

The Village of Bible Hill Commission in Committee meeting was held on February 12, 2019 in the Village Office, 67 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 7:04pm; the meeting adjourned at 9:34 pm.

Call to Order: Deputy Chair Van Kroonenburg
Chair MacCormick
Commissioner Burke
Commissioner Kennedy
Commissioner Pitcher

Staff: Clerk and Treasurer Bell
Recording Secretary Chaplin

Delegations: Chief Bisson- Bible Hill Fire Brigade
Officer Hurley- Bible Hill Fire Brigade

Call for New or Other Business

- Pictou Road overhead crosswalk
- Provincial Volunteer Award nominee

Review and Approval of Agenda

*Moved by Kennedy
Seconded by Burke*

That the agenda be approved with the additions.

Motion carried.

Call for Declaration of Conflict of Interests

The Deputy Chair called for any declarations of conflict of interest and conflict was declared.

- Commissioner Burke declared conflict of interest, in regard to agenda number 7 (Hydration Station), noting that he conducts business with two quoting vendors. Two of the companies mentioned are his clients.

Budget Presentations

- **Protective Services**

Clerk and Treasurer Bell reviewed the Protective Services budget. Line items that he prepared, and noted the proposed increase in crossing guard equipment, fire chief honorarium, and the increase in maintenance department salaries due to different allocation of the summer student park

maintenance staff salaries, keeping them in line with the other maintenance salaries. Clerk and Treasurer Bell also noted a proposed increase in fire station utilities, repair and maintenance budget, to crack fill and seal the Village/Fire Hall driveway. He then handed it over to Bible Hill Fire Chief Joey Bisson. Chief Bisson further explained the budget and reviewed how the Bible Hill Fire Brigade planned to spend the remainder if line items in the Operating Fund. Chief Bisson noted the requested increase in honorarium, the increase in firefighter memberships and need for new equipment and gear needed to help keep the Village and its residents safe. The Commission raised questions during the presentation. The Chief and Clerk and Treasurer answered the posed questions. Clerk and Treasurer Bell summarized that the total Protective Services operating fund budget is proposed to be \$304,200, up from 261,400 in 2019, noting that the 2019 budget missed a \$27,500 figure on approval. The Capital fund budget is proposed to be \$80,000 down from \$730,000 in 2019.

- **Revenues**

Clerk and Treasurer Bell presented the projected 2020 Operating Fund Revenue. He spoke about the increase in tax revenue and revenue from the Dalhousie and Chignecto-Central Regional Centre for Education properties, as well as the grant in lieu of property taxes owed to us from the Nova Scotia Provincial Exhibition Commission, the projected sale of one firetruck, as well as the revenue from the rentals of our facilities. Total revenues are expected to be \$2,486,800 up from 2,404,000 in 2019.

- **Tax rates**

Clerk and Treasurer Bell spoke about the tax rates and compared this year with the next fiscal year. Overall, there will be a 3% increase in assessment in 2019-2020 compared to 2018-2019. Clerk and Treasurer Bell noted that they Village can maintain service and undertake a healthy capital program for 2020 fiscal with tax rates remaining unchanged. This will be four years with no increase.

Health and Safety

- **Committee meeting attendance**

Clerk and Treasurer Bell extended an invitation to the Commission to attend the Occupational Health and Safety Committee meetings, as outlined in the Personnel Policy. The Commission discussed and noted that one of them would try to attend if their schedules allowed.

- **Crossing guard boot allowance**

Clerk and Treasurer Bell requested that the Commission consider allowing either a boot reimbursement or provides crossing guards with other footwear related safety equipment, such as ice traction cleats, for fiscal 2020. By consensus, the Commission was in agreement with the request.

- **Policy Introduction**

Clerk and Treasurer Bell presented a draft Health and Safety Policy. The Commission will review it further and consider it at the Regular Monthly Meeting.

Emergency Management Office

Clerk and Treasurer Bell explained that he and Chair MacCormick met with Robert Levine from the EMO and discussed that if required, the Village Hall could be used as a Comfort Center. If a situation arose that the hall was needed for a shelter, this would be operated by and registered with the Emergency Management Office and the Red Cross. Prior to a shelter being set up, the Village Hall could be used as a comfort center for individuals to stay warm, and use electricity as required in the case of extended power loss. This would be operated by the Village.

