

Agenda
Regular Monthly Meeting
In-Person & Virtual Meeting via Zoom
27 Pleasant Street, Chester

PLEASE NOTE – ID AND PASSCODE:
Zoom ID: 935 442 9176 Password: 301715
Wednesday, June 8th, 2022, at 7:00 pm

1. Call to Order

Page

2. Public Forum

3. Approval of Agenda/Additions to Agenda

4. Review/Approval of Minutes

- a) Regular Meeting, Wednesday, May 11th, 2022

5. Business Arising

- a) Elections and Annual Public Meeting (APM)
 - Advertising
- b) EHS GIC Reinvestment
- c) Bait Stations
- d) April Bank Reconciliation
- e) Fire Truck RFP
- f) Windjammer Demolition
- g) Signing Authorities
- h) Fire Services Agreement
- i) Canada Day Garden Party request for financial support
 - April 13/22 meeting

6. Correspondence

- a) B.J. Blackwood, Fire Services Coordinator, Registration as a Fire Services Provider
- b) Kim Johnson, Chester Yacht Club, Race Week Banner

7. Reports

- a) Clerk Treasurer
- b) Financial
- c) Fire Chief
- d) Committees

8. New/Other Business

- (a) Beautification RFP – Flower Basket Maintenance
- (b) Agenda for Annual Public Meeting
- (c) Appointment of members to the Fire Committee
- (d) Election

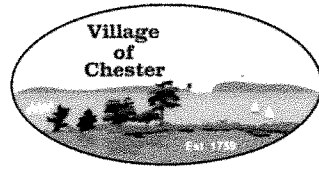
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- Nomination and Candidate Election Process
 - Election By-Law Update
- (e) Special Meeting for Budget Approval

9. Commissioner Roundtable

10. Adjournment

Next Regular Meeting – July 13th, 2022 – 7:00 pm



Minutes
Regular Monthly Meeting
In-Person at 27 Pleasant Street
Zoom ID: 873 4477 9295 Password: 322111
Wednesday, May 11, 2022 – 7:00 pm

Attendance: Nancy Hatch, Commission Chair; Michael Heisler, Commissioner; Martin Hiltz, Commissioner; Maxine Veinot, Recording Secretary

Public Gallery: David Paterson (via Zoom), Greg Conron (via Zoom), Annette Collicut (via Zoom), Garth Sturtevant, Senior Planner (Mun of Chester), Bill Zinck Jr., Darcy Houghton

1.0 Call to Order

Commission Chair Hatch called the May 11th, 2022, Regular Monthly meeting, via Zoom, of the Village of Chester Commission, to order at 7:06 pm.

2.0 Public Forum: David Paterson, FBM

Re: Chester Village Built Form & Character-Defining Elements Study
David Paterson informed the Commission that the study was looking at two key aspects of the Village – (1) What is the character of the Village and (2) the cultural/social needs of the Village/ocean. This will help the Village land-use by-law.
More information can be found on the website www.voiceandchoices.ca

3.0 Approval of Agenda/Additions to Agenda

Additions: 6 (c) Joel Olsen – Chandler’s Cove
8 (d) Fire Service Contract

Motion #22-059: Commissioner Hiltz moved; Commissioner Heisler seconded:
The approval of the agenda with the addition of 6(c) and 8(d).

Unanimously Carried

4.0 Review/Approval of Minutes

a) Regular Meeting: Wednesday, April 13, 2022

MOTION #22-060: Commissioner Heisler moved; Commissioner Hiltz seconded:
The approval of the Minutes of April 13, 2022, Regular Monthly meeting as presented

Unanimously Carried

b) Committee of the Whole (COW) Meeting, April 20, 2022

MOTION #22-061: Commissioner Hiltz moved; Commissioner Heisler seconded:
The approval of the Minutes of April 20, 2022, COW meeting as presented.

Unanimously Carried

5.0 Business Arising

- a) Elections and Annual Public Meeting (APM)
Chair Hatch recommended rescinding motion 22-051 and moving the elections dates ahead two weeks.

