

Date: November 17, 2020

Re: Village Commissioners sworn in; Chair, Deputy Chair elected;
Committee appointments made

At the Village of Bible Hill Commission meeting this evening, Commissioner Tim Shea and Commissioner Tom Burke were sworn in by taking an oath of allegiance and of office, administered by Justice of the Peace and District 1 Councillor of Municipality of the County of Colchester, Mr. Eric Boutilier.

The Commissioners then elected a Chair and Deputy Chair, with Mrs. Lois MacCormick, retired Village Commissioner, and Mrs. Kathleen Curry, retired Village administrative employee, present as scrutinizers. Commissioners elected Commissioner Kevin Kennedy as Chair and Commissioner Donna Van Kroonenburg as Deputy Chair of the Bible Hill Village Commission.

Chair Kennedy was first elected Commissioner in June 2015, and now serves for the first time as Chair; the twenty-first person in the seat. Deputy Chair Van Kroonenburg was first elected Commissioner in June 2007, and continues to serve as Deputy Chair; a seat she has held since October 2016.

Committee Appointments were then made as follows (with Committee Chair denoted as C, Deputy Chair as D):

Finance and Audit Committee

The committee provides advice to the Village Commission on matters relating to finance and audit including, but not limited to, budget development and monitoring, review of audited reports, and furthermore to fulfill requirements outlined in 5(3) of Nova Scotia Department of Municipal Affairs' Financial Reporting and Accounting Manual. For more information, see the Finance and Audit Committee Policy.

Meetings: Second Tuesday of May and December each year at 6pm and whenever circumstances demand.

Membership:

C – Kennedy

D – Van Kroonenburg

All Commissioners

Clerk and Treasurer Bell

Third-party person, independent of the Village Commission and its employees and other committees

Protective Services Committee

The committee oversees the Village's responsibilities for fire protection and prevention, matters relating to the fire station and the school crossing guard program, and liaison with Bible Hill Fire Brigade and Royal Canadian Mounted Police.

Membership:

- C – Shea
- D – Van Kroonenburg

Environmental Health Services Committee

The committee oversees the Village's responsibility for development and maintenance of water and sewer systems, storm water drainage and flood control planning, community beautification, urban forest and environmental protection and development. The Committee Chair sits on the Accessibility Advisory Committee, which advises the Commission on matters of accessibility in compliance with the Nova Scotia Accessibility Act.

Membership:

- C – Van Kroonenburg
- D – Burke

Transportation Services Committee

The committee oversees the Village's responsibilities for development, maintenance and renewal of sidewalks, crosswalks, streetlights and other transportation issues.

Membership:

- C – Burke
- D – Pitcher

Recreation & Cultural Services Committee

The committee oversees the Village's responsibilities for the development and management of recreational and cultural activities in the community, volunteer awards and development and administration of tree sanitation and planting programs. The Committee Chair sits on the Parks & Recreation Advisory Committee, which advises the Commission on matters of recreation and cultural services, including the planning for recreation and cultural programs, services and facilities. For more information, see the Parks and Recreation Advisory Committee Policy.

Meetings: First Tuesday of each month at 6pm.

Membership:

- C – Pitcher
- D – Shea

Municipal Boundaries Committee

The committee oversees the Village's boundaries and sharing of services between local municipal units.

Membership:

- C – Kennedy
- D – Van Kroonenburg

By-law Committee

The committee develops, reviews, and provides support services to the Commission on Village by-laws.

Membership:

C – Kennedy
D – Van Kroonenburg
Solicitor Daniel Roper, Solicitor, Burchell MacDougall
Clerk and Treasurer Bell

Personnel Committee

The committee oversees interpretation and implementation of personnel policy, and supervision of staff.

Membership:

C – Kennedy
D – Van Kroonenburg
Clerk and Treasurer Bell

Joint Occupational Health & Safety Committee

The committee oversees Village and staff responsibilities under the Nova Scotia Occupational Health and Safety Act.

Membership:

Commission representative – Kennedy
Clerk and Treasurer Bell
Maintenance Foreman
Crossing Guard Captain
(2) Office staff
(2) CUPE representatives

*The Chair is an ex-officio member of all Committees.