

**Village of Bible Hill  
Commission Meeting  
July 16, 2024**



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

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

**Staff:** Clerk and Treasurer Bell  
Recording Secretary Ogden  
Parks and Recreation Director Smith  
Solicitor Roper, Burchell MacDougall

**Delegates:** Chief Kelly, BHF&E  
Lieutenant Currie, BHF&E

**Review and approval of the minutes of June 18, 2024.**

*Moved by Pitcher and seconded by Shea that the meeting minutes of June 18, 2024, be approved.*  
Motion carried.

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

Kennedy called for new or other business, and none was requested.

*Moved by Shea and seconded by Van Kroonenburg that the agenda be approved as presented.* Motion carried.

**Call for declaration of conflict of interest**

Kennedy called for declarations of conflict of interest and Kennedy declared a conflict under new business item – Trail re-building.

**Miscellaneous business including delegations**

**Closed Session – Public Safety**

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill invite Chief Kelly and Lieutenant Currie into closed session.* Motion carried.

The Commission entered closed session at 7:03 PM.

The Commission exited closed session at 7:36 PM.

The Clerk was instructed to send correspondence to the County of Colchester and the Minister of Municipal Housing and Affairs.

## **Canada Day Review**

Bell, Smith and the Commission reviewed the Canada Day event and discussed ideas for future consideration.

## **Pipes and manholes project – additional projects expense**

Bell noted an additional expense arising for the pipes and manholes project and that our engineers reviewed and approved the extra cost related to excavation at Dunromin Ave and an unmarked storm pipe on Main Street. The necessary funds for this will be drawn from the capital reserve, if required.

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill approve the additional expense for the sanitary sewer project to Atlantic Snow and Ice at a cost of \$20,186.10 plus HST. Motion carried.*

## **Trail construction update**

Bell reported there was a site walk-thru with EXP, Hornbeam Contracting and himself. He noted additional construction expenses with three change orders to address downed trees, leaning tree debris outside of workspace, and silviculture treatment on trees outside of trail. The total additional cost of \$22,964 will be allocated from the contingency funding.

## **Budget update**

Bell provided an operating and capital budget update as of June 30, 2024.

## **Business arising out of the minutes**

### **Parks and Recreation Committee Report**

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill strike section 16 and 20 and re-adopt the Summer Employment Policy.*

Parks and Recreation Director Smith presented Summer Employment Policy amendments, as suggested by the Parks and Recreation Advisory Committee.

Motion carried.

## **Review of Correspondence**

### **Donation Request – Philae Shriners**

Bell presented a sponsorship request from the Philae Shriners.

### **Notice of Approved Regulations – The Honourable Barbara Adams, Min. of OEA**

Bell presented a Notice of Approved Regulations from the Honourable Barbara Adams, Min. of OEA and requested the Commission provide direction on how to proceed.

The Commission instructed the Clerk to initiate the process by beginning to develop a Village plan and to reach out to other municipalities to gauge interest in a joint plan.

### **Community AccessAbility Application Decision – Paul Tingley**

Bell presented a community accesAbility application decision, noting that we were not successful in applying for funding for an accessible wheelchair swing.

### **Recreation Facility Development Application Decision – Meg Cuming**

Bell presented a recreation facility development application decision, noting that we were not successful in applying for funding, for the trail project that has been awarded between Bible Hill Recreation Park and neighboring subdivisions.

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

Pitcher, Giddens, Shea, Van Kroonenberg, Kennedy, and Bell provided oral reports. Bell requested that Commissioners report to him if any cancellations are required for ANSV AGM in September.

### **Accounts**

The accounts were reviewed.

### **New Business**

#### **Hall main door**

Bell noted the hall main door may need replacement due to wind damage and presented several options, for budget considerations.

#### **Sidewalk repairs program- Asphalt repairs**

Bell reviewed submissions for the sidewalk repair tender, which included a detailed list of priority areas and other sections for consideration.

Bell recommended awarding the repairs to Webster Bros at a cost of \$23,960 plus HST.

*Moved by Van Kroonenburg and seconded by Shea that Village of Bible Hill hire Webster Bros to complete sidewalk repairs at a cost of \$23,960 plus HST. Motion carried.*

#### **Procurement: Sidewalk repairs program**

Bell reported that SafeSidewalks Canada conducted a sidewalk condition assessment, identifying 114 defects on concrete panels that require repair, along with six panels needing replacement due to vertical displacements. The Clerk recommended repairing 62 defects that SafeSidewalks Canada can address at a cost of \$19,200 and budgeting for the replacement of remaining panels in a future capital budget.

