

The Village of Bible Hill Regular Monthly meeting was held on August 21, 2018 in the Village Office, 67 Pictou Road. Chair MacCormick called the meeting to order at 7:00 pm; the meeting adjourned at 9:10pm.

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

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

Chair MacCormick welcomed both newly elected Commissioner Pitcher and returning Commissioner Burke to the meeting.

### **Review and Approval of the Minutes of July 17, 2018**

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the meeting minutes of July 17, 2018 be approved as presented.*

*Motion carried*

### **Call for New or Other Business**

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the following items be added under New Business: Meadowland flooding, Bible Hill flags, lift for Fire Brigade members, update on proposed TIR round-about and left turn, and Teakwood drainage.*

*Motion carried.*

### **Review and Approval of Agenda**

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the agenda be approved with the noted additions.*

*Motion carried.*

### **Call for Declaration of Conflict of Interests**

The Chair called for any declarations of conflict of interest and no conflict was declared.

**Miscellaneous Business**

- **Introduction of newly elected Commissioners: Commissioners Burke and Pitcher**

The Chair welcomed newly elected Commissioners Burke and Pitcher to the Commission and looks forward to a successful co-operative working relationship.

- **Committee appointments - for information**

**Election of Chair and Deputy Chair 2018/2019**

Chair	Lois MacCormick
Deputy Chair	Donna Van Kroonenburg

**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 and cheques require two signatures.

- **Protective Services**

The Protective Services Committee oversees the Village's responsibility for the fire brigade, the Bible Hill Emergency Planning Committee and the School Crossing Guard Program.

Chair	Kevin Kennedy
Deputy Chair	Donna Van Kroonenburg

- **Environmental Services**

The Environmental Services Committee is responsible for water systems, sewer systems, storm water drainage, urban forest and environmental protection/development in our community.

Chair	<del>Mitchell Bell</del> - Knickolle Pitcher
Deputy Chair	<del>Dwane Mellish</del> – Tom Burke

- **Transportation Services**

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

Chair	Dwane Mellish - Tom Burke
Deputy Chair	Mitchell Bell - Knickolle Pitcher

- **Recreation & Cultural Services**

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.

Chair	Donna Van Kroonenburg
Deputy Chair	Kevin Kennedy

**Other Committees**

- **Municipal Boundaries Committee**

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.

Chair	Lois MacCormick
Deputy Chair	Donna Van Kroonenburg

- **By-Law Committee**

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

Chair	Lois MacCormick
Deputy Chair	Donna Van Kroonenburg
Solicitor	Daniel Roper, Burchell MacDougall
Clerk and Treasurer	Mitchell Bell

- **Personnel Committee**

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

Chair	Lois MacCormick
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Deputy Chair	Donna Van Kroonenburg
Clerk and Treasurer	Mitchell Bell

- **External Committees**

Chamber of Commerce	To be determined
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- **Commissioner terms - for information**

Clerk Bell reviewed with the Commissioners the roles and expectations of a Commissioner for clarification.

Donna Van Kroonenburg Knickolle Pitcher	Term to June 2019
Lois MacCormick Tom Burke	Term to June 2020
Kevin Kennedy	Term to June 2021

- **Rotary Club yearbook photograph - Thursday, August 30 at 9:00 a.m.**

The Rotary Club picture will be taken on Thursday, August 30<sup>th</sup> at 9:00am. This year the picture will be Village Staff.

- **Delegations**

There were no delegations present at the meeting.

- **Budget update**

Clerk and Treasurer Bell updated the Commission on the status of the budget as of July 31, 2018. Any questions or concerns are welcome to be brought to the Clerk and Treasurer.

**Business Arising out of the Minutes**

There was no outstanding business from previous meetings noted.

**Review of Correspondence**

- **Letter of response from Canada Post**

The Clerk presented a letter for information on the status of postal services that will be available at the new ESSO Convenience Store to be opened this week. The Commission would like to see another business in the area take over the postal service.