Quotations

- **Village Hall hydration station**

Having declared a conflict, Commissioner Burke removed himself from the table.

Clerk and Treasurer Bell spoke regarding the issues with the current water fountain in the Village Hall, the slipping hazard it presented to those using the Hall, as well as how the price for fixing the current, original fountain and installing a new one was similar. The quotations from J.C Mechanical and Kelsey's Plumbing were reviewed, and the Commission came to a decision.

Moved by Kennedy

Seconded by MacCormick

That the Commission in Committee recommend the Village of Bible Hill accepts the quote for the Village Hall Hydration Station from J.C Mechanical for a total price of \$2,920 + HST.

Motion Carried

Commissioner Burke returned to the table.

- **Village Hall emergency exit door replacement**

Clerk and Treasurer Bell explained the issues with the current Village Hall emergency exit door, and that while a replacement was not budgeted, there is room in the budget to replace the doors. The quotations from Royal Door and Fowler's Construction were reviewed, and the Commission came to a decision.

Moved by Kennedy

Seconded by MacCormick

That the Commission in Committee recommend the Village of Bible Hill accepts the quote for the Village Hall emergency exit door replacement from Fowler Construction Services for a total price of \$4,562 + HST.

Motion Carried

Invitations

- **Municipal Alcohol Project**

Clerk and Treasurer Bell passed on an invitation received for a Commissioner to attend the Municipal Alcohol Project Meetings. The Commissioners expressed their interest, noted that none of them could attend the next meeting, but wanted the Clerk and Treasurer to respond on their behalf, thanking them for the invite and notifying that they will try to attend meetings in the upcoming months.

- **NSTIR**

Clerk and Treasurer Bell informed the Commission that after an inquiry with Colchester, Chair MacCormick or her designate are invited to the quarterly meetings between the County of Colchester and Nova Scotia Department of Transportation and Infrastructure Renewal. The Commission discussed their interest and confirmed the Chair's plan to attend.

Highland Games

- The Parks & Recreation Committee has moved a recommendation that the Village offers free use of the Airport Ball Fields to the Colchester Highland Games for their annual games on September 7, 2019.

The Commission discussed the Parks and Recreation Committee's recommendation and were all in agreement.

*Moved by Pitcher
Seconded by Kennedy*

That the Commission in Committee recommend the Village of Bible Hill offers free use of the Airport Ball Fields to the Colchester Highland Games for their annual games on September 7th, 2019.

Motion Carried

RFP's for Audio Visual Equipment

Clerk and Treasurer Bell presented the RFPs to the Commission and explained the scoring and other pieces of information that related to how well the RFPs suited our needs. The Commission discussed, and the Clerk and Treasurer gave his recommendation as to which company should be chosen to install the audio-visual equipment in both the Village Hall and the Commission Chamber. The Commission agreed. Clerk and Treasurer Bell will contact AVI SPL to propose the required changes, and report back to the Commission at the Regular Monthly Meeting.

*Moved by Kennedy
Seconded by Pitcher*

That the Commission in Committee recommend the Village of Bible Hill authorize the Clerk and Treasurer to move forward with negotiations with the company AVI SPL for the Village Hall and Commission Chambers.

Motion Carried

Pictou Road overhead crosswalk

Commissioner Burke spoke regarding the overhead crosswalk lights at Jennifer Drive and Pictou Road being in unacceptable condition. Clerk and Treasurer Bell informed him that the Village has been working with Sorenson's Electric on replacing a bulb, and that he is proposing in next year's budget to replace the overhead lights as they seem to not have worked correctly since being struck by a transport truck a number of years ago.

Provincial Volunteer Award nominee

Clerk and Treasurer Bell brought forward two recommendations for the Provincial Volunteer Award recipient to be nominated by the Village of Bible Hill for the Government of Nova Scotia's banquet in April. He noted the individual recommended by the Park's and Recreation Director. The Commission discussed and agreed by consensus to nominate Ms. Marilyn Burns for the award.

Adjournment

Moved by Kennedy

Secoded by MacCormick

That the February 12 Commission in Committee Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 9:34 pm.

Deputy Chair Van Kroonenburg

Recording Secretary Chaplin

Clerk and Treasurer Bell
