

The Village of Bible Hill Commission in Committee Meeting was held on February 14, 2017 in the Village Office, 67 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 7:00 pm; the meeting adjourned at 8:22pm.

Call to Order Chair MacCormick
 Deputy Chair Van Kroonenburg
 Commissioner Bell
 Commissioner Kennedy
 Commissioner McLeod

Staff: Clerk and Treasurer Christianson
 Recording Secretary Ogden

Attendance: Chief Bisson
 1st Deputy Chief Barkhouse
 Doug Leger, Justaart Landscaping

Review and Approval of the Agenda, call for new or other business

Commissioner Bell declared a potential conflict of interest relating to the discussion of the snow removal contract and will remove himself from the table when that item is discussed.

*Moved by McLeod
Seconded by Kennedy*

That the agenda be approved as presented.

Motion carried.

Budget review- Bible Hill Fire Brigade

- **Operating**

Chief Bisson and the Clerk provided the budgetary figures for the 2018 Budget. Chief Bisson reviewed a few items that have changed, the stewards budget was reduced to \$1,500 but an addition of station wear sweater was added for \$3,600 for 30 members. He fully reviewed the training budget in detail from updating class III license fees, RIT training, level 1, FDIC, FSANS seminar, burn unit and pump operators course at the Fire School for members. The overall 2018 operating budget is projected at \$236,700 with an \$11,700 increase.

Another potential training expense would be medical training for 8-10 members that would make the Fire Brigade a Level 6 responder to EHS. A level 6 responder will be called out for cardiac arrests, lift assists and car accidents. Currently the Bible Hill Fire Brigade and Hazmat are the only two not registered with EHS in Colchester County. EHS supplies the equipment at no expense and their liability insurance extends to level 6 qualified members. The officers will be discussing this further with their members and report back to the commission. The commission was in general; supportive of this initiative.

- **Capital**

Chief Bisson presented the commission with the brigade's capital budget in detail. The capital consisted of STIHL chain saw and rescue saw, 5 Scott packs, 8 carbon fibre bottles, 4 sets of bunker suits, 3 radios, 10 – 50 foot length canvas hose, visual plus 3 for SCBA inspections, a computer and iPad to run crash zone, crime zone, fire zone and insurance zone software. The Chief explained that the saws are necessary as our current saws are required to go with the RIT team when called out and this set would be placed on a fire truck. The scott air packs would complete the transition of packs to all trucks and the carbon fibre bottles would bring the bottles up to two bottles per pack. He also outlined that the visual plus 3 for the SCBA inspections will aid the fire brigade with visual inspections on a regular basis and to reduce taking bottles out of service. Both the Chief and 1st Deputy explained the use of the CADZone software with their brigade, this software will enable them to have access to floor plans on the ipads and for it to be used to determine attack plans and brigade safety procedures. The overall 2018 capital budget is projected at \$88,431 excluding the CADZone software with an \$8,431 increase.

- **Budget Review Transportation Services**

The Clerk reviewed the 2018 transportation services budget. The sidewalk snow removal contract amount is to remain the same, including the snow removal budget that takes in materials such as salt, and sand. The sidewalk and crosswalk maintenance budget to remain at \$100,000 as this encompasses repairs to overhead crosswalk lights and sidewalk patching within the Village. The Village man upgrade the overhead crosswalks at College Road / Cummings Drive and College Road / Guest Drive with flashers. The overall transportation budget was reduced to \$285,400 by \$41,600; the decrease derives from the switch over to LED streetlights.

Deputy Chair Van Kroonenburg inquired about the draining issue on Meadowland. The Clerk will touch base with the current property owner regarding installing a catch basin.

- **Justaart Landscaping- Review of Snow Removal Contract**

The Commission agreed to place this item at the end of the agenda.

- **Transfer to Maintenance Reserve**

The Clerk outlined that with the new updated approved Maintenance Reserve policy and extra transfer was required since the reduction in the time period therefore increasing the amount to be transferred per year.

Moved by Kennedy

Seconded by Bell

That the commission in committee recommends that the Village of Bible Hill transfer \$3,250 to the Maintenance Reserve.

Motion carried.

- **Green Space- Craig Development**

The Clerk reviewed the Craig Development condos with the Village Commission. The County of Colchester by-laws requires the developer to donate 5% land to the Village of Bible Hill. The developer proposed the green space dedication. The Clerk showed the Commission where a current trail can be further developed. Village and County staff is suggesting that area be the green space dedication but is more than 5% therefore the Village will be required to go in financial negotiations. He also outlined that this desired area linking the BH Rec Park behind Guest Drive to the Craig Development up to Osprey. A section encompasses a small piece of land on Guest Drive on the back end of two adjoining lots. The Clerk proposed to speak to the owners of the Guest Drive properties to discuss the option of squaring off those properties.

The Clerk was instructed to draft a motion for the upcoming Tuesday meeting relating the green space negotiations with Craig Development and negotiations with the Guest Drive properties to implement a potential trail.

- **Justaart Landscaping- Review of Snow Removal Contract**

Due to potential conflict of interest Commission Bell left the table.

The Clerk outlined that the current contract with Justaart Landscaping expires in the spring of 2017. The Village would like to continue to hire Justaart to do snow removal within the Village. The Village requested that Justaart look at the current contract and its wording. Justaart is looking at upgrading equipment and updating their hourly rates. The Clerk and Doug will review the equipment and rates and ensure that a contract is agreed and signed by March 31st.

The Clerk will also obtain survey plans and property lines on Main St/ Pictou Road as some cars are being parked too close to the sidewalk on Main Street and it interferes with proper sidewalk snow clearing.

- **Fire Brigade Spring Banquet Request**

Commission Bell returned to the table.

Commission Kennedy was asked to inquire if the Village would be willing to use the Janitor on Sundays at the hall to clean up after their spring banquet event instead of cleaning up themselves or hiring a hall caretaker.

A discussion took place, it was agreed that the original agreement with the brigade will remain the same with no charge for the hall with the understanding that it will be their responsibility for clean up after all their events.

Adjournment

*Moved by MacCormick
Seconded by McLeod*

That the February 14, 2017 Commission in Committee Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 8:22pm.

Deputy Chair Van Kroonenburg _____

Clerk and Treasurer Christianson _____

Recording Secretary Ogden _____