- **Notice of Public Hearing Aug 27, 2018 - Little Moe's**

For information purposes, the Clerk updated the Commission on the upcoming UARB Public Hearing on September 26, 2018 regarding an appeal by Ms. Yan Mowatt of Little Moe's K9 Academy of a decision of the Municipality of the County of Colchester. Ms. Mowatt has appealed Colchester's decision to deny a by-law amendment to allow expansion of her business within the municipal sewer district of a General Commercial C1 Zone. The appeal was made to the UARB. Discussion followed on a related issue of Colchester proposing a new bylaw to not allow any new kennels to be developed in the County, which includes wording that no more than 4 dogs can be on any given premises. Colchester says that the new bylaw is intended to be temporary as they make changes to their land-use bylaws with respect to kennels.

- **Battle of Britain - September 16, 2018**

Chair MacCormick will be representing the Village at the Battle of Britain Ceremony on September 16, 2018. The Clerk will ensure that a wreath has been ordered.

- **Letter from Colchester Community Workshops**

A letter has been received from Colchester Community Workshops inviting Commissioners for a tour of their new facility. Commissioners are to arrange this through the Clerk.

#### Reports of Commissioners and Clerk and Treasurer

- **Commissioner Burke**

Commissioner Burke will be chairing Transportation Services and will have a more detailed report at the next meeting.

- **Commissioner Kennedy**

Commissioner Kennedy read the Fire Chief's report which included 17 fire calls between June 13<sup>th</sup> and August 8<sup>th</sup>. The brigade will once again be doing parking during the exhibition as well as providing fire services at the demolition derby. The brigade is preparing for the approaching Fire Prevention Week in October.

- **Commissioner Pitcher**

Commissioner Pitcher will be chairing Environmental Services. She thanked the Commission for welcoming her as a new Commissioner.

- **Deputy Chair Van Kroonenburg**

Deputy Chair Van Kroonenburg read the Recreation Report that included a summer day camp wrap up and a report on a very busy summer season with the Splash Pad where a water fountain has also been added. The infield (Field #3) is being converted to a bantam field, there has been progress on creating a walking loop at the Recreation Park, the well at Holy Well Park will be seeing some upgrades, there is a Red Cross Stay Safe course being planned and back to school programming is underway.

- **Chair MacCormick**

Chair MacCormick reported on events she attended on behalf of the Village with particular identification given to her participation in the modernization of the Municipal Government Act meetings and the upcoming Association of Nova Scotia Villages AGM to be held in St. Peter's.

- **Clerk and Treasurer Bell**

Clerk Bell thanked the Personnel Committee and Commissioner Kennedy for his appointment as Clerk and Treasurer. He welcomed the new Commissioners to the table and provided updates on the Village Line Sidewalk progress, overhead lights that are to be installed on Pictou Road, and the start of the new sidewalk on both Bigney and Allison Avenues. He also reported that Colchester is now in the process of transferring to Bible Hill the green space land deed to the Easy Living Home development on College Road.

### Accounts

*Moved by Van Kroonenburg  
Seconded by Kennedy*

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

*Motion carried.*

### New Business

- **Attendance at Partners for Progress Conference, Sept 6 in Digby**

The information on the conference was brought to the Commission. If anyone is interested in attending, please let the Clerk know.

- **Attendance at ANSV AGM, Sept 13-15, 2018 in St. Peter's**

The Association of Nova Scotia Villages AGM in St. Peter's will be attended by all 5 Commissioners and the Clerk. Clerk Bell is to contact the ANSV to request a 10-year recognition certificate be given to Deputy Chair Van Kroonenburg. The Commission discussed a voting delegate for the Conference. Deputy Chair Van Kroonenburg will be the Village voting delegate.

- **Attendance at NSFM Fall Conference, November 6-9, 2018 in Halifax**

Chair MacCormick, Deputy Chair Van Kroonenburg, and Clerk Bell will be attending the NSFM Fall Conference.

