

Village of Bible Hill
Commission in Committee Meeting
March 11, 2025



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 Kevin Kennedy
Commissioner Donna Van Kroonenburg
Commissioner Tim Shea
Commissioner Dwight Giddens

Staff: Clerk and Treasurer Mitchell Bell
Recording Secretary Angie Ogden
Parks and Recreation Director Haley Smith

Delegation: David Pearston, resident
Paul Weatherby, District 1 Councillor

Regrets: Commissioner Knickolle Pitcher

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

Van Kroonenburg called for new or other business and Bell requested to add Municipal Insurance Renewal and Accessibility Standards under new business.

- Moved by Kennedy and seconded by Shea, to approve the agenda with the additions. Motion carried.

Call for declaration of conflict of interest

Commissioner Giddens declared a conflict of interest relating to Volunteer Awards nomination review.

Miscellaneous business

Van Kroonenburg welcomed Councillor Weatherby and David Pearston.

Councillor Weatherby asked Bell for updates on a sewer connection issue on Allison Avenue. The Village has committed to covering half of the cost for a new connection. Clerk Bell provided the Committee with an overview of the situation

Dave Pearston made a presentation to the Committee, outlining his concerns regarding a request made by Bible Hill Fire & Emergency to increase their member honorariums.

New Business

Volunteer Awards nomination review

Parks and Recreation Director Smith presented the volunteer award nomination summary, noting recommendations.

- Moved by Shea and seconded by Kennedy that the Commission in Committee recommend Village of Bible Hill award Volunteer of the Year to Dwight Giddens and Youth Volunteer of the Year to Landen Ralph. Motion carried.

Smith asked how the Committee would like to see the award ceremony carried out this year. They recommended a small evening ceremony with finger at the Village Office.

Budget development

Bell reviewed the budget, specifically the estimated assessment, tax rates and revenues for the fiscal year 2025 - 26.

Policy Review – Procurement Policy

Bell reviewed a draft Procurement Policy.

- Moved by Kennedy and seconded by Giddens that the Commission in Committee recommend Village of Bible Hill revoke the Procurement Policy and re-adopt the Procurement Policy, with amendments. Motion carried.

Policy Introduction – Information Security Policy

Bell reviewed a draft Information Security Policy.

- Moved by Shea and seconded by Kennedy that the Commission in Committee recommend Village of Bible Hill adopt the Information Security Policy as presented. Motion carried.

Municipal Insurance Renewal

Bell outlined that starting in April, costs for insurance renewal will be \$81,600 plus a 1.5% fee to NSFM and brokerage fee to Arthur Gallager.

- Moved by Shea and seconded by Kennedy that the Commission in Committee recommend Village of Bible Hill accept the insurance renewal with Arthur J Gallager as presented. Motion carried.

Accessible Standards

Bell noted that the Province has adopted new built environment accessibility standards, which will impact our approach to sidewalk construction, particularly regarding curb ramps and tactile plates. These standards take effect on April 1, 2026. Bell recommended factoring this into future sidewalk construction budgets.

Adjournment

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

The meeting adjourned at 8:00 PM.

Signed approval page to follow.

March 11, 2025 Commission in Committee Meeting Minute Approval:

Deputy Chair

Clerk and Treasurer

Recording Secretary