

Village of Bible Hill
Commission in Committee Meeting
January 9, 2024



The meeting was held in Commission Chambers, at the Village Office, 67 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 7:00 PM.

Call to Order: Commissioner Kennedy
Commissioner Van Kroonenburg
Commissioner Pitcher
Commissioner Giddens

Staff: Clerk and Treasurer Bell
Recording Secretary Chaplin
Parks and Recreation Director Smith

Regrets: Commissioner Shea

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

Van Kroonenburg called for new or other business. Van Kroonenburg requested to add hall bar and Giddens requested to add closed session - personnel under new business.

Moved by Kennedy and seconded by Pitcher, that the agenda be approved with the additions. Motion carried.

Call for declaration of conflict of interest

No conflict of interest was declared.

Miscellaneous business

New Year's Day Levee

Bell opened the floor for discussion and feedback on the New Year's Day Levee. The feedback was positive overall.

New Business

Accessibility Coordinator – Town of Truro partnership

Bell reviewed the concept of and a job description for a potential Accessibility Coordinator, as a joint 50/50 cost shared position with the Town of Truro.

Budget development – Operating budget

Bell reviewed the operating budget. Smith presented details of the recreation and cultural services operating budget.

Kennedy left at 8:05 PM. He returned at 8:07 PM.

Policy review and re-adoption – Hospitality Policy and Audit Committee Policy

Bell reviewed both the Hospitality Policy and the Audit Committee Policy and noted that the Village is required to review and re-adopt both policies annually.

Moved by Pitcher and seconded by Giddens that the Commission in Committee recommend Village of Bible Hill re-adopt both the Hospitality Policy and the Audit Committee Policy as presented in the meeting package. Motion carried.

Sidewalk priority and timing – 24/2025

Bell presented the prior year's sidewalk capital program priority list and suggested additions. The committee decided to add Bell's suggestions, as presented in the meeting package, to the sidewalk capital program priority list.

Policy Introduction – Investment Policy

Bell presented a draft Investment Policy.

Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill adopt the Investment Policy and authorizes the referral of the Policy to the Minister of Municipal Affairs and Housing for approval. Motion carried.

Giddens suggested an amendment to the policy to allow for investment income to not be locked into placement directly back to the fund it came from. Bell will make the amendment and present it at the next Commission meeting.

Bar Services– Village Hall

Van Kroonenburg noted concerns relating to the process of booking H. Douglas Boyce Village Hall for events with a bar, due to having to wait for confirmation from Bible Hill Fire & Emergency to say if they are able to offer bar services, at cost of \$300. The committee discussed the Bar Service Policy and potential options for other groups to run the bar service.

Closed Session – Personnel

Moved by Kennedy and seconded by Pitcher that the Commission in Committee enter closed session. Motion carried.


The committee entered closed session at 9:39 PM and left closed session at 10:01 PM.

Adjournment

Moved by Pitcher that the meeting be adjourned. The meeting adjourned at 10:01 PM.

Signed approval page to follow.

January 9, 2024 Commission in Committee Meeting Minute Approval:



Deputy Chair



Clerk and Treasurer



Recording Secretary