*Moved by Kennedy  
Seconded by Pitcher*

*That the Village of Bible Hill approve to pay the expenditures of the Clerk and Commissioners attending both the ANSV and the NSFM Conferences following the travel expense regulations.*

*Motion carried.*

- **BHRP Trail RFP**

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the Village of Bible Hill commence to hire Hornbeam Contracting at a cost of \$17,590 + HST for the construction of the walking loop at the Bible Hill Recreation Park.*

*Motion carried.*

- **BHRP Field #3 reduction to Bantam League**

*Moved by Van Kroonenburg  
Seconded by Pitcher*

*That the Village of Bible Hill give permission to the Clerk to obtain at least two quotes (if possible) for the work to be done on Field #3 at the Recreation Park with the contract being awarded, if under \$2,500, to the low bidder.*

*Motion carried.*

- **Destruction of Records**

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Village of Bible Hill destroy records identified in the Record Retention Policy over 15 years old with closer inspection being given to documents 7 years or older.*

*Motion carried.*

- **Meadowland Flooding**

Deputy Chair Van Kroonenburg would like to see the Commission follow up on the flooding situation on Meadowland Avenue where there is a buildup of water on a vacant lot, which flows onto the sidewalk, which flows onto the road - making the sidewalk deteriorate and hazardous walking conditions in the winter. The Clerk will investigate this issue.

- **Commemorative Flags**

The Commission would like to see the Village put up flags around the Village for beautification. Consideration should be given to the possibility of a seasonal change out option. Consideration to be given to types of holders and if permission can be obtained from Nova Scotia Power to use the existing power poles. The Clerk will follow up.

- **Lift for Fire Brigade**

The Commission has been requested by the Fire Brigade to again consider the possibility of installing a lift for older members to attend the events held upstairs at the Fire Hall. In past investigations, the hallway was determined to be too narrow at both outside stairway locations.

The Clerk will investigate the possibility of newer technology to enable these lifts to be installed or the possibility of a different location to install the lift.

- **Proposed Round-About & Left-Hand Turn**

Commissioner Burke requested an update on the progress being made on TIR's plans to construct a round-about and left-hand turn option at the end of Pictou and College coming onto Main Street. The Clerk will contact TIR.

- **Teakwood Drainage**

Commissioner Pitcher requested an update on the Teakwood drainage situation. Colchester Councilor Parker has been involved in this project and the Clerk will contact him to get an update on progress. Pictures had been previously circulated to the Clerk - he will forward these to the Village Commission.

### Closed Session - Contract Negotiations & Personnel Issues

*Moved by Van Kroonenburg  
Seconded by Burke*

*That the Regular Monthly Meeting be adjourned to a Closed Session.*

*Motion Defeated.*

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That Fire Brigade Members be allowed to attend the meeting by opening the Closed Session to members present in the Chamber for the Contract Negotiation.*

*Motion carried.*

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Regular Monthly Meeting be adjourned to a Closed Session.*

*Motion carried.*

At 8:24pm the Commission went into a Closed Session. The Recording Secretary left the meeting.

*Moved by Burke  
Seconded Van Kroonenburg*

*That the Commission return to the Closed Session.*

*Motion carried.*



The Closed Session adjourned back to the Commission Meeting at 8:45pm.

**Business Arising from Closed Session**

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the Village of Bible Hill Commission authorize staff to proceed with the next stage of the RFP process, the pre-construction meeting with Fort Garry Fire Trucks Inc. with an estimated cost of \$657,995 + HST.*

*Motion carried.*

*Moved by Kennedy  
Seconded by Van Kroonenburg*

*That the Village of Bible Hill approve retaining one summer student until October 15<sup>th</sup> at the discretion of the Clerk and Treasurer.*

*Motion carried.*

**Adjournment**

*Moved by Van Kroonenburg  
Seconded by Kennedy*

*That the August 21, 2018 Regular Monthly Meeting of the Village of Bible Hill be adjourned.*

*Motion carried.*

The meeting adjourned at 9:10 pm.

Chair MacCormick

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Recording Secretary Curry

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Clerk and Treasurer Bell

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