

**Village of Bible Hill**  
**Regular Monthly Meeting**  
**December 15, 2020**



The Village of Bible Hill regular monthly meeting was held on December 15, 2020 in Commission Chambers, at the Village Office, 67 Pictou Road. Chair Kennedy called the meeting to order at 7:08 pm; the meeting adjourned at 8:11pm.

Call to Order:           Chair Kennedy  
                              Deputy Chair Van Kroonenburg  
                              Commissioner Burke  
                              Commissioner Pitcher  
                              Commissioner Shea  
                              Clerk and Treasurer Bell  
                              Recording Secretary Chandler  
                              Solicitor Roper, Burchell MacDougall

Guests:                 Lois MacCormick

**Review and approval of the minutes of November 17, 2020 and December 8, 2020.**

*Moved by Van Kroonenburg and seconded by Shea, that the meeting minutes of November 17, 2020, and December 8, 2020 be approved. Motion carried.*

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

Chair Kennedy called for new or other business. Van Kroonenburg requested to add Fire Chief to new business, and Chair Kennedy requested to add security cameras to new business.

*Moved by Shea and seconded by Pitcher, that the agenda be approved with additions. Motion carried.*

**Call for declaration of conflict of interests**

Chair Kennedy called for any declaration of conflict of interest and no conflict was declared.

**Miscellaneous business including delegations**

**Certificate presentation – Lois MacCormick**

Chair Kennedy presented a certificate, offering congratulations and thanks on behalf of Village of Bible Hill to Lois MacCormick on the occasion of her recent retirement from the Village Commission. The Commission discussed.

Lois MacCormick left the meeting at 7:18pm.

**Business arising out of the minutes**

## **Commission in Committee Report**

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill purchase three jox boxes from Beacon Athletics at a cost of \$5,574.37 USD. Motion carried.*

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill direct the Clerk and Treasurer to proceed with an engineer-designed mount, and lift, for banner changes to be performed by Village staff. Motion carried.*

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill award Canada Day inflatable rentals to Glow the Event Store, at a cost of \$5,147.00 plus HST. Motion carried.*

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill transfer \$40,000.00 from the operating account to recreation reserve, and \$1,100.00 from the operating account to maintenance reserve. Motion carried.*

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill approve execution of the Scotiabank Financial Services Agreement. Motion carried.*

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill re-adopt the Finance and Audit Committee Policy, with amendments. Motion carried.*

## **Review of Correspondence**

### **Susan and Steve Cook - Trails**

Clerk and Treasurer Bell presented a letter commending the Village on trail maintenance and cleanliness, noting that “the trails have been a ‘lifesaver’ during these COVID-19 days”. The letter requested the Village consider maintaining additional parking at the Farnham Brook Trail at Dr. Bernie MacDonald Dr. The Commission discussed.

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

### **Commissioner Burke, Transportation Services**

Commissioner Burke spoke of recent work that has been done within the Village, and of some broken curbing to be reported to Nova Scotia Transportation Infrastructure Renewal (NSTIR).

### **Commissioner Shea, Protective Services**

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

### **Commissioner Pitcher, Recreation and Cultural Services**

Commissioner Pitcher noted that she took part in a recent meeting with Dave Ritcey, MLA. Commissioner Pitcher then presented the Parks and Recreation Director’s Report – as attached.

## **Deputy Chair Van Kroonenburg, Environmental Health Services**

Deputy Chair Van Kroonenburg reported that engineering work continues to be ongoing on the Village's sanitary sewer study. Deputy Chair Van Kroonenburg noted her attendance at recent recreation programming offered by the Village and commended Parks and Recreation Director Kennedy for planning and hosting a safe new holiday ornament painting event.

## **Chair Kennedy**

Chair Kennedy reported that on November 25, he met with Clerk and Treasurer Bell, Commissioner Shea, and Fire Chief Joey Bisson, to discuss the Fire Chief's honorarium.

Kennedy noted that on November 21 he attended the Association of Nova Scotia Villages' virtual annual general meeting along with other Village Commissioners, and Clerk and Treasurer Bell. He noted that at the meeting he was elected to the board as Director at Large.

Kennedy noted that on November 27 he participated in a constructive meeting with Dave Ritcey, MLA, attended Municipal Finance for Elected Officials training with Association of Municipal Administrators of Nova Scotia, attended Nova Scotia Federation of Municipalities' virtual annual general meeting on December 2, and attended the December 2020 Parks and Recreation Advisory Committee meeting.

