

**Village of Bible Hill  
Regular Monthly Meeting  
September 20, 2016**

The Village of Bible Hill Regular Monthly meeting was held on September 20, 2016 in the Village Office, 67 Pictou Road. Deputy Chair MacCormick called the meeting to order at 7:10 pm; the meeting adjourned at 9:00 pm.

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

Staff: Solicitor Roper, Burchell MacDougall  
Clerk and Treasurer Christianson  
Recording Secretary Curry

In Attendance: Commissioner Candidate M. Bell

**Review and Approval of the Minutes of August 16, 2016 and September 13, 2016**

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the meeting minutes of August 16, 2016 and September 13, 2016 be approved.*

*Motion carried*

Deputy Chair MacCormick welcomed Mr. Bell to the meeting.

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

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the agenda be approved with the additions of traffic on Village Line Avenue.*

*Motion carried.*

**Miscellaneous Business Including Delegations**

There were no delegations present.

**Business Arising out of the Minutes**

- **Commission in Committee Report**

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Village of Bible Hill permit the Parks and Recreation Director to take on an advisory role through attendance at the Highland Games and Gathering meetings and organize a children's activity on behalf of the Village.*

*Motion carried.*

*Moved by Kennedy  
Seconded by McLeod*

*That that the Village of Bible Hill sends a letter of support from the Deputy Chair for their application to the Canada 150 Grant.*

*Motion carried.*

*Moved by Kennedy  
Seconded by McLeod*

*That the Village of Bible Hill move forward with staff looking into funding opportunities for the Main Street Multi-Use Trail System.*

*Motion carried.*

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Village of Bible Hill support the ANSV resolution to amend the by-laws to allow for electronic correspondence as a form of notice to the membership for the annual general meeting.*

*Motion carried.*

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Village of Bible Hill award the Baseball infield soil RFQ to J&K Yardmasters at a total of \$5,278.00 plus HST.*

*Motion carried.*

*Moved by Kennedy  
Seconded by McLeod*

*That the Village of Bible Hill awards the Bunker Gear RFQ to Maritime Safety Equipment for six sets at a total of \$1,649.00 plus HST each.*

*Motion carried.*

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Village of Bible Hill award the Dugout RFQ to Eastern Fence Erectors Limited for \$10,500 plus HST.*

*Motion carried.*

*Moved by Kennedy  
Seconded by McLeod*

*That the Village of Bible Hill award the Firefighter Boots RFQ to Nova Fire Equipment for \$3,323.50 including HST.*

*Motion carried.*

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Village of Bible Hill awards the Flow Testing RFQ to Levitt Safety for \$1,650 plus HST and if maintenance is required a charge of \$75.00/hr for service repairs.*

*Motion carried.*

- **Engineering Services 2016 2017, 05-16-0032 Phase II Guest Drive Storm Sewer Upgrades**

The Clerk updated the Commission on the progress being made on this infrastructure project made up of a 75% funding commitment and 25% funded by the Village. There is a March 31, 2018 deadline for completion. A RFP for engineering services was sent out and five responses were received. The Clerk reviewed his evaluations of the RFP's. He outlined the evaluation procedure and the point scoring system. (A maximum of 20 points for each criteria: qualifications, conformance with objectives of the village, quality of submission, scheduling and price). The Clerk scored 2 RFPs at 85 (out of a maximum of 100), 1 at 82, 1 at 72, and 1 at 67. A discussion was held the RFPs and the evaluation process and outcomes.

### **In Camera Committee Meeting of the Whole - Legal Questions**

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Regular Monthly Meeting be adjourned to an In Camera Committee Meeting of the Whole.*

*Motion Carried.*

At 7:35 pm the Commission went into an In-Camera Committee Meeting of the Whole.

The In-Camera Committee Meeting of the Whole adjourned back to the Regular Monthly Meeting at 7:50 pm.

*Moved by Van Kroonenburg  
Seconded by McLeod*

*That each of the Village Commissioners will review the engineering proposals for the Phase II Guest Drive Storm Sewer Upgrades and hold a Special Meeting on Tuesday, September 27<sup>th</sup>, 2016 at 5:00pm to award the RFP.*

*Motion carried.*

- **Village Line Avenue Drainage Project**

This project has been completed with a final price of \$131,000 with the Village being responsible for 50% of the cost and the Municipality of Colchester having responsibility for the remainder.

- **FCM Canada 150 Community Leaders**

The Clerk will present further information on this Federation of Canadian Municipalities project at the special meeting on September 27th.

