

Village of Bible Hill
Regular Monthly Meeting
April 21, 2020



The Village of Bible Hill regular monthly meeting was held on April 21, 2020 via video conferencing, per the direction of the Minister of Municipal Affairs and Housing issued March 22, 2020 (enclosed). Chair MacCormick called the meeting to order at 7:00 pm; the meeting adjourned at 8:52pm.

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

Review and approval of the minutes of February 18, 2020, March 10, 2020, March 17, 2020 and April 14, 2020.

Clerk and Treasurer Bell requested an amendment to the minutes of March 17, 2020. The amendment was to strike the words “a Provincial state of emergency declaration in effect and related,” and have the statement instead read, “On account of public direction from the Province of Nova Scotia to avoid gatherings and maintain social distancing of two metres, it was decided by Commissioners to not attend the meeting.”

Moved by Van Kroonenburg and seconded by Kennedy, that the meeting minutes of February 18, 2020, March 10, 2020, March 17, 2020 with amendment, and April 14, 2020 be approved.

Motion carried.

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

Chair MacCormick called for new or other business. Clerk and Treasurer Bell requested that tree dedication and MacLeod family be added under new business.

Moved by Van Kroonenburg and seconded by Kennedy, that the agenda be approved with the amendments.
Motion carried.

Call for declaration of conflict of interests

Chair MacCormick called for any declarations of conflict of interest and no conflict was declared.

Miscellaneous business including delegations

There was no miscellaneous business or delegations to discuss.

Business arising out of the minutes

Moved by Van Kroonenburg and seconded by Kennedy, that Village of Bible Hill instruct Clerk and Treasurer Bell to incorporate funding for election advertising cards into next year's election budget. Motion carried.

Moved by Van Kroonenburg and seconded by Kennedy, that Village of Bible Hill accept the recommendation of the Parks and Recreation Advisory Committee and award Dick and Dave Cotterill the Generations of Volunteering Award. Motion carried.

Review of Correspondence

Minister of Justice re Accessibility Act

Clerk and Treasurer Bell presented a letter from the Minister of Justice regarding the Nova Scotia Accessibility Act and the Village's responsibilities along with that. It was noted that the Village must form an accessibility advisory committee and must have an accessibility plan in place by April 1, 2021. The Commission discussed.

Reports of Commissioners and Clerk and Treasurer

Commissioner Burke, Transportation Services

Commissioner Burke spoke on issues of potholes around the Village and spoke about repair needed on College Road near Blanchard Ave. He noted that there is still no word from Nova Scotia Department of Transportation and Infrastructure Renewal (NSTIR) regarding requested overhead crosswalk upgrades. Clerk and Treasurer Bell noted that he has not heard from NSTIR for several weeks regarding the same, but did speak with the Acting Area Manager at one point who indicated that they were working on the requests. Commissioner Burke noted that trails are still being used, and Clerk and Treasurer Bell clarified that trail parking lots and parks are closed, however trails are still able to be used by local residents within walking distance. The Commission discussed.

Commissioner Kennedy, Protective Services

Commissioner Kennedy noted his attendance at three professional development days held at the Village office. He then presented the Fire Chief's report - as attached.

Commissioner Pitcher, Recreation and Cultural Services

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

Deputy Chair Van Kroonenburg, Environmental Health Services

Deputy Chair Van Kroonenburg noted she recently attended a virtual Personnel Committee meeting. She then spoke about storm water drainage work needing done at Meadowland Avenue being in the hands of NSTIR.

Chair MacCormick

Chair MacCormick spoke about her recent attendance at a virtual Personnel Committee meeting, thanked the Finance Officer and the Clerk and Treasurer for making social distancing so easy when cheques need signed, and then noted the planning of an upcoming ANSV teleconference to be held Friday.

Clerk and Treasurer Bell

Clerk and Treasurer Bell spoke about the tragic events that happened over the weekend and noted that the Village sent letters expressing deepest sympathies to Counsellor Tom Taggart, Mayor Blair and Staff Sgt. Allan Carrol of the RCMP.

He mentioned the functionality of the office with the doors closed to the public and some staff working from home and that the Village has started recruitment advertising for Accessibility Advisor Committee members. Clerk and Treasurer Bell then noted that the Village has received an HST rebate grant to reimburse an additional portion of the HST paid on the firetruck that was purchased in 2019. He then mentioned that “do not feed deer” signs recently approved by the Commission for installation will be reviewed for a suitable design in the upcoming months. He noted that there are two boundary signs and a bridge mounted sign that will be installed once COVID-19 restrictions are eased.

