

The Clerk calls the meeting to order

Election of Chair, Deputy Chair and Committee Selection

Review and Approval of Minutes of May 17, 2005

Review and Approval of the Agenda, Call for New or Other Business

Miscellaneous Business Including Delegations

MADD Nova Scotia

Business Arising out of Minutes

Capital Budget

Smoking at 69 Pictou Road

Bill 191 - Business Occupancy Tax

Draft Engineering Proposal Call

Review of Correspondence

Nova Scotia Provincial Exhibition Commission; Annual General Meeting June 22<sup>nd</sup>

NSTPW; catch basin repairs Meadowland Avenue

Glenn MacKenzie - repairs to driveway entrance

Reports of Commissioners, and Clerk and Treasurer

The Accounts

New Business

Backstop at Popular Drive Park

UNSM Study Fair and Equitable Funding

UNSM Conference October 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>

Canada Day Schedule

Distribution Policy Bible Hill Pins

Transfer Agreement CN right of way Bible Hill to Truro

2005/06 Meeting Schedule

Adjournment

In-Camera Session: Property Issue, Personnel issues & Crosswalk Installation Pictou Road

The regular monthly meeting of the Village of Bible Hill was held on June 21, 2005 at 7:00 pm; in the Village Hall, 69 Pictou Road.

The Clerk and Treasurer called the meeting to order at 7:00 pm.

Present: Commissioner Blair, Commissioner Burke, Commissioner Hilliard and Commissioner McLean.

Staff: Robert Christianson, Clerk and Treasurer; Ms. Miller, Solicitor and Mrs. Ogden, Recording Secretary.

- Election of Chair, Deputy Chair and Committee Selection

The Clerk reported on the outcome of the nomination period for the two positions of Village Commissioner. Only Christine Blair had filed nomination papers; she has been elected to the office of Commissioner by acclamation, the Clerk confirmed that Commissioner Blair has been duly sworn into office.

A special election has been called for the remaining seat, nomination period June 16 to June 23 and Election Day July 9.

The Clerk outlined the election procedures for the office of Chair and Deputy Chair. Each Commissioner is eligible to vote for the Commissioner of their choice by ballot. The Clerk will draw from the ballot box if a tie of votes occurs, and the name drawn will be the Chair or Deputy Chair of the commission. The Commissioners agreed to appoint the Solicitor and Recording Secretary as scrutinizers.

Vote result for office of Chair: tie vote between Commissioner Blair and Commissioner Hilliard. The Clerk withdrew the name of Rick Hilliard.

The election of Deputy Chair: Commissioner Blair was elected but declined the office; a second ballot was held and Commissioner Burke was elected as Deputy Chair.

Chair	Rick Hilliard
Deputy Chair	Tom Burke

### Major Committees

#### Finance and Audit Committee

The Finance Committee and Audit Committee is a full committee of the commission. The role of the committee is to oversee budget development, review the audited reports, and supervise village expenditures. All commissioners and the clerk have signing authority, cheques require two signatures.

#### Protective Services

Chair	Vacant
Deputy Chair	Christine Blair

The Protective Services Committee oversees the Village's responsibility for the fire brigade, Bible Hill Safety Advisory Committee and the school crossing guard program. As well, this committee acts as a liaison with the RCMP.

Environmental Services

Chair	Christine Blair
Deputy Chair	Sharon McLean

The Environmental Services Committee is responsible for water systems, sewer systems, storm water drainage, urban forest and general environmental protection/development in our community.

Transportation Services

Chair	Sharon McLean
Deputy Chair	Tom Burke

The major responsibilities of this committee are the maintenance and improvements to sidewalks and other transportation issues.

Recreation & Cultural Services

Chair	Tom Burke
Deputy Chair	Vacant

The Recreation Committee is responsible for the development and management of recreational and cultural activities in the community. The Chair sits on the Parks & Recreation Committee, which has been developed to assist the village with the management of recreation programs and facilities.

**Other Committees**

Municipal Boundaries Committee

Chair	Christine Blair
Deputy Chair	Sharon McLean

The original function of the committee was to oversee the village's boundaries with the County of Colchester and review the sharing of services between local municipal units.

By-Law Committee

Village Chair	Rick Hilliard
Village Deputy Chair	Tom Burke
Solicitor	Jill Miller
Clerk and Treasurer	Robert Christianson

The By-Law Committee implements, reviews, and provides support services to the commission on village by-laws.

