

VILLAGE OF NEW MINAS
TRANSPORTATION ADVISORY COMMITTEE
September 20, 2005
7:00 p.m.
Conference Room, Village Office

The first meeting of the Village of New Minas Transportation Advisory Committee was held on September 20, 2005 in the Conference Room of the Village Office at 7:00 p.m..

In Attendance: Dave Chaulk, Commission Chair
Linda Lockhart, Commission Vice-Chair
Les Barrett, Commissioner
Pat Saulnier, Citizen Member
Gordon Silver, Citizen Member
Peter Pothier, Superintendent of Public Works
Terry Silver, Clerk Treasurer
Jack Hersey, Resident and Member of Citizen Patrol

CALL TO ORDER – Village Chair Dave Chaulk

Village Chair Dave Chaulk called the meeting to order, and welcomed citizen members Pat Saulnier and Gordon Silver, as well as Commission members Vice-Chair Linda Lockhart and Commissioner Les Barrett to the first meeting of the newly formed Transportation Advisory Committee

APPROVAL OF AGENDA – September 20, 2005

It was moved by Village Commissioner Barrett, seconded by Village Commission Vice-Chair Lockhart, that the Agenda be approved as presented. MOTION CARRIED unanimously.

ELECTION OF OFFICERS:

1. Chair

Village Chair Dave Chaulk called for nominations for Chair of the Transportation Advisory Committee Chair.

- Village Vice-Chair Lockhart nominated Member Pat Saulnier. Mr. Saulnier declined
- Village Vice-Chair Lockhart nominated Member Gordon Silver. Mr. Silver declined.
- Village Vice-Chair Lockhart nominated Village Commissioner Les Barrett.

There being no other nominations, Village Commissioner Les Barrett accepted the nomination and was appointed Chair.

2. Vice-Chair

Chair Barrett called for nominations for Vice-Chair of the Transportation Advisory Committee.

- Village Vice-Chair Lockhart nominated Member Pat Saulnier as Vice-Chair of the Transportation Advisory Committee.

There being no other nominations, Member Pat Saulnier accepted the nomination and was appointed Vice-Chair.

NEW BUSINESS

1. Terms of Reference for Committee

It was moved by D. Chaulk, seconded by L. Lockhart, that it be recommended to the Village Commission that the Terms of Reference as submitted by T. Silver be adopted, with the following changes:

- (a) *Item 12(b) to be changed to read: "The Transportation Advisory Committee shall appoint the Chair and Vice Chair. Any member of the Transportation Advisory Committee is eligible to serve as Chair."*
- (b) *Item 11 be changed to read: "The Committee shall hold monthly meetings, on the second Tuesday of each month. In the event of that Tuesday being a holiday, the meeting shall be held the next day."*

MOTION CARRIED unanimously

The Terms of Reference of the New Minas Transportation Advisory Committee are attached to these original minutes.

2. Aalders Avenue – Safety Concerns

L. Lockhart stated that the Commission has heard concerns regarding the increased vehicular traffic, the excessive speed of this traffic, and subsequent dangers to pedestrians, on Aalders Avenue. She suggested that speed bumps may be an option for Department of Transportation to consider.

Mr. Jack Hersey of the Citizens Patrol requested permission of the Chair to speak. He cited numbers from patrols carried out by his organization and discussion took place. Although it appeared that several speeders were detected in most of the surveys, the majority of the vehicular traffic was within the speed limit.

It was moved by D. Chaulk, seconded by L. Lockhart, that it be recommended to the Village Commission of New Minas to hire a person for 8 hour shifts for a designated number of days to monitor vehicular and pedestrian traffic on Aalders Avenue. MOTION CARRIED unanimously

3. Note from Nancy Cornu – Commissioner Barrett

Chair Barrett advised he had received a letter from Nancy Cornu, Evergreen Avenue. Ms. Cornu outlined concerns she has with that street being one of the last streets plowed, and she complained about the sidewalk snow removal. Chair Barrett stated that he explained the DOT process to Ms. Cornu. Chair Barrett stated he will pass the letter along to the Clerk Treasurer for a response.

4. Crosswalks and the Village’s Relationship with Department of Transportation

Discussion ensued with regard to communication the Clerk and Superintendent of Public Works have had of late with the Department of Transportation. In particular, the Committee discussed a meeting which was held on September 9th, 2005 (notes of that meeting attached to original minutes).

It was moved by L. Lockhart, seconded by G. Silver, that it be recommended to the Village Commission that a letter be written to Mr. Brian Ward of the New Minas DOT base requesting any information outlining the obligations and liabilities of the Village of New Minas regarding crosswalks and other DOT-owned property. A copy of this letter will also be forwarded to David Morse, MLA. MOTION CARRIED unanimously

PUBLIC DISCUSSION PERIOD

ADJOURNMENT

On motion of L. Lockhart, the meeting adjourned.

L. Barrett, Chair

T. Silver, Clerk Treasurer

VILLAGE OF NEW MINAS
TRANSPORTATION ADVISORY COMMITTEE
TERMS OF REFERENCE

2. The Village Commission of New Minas hereby establishes an Advisory Committee to be known as the ***TRANSPORTATION ADVISORY COMMITTEE***, which shall advise the Commission on matters of transportation.
3. The Committee shall be composed of five (5) members, who shall be appointed by the Commission, as follows:
 - (a) Commission Chair
 - (b) Two Commissioners
 - (c) Two citizen members
4. The Commissioners appointed to the Committee by the Commission Chair shall hold office for one year from the date of their respective appointments.
5. Citizen members of the Committee shall hold office for a period of two years from the date of their respective appointment.
6. Any member of the Committee is eligible for reappointment.
7. A member appointed under clause (b) of Section 2, who ceases to be a member of the Commission, shall cease to be a member of the Committee.
8. A member appointed under Clause (c) of Section 2, who ceases to be a resident of the Village, shall cease to be a member of the Committee.
9. The Village Commission shall, within two months, fill a vacancy on the Committee and the person appointed may serve the remainder of the term of the office of the person replaced.
10. The Committee shall be responsible to the Commission and shall report to it at its regular meetings through the Chairperson of the Committee.
11. The Committee shall hold monthly meetings, on the second Tuesday of each month. In the event of that Tuesday being a holiday, the meeting shall be held the next day.
12. Full minutes of all discussions and recommendations of the Committee shall be kept.

13. Three or more members shall constitute a quorum.
 - (a) Special meetings may be called on twenty-four hours notice by the chairperson, and must be called if requested by three members of the Committee.
 - (b) The Transportation Advisory Committee shall appoint the Chair and Vice Chair. Any member of the Transportation Advisory Committee is eligible to serve as Chair.
 - (c) The Chairperson shall preside at all meetings but, in his/her absence, the Vice-Chairperson, or a member appointed at the meetings, shall preside.
 - (d) The Chairperson shall have a vote on any question, and in the event of a tie, the motion shall be lost.
 - (e) The Committee may appoint sub-committees to deal with any special matters coming within the powers and jurisdiction of the Committee.
14. The Committee shall operate as a consulting and recommending body to the Commission in order to assist the Commission in its decisions regarding transportation and highways-related issues within the Village of New Minas.
15. The Committee shall make annual reports to the Commission, which may be requested by the Commission and any other reports, which may be requested by the Commission from time to time.
16. Neither the Committee nor any member thereof shall have the power to pledge the credit of the Village, or to authorize expenditures on behalf of the Village, in connection with any matter whatsoever.