

The Village of Bible Hill Commission in Committee Meeting was held on September 12, 2017 in the Village Office, 67 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 7:00 pm; the meeting adjourned at 8:16 pm.

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

Staff: Acting Clerk and Treasurer/Recording Secretary Ogden

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

*Moved by Kennedy
Seconded by Mellish*

That the agenda be approved with the addition of Design Point Storm Drain RFP, School signs Eastcourt Road, Public Service Announcement and ANSV appointment.

Motion carried.

- **Correspondence**

Chair MacCormick reviewed the correspondence from Minister Hines addressing our concerns to have all-way stops at intersections along Village Line Avenue. A review of traffic volumes were performed by TIR Staff and recommendations were emailed in March from the District Traffic Supervisor. Minister Hines confirmed that Village Line Avenue, Meadowland Drive, Forest Hill Drive and Retson Drive do not support the installation of all-way stop controls as Village Line Avenue carries the majority of the traffic in the area.

A discussion took place. The Village Commission instructed the Acting Clerk and Treasurer to set up a meeting upon the return of the Clerk from vacation. This meeting will be between the Clerk and the Area Manager for Colchester to discuss the all-way stop as new developments have occurred since the original correspondence, such as the surveying of a sidewalk on Village Line and elementary school bus stop on the corner of Retson and Village Line Avenue. Commissioner Mellish has volunteered to sit in on the meeting as transportation chair.

Minister Hines also confirmed that Dr. Bernie MacDonald Drive intersection is currently being explored for design options and funding opportunities.

- **Recoding Post Office listings to Bible Hill- Doug Boyce**

The request from Mr. Boyce to apply to Canada Post for recoding of postal codes listings in Bible Hill was reviewed. The commission agreed that Chair MacCormick will send correspondence to MP Bill Casey requesting Bible Hill have its own identity in the mailing system and request a recoding of postal codes in our area. This letter will be copied to both Mr. Boyce and Mayor Blair.

- **TIR Repairs to Curbs & Street Sweeping**

The Acting Clerk was instructed to have the maintenance staff draft a curb repairs list similar to our sidewalk repairs for the Village. Also included on the list is what streets need to be cleaned and if grass is growing up in between the street and curbing. This list will be brought forward to the commission to prioritize prior to submission to TIR.

- **Bible Hill Sidewalk Repair**

Chair MacCormick and Acting Clerk and Treasurer Ogden outlined that \$40,000 remain in the sidewalk maintenance budget for the 2017-18 year. The two options were to do more repairs on sidewalks around the Village or as suggested by staff to install an overhead crosswalk sign at the crossing guard station adjacent to the new Bible Hill Consolidated Elementary School.

Moved by Mellish

Seconded by Kennedy

That the Commission in Committee recommends that the Village of Bible Hill start the process of installing an overhead crosswalk sign on Pictou Road adjacent to the new Bible Hill Consolidated Elementary School.

Motion carried.

The Acting Clerk and Treasurer was instructed to start a list of sidewalk repairs for next year and fix one additional area this year on College Road.

- **BH Consolidated Elementary School**

Acting Clerk and Treasurer Ogden reported that the Village is donating two park benches to the school. The Village obtained these at no cost and will pay for the installation in the near future.

A discussion took place regarding donation of new playground equipment to the school. At this time the commission was not interested in funding this initiative but suggested our Parks and Recreation Director aid the school in finding funding opportunities to enhance their playground.

- **Bible Hill Business List**

The list was distributed to the commission.

- **Update on employee potential move to the Public Service Superannuation Plan (PSSP)**

The Acting Clerk and Treasurer Ogden reviewed the email with the commission. Mercer suggested that a simple approach be taken that includes an in-person presentation to all employees on the PSSP and relative pros and cons versus the employees current plan as well as some simplified projections of benefits under the PSSP versus our current DC plan. The cost of this presentation is \$7,500 plus HST. The Commission agreed to table this discussion for the October meeting to allow the Clerk to participate in the discussion.

- **ANSV**

The Commissioners all received and email outlining their hotel confirmation and expense details from the Finance Officer.

The commission agreed that Deputy Chair Van Kroonenburg would speak on behalf of the Village at the round table discussion at the ANSV Annual Meeting. The round table discussion comprises of Villages accomplishments for the year. Deputy Chair Van Kroonenburg has also been elected as our voting delegate.

- **Quotation- Grass median repairs (Justaart Landscaping)**

Moved by Mellish

Seconded by MacCormick

That the Commission in Committee recommends that the Village of Bible Hill hire Justaart Landscaping to provide the 2017 sidewalk upgrades at a cost of \$2,152 plus HST.

Motion carried.

- **Quotation- Fire Brigade Radios (Nova Communication)**

Moved by MacCormick

Seconded by Kennedy

That the Commission in Committee recommends that the Village of Bible Hill purchase the Motorola radios at a cost of \$3,899.40 plus HST from Nova Communication.

- **Design Point Storm Drain RFP**

Commissioner Bell presented the RFP for a storm draining report and design of a drainage culvert/pipe on College Road near the proposed development adjacent to Guest Drive. Design Point fees were broken out in two sections, Part A at a cost of \$5,800 plus HST and Part B at a cost of \$8,200 plus HST. These fees do not include any contract administration or construction review services.

A discussion took place. The commission agreed prior to making a decision to move forward with this RFP to inquire if and when the Easy Living Homes development will take place and to ensure that all required approvals from DOE & the County of Colchester are obtained. The Clerk will also clarify where the expense will be allocated in the budget.

- **School zone signs Eastcourt Road**

The Acting Clerk and Treasurer will contact TIR by email to request the removal of the school zone signs at Eastcourt Road as this is no longer a school zone.

- **Public Service Announcement**

Commissioner Mellish reported that the Bible Hill Fire Brigade received funding from FM Global for IPAD's and software, they will be making a presentation and the media will be present on September 14th. The brigade is in the process of setting the system up for the CAD program in the fire trucks. The commissioners are unable to attend as they are heading to the ANSV.

- **Adjournment**

Moved by MacCormick

That the September 12, 2017 Commission in Committee Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 8:16 pm.

Deputy Chair Van Kroonenburg _____

Clerk and Treasurer/Recording Secretary Ogden _____