

Village of Bible Hill
Regular Monthly Meeting
May 15, 2018

The Village of Bible Hill met with Grant Thornton to review the audit to March 31, 2018 at 6:00pm.
Copy attached.

In attendance were: Chair MacCormick
Commissioner Bell
Commissioner Kennedy
Commissioner Mellish
Deputy Chair Van Kroonenburg
L. MacLaughlin, CA, Grant Thornton
A. Butcher, CA, Grant Thornton
Clerk and Treasurer Christianson
Solicitor Roper, Burchell MacDougall

Grant Thornton went through the audited document in detail and the Commissioners asked questions on some specific items. The meeting ended at 6:30pm.

Closed Session

At 6:35 pm the Commission went into a Closed Session to discuss a personnel issue.

In attendance were: Chair MacCormick
Commissioner Bell
Commissioner Kennedy
Commissioner Mellish
Deputy Chair Van Kroonenburg
Clerk and Treasurer Christianson
Solicitor Roper, Burchell MacDougall

The Closed Session adjourned at 6:55 pm.

The Village of Bible Hill Regular Monthly meeting was held on May 15, 2018 in the Village Office, 67 Pictou Road. Chair MacCormick called the meeting to order at 7:00 pm; the meeting adjourned at 8:35 pm.

Call to Order: Chair MacCormick
Commissioner Bell
Commissioner Kennedy
Commissioner Mellish
Deputy Chair Van Kroonenburg

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

Present: Mrs. Smith, Colchester Community Support Society

Review and Approval of the Minutes of April 17, 2018 and May 8, 2018

*Moved by Van Kroonenburg
Seconded by Kennedy*

That the meeting minutes April 17, 2018 and May 8, 2018 be approved.

Motion carried

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

*Moved by Bell
Seconded by Kennedy*

That the agenda be approved with the addition of the approval of the audited statements.

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 Including Delegations

- **Mrs. Smith - Colchester Community Support Society**

Mrs. Smith gave a presentation to the Village Commission on the history and current status of the Colchester Food Bank - officially the Colchester Community Support Society. They are currently located on the Esplanade but are soon to be breaking ground on a completely new building which will front on Prince Street. The Commission was asked to keep the Food Bank in mind in future budget deliberations for assistance with the cost of the new building. Mrs. Smith told the Commission about the Food Bank's major fundraisers which include a Gala that is to be held at the Holiday Inn. There was also discussion of the Village offering the kitchen facilities for Food Bank training class lessons until their new commercial kitchen is up and running. Chair MacCormick thanked Mrs. Smith for her informative presentation.

Business Arising out of the Minutes

- **Commission in Committee Report**

*Moved by Van Kroonenburg
Seconded by Bell*

That the Village of Bible Hill appoint Grant Thornton as Auditor for the upcoming fiscal year 2018-2019.

Motion carried.

*Moved by Van Kroonenburg
Seconded by Kennedy*

That the Village of Bible Hill appoint Burchell MacDougall as our Legal Firm for the upcoming fiscal year 2018-2019.

Motion carried.

*Moved by Van Kroonenburg
Seconded by Bell*

That the Village of Bible Hill adopt the Records Retention Policy.

Motion carried.

A copy of the approved Records Retention Policy is attached.

*Moved by Van Kroonenburg
Seconded by Kennedy*

That the Village of Bible Hill award the ramp paving project to Will- Kare for \$5,000 plus HST and an additional \$5,000 to be allocated for repairs to the parking lot at 69 Pictou Road.

Motion carried.

- **Village Line Avenue Sidewalk**

The Clerk reported that there is a delay in the tender closing for the proposed sidewalk construction on Village Line Avenue. Transportation and Infrastructure Renewal had concerns about the drainage of the storm sewer. Colchester County engineers are working with TIR but at present, there has not been a new date released for the tender closing date on this project.

Review of Correspondence

- **Chair MacCormick to the Minister of Agriculture**

The Chair reviewed a letter sent to the Minister of Agriculture regarding outstanding grant in lieu of taxes due to the Village from the Nova Scotia Provincial Exhibition Commission.

Reports of Commissioners and Clerk and Treasurer

- **Commissioner Bell**

Commissioner Bell reported on events he had attended on behalf of the Village particularly the Mayor and Chief's Breakfast put on by the Truro Chamber of Commerce.

