

The Village of Bible Hill regular monthly meeting was held on June 18, 2019 in the Village Office, 67 Pictou Road. Chair MacCormick called the meeting to order at 7:00 pm; the meeting adjourned at 8:46 pm.

Call to Order: Chair MacCormick
Deputy Chair Van Kroonenburg
Commissioner Burke
Commissioner Kennedy
Commissioner Pitcher

Staff: Clerk and Treasurer Bell
Recording Secretary Chaplin
Solicitor Roper, Burchell MacDougall

Review and Approval of the Minutes of May 21, 2019 and June 11, 2019

*Moved by Kennedy
Seconded by VanKroonenburg*

That the meeting minutes of May 21, 2019 and June 11, 2019 be approved.

Motion carried

Call for New or Other Business and Review and Approval of Agenda

- College Court Drainage

*Moved by VanKroonenburg
Seconded by Kennedy*

That the agenda be approved with additions.

Motion carried.

Call for Declaration of Conflict of Interests

The Chair called for any declarations of conflict of interest and no conflict was declared.

Miscellaneous business including delegations

There was no miscellaneous business or delegations.

Business Arising out of the Minutes

- *Commission in Committee Report*

*Moved by Van Kroonenburg
Seconded by Burke*

That the Village of Bible Hill defer the 2019 July and August Commission in Committee meetings and accept the meeting schedule as presented.

Motion carried.

*Moved by Van Kroonenburg
Seconded by Kennedy*

That the Village of Bible Hill appoint Grant Thornton as Municipal Auditor for fiscal 2019-2020 at the quoted price of &13,500, plus 7% administration fee and HST.

Motion carried.

*Moved by VanKroonenburg
Seconded by Pitcher*

That the Village of Bible Hill allow the Clerk and Treasurer to move forward with investigating and seeking proposals for future electronic payment terminal, accepting that possible international disclosures may occur, which would require annual public disclosure by the Clerk and Treasurer to the Nova Scotia Department of Justice.

Motion carried.

*Moved by VanKroonenburg
Seconded by Pitcher*

That the Village of Bible Hill approve and inter-account fund transfer of \$250,000 from operating reserve to operating fund.

Commissioner Pitcher moved to amend the motion by replacing the word "and" with "an" and Deputy Chair VanKroonenburg agreed.

That the Village of Bible Hill approve an inter-account fund transfer of \$250,000 from operating reserve to operating fund.

Motion carried.

*Moved by VanKroonenburg
Seconded by Kennedy*

That Village of Bible Hill accepts Justaart Landscaping's quote for repairs to be done at Farnham Brook Park for a total of \$3,789.00 +HST.

Motion carried.

*Moved by VanKroonenburg
Seconded by Kennedy*

That the Village of Bible Hill accept the quote from Will-Kare to complete two sections of re-paving at the Pictou Road entrance and parking lot on the north-west side of Fire Hall, for a combined total of \$16,000 +HST.

Motion carried.

Review of Correspondence

- Fowler Construction

Clerk and Treasurer Bell noted that there was correspondence to be reviewed from Fowler Construction. Commissioner Burke requested that this agenda item be deferred to closed session at the end of the meeting. The Commission agreed by consensus.

Reports of Commissioners and Clerk and Treasurer

- Commissioner Burke, Transportation Services

Commissioner Burke stated that he has been investigating sidewalks in the area and noted that there is a tripping hazard on Pictou road near the Special Hazards Response Unit building. He noted that it has been painted to notify the public of the tripping hazard.

Clerk and Treasurer Bell then noted that the Village is looking into having the sidewalk grinded down to eliminate the tripping hazard and is having a difficult time finding a contractor to do the work. He also noted that maintenance could look into purchasing their own grinding tool for future sidewalk repairs.

The Commission discussed and questioned Solicitor Roper regarding best practices regarding sidewalk hazards. He noted that the Village should document the effort of trying to find a contractor and note that they have marked the area for the public to be aware.

- **Commissioner Kennedy, Protective Services**

Commissioner Kennedy presented the Fire Chief's report. He noted that there were 8 calls from May 8 to June 12th, and 39 calls in total thus far in 2019. He reported that Mike Mabey and Chief Bisson went to Fort Garry Fire Trucks to inspect the new fire apparatus that is set to arrive in the Village after it is revealed at the Maritime Fire Chiefs Association 105th Conference and Tradeshow. He also noted that the brigade is on track with Canada Day festivities and will be providing traffic control for the parade as well as snow cones and popcorn at the recreation park for the afternoon festivities.

