



The Village of Bible Hill regular monthly meeting was held on September 17, 2019 in the Village Office, 67 Pictou Road. Chair MacCormick called the meeting to order at 7:00 pm; the meeting adjourned at 9:12pm.

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 August 20th and September 10th, 2019

*Moved by Pitcher
Seconded by Kennedy*

That the meeting minutes of August 20th and September 10th, 2019 be approved.

Motion carried

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

Deputy Chair VanKroonenburg requested Meadowland Update be added under new business. Clerk and Treasurer Bell requested that Floor Scrubber Quote and Signage Design be added under new business.

*Moved by Kennedy
Seconded by Pitcher*

That the agenda be approved with amendments.

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

- **Budget update**

Clerk and Treasurer Bell presented a budget update as of August 31st. He noted that the budget is generally in line with where it was this time last year. The total operating fund revenue is at 59% for the fiscal year having received \$1,460,632 of the budgeted \$2,486,800, and total operating expenses being at 24% having expended \$592,247 of budgeted \$2,486,800. Lastly Clerk and Treasurer Bell informed the Commission that the capital fund is at 6% having expended \$99,142 of the budgeted \$1,753,000.

- **Status of letter to Colchester Council**

Clerk and Treasurer Bell discussed previous correspondence with the County of Colchester in relation to Gas Tax Funding. He noted that in 2018 the Village applied for Federal/Provincial funding for the water line portion of the Pictou Road Project and sent a letter to County Council asking for their consideration to allocate Gas Tax Funding for the sidewalk portion of the Pictou Road Project. The stacking rules of the Federal/Provincial funding would not allow Gas Tax Funding to be used on the water line portion of the project Colchester County Council denied the request for the Gas Tax Funding for the sidewalk portion. In early 2019 the Village sent another letter to County Council asking if they would consider providing funding for the water line portion of the Pictou Road Project, since they denied Gas Tax Funding for the sidewalk. The letter has not yet been brought before Council and the Province has since permitted the Village to include sidewalk work as part of the grant application. Clerk and Treasurer Bell noted that it was expected that funding would have been announced by now, and so it is unknown whether the funding will be granted, and that the project has, as a result, been postponed. The Clerk and Treasurer asked the Commission whether they want to leave the Country funding ask before Council or retract it. The Commission discussed and agreed to wait to hear from County Council with hopes that they will consider allocating funds for the project in their budget for the next fiscal year.

Business Arising out of the Minutes

*Moved VanKroonenburg
Seconded Kennedy*

That the Village of Bible Hill instruct staff to issue a RFQ for the proposed elevator lift to be added to the Village of Bible Hill's Village Hall.

Motion carried

Moved by VanKroonenburg

Seconded Kennedy

That the Village of Bible Hill puts forward an RFQ for sidewalk replacement on Johnson Ave.

Clerk and Treasurer Bell suggested the Commission allow for an additional \$35,000 in various concrete sidewalk repairs to be included in the RFQ. The Commission discussed.

That the Village of Bible Hill puts forward an RFQ for sidewalk replacement on Johnson Ave and an additional \$35,000 in concrete sidewalk work around the Village.

Motion carried.

Moved by VanKroonenburg

Seconded Kennedy

That the Village of Bible Hill adopt the Communication Tools Policy as presented.

Motion carried.

Moved by VanKroonenburg

Seconded by Pitcher

That the Village of Bible Hill accept the Advertising Sign Policy as amended to include banners and note that they are not for commercial use.

Clerk noted that the amended policy in meeting package for review.

Motion carried.

Moved by VanKroonenburg

Seconded by Burke

That the Village of Bible Hill respond to NSTIR and ask for approval to move forward with four budgeted crosswalk upgrades this year and a 3-year plan to upgrade the remaining 5 crosswalks.

Motion carried.

Moved by VanKroonenburg

Seconded by Kennedy

That the Village of Bible Hill accept the quote from Mr. Terry Amirault for the Bible Hill Rec Park to Osprey Crt to Maple Blvd trail design for \$3,940+hst.

