

Village of Bible Hill
Commission in Committee Meeting
January 13, 2025



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

Call to Order: Commissioner Kevin Kennedy
Commissioner Donna Van Kroonenburg
Commissioner Knickolle Pitcher
Commissioner Tim Shea
Commissioner Dwight Giddens

Staff: Clerk and Treasurer Mitchell Bell
Recording Secretary Danielle Chaplin

Delegates: Paul Smith, Director of Community Development, County of Colchester
Pam MacIntosh, Manager of Planning, County of Colchester
Ian Watson, Upland Planning and Design

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

Van Kroonenburg called for new or other business. Bell requested to add closed session – personnel (1) under new business.

- Moved by Pitcher and seconded by Kennedy, to approve the agenda with the addition. Motion carried.
- Moved by Kennedy and seconded by Shea, to extend the delegation presentation length to 30 minutes for the Plan It Colchester presentation. Motion carried.

Miscellaneous business

Municipality of the County of Colchester – Plan It Colchester

Van Kroonenburg welcomed Plan It Colchester presenters Paul Smith, Director of Community Development and Pam MacIntosh, Manager of Planning, from County of Colchester and Ian Watson from Upland Planning and Design to present.

New Years' Day Levee review

Bell opened the floor for committee feedback on the 2025 New Year's Day Levee event. Commissioners, MLA Dave Ritcey and Councillor Paul Weatherby provided comment, all generally positive.

New Business

Budget development – Operating budget

Bell reviewed the operating budget and invited Haley Smith, Parks and Recreation Director, to review the Parks and Recreation portion.

Policy review and re-adoption

Bell noted the Hospitality Policy, Audit Committee Policy and Expenditure Reimbursement Policy were up for review and re-adoption, noting one recommended amendment to the Expenditure Reimbursement Policy.

- Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill re-adopt the Hospitality Policy. Motion carried.
- Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill re-adopt the Audit Committee Policy. Motion carried.
- Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill re-adopt the Expenditure Reimbursement Policy with updated "Brigade" references amended to reflect the recent name change to Bible Hill Fire & Emergency. Motion carried.

Smith presented a draft Volunteer Awards Policy with suggested amendments.

- Moved by Giddens and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill adopt the amended Volunteer Awards Policy, along with an addition of a youth volunteer award recipient. Motion carried.

Sidewalk priority and timing – 25/2026

Bell provided an overview of the sidewalk priority list adopted by the Commission on January 16, 2024, and sought input from the Committee on planning for the upcoming years. Giddens suggested establishing clear criteria for determining sidewalk priorities. Following discussion, the Commission directed Bell to draft a set of criteria to guide future sidewalk prioritization.

Electronic Sign

Bell explained that the electronic roadside sign has issues and requires regular maintenance and is likely reaching the end of its useful life. He then requested direction from the Committee.

The committee directed him to seek pricing options on a new sign unit.

Inter-account fund transfer

Bell presented a budgeted inter-account fund transfer request of \$481,380 from the capital reserve account to the capital fund account.

- Moved by Kennedy seconded by Pitcher to transfer \$481,380 from the capital reserve to the capital fund. Motion carried.

Closed session – Personnel (1)

- Moved by Kennedy and seconded by Pitcher that the Village enter closed session.

The village entered closed session at 9:10 PM and exited closed session at 9:34 PM

Adjournment

- Moved by Pitcher that the meeting adjourn. Motion carried.

The meeting adjourned at 9:34 PM.

Signed approval page to follow.

January 13, 2025 Commission in Committee Meeting Minute Approval:

Deputy Chair

Clerk and Treasurer

Recording Secretary