

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



The Village of Bible Hill regular monthly meeting was held on December 21, 2021 via videoconferencing, per the direction of the Minister of Municipal Affairs issued July 29, 2020 (enclosed). Chair Kennedy called the meeting to order at 7:01pm; the meeting adjourned at 8:37pm.

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

Review and approval of the minutes of November 16, 2021, and December 14, 2021

Moved by Pitcher and seconded by Van Kroonenburg, that the meeting minutes of November 16, 2021, and December 14, 2021, be approved with the amendment to the December 14, 2021 striking Commissioner Van Kroonenburg from the call to order. Motion carried.

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

Chair Kennedy called for new or other business and none was called.

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

There was no miscellaneous business.

Business arising out of the minutes

Commission in Committee Report

Moved by Burke and seconded by Pitcher that Village of Bible Hill cancel the New Year's Day Levee. Motion carried.

Moved by Burke and seconded by Pitcher that Village of Bible Hill revoke the Finance and Audit Committee Policy, and adopt the amended Audit Committee Policy. Motion carried.

Moved by Burke and seconded by Pitcher that Village of Bible Hill recommend Village of Bible Hill By-law Committee consider a change in time to the Annual Meeting of Electors from 8pm to 7pm. Motion carried.

Finance and Audit Committee Report

Moved by Burke and seconded by Pitcher that Village of Bible Hill instruct the Clerk and Treasurer to amend procedure to not permit acceptance of payments by the Clerk and Treasurer. Motion carried.

Review of Correspondence

Honourable John Lohr, Minister of Municipal Affairs – Code of Conduct Regulations

Clerk and Treasurer Bell presented correspondence received from Honourable John Lohr, Minister of Municipal Affairs, regarding the status of code of conduct regulations for municipal bodies.

Reports of Commissioners and Clerk and Treasurer

Commissioner Burke

Commissioner Burke spoke new crosswalk lighting improvements which have been installed at Pictou Road at Cumming Drive, and College Road at McRae Library. Burke noted the Department of Public Works has installed scaffolding on both sidewalks on the Salmon River Bridge until more permanent repairs can be completed. Burke also noted that he reviewed sidewalk snow removal complaints and determined that in a number of cases damage was from private snow removal contractors at driveways, and that the Village's contractor has been well repairing overturned sods around the Village. The Commission discussed.

Commissioner Shea

Commissioner Shea noted his recent Village work, including attending Fire Brigade meetings, attending the Village Annual Meeting of Electors, and attending a public hearing for a dangerous and unsightly property complaint at the County of Colchester office. Shea then presented the December 2021 Fire Chief's report – as attached.

Commissioner Pitcher

Commissioner Pitcher noted that she attended the Annual Meeting of Electors and the Parks and Recreation Advisory Committee meeting, and noted that the Christmas Tree Lighting, Centerpiece Workshop, and Christmas Ornament Painting workshops were able to happen, but that the remainder of Christmas programming has been cancelled due to the pandemic. Pitcher also noted that the parking lot at the Bible Hill Recreation Park has been paved. Commissioner Pitcher then presented the December 2021 Recreation report – as attached. The Commission discussed.

Deputy Chair Van Kroonenburg

Deputy Chair Van Kroonenburg provided an update on the sanitary sewer lateral assessment program, noting to date only 21 of a desired 40 volunteers have signed up, despite several efforts to connect with residents. Van Kroonenburg requested Commissioners encourage neighbors to volunteer for these inspections. Van Kroonenburg noted that ditch clearing work between the pond at the Nova Scotia Provincial Exhibition property and north of Farnham Road has been completed by County of Colchester's Flood Advisory Committee, in

partnership with the Village and Nova Scotia Farm Loan Board. Van Kroonenburg further discussed the status of the project investigating storm water issues at Meadowland Avenue, with draft results coming in the new year.

Van Kroonenburg questioned if the Village was responsible to pay for the sod damage resulting from the sidewalk snow clearing contractor's work, and Clerk and Treasurer Bell noted that typically the Village and the contractor each cooperate in terms of labour to repair sods in the spring period but was not aware of billings for this early repair work. Bell noted he would circulate specifics to Commissioners. Van Kroonenburg also thanked the Village maintenance team for their help in fixing those damaged sods. The Commission discussed.

