

**Village of Bible Hill**  
**Commission in Committee Meeting**  
**May 14, 2024**



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

**Call to Order:** Commissioner Kennedy  
Commissioner Van Kroonenburg  
Commissioner Giddens  
Commissioner Pitcher

**Staff:** Clerk and Treasurer Bell  
Recording Secretary Chaplin

**Regrets:** Commissioner Shea

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

Van Kroonenburg called for new or other business. Giddens requested to add Little Free Library at Covington Place under new business and Bell requested both to defer Sanitary Sewer Capacity Study to the June Commission Meeting and to add Dry Hydrant under New Business.

*Moved by Kennedy and seconded by Pitcher, that the agenda be approved with the additions. Motion carried.*

**Call for declaration of conflict of interest**

No conflict of interest was declared.

**Miscellaneous business**

**Legacy**

Bell presented potential legacy options to honour the late Charlie Boyce.

**Surplus asset disposal – Donation request**

Bell presented a donation request for surplus asset tables and chairs and purchase requests for the same and other assets from a few different organizations.

The Committee recommend the Clerk sell all surplus asset items reviewed to the Nova Scotia Farm Loan Board for a total of \$9,700 plus HST.

**New Business**

**Policy review: Meeting and Procedure Policy**

Bell read the Meeting and Procedure Policy and recommended amendments to the committee.

**Procurement: Trail construction engineering services**

Bell presented pricing for trail construction engineering services from EXP at a cost of \$29,510 plus HST.

*Moved by Giddens and seconded by Pitcher that the Commission in Committee recommend Village of Bible Hill award EXP tender and construction engineering services at a cost of approximately \$29,510 plus HST with award of phase 4 and 5 contingent on Commission awarding trail construction at the June meeting. Motion carried.*

**Reserve transfers for accessibility projects (April motion)**

Bell questioned if the committee had any suggestions on where to transfer reserve funds from for future accessibility projects in this current budget year as moved in the prior meeting. The Committee agreed to defer the topic for a few months.

**Association of Nova Scotia Villages (ANSV) Annual General Meeting (AGM) expense – Past President**

Bell explained to the committee that in previous years the Village has covered expenses for the ANSV Past President to attend the ANSV AGM and questioned how they would like to proceed in the current year.

*Moved by Kennedy and seconded by Pitcher that Village of Bible Hill incur travel expenses of the Past President to attend the ANSV AGM. Motion carried.*

**Little Library**

Giddens explained he received a request from a resident of Covington Place to partner with the Village to set up a free library on Village property on Covington Place. Bell noted the recent free library installation at Scenic Drive Park was paid for via grant funding. Giddens will respond to the request once Bell reviews a potential location for installing a library.

**Dry Hydrant**

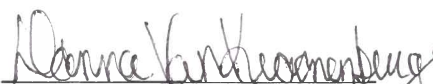
Bell explained that Commissioner Shea met with BHF&E members Rod Dykeman and Mike Mabey and they noted we have a dry hydrant that is experiencing a blockage and needs to be looked at. Bell will investigate and move forward with having the issue scoped.

**Adjournment**

*Moved by Pitcher that the meeting be adjourned. The meeting adjourned at 8:44 PM.*

**Signed approval page to follow.**

**May 14, 2024 Commission in Committee Meeting Minute Approval:**

  
Deputy Chair

  
Clerk and Treasurer

  
Recording Secretary