

**Village of Bible Hill
Commission Meeting
November 18, 2025**



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

Call to Order: Commissioner Kevin Kennedy
Commissioner Knickolle Pitcher
Commissioner Dwight Giddens
Commissioner Donna Van Kroonenburg

Mitchell Bell, Clerk and Treasurer
Danielle Chaplin, Recording Secretary,
Niki Gillis, Equity, Diversity, Inclusion, Accessibility (EDIA) Coordinator
Daniel Roper, Solicitor, Burchell MacDougall

Paul Weatherby, District 1 Councillor, Municipality of the County of Colchester
Jason Haughn, Municipal Advisor, Department of Municipal Affairs

Regrets: Commissioner Tim Shea

Review and approval of the minutes of October 21, 2025

- Moved by Pitcher and seconded by Giddens to approve the October 21, 2025 meeting minutes. Motion carried.

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

Kennedy called for new or other business. Pitcher requested to add a citizen complaint under New Business.

- Moved by Van Kroonenburg and seconded by Pitcher that the agenda be approved with the addition. Motion carried.

Call for declaration of conflict of interest

Kennedy called for declarations of conflict of interest.

Miscellaneous business including delegations

Budget update as at October 31

Bell provided an overview of operating and capital spending as at October 31.

Kennedy opened the floor to Councillor Weatherby who provided a brief oral report.

Business arising out of the minutes

There was no business arising out of the minutes.

Review of Correspondence

College Road - Lot 3 - Notice of Site Plan Approval

Bell reviewed the Notice of Site Plan for PID #20333555 on College Road

Reports of Commissioners and Clerk and Treasurer

Van Kroonenburg, Pitcher, Kennedy, and Bell provided oral reports. Giddens provided both an oral and written report, as attached. Bell also presented information regarding proposed developments on Main Street and Vimy Road. The report of the Fire Chief was submitted.

Accounts

The accounts were presented for review.

New Business

Procurement - HVAC replacement project – status

Bell provided an update on the HVAC replacement project and noted the item will be brought forward for consideration at the December regular meeting.

Procurement - Engineering services – Design of curb ramp replacements

Bell presented proposal pricing for engineering services for the design of curb ramp replacements from WSP at a cost of \$44,565, Strait Engineering at a cost of \$52,290 and DesignPoint at a cost of \$54,010.

- Moved by Pitcher and seconded by Van Kroonenburg that Village of Bible Hill award the curb ramp design engineering services at WSP at a cost of 44,565 plus HST. Motion carried.

Procurement - Holmatro Air Control Kit - BHFE

Bell presented a quote for a Holmatro Air Control Kit from Safety Source Fire at a cost of \$21,953.95.

- Moved by Pitcher and seconded by Giddens that Village of Bible Hill purchase the Holmatro Air Control Kit at a cost of \$25,027.50 including HST. Motion failed.

Adoption of Regional Equity and Anti-racism Plan

Kennedy introduced Gillis to review the 2025 – 2028 Regional Equity and Anti-racism Strategy for adoption.

- Moved by Pitcher and seconded by Van Kroonenburg that Village of Bible Hill adopt the Regional Equity and Anti-racism Strategy. Motion carried.

Citizen Complaint

Pitcher reported receiving a complaint from a resident regarding a neighbour keeping vehicles parked year-round on-street on Fenwood Ave. Bell noted that enforcement of such matters can be done under the annual winter parking ban but advised that he will send a letter to the homeowner.

Closed Session – Personnel

- Moved by Van Kroonenburg and seconded by Pitcher that the Commission enter closed session. Motion carried.


The Committee entered closed session at 8:11 PM and exited at 8:26 PM.

Adjournment

- Moved by Pitcher to adjourn the meeting. The meeting adjourned at 8:27 PM.

Signature page to follow.

November 18, 2025 Commission Meeting Minute Approval:



Chair



Clerk and Treasurer



Recording Secretary

Nova Scotia Federation of Municipalities Conference Report November 4 to November 7, 2025 - Dwight Giddens

General notes

Not staying on site this year made networking more difficult and not as productive as last year. There seemed to be less rooms set aside as Colchester County was not staying on site either. Donna followed up on room availability and rooms were available at a cost of \$400.00 plus. The quality of food this year was down in my opinion and even at break time Donna and I noted not even water was available at some breaks.

Keynote Speaker - Tareq Hadhad - Peace by Chocolate

Legal Support for Councils - Exploring the role of the Municipal Solicitor

Presented by: Noella Martin, K.C. and Burchell Wickwire Bryson

Recent Changes:

(1) Changes to the Freedom of Information and Protection of Privacy Act

The province amended to privacy legislation in the Fall Session of Legislation.

Previously, Part XX of the MGA (section 461 to 502) set out the "FOIPOP" requirements.

The new legislation replaces Part XX of the MGA (section 461 to 502) effective April 1, 2027.

What is my advice to municipalities? The same as it always has been!

Be careful with any kind of document – including an email or text – might have to be produced in response to FOIPOP application. Even a personal gmail may be requested if it is date sensitive - not a fishing expedition. The cost of defending above charges range from \$10K to \$50K.

(2) Changes to the Code of Conduct

In early October 2025, the Province amended the Code of Conduct so that any complaints can only be made by elected officials against elected officials. A council member may not submit a complaint on behalf of any other person or entity. The cost of defending the above now averages \$7200.00

(3) Knowing when to go in camera

The councillor or any committee appointed by the council may meet in closed session to discuss matters relating to:

- a) Acquisition, sale, lease and security of municipal property.
- b) Setting a minimum price to be accepted by the municipality at a tax sale

- c) Personnel matters
- d) Labour relations
- e) Alleged breaches of the municipality's code of conduct
- f) Code of conduct complaints proceeding to the investigation stage.
- g) Contract negotiations.
- h) Litigation or potential litigation
- i) Legal advice eligible for solicitor – client privilege
- j) Public security

Going in camera means confidential and forever. No outside discussion between attendee's outside of in camera meeting.