



The Village of Bible Hill regular monthly meeting was held on October 15, 2019 in the Village Office, 67 Pictou Road. Chair MacCormick called the meeting to order at 7:00 pm; the meeting adjourned at 7:48pm.

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

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

Regrets: Commissioner Burke

#### **Review and Approval of the Minutes of September 17<sup>th</sup> and October 8<sup>th</sup>, 2019**

*Moved by VanKroonenburg  
Seconded by Kennedy*

*That the meeting minutes of September 17<sup>th</sup> and October 8<sup>th</sup>, 2019 be approved.*

*Motion carried*

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

The Chair called for new or other business and Clerk and Treasurer Bell requested that Wreath for Remembrance Day be added under New Business and that Sign Structure and College Court Easement be added under Miscellaneous Business.

*Moved by VanKroonenburg  
Seconded by Kennedy*

*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**

- **Sign Structures**

Clerk and Treasurer Bell requested that the Commission gives authority to the next Commission in Committee meeting to decide on and award contract for supply, assembly and installation of boundary sign structures. He noted that staff will seek quotations for the sign structures and bring them forward on November 12<sup>th</sup> Commission in Committee Meeting

The Commission agreed by consensus that the Commission in Committee will have the authority to decide on sign design and structure.

- **Easement plan and legal description by surveyor– College Court**

Clerk and Treasurer Bell presented two quotes for a surveyor's plan and legal description to be prepared for a storm water easement at College Court. He noted that Trevor's Surveying submitted a quote for \$3,684+hst and Allison Land Surveying submitted a quote for \$1,700+hst.

*Moved by VanKroonenburg*

*Seconded by Kennedy*

*That the Village of Bible Hill accept Allison Land Surveying's quote for a surveyor's plan and legal description of the College Court storm water easement for \$1,700+hst.*

*Motion carried.*

## **Business Arising out of the Minutes**

*Moved VanKroonenburg*

*Seconded Pitcher*

*That the Village of Bible Hill hire Tremco to complete recommended roof repairs at 69 Pictou Road for a total of \$2,500+hst.*

*Motion carried*

*Moved by VanKroonenburg*

*Seconded Pitcher*

*That the Village of Bible Hill approve payment of a \$5,000 deposit to the Minister of Finance for the Work Within Highway Right of Way permit for the Johnson Avenue sidewalk project.*

*Motion carried.*

*Moved by VanKroonenburg  
Seconded Kennedy*

*That the Village of Bible Hill issue a letter in support of the “Country Rocks the Hub” and “Rock the Hub” music events being held in the Village of Bible Hill in summer 2020.*

*Motion carried.*

*Moved by VanKroonenburg  
Seconded by Kennedy*

*That the Village of Bible Hill hire J.C. Mechanical to replace two broken boiler expansion tanks with two new AMSE standard boiler expansion tanks for 69 Pictou Road for a total of \$4,021+hst.*

*Motion carried.*

### **Review of Correspondence**

There was no correspondence to review.

### **Reports of Commissioners and Clerk and Treasurer**

- **Commissioner Burke, Transportation Services**

Commissioner Burke was not in attendance.

- **Commissioner Kennedy, Protective Services**

Commissioner Kennedy presented the Fire Chief’s report – as attached.

He noted his attendance at the Fire Brigade’s meeting last night as well as the Fire Prevention Open House.

- **Commissioner Pitcher, Recreation Services**

Commissioner Pitcher noted her attendance at the Association of Nova Scotia Village’s Annual General Meeting, from September 20-21, and the Parks and Recreation Committee meeting.

Commissioner Pitcher then presented the Parks and Recreation Director's Report – as attached.

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

Deputy Chair VanKroonenburg noted that the easement plan for the work on College Court is in process. She also noted her attendance at the Fire Brigade Open House and the Association of Nova Scotia Village's Annual General Meeting and spoke about being nominated back into the Nominating Committee, with the Association of Nova Scotia Villages.

- **Chair MacCormick**

Chair MacCormick noted her attendance at the Association of Nova Scotia Village's Annual General Meeting. She then spoke about her attendance at the Fundy Discovery Site Open House Event and the Fire Prevention Open House.

