

**Village of Bible Hill  
Commission in Committee Meeting  
June 12, 2007**

The June 12, 2007 Commission in Committee meeting was held in the Village Office at 67 Pictou Road. The meeting was called to order by the Clerk and Treasurer at 7:00 pm; the meeting adjourned at 9:10pm.

**Call to order**

Commissioner Blair  
Commissioner Burke  
Commissioner McKenna  
Commissioner McLean  
Commissioner Van Kroonenburg

Staff: Robert Christianson, Clerk and Treasurer

**Election of Chair, Deputy Chair and  
Committee Selection**

**Election of Chair and Deputy Chair**

The Clerk and Treasurer outlined the election procedures for the election of Chair and Deputy Chair. Each commissioner is eligible to vote for the commissioner of their choice by ballot. The Clerk and Treasurer will draw from the ballot box if a tie vote occurs for either office. Mr. Charles Boyce and Mr. H.D. Boyce, electors, Village of Bible Hill acted as scrutineers for the election.

Vote results for the Office of Chair: Commissioner Blair was elected as Chair.

Vote results for the office of Deputy Chair:  
Commissioner Burke was elected as Deputy Chair.

**Selection of Committees**

Chair	Christine Blair
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 have signing authority, cheques require two signatures.

**Protective Services**

Chair	Earl McKenna
Deputy Chair	Donna Van Kroonenburg

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The Protective Services Committee oversees the Village's responsibility for the fire brigade, the Bible Hill Emergency Planning Committee and the School Crossing Guard Program. The Bible Hill Safety Advisory Committee is responsible for the development and management of public safety issues in the community. As well, this committee acts as a liaison with the RCMP.

Environmental Services

Chair	Tom Burke
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	Donna Van Kroonenburg
Deputy Chair	Earl McKenna

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	Sharon McLean
Deputy Chair	Donna Van Kroonenburg

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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	Christine Blair
Village Deputy Chair	Tom Burke
Solicitor	Jill Nette
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	Christine Blair
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	Christine Blair
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Communities in Bloom	Christine Blair
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**Approval of the Minutes of May 8, 2007**

Moved by McKenna  
Seconded by McLean

*“That Commission in Committee Meeting minutes of May 8, 2007 be approved.”*

Motion carried

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

Moved by McKenna  
Seconded by Blair

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*"That the agenda be approved with the addition of the Brookside sewer issue, the August Commission Meeting, Occupational Health and Safety Policy, dogs running loose in the Bible Hill Recreation Park, Johnson Ave ground water issue, and the planning issue Pictou Road.*

Motion carried

**Business from the Minutes**

**Update Main Street Project**

The Clerk and Treasurer reported that the Main Street Project had started earlier in the week. The contractor is making saw cuts in the asphalt between the back of the property lines and the street lines. It is anticipated that the sewer line will be installed by directional drilling. Commissioner McKenna said that he had received complaints from the property owner at the intersection of Main Street and Avon Street that work was taking place farther back from the road than the property owner had expected. The Clerk reported that the County Planning Department had requested changes to the sidewalk alignment at that location. The Clerk and Treasurer was requested to find out if the County had communicated these changes to the property owner.

**Water Expansion Project**

The Clerk reported that the Municipality of the County of Colchester had appointed the Councillor from District 1 to sit on the Steering Committee for the Water Expansion Project. The county engineer is not available to sit on the Steering Committee. It was agreed that a request would be put to the Town of Truro for their engineer to sit on the Steering Committee for the Water Expansion Project. It was further agreed that in regards to the location of the proposed water tower that the Chairwoman and Clerk meet with the President of the NSAC to discuss the use of the Plumdale Farm.

**Community Identity Signs**

The order for the Community Identity Signs will be placed with NSTPW directly.

**Canada Day**

It was agreed to invite Mr. Bill Casey, MP Cumberland Colchester Musquodoboit Valley to be the Parade Marshall. It was also agreed to ask the

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four 50 year Golden Long Term Service volunteer award winners to be the judges for the parade.

**Sale of Murdock Park**

The Clerk was instructed to review the appraised value of the park and work with Burchell MacDougall to calculate an estimate for legal and survey expenses and report back to the Commission.

**Brookside Sewer Issue**

The Clerk and Treasurer was instructed to contact the Municipality to see if the repair has been made or will be made to the street portion of the sewer lateral on Brookside Road.

