

**Village of Bible Hill
Commission Meeting
July 21, 2026**



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

Call to Order: Commissioner Kevin Kennedy
Commissioner Knickolle Pitcher
Commissioner Tim Shea
Commissioner Donna Van Kroonenburg

Staff: Mitchell Bell, Clerk and Treasurer
Angie Ogden, Recording Secretary
Daniel Roper, Solicitor, Burchell MacDougall

Review and approval of the minutes of June 16, 2026

- Moved by Van Kroonenburg and seconded by Pitcher to approve the minutes of June 16 2026, minutes. Motion carried.

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

Kennedy called for new or other business. Shea requested to add 32 Oak Drive under New Business, Bell requested to move Bap Inclusion to Closed Session – Personnel and add Storm Drainage under New Business - Procurement.

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

Call for declaration of conflict of interest

Kennedy called for declaration of conflict of interest and then declared two conflicts under procurement: concrete sidewalk repairs and storm drainage.

Miscellaneous business including delegations

Canada Day event review roundtable

The Commission reviewed the 2026 Canada Day celebrations and discussed event operations, parking, parade organization and future improvements.

Budget update

Bell provided a budget update up to June 30, 2026.

Business arising out of the minutes

There was no business arising out of the minutes.

Review of Correspondence

Scotia Pool - Funding Request

Bell presented a letter from Scotia Pool Chair Tim O'Brien requesting annual Village funding in the amount of \$25,000 for Scotia Pool for the 2026, 2027, and 2028 fiscal years. The Commission discussed and requested a presentation from Scotia Pool for more information.

Natalie Sanderson - Guest Drive Parking Concern

Bell reviewed correspondence requesting the installation of a No Parking zone at the top of Guest Drive, as parking on both sides of the road has created safety concerns. The Commission discussed the matter and directed staff to contact the groups using the nearby fields to encourage the use of designated parking areas rather than parking on Guest Drive. Should these efforts not resolve the issue, staff will consult with the Department of Public Works to explore additional options.

Reports of Commissioners and Clerk and Treasurer

Shea submitted the Fire Chief's Report, Pitcher submitted the Recreation Report and provided an oral report, Van Kroonenburg, Kennedy and Bell provided oral reports.

Accounts

The accounts were submitted for review.

New Business

Resolution 2-Acknowledgement of Vacancy and Elected Schedule

Bell reviewed Resolution 2, acknowledging the vacancy and outlining the special election schedule. The nomination period will run from August 17 to 20. After discussing the proposed polling dates, the Commission agreed by consensus to hold the advance poll on September 25 and regular polling day on September 26 to allow additional time for campaigning.

- Moved by Van Kroonenburg and seconded by Pitcher that the Village of Bible Hill approve Resolution 2, acknowledging the vacancy and setting the election schedule, with the advance poll on September 25 and regular poll on September 26. Motion carried.

Inter-account fund transfer

- Moved by Pitcher and seconded by Shea that Village of Bible Hill transfer \$486,136 from the capital reserve account to the general operating account. Motion carried.

Procurement - Concrete sidewalk repairs

Kennedy declared a conflict of interest and stepped away from the table.

Bell reviewed the sole quotation submitted from A K Property Management for the concrete sidewalk repair for nine (9) locations within the Village. The work to be carried out will replace panels, ramps and driveway and flagging as required for a cost of \$19,871.63 plus HST.

- Moved by Shea and seconded by Pitcher that Village of Bible Hill award A K Property Management the Concrete sidewalk repairs at a cost of \$19,871.63 plus HST. Motion carried.

Kennedy returned to the table.

Procurement - Snow and ice clearing contract

Bell reviewed pricing from the current snow and ice clearing contractor. Bell advised that the current contractor expressed interest in continuing to provide the service and had proposed a three-year arrangement, while still submitting annual pricing based on operational costs.

- Moved by Pitcher and seconded by Van Kroonenburg that Village of Bible Hill award the 2026/2027 Sidewalk snow removal contract to Justaart Landscaping with retainer fees and equipment rates as listed. Motion carried.

Procurement - Storm drainage

Kennedy declared a conflict of interest and stepped away from the table.

Commission reviewed drainage concerns affecting portions of College Road, including standing water issues at 833 College Road. Bell outlined potential remedial measures, including raising sections of sidewalk, increasing curb height and installing additional drainage infrastructure to improve stormwater collection and reduce ponding. Commission discussed the impact of recurring drainage issues on pedestrian access and roadway conditions.

Bell presented quotations received from A.K. Property Management and Atlantic Snow and Ice Management.

- Moved by Pitcher and seconded by Shea that Village of Bible Hill award the Storm Drainage Improvement Project to Atlantic Snow and Ice Management at a cost of \$19,317.48 plus HST. Motion carried.

Kennedy returned to the table.

32 Oak Drive

Shea advised that concerns had been received regarding the condition of the property at 32 Oak Drive. Councillor Weatherby noted County staff have identified the property as unsightly and dangerous. The Commission directed Bell to send a letter to the property owner requesting that the property be cleaned up, maintained, and any hazardous conditions addressed.

Closed Session - Personnel

- Moved by Shea and seconded by Pitcher that the Commission enter closed session.

The Commission entered closed session at 8:15 PM and exited closed session at 8:36 PM

- Moved by Pitcher and seconded by Shea that the Village of Bible Hill hire one additional staff member for the after-school component of the Before and After School Program to support inclusion, at an approximate cost of \$15,025. Motion carried.

Adjournment

- Moved by Van Kroonenburg to adjourn the meeting. The meeting adjourned at 8:38 PM.

Signature page to follow.

July 21, 2026 Commission Meeting Minute Approval:



Chair



Clerk and Treasurer



Recording Secretary