MOTION #22-062: Commissioner Hiltz moved; Commissioner Heisler seconded:
To rescind Motion #22-051, Nomination day, APM date and Election dates.

Unanimously Carried

MOTION #22-063: Commissioner Heisler moved; Commissioner Hiltz seconded:
To approve the Nomination Day, Wednesday, June 15th, 2022 – 9:00 am to 5:00 pm;
Annual Public Meeting, Wednesday, June 22nd, 2022 – 6:30 pm; Advance Election
Poll, Saturday, June 25th, 2022 – 11:00 am to 7:00 pm - at VOC Office;
Election Day Poll, Tuesday, June 28th, 2022 – 9:00 am to 7:00 pm - at VOC Office.

Unanimously Carried

- b) EHS GIC Investment
Discussion was held on the EHS GIC which come due on May 27, 2022 and discussion was held on what will the direction be for reinvestment.

MOTION #22-064: Commissioner Hiltz moved; Commissioner Heisler seconded:
To reinvest the EHS GIC into a cashable GIC for one year term.

Unanimously Carried

6.0 Correspondence

- a) Gillian Reid – CVFD Medical Call
Chair Hatch read a letter received from Gillian Reid on a recent medical call for her son who was suffering an asthma attack. The family was very appreciative for the Fire Department's response as the ambulance was going to be awhile until arriving.

- b) MLA Barkhouse – Non-resident property tax
Two emailed letters were received from MLA Barkhouse's office. Both were on the proposed Non-resident property tax, which has since been rescinded from the Provincial budget by Premier Houston.

- c) John Olsen – Chandler's Cove Home-Owners Association
Mr. Olsen had written the Village in January asking the Commissions consideration for flowers and wreaths be installed in Chandler's Cove condominium development, however no response was received by Mr. Olsen to date, and so he was asking for a response.
Chair Hatch emailed a response stating that this issue was taken to the Commission, however no action was able to be taken as the order to the supplier was placed in December. This issue will be dealt with to the Commission in the fall so they can consider this when preparing the budget.

7.0 Reports

a) Clerk Treasurer

There is no Clerk Treasurer report for this meeting.

Chair Hatch reported that Lawrence Lake, Auditor, was in on May 6th, 2022 and completed his year-end audit and he plans on having the draft audit prepared in time for the Audit Committee meeting, which is scheduled for June 9th, 2022, at 7:00 pm.

Terminix reported that there is an increase in rodents and would like to install five (5) to ten (10) more bait stations to help combat this problem.

MOTION #22-065: Commissioner Heisler moved; Commissioner Hiltz seconded:
To have five (5) more bait stations installed.

Unanimously Carried

b) Financial Statement/Bank Transactions – April 2022

The bank balance as April 28th was \$151,000. A cheque log was in the agenda package distributed to Commissioners. The bank reconciliation has not been completed as there are technical issues between the Clerk’s computer and Administrative Assistant’s computer. This will be remedied as soon as possible.

c) Fire Chief

Deputy Chief Conron reported nineteen (19) emergency dispatches: three (3) MVAs, one (1) power line arching, three (3) alarms, eleven (11) medicals, one (1) commercial vehicle fire on 103. Wildfire training was held.

d) Committee Reports

No Reports

8.0 New/Other Business

a) Truck Replacement #551 - RFP

The RFP was not completed prior to the Clerk resigning therefore it will be deferred until the June 8th, 2022 meeting.

b) Asbestos and Demolition Contract

Seven responses were received for this request for proposals. Proposals were reviewed and a decision was made.

MOTION #22-066: Commissioner Heisler moved; Commissioner Hiltz seconded:
To accept the bid from Starfish Demolition and Services Ltd., in the amount of \$79,500.00 + HST.

Unanimously Carried

c) Signing Authorities

A letter should be sent to remove Dennis Egyedy and Michael Dockerill as signing authorities.