**New Business**

**Town of Truro and Co-operative Projects**

It was agreed that the Chairwoman would draft a letter for review at the next commission meeting to the Town of Truro outlining various issues that Bible Hill wishes to discuss with the town in hopes of expanding municipal cooperation. These issues include a new baseball field, expansion of the water utility, cooperation on the purchase of an aerial ladder fire apparatus and other issues.

**Fire Brigade Accident Insurance 24/7**

Moved by McKenna  
Seconded by Blair

*"That the Clerk and Treasurer get a written proposal from Veinot Insurance for the increase of coverage for the Fire Brigade to 24/7. As well, the Clerk is to request that Veinot Insurance provide information on insurance payouts when an insuree has dual coverage."*

Motion carried

**Fire Brigade Dress Uniforms**

Commissioner McKenna explained an idea that he had regarding the replacement of fire brigade uniforms for firefighters that had more than 20 years of service. His suggestion involves a three way split between the Village, the fire brigade, and the individual firefighter. It was agreed that Commissioner McKenna should discuss this suggestion with the brigade.

**Future Worx - Annual General Meeting - Village Hall  
Request**

Moved by McLean  
Seconded by Van Kroonenburg

*"That the request for usage of the Village Hall by  
Future Worx be approved at 25% discount as per the  
Special Rates Policy."*

Motion carried

**Motion to Transfer \$300,000 from capital reserves to  
operating fund**

Moved by Blair  
Seconded by McLean

*"That the Clerk and Treasurer transfer \$300,000 from  
capital reserves to the operating fund."*

Motion carried

**Motion to appoint Grant Thornton as Auditor for fiscal  
year 2007 / 2008**

Moved by McKenna  
Seconded by McLean

*"That Grant Thornton be appointed as Auditor for the  
fiscal year 2007 / 2008."*

Motion carried

**Motion to appoint Burchell MacDougall as Solicitors  
for fiscal year 2007 / 2008**

Moved by McLean  
Seconded by van Kroonenburg

*"That Burchell MacDougall be appointed as Solicitors'  
for the fiscal year 2007 / 2008."*

Motion carried

**Food Service - Village Hall**

The Clerk and Treasurer reviewed the Food Safety  
Regulations made under Section 105 of the *Health  
Protection Act*, S.N.S. 2004, c.4 and in particular  
Section 28 in reference to the operation of the kitchen

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at the Bible Hill Village Hall. Effective November of 2007 the only food service that will be permitted in the kitchen in the Village Hall will be food prepared by a person who meets the requirements of the Food Safety Regulations. Effectively, this will end all food being brought into the hall from homes or food being prepared in the hall by people without the proper credentials. The Commission will study the regulations and this item will be placed on the agenda for the upcoming meeting.

**Sidewalk Repairs**

The Clerk and Treasurer was instructed to prepare a list of sidewalk repairs (along with asphalt repairs and paving at 69 Pictou Road) for review at the next meeting.

**Johnson Ave Groundwater Problem**

It was agreed that the Clerk and Treasurer would write to the Development Officer to ascertain if all of the requirements regarding storm drainage control under the Development Agreement for the properties recently built on Wright Avenue have been completed. Commissioner McLean has been received complaints from abutting property owners regarding storm run off.

**Regular Monthly Meeting Date - August**

Moved by McKenna  
Seconded by van Kroonenburg

*"That the Village of Bible Hill change the Regular Monthly Meeting date from August 21 to August 20 so to avoid a conflict with the Nova Scotia Provincial Exhibition."*

Motion carried

**Occupational Health and Safety Policy**

Moved by Blair  
Seconded by van Kroonenburg

*"That the Bible Hill Occupational Health and Safety Policy be amended to delete any reference to smoking being permitted at 69 Pictou Road."*

Motion carried

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**Dogs running loose at the Bible Hill Recreation Park**

Moved by McKenna  
Seconded by McLean

*"That signage be posted at the Bible Hill Recreation Park notifying dog owners that dogs must be leashed and the owners must clean up dog excrement and dogs are not permitted within the ball fields."*

Motion carried

**Planning Issue Pictou Road**

Chairwoman Blair informed the commission that she had referred a resident to the Planning Department regarding a neighbour constructing a baby barn near the resident's property line.

**Adjournment**

Moved by McKenna  
Seconded by Blair

*"That the meeting be adjourned."*

Motion carried

The meeting adjourned at 9:10 pm

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Robert Christianson  
Clerk and Treasurer

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Tom Burke  
Deputy Chairman