Chair Kennedy

Chair Kennedy reported that he recently attended the Village's most recent occupational health and safety meeting, the Christmas tree lighting, and a tour of the Nova Scotia Provincial Exhibition (NSPEC) grounds with the Nova Scotia Farm Loan Board (NSFLB), Clerk and Treasurer Bell and Commissioner Shea. Kennedy added that Jennifer Thompson from the NSLFB explained the state of the facility noting progress made and the direction and management services the NSFLB is seeking for the next ten years. Kennedy also noted that he attended the Fire Brigade's monthly meeting and elections, Village Annual Meeting of Electors, a portion of the meeting with Dave Ritcey, MLA, and Chris Verge and Troy Webb of Department of Public Works (Transportation), and also filmed a short holiday greeting with local Steve Currie on behalf of the Village. The Commission discussed.

Clerk and Treasurer Bell

Clerk and Treasurer Bell opened his report by noting that a request for proposals has been issued to seek municipal insurance coverage, and he is expecting to bring more information forward to the Commission in February.

Bell noted that the Province is expected to soon open applications for ICIP (Investing in Canada Infrastructure Program) grant funding for water and sewer projects. Bell added that this funding stream may support the sanitary sewer capital work tentatively planned for next fiscal year.

Bell discussed a recent meeting he attended at the Village Office, with MLA Dave Ritcey, representatives of Nova Scotia Department of Public Works Troy Webb, District Director, and Chris Verge, Area Manager. Bell noted that this meeting had been called by MLA Ritcey to discuss responsibility of a storm sewer pipe that drains Bigney Avenue, and that the meeting determined that the pipe is the responsibility of the homeowner.

Bell noted, as requested by the Commission, the cost of "Slow Down" lawn signs. Bell requested direction from the Commission on whether to proceed with such a program.

Bell further discussed Village activities and noted that the Village has received expressions of interest for twelve Remembrance Day banners in recognition of local veterans, noting the estimated cost per banner. Bell requested direction from the Commission on whether to proceed with such a program.

Bell noted the Village has received complaints from residents regarding snow removal machinery overturning sod. Bell noted that following the contractor and Village maintenance staff both repairing the areas residents followed up with words of appreciation.

Bell noted that the Village has sent a letter to residents in Saywood Estates informing them of the existence of subdivision covenants restricting housing of animals. The Commission discussed.

Accounts

Moved by Burke and seconded by Shea, 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 accounts. The Commission discussed.

Moved by Pitcher and seconded by Shea that Village of Bible Hill transfer funds as presented. Motion carried.

Engineering services – Playground redesign – RFP results

Clerk and Treasurer Bell presented RFP results for the Bible Hill Recreation Park playground redesign, noting one proposal was received from Trace Planning and Design at a cost of \$18,135.00 plus HST. Bell summarized the proposal. Bell also noted that the Parks and Recreation Director has applied for Provincial grant funding to potentially finance fifty percent of the cost. The Commission discussed.

Moved by Shea and seconded by Pitcher, that Village of Bible Hill award the Bible Hill Recreation Park Playground Design project to Trace Planning and Design, at a cost of \$18,135.00 plus HST, contingent on receiving fifty percent grant funding, and contingent on the majority of Commissioner satisfaction on review of reference projects. Motion carried.

Canada Community Building Funding status

Clerk and Treasurer Bell presented a status update of the Canada Community Building Funding allocation to the Village from Colchester. The Commission discussed.

Closed Session – contract negotiations (1), personnel (1)

Moved by Van Kroonenburg and seconded by Burke to enter closed session. Motion carried.

The Commission meeting entered closed session at 8:11pm. Recording Secretary Chandler left the meeting.

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

Windows and doors renewal – tender results/recommendation for award

Clerk and Treasurer Bell presented an update regarding the windows and doors renewal project at H. Douglas Boyce Village Hall. The Commission discussed.

Moved by Pitcher and seconded by Van Kroonenburg that Village of Bible Hill award the windows and doors renewal project to Fowler Construction Services Ltd., at the cost of \$78,682.00 plus HST. Motion carried.

Adjournment


Moved by Pitcher that the December 21, 2021, regular monthly meeting of Village of Bible Hill be adjourned.
Motion carried.

The meeting adjourned at 8:37pm.