MOTION #22-067: Commissioner Hiltz moved; Commissioner Heisler seconded: To remove Dennis Egyedy and Michael Dockerill as signing authorities.

Unanimously Carried

d) Fire Services Contract

In-Camera negotiations with Municipality of Chester resulted in a consensus on the Fire Services agreement.

MOTION #22-068: Commissioner Heisler moved; Commissioner Hiltz seconded: That the Village of Chester Commission enter into an Agreement with the Municipality of the District of Chester to establish a joint committee to provide Fire and Emergency Service, through the Chester Volunteer Fire Department, to the area served by the Chester Volunteer Fire Department.

Unanimously Carried

Chair Hatch asked the Administrative Assistant to forward a digital logo to Jennifer Webber.

9.0 Commissioner Roundtable

<> Chair Hatch stated that there is a new Hotel soon to be under construction on Valley Road, with 31 units.

<> Flower Basket Care 2022 RFP's can be received up until May 24, 2022 at 1:00 pm.

10.0 Adjournment

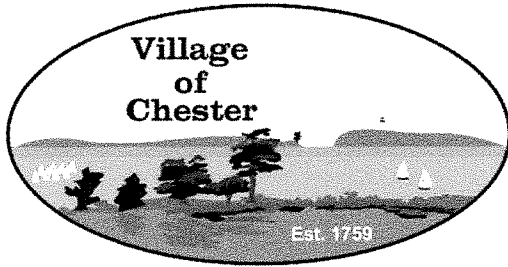
Next Regular Monthly Meeting – June 8th, 2022 at 7:00 pm

Audit Committee Meeting – June 9th, 2022 at 7:00 pm

Commissioner Heisler adjourned the May 11th, 2022, meeting at 7:47 pm.

Nancy Hatch
Commission Chair

Michael Heisler
Vice Chair



Notice of Annual Public Meeting and Commission Election

Annual Public Meeting

TAKE NOTICE THAT the annual meeting of electors is being held on Wednesday, June 22nd, 2022, at 6:30 pm at St. Stephen's Community Center, 54 Regent Street, Chester.

Please note the site is accessible by wheelchair, if required.

Notice of 2022 Commission Election

TAKE NOTICE THAT there are four (4) Commissioner positions to be filled through this election:

- ◆ Two (2) for 3-year term – June 2022 to May 2025
- ◆ One (1) for 2-year term – June 2022 to May 2024
- ◆ One (1) for 1-year term – June 2022 to May 2023

AND TAKE NOTICE THAT nominations for Village Commissioner shall be made on the prescribed paper form, which may be obtained at the Village of Chester business office at 27 Pleasant Street, or on the Village of Chester website www.villageofchesterns.ca. The nomination form must be signed by the candidate, accompanied by endorsement of five (5) electors supporting the nominations. The nomination form must be filed in person by the candidate or their agent with the Returning Officer, on Nomination Day, June 15th, 2022 from 9:00 am to 5:00 pm at the Village office at 27 Pleasant Street.

Nomination Day <> Wednesday, June 15th, 2022, 9:00 am to 5:00 pm

Advance Poll <> Saturday, June 25th, 2022, 11:00 am to 7:00 pm

Election Day Poll <> Tuesday, June 28th, 2022, 9:00 am to 7:00 pm

Location of the Advance poll and Election Day poll is at the Village of Chester business office, 27 Pleasant Street, Chester.

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... District of Lunenburg (MODL) is embracing an Ontario firm's bid to establish wind turbines in the vicinity of the Riviere watershed area, the home of the endangered Atlantic whitefish and drinking water supply.

Civic politicians recently passed a motion supporting Invenery's proposal, as part of a provincial procurement, toward developing the Laconia Wind Energy Centre and directed Mayor Carolyn Boller to pen a letter expressing same. Invenery contacted MODL requesting local government's support.