Personnel Committee

Village Chair	Rick Hilliard
Village Deputy Chair	Tom Burke
Clerk and Treasurer	Robert Christianson

The Personnel Committee oversees the implementation and development of personnel policies and employment guidelines for village staff.

### External Committees

Chamber of Commerce	Rick Hilliard
---------------------	---------------

Commissioner Hilliard took the chair.

Review and approval of minutes of May 17<sup>th</sup>, 2005.

On motion of Burke and seconded by Blair that the minutes of May 17<sup>th</sup> be approved with the following amendment: in Deputy Chairman Hilliard's report to read the Commission agreed to have the Parks and Recreation Committee discuss the disposal of this property at their next meeting.

Motion carried.

Review and approval of agenda, call for new or other business

On motion of Blair and seconded by Burke that the agenda be approved with the additions of: election of chair, purchase of thermal imaging camera, Truro Selects sponsor request, request of Bible Hill pins from Fraser Road United Church, Village Hall Caretaker under personnel issues and transfer the crosswalk installation Pictou Road to the in-camera session.

Motion carried.

Miscellaneous business including delegations

- MADD Nova Scotia

Ms. Foster-Alfred made a presentation to the Village Commission on MADD Cobequid and requested funding for their organization from the Village. The commission agreed to review the funding request at the committee meeting in July.

Business Arising out of Minutes

- Capital Budget

On motion of Blair and seconded by McLean that the Village approve the capital budget as outlined.

Motion carried.

The commission agreed that the Clerk draft a letter to the County outlining our interest to apply for the infrastructure funding grant and also to include a copy of our five year capital budget. The Clerk will bring the draft letter to the August meeting.

Village of Bible Hill  
 Regular Monthly Meeting  
 June 21, 2005

	2005	2006	2007	2008	2009	2010	2011
Operating Fund	61,000	300,000	225,000	300,000	300,000	263,000	300,000
Reserve Fund		133,000		198,000	163,000		63,000
Infrastructure Fund		300,000	293,000				
Borrowing							
Other							
Total Revenue	61,000	733,000	518,000	498,000	463,000	263,000	363,000
Fire Vehicle				400,000		200,000	
Maintenance Equipment	3,000	13,000	13,000	13,000	3,000	3,000	3,000
Maintenance Vehicles				25,000			
Recreation Facilities	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Office Equipment	3,000	5,000	5,000	5,000	5,000	5,000	5,000
Fire Equipment	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Total Base Expenditures	61,000	73,000	73,000	498,000	63,000	263,000	63,000
Office Building		275,000					
Sidewalk		135,000			400,000		300,000
Water System Expansion			445,000				
Sewer Replacement		250,000					
Total Additional Expenditures		660,000	445,000	0	400,000	0	300,000
Total Capital Expenditures		733,000	518,000	498,000	463,000	263,000	363,000
Balance	0	0	0	0	0	0	0
Reserve Funds							
Fire Vehicle	60,000	107,800	155,600	5,400	53,200	101,000	148,800
Maintenance Vehicle	20,000	30,000	40,000	50,000	60,000	70,000	80,000
General	101,000	257,200	124,200	199,200	199,200	36,200	73,200
Transfer from Operating			75,000			37,000	

Long Term Debit							
Principal Payments	36,000	36,000	36,000	36,000	36,000	36,000	36,000
Interest Payments	6,998	6,255	5,467	4,635	3,758	2,858	1,935

- Smoking at 69 Pictou Road

The Clerk reported that he has received verbal confirmation from Ms. McMullen (Colchester Health Authority) that the fire brigade are exempt of the current smoking legislation. The Clerk has requested this in writing.

On motion of Blair and seconded by Burke that the smoking at 69 Pictou Road issue be tabled until the August meeting.  
 Motion carried.

- Bill 191 - Business Occupancy Tax

The Clerk reported that Bill 191 allows for Villages to charge a commercial tax rate of 1.5% of the residential rate allowing the Villages to make up for loss revenues from the elimination of the Business Occupancy Tax. The Clerk suggested that he Village Commission consider gradually implementing the tax rate on commercial properties as revenue from the Business Occupancy Tax decreases.

- Draft Engineering Proposal Call

The Clerk outlined the engineering proposal call to the commission for sidewalk and sewer replacement on Main Street. The commission agreed to make application to the Nova Scotia Capital Assistance Program for cost sharing of the project. The engineering proposal call will be presented for approval at the August meeting.

