

Village of Bible Hill
Regular Monthly Meeting
February 20, 2007

1. Call to order
2. Approval of the Minutes of December 19, 2006
3. Review and approval of agenda, call for new or other business
4. Miscellaneous business including delegations
5. Business from the Minutes
 - A Canada Day Schedule - Canada Day falls on Sunday July 1st
6. Review of Correspondence
 - A Provincial Volunteer Awards - April 10 Westin Nova Scotian Hotel
 - B Pam Macintosh - development proposal
7. Reports of Commissioners, and Clerk and Treasurer
8. The Accounts
9. New Business
 - A Walkway lawn at 69 Pictou Road
 - B Truro and District Slo-Pitch Association Contract
 - C Chamber of Commerce Business Achievement Award
10. In Camera Committee of the Whole - Personnel Issues
11. Adjournment

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*Moved by Burke
 Seconded by Hilliard*

*"That the tax rates for fiscal year 2007 - 2008 be set at the following:
 residential rate 65 cents (which includes a sewer rate of 17 cents) and a
 commercial rate 76 cents."*

Motion Carried

*Moved by Burke
 Seconded by McLean*

"That the budget for fiscal year 2007 - 2008 be approved."

Motion Carried

	2007 Budget	2007 Y.E.P.	2008 Budget
Revenues			
taxes	1,249,000	1,249,444	1,335,300
grants in lieu of taxes	214,000	254,779	241,700
revenue from own sources	49,000	56,415	61,100
conditional transfers	141,000	305,759	250,500
	<u>1,653,000</u>	<u>1,866,397</u>	<u>1,888,600</u>
Expenditures			
general government services	370,000	400,330	375,100
protective services	189,400	209,779	170,800
transporation services	286,000	281,403	245,300
environmental services	172,600	150,500	166,800
recreation and cultural services	180,000	175,428	189,100
capital expenditures	348,000	530,818	450,000
fiscal services	107,000	117,053	291,500
	<u>1,653,000</u>	<u>1,865,311</u>	<u>1,888,600</u>
net revenue (expenditures)	<u>0</u>	<u>1,086</u>	<u>0</u>

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		2007 Budget	2007 Y.E.P.	2008 Budget
110000	real property	1,235,000	1,235,444	1,321,300
110001	n.s.p.e. commission	14,000	14,000	14,000
121000	provincial property	55,800	88,270	83,000
121001	federal property	6,400	7,263	7,200
121002	province of n.s.	106,000	112,813	104,000
121003	col. east hants school board	12,000	12,494	12,500
121004	provincial fire protection grant	33,800	33,939	35,000
147001	programming revenue	2,500	2,500	2,500
147002	canada day revenue	5,000	3,345	5,000
149000	sale of services	1,900	500	500
149001	miscellaneous revenue	4,000	1,000	1,000
149002	donations	0	1,000	0
153001	village hall rentals	8,000	7,000	8,000
153002	bible hill recreation park ballfield rentals	1,600	920	1,000
153003	airport field ballfield rentals	8,000	6,150	6,000
155000	return on investments operating fund	12,000	23,000	20,100
155001	return on investments capital reserve	6,000	11,000	7,000
155002	return on investments operating reserve	0	0	5,000
155003	return on investments fire reserve	0	0	4,000
155004	return on investments maintenance reserve	0	0	1,000
170000	student employment programs	4,000	3,759	3,500
175000	hst offset grant	12,000	12,000	12,000
175420	pre engineering design study	0	0	0
175430	rural infrastructure fund	0	0	235,000
175440	colchester trails fund	0	20,000	0
192000	transfer from reserves	125,000	270,000	0
Total Revenue		1,653,000	1,866,397	1,888,600

