

Village of Bible Hill
Commission in Committee Meeting
June 13, 2023



The meeting was held in Commission Chambers, at the Village Office, 67 Pictou Road. Bell called the meeting to order at 7:00 PM.

Call to Order: Commissioner Kennedy
Commissioner Van Kroonenburg
Commissioner Giddens
Commissioner Shea
Commissioner Pitcher
Clerk and Treasurer Bell
Recording Secretary Chaplin

Guests: Her Worship Christine Blair, Mayor
Parks and Recreation Director Smith
Joanne Johnson, Scrutinizer
Robert Johnson, Scrutinizer

Oath of Allegiance and Office

Commissioner Shea and Commissioner Giddens both affirmed an Oath Allegiance and of Office.

Election and appointments

Bell asked the Commissioners to vote for who they wish to elect as Commission Chair. Each Commissioner cast their vote. Scrutinizers Joanne and Robert Johnson counted and announced the voting results.

Kennedy was elected as Chair.

Bell then asked the Commissioners to vote for who they wish to elect as Commission Deputy Chair. Each Commissioner cast their vote. Scrutinizers Joanne and Robert Johnson counted and announced the voting results.

Van Kroonenburg was elected as Deputy Chair.

Committee appointments and terms of office

Bell noted committee appointments need to be completed. Commissioners volunteered for various roles and agreed by consensus to the following appointments:

- Protective Services – Chair, Shea; Deputy Chair, Pitcher.
- Environmental Health Services – Chair, Pitcher; Deputy Chair, Shea.
- Transportation Services – Chair, Van Kroonenburg; Deputy Chair, Giddens.
- Recreation Services – Chair, Giddens; Deputy Chair, Van Kroonenburg.
- Personnel Committee – Chair, Kennedy; Deputy Chair, Van Kroonenburg.
- OH&S Committee – Commissioner representative, Kennedy.
- Regional Accessibility Advisory Committee – Commission representative, Shea.

Bell then reviewed the terms of office.

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

Van Kroonenburg called for new or other business and none was added.

Moved by Kennedy and seconded by Shea, that the agenda be approved. Motion carried.

Call for declaration of conflict of interest

Van Kroonenburg called for any declarations of conflict of interest, and Kennedy declared a conflict on sidewalk snow clearing new business item, as an immediate family member controls AK Property Management, a proponent.

Miscellaneous business including delegations

Van Kroonenburg welcomed Mayor Blair and Parks and Recreation Director Smith, and invited Blair to speak. Blair congratulated the newly elected and re-elected Commissioners and gave a brief update on behalf of the Municipality of the County of Colchester.

New Business

Procurement- Sidewalk snow clearing

Kennedy stepped away from the table.

Bell summarized the results of a request for proposal for a 3-year sidewalk snow clearing contract. It was noted that Justaart Landscaping proposed 3 years of pricing and a 1-year contract with a retainer and hourly based rate pricing. AK Property Management proposed a 5-year contract with options for a retainer and hourly rate based pricing option, and a second all-in pricing option, regardless of level of snow. The committee discussed.

The committee requested Bell to inquire if Justaart Landscaping is willing to commit to a multi-year contract and then bring it back to discuss at the next meeting.

Procurement- BHFB flow test kit

Bell presented two quotes for a flow test kit from M&L Supply at a cost of \$10,500.00 plus HST, and from K&D Pratt at a cost of \$8,363.05 plus HST.

Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill purchase a flow test kit from K&D Pratt at a cost of \$8,363.05 plus HST. Motion carried.

The committee discussed and requested Bell bring more information forward to the next meeting as to why this piece of equipment is needed.

Procurement- Glow Parties

Bell presented a quote for inflatables and games for the Back to School Bash from Glow the Event Store at a cost of \$4,794.00 plus HST.

Moved by Shea and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill accept the contract from Glow the Event Store for the Back to School Bash inflatables at a cost of \$4,794.00 plus HST. Motion carried.

Procurement- Sanitary Sewer

Bell presented a quote from Englobe for re-design and re-tendering of the sanitary sewer project at a cost of \$11,400.00 plus HST. The committee discussed.

Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill engage Englobe for engineering services for sanitary sewer work at a cost of \$11,400 plus HST. Motion carried.

Saywood Contacts

Bell noted a list of contacts was made at the recent RCMP safety discussion public meeting, and he asked the committee what they would like to do with it. The committee instructed Bell to reach out to the list members and ask if they are willing to share their contact information with other group members and request a list member take charge of leading a neighbourhood watch group, if desired.

Comprehensive Development District

Bell presented correspondence from Paul Smith, Director of Community Development, regarding a potential development approval change, to include Comprehensive Development Districts (CDD), and requested the Village’s opinion. The committee, Bell and Blair discussed, and a consensus was not reached. It was decided that each Commissioner will e-mail Bell their thoughts or concerns before the June 20th County Planning meeting. Once received, he will compile a letter to send to Paul Smith outlining the Commissioner’s position.

