

**Village of Bible Hill
Regular Monthly Meeting
September 21, 2021**



The Village of Bible Hill regular monthly meeting was held on September 21, 2021 in Commission Chambers, at the Village Office, 67 Pictou Road. Chair Kennedy called the meeting to order at 7:00pm; the meeting adjourned at 9:05pm.

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

Delegations: Ryan Beecroft, Fishburn Sheridan Atlantic Inc.
Nathaniel Isnor, Fishburn Sheridan Atlantic Inc.

Review and approval of the minutes of August 17, and September 14, 2021

Moved by Van Kroonenburg and seconded by Pitcher, that the meeting minutes of August 17, and September 14, 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 expenditure reimbursement rates to new business.

Moved by Pitcher and seconded by Shea, that the agenda be approved, with the addition. 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

Windows and doors engineering reporting – design options and cost estimate

Chair Kennedy welcomed Ryan Beecroft and Nathaniel Isnor from Fishburn Sheridan Atlantic Inc. to the table and invited them to address the Commission. Beecroft and Isnor presented a report on windows and doors renewals engineering for H. Douglas Boyce Village Hall, highlighting structural observations, energy observations, return on investment, and recommendations for operating, siding, and design options. Beecroft and Isnor recommended option two for the windows, the awning style of windows. The Commission discussed.

Beecroft suggested the Commission could put this work to tender in the coming months and to have work set to commence in the spring to avoid cold winter weather for this work.

The Commission agreed by consensus to their preference for non-operational, double-glazed windows with black frames and trim, and black hidden fastener siding.

Beecroft and Isnor left the meeting at 7:46pm.

Clerk and Treasurer Bell overviewed the financial status of the project, adding that the Commission has a budget of \$90,000 and that the estimated costs are \$141,011, which will place the project over budget by approximately \$51,000 if no grant funding is received. Bell noted that the project construction could be phased, but that that would likely raise the overall cost. Bell added that the Village has applied for funding through the Government of Canada's Canada Community Revitalization Fund, for which the Village is awaiting a response following the recent Federal election. Bell further explained next steps for this project. The Commission discussed.

Budget update – at August 31, 2021

Clerk and Treasurer Bell presented a budget update as of August 31, 2021. Bell highlighted revenues and expenses of the operating and capital funds, as well as bank balances.

Northern Pulp presentation request

Clerk and Treasurer Bell presented a request from Northern Pulp to provide the Commission with a 45-minute presentation on October 12th at 6:00pm, with five (5) presenters. Bell noted that the Village's Meeting and Procedures Policy permits presentations of a maximum of ten (10) minutes with a maximum of two presenters. The Commission discussed.

Moved by Pitcher and seconded by Van Kroonenburg that Village of Bible Hill grant Northern Pulp's request of a 45-minute presentation on October 12, 2021, at 6:00 PM, with five (5) presenters, at H. Douglas Boyce Village Hall. Motion carried.

Meadowland Avenue ditch

Clerk and Treasurer Bell noted that he had hoped to provide a quote for engineering services on this project, but the quote was not submitted in time for the meeting. Bell noted he will have more information on this soon and requested to defer this topic to a future meeting.

Business arising out of the minutes

Commission in Committee Report

Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill appoint Commissioner Shea and Clerk and Treasurer Bell as Village representatives to attend Bible Hill Fire Brigade Truck Committee meetings. Motion carried.

Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill award the security improvements project to Maritect Solutions at a cost of \$84,123.91 plus HST 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.

Review of Correspondence

Colchester Christian Academy: Crossing Guard request

Clerk and Treasurer Bell presented correspondence received from Colchester Christian Academy (CCA) requesting the Village undertake a needs assessment to determine whether a crossing guard is warranted at the intersection of Pictou Road and Dr. Bernie MacDonald Drive. Bell noted that the Village could monitor the location to understand use, and that the Village would need to hire an additional crossing guard for the location. The Commission discussed.

It was agreed by consensus for the Village instruct the Clerk and Treasurer to contact CCA to obtain clarification on the movement of students between CCA's two campuses in order to assist in making a decision for their request for a needs assessment for a crossing guard at Pictou Road and Bernie MacDonald Drive.

Fred Bates: Land sale

Clerk and Treasurer Bell presented correspondence received from Fred Bates regarding a proposal to sell approximately 8.5 acres of land to the Village to expand Airport Fields Park for the price of \$359,900. The Commission discussed.

Reports of Commissioners and Clerk and Treasurer

Commissioner Burke

Commissioner Burke spoke about his recent Village activity, including attending the Association of Nova Scotia Villages (ANSV) Annual General Meeting in New Minas this past weekend, and his recent inspection of potholes and drain issues around the Village. Burke noted that the awarded crosswalk lighting improvements have been communicated to NS Department of Public Works' lighting division and that the department is looking to install two new sets of crosswalk lights this fall at College Road at McRae Library and at Pictou Road at Cumming Drive.

Burke discussed the sidewalk repairs completed by Will-Kare Paving and Contracting, noting that the reinstatement of surrounding soil/sod remains outstanding. Burke closed by explaining how the Village's speed radar sign has been installed this month at Pictou Road approaching Bible Hill Consolidated Elementary School, and that the sign will soon be moved to College Road near Bible Hill Junior High, and then by East Court Road near Colchester Christian Academy campuses.

Commissioner Shea

Commissioner Shea spoke about his recent Village activity, including assistance in filing a complaint with the County regarding an unsightly property, and his attendance at the Parks and Recreation Committee meeting, the Regional Accessibility Advisory Committee virtual meeting, and the ANSV Annual General Meeting in New Minas. Commissioner Shea then presented the September 2021 Fire Chief's report – as attached.