- **Clerk and Treasurer Bell**

Clerk and Treasurer Bell noted his attendance at Association of Nova Scotia Village's Annual General Meeting from September 20 – 21, as well as the Association of Municipal Administrators Nova Scotia property assessment and taxation presentation on September 25, and the Accessibility Workshop put on by the Province of Nova Scotia on September 30.

He mentioned that a cleaning firm was hired for weekly Village Hall and Office cleanings, and that the closing date for the Village Hall man lift project request for quotation has been extended by a week due to no proponents attending the site meeting.

Clerk and Treasurer Bell noted that there may need to be a modification to the trail design work for the Bible Hill Recreation Park to Maple Boulevard trail on the Osprey Court to Maple Boulevard section of the trail due to inaccessible private property.

Next, Clerk and Treasurer Bell noted that he has received no update from Nova Scotia Department of Transportation and Infrastructure Renewal regarding flooding and ditching on Meadowland Avenue and recommends that the Chair could ask for an update at the next Nova Scotia Department of Transportation and Infrastructure Renewal Quarterly Meeting. If no update or satisfactory reply is received, the Village could consider hiring a firm to conduct the ditching, as a non-budgeted item.

Clerk and Treasurer noted that accessibility upgrades at Bible Hill Recreation Park Playground have been completed, noting that the planned rope upgrades have been put on hold. In closing he mentioned an accessible portable restroom will be installed at the Recreation Park for the public to use in the winter months, while using our facilities.

## **Accounts**

- Receipts - September 2019

411434	Celeste Chesal	225.00
411435	Joyful Yoga	200.00
411436	Mary Jane Jeffrey	50.00
411437	Meagan Dolter	25.00
411438	St. David's Church	45.00
411439	Municipality of the County of Colchester	400,000.00

- Trade Accounts- September 2019

22196	Bell Aliant	250.48
22197	Chamber of Commerce Group Ins	1,060.36
22198	Nova Scotia Power Inc	8,008.83
22199-200	Scotia Visa	2,322.36
22201	ASE Print	192.51
22202	Burchell MacDougall	6,900.00
22203	Saltwire Network	262.20
22204	PDI Engineering Group Inc.	9,775.01
22205	Petty Cash Account	102.50
22206	Miller Waste Systems Inc. Truro Division	491.01
22207	MBW Courier Inc.	81.79
22208	G&G Computers	94.59
22209	Minister of Finance N.S.	26.22
22210	Barclay's Mat Rentals	24.15
22211	Public Service Superannuation Fund	2,224.60
22212	Imperial Oil	1,056.88
22213	Don Brenton's	51.75
22214	Wildflower Promotional Product	477.25
22215	Royal Door Limited	290.72
22216	Nova Communications	6,913.83
22217	Bell Mobility	228.19
22218	Ben Brush Design	2,875.00
22219	Cobequid Trail Consulting	396.75
22220	Xerox Canada Ltd.	145.84
22221	Colchester Tree Service	805.00
22222	Cintas	25.18
22223	Kevin Kennedy	122.25
22224	Town of Truro	396.00
22225	Denise Ives	100.00
22226	Mitchell Bell	95.37
22227	Irving Energy	1,531.21
22228	Cuming's Fire and Safety Ltd.	424.34
22229	G&G Computers	1,583.32
22230	Joan Mingo	100.00