Lastly, Commissioner Kennedy noted that the brigade was having some issues with the telephone system in the firehall, but it was reported to Clerk and Treasurer Bell, and the issue was resolved.

- **Commissioner Pitcher, Recreation Services**

Commissioner Pitcher noted her attendance at the Village's Annual General Meeting, and the Protective Services Meeting. She mentioned that she had reported a missing fire hydrant front cover to Clerk and Treasurer Bell as well as a sinkhole near a storm drain on Saywood Drive.

Clerk and Treasurer Bell read the Parks and Recreation Director's report on behalf of Commissioner Pitcher, whose voice was suffering at the time. He mentioned that the Village is in transition to its summer programming, and that day camp is 70% filled up. He also noted that the new Parks and Recreation Director has started on June 17th and will be working closely with Cody until his last day on July 2nd. Our splash pad is up and running, with minor issues, such as the splash pad activator switch being hard to use, however a new switch is on the way and will be replaced. Clerk and Treasurer Bell then spoke about the ballfields being heavily used, with maintenance working hard on upkeeping them. Lastly, he noted that the Holy Well has been repaired, the plaque has been installed, and the flower beds in the park have been updated.

- **Deputy Chair Van Kroonenburg, Environmental Services**

Deputy Chair Van Kroonenburg spoke about her attendance at the Village of Bible Hill's Annual General Meeting and noted that she has reported on College Court draining issues that will be discussed under new business.

- **Chair MacCormick**

Chair MacCormick spoke about her attendance at the interviews for the new Parks and Recreation Director position, as well as a meeting with Clerk and Treasurer Bell and Hal Fowler. She also noted that she attended the Annual General Meeting on June 3rd, as well as get togethers for Maureen Halliday's retirement and Cody Brown's

career change and engagement.

- **Clerk and Treasurer Bell**

Clerk and Treasurer Bell spoke about the surplus fire truck sale being closed at 4:30pm on Friday June 14th, with the successful/highest bidder being Hemford and District Fire Department for a total of \$65,000+HST. He also mentioned that the Village's new Parks and Recreation Director, Josh Kennedy, had his first day yesterday and has been learning lots from the Village's outgoing director, Cody Brown. Clerk and Treasurer Bell also noted that the NS Department of Environment has approved for the Rec Park Monitoring Program to occur once every five years, instead of yearly, saving the Village approximately \$30,000 between now and 2023. He then mentioned the Canada Day parade is being held at 10:00am with the Rec Park Canada Day festivities running until 4:30pm. He then updated the Commission on an unsightly property located on Guest Drive. He noted that the County gave the property owner 30 days to install siding and they have yet to comply. The property owner is now being charged with a summary offence from the County, each day until the situation is resolved. Lastly, Clerk and Treasurer Bell reminded the Commission that the next meeting is the Regular Commission Meeting on July 16th.

Accounts

Moved by Kennedy

Seconded by VanKroonenburg

That the Village of Bible Hill approves the accounts for payment.

Motion carried.

New Business

- **Rotary Club yearbook photo – August 23rd at 4:15pm**

Clerk and Treasurer Bell notified the Commission that there will be photos taken for the Rotary Club yearbook on August 23rd at 4:15pm. He noted the change from last year being that the photos will be of the Commissioners instead of the office staff.

- **67 and 69 Pictou Road parking lot crack filling and sealing quotes**

Clerk and Treasurer Bell presented quotes from both Pulse Property Services and PPM Inc. for the 67 and 69 Pictou Road parking lot crack filling and sealing. He noted that Pulse Property Services has quoted \$15,102.70 and that does not include the large cracks being routed or the painting of parking lot lines, as PPM does, but also does not include a fuel surcharge, as PPM does. He then presented PPM's quote of \$15,986.26 that includes the routing of large cracks, the option of having lines painted for an extra

\$950, and a \$1,135.50 fuel surcharge. The Clerk and Treasurer noted that the sealing will take place after the earlier approved paving of the 67 and 69 Pictou Road parking lot and the information was discussed at great length by the Commission. Commissioner Burke requested that Clerk and Treasurer Bell bring forward references for both mentioned vendors.

