

The Village of Bible Hill Regular Monthly meeting was held on March 18, 2014 in the Village Office, 67 Pictou Road. Chair Burke called the meeting to order at 7:00 pm; the meeting adjourned at 8:30 pm.

Call to Order: Chair Burke
Deputy Chair MacCormick
Commissioner McLeod
Commissioner Van Kroonenburg

Regrets: Commissioner McLean

Staff: Clerk and Treasurer Christianson
Recording Secretary Ogden
Solicitor MacDougall

In Attendance: Laura MacLaughlin- Grant Thornton LLP
Keltie Jones- Town of Truro Tourism Committee
Parks and Recreation Director Smithson
Truro Daily News Reporter M. Chiasson
Bible Hill Resident Loomer

Approval of the Minutes of February 18, 2014

*Moved by McLean
Seconded by McLeod*

That the minutes of February 18, 2014 be approved as circulated.

Motion carried.

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

*Moved by Van Kroonenburg
Seconded by MacCormick*

That the agenda be approved as presented.

Motion carried.

Chair Burke welcomed those present to the meeting.

Miscellaneous Business Including Delegations

Laura MacLaughlin Grant Thornton LLP- Audit Planning Committee

Laura reviewed the initial communication plan with the Village Commission. She outlined roles of management regarding internal control and that of the auditors such as clarification, standards and two-way communication. The week of April 21st will be the year-end visit to have financial statements ready for the Annual General Meeting in June.

Keltie Jones, Chair of Town of Truro Tourism Committee

Kelti outlined the importance of regional collaboration from the Town of Truro, Village of Bible Hill, County of Colchester and Millbrook regarding tourism and area branding. The Tourism committee is currently focusing on strategy and area branding. The purpose of branding is to portray to visitors why they would visit or why they should move to our area. The committee will be looking for both municipal motivation for this project and financial support. Budget discussions are currently underway; the Village requested additional information from the committee relating to financial support and time expectations. Kelti indicated that the first step is to apply for CNTA funding before requesting financial support from local municipalities.

Parks and Recreation Director Smithson - Volunteer Awards

Recreation Director Smithson outlined that the Village has received 4 Long Term Service and 18 Outstanding Service nominations for a total of 22 submissions for this year's Volunteer awards. Smithson made a recommendation to select the third nominee under the Long Term Service as our Provincial nominee for 2015.

*Moved by MacCormick
Seconded by Van Kroonenburg*

Moved that the Village of Bible Hill approve the summary of volunteer nominations as presented, which include 22 nominations, and that the third nominee under the Long Term Service is awarded the Bible Hill Provincial Volunteer award in 2015.

Motion carried.

Business Arising out of the Minutes

Commission in Committee Report

Print Services for Village of Bible Hill- Xerox

*Moved by MacCormick
Seconded by McLeod*

That the Village of Bible Hill enter into a five year contract with Xerox Canada who will provide managed print services to the Village of Bible Hill at a cost of \$110.88 per month plus a per copy charge of (colour).0590 and (mono) .0120 (not including HST).

Motion carried.

Repairs to 2013 Service Vehicle

*Moved by MacCormick
Seconded by Van Kroonenburg*

That the Village of Bible Hill award the repairs to the 2013 Service Vehicle to Pye Chev Olds in the amount of \$2,214.12 (including HST).

Motion carried.

Amended to contract with CUPE 734.01

*Moved by MacCormick
Seconded by McLeod*

That the contract between the Village of Bible Hill and CUPE 734.01 be amended as follows:

ARTICLE 5 - CHECK OFF OF UNION DUES

5.04 NEW

The Employer agrees to provide to the Union twice annually on September 30th and March 31st, employee contact information which will include the following:

- a) *The name of each employee;*
- b) *The mailing address and telephone number (if listed) of each employee;*

ARTICLE 10 - SICK LEAVE

10.12 *Delete current (b) and replace with the following. Add NEW (c).*

- a) *Staff are encouraged to make scheduled medical appointments outside regular working hours.*
- b) *However, if this is not possible, the full-time employee is allowed up to a maximum of twenty four (24) hours per fiscal year, taken in no less than one-hour allotments.*

An employee is entitled to a maximum of two (2) days (sixteen (16) hours) per annum, with pay, to attend to the care of an immediate family member or to handle personal emergencies that cannot be reasonably attended to or handled by another family member. This time may be used in combination with medical and dental appointments below. The maximum number of days in combination with Article 10.12 (c) shall not exceed four (4) days. The above hours may only be taken in four (4) hour minimum blocks.

