

## **New Minas Village Commission**

### ***Minutes of Meeting***

**July 14, 2003**

**In Attendance**

*Chair Ted Nicholson  
Vice Chair Marvin Messom  
Sherry Swanburg  
Dave Chaulk*

*Heidi Foshay-Kimball, Solicitor*

**Meeting Called to Order**

*Chair Nicholson called the meeting to order. There were seven members of the public in attendance.*

**Approval of minutes**

***On motion of Commissioner Messom and seconded by Commissioner Swanburg, the minutes of the Commission meeting June 6, 2003 be approved as circulated. Motion carried.***

**Presentation of Sign Lions Club**

*Maynard Stevens, Past President of the New Minas Lions Club presented the Village Commission with a Crime Stopper sign.*

**Recreation Committee Report**

*Commissioner Chaulk presented the report of the Committee, attached to the minutes.*

*Commissioners Chaulk and Swanburg indicated that the Committee discussed the matter of a beer tent for Celebration Days, and wants feedback from the Commission.*

***On motion of Marvin Messom, seconded by Dave Chaulk the Village Commission will not support a beer tent for Celebration Days 2003. Motion Carried***

***On motion of Dave Chaulk, seconded by Marvin Messom the report of the Recreation Committee be approved. Motion Carried,***

**Water and Sewer Commission Report**

*Commissioner Messom reported that the Commission has approved the Occupational Health and Safety recommendations. He advised the commission that meters will be estimated in June and December and read in March and September. He reported that overdue water accounts are being collected and that approximately \$12,000 is outstanding in arrears.*

***On motion of Marvin Messom, seconded by Sherry Swanburg the report***

*of the Commission be approved. Motion Carried.*

**Area      Advisory  
Committee**

*Commissioner Swanburg reported that no meetings of the Committee have been held, but that she has arranged a meeting with Municipal planning staff to review the role and responsibility of the Committee.*

**Barron Drive**

*Commissioner Messom reported that he and Commissioner Merrill had a meeting with Department of Transportation. The Department will attempt to include the teeing of Barron Dr. with Commercial Street in the 2004/2005 budget. He reviewed the issue of the need to review our crosswalk and traffic signal systems. It was agreed that Mr. Bierens be invited to the next meeting of the Commission to discuss a long range traffic plan for Commercial Street.*

***On motion of Marvin Messom and seconded by Sherry Swanburg the report be accepted. Motion carried.***

**Approval of accounts**

***On motion of Marvin Messom and seconded by Dave Chaulk the accounts as presented be approved. Motion carried.***

**UNICEF      Golf  
Tournament**

*A letter was read from UNICEF requesting a donation to their annual fund raising golf tournament.*

***On motion of Sherry Swanburg and seconded by Marvin Messom the Village donate \$200 to sponsor a hole for the golf tournament. Motion carried.***

**Draft Meetings and  
Procedure Policy**

*The Clerk Treasurer tabled a draft policy to be discussed at the next meeting of the Commission.*

**Service Recognition  
Policy**

*A Service Recognition Policy was presented for consideration.*

***On motion of Marvin Messom and seconded by Dave Chaulk the attached policy be approved effectively immediately. Motion carried.***

**Licensing of Petty  
Traders Bylaw**

*The Clerk Treasurer reported that the bylaw had passed second reading and is now in effect for the Village. The Clerk Treasurer suggested that a transition period be permitted for pedlars to make application. It was agreed that the Village should follow the recommendation of the Municipality Development Officer to receive comments from the Municipality and Department of Transportation relative to land use and street infractions, prior to approving all permits.*

**Signs for service clubs**

*The Clerk Treasurer presented a report from the Maintenance Foreman relative to the two signs at the entrances of the Village on Highway 1.*

*There is some interest in an additional sign, if the current ones are not available for use.*

***On Motion of Marvin Messom and seconded by Sherry Swanburg that staff prepare a report including cost estimate, potential sites, and potential uses of the signs. Motion carried.***

**Flower Cart crosswalk** *The Clerk Treasurer reported that a response has been received from the Department of Transportation, approving specifications and location of a crosswalk in front of the new Flower Cart location. Staff were asked to prepare a cost estimate for the next Commission meeting.*

**Sidewalk repairs** *Commissioner Messom advised that the snow removal contractor has prepared a list of locations in the village where maintenance is required on sidewalks. The Clerk Treasurer advised that Mr. Seamone is requested to prepare a cost estimate for the repairs for consideration of the Commission.*

**Adjournment** *The meeting adjourned at 8:00 P. M.*

**APPROVED**

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*Chairman*

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*Clerk Treasurer*