Review of Correspondence

- Nova Scotia Provincial Exhibition Commission; Annual General Meeting

Chair Hilliard will attend the Nova Scotia Provincial Exhibition Annual General meeting on June 22<sup>nd</sup>, 2005 on behalf of the commission.

- NSTPW; catch basin repairs Meadowland Avenue

Nova Scotia Transportation and Public Works is aware of the catch basin problems on Meadowland, they will monitor the structure and patch as needed. The commission agreed to draft a letter to the Honourable Jamie Muir concerning the on-going problem with catch basins throughout the Village. The Clerk is to photograph the basins. As well the Clerk is to write to NSTPW regarding the deteriorating wooden catch basins at various locations around the village.

- Glenn MacKenzie- repairs to driveway entrance

The commission agreed to obtain a price from Will-Kare Paving to repair the driveway entrance to 559 College Road. The commission will discuss his request further at the committee meeting in July. The Clerk will send an acknowledgment letter to Mr. MacKenzie.

Reports of Commissioners, and Clerk and Treasurer

- Commissioner Blair

Commissioner Blair outlined various events she attended on behalf of the Village of Bible Hill during the months of May and June as Chairwoman.

- Commissioner McLean

Commissioner McLean reported that Farnham Road sidewalk is completed. The driveway entrance issue was resolved for 186 Pictou Road, the overhead crosswalk materials will take approximately 8-10 weeks for delivery. On June 7<sup>th</sup>, Commissioner Mclean attended the Ribbon Cutting Ceremony for the Canadian Centre for Fur Animal Research at the NSAC. She also attended the World Harmony Run at Bible Hill Central School on June 15<sup>th</sup>.

- Deputy Chairman Burke

Deputy Chairman Burke reported that the brigade inspected the hydrants for improper threads, 20 out of 42 hydrants cannot be connected, at the NSAC 5 out of 18 and 8 out of 9 at the Agri-Tech Park. The Safety Advisory Committee hosted their bike rodeo in May with only 57 children in attendance. The committee also agreed to hold future meetings at 6:30 rather than 7:00pm.

Deputy Chairman Burke also reported that Cst. Al Hanlon, our Community Policing Coordinator will be retiring at the end of the month. The commission agreed to present Cst. Hanlon with a plaque and a thank you card.

- Chair Hilliard

Chair Hilliard reported that the Village currently has 40 parade entrants registered for the parade. Dr. Phillip Hicks, president of the NSAC will be this years Parade Marshall. Opening ceremonies will take place at 12:00 noon with the National Anthem, followed by the Chairs welcome and cutting of the cake. The recreation park activities include various stage entertainments, Magician Patrick Drake, inflatables, children's activities and face painting. He also attended an evaluation meeting of the Tulip Festival on June 7<sup>th</sup> on behalf of the Village. Chair Hilliard also attended the Scotia Pool Annual General Meeting. Concerns about no attendance to their meetings and day camps were discussed.

- Clerk and Treasurer

The Clerk distributed the financial statements for May 2005. A discussion was also held regarding beer tents at the Airport Field. The commission agreed to review the current beer tent policy at the August meeting. The Clerk will distribute a copy of our current policy to the solicitor.

The Accounts

On motion of Burke and seconded by McLean that the accounts be approved as presented.

Motion carried.

New Business

- Backstop at Poplar Drive Park

Commissioner Blair has received a request from a resident to install a backstop at Poplar Drive Park for the children who play ball. A discussion was held. The commission agreed to forward this request to our Parks and Recreation Committee. The commission will also look at the site prior to the August monthly meeting.

- UNSM Study Fair and Equitable Funding

UNSM has recommended to the Provincial Government that the Federal Fuel Tax be directed to Municipalities only and to exclude Villages. An executive summary has also been provided in the document. The Commission was asked to review the document for future discussion.

- UNSM Conference October 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup>

The Clerk will book rooms at Cambridge Suites in Halifax for Chair Hilliard, Commissioner Blair and Commissioner McLean.

- Canada Day Schedule

The Action on the Hill has been distributed to the commission. The commission are asked to arrive at 10:00 am at St. David's Avenue. The opening Ceremonies begin at the Bible Hill Recreation Park at 12:00 noon. Deputy Chairman Burke will be unable to attend the parade but will be at the opening ceremonies.

- Distribution Policy Bible Hill Pins

The commission will outline a policy at the August meeting for pin distribution.

