

The June 9, 2009 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 9:05 pm.

Clerk Calls the Meeting to Order

Commissioner Burke
Commissioner Dawson-Sharbell
Commissioner McLean
Commissioner Mahar
Commissioner Van Kroonenburg

Staff:

R. Christianson, Clerk & Treasurer
K. Curry, Recording Secretary

Three Bible Hill residents

Election of Officers and Appointment to Committees

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 McLean was elected as Chair.

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

Committee Appointments

Chair	Sharon McLean
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	Michelle Dawson-Sharbell
Deputy Chair	Donna Van Kroonenburg

The Protective Services Committee oversees the Village's responsibility for the fire brigade, the Bible Hill Safety Advisory Committee, the Bible Hill Emergency Planning Committee and the School Crossing Guard Program.

Environmental Services

Chair	Tom Burke
Deputy Chair	Robert Mahar

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

Transportation Services

Chair	Robert Mahar
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	Michelle Dawson-Sharbell

Recreation & Cultural Services 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 development of recreation programs and facilities.

Other Committees

Municipal Boundaries Committee

Village Chair	Sharon McLean
Village Deputy Chair	Tom Burke

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	Sharon McLean
Village Deputy Chair	Tom Burke
Solicitor	Laura Barrett
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	Sharon McLean
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	Sharon McLean
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Communities in Bloom	Open
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200 th Anniversary Celebration Committee	Donna Van Kroonenburg
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*Moved by Mahar
Seconded by Burke*

“The Commission in Committee recommends that the committee representative selections be approved.”

Motion carried

After the selection of committees, Deputy Chair Burke took the chair.

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

*Moved by McLean
Seconded by Van Kroonenburg*

“That the agenda be approved with the addition of the lot belonging to the Village of Bible Hill on Hillcrest Avenue.”

Motion carried

Business Arising From the Minutes

Advance Flood Warning Signs

Item brought forward from the Safety Advisory Committee. The Clerk and Treasurer will arrange for the Transportation Chair to meet with the Department of Transportation and Infrastructure Renewal regarding the installation of advance warning signs and better barricades for road closures due to flood conditions on the Bible Hill side of the Subway Tunnel and Park Street.

Crosswalk Pictou Road at Village Court

Item for discussion brought forward from the Safety Advisory Committee. The Chair of Protective Services will take information to the next Safety Advisory Committee meeting that the Commission feels school bus signage and lights should be sufficient safety crossing for students in the Village.

Sidewalk Priority List

*Moved by McLean
Seconded by Van Kroonenburg*

“That the Commission in Committee recommends

that the Village of Bible Hill write to the County of Colchester regarding cost sharing with the Village of Bible Hill on the construction of a sidewalk on Village Line Avenue from Pictou Road to College Road.”

Motion carried

Discussion followed on the Sidewalk Priority List and the order the sidewalks were to be constructed.

- 1 College Road Day Care to Vimy
- 2 Pictou Road Village Court to the Village Boundary
- 3 Village Line Avenue Pictou to College **
- 4 Vimy Road Windale to Farnham
- 5 Main Street Subway to Bridge southside
- 6 Saywood Estates Regency and Saywood Drive
- 7 Old Court House Branch College to Regency **
- 8 College Road Guest Drive to Osprey Court
- 9 College Road Vimy to Guest Drive
- 10 College Road Maple to Saywood
- 11 College Road Osprey to Maple
- 12 College Road Saywood to Old Court House Branch

*** Dependent on approval of cost-sharing with the County of Colchester.*

*Moved by Van Kroonenburg
Seconded by Mahar*

“That the Commission in Committee recommends that the Village of Bible Hill approve the revised Sidewalk Priority Listing as of June 9, 2009.”

Motion carried

Driveway Entrances Commercial Locations

*Moved by McLean
Seconded by Dawson-Sharbell*

“That the Commission in Committee recommends that the Village of Bible Hill request that the County of Colchester Planning and Development Office make concrete entrances mandatory for redevelopment or new construction of commercial locations within the Village of Bible Hill.”

Motion carried

Crosswalk College Road at Osprey

The Clerk and Treasurer will arrange for a notice to be put up at the mailbox center on Osprey stating that the sidewalk will be going to Pheasant Run and not Talon Court as previously publicized.