Clerk and Treasurer Bell then noted that long-time resident and volunteer, Ms. Anna McNutt, who was the Village’s Provincial Volunteer Award nominee, has passed away, and that the Village has inquired on whether the award could be accepted by Ms. McNutt’s family.

He noted that the year end audit is going well and that the Commission will meet with the auditors at the May Finance and Audit Committee meeting. He spoke about his discussion with NSTIR to install larger no stopping and no parking signs on East Court Road, after having received a public complaint. He then noted that the recently installed elevator man-lift is now operational at 69 Pictou Road.

Lastly, Clerk and Treasurer Bell reminded the Commission of upcoming events that are planned to proceed, such as the Finance and Audit Committee Meeting, Village election nomination period, Village annual general meeting and Village election advanced polling and regular polling days.

Accounts

Moved by Van Kroonenburg and seconded by Kennedy, that Village of Bible Hill approve the accounts for payment. Motion carried.

New Business

Burning by-law – County of Colchester

Clerk and Treasurer Bell invited Fire Chief Joey Bisson of Bible Hill Fire Brigade to the meeting to speak on this topic and answer any questions that Commissioners may have.

Clerk and Treasurer spoke of issues experienced by the Brigade with County of Colchester’s burn by-law. He noted that the brigade is experiencing an increased number of nuisance calls, there is seemingly a lack of public awareness of the by-law, as well as issues regarding the Fire Chief not having the information, tools or

resources required to fully undertake his duties under the by-law in issuing penalties. The Commission and Fire Chief discussed.

Clerk and Treasurer Bell suggested that the Village could advertise the Outdoor Fire By-law more and ask Municipality of the County of Colchester (Colchester) to do the same, while at the same time asking Colchester to provide the tools needed for the Chief to enforce penalties under the by-law, or have this responsibility transferred to an officer of the County that could be called upon to undertake that process as circumstances demand. It was suggested that the Village write a letter to our Councillors, cc'ing Mayor Blair, requesting they consider bringing our concerns forward to Colchester Council. The Commission discussed.

Moved by Van Kroonenburg and seconded by Kennedy, that Village of Bible Hill instruct the Clerk and Treasurer to write a letter to the two county councillors and the Mayor regarding the by-law enforcement issues experienced by Bible Hill Fire Brigade. Motion carried.

Transfer of funds - \$6,302 to operating fund

Clerk and Treasurer Bell requested the Commission approve a transfer of \$6,302, received from the Community Works Program from the operating reserve fund to the operating fund.

Moved by Kennedy and seconded by Van Kroonenburg that Village of Bible Hill transfer \$6,302, received from the Community Works Program, from the operating reserve fund to the operating fund. Motion carried

Resolution for the renewal of borrowing facilities

Clerk and Treasurer Bell presented a resolution for the renewal of borrowing facilities. He noted that Scotia Bank is seeking the Village's annual approval for renewal of a \$700,000 line of credit and \$10,000 credit card account.

Moved by Van Kroonenburg and seconded by Kennedy, that Village of Bible Hill renew borrowing of a \$700,000 line of credit and \$10,000 credit card account through Scotia Bank. Motion carried.

Kilometrage reimbursement rate

Clerk and Treasurer Bell presented a new kilometrage reimbursement rate used by the Province of Nova Scotia, of 46.70 cents per kilometre, up from the current rate of 45.85 cents per kilometre. The Commission discussed.

Moved by Pitcher and seconded by Kennedy, that Village of Bible Hill adopt the new kilometrage reimbursement rate of 46.70 cents per kilometre used by the Province of Nova Scotia. Motion carried.

Budget and tax rate approval

Clerk and Treasurer Bell presented a summary of the proposed operating and capital budgets, noting the net reserve fund impact and indicated that the budgets would see residential and commercial tax rates remain the same. He noted the possibility and advised against reduced capital spending and tax rates discussed at one point by Commissioners. Clerk and Treasurer Bell spoke to the possibility of up to an estimated one-third of Village residents needing to defer property tax payments and how the Village could deal with the resulting cash flow

crunch. The Clerk and Treasurer indicated that the Village could absorb a one-third deferral of property tax payments for up to one-year from operating cash and reserves on-hand. He further explained that should those deferrals extend beyond one year, or if a second wave of deferrals were required next year, that the Village would then need to access its line of credit for operating cash flows. The Commission discussed.

Moved by Van Kroonenburg and seconded by Pitcher, that Village of Bible Hill adopt the operating and capital budgets as presented, keeping tax rates unchanged. Motion carried.

