

Village of Bible Hill
Commission in Committee Meeting
October 14, 2025



The meeting was held in Commission Chambers, at the Village Office, 67 Pictou Road. Van Kroonenburg called the meeting to order at 7:01 PM.

Call to Order: Commissioner Van Kroonenburg
Commissioner Tim Shea
Commissioner Dwight Giddens

Staff: Clerk and Treasurer Mitchell Bell
Recording Secretary Danielle Chaplin

Delegation: Al Kennedy, District 11 Councillor, Municipality of the County of Colchester
Jason Haughn, Municipal Advisor, Province of Nova Scotia

Regrets: Commissioner Kevin Kennedy
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 defer item 4(a) to the December Commission in Committee meeting.

- Moved by Shea and seconded by Giddens, that the agenda be approved as amended. Motion carried.

Call for declaration of conflict of interest

Van Kroonenburg called for any declarations of conflict of interest.

Miscellaneous business or delegations

Van Kroonenburg welcomed Jason Haughn and Al Kennedy to the meeting.

New Business

Procurement – 69 Pictou Rd Roof Rehabilitation

Bell presented a recommendation letter from RJC Engineering following their review of proposals for the 69 Pictou Road Roof Rehabilitation Project. RJC Engineering recommended awarding the contract to Metro Roofing Limited at a cost of \$257,800 plus HST. Bell further recommended awarding extra work to replace an additional roof drain valued at \$4,200 plus HST.

- Moved by Shea and seconded by Giddens that the Commission in Committee recommend Village of Bible Hill award the 69 Pictou Road Roof Rehabilitation project to Metro Roofing Limited at a cost of \$257,800 plus HST, plus additional work costing \$4,200 plus HST. Motion carried.

Procurement – Engineering Services – Maple Blvd crosswalk design

Bell provided an overview of the proposals received for engineering services for the Maple Boulevard crosswalk design and recommended, should the project proceed, awarding the contract to the lowest bidder, WSP Engineering, at a cost of \$17,915 plus HST.

Fund transfers from BMO

Bell presented Resolution 2 – Transfer of funds to Bank of Montreal.

- Moved by Shea and seconded by Giddens that the Commission in Committee recommend Village of Bible Hill approve Resolution 2 – a resolution for the transfer of funds to the Bank of Montreal. Motion carried.

Sidewalks/storm drains on Fox Hill Drive

Bell presented a resident concern regarding ongoing flooding on their property and a request for sidewalk installation in hopes to remedy the issue. It was noted that the residents have discussed the matter with Commissioner Shea, and Bell advised them to contact the Nova Scotia Department of Public Works for further review of street drainage in the form of potential culvert and ditching efforts.

Closed session – Personnel

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

The committee entered closed session at 7:22 PM and exited at 7:35 PM.

Adjournment

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

The meeting adjourned at 7:35 PM

Signature page to follow.

October 14, 2025 Commission in Committee Meeting Minute Approval:


Deputy Chair


Clerk and Treasurer


Recording Secretary