22231	Sid Sells Signs	1,404.15
22232	ULINE Canada Corporation	553.50
22233	Rotary Club of Truro, The	698.00
22234	Public Service Superannuation Fund	2,224.60
22235	J.C. Mechanical Contractors Lt	181.99
22236	Tom Burke	96.71
22237	Fort Garry Fire Trucks	506.00
22238	Don Brenton's	191.71
22239	Purolator	22.31
22240	Cdn Union of Public Employees	286.48
22241	Tremco Canada Division	2,070.00
22242	Palaton Security Inc.	993.60
22243	Denis Office Supplies	250.68
22244	George Hughes	86.24
22245	DAKCO Inc.	1,361.60
22246	Myrna Reid	57.47
22247	Donna Van Kroonenburg	77.77
22248	102 Colchester Wing	57.50
22249	Fancy, Shawn	60.36
22250	ASE Print	148.55
22251	PDI Engineering Group Inc.	2,291.38
22252	Town of Truro	4,241.08
22253	Miller Waste Systems Inc. Truro	716.14
22254	Irving Energy	300.20
22255	Mun County of Colchester	56,274.25
22256	Lois MacCormick	65.85
22257	MBW Courier Inc.	56.64
22258	Swish Maintenance Limited	4,881.75
22259	G&G Computers	62.96
22260	Minister of Finance N.S.	5,000.00
22261	Barclay's Mat Rentals	24.15
22262	Cameron's Paint Centre Ltd	389.66
22263	Sid Sells Signs	764.41
22264	Public Service Superannuation Fund	2,224.60
22265	Connors Diving Services	172.50
22266	J.C. Mechanical Contractors Lt	249.53
22267	MacKay's Truck & Trailer	35.44
22268	Vi-Tech Signs	555.74
22269	Green Diamond	1,861.27
22270	MacDonald & Forbes	460.00
22271	Quarterback Mobile Inc	11.50
22272	Josh Kennedy	370.60
22273	Advocate Media Inc.	109.25
22274	Justaart Landscaping Services	5,066.32
22275	S. Sorensen Electric Ltd.	348.20

22276	Safety First-SFC Ltd.	556.03
22277	Xerox Canada Ltd.	174.48
22278	Canadian Association of Municipal Admin	161.00

- **September 27, 2019 Payroll**

Bell, Mitchell	2,955.17
Chaplin, Danielle	1,483.44
Fancy, Shawn	1,962.82
Kennedy, Josh	1,897.61
Langille, Heidi	1,685.43
Ogden, Angela	2,241.43
Burke, Tom	878.50
Kennedy, Kevin	908.43
MacCormick, Lois	1,031.53
Pitcher, Knickolle	908.43
Van Kroonenburg, Donna	969.99
Bisson, Joey	628.92
Flewelling, Gary	439.32
Fowler, Brayden	374.52
Hoglund, Robert	439.32
Hughes, George	462.43
Hurley, Lisa	148.36
Ives, Denise	447.90
Johnson, Robert	536.95
Joy, Judy	447.90
Lattie, Valerie	372.41
Mingo, Joan	63.81
Reid, Myrna	439.32

- **October 11, 2019 Payroll**

Bell, Mitchell	2,947.33
Burns, Brian	5,000.00
Chaplin, Danielle	1,483.44
Fancy, Shawn	1,962.82
Kennedy, Josh	1,897.61
Langille, Heidi	1,685.43
Ogden, Angela	2,241.43
Flewelling, Gary	394.71
Fowler, Brayden	154.49
Hoglund, Robert	394.71
Hughes, George	447.02
Hurley, Lisa	148.36

Ives, Denise	402.42
Johnson, Robert	705.05
Joy, Judy	356.96
Lattie, Valerie	216.22
McNutt, Alex	1,166.59
Mingo, Joan	216.22
Reid, Myrna	394.71
Wilson, Shanna	171.60

- **Auto Withdrawal Payments - September 2019**

<b>Aliant</b>	Office (902) 893-8083	223.75
	Brigade (902) 895-8822	84.23
<b>Nova Scotia Power</b>	67 Pictou Road	276.67
	69 Pictou Road	989.08
	Roadway facing lights	6,439.00
	Non-roadway lights	586.06
	Jennifer Drive (seasonal)	56.20
	Guest Drive (seasonal)	203.86
<b>Scotia Bank Visa</b>	Amazon.ca	61.10
	MacQuarries Pharmasave	9.90
	Foodland	104.44
	Facebook	150.00
	Microsoft	1,545.60
	Microsoft	618.24
	Walmart Canada	35.59
	MacQuarries Pharmasave	40.88
	Foodland	13.80
	Dollarama	55.83
	Dollarama	8.68
	Bulk Barn	33.16
	MacQuarries Pharmasave	22.98
	Walmart Canada	27.02
	Walmart Canada	40.42
	Atlantic Superstore	24.49
	Hop! Skip! Jump! Halifax	304.39
	Foodland	322.06
	Great Canadian Dollar Store	6.33
	MacQuarries Pharmasave	17.24
	Foodland	184.55
	Quality Auto Parts	25.19
	Denis Office Supplies	12.76
	Canadian Tire	546.22