- Bible Hill pins request from Fraser Road United Church

The Commission agreed to charge a 0.30 fee for each pin plus any additional shipping charges to the Fraser Road United Church. Commissioner Blair will forward a list to the Clerk outlining United Churches in our area. The Clerk will update the Village website to include a church index and will forward the church list to Fraser United Church.

- Transfer Agreement CN right of way Bible Hill to Truro

The Clerk reported that the transfer agreement is to transfer the right of way for the water utility into the Town of Truro's name.

On motion of Blair and seconded by McLean that the Village proceed with the transfer agreement with CN to change the right of way from the Village Bible Hill to the Town of Truro.

Motion carried.

- 2005/06 Meeting Schedule

July 9, 2005	Special Election	
July 12, 2005	Committee Meeting	
August 9, 2005	Committee Meeting	
August 16, 2005	Regular Monthly Meeting	
September 13, 2005	Committee Meeting	

September 20, 2005	Regular Monthly Meeting	
October 11, 2005	Committee Meeting	
October 18, 2005	Regular Monthly Meeting	
November 8, 2005	Committee Meeting	Budget Meeting Transportation Services
November 15, 2005	Regular Monthly Meeting	
December 13, 2005	Committee Meeting	Budget Meeting Environmental Services
December 20, 2005	Regular Monthly Meeting	
January 10, 2006	Committee Meeting	Budget Meeting Recreation Services
January 17, 2006	Regular Monthly Meeting	
February 14, 2006	Committee Meeting	Budget Meeting Protective Services
February 21, 2006	Regular Monthly Meeting	
March 14, 2006	Committee Meeting	
March 21, 2006	Regular Monthly Meeting	Adoption of the Budget
April 11, 2006	Committee Meeting	
April 18, 2006	Regular Monthly Meeting	
May 9, 2006	Committee Meeting	Audit Meeting
May 16, 2006	Regular Monthly Meeting	
June 5, 2006	Annual Meeting	
June 10, 2006	Election Day	
June 13, 2006	Committee Meeting	
June 20, 2006	Regular Monthly Meeting	

- Election of Chair

The Commission agreed to have the Clerk inquire with other municipalities regarding their policy for electing the chair; he will also inquire with municipalities that have the warden unit. It was also discussed to bring this matter up during the next Association of Nova Scotia Villages meeting.

- Association of Nova Scotia Villages

The Village will be registering the Association of Nova Scotia Villages this week. Commissioner Blair is the Chair of the Association. The Association is currently trying to set up a meeting with Barry Barnett to discuss the Federal Fuel Tax. The first annual meeting of the Association of Nova Scotia Villages is scheduled for September 24<sup>th</sup> in New Minas.

- Purchase of Thermal Imaging Camera

The commission reviewed the quote provide by Cardinal Fire & Safety for a thermal imaging camera.

On motion of Blair and seconded by Burke that the Village purchase the Cairns Viper thermal imaging camera from Cardinal Fire & Safety for \$15,684.85 including HST.

Motion carried.

- Truro Selects sponsor request

The Commission agreed not to sponsor the Truro Selects and purchase and ad in their program. The Clerk will contact the Truro Selects.

Meeting adjourned for an in-camera session at 10:00 pm by Deputy Chair Burke.

The Commission entered into an in-camera session committee of the whole regarding personnel issues and property issues.

On motion of Commissioner McLean that the in-camera session be adjourned.

#### Property Issue

It was agreed to proceed to sell the two walkways on Somerset Drive (located between lots 80 & 81 and lots 88 & 89):

- (a) the properties in question will be offered to the abutting property owners only
- (b) letters of notification will be sent out to the other residents of Somerset Drive

#### Personnel Issues

On motion of Blair and seconded by Burke that the term employment position for the Parks and Recreation Director be ended effective September 1, 2005 at the time the Director will be offered a fulltime position at a salary level two, at the anniversary of employment (February 21, 2006) the salary level will be increased to level three.

Motion carried.

#### Finance Officer

It was agreed to increase the salary level of the Finance Officer to level two.

#### Crosswalk Installation Pictou Road

It was agreed that the Village requires that the consulting engineer provide an engineering stamp on the project plans.

#### Village Hall Caretaker

The Clerk and Treasurer presented information on staffing of a part-time hall caretaker position. This issue will be placed on the July committee meeting agenda.

It was agreed that the School Crossing Guard hours would be reviewed at the July Committee Meeting.

On motion of Deputy Chair Burke that the meeting be adjourned; the meeting adjourned at 10:55.

---

A. Ogden  
Recording Secretary

---

Richard Hilliard  
Chair