- c) *Employees are entitled to a maximum of two (2) days (sixteen (16) hours) with pay for medical and dental appointments. This time may be used in combination with 10.12 (b) above the maximum number of days in combination with Article 10.12 (b) shall not exceed four (4) days. The above hours may only be taken in four (4) hour minimum blocks.*

22.03 New

Any employee with a minimum of thirty (30) years of service that retires under the Village's pension plan will receive a onetime retirement allowance of five thousand dollars (\$5000.00). This allowance at the option of the employee can be made as an RRSP contribution.

Term: April 1, 2014 to March 31, 2017

*Wages: April 1, 2014 - 3%
April 1, 2015 - 3%
April 1, 2016 - 2.5%*

Motion carried.

Parks and Recreation Committee Appointments

*Moved by MacCormick
Seconded by Van Kroonenburg*

That the Village of Bible Hill appoint Doug Wile, Marie Tompkins, Foster Stewart, Matt Pryde and Nancy Loomer to 2 Year Terms from April 1, 2014 to March 31, 2016 on the Bible Hill Parks and Recreation Committee.

Motion carried.

Transfer

*Moved by MacCormick
Seconded by McLeod*

That the Village of Bible Hill transfer \$225,000 from the Operating Reserves to the Capital Reserves.

Motion carried.

Budget Review

Clerk and Treasurer Christianson presented the Village Commission with a draft revenue budget for the fiscal year 2014-15. Residential assessment is projected to increase at 2.16%, while commercial is declining 2.73%, averaging total assessments at an increase of 1.66%. Tax rates for fiscal year 2014-15 will remain the same; residential is 0.69 and commercial at 0.86. Total tax collection for the year is projected at \$1,832,590.

The Clerk is currently reviewing the grant in lieu of taxes for provincial property and assessment roles. He will also be meeting with the Fire Brigade to discuss their budget, and then this budget will be brought to the April Commission in Committee meeting. The Clerk anticipates that the tax rate will be approved in April with the budget in May.

Reports of Commissioners and Clerk and Treasurer

Protective Services Report

Commissioner Van Kroonenburg reviewed the Fire Brigade Report. Total emergency fire calls to date are 17 with a fire loss of \$179,283. Upcoming events are a spaghetti fundraiser on April 6, Annual Awards Banquet on April 26 and hosting the MFF Bowling tournament on May 3 and 4th.

Transportation Services Report

Deputy Chair MacCormick reported that the contractor providing sidewalk snow clearing services was doing a great job.

Environmental Services Report

In the absence of Commissioner McLean, Clerk and Treasurer Christianson reported that flooding has been minimal and no movement has taken place regarding a gate system on the Bible Hill side of Park Street. Discussions are underway with the Clerk and TIR area manager.

Recreation Services Report

Commissioner McLeod read the Recreation Report, which included a report on Family Fun Day, the Active Transportation Social Marketing Campaign, Music Jamborees, BH Recreation Park and Summer Programming.

Clerk's Report

The Clerk reported that two child counts would be performed in April. Village staff has hired 4 out of 5 students for park maintenance and one programming staff. The Village has one maintenance staff left to hire and three day-camp staff. He also reported that there is a shortage of office staff and will continue for a few more months. He also clarified with the commission that under the MGA, Villages are authorized to expend money on tourism and support of the Tourism Committee is possible.

Chair's Report

Chair Burke reported that no meetings have been recently called for the Provincial Exhibition.

Accounts

Moved by McLeod

Seconded by MacCormick

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

Motion carried.

New Business

Appointment of Grant Thornton as Auditors for Fiscal Year 2014-15

Moved by Van Kroonenburg

Seconded by McLeod

That the Village of Bible Hill appoint Grant Thornton as their auditors for the fiscal year 2014-15.

Motion carried.

Appointment of Burchell MacDougall as Solicitors for Fiscal Year 2014-15

Moved by McLeod

Seconded by MacCormick

That the Village of Bible Hill appoint Burchell MacDougall as their solicitors for the fiscal year 2014-15.

Motion carried.

Approval of Meeting Schedule 2014-15

Moved by Van Kroonenburg

Seconded by MacCormick

That the Village of Bible Hill approve the meeting schedule with the cancellation of the July 8, 2014 Commission in Committee Meeting, the cancellation of the August 12, 2014 Commission in Committee Meeting and adjusting the Commission in Committee date in November to November 12th, 2014.

Motion carried.

Adjournment

Moved by MacCormick

Seconded by McLeod

That the March 18, 2014 Regular Monthly Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 8:30 pm.

Chair Burke

Recording Secretary Ogden

Clerk and Treasurer Christianson