### Review of Correspondence

There was no correspondence this evening.

### Reports of Commissioners and Clerk and Treasurer

- **Commissioner Kennedy**

Commissioner Kennedy read the Fire Brigade Report. The Bible Hill Fire Brigade responded to 6 emergency calls between August 11<sup>th</sup> and September 14<sup>th</sup>. The brigade has one new probationary member and one member has been granted maternity leave. The Fire Chief attended a meeting on the Nova Scotia Fire Services Review. The brigade church parade will be rescheduled but a brief ceremony to remember former members will take place at the monument on October 8<sup>th</sup>.

- **Commissioner McLeod**

Commissioner McLeod read the Recreation Report that included an update on Bible Hill ball fields, the upcoming Canada 150 Celebrations, a wrap up report on summer day camps, the upcoming Colchester After School Program, the possibility of an outdoor hiking and adventure program, and the fall start up of Senior Socials and Music Jamborees.

- **Commissioner Van Kroonenburg**

Commissioner Van Kroonenburg reported on sidewalk repairs that are close to completion. She attended the ANSV Conference and Workshop. She reported on Friday's workshops and included that former Bible Hill Recreation Director Brendon Smithson was there to give a presentation on behalf of Nova Scotia Community Culture and Heritage.

- **Clerk and Treasurer Christianson**

The Clerk clarified some terminology used in this evenings meeting for the Commissioner Candidate in attendance. There is a Village Election in progress currently to replace former Commissioner Tom Burke who recently resigned to run for a seat on Colchester County's Council. A new Commissioner will be announced and election for a new Chair and Deputy Chair of the Commission will take place at the October Commission in Committee Meeting. Fall maintenance within the Village is on track, a new spare crossing guard has been hired, and the fob system at the Village Hall has now been completed.

- **Deputy Chair MacCormick**

Deputy Chair MacCormick reported on events she attended on behalf of the Village. She also reported on the ANSV Conference recently held in Kingston/Greenwood. There were 32 in attendance. Commissioner Van Kroonenburg was named as Chair of the Nominating Committee with all current board members returning this year. The ANSV Conference next year will be in Baddeck.

### Accounts

*Moved by McLeod*

*Seconded by Van Kroonenburg*

*That the Village of Bible Hill approves the accounts for payment.*

*Motion carried.*

### New Business

- **TIR/Colchester RFP - Bible Hill Area Traffic Study & Village Square Concept**

The Clerk included information in the minute package this evening on the traffic study being done by Transportation and Infrastructure Renewal and the Municipality of Colchester. The Clerk has requested a seat on the Steering Committee for this project.

- **Traffic - Village Line Avenue**

Commissioner Van Kroonenburg has received phone calls from Village residents concerned about safety at intersections on Village Line Avenue, Forest Hill Drive, and Meadowland Avenue. She would like to see a study done to install a 4-way stop at several of the intersections in that subdivision. The Deputy Chair will draft a letter to the Minister of Transportation (copy to the Colchester Mayor) stating the Village's concern for safety in these areas and requesting a traffic study.

At this point in the meeting Commissioner Van Kroonenburg presented the ANSV Long Service Award for 5 years as a Village Commissioner to Commissioner McLeod.

### In Camera Committee Meeting of the Whole - Personnel Issue

*Moved by McLeod*

*Seconded by Kennedy*

*That the Regular Monthly Meeting be adjourned to an In Camera Committee Meeting of the Whole.*

*Motion Carried.*

At 8:30 pm the Commission went into an In-Camera Committee Meeting of the Whole.

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The In-Camera Committee Meeting of the Whole adjourned back to the Regular Monthly Meeting at 8:55 pm.

*Moved by Van Kroonenburg  
Seconded by McLeod*

*That Parks and Recreation Brown, on the completion of this probationary period on October 22, 2016 become a full time staff member of the Village of Bible Hill and have an increase in salary scale from Step 1 to Step 2. Administration Assistant Curry will move from Step 1 to Step 2 and Finance Officer Ogden will increase from Step 4 to Step 5.*

*Motion carried.*

**Adjournment**

*Moved by Van Kroonenburg  
Seconded by McLeod*

*That the September 20, 2016 Regular Monthly Meeting of the Village of Bible Hill be adjourned.*

*Motion carried.*

The meeting adjourned at 9:00 pm.

Deputy Chair MacCormick

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Recording Secretary Curry

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Clerk and Treasurer Christianson

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