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Government Services			2007 Budget	2007 Y.E.P.	2008 Budget
211311	2	commissioners honorarium	30,000	30,000	32,000
211321	1	commissioners expenses	800	800	800
		legislative	<u>30,800</u>	<u>30,800</u>	<u>32,800</u>
212000	2	clerk and treasurer salary	71,000	71,000	73,000
212001	2	finance officer salary	42,400	28,000	22,000
212002	2	secretary salary	7,300	8,000	14,000
212003	2	summer assistant salary	6,000	5,000	6,500
212004	2	term finance officer	0	18,000	18,000
212101	1	office building	12,000	12,000	12,500
212121	1	administrative expenses	13,000	14,000	13,400
212122	1	legal services	6,700	6,700	7,000
212123	1	administration travel expenses	1,000	700	1,000
212124	1	staff social program	300	800	1,000
		administrative	<u>159,700</u>	<u>164,200</u>	<u>168,400</u>
212220	1	audit expenses	<u>11,500</u>	<u>11,500</u>	<u>11,800</u>
212400	1	tax collection	<u>63,500</u>	<u>66,549</u>	<u>70,600</u>
212500	1	village hall	14,000	14,000	14,500
212500	2	village hall caretakers	5,700	5,700	6,000
212501	2	village hall public works	11,100	11,100	11,500
212503	1	village hall paving	0	0	10,000
212504	1	village hall roof replacement	30,000	50,000	0
		village hall	<u>60,800</u>	<u>80,800</u>	<u>42,000</u>
219100	1	election	3,000	1,147	3,000
219101	1	annual meeting	500	344	400
		elections and meetings	<u>3,500</u>	<u>1,491</u>	<u>3,400</u>
219300	1	liability insurance and damage claims	<u>14,000</u>	<u>14,190</u>	<u>14,200</u>
219900	1	conference	4,000	2,000	4,100
219901	1	memberships	600	600	600
219902	1	general government expenses	8,000	8,000	8,200
219903	1	newsletter	2,500	3,000	3,000
219905	1	staff training	2,000	3,200	2,000
219906	2	general government public works	9,100	14,000	14,000
		other government services	<u>26,200</u>	<u>30,800</u>	<u>31,900</u>
Total Government Services			<u>370,000</u>	<u>400,330</u>	<u>375,100</u>

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Protective Services			2007 Budget	2007 Y.E.P.	2008 Budget
224100	2	fire chief honorarium	6,200	6,200	6,300
224101	2	training performance allowance	8,400	8,400	8,600
224102	1	accident insurance	3,000	3,000	3,100
224103	1	office expense	300	510	300
224104	1	stewards budget	2,500	2,500	2,500
224105	1	convention	2,000	2,188	2,000
224106	1	fire prevention programs	3,000	3,000	3,000
224108	1	memberships	600	600	600
		administration	<u>26,000</u>	<u>26,398</u>	<u>26,400</u>
224500	1	fire hydrant expense	<u>43,550</u>	<u>43,300</u>	<u>43,300</u>
224600	1	training	<u>4,100</u>	<u>4,100</u>	<u>4,200</u>
224700	1	fire station and buildings	15,000	15,000	15,400
224701	1	roof replacement 69 pictou road	30,000	50,000	0
224702	1	paving 69 pictou road	0	0	10,000
224805	2	public works	4,600	4,600	4,700
		fire station	<u>49,600</u>	<u>69,600</u>	<u>30,100</u>
224800	1	vehicles	8,000	8,000	8,200
224801	1	vehicle insurance	8,000	8,681	9,800
224802	1	vehicle fuel	1,500	2,500	2,500
224803	1	equipment	4,000	5,000	4,100
224804	1	communications	3,000	3,000	3,000
		vehicles & equipment	<u>24,500</u>	<u>27,181</u>	<u>27,600</u>
		total fire service	<u>147,750</u>	<u>170,579</u>	<u>131,600</u>
			2007 Budget	2007 Y.E.P.	2008 Budget
Crossing Guard Program					
229000	1	crossing guard insurance & equipment	1,250	800	1,200
229000	2	crossing guard wages	37,400	37,400	35,000
			<u>38,650</u>	<u>38,200</u>	<u>36,200</u>
229100	1	b.h. safety advisory committee	<u>3,000</u>	<u>1,000</u>	<u>3,000</u>
Total Protective Services			<u>189,400</u>	<u>209,779</u>	<u>170,800</u>

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Transportation Services			2007 Budget	2007 Y.E.P.	2008 Budget
232299	1	sidewalk snow removal contract	70,000	70,000	72,100
232300	1	sidewalk snow removal	6,000	6,000	6,000
232301	1	overhead crosswalk signs	60,000	54,333	0
232302	1	breaking of soils permit	0	3,000	0
232304	1	sidewalk maintenance	25,000	23,875	30,000
232305	1	crosswalk maintenance	6,000	3,195	6,100
232306	1	overhead sign repairs	2,000	4,000	2,100
232307	1	highway signage	0	0	15,000
232600	2	public works	32,900	32,900	34,000
		sidewalks	<u>201,900</u>	<u>197,303</u>	<u>165,300</u>
232500	1	streetlight rental	<u>84,100</u>	<u>84,100</u>	<u>80,000</u>
Total Transportation Services			286,000	281,403	245,300

Environmental Services			2007 Budget	2007 Y.E.P.	2008 Budget
242200	1	sewer systems colchester fee	155,000	142,000	144,000
242300	1	bhrp monitoring contract	6,000	6,000	6,100
242305	1	pumping station study	0	0	5,000
262400	1	community beautification	5,000	2,000	5,100
264201	1	water resources	1,000	500	1,000
264210	1	drains general	3,000	0	3,000
264400	2	public works	2,600	0	2,600
Total Environmental Services			172,600	150,500	166,800