Quote: Election cards (Minuteman Press)

Clerk and Treasurer Bell presented a quote from Minuteman Press for a total of \$2,309.67 for election advertising cards. Clerk and Treasurer Bell noted that the cards were discussed and recommended by the Commission in Committee. He noted that election cards may not be necessary due to a possible election deferral resulting from the current public health crisis but would like approval to move forward with purchasing them if an election is to be held. The Commission discussed.

Moved by Kennedy and seconded by Van Kroonenburg, that Village of Bible Hill accept the quote from Minuteman Press for a total of \$2,309.67 plus HST for election cards. Motion carried.

Quote: Action on the Hill (Minuteman Press and KKP)

Clerk and Treasurer Bell presented two quotes for design, printing and mailing of the Village's regular Action on the Hill newsletter. A quote from Minuteman Press was for a total of \$6,493.00 plus HST, and a quote from KKP was for a total of \$7,019.05 plus HST. The Commission discussed.

Moved by Van Kroonenburg and seconded by Pitcher, that Village of Bible Hill use Minuteman Press for the next two Action on the Hill issues for 6,493.00 plus HST per issue. Motion carried.

Grant application – Sanitary sewer study

Clerk and Treasurer Bell recommended the Village apply for Provincial grant funding to potentially partially finance a sanitary sewer study, budgeted for in the current year. He noted that the planned sewer study is expected to cost \$150,000 and that the Village is eligible for up to 50% grant funding from the Province of Nova Scotia.

Moved by Kennedy and seconded by Van Kroonenburg, that Village of Bible Hill approve Resolution 1, a resolution authorizing the application for grant funding under the Provincial Capital Assistance Program. Motion carried.

Tree Dedication

Clerk and Treasurer Bell spoke about the possibility of planting a memorial tree in memory of the late Constable Heidi Stevenson, who passed away during the past weekend's tragedy. The tree would stand with similar trees planted in memory of fallen RCMP officers on the Village office property. The Commission discussed and agreed by consensus that the Clerk and Treasurer Bell will move forward with this matter once able to do so after the Provincial state of emergency restrictions are lifted.

MacLeod Family

Clerk and Treasurer Bell noted to the Commission that the past weekend's tragedy directly impacted a former Commissioner of the Village and asked the Commission if they would like to discuss offering support to the family. The Commission discussed and agreed by consensus to instruct Clerk and Treasurer Bell to arrange to send the MacLeod Family a warm meal as a token of support and sympathy for their tragic loss.

Closed Session

Moved by Kennedy and seconded by Van Kroonenburg, that the meeting go into closed session to speak about public security.

The Commission went into closed session at 8:21pm.

The Commission came out of closed session at 8:49pm.

Moved by Van Kroonenburg and seconded by Kennedy, that Village of Bible Hill defer all meetings of its Committees, except for those statutorily required to be held, until further notice or until the Provincial state of emergency is lifted if earlier. Motion passed.

Moved by Van Kroonenburg and seconded by Kennedy, that Village of Bible Hill set the date of the next Finance and Audit Committee meeting, originally scheduled for Tuesday, May 12, to Tuesday May 19, at 6pm. Motion passed.

Adjournment

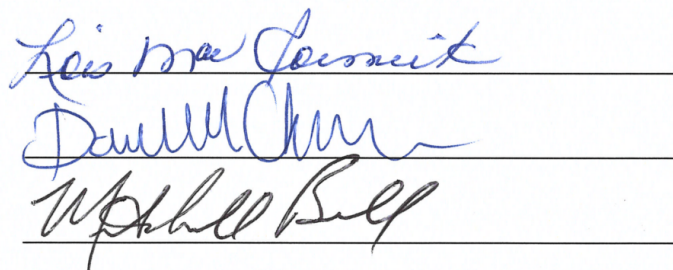
Moved by Kennedy that the April 21, 2020 regular monthly meeting of Village of Bible Hill be adjourned. Motion carried.

The meeting was adjourned at 8:52pm.

Chair MacCormick

Recording Secretary Chaplin

Clerk and Treasurer Bell



Lois MacCormick
Daniel Chaplin
Marshall Bell

**Direction of the Minister
under a Declared State of Emergency**

(Section 14 of the *Emergency Management Act*, the *Municipal Government Act*, and *Halifax Regional Municipality Charter*)

During the Provincial State of Emergency declared on March 22, 2020, and under the authority provided to me in Section 14 of *the Emergency Management Act*, in addition to any other directives I have issued, and as Minister of all municipalities, I direct all municipalities and villages in the Province, including the Halifax Regional Municipality, to:

1. **Effective at 2 pm on March 22, 2020**, discontinue holding their meetings in person, instead only virtual meetings may be held by video or telephone. Those virtual meetings must be recorded, and the minutes posted on a public website within 24 hours of the meeting.

