

The Village of Bible Hill Commission in Committee Meeting was held on June 14, 2016 in the Village Office, 67 Pictou Road. Clerk and Treasurer Christianson called the meeting to order at 7:00 pm; the meeting adjourned at 8:14 pm.

### Call to Order

Commissioner Burke  
Commissioner Kennedy  
Commissioner McLeod  
Commissioner MacCormick  
Commissioner Van Kroonenburg

Staff: Clerk and Treasurer Christianson  
Recording Secretary Ogden

Attendance: Parks and Recreation Director Brown  
Fundy Connect Data Coordinator McGrath  
Tobacco Reduction Strategy Coordinator McMullin

After the meeting was called to order the election of the Chair and Deputy Chair took place. P&R Director Brown and the Fundy Connect Data Coordinator McGrath were the scrutineers. After the elections Deputy Chairwoman MacCormick took the gavel and the committee appointments were made.

### Election of Chair and Deputy Chair 2014/2015

Chair	Tom Burke
Deputy Chair	Lois MacCormick

### 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	Kevin Kennedy
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	Lois MacCormick
Deputy Chair	Kevin Kennedy

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	Donna Van Kroonenburg
Deputy Chair	Dale McLeod

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

Recreation & Cultural Services

Chair	Dale McLeod
Deputy Chair	Lois MacCormick

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	Tom Burke
Village Deputy Chair	Lois MacCormick

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	Tom Burke
Village Deputy Chair	Lois MacCormick
Solicitor	Roper
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	Tom Burke
Village Deputy Chair	Lois MacCormick
Clerk and Treasurer	Christianson

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

**External Committees**

Chamber of Commerce	Tom Burke
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**Review and Approval of the Agenda, call for new or other business**

*Moved by Van Kroonenburg  
Seconded by McLeod*

*That the agenda be approved with the addition of Guest Drive property.*

*Motion carried.*

- Presentation on Fundy Connect

The Parks and Recreation Director Brown outlined that the purpose of the Fundy Connect is to provide an online recreational search database. The benefits are that it is user friendly, all in one location and is a form of free advertising for smaller organizations that have not established

websites. Bible Hill contributes yearly to the server-hosting fee, the \$2,000 fee is divided among the participating municipalities. This year the Village will contribute \$400. The Fundy Connect Data Coordinator McGrath showed the Commission how to use the site and search engine.

- Municipal Alcohol Policy- Colchester East Hants Health Centre

Ms. McMullin said that there is a MAP working group formed for the “Municipal Alcohol Policy” that is made up of health board, municipal representatives, school representatives and police officers. The purpose of the committee is to find ways to make our area safer, 5 templates were formed while three are being implemented in the policy. The three are focused on municipal owned property, marketing and safe neighborhoods. She reviewed some statistics and she also gave a few examples of how to reduce advertising.

- RFP Trail Repairs

The Clerk said that last year we had a washout at our Farnham Brook Trail and that we need to resurface the trail. The Village issued an RFP that included a mandatory site meeting that all three invitational bidders attended. We provided the bidders with a budget of \$15,000 including HST. The Village received two responses, one was not submitted in the required method therefore could not be considered by staff.

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the commission in committee recommends that the Village of Bible Hill award the RFP resurfacing Farnham Brook Section of the Cobequid Trail to Will-Kare Paving at a cost of \$15,000 HST included.*

*Motion carried*

- Building Canada Fund- Storm Drainage Upgrades

The Clerk reported that the an application for the completion of the storm water system replacement (Phase II) at the Bible Hill Recreation Park to the Federal/Provincial Clean Water and Wastewater Fund must be submitted by the end of June. If approved the Clerk is suggesting that the Village move forward with the engineering and design this current fiscal year, with tenders for construction in March/April 2017. The conditional grant requires a work completion of March 31, 2018. This new funding is 50 Federal, 25 Provincial and 25 Municipal.

*Moved by McLeod  
Seconded by Burke*

*That the commission in committee recommends that the Village of Bible Hill make application to the Federal/Provincial Clean Water and Wastewater Fund for completion of the storm water system replacement (Phase II) at the Bible Hill Recreation Park. It is anticipated that this project would be budgeted at \$1,000,000 and funding under the program would be 50% Federal, 25% Provincial and 25% Municipal.*

*Motion carried*

- Drainage ditch Village Line Avenue

The Clerk reported that the new contract for the draining ditch at Village Line Avenue has been awarded. The Clerk will bring additional information to the next meeting for the commission.

- Correspondence- Bible Hill Fire Brigade re: MFCA2016

The commission reviewed the email correspondence from the Fire Brigade. It was agreed to keep the new conference payment guidelines to match our current staff and commission policy/procedure. The commission agreed that the Village would not cover the cost of installing a flagpole. The Clerk will draft the returned correspondence; he will bring it back to the next commission meeting for review prior to submission.

- Guest Drive Property

The Clerk has conveyed our interest in the properties bordering the river on Guest Drive to the executor of state for the Guest Drive subdivision. They are currently considering their options and will get back to the Clerk.

### **Adjournment**

*Moved by McLeod  
Seconded by Burke*

*That the June 14, 2016 Commission in Committee Meeting of the Village of Bible Hill be adjourned.*

*Motion carried.*

The meeting adjourned at 8:14 pm.

Commissioner Van Kroonenburg \_\_\_\_\_

Clerk and Treasurer Christianson \_\_\_\_\_

Recording Secretary Ogden \_\_\_\_\_