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Recreation Services			2007 Budget	2007 Y.E.P.	2008 Budget
271100	2	parcs and recreation director salary	44,700	44,700	40,000
271001	2	secretary salary	7,300	8,000	14,000
271002	2	summer intern	1,600	2,500	6,800
271103	1	office supplies	1,500	1,500	1,500
271104	1	p & r committee	200	200	200
271105	1	director conference	0	0	600
271106	1	director travel	1,500	900	900
271107	1	newsletter	2,500	3,000	3,000
271203	1	memberships and subscriptions	200	200	200
		administrative	<u>59,500</u>	<u>61,000</u>	<u>67,200</u>
271200	1	special events general	3,000	3,000	3,000
271201	1	children programming	4,000	4,000	4,100
271202	1	pre-teen dances	1,500	1,500	1,500
271203	1	canada day	11,000	10,782	10,400
271204	1	Halloween	500	546	500
271205	1	christmas events	2,000	600	1,000
271206	1	senior programming	3,000	2,000	3,000
271207	1	volunteer programs	1,000	1,000	1,000
		programming	<u>26,000</u>	<u>23,428</u>	<u>24,500</u>
271800	1	parcs maintenance	2,000	2,500	2,000
271801	1	airport park maintenance	4,000	3,000	4,100
271802	1	bhrp maintenance	9,000	9,000	9,200
271803	1	trails maintenance	4,000	1,000	4,100
271850	2	public works	75,500	75,500	78,000
		parcs and playgrounds	<u>94,500</u>	<u>91,000</u>	<u>97,400</u>
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Total Recreation Services			180,000	175,428	189,100

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Fiscal Services			2007 Budget	2007 Y.E.P.	2008 Budget
281210	1	interest payment for fire vehicle debenture	13,200	13,253	13,200
281310	1	principal payment fire vehicle debenture	36,000	36,000	36,000
282211	1	vehicle equipment reserve	10,000	20,000	10,000
282212	1	fire truck reserve	47,800	47,800	47,800
282230	1	transfer to operating reserve	0	0	184,500
Fiscal Services Total			107,000	117,053	291,500
Capital Fund			2007 Budget	2007 Y.E.P.	2008 Budget
282240	1	office equipment	5,000	5,000	5,000
282241	1	public works	13,000	3,000	40,000
282242	1	fire equipment	35,000	35,000	35,000
282243	1	office building	275,000	433,818	0
282244	1	parks and recreation	20,000	10,000	0
282245	1	trail construction	0	4,000	45,000
282246	1	MRIF project	0	30,000	325,000
282248	1	office building equipment	0	10,000	0
Total Capital Expenditures			348,000	530,818	450,000

Salary Scale - April 1 2007

Chairman	6,631
Commissioner	6,027
Solicitor (plus HST)	6,631
Fire Chief	6,027
Officer	236
Fire Fighter (meeting requirements)	354
Additional Years of Experience (Max \$240)	60

Salaried Employees	Step 1	Step 2	Step 3	Step 4	Step 5
Finance Officer & Recreation Director	36,071	37,578	39,688	42,071	44,451
Clerk & Treasurer	51,824	54,788	57,928	61,263	64,793
Part Time Secretary	13.42	14.15	14.94	15.76	16.64

Maintenance Employees	Start Rate	Job Rate	
Maintenance Forman (in contract talks)	15.50	18.72	
Maintenance Worker (in contract talks)	13.42	16.64	
Crossing Guard Captain		10.34	
Crossing Guard	8.89	9.69	
Hall Caretaker	8.89	9.69	
Summer Students	7.10	8.20	9.29

*Moved by Burke
Seconded by Hilliard*

"That the proposal received from W.N. Horner and Associates regarding how best to discharge sewage from the existing sewer pumping station at the Bible Hill Recreation Park to the regional sewage collection system be approved at a cost of \$4,200 plus hst."

Motion Carried

*Moved by Burke
Seconded by Hilliard*

"That the application for funding to Canadian Heritage in the amount of

“\$2,500 for Canada Day 2007 be approved.”

Motion Carried

*Moved by Burke
Seconded by McLean*

“That the application for funding to Human Resources and Skills Development Canada for 5 summer students be approved.”

Motion Carried

*Moved by Burke
Seconded by Hilliard*

“That Julee MacAfee be appointed to the Bible Hill Parks and Recreation Committee for a two year term.”

Motion Carried

**Review of
Correspondence**

Provincial Volunteer Awards

Due to prior commitments the Chairwoman is not available to attend the Provincial Awards Presentation on April 10th. Commissioner Hilliard will represent the Village at this event.