Chair Kennedy



Recording Secretary Chandler



Clerk and Treasurer Bell





Fire Chief Report – December 2021

The Brigade responded to 3 emergency calls from the period of November 10th to December 1st. They are as follows:

1. November 20, 4:42 pm. Mutual aid to standby at Truro Station. Released and returned to the station at 5:18 pm, with 11 members responding. Incident command Deputy Pearston.
2. November 30, 10:57 am. Mutual aid standby at Truro Station. Released and returned to the station at 12:00pm, with 8 members responding. Incident Command Captain Mabey.
3. November 30, 4:43 pm. Park and Main, 2 vehicle Motor vehicle accident. Returned to the station at 5:46pm, with 12 members responding.

Total calls: 87

Fire Loss: 66,000.00

Notes:

- The Fire Brigade's annual elections were held this December with the following Officers elected to serve the brigade in 2022:
 - Fire Chief: Joey Bisson
 - Deputy Chief: Dave Pearston
 - Deputy Chief: Justine Mabey
 - Captain of Equipment: Mike Mabey
 - Captain of Police: Brad Lowe
 - Secretary: Dwane Mellish
 - Treasurer: Greg Barkhouse
 - Steward: Mike Snyder
 - 2 fire ground lieutenants to be named in January.
- The Brigade would like to welcome new member Rod Dykeman to the Brigade and welcome back Rajat Malik who returned to the Brigade this month.
- The Brigade would like to thank all the officers who served the Brigade in 2021 and all the new and past members for all their hard work over year.
- The Brigade would also like to acknowledge and thank the Village for their support over the year and look forward to working with everyone in the new year.

This concludes the chief report for the month of December.

Chief Bisson

December Recreation Report

Bible Hill Consolidated Intramurals and the Redcliff Trailblazers Exploratory programs have been postponed until after the holiday break, due to restrictions put in place in the schools.

The parking lot at the Bible Hill Recreation Park has been paved, and looks great. New parking stall lines will be painted in the spring.

The Village had issued a Request for Proposals for playground design services for Bible Hill Recreation Park natural playground and are currently reviewing proposals and looking into funding opportunities to have this completed over the coming months.

The Christmas Tree Lighting took place on November 27th, with Gordon Tucker and his son Ben playing holiday music for the evening. This was the first holiday event to kick off the season. The Fire Brigade delivered Santa to the event on a fire truck, and all the kids were excited to see him while he “magically” turned on all the Christmas lights.

Various holiday events were planned once again this year with the Bible Hill Garden Club Centerpiece Workshop taking place on December 5th at 2pm. Forty people took part in this event, and everyone went home with a lovely handmade centerpiece for themselves.

A two-night Christmas ornament painting event took place on December 8th and 9th and had 80 people signed up between the two nights. This event was once again successful and was a great opportunity for families to get out and do something a little different during the holiday season, while also supporting Clay Café, a local small business.

The “Tour of Lights” booked for December 15th and 16th at 6pm, Senior Social on December 16th, Holiday Cookie Decorating, and Teen Baking booked for December 18th, and the New Year’s Day Levee planned for January 1st, 2022, unfortunately had to be cancelled due to tightened provincial public health restrictions and increasing COVID-19 cases

Respectfully submitted,

Josh Kennedy

Parks and Recreation Director

Direction of the Minister
under a Declared State of Emergency
(Section 14 of the *Emergency Management Act*)
20-008

Under my authority in Section 14 of the *Emergency Management Act*, I order that this Direction (20-008) repeal and replace the Direction regarding municipal meetings issued on March 22, 2020.

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 not repealed or otherwise terminated, I direct that all municipalities and villages in the Province:

1. **Effective at 8am on July 29, 2020**, may hold meetings exclusively in person if all the following conditions are met:
 - i) the total number of persons present does not exceed a gathering limitation imposed in a *Health Protection Act* order;
 - ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.
2. If the conditions set out in (1) cannot be met, the municipality or village must not hold meetings exclusively in person and must instead hold the meeting partly or wholly as a virtual meeting by video or telephone, and ensure that all of the following conditions are met:
 - i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and
 - ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

For clarity, this direction does not apply to statutorily required meetings of electors for a village commission which are covered under Direction 20-007 issued on May 20, 2020.

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 July 29, 2020.

Original signed by

Hon. Chuck Porter
Minister of Municipal Affairs and Housing