The Laconia Wind Energy Centre is a 6-turbine project capable of powering up to 35,000 homes with zero-emission electricity. The 100-megawatt (MW) concept has been put forth in response to the province's request for proposals (RFP) for renewable energy projects. The province set 2030 as a goal for 80 per cent of Nova

Lapland and Hebbs Cross. During the council meeting when the matter was discussed, Coun. Wendy Oickle, whose district includes much of that area, said much of the communications she's received concerning the project are "split on the side of support."

"To add to this, the fact that Invenery is able to move forward with their RFP to the Province of Nova Scotia, means they've obviously had been able to secure the land," Oickle added, "so they have the support to the landowners."

Nothing's been approved as of yet. Successful bids are expected to be chosen by the province this year. Invenery would like to see Laconia Wind operational by December 2025.

Oickle joined the rest of council in voting in favour of motion of support. Coun. Chasidy Veinotte declared a conflict of interest and didn't participate in the dis-

on shore wind project" should it be selected during the procurement process. "The project would also add an important new property tax stream to MODL as the project would generate annual tax revenue for the municipality of approximately \$700,000" and higher when the Consumer Price Index is factored in, MacEwan said.

If the project is green-lit, Invenery would establish a volunteer-directed community benefit fund, which would underwrite the operation at \$500 per MW, MacEwan added, "with the money supporting community good works and services."

Meanwhile, Bridgewater's Public Service Commission, the agency responsible

Laconia area. The province has to review or not the project is a go.

for the town's water supply, already denied the Invenery's request for access to its watershed properties for additional study but it doesn't prevent the Toronto company from negotiating terms with private landowners.

Wind turbines are not new in MODL. The community of Whynotts Settlement is home to a wind energy project that's been in existence for a few years.

To learn more about the proposed Laconia Wind Energy Centre, check out <https://laconiawind.invenery.com>.



Notice of Annual Public Meeting and Commission Election

Annual Public Meeting

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Targeted Advertising Solutions

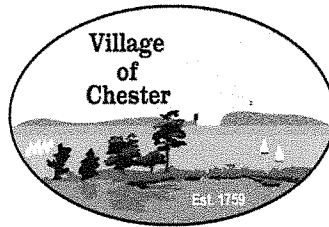
Let me help you reach your target audience with a customized print or online marketing program.



Michele White
Marketing Advisor
mwhite@metroguide.ca
902-818-2904

LIGHTHOUSE NOW
PROGRESS BULLETIN





Community Update June 6, 2022 Demolition of former Windjammer Motel

The Village of Chester is pleased to advise residents that demolition work on the former Windjammer motel will begin the week of June 6, 2022. The project is anticipated to take approximately eight weeks to complete, and is an important step in our journey towards a new Fire Hall for Chester Volunteer Fire Department.

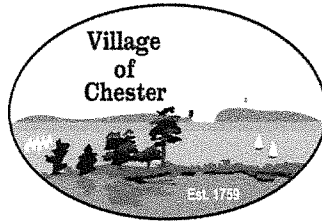
The Village is pleased to be working with Starfish Demolition and Services Ltd. who specialize in demolition, remediation, and abatement. A highly experienced and well-regarded company, Starfish was the winning bidder on an RFP issued by the Village in March of 2022. You can find more about the company on their website at <https://starfishdemolition.ca/>

Testing has found small amounts of asbestos on site in materials such as ceiling tiles and pipe wrap, which is typical for buildings of this age and construction type. Starfish has a fully trained team that will manage the asbestos abatement process, following all provincial regulations to contain dust and to dispose of contaminated materials at an approved site. This will be finalized before building demolition activities begin.

1.8m high security fencing, with debris netting will be installed onsite. During demolition access to the site will be restricted, and for their own safety and that of workers, we ask members of the public to please stay off of the site.

Demolition will include the main building, the separate building to the left of motel, all of the cement pads and basements, as well as the signage and flagpole at the entrance. All construction and demolition debris will be moved off site to Kaiser Meadows landfill, with the possible exception of some concrete materials which may be used as fill. The existing asphalt parking lot will be left in place. Following demolition, the foundation will be filled, and the site will be graded to a smooth construction standard.