Safe Grad Funding request

Bell reviewed a donation request letter from Truro Police Service, requesting support for an annual Safe Grad event, for graduating CEC students.

Moved by Shea and seconded by Kennedy that the Commission in Committee recommend the Village of Bible Hill donate \$400 to the CEC Safe Grad event. Motion carried.

Closed Session – Acquisition of property (1) and disposal of property (1)

Moved by Shea and seconded by Kennedy that the Village enter closed session and invite Smith to the table for the discussion. Motion carried.

The committee entered closed session at 8:24 PM. The committee came out of closed session at 9:35 PM.

Adjournment

Moved by Pitcher that the meeting be adjourned. The meeting adjourned at 9:35 PM.

Deputy Chair Van Kroonenburg _____

Clerk and Treasurer Bell _____

Recording Secretary Chaplin _____

Moved by Shea and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill accept the contract from Glow the Event Store for the Back to School Bash inflatables at a cost of \$4,794.00 plus HST. Motion carried.

Procurement- Sanitary Sewer

Bell presented a quote from Englobe for re-design and re-tendering of the sanitary sewer project at a cost of \$11,400.00 plus HST. The committee discussed.

Moved by Kennedy and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill engage Englobe for engineering services for sanitary sewer work at a cost of \$11,400 plus HST. Motion carried.

Saywood Contacts

Bell noted a list of contacts was made at the recent RCMP safety discussion public meeting, and he asked the committee what they would like to do with it. The committee instructed Bell to reach out to the list members and ask if they are willing to share their contact information with other group members and request a list member take charge of leading a neighbourhood watch group, if desired.

Comprehensive Development District

Bell presented correspondence from Paul Smith, Director of Community Development, regarding a potential development approval change, to include Comprehensive Development Districts (CDD), and requested the Village's opinion. The committee, Bell and Blair discussed, and a consensus was not reached. It was decided that each Commissioner will e-mail Bell their thoughts or concerns before the June 20th County Planning meeting. Once received, he will compile a letter to send to Paul Smith outlining the Commissioner's position.

Safe Grad Funding request

Bell reviewed a donation request letter from Truro Police Service, requesting support for an annual Safe Grad event, for graduating CEC students.

Moved by Shea and seconded by Kennedy that the Commission in Committee recommend the Village of Bible Hill donate \$400 to the CEC Safe Grad event. Motion carried.

Closed Session – Acquisition of property (1) and disposal of property (1)

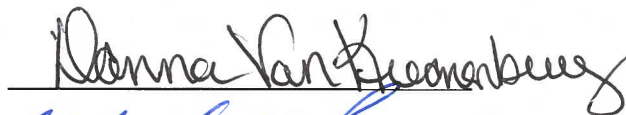
Moved by Shea and seconded by Kennedy that the Village enter closed session and invite Smith to the table for the discussion. Motion carried.

The committee entered closed session at 8:24 PM. The committee came out of closed session at 9:35 PM.

Adjournment

Moved by Pitcher that the meeting be adjourned. The meeting adjourned at 9:35 PM.

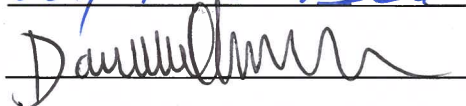
Deputy Chair Van Kroonenburg



Clerk and Treasurer Bell



Recording Secretary Chaplin



Village Commissioner Oath of Allegiance and of Office (Section 147)

I, **Dwight Giddens**, swear (or solemnly affirm) that I will be faithful and bear true allegiance to His Majesty King Charles the Third*, His heirs and successors according to law; and

That I am duly qualified as required by law for the office of Commissioner of Village of Bible Hill; and

That I will truly, faithfully, and impartially execute the duties of the office to which I have been elected to the best of my knowledge and ability; and

That I have not received and will not receive any payment or reward or promise thereof for the exercise of any partiality or other undue execution of the duties of my office.

Sworn (or affirmed) at Bible Hill
in the County of Colchester
this 13th day of June,
2023, before me



Mitchell Bell, CPA, CA
Clerk and Treasurer

*the name of and reference to the sovereign to be changed as occasion requires

Village Commissioner Oath of Allegiance and of Office (Section 147)

I, **Tim Shea**, swear (or solemnly affirm) that I will be faithful and bear true allegiance to His Majesty King Charles the Third*, his heirs and successors according to law; and

That I am duly qualified as required by law for the office of Commissioner of Village of Bible Hill; and

That I will truly, faithfully, and impartially execute the duties of the office to which I have been elected to the best of my knowledge and ability; and

That I have not received and will not receive any payment or reward or promise thereof for the exercise of any partiality or other undue execution of the duties of my office.

Sworn (or affirmed) at Bible Hill
in the County of Colchester
this 13th day of June,
2023, before me



Mitchell Bell, CPA, CA
Clerk and Treasurer

*the name of and reference to the sovereign to be changed as occasion requires