- **Commissioner Kennedy**

Commissioner Kennedy reported on events he had attended on behalf of the Village and read the Fire Brigade Report which included a list of the fire calls between April 11th and May 9th. Due to the three recent fires, the total fire loss to date is \$1,010,000. The Brigade's Annual Fundraising Auction, Church Parade, and Father's Day Breakfast were all items of interest noted.

- **Commissioner Mellish**

Commissioner Mellish spoke of the events he had attended on behalf of the Village. As the Commissioner responsible for Transportation Services, Commissioner Mellish had concerns about sidewalk repairs, street cleaning, and curb maintenance.

- **Deputy Chair Van Kroonenburg**

Deputy Chair Van Kroonenburg read the Recreation Report which included updates on the current after school programs and upcoming summer day camps. Minor Baseball has fields booked and is particularly excited about their Challenger Program where Village Staff will be providing additional drag and line services. Canada Day is fast approaching with entry forms available on line and from our office. The Village will be installing a water fountain at the Recreation Park and is having an Open House on May 31st for small parks - their maintenance and development.

- **Clerk and Treasurer Christianson**

The Clerk informed the Commission that we will be doing a child count at the Guest Drive/College Road crossing guard station will be completed in June and the other locations will be re-evaluated. The Clerk attended a meeting on Easy Living drainage issues - in depth calculations were explained for the storm water management at the project. Summer staff are all hired at this point and are starting in a staggered manner. The Village will now be purchasing diesel from the Canadian Tire Gas Bar on Main Street. Any sidewalk areas needing repair should be reported to Office. There are two tenders out now - one for the new fire truck and one for the overhead lights at the new elementary school.

- **Chair MacCormick**

Chair MacCormick reported on meetings and events she had attended in the past month on behalf of the Village including a UNSM Forum at the Holiday Inn in Truro, a meeting regarding the re-zoning of Easy Living project on College Road, the ANSV Meeting hosted by the Village of Bible Hill, the Annual Fireman's Banquet, Battle of the Atlantic Ceremonies, a Municipal Modernization session in Halifax, and the Mayor's and Chief's Breakfast hosted by the Truro Chamber of Commerce. She would like the Commissioners to keep the volunteer awards in mind year around and give names to the Office where an on-going list will be kept.

Accounts

Moved by Bell
Seconded by Kennedy

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

Motion carried.

New Business

- **Scotia Pool**

A discussion was held on the concerns raised by the Scotia Pool Society in regard to the grant approval from the County of Colchester for 2018. The Society had requested \$50,000 funding for the operating fund which was approved but has denied the request for \$50,000 capital funding. In the past the request has come through as a total amount of \$100,000 and has been granted.

- **Truro Initiatives re: Deer population**

The Town of Truro has undertaken to complete a population study of deer in the Truro area. This study will be in conjunction with the Department of Natural Resources. The Village will be very interested to hear any possible solutions and how they could apply to Bible Hill.

- **Overhead Crosswalk Application - Guest Drive**

The Clerk explained the new process that must be followed when dealing with Transportation and Infrastructure Renewal. The last overhead light system that the Village will be installing will be the light on Pictou Road by Bible Hill Consolidated Elementary School. From here forward, a request needs to go through to TIR and, if approved, they will do all of the necessary work and will bill the Village.

- **Model Expense and Hospitality Policies**

The Clerk presented for information purposes draft model expense and hospitality policies he received from the Department of Municipal Affairs. The new provincial regulations for the amendments to the Municipal Government Act in regard to the expense and hospitality policies have not yet been approved. The Village will not be able to adopt new policies until the regulations are approved.

- **Investing in Canada Infrastructure Program**

The Clerk reported that this program has now been re-vamped and details will be coming out soon. They will be forwarded to Commissioners upon its receipt.

- **Approval of Audited Statements to March 31, 2018**

*Moved by Bell
Seconded by Kennedy*

That the Village of Bible Hill approve the 2017-18 Audited Financial Statements as presented by Grant Thornton earlier this evening.

Motion carried.

Adjournment

Moved by Van Kroonenburg

That the May 15, 2018 Regular Monthly Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 8:35 pm.

Chair MacCormick

Recording Secretary Curry

Clerk and Treasurer Christianson
