

The Village of Bible Hill Commission in Committee Meeting was held on January 9, 2018 in the Village Office, 67 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 7:00 pm; the meeting adjourned at 9:18 pm.

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

Staff: Clerk and Treasurer Christianson
 Finance Officer Ogden
 Parks and Recreation Director Brown

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

*Moved by Bell
Seconded by Mellish*

That the agenda be approved with the added agenda item of "Deer Population".

Motion carried.

- Call for Declaration of Conflict of Interest

No declarations were made.

- Review of the Parks and Recreation Budget

The Parks and Recreation Director Brown reviewed the Operating Budget for Recreation and Cultural Services. This year the general programming will be broken out rather than grouped together. He outlined that special events has been increased this year to add a Back to School Bash, he also explained the day camp expenses, and the various after school programs. The Bible Hill Recreation Park maintenance expense was increased to allow for extra ball field maintenance and fence repairs.

A discussion took place relating to the side hill at the Bible Hill Recreation Park, the maintenance department will use the weed eaters on the side hill this summer to cut the grass back.

- Community Garden

Parks and Recreation Director Brown reported on the community garden in Truro on King Street. The initial design and construction was done in house by Town of Truro employees the cost was \$13,700 for 65 plots with 15 that are accessible. They did not require water hook up or fencing (existing was in place) and Town staff maintains the property.

Village staff was instructed to start the process of determining if there is enough community interest in Bible Hill to develop a Community Garden.

- Banners

Parks and Recreation Director Brown reported that the Town of Truro has 30 banners they use on decorative light fixtures around the Town. The Village would need to use either the power or telephone polls for banners. The banners are \$35 each and brackets are \$170. The Town of Truro constructs their own brackets in house and would be willing to share their design to the Village if they are interested. The Town has advertising sponsors for their Remembrance Day banners and charges a fee of \$100.

Village staff was instructed to request permission from NS Power to place our brackets and banners on their poles. The Commission will discuss further the banner budget for the upcoming fiscal year.

- Dalhousie University 200th Anniversary

The Dalhousie University 200th Anniversary minutes were circulated. The Clerk is unable to attend the upcoming meeting on January 11th. The commission discussed their participation and a monetary commitment to the anniversary.

- Motion to transfer \$400,000 from the Operating Fund to the Capital Reserve

Moved by Kennedy

Seconded by MacCormick

That the Commission in Committee recommends that the Village of Bible Hill transfer \$400,000 from the Operating Fund to the Capital Reserve.

Motion carried.

- Update Overhead Crosswalk Project

The Clerk reported that the consulting engineers have completed the preliminary design for the overhead crosswalk project adjacent to Bible Hill Consolidated Elementary School. We are currently awaiting approval from the Provincial Department of Transportation. The Clerk anticipates that construction would take place after the school year in the summer months.

The Clerk was requested to investigate the possibility of installing additional amber flashers on the poles (at driver's eye level) similar to those used at the Halifax Regional Municipality with the consulting engineers.

- Survey of Curb Damage

Village staff will start a list of curb damage around the Village after snow removal and the winter months.

- Bible Hill Election Process and Public Participation

A discussion took place. The Clerk was instructed to explore legislation regarding the Village having two advance polls. Another suggestion was to provide voters with a voter card for the Village election as a way of increasing awareness.

- Salary Review Bible Hill/New Minas

The Clerk reviewed the salary scales for Bible Hill and New Minas. The Clerk suggested they hire a consulting firm to do both the salary and honorarium payment review.

Moved by Kennedy

Seconded by MacCormick

That the Commission in Committee recommends that the Village of Bible Hill have the Clerk explore the possibility of an RFP to hire a consultant to review salary and honorariums.

Motion carried.

- Position Description

The Clerk outlined that the Commission should review his job description, qualifications they are looking for and whether hiring for his position upon retirement would be in house or done by a consultant.

The commission agreed to have the personnel committee review the job description and report back.

- Budget Review

The Clerk reviewed the 2018-2019 budget in detail excluding the fire protection services; this will be presented at the February meeting by the Chief.

The commission agreed to allow the Clerk to bring back two summer maintenance employees for their fourth year of employment as requested by our maintenance staff.

The Clerk will adjust the budget to reflect an overall 2.5 % salary increase and bring this to the regular monthly meeting to review.

- Deer Population

The Commission is currently receiving calls/emails about the deer population in Bible Hill a discussion was held on this issue.

- Adjournment

Moved by Mellish

Seconded by MacCormick

That the January 9, 2018 Commission in Committee Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 9:18 pm.

Deputy Chair Van Kroonenburg _____

Clerk and Treasurer Christianson _____

Recording Secretary Ogden _____