



The Village of Bible Hill Commission in Committee meeting was held on October 8, 2019 in the Village Office, 67 Pictou Road. Deputy Chair Van Kroonenburg called the meeting to order at 7:00pm; the meeting adjourned at 8:02pm.

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

**Staff:** Clerk and Treasurer Bell  
Recording Secretary Chaplin

**Review of the agenda and call for new or other business**

The Deputy Chair called for new or other business and Clerk and Treasurer Bell requested the addition of 'Colchester letter' under new business.

**Approval of Agenda**

*Moved by Burke  
Seconded by Kennedy*

*That the agenda be approved as amended.*

*Motion carried.*

**Call for Declaration of Conflict of Interest**

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

**Miscellaneous Business including delegations**

- **Wellness Program Policy**

As directed at the September 10<sup>th</sup>, 2019 Commission in Committee meeting, discussion on a Wellness Program Policy was carried forward. Clerk and Treasurer Bell presented a revised Wellness Program Policy to the Committee, that was originally presented at the last Commission in Committee meeting. He noted that the policy had been revised to exclude the eligibility of sports

equipment, as its inclusion was thought to be a factor for the failed motion to approve of the policy. Clerk and Treasurer Bell then asked the Committee to consider what their goals for employee and volunteer wellness are and what they would like added or removed from the policy to achieve the goal. The Committee discussed.

*Moved by Pitcher*

*Seconded by*

*That the Commission in Committee recommend the Village of Bible Hill accept the Wellness Program Policy with an amendment to reference the definition of volunteer where the term volunteer exists in the policy.*

*Motion failed*

On account of no subsequent motion or discussion from the Committee, the Chair proceeded with the agenda and called for New Business.

### **New Business**

- **Sign size and design concepts**

Clerk and Treasurer Bell presented work of Ben Brush Designs detailing proposed park and Village boundary sign sizes and design options. Clerk and Treasurer Bell presented the recommended signage sizes being 4 feet wide by 3 feet high for the park signage and 8 feet wide by 6 feet high for the boundary signage. He noted that the recommended sizes are based on specific sites and the consultation with Canadian Highway Engineering & Construction Traffic Manual guidelines. The Committee accepted the recommended signage sizes.

Clerk and Treasurer Bell presented two sign design options from Ben Brush Designs. The Committee discussed wear and tear, visibility, color options, wording, among other potential design changes. The Committee agreed on design option 2, with amendments. Clerk and Treasurer Bell will notify Ben Brush Designs of the requested changes and move forward.

- **Thermal Roof Scan – Action items/recommended maintenance**

Clerk and Treasurer Bell presented a thermal roof scan of 69 Pictou Road completed by Tremco, the company that installed the majority of the roof. He noted that the roof is flat and was assessed in sections, with one section, representing approximately 25% of the roof, in fair condition and the remaining sections all in generally good condition. He then presented the remaining roof sections to be all in general good condition. Clerk and Treasurer Bell noted, depending on section, the roof will last between 3 – 15 years. Lastly, Clerk and Treasurer Bell noted that Tremco recommended a few minor repairs be completed, for a total cost of \$2,500+hst. The Committee discussed.

*Moved by Burke  
Seconded Kennedy*

*That the Commission in Committee recommend 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.*

- **Work within highway right of way approval – Johnson Avenue sidewalk**

Clerk and Treasurer Bell spoke to the Committee regarding the Johnson Ave sidewalk project. He noted that PDI Engineering sent drawings of the project to Nova Scotia Department of Transportation and Infrastructure Renewal, and NSTIR requested a required deposit for approval of a Work Within Highway Right of Way permit of \$5,000. Clerk and Treasurer Bell noted that the deposit is refundable if the project is not completed.

*Moved by MacCormick  
Seconded by Kennedy*

*That the Commission in Committee recommend 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 Ave sidewalk project.*

*Motion carried.*

- **Music Events – Request for Letter of Support**

Clerk and Treasurer Bell presented to the Committee that two annual music events, “Rock the Hub” and “Country Rocks the Hub” are in the process of planning events at the Nova Scotia Provincial Exhibition Complex in 2020. He noted that the event organizer has requested the Village Commission consider providing a letter of support for the events to take place in the Village. The Committee discussed the pros and cons of the event in the Village, and of issuing a letter of support.

*Moved by Kennedy  
Seconded by MacCormick*

*That the Commission in Committee recommend 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*

- **69 Pictou Road Boiler Expansion Tank replacement**

Clerk and Treasurer Bell explained to the Committee that during regular boiler maintenance, it was observed that two expansion tanks at 69 Pictou Road were holding water and not functioning. He noted that initially it was recommended that both full tanks be replaced, but also that a contractor could likely replace just the bladders of both tanks. He mentioned that one of the expansion tanks was not ASME standard, and one of them was. The Committee discussed.

Clerk and Treasurer Bell presented a quote from J.C. Mechanical to replace both tanks to ASME standard for \$4,021+hst. He noted staff attempted to supply a second quote but a second firm that inspected the boiler did not provide a timely quote. It was also noted that J.C. Mechanical originally installed the boilers.

*Moved by McCormick  
Seconded by Pitcher*

*That the Commission in Committee recommend the Village of Bible Hill hire J.C. Mechanical to replace the 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.*

- **Colchester Letter**

Clerk and Treasurer Bell presented to the Committee that since they previously discussed the Village's March 26<sup>th</sup> letter to Colchester asking for funding consideration, it was announced that there will be no further funding announcements on ICIP Green Infrastructure Funding. Clerk and Treasurer Bell explained that the letter outstanding with Colchester originally sought partial funding for a water-line expansion project that was estimated to cost \$170,000 after grant funding but would now cost \$639,000, due to no federal/provincial funding. The Committee discussed priority of other capital projects compared to the water-line project and noted that knowing DalAC has connected to Truro Water and now has sprinkler protection in all main buildings, decreases the Village's urgency of the water-line project. The Committee discussed and agreed to have the Clerk and Treasurer retract the letter to Colchester Council asking for water-line funding consideration.

### **Adjournment**

*Moved by MacCormick  
Seconded by Burke*

*That the September 10, 2019 Commission in Committee Meeting of the Village of Bible Hill be adjourned.*

*Motion carried.*

The meeting adjourned at 8:02pm.

Deputy Chair Van Kroonenburg

Thomas Van Kroonenburg

Recording Secretary Chaplin

Dan M. Chaplin

Clerk and Treasurer Bell

W. H. Bell