Commissioner Pitcher

Commissioner Pitcher noted her recent Village activity, including attending the Parks and Recreation Advisory Committee meeting, and attending the ANSV Annual General Meeting in New Minas this past weekend. Commissioner Pitcher then presented the September 2021 Recreation report – as attached.

Deputy Chair Van Kroonenburg

Deputy Chair Van Kroonenburg noted she recently attended the ANSV Annual General Meeting in New Minas this past weekend. She then reported the Village has recently received a proposal from R.V. Anderson Associates to conduct an assessment program of sanitary laterals from a sample of properties to assess the material and condition of the lines. Van Kroonenburg noted that Clerk and Treasurer Bell will review the proposal and bring the information to the Commission at a later date.

Chair Kennedy

Chair Kennedy reported that he attended the ANSV Annual General Meeting in New Minas this past weekend, where he was re-elected as a Member at Large of ANSV. Kennedy added that he is looking forward to having ANSV meet with the province's new premier, The Honourable Tim Houston, to have better representation.

Clerk and Treasurer Bell

Clerk and Treasurer Bell opened his report by noting that the College Road Sidewalk project has been completed. Bell noted that there is a disagreement with the contractor regarding cost for a small portion of the project, and he is meeting with the engineering firm later in the week regarding details and approach.

Bell noted that during the pandemic, trainings and learning opportunities for Commissioners have unfortunately been reduced, and asked the Commission to consider whether there was desire for staff to arrange such opportunities in the coming months.

Bell informed the Commission that he sent the results of the Village Line Avenue Survey to the Nova Scotia Department of Public Works, but that no response has been received to date. He also noted that no response was received regarding the state and request for repairs to wooden storm drains from the department was received following Village attempts to communicate on the matter.

Bell noted that, following recently passed legislation, September 30 has been declared a federal holiday called the National Day for Truth and Reconciliation. Bell noted that the day has also been recognized by the Province of Nova Scotia and so the holiday will also be recognized by Village of Bible Hill. The Village office will be closed accordingly.

Bell raised concern to the Commission that commercial property tax accounts for harness racing properties in the Village are in arrears, and recommended the Village contact the property owner and managing organization to ensure they are aware of the situation, as it relates to the Village's contractual agreement with Nova Scotia Provincial Exhibition Commission and its successors and assigns for the payment of a grant in lieu of taxation on the properties.

It was agreed by consensus for Clerk and Treasurer Bell send a letter expressing concern on the situation to Nova Scotia Farm Loan Board and Nova Scotia Provincial Exhibition Association .

Bell reported that he attended the September 13 Regional Accessibility Advisory Committee virtual meeting, and that a recommendation of the Committee will be discussed later in the meeting.

Bell closed his report by stating that he attended the ANSV Annual General Meeting this past weekend in New Minas, and that the Village of Bible Hill will be hosting this event in 2022.

Accounts

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

New Business

Inter-account fund transfer

Clerk and Treasurer Bell presented a request to transfer funds between Village bank accounts.

Moved by Pitcher and seconded by Shea that Village of Bible Hill transfer \$300,000.00 from the operating fund account to the operating reserve account and transfer \$181,130.00 from the operating fund account to the capital reserve account. Motion carried.

Regional Accessibility Advisory Committee recommendation

Clerk and Treasurer Bell presented information regarding the Regional Accessibility Advisory Committee, highlighting how at the Committee's September 2021 meeting, the Committee moved to recommend issuance of a Request For Proposals (RFP) to hire a consultant to develop a public ready Accessibility Plan for the region, including consultation with all municipal bodies and the public. Bell explained how the Accessibility Act requires all municipal governments adopt an accessibility plan by April 2022. Bell discussed how this undertaking requires a budget approved by all municipal partners of up to \$25,000.00 plus HST. Bell then presented a draft RFP for undertaking the work.

Moved by Pitcher and seconded by Shea that Village of Bible Hill authorize a contribution of up to \$6,250.00 plus HST towards the development of a public ready accessibility plan for the region. Motion carried.

NSFM Fall Virtual Conference – November 3 - 4

Clerk and Treasurer Bell provided information regarding the upcoming Nova Scotia Federation of Municipalities (NSFM) Conference, which is scheduled for November 3 to 4, 2021. Bell noted those interested in participating are to contact the office to be registered. Bell questioned which Commissioners were wishing to attend this conference as a non-member guest to learn from, and network with the municipalities. The Commission discussed. Commissioners Pitcher and Kennedy requested to attend, and Commissioners Van Kroonenburg, Shea and Burke noted that they will contact the Clerk and Treasurer accordingly once more information is circulated.

Expenditure Reimbursement Rates

Clerk and Treasurer Bell provided information regarding how the Village's expenditure reimbursement rates are determined, adding that the rates are currently based on the provincial per diem rates. Bell provided the rates used by Municipality of the County of Colchester and those used by the Province for information. The Commission discussed.

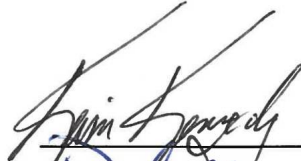
Moved by Pitcher and seconded by Van Kroonenburg that Village of Bible Hill update the Expenditure Reimbursement Policy terms to provide meal per diem rates at \$20.00 for breakfast, \$20.00 for lunch, and \$50.00 for supper. Motion carried.

Adjournment

Moved by Van Kroonenburg that the September 21, 2021 regular monthly meeting of Village of Bible Hill be adjourned. Motion carried.

The meeting adjourned at 9:05pm.

Chair Kennedy



Recording Secretary Chandler



Clerk and Treasurer Bell