

**Village of Bible Hill  
Regular Monthly Meeting  
January 19, 2021**



The Village of Bible Hill regular monthly meeting was held on January 19, 2021 in Commission Chambers, at the Village Office, 67 Pictou Road. Chair Kennedy called the meeting to order at 7:00 pm; the meeting adjourned at 8:27pm.

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

**Review and approval of the minutes of December 15, 2020 and January 12, 2021.**

*Moved by Pitcher and seconded by Van Kroonenburg, that the meeting minutes of December 15, 2020, and January 12, 2021 be approved. Motion carried.*

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

Chair Kennedy called for new or other business. Clerk and Treasurer Bell requested to add review of accessibility improvement project drawings and a sidewalk maintenance concern to new business. Deputy Chair Van Kroonenburg requested to add an update regarding bridge lighting to miscellaneous business.

*Moved by Burke and seconded by Shea, 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**

**Building control system (thermostat) expansion – alternate vendor, grant**

Clerk and Treasurer Bell provided a status update regarding a search for an alternate vendor for H. Douglas Boyce Village Hall building control system expansion, as requested at the recent Commission in Committee meeting; Bell informed the Commission that only Advanced Energy Management (AEM) and Energy Solution Professionals (ESP) are permitted by the manufacturer to perform the work, and that ESP was assigned the Village account by the manufacturer, therefore AEM was not able to provide pricing. The quote from ESP was presented at \$6,394.00 plus HST. Bell noted a potential grant funding opportunity for the project that opens in next fiscal year, and recommending deferring the project until an application could be made. The Commission discussed.

## **Canada Day Planning**

Clerk and Treasurer Bell presented information regarding the planning of Canada Day 2021 celebrations. Clerk and Treasurer Bell recommended assigning this task to the Parks and Recreation Advisory Committee (PRAC) as such planning falls under the Committee's purpose per the PRAC Policy. The Commission discussed. The Commission agreed by consensus to assign the Canada Day planning process to the PRAC, with regular updates to be brought to the Commission, and significant change decisions to remain the Commission's duty.

## **Budget update – December 31**

Clerk and Treasurer Bell presented a budget update as of December 31, 2020. He informed the Commission of information on revenues, expenses, and bank balances for the operating fund, and capital fund. The Commission discussed.

## **Bridge lighting update**

Deputy Chair Van Kroonenburg requested an update regarding the status of request to TIR to install lighting on the Salmon River truss bridge between Village of Bible Hill and Town of Truro.

Clerk and Treasurer Bell presented a brief update from Nova Scotia Transportation Infrastructure Renewal's bridge engineer, who is going to investigate the cost of this project in combination with other renewal work to be performed in 2021. Bell noted that this information is likely to arrive this month. The Commission discussed.

## **Business arising out of the minutes**

### **Commission in Committee Report**

*Moved by Van Kroonenburg and seconded by Shea that Village of Bible Hill re-adopt the Expenditure Reimbursement Policy, with amendments. Motion carried.*

*Moved by Van Kroonenburg and seconded by Shea that Village of Bible Hill re-adopt the Hospitality Policy, with amendments. Motion carried.*

## **Review of Correspondence**

There was no correspondence to review.

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

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

Commissioner Burke spoke of a recent snowstorm, and provided comment on the snow clearing efforts. Burke further noted that Village of Bible Hill has often been given a high rating of quality snow removal and he believes the contractor will once again perform to that standard.

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

Commissioner Shea presented the January 2021 Fire Chief's report – as attached.

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

Commissioner Pitcher noted a sidewalk issue on College Road, near civic address 849, where water is pooling and causing hazards. Pitcher added that she attended the most recent PRAC meeting. Commissioner Pitcher then presented the Parks and Recreation Director's Report – as attached. The Commission discussed.

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

Deputy Chair Van Kroonenburg expressed her regrets for missing the recent Commission in Committee meeting. She then reported that the sanitary sewer study is expected to conclude at the end of this month, and that the study is planned to be presented at next month's meeting.

### **Chair Kennedy**

Chair Kennedy reported that he has written a letter to NSTIR Deputy Minister Paul LaFleche. Clerk and Treasurer Bell added that that the Chair's letter, which requested information from TIR on the likelihood of any transportation improvements on Main St or highway access to Bible Hill. Bell noted the Chair's letter was timely, as a large and long held of sale parcel of undeveloped property in the Village had just sold.

