

**NEW MINAS WATER COMMISSION  
REGULAR MONTHLY MEETING  
May 25, 2005  
7:00 p.m.**

The regular monthly meeting of the New Minas Water Commission was held in the Conference Room at the Civic Centre in New Minas on Wednesday, May 25, 2005 at 7:00 p.m..

**In Attendance**

Dave Chaulk, Member  
Linda Lockhart, Member  
Bob Horne, Vice Chair  
Peter Pothier, Supt of Public Works  
Rod MacInnis, Member  
Sherry Swanburg, Member  
Lynn Spencer, Administrative Assistant  
Terry Silver, Clerk Treasurer  
Gerard Hamilton, Water Operator

**Absent**

Doug Seamone, Engineer

**Call to Order**

Terry Silver, Clerk Treasurer called the meeting to order at 7:00 p.m.

**Election of Chair and Vice Chair**

Terry Silver called for nomination for Water Commission Chair. Sherry Swanburg nominated Linda Lockhart, Mrs. Silver then called three more times for nominations and hearing none Clerk Terry Silver declared Linda Lockhart as Water Commission Chair.

Chair Lockhart called for nominations for Vice Chair. Dave Chaulk nominated Robert Horne, Chair Lockhart then called three more times for nominations, and hearing none she declared Robert Horne as Vice Chair.

**Approval of Minutes**

**It was moved Robert Horne, seconded by Sherry Swanburg that the minutes of April 28, 2005 be approved as circulated. MOTION CARRIED**

**Approval of Agenda**

**It was moved Sherry Swanburg, seconded by Robert Horne that the agenda be approved as circulated. MOTION CARRIED**

**Business arising from  
Minutes:  
Water Billing:**

Terry Silver provided the Commission with a revised spreadsheet outlining the costs associated with the Village producing their own water bills vs. the County doing the billing. Rod MacInnis stated that he was in agreement at the last meeting, but people needed time to review so it was deferred to this meeting. Sherry Swanburg asked the Clerk if she felt confident that the staff time in her report was going to be suitable. Terry Silver stated that they were estimates, but felt she was quite confident with these estimates. She stated that it would take some time to input the information into the computer, if Munisoft is unable to download it from the county system, but that has been added into her figures. She stated that she was hopeful that current staff could do them, but provisions were in the report for temporary help if necessary. Further discussions took place and the following motion was made.

**It was moved Rod MacInnis, seconded by Dave Chaulk that the water bills be produced in house, and to recommend to the Village Commission that we proceed with the plan to also have the sewer billings produced in house as soon as it can be arranged.  
MOTION CARRIED**

**Budget:**

Clerk Terry Silver reviewed the budget for 2005/2006 with the commission. The proposed budget had a surplus of 18,117.00 that needed to be distributed. Rod MacInnis requested an increase in the Remuneration for the Water Commission. He stated that he felt that it should be \$2000.00 for each commissioner per year and \$2500.00 for the chair per year. Dave Chaulk stated that he had a problem with anyone giving himself/herself a raise. Terry Silver will check with other Water units to see what they pay their commissioners, and the Water Commission will discuss this at the next regular meeting.

**Correspondence from Port  
Williams:**

At the April meeting, Terry Silver was asked to get clarification from Port Williams as to the funding which was referred to in their letter. Diane Hancock informed her that it was mostly for gas tax. Terry Silver stated that Mrs. Hancock has advised her that the County of Kings will not discuss anything concerning gas tax until they have more information.

**Peter Pothier's Monthly Report:**

Superintendent of Public Works, Peter Pothier, presented his monthly report (attached to original minutes)

**It was moved Rod MacInnis, seconded by Sherry Swanburg that the Superintendent's report be approved as circulated. MOTION CARRIED**

**Other Business**  
**Mike Zwicker, Curb Stops**

Chair Lockhart stated that she had a call from Mr. Zwicker about the curb stop for his property. Mr. Pothier stated that he also spoke with Mr. Zwicker and informed him that it would be possibly two weeks before they were able to have that service dug out. He explained that they have a vacuum truck coming in to clean out around the services in order to fix them. Mr. Pothier stated that they are scheduled for tomorrow, weather permitting

**Request for water and sewer service:**

Richard Kozlowski sent a letter requesting the Water Commission consider extending their water and sewer services, to the residents on Prospect Rd. He stated that this portion of Prospect Rd. was the only place in New Minas District without water and sewer services. Rod MacInnis suggested that the Water Commission apply for infrastructure funding for this project and have Doug Seamone give the commission an updated estimate of cost.

**ADJOURNMENT**

Dave Chaulk moved for adjournment at 8:00 p.m.

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**Linda Lockhart, Chair**

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**Lynn Spencer, Admin. Assistant**