

**Village of Bible Hill  
Commission Meeting  
December 19, 2023**



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

**Call to Order:** Commissioner Kennedy  
Commissioner Van Kroonenburg  
Commissioner Shea  
Commissioner Giddens  
Clerk and Treasurer Bell  
Recording Secretary Chaplin  
Solicitor Roper, Burchell MacDougall

**Regrets:** Commissioner Pitcher

**Review and approval of the minutes of November 21 and December 12, 2023.**

*Moved by Van Kroonenburg and seconded by Shea that the meeting minutes of November 21 and December 12, 2023, be approved. Motion carried.*

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

Kennedy called for new or other business and Bell requested to add closed session – legal advice under new business.

*Moved by Shea and seconded by Giddens that the agenda be approved with the amendment. Motion carried.*

**Call for declaration of conflict of interest**

Kennedy called for any declarations of conflict of interest, and none were declared.

**Miscellaneous business including delegations**

**Generator design (100% for review)**

Bell presented a generator design for review and noted it is the last opportunity to amend the design before it goes to tender. The Commission discussed.

**Amendments to Expenditure Reimbursement Policy**

Bell reviewed an amended Expenditure Reimbursement Policy, with changes to allow potential reimbursement to employees for local travel, to sites directly related to employment.

*Moved by Shea and seconded by Giddens that Village of Bible Hill re-adopt the Expenditure Reimbursement Policy as presented. Motion carried.*

**Business arising out of the minutes**

**Commission in Committee Report**

*Moved by Van Kroonenburg and seconded by Shea that Village of Bible Hill adopt the Local Senior Games Advisory Committee Policy. Motion carried.*

*Moved by Van Kroonenburg and seconded by Shea that Village of Bible Hill award inflatable rentals for Canada Day to Glow the Event Store and pay a 50% deposit of the total cost of \$5,495 plus HST. Motion carried.*

## **Review of Correspondence**

### **Minister of Public Works – Salmon River Truss Bridge Response**

Bell presented a response letter from the Minister of Public Works, The Honorable Kim Masland, regarding the Salmon River Truss Bridge letter sent from the Commission and Truro Town Council on July 24, 2023.

### **Holiday Heros – Support Request**

Bell presented a letter from the Truro Police Service requesting support for their Holiday Heroes Program.

*Moved by Shea and seconded by Van Kroonenburg to that Village of Bible Hill donate to the Holiday Heroes Program in the amount of \$250. Motion carried.*

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

Giddens provided an oral report and submitted the Parks and Recreation Report. Shea provided an oral report and submitted the Fire Chief report. He then provided an oral Environmental Health Services report on behalf of Pitcher. Van Kroonenburg, Kennedy, and Bell provided oral reports. The Commission discussed.

Bell noted that Bible Hill Fire & Emergency (BHF&E) paid the Village to purchase radios, and those radios were subsequently cancelled.

*Moved by Shea and seconded by Van Kroonenburg that the Village of Bible Hill Reimburse Bible Hill Fire & Emergency for \$22,424.57 including HST. Motion carried.*

## **Accounts**

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

Bell explained that, while the Commission has long passed a motion to pay the accounts, there is no need for a motion to pay the accounts, as the financials presented in the meeting package are an opportunity to review previously approved purchases and payments.

## **New Business**

### **Budget Development**

Bell provided a draft budget overview. He reviewed pay details, reallocation details, transfers to reserve funds and reserve fund. The Commission discussed.

*Moved by Van Kroonenburg and seconded by Shea that the Commission enter closed session. Motion withdrawn.*

Bell presented correspondence from Communities in Bloom.

**Closed Session – Legal advice**

*Moved by Van Kroonenburg and seconded by Shea that the Commission enter closed session. Motion carried.*

The Commission entered closed session at 8:02 PM and left closed session at 8:15 PM.


*Moved by Van Kroonenburg and seconded by Shea that Village of Bible Hill authorize Bell to extend a letter of offer to Alex McNutt for permanent full-time employment as Maintenance Worker. Motion carried.*

**Adjournment**


*Moved by Giddens that the meeting be adjourned. The meeting adjourned at 8:18 PM.*

**Signature page to follow.**

**December 19, 2023 Commission Meeting Minute Approval:**

  
Chair

  
Clerk and Treasurer

  
Recording Secretary