As with any project of this nature, there will be associated noise and dust. On site work will be happening Monday – Friday between the hours of 7am and 7pm. Demolition will include periodically wetting down construction material with water to reduce the amount of airborne dust. The Village of Chester apologizes for any inconvenience caused to local residents during the demolition.



Chester Volunteer Fire Service Committee – New Members Required

Do you believe in the valuable work of the Chester Volunteer Fire Department and would like to support them? Not interested in being a Firefighter, but have other great skills and experiences that could help guide the current and future work of the Department? The Village of Chester Commission is seeking to appoint two (2) community representatives from the Village to sit on the newly-formed "Chester Volunteer Fire Service Committee". Initial appointment will be for either two or three years.

This is a new joint effort between the Village and the Municipality of the District of Chester to ensure the best fire and emergency protection services are provided within the Fire District of the department. This new committee will include 3 representatives from the Village and three from the Municipality.

For the Village of Chester and the Municipality of the District of Chester, and working in collaboration with the Fire Department, the Committee will;

- advise, assist, and make recommendations to on governance and budget for the department, including on the area Fire Tax rate
- oversee and implement all purchases approved through the budget process
- prepare, recommend, and implement a 5-year capital budget and a 20-year capital replacement plan, including the purchase of new fire equipment and the construction of a new fire station

A copy of the Fire Services Agreement can be found on the Village website at <https://villageofchesterns.ca/news/1456-signed-agreement-may-12-2022/file.html>

The Village Commission welcomes applications from residents of Village of Chester, including from residents who are Indigenous People, African Nova Scotians and Other Racially Visible Persons, and Persons with Disabilities. Staff of the Village and Municipality, as well as active members of the Chester Volunteer Fire Department are not eligible to be members of the Committee.

Ideal applicants would have;

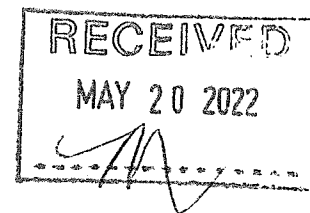
- a vision for the future of the department
- be able to provide knowledgeable advice on concerns and issues
- strong communication skills
- the ability to work in a collaborative environment
- have some experience in one or more of the following: emergency service issues; financial management; board operations; or governance and management
- professional designation in a related field would be an asset

If you are interested in one of these positions, and have any skills, abilities, or interests that you believe would benefit the Committee, you are encouraged to apply. A letter outlining your interest and why you feel you can contribute is all that is required. You are welcome to include a resume or CV if you wish, but it is not necessary.

The Committee is anticipated to meet monthly, and perhaps more frequently during the early formation stages. The first meeting of the Committee is anticipated to be in the early summer of 2022.



The Village Commission reserves the right to appoint Committee Members found through this or any other process.

The deadline to apply is Friday June 10, 2022 at noon. Applications may be emailed to office@villageofchesterns.ca or dropped off at the Village Office at 20 Pleasant Street, Chester.



Corporate & Strategic
Management Department
The Municipality of Chester
151 King St, PO Box 369
Chester, NS B0J 1J0

Phone: (902) 275-4147
Fax: (902) 275-4771
www.chester.ca

 /ChesterMunicipality
 @chestermun

May 20, 2022

Ms. Nancy Hatch
Chairperson, Chester Village Commission,
27 Pleasant Street, PO Box 620
Chester, NS B0J 1J0

Dear Nancy,

The Chester Village Commission (through the Chester Volunteer Fire Department) is a registered provider of fire and emergency services in the Municipality of the District of Chester. Municipal Policy P33 requires an annual update of the registration information on file. It is important that this data base be kept current and accurate.

The **2022/23 Application (Annual Update) to Register as a Fire and/or Emergency Services Provider**, is attached. Schedule A has been updated with information currently on file.


