

Village of Bible Hill
Commission in Committee Meeting
March 9, 2021



The Village of Bible Hill Commission in Committee meeting was held on March 9, 2021 in H. Douglas Boyce Village Hall, 69 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 6:00 pm; the meeting adjourned at 9:39pm.

Call to Order: Chair Kennedy
Deputy Chair Van Kroonenburg
Commissioner Burke
Commissioner Pitcher
Commissioner Shea
Clerk and Treasurer Bell
Recording Secretary Chandler

Guests: Jason Angel, M.Sc., P. Eng., PMP – R. V. Anderson Associates Limited
Mike Benson, P.Eng., MScE – R. V. Anderson Associates Limited
Angie Ogden, Finance Officer
Her Worship Christine Blair, Mayor – Municipality of the County of Colchester
Councillor Wade Parker, District 11 – Municipality of the County of Colchester

Call for new or other business and review and approval of agenda

Deputy Chair Van Kroonenburg called for new or other business.

Moved by Burke and seconded by Kennedy, that the agenda be approved. Motion carried.

Call for declaration of conflict of interests

Deputy Chair Van Kroonenburg called for any declarations of conflict of interest and none were declared.

Miscellaneous business including delegations

Summary of final reporting – sanitary sewer system study – R.V. Anderson Associates Limited

Deputy Chair Van Kroonenburg welcomed Jason Angel and Mike Benson from R.V. Anderson Associates Limited and invited them to present their study findings. Angel and Benson presented the findings of a sanitary sewer study to the Committee, highlighting introductions, project motivation, project overview, conclusions, state of infrastructure, capital needs assessment, continuous improvement plan, and questions, answers, and discussion.

Angel began the presentation with its conclusion, noting that overall, the Village's sanitary sewer is in good condition, describing the inventory and some deficiencies noted that should be addressed in the short-term, being 9.1 of 43.3 kilometers of gravity sewer lines in poor or worse condition, 6 poor and 71 fair condition manholes of 520, as well as one pumping station needing replacement, and one approaching the end of its useful life, out of three stations. Angel noted that in the infrastructure needs over the next ten years are estimated at \$365,600,

and more significant renewal needs beyond the ten-year timeframe are estimated at a \$16.2 million investment, with the potential for an additional \$19.2 million investment beyond thirty years. Angel noted that the long-term figures are based on like-for-like replacement, and do not consider potential new technologies and/or changing demographics.

Mike Benson took the stage, providing a more in-depth overview of the study findings.

Recording Secretary Chandler left the meeting at 7:54pm and returned to the meeting at 7:57pm.

Benson and Angel asked the Committee for questions. The Committee discussed. Angel added that the Village funded County maintenance of the sewer system has proven to be a large factor to the overall good condition of the system, noting that not all municipalities are in such a position with respect to existing infrastructure.

Benson noted that the final reporting of the study will soon be provided to Clerk and Treasurer Bell, and available to the Committee accordingly.

Angel and Benson concluded their presentation at 8:13pm.

Deputy Chair Van Kroonenburg called for a brief recess at 8:14pm.

Angie Ogden left the meeting at 8:14pm, and Benson and Angel left the meeting at 8:16pm.

Deputy Chair Van Kroonenburg reconvened the meeting at 8:17pm.

New business

Volunteer awards: ceremony

Clerk and Treasurer Bell presented the volunteer award ceremony plan as developed by the Parks and Recreation Director and the Parks and Recreation Advisory Committee. Bell noted that the plan is for a virtual promotion, considering the ongoing pandemic restrictions on gathering, adding that the current plan is for each recipient to be individually presented their plaque or certificate by Commissioners in the Commission Chambers, as well as a gift card to a local restaurant in place of the usual banquet meal that would normally be provided. Bell further explained that there will be a photographer present to take photographs of each recipient for inclusion within biographies to be released on social media - one each day April 2nd through 21st. The virtual promotion is planned to conclude on April 22nd with a final thank you to all recipients, acknowledging the importance of volunteering in your community. The Committee discussed.

It was decided by consensus that for the presentation of each award, the presentations will occur on March 24th and 25th, from 6:30pm to 8:30pm in the Commission Chambers, with the Parks and Recreation Director, and available Commissioners.

It was decided by consensus that staff continue with the presented plan for the 2021 volunteer awards.

Volunteer awards: nominees

Clerk and Treasurer Bell presented a summary of twenty volunteer award nominees that were submitted to the Village from the community. The Committee discussed.

Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill approve the twenty nominees for a 2021 volunteer award. Motion carried.

Budget development – assessment, tax rates and revenues

Clerk and Treasurer Bell presented revenue components of a draft budget for the 2021-2022 fiscal year, highlighting a history of taxation rates, as well as estimated assessment and revenues. He noted that property assessment is estimated to increase approximately \$7.2 million or 2.47%, with the cap rate increase being 0.3%. Bell noted at current tax rates, \$2.1 million is estimated to be raised in property taxes for the upcoming budget, with total revenue estimated at \$2.5 million, up approximately 1.2%. Bell noted that at this time COVID-19's effects on programming revenues are unknown, and so a regularly scheduled year of programming has been estimated for budgetary purposes. Bell noted that total revenue is expected to increase only \$30,700 compared to the prior year. The Committee discussed.

Budget development – reserve fund

Clerk and Treasurer Bell spoke on what he presumed as a need to establish reserve funds to save for future sanitary sewer capital expenditures, suggesting significant future expenditures, such as those described in R.V. Anderson Limited's presentation, even at twenty-five cent dollars, would require considerable sums of money be saved over 10-30 years to ensure the Village does not find itself in an adverse position at replacement time. The Committee discussed.

Closed Session - budget development – miscellaneous updates

Moved by Pitcher and seconded by Burke that the Commission in Committee meeting enter closed session. Motion carried.

Recording Secretary Pamela Chandler, Madame Mayor Christine Blair, and Councillor Wade Parker left the meeting at 8:44pm.

The Committee meeting entered closed session at 8:44pm.

The Commission meeting returned to open session at 9:01pm.

Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill authorize the Clerk and Treasurer to extend an offer of employment for a temporary maintenance worker for a one-year term. Motion carried.

The Clerk and Treasurer discussed various miscellaneous updates to the draft operating and capital budgets. The Committee discussed.

Adjournment

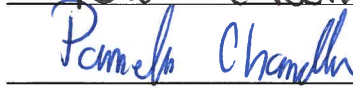
*Moved by Burke that the March 9, 2021 Commission in Committee meeting of Village of Bible Hill be adjourned.
Motion carried.*

The meeting adjourned at 9:39pm.

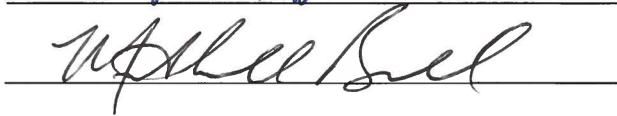
Deputy Chair Van Kroonenburg

Handwritten signature of Donna Van Kroonenburg in black ink, written over a horizontal line.

Recording Secretary Chandler

Handwritten signature of Pamela Chandler in blue ink, written over a horizontal line.

Clerk and Treasurer Bell

Handwritten signature of Michael Bell in black ink, written over a horizontal line.