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill hire SafeSidewalks Canada to complete sidewalk repairs at a cost of \$19,200 plus HST. Motion carried.*

#### **Procurement: Vimy Rd crosswalk update**

As requested at the last meeting, Bell reviewed a quote submitted by S.W. Weeks to provide new pedestrian ramps with tactile plates at the Vimy Rd crosswalk area and noted this landing upgrade is required before we can update the crosswalk lighting area, according to the NS Department of Public Works.

*Moved by Shea and seconded by Pitcher that Village of Bible Hill hire S.W. Weeks to upgrade landings at Vimy Road crosswalk at a cost of \$56,000 plus HST, plus a 10 % contingency, to be authorized by the Clerk and Treasurer if needed. Motion carried.*

**Procurement: Radios - BHFB**

Bell presented a quote from High Tech Communications, authorized Motorola dealer, for 4 Motorola portable radios, at a cost of \$9,226.45 plus HST.

*Moved by Shea and seconded by Pitcher that Village of Bible Hill purchase 4 radios from High Tech Communications at a cost of \$9,226.45 plus HST. Motion carried.*

**Procurement: Seek thermal imaging camera - BHFB**

Bell presented a quote from Fire Safe Headquarters, for 4 Seek Fire Pro thermal imaging cameras, at a cost of \$5,599.96 plus HST.

*Moved by Van Kroonenburg and seconded by Pitcher that Village of Bible Hill purchase 4 seek thermal imaging cameras from Fire Safe Headquarters at a cost of \$5,599.96 plus HST. Motion carried.*

**Meeting Room HVAC - BHFE**

Bell outlined that the Village has been experiencing ongoing issues with the air conditioning system in the brigade's upstairs meeting room over the past years. Despite addressing problems with leaks, condensation, and insulated piping, issues persist. Ainsworth has recommended replacing the unit due to continued problems with the valve, icing conditions, and leaks from the ceiling, which are affecting the light fixtures close to the newly installed TV system.

*Moved by Shea and seconded by Pitcher that Village of Bible Hill hire Ainsworth to install an HVAC system for the upstairs meeting room at a cost of \$8,827.99 plus HST, including removal of the old system and duct work. Motion carried.*

The Clerk was instructed to investigate if any rebates are available for the system from Efficiency NS.

**Trail re-building**

The Clerk reviewed the results of the invitational RFP that was sent to four local firms for trail reconstruction for two sections of the Farnham Brook Trail: Section A (from Katrina to Dr. Bernie MacDonald Drive) and Section B (from Dr. Bernie MacDonald Drive to the far end of the wooden bridge towards Village Court) that were damaged during recent floods.

The Commission discussed the need for water diversion work to mitigate future issues. Currently, there are no provincial funding opportunities, but our Parks and Recreation Director has reached out to the County to explore potential cost-sharing options.

*Moved by Shea and seconded by Pitcher that Village of Bible Hill hire Will-Kare Paving for the Farnham Brook trail re-building for the re-establishment of trail surface and additional actions to re-build better at a cost of \$140,000 plus HST. Motion carried.*

**Trail name**

This agenda item was deferred to the next meeting for discussion.

**Inclusive swing**

Bell reported that a member of the Regional Accessibility Advisory Committee (RAAC) from Truro expressed the need for an inclusive swing, and Commissioner Shea had asked staff to obtain pricing and availability for the mentioned swing. Bell presented a quote for a child-sized inclusive swing and was instructed to continue seeking other options and to obtain further clarification from the RAAC member regarding their request.

**NS Power bill – undepreciated asset costs**

Bell reviewed correspondence received from NS Power on undepreciated streetlight costs from the conversion to LED. The UARB approved the formula used for the calculation based on 547 streetlights in Bible Hill, with an amount owing of \$10,485.70. Bell noted that correspondence was sent to the CAO at the County of Colchester in July 2021, regarding the amount owing, and never to the Village.

*Moved by Van Kroonenburg and seconded by Giddens that Village of Bible Hill pay NS Power for undepreciated streetlight costs, at a total of \$10,485.70 plus HST. Motion carried.*

**Review of correspondence- addition to agenda**

Bell presented a letter from Scotia Pool requesting funding support. The Commission agreed to send a letter to Scotia Pool, similar to the one sent to the County of Colchester.


**Adjournment**

*Moved by Shea that the meeting be adjourned. Motion carried.*

The meeting adjourned at 9:46 PM.

**Signature page to follow.**

**July 16, 2024 Commission Meeting Minute Approval:**

  
Chair

  
Clerk and Treasurer

  
Recording Secretary