

**Village of Bible Hill
Commission in Committee Meeting
November 12, 2024**



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

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

Staff: Clerk and Treasurer Bell
Recording Secretary Chaplin

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

Van Kroonenburg called for new or other business. Bell requested to add trash bin complaint by request of Kennedy, as well as pump station update under new business.

- Moved by Kennedy and seconded by Pitcher, to approve the agenda as amended. Motion carried.

Call for declaration of conflict of interest

Van Kroonenburg called for declaration of conflict of interest.

Miscellaneous business

Growth and Renewal for Infrastructure Development Program (GRID) funding

Bell reviewed the GRID funding guidelines for 2024-2025. He noted we do not have a planned project that meets the criteria.

New Business

Resolution 3 – Adoption of model code of conduct

Bell presented resolution 3, a resolution for the adoption of the model code of conduct.

- Moved by Pitcher and seconded by Shea that the Commission in Committee recommend Village of Bible approve Resolution 3, a resolution for the adoption of the model code of conduct. Motion carried.

Procurement – Consulting services - Code of conduct investigator

Bell presented proposed pricing from BDO, MNP, Stewart McKelvey, Mobile Resource Group, Savoury Consulting Ltd., and SJG Workplace Consulting and Investigations Inc. for code of conduct investigator consulting services. The quoted hourly rates ranged from \$150 to \$495, plus yearly fees ranging from \$0 to \$5,000.

- Moved by Pitcher and seconded by Shea that the Commission in Committee recommend Village of Bible Hill engage Mobile Resource Group as the Village’s code of conduct investigator. Motion carried.

Procurement – Engineering services - Covington Place crosswalk design

Bell presented quotes for Covington Place crosswalk design from WSP at a cost of \$12,685, EXP at a cost of \$26,505 and Harbourside Engineering at a cost of \$27,970. He recommended awarding the project to WSP at a cost of \$12,685 plus HST.

- Moved by Pitcher and seconded by Giddens that the Commission in Committee recommend Village of Bible Hill award the Covington Place Crosswalk Design to WSP at a cost of \$12,685 plus HST. Motion carried.

Deposit error

Bell noted there was a deposit made by a third party into the fire reserve account in error and the bank will not contact the organization.

Trash bin complaint

Bell read a complaint received by Kennedy from a resident about people misusing the trash bin on Scenic Drive, causing extra traffic on the street. The Committee decided to move the garbage bin further into the trail, away from the road.

Sewer pump update

Bell recommended approval of a change order for the Somerset Drive pump station to replace the service connection at a cost of \$9,647 plus HST

- Moved by Shea and seconded by Kennedy that the Commission in Committee recommend Village of Bible Hill approve the request for change order for the Somerset Drive pump station, for \$9,647 plus HST. Motion carried.

Closed session – Property (2)

- Moved by Kennedy and seconded by Shea that the committee enter closed session. Motion carried.

The committee entered closed session at 7:35 PM and exited closed session at 7:40 PM.

- Moved by Pitcher and seconded by Shea that the Commission in Committee recommend Village of Bible Hill authorize the Clerk and Treasurer to execute Release of Easement and Release of Agreement documents relating to property easements provided by Ellen Marie Bowser and George and Carol Joyce at Covington Place. Motion carried.

Adjournment

- Moved by Shea that the meeting adjourns. Motion carried.

The meeting adjourned at 7:40 PM.

Signed approval page to follow.

November 12, 2024 Commission in Committee Meeting Minute Approval:

Deputy Chair

Clerk and Treasurer

Recording Secretary