Motion carried.

*Moved by VanKroonenburg
Seconded by Kennedy*

That the Village of Bible Hill employ Safe Sidewalks Canada to complete a sidewalk condition assessment for \$2,200 +hst.

The Commission discussed liability. Solicitor Roper noted that there would not be increased liability by having the assessment completed. Solicitor Roper indicated that the Village should then undertake repairs in a timely manner.

Motion carried.

- **Wellness Policy Program – direction for budgeted funding**

Clerk and Treasurer Bell spoke about the draft Wellness Program Policy that was presented during the Commission in Committee Meeting. He noted that the motion failed yet the Village continued to budget for Wellness. He requested direction from the Commission. The Commission discussed and agreed to bring the Wellness Program Policy forward to the Commission in Committee Meeting, to allow Commissioners time to bring their thoughts and concerns forward and prepare to make a motion. It was noted that Clerk and Treasurer Bell could assume the role of Chair, so all Commissioners could voice their thoughts.

Review of Correspondence

- **Municipality of the County of Colchester – Invitation**

Chair MacCormick presented an invitation to the Commission from Mayor Blair to take part in the Open House and Ribbon Cutting for the Fundy Discovery Site on Saturday September 21, 2019 from 3:30 - 6:00pm. The Commission expressed their interest. Chair MacCormick noted she responded to Mayor Blair in person.

Reports of Commissioners and Clerk and Treasurer

- **Commissioner Burke, Transportation Services**

Commissioner Burke expressed his frustrations with the Nova Scotia Department of Transportation

and Infrastructure Renewal. He noted that he has not seen any road repairs take place within the Village this week, and that there is very clearly work that needs completed. He mentioned possibly sending a letter to the Minister of Transportation requesting assistance in having repairs completed.

- **Commissioner Kennedy, Protective Services**

Commissioner Kennedy spoke about his attendance at the Colchester Community Workshop Tour on August 26th and the Highland Games Hurricane Extravaganza that took place on September 6th at the Truro Civic Square. He then presented the Fire Chief's Report that noted there were 12 calls since the last report was submitted and noted the brigade has been busy with the Nova Scotia Exhibition Week and now planning for Chase the Ace and Fire Prevention Week, coming up in October.

- **Commissioner Pitcher, Recreation Services**

Commissioner Pitcher spoke about her attendance at the Parks and Recreation meeting on Sept 3rd. She then noted her attendance at the two fire brigade meetings; the regular monthly meeting and the officers meeting.

Commissioner Pitcher then presented the Parks and Recreation Director's Report. She spoke about the after-school programming and the Senior Social program starting up, as well as fall seasonal maintenance and the planning for Safe Halloween getting under way.

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

Deputy Chair VanKroonenburg spoke about her attendance at the Association of Nova Scotia Villages Meeting on August 23rd, as well as her interest in attending the Nova Scotia Federation of Municipalities Fall Conference. She also noted that the Village is waiting on an easement letter to be drafted up for the drainage project in College Court area.

- **Chair MacCormick**

Chair MacCormick noted her attendance at the ANSV meeting on August 23rd, as well as her upcoming attendance at the ANSV Annual General Meeting on September 19th – 20th. She then noted her attendance at the September 3rd Crossing Guard Meeting, and the Battle of Britain Wreath Laying Ceremony on September 15th.

- **Clerk and Treasurer Bell**

Clerk and Treasurer Bell spoke about his inquiry with CN on the status of the Park Street crossing repairs, as they stated repairs would commence by September and noted he has not heard back. He also mentioned that the Village receives complaints on a regular basis on road conditions and other NSTIR matters and that he reports to NSTIR, but there is often a delay. The Commission

discussed potentially going higher and writing a letter to the Minister of Transportation. Clerk and Treasurer Bell then reminded the Commission of the ANSV conference on September 19th and 20th and noted the Fire Brigade Open House on October 15th from 6-8pm. He then mentioned that the closure of the splash pad and washroom facilities is scheduled for Thanksgiving weekend, and that the Village is looking to hire one regular crossing guard.