Tender Fire Hall Mezzanine

*Moved by Van Kroonenburg
Seconded by McLean*

“That the Commission in Committee recommends that the Village of Bible Hill award the contract to build the Fire Hall Mezzanine to Fowler Construction at a cost of \$35,696 including HST.”

Motion carried

Phase 3 Water System

Discussion took place on arranging publicity for the Phase 3 Water System with federal, provincial, and municipal representatives. The Clerk is to arrange.

The Commission discussed writing a letter to the County of Colchester for clarification of their future plans are regarding the construction of a water tower. It was decided to leave this matter with staff (Bible Hill Village Clerk and County of Colchester CAO) until September. If the issue has not been resolved at that time, the Commission will take further action.

Review of Correspondence

Mayor Taylor re: Unsightly Buildings

The Clerk read the letter from Mayor Taylor. The Commission will investigate the addresses mentioned in Mayor Taylor's letter and compare with the addresses that the Village has received complaints on. Item to be discussed at the Regular Monthly Meeting, June 16th.

Jim Langille, CAO, Town of Truro

The Clerk read the letter from Jim Langille regarding

their request for Commission representation on the Lawn Bowling Committee.

*Moved by Mahar
Seconded by Dawson-Sharbell*

“That the Commission in Committee recommends that the Village of Bible Hill appoint Commissioner Van Kroonenburg to the Lawn Bowling Committee as they research the feasibility of a Lawn Bowling Facility.”

Motion carried.

New Business

Review of Meeting and Procedures Policy

A review was made of the Meeting and Procedures Policy.

*Moved by Mahar
Seconded by McLean*

“That the Commission in Committee recommends that the Village of Bible Hill approve a change of all references to 69 Pictou Road be changed to 67 Pictou Road in the Meeting and Procedures Policy.”

Motion carried.

Appointment of Auditor for Fiscal Year 2009/2010

*Moved by Van Kroonenburg
Seconded by Dawson-Sharbell*

“That Commission in Committee recommends that the firm of Grant Thornton be appointed as auditor for the fiscal year of 2009/2010.”

Motion carried.

Appointment of Solicitors for Fiscal Year 2009/2010

*Moved by McLean
Seconded by Mahar*

“That Commission in Committee recommends that the firm of Burchell MacDougall be appointed as solicitors for 2009/2010.”

Motion carried.

Meeting Schedule to June 2010

*Moved by Van Kroonenburg
Seconded by Dawson-Sharbell*

“That the Commission in Committee recommends that the Village of Bible Hill approve the meeting schedule for 2009/2010 with an amendment to cancel the July Commission in Committee Meeting and reschedule the Regular Monthly Meeting for a week earlier.”

Motion carried.

Purchase of 6 Motorola Pagers

*Moved by Van Kroonenburg
Seconded by McLean*

“That the Commission in Committee recommends that the Village of Bible Hill purchase 6 Motorola pagers from DownEast Communications at a cost of \$3,210 + HST.”

Motion carried.

Water Service Connection 69 Pictou Road

*Moved by Dawson-Sharbell
Seconded by Mahar*

“That the Commission in Committee recommends that the Village of Bible Hill instruct the Clerk and Treasurer to contact at least two engineering firms for the construction of a pump house using the existing well and as well to proceed with connecting 69 Pictou Road with the Town of Truro Water Utility for domestic service.”

Motion carried.

Posting Signs at 69 Pictou Road

Moved by McLean

Seconded by Dawson Sharbell

“That the Commission in Committee recommends that the Village of Bible Hill adopt a policy that disallows political campaign signage on Village of Bible Hill property.”

Motion carried.

Noise By-Law

*Moved by McLean
Seconded by Dawson-Sharbell*

“That the Commission in Committee recommends that the Village of Bible Hill write a letter to the Mayor of Colchester County requesting that the County adopt a Noise By-Law for Bible Hill as a result of recent complaints.”

Motion carried.

Lot on Hillcrest Avenue

The Commission has received a request to have the Village property on Hillcrest Avenue made into a play area for children in that area. The Commission agreed to view the lot and table until Regular Monthly Meeting.

Adjournment

*Moved by Van Kroonenburg
Seconded by Dawson-Sharbell*

“That the meeting be adjourned.”

Motion carried

The meeting adjourned at 9:05pm.

K. Curry
Recording Secretary

Tom Burke
Deputy Chairman