<b>Chamber of Commerce Group Insurance Plan</b>	Bell, Mitchell	284.65
	Brown, Cody	229.8
	Burns, Brian	285.43
	Chaplin, Danielle	63.55
	Fancy, Shawn	63.55
	Kennedy, Josh	284.65
	Langille, Heidi	76.10
	Ogden, Angela	284.65

*Moved by VanKroonenburg  
Seconded by Kennedy*

*That the Village of Bible Hill approve the accounts for payment.*

*Motion carried.*

**New Business**

- **RFQ results: Johnson Ave sidewalk, curb and gutter**

Clerk and Treasurer Bell presented request for quotation results for Johnson Avenue sidewalk, curb and gutter work with S W Weeks Construction Limited bidding \$349,800+hst, Basin Contracting Limited bidding \$396,988+hst and Dexter Construction Company Limited bidding \$414,000+hst. He noted that any award be made at bid price, then any modification be made by change order, and noted that the budget allotted for \$385,000. Clerk and Treasurer Bell presented to the Commission the various changeable options, with pricing noted. The Commission discussed.

*Moved by VanKroonenburg  
Seconded by Kennedy*

*That the Village of Bible Hill obtain SW Weeks Construction Limited to complete the sidewalk, curb and gutter work on Johnson Avenue for a total of \$349,800 +hst.*

*Motion carried*

*Moved by VanKroonenburg  
Seconded by Kennedy*

*That the Village of Bible Hill instruct the Clerk and Treasurer to make change orders to S W Weeks Construction Limited project quotation to remove curb and gutter on east side of Johnson Avenue and install asphalt driveway ramps.*

*Motion carried.*

- **Quotes**

- **BHFB Nozzle Holder (Cumings Fire & Safety Ltd and Mic Mac Fire & Safety Ltd)**

Clerk and Treasurer Bell noted that only one of the two quotes included were going to be presented.

He presented a quote for six (6) 1 ½ inch Akron 373 nozzle holders and six (6) 2 ½ inch Akron 373 nozzle holders from Cumings Fire and Safety Limited for \$2,040+hst and a quote for the same from Mic Mac Fire & Safety Limited for \$2,502+hst. The Commission discussed.

*Moved by Kennedy*

*Seconded by VanKroonenburg*

*That the Village of Bible Hill approves the quote from Cumings Fire and Safety Limited for twelve (12) nozzle holders and installation for \$2,040+hst.*

*Motion carried*

- **Remembrance Day Wreath**

Clerk and Treasurer Bell inquired with the Commission on ordering a wreath to lay at the Truro Remembrance Day Service on behalf of the Village, as they have done in previous years, through the Royal Canadian Legion.

*Moved by VanKroonenburg*

*Seconded by Pitcher*

*That the Village of Bible Hill purchase a wreath for Remembrance Day from the Royal Canadian Legion, for Chair MacCormick to lay at Truro's Remembrance Day Service.*

*Motion carried.*

- **Closed session – Personnel Matters**

*Moved by Kennedy*

*Seconded by VanKroonenburg*

*That the Village of Bible Hill go into closed session to discuss personnel matters.*

*Motion carried*

*In closed session at 7:42PM.*

*Out of closed session at 7:46PM.*

*Moved by VanKroonenburg  
Seconded by Pitcher*

*That the Village of Bible Hill hire a temporary maintenance worker through January 31<sup>st</sup> at a cost of approximately \$13,000.*

*Motion carried.*

**Adjournment**

*Moved by Kennedy*

*That the October 15th, 2019 Regular Monthly Meeting of the Village of Bible Hill be adjourned.*

*Motion carried.*

The meeting adjourned at 7:48PM.

Chair MacCormick

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Recording Secretary Chaplin

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Clerk and Treasurer Bell

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