

The February 9, 2010 Commission in Committee meeting was held in the Village Office at 67 Pictou Road. The meeting was called to order by Deputy Chair Burke at 7:00 pm; the meeting adjourned at 9:05 pm.

**Deputy Chair Call to Order**

Deputy Chair Burke  
Commissioner Dawson-Sharbell  
Commissioner Mahar  
Chairwoman McLean  
Commissioner Van Kroonenburg

Staff: Clerk and Treasurer Christianson  
Recording Secretary Curry

**Approval of the Minutes of December 7, 2009 and January 12, 2010**

*Moved by McLean  
Seconded by Van Kroonenburg*

*"That the minutes of December 7, 2009 and January 12, 2010 be approved as presented."*

*Motion carried.*

**Review and approval of the agenda, call for new or other business**

*Moved by Mahar  
Seconded by Dawson-Sharbell*

*"That the agenda be approved with the additions of a review of the Meeting and Procedure Policy, review of a draft e-mail regarding upcoming summer construction, and a damage to parking lot issue to be discussed in-camera."*

*Motion carried.*

**Business arising out of minutes**

**Asphalt Curbing College Road - Reply from Minister**

*Moved by McLean  
Seconded by Van Kroonenburg*

*"That the Commission in Committee recommends that the Village of Bible Hill respond to the letter from Minister Estabrooks with a copy of the Department of Transportations policy regarding municipal construction of sidewalks and if an exception can be made for asphalt 'continuity of appearance' within Village boundaries."*

*Motion carried.*

## **Phase 4 Water System: Borrowing Resolution - Nova Scotia Municipal Finance Corporation**

*Moved by Van Kroonenburg  
Seconded by Mahar*

*"That the Commission in Committee recommends that the Village of Bible Hill approve the signing of the Borrowing Resolution required by the Municipal Finance Corporation."*

*Motion carried.*

## **Phase 4 - 95% complete design drawings**

The Clerk requested that all Commissioners review the design drawings that are in the Village Office so they are aware of exactly what construction work is being carried out this summer and where it will be. Construction will probably last approximately from May until September of 2010. Driveway entrances have all been measured and photographed. New photographs will be taken before the construction begins. Discussion was held on the possibility of making an addition to the tender.

*Moved by Van Kroonenburg  
Seconded by Mahar*

*"That the Commission in Committee recommends that the Village of Bible Hill request that the replacement of the catch basin at the corner of East Court Road and College Road be added into the tender for this project."*

*Motion carried.*

## **Meeting and Procedures Policy**

Deputy Chair Burke left the position of Chair and the Clerk assumed the seat.

*Moved by McLean  
Seconded by Dawson-Sharbell*

*"That the Commission in Committee recommends that the Village of Bible Hill amend the Meeting and Procedures Policy, Item #60 to state that Municipal Councillors shall be given the opportunity to speak at the Commission in Committee Meeting and/or the Regular Monthly Meeting with the 10 minute time*

*limit remaining."*

*Motion carried.*

Deputy Chair Burke resumed the position of Chair.

## **New Business**

### **December 31, 2009 Financial Statement**

The Clerk reviewed the December 31, 2009 Financial Statement with special attention being drawn to the \$10,000 budget item under recreation. This was earmarked for new dugouts but they will not be purchased before March 31, 2010 so cannot be included in that fiscal year's budget. It was suggested that we use this money to make our already promised contribution to the Dog Park in Truro. The Village will also advertise this Dog Park in our Action on the Hill to encourage dog owners to use this park, keep their dog on a leash, and clean up after their dog.

