

The Village of Bible Hill Commission in Committee Meeting was held on February 9, 2016 in the Village Office, 67 Pictou Road. Deputy Chair MacCormick called the meeting to order at 7:00 pm; the meeting adjourned at 8:05 pm.

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

Staff: Clerk and Treasurer Christianson
Recording Secretary Ogden

Attendance: Cody Brown, Parks and Recreation Director

Review and Approval of minutes of January 12, 2016

*Moved by Burke
Seconded by McLeod*

That the minutes of January 12, 2016 be approved as presented.

Motion carried.

Review and Approval of the Agenda, call for new or other business

*Moved by McLeod
Seconded by Kennedy*

That the agenda be approved with the deferral of the review of the letter to Colchester regarding the sidewalk projects.”

Motion carried.

New Business

- **Budget Review- Parks and Recreation**

The Parks and Recreation Director proposed budget was presented to the commission for both the Operating and Capital.

The proposed budget had changes to parks maintenance, airport maintenance and trails maintenance. Park maintenance has increased due to capital additions; trail resurfacing and work required at the Airport field washroom building with an overall increase of \$11,000. Public work salaries have decreased by approximately \$10,000 with a reduction in one summer park maintenance position.

The Parks and Recreation budget had an increase in for programing of \$11,500 as the Rec Director is looking to implement more programing opportunities and focus on program delivery

this year rather than a large capital project. The Village hall expenses has slightly increased to accommodate the new Village Hall custodian doing hall cleaning on Sundays to help alleviate work to the maintenance department and to fit our hall cleaning needs to rental agreements.

The Capital projects are the construction of new swings at Village Court for \$6,000, new dugouts at the Senior Field at the Bible Hill Recreation Park and \$1,000 for a new Bible Hill Rec Park sign. Village staff is looking into capital grant opportunities, if an opportunity arose this item would be brought to commission.

The Parks and Recreation Director explained the Thrive Program that is starting this month. A conditional grant from the Province of Nova Scotia has been received for this program. The program has an emphasis on getting girls of the age 12 to 14 years to be more physically active. The Village has implemented a-learn to hike program with this grant.

- **Village Budget Review**

The Clerk reviewed the draft 2016/2017 budgets. Under revenues, the Clerk is currently providing an estimate of tax revenue (84% of all Village revenues), as the Village has not been provided with current assessment calculations by Colchester. Conditional grant revenue may change as government grant opportunities become available and approved.

The Clerk said that the format of the budget needs to better match the audited statements format, and therefore the budget documents have changed. Under expenses a section has been allocated for bad debt, and accumulated depreciation, the schedule of write off for capital assets. The section for net revenues encompasses transfer from other funds, which refers to the money taken out of operating and placed in capital funds. This schedule has a zero in change of fund balance, as it is a balanced budget.

The budget was discussed relating to revenue and expenses. Under Fire protection services the fire hydrant expense has increased by \$13,000. The Clerk has learned that the Town taxes the Water Treatment Plant and it affects our hydrant expense by \$19,000. The Clerk suggested that the Chair should contact the Mayor to discuss this item.

The transportation service section has a slight decrease for sidewalk and crosswalk maintenance to \$100,000. The Streetlight rental will remain the same as last year but the UARB has instructed NS Power to convert all municipal streetlight billing to LED rate structure effective January 1st. The Clerk does not have the new rates but was reassured that it will be retroactive to January 1st. The streetlight rental will be less and all funds left in this account will be allocated to capital reserves at the end of the year.

The Clerk reviewed the capital budget with 36% for Fire fighting equipment, 18% for Village Hall/Fire Hall building, new doors for Fire Hall and Village Hall, 18% for a new LED advertising sign at the Village Hall, 10% for playground & park equipment and 2% for both office and public work equipment.

- **New Advertising Sign**

The Clerk outlined that he is in the process of discussing a group tender with two other Villages for the new LED advertising sign. He has spoke to a few dealers about specifications

and believes we can use our current frame at the Village and will only require the sign and software.

- **Award of Tender- Boilers Bible Hill Village Hall**

*Moved by Van Kroonenburg
Seconded by Kennedy*

That JC Mechanical is awarded the tender for the Village Hall Boiler replacement at a cost of \$95,481 plus HST.

Motion carried.

- **Review of letter to Colchester regarding sidewalk projects**

*Moved by Burke
Seconded by McLeod*

That the letter to Colchester regarding sidewalk projects be deferred to Commission's Regular Monthly Meeting.

Motion carried.

- **Scotia Bank Borrowing Resolution**

*Moved by Burke
Seconded by McLeod*

That the Village of Bible Hill commissioners sign and approve the borrowing resolution with Scotia Bank in the amount of \$700,000.

Motion carried.

- **In Camera Committee Meeting of the Whole**

*Moved by Van Kroonenburg
Seconded by McLeod*

That the Regular Monthly Meeting be adjourned to an In Camera Committee Meeting of the Whole.

Motion Carried.

At 7:52pm the Commission went into an In-Camera Committee Meeting of the Whole.

The In-Camera Committee Meeting of the Whole adjourned back to the Regular Monthly Meeting at 8:04 pm.

*Moved by McLeod
Seconded by Van Kroonenburg*

That the five Parks and Recreation Committee appointments be approved to form the Parks and Recreation Committee.

Motion Carried.

- **Adjournment**

Moved by McLeod

Seconded by Van Kroonenburg

That the February 9, 2016 Commission in Committee Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 8:05 pm.

Deputy Chair MacCormick

Clerk and Treasurer Christianson

Recording Secretary Ogden
