

The Village of Bible Hill Commission in Committee Meeting was held on June 14, 2011 in the Village Office, 67 Pictou Road. The meeting was called to order by the Clerk and Treasurer at 7:05 pm; the meeting adjourned at 8:15 pm.

**Call to Order**

Commissioner Burke  
Commissioner MacCormick  
Commissioner McLean  
Commissioner McLeod  
Commissioner Van Kroonenburg

Staff: Clerk and Treasurer Christianson  
Recording Secretary Curry

In Attendance: Fire Chief Mellish, Bible Hill Fire Brigade  
Councillor McKenna, County of Colchester  
M. Chiasson, Truro Daily News  
S. Oakley, Bible Hill Resident  
K. McNutt, Bible Hill Resident

Regrets: Councillor Blair, County of Colchester

The Clerk welcomed Chief Mellish, Councillor McKenna, Daily News correspondent M. Chiasson, and Bible Hill residents S. Oakley and K. McNutt who will be acting as election scrutineers. He also congratulated new Commissioners Lois MacCormick and Dale McLeod and noted that they had been duly sworn in by Colchester County CAO and Municipal Clerk Dan MacDougall.

**Election of Officers and  
Appointment to Committees**

**Election of Chair and Deputy Chair**

The Clerk and Treasurer led a brief discussion on the duties and responsibilities of the chair of each committee for the Village as well as outlining 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. The scrutineers were Bible Hill residents Sharon Oakley and Karen McNutt.

Chair	Burke
Deputy Chair	Van Kroonenburg

Deputy Chair Van Kroonenburg assumed the Chair. She thanked the scrutineers for their participation in the election count.

**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	MacCormick
Deputy Chair	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	McLean
Deputy Chair	MacCormick

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	Van Kroonenburg
Deputy Chair	McLeod

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

Recreation & Cultural Services

Chair	McLeod
Deputy Chair	McLean

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	Burke
Village Deputy Chair	Van Kroonenburg

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	Burke
Village Deputy Chair	Van Kroonenburg
Solicitor	Barrett
Clerk and Treasurer	Christianson

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

Personnel Committee

Village Chair	Burke
Village Deputy Chair	Van Kroonenburg
Clerk and Treasurer	Christianson

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

**External Committees**

Chamber of Commerce	Burke
Lawn Bowling Committee	Parks & Recreation Director Smithson

Deputy Chair Van Kroonenburg welcomed Councillor McKenna to the meeting and invited him to share any upcoming information from the County.

Councillor McKenna reported that he was the County representative on the Lawn Bowling Committee. The club is up and running and using the name Cobequid Lawn Bowls Club and is operating out of the Douglas Street Recreation Facility location. He discussed their regular club meetings as well as the upcoming public meeting to approve club by-laws. He confirmed that the Town of Truro will maintain ownership of the club facility but the lawn bowling club is responsible to handle day-to-day operations.

**Approval of the Minutes of  
 May 10, 2011**

*Moved by McLean  
 Seconded by Burke*

*“That the minutes of May 10, 2011 be approved as presented.”*

*Motion carried.*

**Business Arising out of the  
 Minutes**

**Application to expand Lexington Park, County of  
 Colchester**

Chair Burke will be attending the upcoming public hearing by the County of Colchester on June 23<sup>rd</sup> at 7:00 pm on behalf of the Village. He will bring forward the Village's concerns regarding the available parking at this location if the mall goes forward with their plans to add a second story to that location.

### **Fire Vehicle Purchase**

Chair Burke reported that the Fire Vehicle Committee met prior to the Commission in Committee meeting and has agreed to recommend to the Village of Bible Hill that the Request for Proposal received from Fort Garry Fire Trucks be amended as suggested by the committee. The current purchase price is slightly over \$420,000 plus HST. The issue of purchasing extended warranties on the vehicle was discussed and will be investigated for the next meeting.

*Moved by Burke  
Seconded by McLean*

*"That the Commission in Committee recommends that the Village of Bible Hill continue to negotiate with Fort Garry Fire Trucks eventually leading to the purchase of a new fire vehicle."*

*Motion carried.*

Commissioner MacCormick requested a meeting with the Clerk to be brought up-to-date with fire vehicle purchase.

### **New Business**

#### **GPS for all Village vehicles**

The Clerk brought forward information on the possibility of purchasing GPS systems for all Village vehicles similar to systems currently being used by other municipal government bodies in Nova Scotia including the Town of Truro. The Commission requested that the Clerk arrange a demonstration of this system with the IT Department at the Town of Truro.

#### **Sidewalk Replacement Priority List**

The Commission reviewed that Sidewalk Priority List that was last approved in August, 2009. An updated list was recommended and approved by the Commission.

*Moved by McLean  
Seconded by MacCormick*

*"That the Commission in Committee recommends that the Village of Bible Hill move the Saywood Estates Regency and Saywood Drive sidewalk location up to number 3 on the Sidewalk Priority List and arrange to have a pre-engineering design study done in the near future."*

*Motion carried.*

Sidewalk Priority Listing Approved June 14, 2011	
1	Pictou Road Village Court to the Village Boundary
2	College Road Day Care to Vimy
3	Saywood Estates Regency and Saywood Drive
4	Village Line Avenue Pictou to College **
5	Vimy Road Windale to Farnham
6	Main Street Subway to Bridge southside
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

\*\* conditional upon cost sharing with the Municipality of the County of Colchester

The Clerk reported that he will be meeting with the County of Colchester Engineer on Monday about item number 1 on the priority list. He will also be contacting EXP Horner's regarding a study that they completed several years ago on the sidewalks on Saywood and Regency. The Clerk will find out about bringing those amounts up to today's dollar amounts.

#### **Election of Officers at Commission in Committee Meeting**

The Clerk reported on his concern regarding the election of officers at a Commission in Committee meeting rather than at a regular monthly Meeting. It was agreed that this issue will be discussed with the Solicitor and reviewed at a later date.

#### **Review of Meeting and Procedures Policy**

In the Meeting and Procedures Policy it is stated that each Commissioner will provide the Clerk with one preferred means of communication (either phone or e-mail) that he is to use to call emergency meetings on short notice. Commissioners will supply their preferred method of contact to the Administrative Assistant.

#### **Orientation for Newly Elected Commissioners**

New Commissioners have been provided with an Orientation Binder containing pertinent information about their new position. A spare copy of this binder is in the Commissioner's Office for the other Commissioner's viewing.

**Adjournment**

*Moved by McLean  
Seconded by McLeod*

*“That the June 14, 2011 Commission in Committee Meeting  
of the Village of Bible Hill be adjourned.”*

*Motion carried.*

The meeting adjourned at 8:15 pm.

Deputy Chair Van Kroonenburg

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Recording Secretary Curry

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Clerk and Treasurer Christianson

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