*Moved by Pitcher
Seconded by Kennedy*

That the Village of Bible Hill accept the quote from PPM for 15,329.25 +HST with the additional charge of \$950 for painting of parking lot lines.

Motion defeated.

*Moved by VanKroonenburg
Seconded by Kennedy*

That the Village of Bible Hill accept the quote from Pulse Property Services for \$15,986.26 +HST.

Motion defeated.

- **Sidewalk repair prioritization**

Clerk and Treasurer Bell presented an overview of the Transportation Services Operating Budget and noted the budget available for sidewalk and crosswalk repairs. He noted that there is \$45,000 total, with \$5,000 budgeted for crosswalk maintenance, \$17,000 for re-paving of 67/69 Pictou Road parking lot, and \$16,000 for proposed landscaping sides of College Road sidewalk, which leaves \$7,000 remaining in the budget, which would repair about five driveway entrances. He noted that in order to pay for the paving of 67 and 69 Pictou Road the Village could hold back on \$17,000 worth of operating budget spending on repairs to allow for spending on 67/69 Pictou Road capital repaving since no paving funds in capital budget, or allow \$17,000 additional capital budget spending, acknowledging that this spending is unbudgeted and will pull from capital reserves and in doing so not take up \$17,000 out of the repairs budget allowing for more repairs. Clerk and Treasurer Bell recommended the second option. The Commission agreed.

Next, Clerk and Treasurer Bell presented a list of sidewalk repairs and their estimated costs, totalling \$35,000. He then explained to the Commission that they could perform those repairs, budget \$5,000 for crosswalk maintenance, and have \$4,500 remaining for unexpected repairs. The Commission discussed.

*Moved by VanKroonenburg
Seconded by Kennedy*

That the Village of Bible Hill approve the sidewalk priority list that Clerk and Treasurer Bell has put together and instruct him to bring quotes to the next Regular Meeting for approval.

Motion carried.

- **College Court Drainage**

Clerk and Treasurer Bell presented to the Commission that a 24" wooden culvert that is installed under College Court collapsed over the winter, and the owner of College Court dug it up, so water would continue to drain unrestricted. He noted that storm water collects from neighbouring areas and runs to the area in which the culvert drains. Clerk and Treasurer Bell suggested that since this culvert serves a much larger area between College Road and Pictou Road, including Bigney Ave, the Village dig up and replace the culvert. He has discussed with NS Environment engineer, Rod MacLennan, who provided an estimate of \$20,000 - \$25,000 due to the unknown nature of the job, for himself and Terry Weatherby, a local equipment operator, to replace the current 24" wooden culvert with a new 18" highway grade culvert.

Commissioner Burke declared conflict of interest due to having worked with one or more of the contractors involved and removed himself from the discussion.

The work being done would include excavation, disposal of materials, new materials including culvert, rock and materials for under and around culvert, and general reinstatement of the residential area, with the property owner being responsible for driveway reinstatement. He then noted that the Village budgeted \$25,000 for local flood control measures, and this work would be allocated to that budget line. The Commission discussed and had varying thoughts on the matter. Solicitor Roper noted to the Commission that if they did not fix the issue or re-route the Village's storm water, that they could be liable for future damages caused by lack of storm water draining. The Commission mentioned putting together an RFP, but after further discussion, they reached a general consensus.

*Moved by VanKroonenburg
Seconded by Kennedy*

That the Village of Bible Hill obtain Rod McLennan to do the work on College Court for an estimated cost of \$20,000, with an additional contingency of \$5,000 due to the unknown nature of the work, to be spent only on the authority of the Clerk and Treasurer.

Motion carried.

Closed Session

Moved by VanKroonenburg

Seconded by Kennedy

That the Village of Bible Hill go into closed session to discuss contract negotiations.

Motion carried.

End of closed session at 8:41pm.

Moved by VanKroonenburg

Seconded by Kennedy

That the Village of Bible Hill approve of the substantial completion date for the Village Office roof project to March 22, 2019.

Motion carried.

Adjournment

Moved by Kennedy

Seconded by VanKroonenburg

That the June 18, 2019 Regular Monthly Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 8:46pm

Chair MacCormick

Recording Secretary Chaplin

Clerk and Treasurer Bell
