p.m.

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Maynard Stevens, Chair

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April Ernest, Clerk Treasurer

**Appendix “A”**  
NEW MINAS WATER COMMISSION  
MONTHLY REPORT

## **Appendix “B”**

Regional Sewer Committee Terms of Reference – Proposed Changes

**Appendix C**  
Regional Sewer Committee Terms of Reference