## **Clerk and Treasurer Bell**

Clerk and Treasurer Bell opened his report by providing a summary of communication with NSTIR District Bridge Engineer – to discuss the option of installing lighting on the Salmon River truss bridge, which crosses between Bible Hill and Truro. He added that NSTIR is interested in entertaining such work as part of renewal work in 2021, with cost being borne by the Village. Bell added that he has also been in contact with Town of Truro, who are interested in discussing potential cost sharing of this project.

Bell added that new lights under the CN rail underpass were installed, and that new lighting in the pedestrian tunnels would soon follow.

Bell noted that he and Parks and Recreation Director Josh Kennedy have been in communication with Dalhousie University to discuss whether there is a partnership opportunity to develop a Village community garden. He noted that discussions are ongoing.

Bell noted that a 2008 Dodge Ram maintenance truck has been sold for the price of \$1,100, and that a 1998 Dodge Ram Brigade truck is currently open for bids.

He noted that staff have applied to have one third of the cost of three jox boxes covered by a grant from the Department of Communities, Culture and Heritage's Community Recreation Capital Grant Program.

Bell noted that he attended the Accessibility Advisory Committee on November 18, and that this meeting reviewed a first draft of an accessibility plan.

Bell noted how on November 21 he attended the Association of Nova Scotia Villages virtual annual general meeting, of which was well attended by Village of Bible Hill representatives. He added that Village Deputy Chair Donna Van Kroonenburg was elected as Secretary, and Village Chair Kevin Kennedy was elected as Director at Large.

Clerk and Treasurer Bell noted that on November 25, he met with Commissioner Shea, Chair Kennedy, and Fire Chief Bisson to discuss the Chief's honorarium.

Clerk and Treasurer Bell noted his attendance at a meeting on November 27, with Mr. Dave Ritcey, MLA, to discuss matters of concern to the Village.

Bell noted that during the first week of December, staff updated the Village's pandemic response plan, noting that some rules have been strengthened to reduce potential risk of infection.

Bell added that on December 2, he attended the Nova Scotia Federation of Municipalities' virtual annual general meeting, and also attended Bible Hill Fire Brigade's regular meeting, which saw their next year slate of Officers elected.

Bell ended his report by noting that a budget update was not presented this evening as it was presented at the December 8 Finance and Audit Committee meeting and asked Commissioners to raise any budget ideas as he works to develop a 2021-2022 budget.

## **Accounts**

*Moved by Burke and seconded by Pitcher, that Village of Bible Hill approve the accounts for payment. Motion carried.*

## **New Business**

### **Fire Chief**

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill increase the Fire Chief's honorarium by four percent, effective immediately. Motion carried.*

### **Security Cameras**

Chair Kennedy noted a desire to install new security cameras at Village properties to reduce the risk of loss.

Clerk and Treasurer Bell noted the current status of security cameras and access control systems at Village properties.

It was requested that Clerk and Treasurer investigate the cost of installing new security cameras and access control system.

Clerk and Treasurer Bell noted that the Village should develop a policy regarding video surveillance, noting topics such as reasoning for surveillance, privacy, system access, data retention, etc.

Solicitor Roper was asked whether notice must be posted on premises indicating surveillance. The Solicitor noted that he could look into the topic, and potential others, and bring forward that information.

**Motion: Purchase of US Dollars for the Purchase of Three Jox Boxes**

*Moved by Van Kroonenburg and seconded by Shea that Village of Bible Hill direct the Clerk and Treasurer to obtain \$5,574.37 US Dollars as soon as possible from Scotiabank for the purposes of purchasing three jox boxes from Beacon Athletics. Motion carried.*

**Closed Session – Personnel**

*Moved by Van Kroonenburg and seconded by Pitcher to enter closed session. Motion carried.*

The Commission meeting entered closed session at 08:02pm.

The Commission meeting returned to open session at 8:09pm.

*Moved by Pitcher and seconded by Shea that Village of Bible Hill authorize the Clerk and Treasurer to extend the temporary maintenance worker contract by four months. Motion carried.*

**Adjournment**

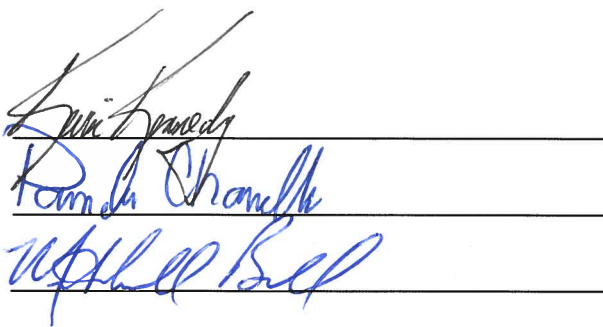
*Moved by Pitcher that the December 15, 2020 regular monthly meeting of Village of Bible Hill be adjourned. Motion carried.*

The meeting adjourned at 8:11pm.