Accounts

*Moved by Burke
Seconded by Pitcher*

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

Motion carried.

New Business

- **Inter-Account Fund Transfer**

Clerk and Treasurer Bell requested that the Commission authorize an inter-account fund transfer of \$250,000 from the operating fund account into the operating reserve account.

*Moved by Pitcher
Seconded by VanKroonenburg*

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

Motion carried.

- **Finance and Audit Committee Member Appointment**

Clerk and Treasurer Bell spoke to the Commission regarding the nomination form we received from Ms. Kenley Mailman, to be a member of the Finance and Audit Committee. The Commission discussed.

*Moved by VanKroonenburg
Seconded by Kennedy*

That the Village of Bible Hill accept the nomination of Kenley Mailman for the Finance and Audit Committee 3rd party member.

Motion carried.

- **Quotes**

- **BHFB Bunker Gear (Nova Fire)**

Clerk and Treasurer Bell presented a quote for 7 sets of bunker gear for the Bible Hill Fire Brigade from Nova Fire for \$16,530+hst. The Commission discussed.

Moved by Pitcher

Seconded by Kennedy

That the Village of Bible Hill approves the quote for \$16,530+hst from Nova Fire for 7 sets of bunker gear.

Burke questioned why only one quote source was obtained. Clerk and Treasurer noted that the specific bunker gear is only distributed by Nova Fire.

Motion carried

- **BHFB Hose (Cumings Fire and Safety Equipment Ltd.)**

Clerk and Treasurer Bell presented a sole source quote for (12) KrakenExo 1 ¾" x 50' hoses and (1) Mercedes Megaflow Large Diameter Double Jacket 4" x 100' hose from Cumings Fire and Safety Equipment Ltd. Clerk and Treasurer Bell noted that, like the last item, these items are available from only one vendor

Moved Kennedy

Seconded by VanKroonenburg

That the Village of Bible Hill accept the quote from Cumings Fire and Safety for (12) 1 ¾" x 50' hoses and (1) 4" x 100' hose for a total of \$4,114.70.

Motion carried.

- **Meadowland Ave**

Deputy Chair VanKroonenburg requested an update on Meadowland Ave regarding the condition of the sidewalk and the stormwater drain. Clerk and Treasurer Bell noted that drawings and explanations of the site, along with a request to correct, have been sent to NSTIR. The Commission discussed and noted that perhaps the Village could send a letter to the Deputy Minister and the Minister of Transportation outlining the tickets that have been submitted in the Village that have not been addressed. The Commission then requested Clerk and Treasurer Bell to inspect the sidewalk for hazards.

- **Quote**

- **Floor Scrubber (Acklands Grainger, Swish Maintenance Ltd)**

Clerk and Treasurer presented quotes for a floor scrubber machine that had been requested by staff to purchase, intended for custodian use to improve level and efficiency of cleaning of the Village Hall and Office. Acklands Grainger quoted \$5,068.80+hst for the floor scrubber machine while Swish Maintenance Ltd. quoted \$4,245.00+hst. The Commission discussed.

Moved by VanKroonenburg

Secoded by Kennedy

That the Village of Bible Hill purchase floor scrubber machine from Swish Maintenance Ltd for \$4,245.00+hst.

Motion carried.

- **Signage**

Clerk and Treasurer Bell explained to the Commission that he had just received signage designs from Ben Brush Designs prior to the meeting and would like the Commission to discuss and plan a time to review the designs or authorize the Commission in Committee to decide on boundary signage designs at the October Commission in Committee meeting.

Moved by VanKroonenburg

Secoded by Kennedy

I move to provide the Commission in Committee the authority to decide on signage design at the October 8th Commission in Committee Meeting.

Motion carried.

Adjournment

Moved by VanKroonenburg

Secoded by Kennedy

That the September 17, 2019 Regular Monthly Meeting of the Village of Bible Hill be adjourned.

Motion carried.

The meeting adjourned at 8:19pm

Chair MacCormick

Recording Secretary Chaplin

Clerk and Treasurer Bell