### **Clerk and Treasurer Bell**

Clerk and Treasurer Bell opened his report by noting that the 1998 Dodge Ram truck had recently sold to the highest of 14 bidders, for the price of \$5,800. He further noted that a regional approach towards accessibility is being discussed between CAOs at Truro, Colchester, Stewiacke, and the Village. He then noted that, at this time, social gatherings are not permitted in H. Douglas Boyce Village Hall due to COVID-19 restrictions, but fitness classes are permitted with appropriate physical distancing.

Clerk and Treasurer Bell informed the Commission that he received a call from Councillor Parker regarding a concern on thousands of crows near Covington Place, and that Councillor Parker will be requesting Colchester staff investigate potential solutions for the issue. Bell added that Councillor Parker has also brought forward the suggestion of having a sidewalk installed at Covington Place. Clerk and Treasurer Bell recommended that should the Commission be interested in understanding more details on such a potential sidewalk project, the Commission should move to procure engineering services for a pre-engineering design to better determine costs and involvement of such capital projects.

Bell mentioned that Commissioner training is still allowed for in the current year budget, and requested the Commission inform him if they are looking for any future trainings before the end of the fiscal year. Clerk and Treasurer Bell noted that he is currently working on the draft 2021-2022 budget and asked Commissioners to come forward with any recommendations.

Clerk and Treasurer Bell noted that he has provided a list of previous Volunteer Awards recipients as requested by the Commission for the upcoming Volunteer Awards. Bell concluded his report by stating that he will be attending the upcoming Association of Nova Scotia Villages meeting this Friday, January 22 at 3:30pm. The Commission discussed.

## **Accounts**

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

## **New Business**

### **Procurement: Building signage**

Clerk and Treasurer Bell presented quotes from Conway Customz Inc. and Pulse Signs & Design Inc. for new signage on H. Douglas Boyce Village Hall. The quote from Conway Customz was presented at \$11,110.51 plus HST for aluminum letters and the quote from Pulse Signs & Design Inc. was presented at a total of \$8,359.26 plus HST for stainless steel letters. The Committee discussed.

*Moved by Pitcher and seconded by Van Kroonenburg that Village of Bible Hill purchase the new signage for H. Douglas Boyce Village Hall from Pulse Signs & Designs Inc. at a total cost of \$8,359.26 plus HST. Motion failed.*

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill purchase the new signage for H. Douglas Boyce Village Hall from Conway Customz at a total cost of \$11,110.51 plus HST. Motion carried.*

### **Salvage van renewal - postponement**

Clerk and Treasurer Bell presented information regarding Bible Hill Fire Brigade truck 231, a 2002 GMC fire apparatus, as the unit is approaching twenty years in service. He discussed that the Village's Fire Apparatus Reserve Fund Policy notes the replacement schedule of fire apparatus is based on the estimated useful life of such capital assets being twenty years from the date of purchase. He discussed the age, condition, use, and other factors of the vehicle, and along with the recommendation of Chief Joey Bisson and an independent inspection of the truck by a repair firm, recommended that the renewal of truck 231 be deferred by five years, to the 2026-2027 fiscal year. The Commission discussed. It was agreed by consensus that Village of Bible Hill defer renewal consideration of Bible Hill Fire Brigade truck 231 to the 2026-2027 fiscal year, as the truck currently serves the brigades needs.

### **Preliminary Accessibility Drawings**

Clerk and Treasurer presented preliminary drawings for accessibility improvements to H. Douglas Boyce Village Hall from ABLE Engineering Services Inc. He discussed the addition of an elevated landing, ramp, and revised door for the Pictou Rd facing fire station door, and conversion of two existing second floor washrooms to one accessible washroom. The Commission discussed. It was agreed by consensus to accept the draft designs from ABLE Engineering Services Inc. No award for construction was made.

### **Sidewalk complaint**

Clerk and Treasurer Bell presented a concern from a Village resident that was received by Commissioner Pitcher, regarding winter sidewalk maintenance. Clerk and Treasurer Bell summarized the concerns from the email, noting the resident's dissatisfaction with winter maintenance of Village sidewalks. Clerk and Treasurer Bell informed the

and Treasurer Bell informed the Commission that he did contact the contractor on the matter, and they informed him that they performed maintenance as determined was necessary beginning at approximately 7am on the specific date. Bell added that he had received one other similar complaint earlier this winter, but had also received compliments from residents for impeccable sidewalk maintenance the same week as the complaint discussed this evening. The Commission discussed.

## Adjournment

*Moved by Van Kroonenburg that the January 19, 2021 regular monthly meeting of Village of Bible Hill be adjourned. Motion carried.*

The meeting adjourned at 8:27pm.

Chair Kennedy



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Recording Secretary Chandler



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Clerk and Treasurer Bell



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