

**Village of Bible Hill**  
**Commission in Committee Meeting**  
**September 14, 2021**



The Village of Bible Hill Commission in Committee meeting was held on September 14, 2021 in Commission Chambers, at the Village Office, 67 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 7:00pm and the meeting adjourned at 8:26pm.

**Call to Order:** Commissioner Kennedy  
Commissioner Van Kroonenburg  
Commissioner Burke  
Commissioner Pitcher  
Commissioner Shea  
Clerk and Treasurer Bell  
Recording Secretary Ogden

**Guests:** Eric Boutilier, Councillor, District 1

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

Deputy Chair Van Kroonenburg called for new or other business, and no other business was called.

*Moved by Burke and seconded by Pitcher, that the agenda be approved. Motion carried.*

**Call for declaration of conflict of interests**

Van Kroonenburg called for any declarations of conflict of interest, and none were declared.

**Miscellaneous business including delegations**

Councillor Boutilier was welcomed by the Chair.

Boutilier reported on a few items to the Commission. He confirmed that the County had recently passed an agreement for gas tax sharing with the Village. He advocated for the Village to be treated the same as the County by the Province and is looking forward to how the funds will be distributed in the Village for projects. He also touched on the Colchester Flood Committee's current project at the exhibition grounds. This project was funded 1/3 by the County, Village and the NS Farm Loan Board. It is in the final stages of completion, and he believes this will benefit all parties involved. Commissioner Burke inquired about the bank stabilization by the contractor, Councillor Boutilier will endeavor to raise his concern with the engineer on the project.

Commissioners thanked Councillor Boutilier for all his efforts to support the Village in our gas tax funding request from the County.

**Miscellaneous Business**

Clerk and Treasurer Bell reminded Commissioners of the upcoming AGM for the Association of Nova Scotia Villages taking place on September 17 & 18, 2021.

## **New business**

### **Fire Apparatus Replacement**

Clerk and Treasurer Bell spoke of the brigade's 2004 Volvo WX64 Tanker, which was delivered in June 2003 and is due to be replaced in 2022/2023. Bell recommended the Commission appoint village representatives to attend Brigade Truck Committee meetings in order to facilitate communication between the Village and Brigade on progress as the Brigade's committee works on specifying needs for a replacement truck. He reviewed the timeline that truck specifications need to be completed for April 2022 for the issuance of an RFP with a closing in June. A pre-construction meeting would follow with a potential award in August. He anticipates delivery to take place in the spring or summer of 2023, dependent on any supply or delivery delays due to COVID-19.

Bell also discussed the idea of hiring a subject matter consultant as the Village has in past truck procurements to aid the Brigade in formulation of specifications. Bell provided a quote from Mr. Dave Kennedy for consultation with this project. He also confirmed that the Brigade has informed they will be working with representatives of G. LeBlanc Truck on specification and requirements. The Committee discussed.

*Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Commissioner Shea and Clerk and Treasurer Bell be appointed as Village Representatives to attend Bible Hill Fire Brigade Truck Committee meetings.*

Motion carried.

### **ANSV AGM voting delegate selection**

Clerk and Treasurer Bell spoke of the upcoming Annual General Meeting (AGM) of the Association of Nova Scotia Villages (ANSV), happening later this week in New Minas. Bell explained the Village is to select a member of the Commission as an AGM voting delegate. The Committee discussed.

It was agreed by the Committee that Commissioner Pitcher be selected as the voting member.

### **Training required – Finance and Audit Committee**

Clerk and Treasurer Bell discussed training needed for the Village's Finance and Audit Committee, including the recently appointed third party member. Bell explained how there are five modules of training and that each member of the committee is required to undertake the sessions. The Committee discussed.

It was agreed to review the five modules prior to the November 9th Commission in Committee meeting, starting at 6pm. Clerk and Treasurer Bell will send the members a notification and calendar invitation.

### **Old Court House Branch Road sidewalk**

Clerk and Treasurer Bell spoke of the Old Court House Branch Road sidewalk, and how at their August 26, 2021 meeting, Colchester Council passed a motion to approve the College Road to Regency sidewalk be advanced to the five-year capital budget for fiscal 2024-25, and will notify the Village for budgeting purposes. Bell reviewed the draft capital budget with a forecast of Old Courthouse Branch in fiscal 2025-2026. The Committee discussed.

It was agreed to await notification from the County prior to changing the Village capital five-year sidewalk plan.

### **Veteran banner program**

As requested by the Commission, Clerk and Treasurer Bell presented information regarding a Veteran banner program, of which residents could pay for the banners, provide a photograph and information regarding a veteran in their life. Bell discussed the time frame of the banner project, and the associated costs. The Committee discussed.

It was agreed by the consensus to consider a veteran banner program next year to allow time to advertise and obtain expression of interest for the program.

### **Security Improvements**

Clerk and Treasurer Bell spoke of security improvements to be installed at Village Office, Village Hall, Bible Hill Recreation Park, and Airport Fields Park. He outlined the scope of the project including access control, burglar alarms and high-quality cameras. The Village received six proposals. Bell reviewed the evaluation scoring and details of the proposals, along with his recommendation of award to Maritect Solutions Inc. The Committee discussed.

*Moved by Pitcher and seconded by Shea that the Commission in Committee recommend Village of Bible Hill award the security improvements project to Maritect Solutions Inc., and instruct the Clerk and Treasurer to issue a change order of \$13,114.81, for a net project cost of \$71,009.10 plus HST. Motion carried.*

### **Closed Session – contract negotiation**

*Moved by Kennedy and seconded by Shea to enter closed session. Motion carried.*

The Commission in Committee meeting entered closed session at 8:07 pm and Recording Secretary Ogden and Councillor Boutilier left the meeting.

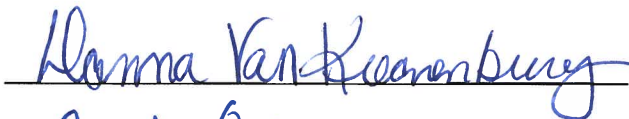
The Commission in Committee meeting returned to open session at 8:26pm.

### **Adjournment**

*Moved by Burke that the September 14, 2021 Commission in Committee meeting of Village of Bible Hill be adjourned. Motion carried.*

The meeting adjourned at 8:26pm.

Deputy Chair Van Kroonenburg



Recording Secretary Ogden



Clerk and Treasurer Bell