Chair Kennedy

Recording Secretary Chandler

Clerk and Treasurer Bell



The image shows three handwritten signatures in blue ink, each written over a horizontal line. The first signature is 'Lynn Kennedy', the second is 'Kamela Chandler', and the third is 'William Bell'.



## Fire Chief Report – December 2020

The brigade responded to 3 emergency calls during the period of November 11<sup>th</sup> to December 2<sup>nd</sup>, 2020, they are as follows:

1. November 12th, 12:45 pm, Village Line and College, 2 vehicle MVA, no entrapment with fluids leaking. Returned to the hall at 1:40 pm with 9 members responding.
2. November 18th, 5:51 pm, 1406 Hwy 2 Hilden. Mutual aid requesting RIT to the scene of a structure fire. Returned to the hall at 7:01 pm with 15 members responding.
3. December 2nd, 1:59 pm, 46 Allison Ave, Medical Emergency cardiac arrest. Stood down at 2:20 pm with 7 members responding.

Total Calls: 83

Main St Fire – estimated at \$50,000.00

Total fire loss: estimated at \$102,300.00

Albert Ave Fire – estimated at \$52,300.00

### Notes:

- All COVID-19 protocols will continue as they are, should we have to implement more restrictions we will do so as necessary. With current protocols, all fire brigade activities have been cancelled to date, except for brigade training which continues every Tuesday night.
- The Brigade would like to thank everyone that supports us in the fireman's 50/50 draw every month, we really appreciate it.
- The Brigade has implemented Vulnerable Sector Checks to be completed by all members, existing and new. This will now be part of our recruitment process.
- I want to thank the Village of Bible Hill, clerk Mitchell Bell, Commissioner newly elected Chair Kevin Kennedy and all the commissioners I have worked with over the year. Your ongoing support for the fire brigade has been very much appreciated.
- The Brigade would like wish all the commissioners and staff of the Village of Bible Hill a Happy and safe Holiday season.

Respectfully submitted,

Joey Bisson

Fire Chief

## December Recreation Report

Christmas programming is well under way. Unfortunately, we had to cancel our tree lighting ceremony due to concern of growing COVID-19 case numbers at the time, but the lights still look great and Maintenance did a wonderful job in decorating the Village office and Village Hall.

This was the first year we worked with Clay Café to arrange Christmas Ornament painting. We purchased ornaments from Clay Café, and then charged \$5 per ornament, and families or bubbles could sign up for a table, and paint their ornaments in the hall. After the ornaments were painted, I returned them to Clay Café to be baked in the kiln. Once the ornaments are ready, I will bring them back to the office for pick up. The event had just over 80 people sign up, with our last painting night held on Wednesday December 9, 2020. We held three nights of ornament painting, allowing physical distancing between groups, and the response has been great. People are enjoying the fact that they can still get together in smaller groups and have a craft event with others.

Our senior holiday social was held on Thursday December 10<sup>th</sup>, 2020, from 4pm-6pm. We had 38 people signed up to attend this event which was catered by the Ladies Auxiliary, and we had a local group of seniors playing some holiday music for everyone to enjoy. Everyone present was grateful to have a chance to get together safely.

The Light up Bible Hill competition has been launched on Facebook, and we are receiving picture submissions of houses that are decorated with Christmas lights, for people to vote on their favorite ones. Winners of this competition will be announced on December 21<sup>st</sup>, and the winners will receive a prize, and a sign to place on their lawns during the holiday season.

The cookie decorating and teen baking events are scheduled to take place on December 19<sup>th</sup> 2020 with Cookie decorating beginning at 10am and teen baking beginning at 1pm. We currently have 34 people signed up for the cookie decorating and 8 signed up for teen baking. People taking part in the cookie decorating event will have a chance to come in and decorate various cookies to take home to their families for a holiday snack. Teens taking part in the teen baking event will have an opportunity to prepare and bake a holiday treat to take home to the families as desert for their holiday dinner.

Respectfully submitted,

Josh Kennedy  
*Parks and Recreation Director*