Despite this direction, municipalities and villages are still authorized to continue making other operational decisions especially those required for service delivery.

Please note that these directions are in addition to any requirements established in a Medical Officer's order under the *Health Protection Act*.

A failure to comply with this direction could result in a summary conviction with fines between \$500 to \$10,000 for individuals and up to \$100,000 for a corporation per incident.

This direction will remain in place for the duration of the Provincial State of Emergency unless it is terminated in writing by me earlier.

Dated March 22, 2020.



Hon. Chuck Porter
Minister of Municipal Affairs and Housing

Member of

N.F.P.A.
C.F.F.A.
M.F.C.A.
M.F.F.A.

BIBLE HILL



FIRE BRIGADE



69 Pictou Rd., Bible Hill, NS B2N 2R9 ❖ TEL: 902-895-8822 ❖ FAX: 902-895-1498 ❖ bhfire@biblehill.ca

Fire Chief Report – April

The brigade responded to 7 emergency calls during the period of March 11th - April 15th. They are as follows:

1. March 14th, 4:31 pm, 179 College Rd, 2 vehicle MVA, no fluid leak, no entrapment or injury. Returned to the station at 5:00 pm with 11 members responding.
2. March 17th, 6:33 pm, 61 Guest Drive, residential alarm ringing. Occupant cooking, no fire to report. Returned to the hall at 6:42 pm with 9 members responding.
3. March 21st, 12:05 pm, 39 Pictou Rd single vehicle MVA, called to assist RCMP with traffic control. Returned to the hall at 12:40 pm with 11 members responding.
4. March 27th, 9:04 pm, 19 Farnham Rd, residential fire alarm ringing, stood down by officer on scene, returned to the hall at 9:15 pm with 9 members responded.
5. April 5th, 5:45 am, 13 Albert Ave, structure fire. Assisted by Valley and Truro. Quick knock down and overhaul performed. Returned to the hall at 10:30 am with 14 members responded.
6. April 8th, 2:12 am 131 New River Rd, Kemptown, Mutual aid to Valley Kemptown scene of a structure fire, tanker requested. Returned to the hall at 4:00 am with 5 members responded.
7. April 12th, 9:11 pm, Park St. Major grass fire on the marsh between Stella Jones and the Timbit Soccer Field. Original call to Truro, and they requested us to be paged out. Returned to the hall at 12:30 am with 24 members responded.

Total Calls: 36

Main St Fire – estimated at \$50,000.00 loss

Total fire loss: estimated at \$100,000.00

Albert Ave Fire – estimated at \$50,000.00 loss

Due to the ongoing Covid – 19 Pandemic, all fire brigade activities have been cancelled to date. All training and meetings have been cancelled until the isolation period has passed.

The Brigade hall is under lock down to the public and only open for calls and general maintenance at this time, with all members checking in with fire chief or deputy chief prior to entering the building. Strict guidelines have been put into effect for call response and due to date working very well.

The province has placed a burn ban into effect to protect woodlands. The brigade would like to encourage the public to please refrain from burning to eliminate the risk of us having to visit anybody's house for any reason.

The officers of the brigade would like to thank the clerk and commissioners for all their support during this trying time and we will continue to take all necessary precautions to protect our members and the public.

Respectfully submitted,

Joey Bisson
Fire Chief

April Recreation Report

Recreation facilities and programs have been shut down due to Covid-19. The Village Hall, Recreation Park, Airport Fields, and parts of our trail system have been closed until further notice.

The March Break events were cancelled due to Covid-19, as well as the Volunteer Awards on April 22nd, 2020.

The After School program at Redcliffe Middle School and Bible Hill Junior High have been postponed until a decision is made by the CCRCE and the After School Program Committee determining whether or not the program will return this school year, or will be postponed to next year.

Canada Day planning is underway, and we are hoping that the health crisis is over by July and we are able to have our Canada Day Celebrations as we always do.

Currently, planning for the summer day camps is also moving forward in hopes that we are still able to offer them to the community during July and August. Haley is beginning employment in May and will plan the day camps out in more detail.

Respectfully submitted,

Josh Kennedy

Parks and Recreation Director