

New Minas Village Commission

MINUTES OF MEETING

June 6, 2003

In Attendance

Chair Ted Nicholson
Vice Chair Marvin Messom
Sherry Swanburg
Dave Chaulk
Wayne Merrill

Heidi Foshay-Kimball, Solicitor

Meeting Called to Order

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

Approval of minutes

On motion of Commissioner Merrill and seconded by Commissioner Messom, the minutes of the Commission meeting May 12, 2003 be approved as circulated. Motion carried.

Fire Department Purchasing and Reporting

THE CLERK TREASURER PRESENTED A REPORT REGARDING HIS DISCUSSIONS WITH CHIEF REDMOND.

On motion of Commissioner Swanburg and seconded by Commissioner Messom the Fire Department be requested to attend and present a report to the Village Commission on a quarterly basis beginning September 30. Motion carried.

On motion of Commissioner Messom and seconded by Commissioner Swanburg the Fire Department be required to comply with the Village Commission Purchasing and Tender Policy and the Clerk Treasurer assist in a transition period. Motion Carried.

Consolidated Bank Accounts Royal Bank

A report was tabled by the Clerk Treasurer reporting on the authority to combine the water and general fund bank accounts to save on interest charges.

On motion of Commissioner Merrill and seconded by Commissioner Messom, the Clerk Treasurer be given the authority to consolidate the bank accounts. Motion carried.

Computer Purchase Secretary

The Clerk Treasurer presented a report on the quotes received for a new computer for the Secretary.

On motion of Commissioner Messom and seconded by Commissioner Chaulk authority be given to purchase a Proteva computer from Staples for \$1145. Motion carried.

Approval of Accounts

On motion of Commissioner Messom and seconded by Commissioner Merrill the accounts totaling \$108,980.82 as per the list attached be approved. Motion carried.

Purchasing and Tender Policy

The Commission reviewed the draft policy that was circulated at the May 12 meeting.

On motion of Commissioner Merrill and seconded by Commissioner Swanburg the Purchasing and Tender Policy be approved as presented with the following amendments:

1. Add the following to the last bullet under “Purchasing Authority” clause – The Department Head must approve the invoice under this section.
2. Add the following to clause 1 of the “Public Tender Process” clause – The Chief Administrator will be consulted prior to engaging the service of outside resources.
3. Delete part 2 of the “Surplus Material” clause. (Intends to disallow employees and Commissioners to purchase surplus goods).

Motion Carried.

Approval of Stipend

On motion of Commission Messom and seconded by Commissioner Merrill the stipends for the quarter April 1 to June 30 be approved with the appropriate stipends prorated due to elections. Motion Carried.

RCMP Presentation

Inspector in Charge of the Kings Detachment David Brown and Const. Gary Smith presented an overview of the activities of the RCMP in the Village of new Minas. Insp. Brown suggested at a future meeting that the Commission assist the detachment in designing future policing strategies and identify problems in the area. A copy of the report is on file in the Village office.

Appointments to Committees

The Chairman presented his nominations for members of the Committees as requested at a previous meeting. Commissioner Swanburg inquired why she was not put on the Recreation Committee, as this was her initial request.

On motion of Commissioner Chaulk and seconded by Commissioner Messom the Commission move into camera. Motion Carried.

Upon the return from in camera:

On motion of Commissioner Merrill and seconded by Commissioner Swanburg the Committees are approved as attached to the minutes. Motion carried.

Barron Dr.
Commercial Street

A report from the Clerk Treasurer was presented with regard to an inquiry from Mr. Ken Barron asking the Village to determine the position of Department of Transportation and Public Works relative to teeing Barron Dr. with Commercial St. It was suggested that the local Department engineer be requested to provide a response.

On motion of Commissioner Swanburg and Commissioner Chaulk Commissioners Merrill and Messom meet with the Department and bring the response to the next meeting. Motion Carried.

Funding request –
Horton United
Basketball Teams

Correspondence was read from the team requesting financial support in their travel to Ancaster, Ontario.

On Motion of Commissioner Swanburg and seconded by Commissioner Messom that the Village donate \$500. to the team, and that members of the team be requested to assist the village in a project. Motion Carried.

Peddler By Law

Councillor Watters reported that the by law has received first reading at Municipal Council and it will have second reading at the June Council meeting.

Award Tender ACL
Construction

A report was presented by the Clerk Treasurer regarding the construction of the soccer fields in Lockhart Ryan Park.

On motion of Commissioner Messom and seconded by Commissioner Swanburg the contract for the project be awarded to the lowest tender ACL Construction for 91699.85, including HST, as recommended by Hiltz and Seamone. Motion carried.

Recreation and
Wellness Facility

Correspondence was read from the Steering Committee requesting the Commission to make a commitment of \$3,000,000 toward construction of the facility in order for the project to proceed with the School Board. The letter is on file.

The Clerk Treasurer reported that he had met with Gerald Giddens, member of the Steering Committee and Stewart Jamieson, Annapolis Valley Regional School Board to discuss the project. He suggested that there are a number of topics that should be addressed prior to making a

financial commitment to the project, and recommended that the Commission pass a resolution in support of the project, but that would realize the issues to be addressed.

On Motion of Councillor Chaulk and seconded by Commissioner Swanburg that the Village Commission continue to support the concept of a community school for the New Minas Elementary School as a result of the recent announcement of modifications to the school,

And further, the Steering Committee continue to determine with the other partners a design and cost estimate for the project,

And further, the Village Commission recognizes that it may be responsible for a financial commitment to the project, and that the Commission will require the formal support of the taxpayers of the village,

And further, it is understood that the Village Commission will require a financial implication report to determine the financial feasibility to the taxpayers of the Village,

And further, the Village Commission consult with the Steering Committee as to the fund raising models available to raise the necessary financial commitment to be made by the Village Commission.

And further, a meeting be arranged with the Steering Committee to discuss the outstanding issues. Motion carried.

Crosswalk Signs

Commissioner Messom advised that a new crosswalk sign is required at the Flower Cart. All crosswalk signs must meet new standards by 2005, and he suggested that the Village carry out the necessary modifications from this year until 2005. Commissioner Merrill indicated that the Village has received approval under the Canada/Nova Scotia Infrastructure Program for three signs.

**Time of Monthly
Commission Meeting**

On motion of Commissioner Merrill and seconded by Commissioner Messom it is recommended that the time of the regular monthly meeting be changed to 7:00 PM. Motion carried.

APPROVED

Chairman

Clerk Treasurer