

**Village of Bible Hill
Commission in Committee Meeting
December 13, 2022**



The Village of Bible Hill Commission in Committee meeting was held on December 13, 2022, in Commission Chambers, at the Village Office, 67 Pictou Road. Van Kroonenburg called the meeting to order at 7:00 PM; the meeting adjourned at 9:32 PM.

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

Delegations: 1st Deputy Fire Chief Pearston
2nd Deputy Fire Chief Mabey

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

Van Kroonenburg called for new or other business, and Bell requested to move drone procurement to third new business item, to allow the fire brigade members to join in the discussion.

Moved by Pitcher and seconded by Shea, that the agenda be approved with the amendment. Motion carried.

Call for declaration of conflict of interests

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

Miscellaneous business including delegations

Playground donation residual (\$56K)

Bell noted that last year \$150K was received as a donation that was intended for capital improvements at the Bible Hill Recreation Park (BHRP). He noted that \$94K was used to pave BHRP parking lot. He then noted that following the paving, \$14K worth of work was completed that related to paving the lot and questioned whether the Commission wanted to allocate a portion of the residual donation funds or leave the \$56K to complete a future project. The Committee agreed by consensus to leave the funds for a future capital project.

New Business

Review of actions relating to Fiona storm

Bell presented an overview of the Village's pre-storm preparedness, and post-storm timeline of work, noting work that was done in-house, work that was contracted out, and remaining work to be completed. He then noted a few things that could be done differently for the next storm such as unplugging substantial electronics (LED sign), prioritizing maintenance team time to be more efficient, having the Clerk and Treasurer in office

rather than with EMO, and have a guide outlining comfort center operations including personnel responsibilities/budget, etc.

Van Kroonenburg then invited Bible Hill Fire Brigade (BHFB) members, 1st Deputy Fire Chief Pearston and 2nd Deputy Fire Chief Mabey to summarize BHFB efforts before, during and after hurricane Fiona. They outlined the variety of calls attended, noted how the public was assisted at the station while not on calls and outlined how they would prepare differently for future storms. They stated that BHFB is currently at 172 calls for the year, compared to the usual average of 100 calls.

The Committee then discussed the comfort center operations, and improvements that could be made for the next time, including the need for volunteers.

BHFB Junior Member Bursary

Bell presented a draft overview of a draft BHFB Junior Member Bursary Program prepared and being considered by BHFB, including bursary eligibility criteria. He noted that BHFB is requesting the Village cost share the bursary with \$500 coming from the Village and \$500 coming from the BHFB, per bursary, to a maximum of 5, to start with the graduating class of 2023.

Moved by Kennedy and seconded by Pitcher, that the Commission in Committee recommend Village of Bible Hill initiate the junior member bursary program with BHFB, as presented. Motion carried.

Procurement: Drone – BHFB

Bell presented two quotes for a drone requested by BHFB. He noted reasons provided by BHFB as to why the drone purchase is requested and noted it is a budgeted capital expense. A quote from DrDrone Inc totaled \$7,913 plus HST, and quote from Vistek totaled \$8,294.25 plus HST.

Moved by Kennedy and seconded by Shea that the Commission in Committee recommend Village of Bible Hill purchase a drone as specified from DrDrone Inc for a total of \$7,913 plus HST. Motion carried.

Pearston and Mabey left the meeting at 8:02 PM

Roadside debris piles

Bell presented a list noting 35 roadside debris piles, with images included. He noted that the County of Colchester has recently announced that they have completed their post-storm debris pick-up program. The Committee discussed.

Policy Introduction: Abuse Policy

Bell presented a draft Abuse Policy for the Committee to review.

Kennedy left meeting at 8:31 PM. He returned at 8:32 PM.

The Committee requested to bring the draft policy forward to the Regular Commission Meeting to discuss with solicitor Roper.

Office Hours

Bell noted that currently the office is opened for the full day, with staff having alternating lunch breaks and requested the Commission permit the office to be closed between 12:00 PM and 1:00 PM daily, as was past practice several years ago.

Moved by Kennedy and seconded by Pitcher, that the Commission in Committee recommend Village of Bible Hill authorize the closure of the office from 12:00 PM – 1:00 PM daily starting January 1, 2023. Motion carried.

Closed Session – Personnel (2)

Moved by Pitcher and seconded by Shea that the Committee go into closed session.

The Committee entered closed session at 8:47 PM.

The Committee came out of closed session at 9:31 PM.

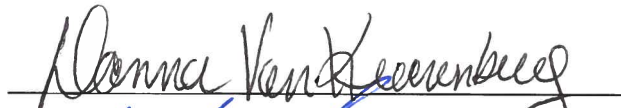
Moved by Pitcher and seconded by Burke, that the Commission in Committee recommend Village of Bible Hill approve the draft CUPE Collective Agreement. Motion carried.

Adjournment

Moved by Pitcher that the December 13, 2022, Commission in Committee meeting of Village of Bible Hill be adjourned. Motion carried.

The meeting adjourned at 9:32 PM.

Deputy Chair Van Kroonenburg



Clerk and Treasurer Bell



Recording Secretary Chaplin