#### **Quotes**

- **Canada Day Inflatables**

*Moved by Van Kroonenburg*

*Seconded by McLean*

*"That the Commission in Committee recommends that the Village of Bible Hill accept the quote from Big Entertainment in the amount of \$2,745.90 including HST."*

*Motion carried.*

- **Canada Day Tenting**

*Moved by Van Kroonenburg*

*Seconded by Dawson-Sharbell*

*"That the Commission in Committee recommends that the Village of Bible Hill accept the quote from Commercial Tenting in the amount of \$5,079.35 including HST."*

*Motion carried.*

**Construction of Off Trail Bicycle Trails - Warren  
Drive Trail/Bible Hill Cemetery Company**

*Moved by Van Kroonenburg  
Seconded by McLean*

*"That the Commission in Committee recommends  
that the Village of Bible Hill continue working on the  
Warren Drive project to expand the bicycle trails  
located on the Bible Hill Cemetery Property and on  
Village of Bible Hill property."*

*Motion carried.*

**Sponsorship - Canadian Urban Forest Conference,  
Truro - October 5 to October 8, 2010**

Discussion was held. The Clerk was instructed to write a letter to Andrew Williams, Chair of the CUFC9 Sponsorship and Trade Show Committee stating that at this time we would like to offer our facilities if needed but are unable to make any financial contribution.

**Long Service Recognition for Employees**

Deputy Chair Burke left the position of Chair and the Clerk assumed the seat.

*Moved by Dawson-Sharbell  
Seconded by McLean*

*"That the Commission in Committee recommends  
that the Village of Bible Hill accept the Long Service  
Recognition Policy for Employees as amended by  
the Commission."*

*Motion carried.*

## **The Village of Bible Hill**

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Revision: February 9, 2010

**LONG SERVICE RECOGNITION FOR EMPLOYEES**

*This policy is to ensure that the long service of Village employees and their valuable contributions is appropriately recognized and rewarded.*

Eligibility

*All staff will be eligible for continuous service awards. Eligibility will be calculated annually based on the employee's date of hire.*

*Service will not be pro-rated and all service will be credited equally. For example: a full year of continuous service will be credited as one year for part-time and full-time employees.*

*The actual years of service shall be determined by the staff members present cumulative years of employment with The Village of Bible Hill.*

Responsibilities

*The Village will provide employee long service recognition as follows:*

- *5 Years Consecutive Service      Letter of recognition*
- *10 Years Consecutive Service      Letter of recognition*
- *15 Years Consecutive Service      Letter of recognition*
- *20 Years Consecutive Service      Framed certificate from the Village*
- *25 Years Consecutive Service      Watch*
- *30 Years Consecutive Service      Gift appropriate to recipient up to an amount of \$300.*

Years of Service Presentations

*Years of Service presentations shall be presented annually at the Village of Bible Hill Staff Christmas Party.*

**Discussion on Civic Centre / New Hospital**

*Moved by Mahar  
Seconded by Burke*

*"That the Commission in Committee recommends that the Village of Bible Hill write to Colchester County requesting a delay in construction of the Civic Centre so that funds may be transferred to the hospital for completion of that project."*

*Motion carried unanimously.*

*Moved by Burke  
Seconded by Mahar*

*"That the Commission in Committee recommends that the Village of Bible Hill write to the County of Colchester and the Town of Truro suggesting that the current plans for the \$50 million Civic Centre be*

*shelved."*

*Motion carried.*

Deputy Chair Burke resumed the position of Chair.

#### **Draft E-Mail**

The Clerk informed the Commission that he was currently working on an e-mail that will be sent to users of the Bible Hill Recreation Park to inform them of potential disruption in park usage due to construction this summer. A draft copy of the e-mail was circulated.

#### **In Camera Committee Meeting of the Whole - Volunteer Nominations & Water Issue on Main Street**

The Recording Secretary was requested to remain at the In Camera Session for the discussion regarding volunteer nominations.

*Moved by Van Kroonenburg  
Seconded by McLean*

*"That the Commission in Committee Meeting be adjourned to an In Camera Committee Meeting of the Whole."*

*Motion Carried.*

At 8:35 pm the Commission went into an In-Camera Committee Meeting of the Whole. At 8:45 pm the Recording Secretary left the In Camera Session. The In-Camera Committee Meeting of the Whole ended at 9:04pm.

#### **Adjournment**

*Moved by Van Kroonenburg  
Seconded by McLean*

*"That Commission in Committee Meeting be adjourned."*

*Motion carried.*

The meeting adjourned at 9:05 pm.

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K. Curry  
Recording Secretary

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Tom Burke  
Deputy Chair