Pam Macintosh, Planner, Municipality of the County of Colchester

It was agreed that in response to Ms Macintosh’s request for comments regarding the proposed 3 story, 24 unit apart building located on Pictou Road, the Village would make the following observations.

1. Due to the size of the building and the minimum side yards to abutting properties, the Village is concerned that emergency vehicles (especially fire vehicles) will not be able to get good access to the entire building in the case of an emergency event.
2. Concerns were raised regarding the fact that there was only one driveway entrance onto Pictou Road (located on a curve in the road) and that there will be a lot of traffic generated by the 24 units which overall may cause increased traffic problems on Pictou Road.
3. The 3 story, 24 unit building may have a negative impact on the integrity of the existing neighbourhood which is primarily made up of one to two story residential structures.

**Reports of
Commissioners
and Staff**

Commissioner McLean, Transportation Services

Commissioner McLean detailed work done over the past month in regards to planning and design for the sewer and sidewalk replacement project on Main Street. Consultation has taken place with the business owners affected by the construction. Plans are that the project will be tendered in March with construction in early Summer of 2007. Commissioner McLean reported on the Communities in Bloom meeting. Plans are that Truro and Bible Hill (if permission is received from Nova Scotia Transportation and Public Works) will share the cost of installing a number of hanging flower baskets on the Salmon River Bridge.

Commissioner McKenna, Protective Services

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Commissioner McKenna reported on the activities of the Bible Hill Safety Advisory Committee. The Committee has a number of events planned for this Spring including a fun day at the Bible Hill Village Hall, a Buckle Up Safety Program, and a Babysitting Course. Constable Myers (RCMP) has started to attend the committee meetings and has been a real benefit to the group.

Commissioner McKenna also presented the Fire Chief's report for February. There have been 11 fire calls to date and fire loss for the year is \$6,000.

Commissioner Hilliard, Recreation Services

Commissioner Hilliard reported on the last meeting of the Bible Hill Parks and Recreation Committee. The Committee has been formalizing discussion issues to bring to the Village. The Committee has also been developing a telephone survey of the recreation needs of Village residents. The Committee will be meeting with the Truro Parks and Recreation Committee to discuss items of mutual interest.

Deputy Chair Burke, Environmental Services

Deputy Chair Burke reviewed environmental services projects for the upcoming fiscal year.

Chairwoman Blair

The Chairwoman reported on the last meeting of the NSAC and the Town of Truro regarding the Joint Signage Program. A letter will be written to the Minister of Transportation requesting that the decision to exclude the Town of Truro's name from the sign be reconsidered.

Chairwoman Blair will be attending a Chamber of Commerce sponsored breakfast with Premier MacDonald on the 28th of February.

The Accounts

*Moved by Burke
Seconded by McLean*

"That the accounts be approved for payment."

Motion Carried

New Business

**Review of
Correspondence**

Walkway lawn at 69 Pictou Road

It was agreed that an asphalt walkway would be installed on the front lawn at 69 Pictou Road near the new office building. It was further agreed that a speed bump would be installed at the southwest corner of the Village Hall building at 69 Pictou Road.

Truro and District Slo-Pitch Association Contract

*Moved by Hilliard
Seconded by Burke*

"That the contract between the Village of Bible Hill and Truro and District

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Slo- Pitch Association be renewed for a 3 year period. Clause 4 will be amended to delete the phrase 'with exception of approved beer tent functions'.

Motion Carried

Chamber of Commerce Business Achievement Award

*Moved by McKenna
Seconded by Hilliard*

"That the Village of Bible Hill nominate Cavanagh's Food Market Ltd. for the Truro and District Chamber of Commerce Business Achievement Award."

Motion Carried

NSPE Summer Concert

It was agreed that the Village of Bible Hill would write a letter of support to the Nova Scotia Provincial Exhibition Commission in regards to their proposed summer concert on July 21st.

In Camera Committee of the Whole - Personnel Issue

*Moved by McKenna
Seconded by Hilliard*

"That the meeting adjourn to an In Camera Committee of the Whole Meeting."

Motion carried

The meeting adjourned at 8:45 pm.

The In Camera Committee of the Whole meeting ended at 9:05 pm.

*Moved by Hilliard
Seconded by Burke*

"That the Village of Bible Hill accept the resignation of Ms Richard, Parks and Recreation Director."

Motion carried

Adjournment

*Moved by Burke
Seconded by McKenna*

"That the meeting be adjourned."

Motion carried

The meeting adjourned at 9:10 pm.

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Robert Christianson
Clerk and Treasurer

Christine Blair
Chairwoman