Please provide any corrections, and/or updates to Schedule A directly on the sheets or, if easier, include information as required on separate sheets. If more convenient you may also update the electronic file which has been sent by email. Please note the requirement to provide your most recent audited financial statement. When complete, please sign (where indicated) and return *Schedule A* and any supporting documents. In accordance with Policy P33, the deadline for completion of these annual registration updates is July 31, 2022.

As part of Policy P33, the Municipality needs confirmation of the Fire Tax rate that you have approved for your District. *Schedule C, Fire Tax Notification* has been attached. To avoid any delays in the fire tax collection please sign (where indicated) and return *Schedule C* as soon as the 2022-23 fire tax rate has been approved.

Upon receipt and review of the information provided, the Municipality will provide you with *Notification of Approval, Schedule B*.

We do realize this request is another demand upon your time and we have tried to make the process as simple as possible. Thank you for your continuing cooperation.

Sincerely,


B. J. Blackwood
Fire Services Coordinator
Municipality of the District of Chester

Attachments:
Chester Schedule A
P33 Schedule C 2022-23

NOVA SCOTIA'S TREASURE

Jeff Conrad

From: Cyc Manager <cycmanager@chesteryachtclub.ca>
Sent: May 24, 2022 11:09 AM
To: Nancy Hatch; Jeff Conrad
Subject: Helly Hansen Chester Race Week 2022; August 10-13
Attachments: banner8.jpg

CAUTION: This email originated from an external sender.

Hello Village of Chester Commissioners,

I'm reaching out on behalf of Chester Race Week 2022 to ask if **Village of Chester Commission** would consider helping with the cost of a street banner 'Welcome to Chester Race Week'. Our first hope is to put the banner at the Chester Gazebo but if we cannot receive permission from MOC then we will discuss other village downtown-core locations. The quote for cost of the 3ft x 12ft street banner is \$825 with rope and including artwork.

Chester Yacht Club is a non-profit organization and we are very thankful for VOC's past support of our regatta event. In 2019 VOC helped with the purchase of one street banner that we have installed, with NS Power's help, on Queen & Pleasant streets. We plan to again put this banner in same location (see attached photo).

Chester Race Week is in full prep mode for a busy Race Week, August 10-13. Bluenose II is scheduled to attend our opening ceremonies on Wednesday, August 10th and she will be anchored in the Chester Front Harbour until Friday morning.

HH Chester Race Week is back and bigger and better for 2022! We are planning for 140 yachts in attendance for the sailing event of the summer.

Our Race Week organizing committee has been working hard planning a comeback event in 2022 that race week is known for, with top-notch racing with two new racing divisions added, professional race management, land social activities, evening live entertainment and a fun Chester community event.

Please reach out with ANY questions.

Looking forward to this sailing season in our village of Chester!

Regards

Kim

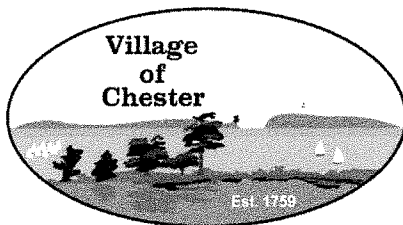
Kim Johnson, CYC Manager
Chester Yacht Club www.chesteryachtclub.ca
21 South Street, PO Box 290
Chester, NS B0J 1J0
902-275-3747 club
902-275-7824 cell

Helly Hansen Chester Race Week 2022 August 10-13 www.chesterraceweek.com



<https://www.chesterraceweek.com/sailing-in-canada-chester-race-week-is-back-and-bigger-and-better/>





Agenda

Annual Public Meeting

Wednesday, June 22nd, 2022 at 6:30pm

Location – St. Stephen’s Community Center, 54 Regent Street, Chester

- 1.0 Call to Order**

- 2.0 Review/Approval of Agenda**

- 3.0 Chair’s Report**

- 4.0 Clerk Treasurer’s Report**

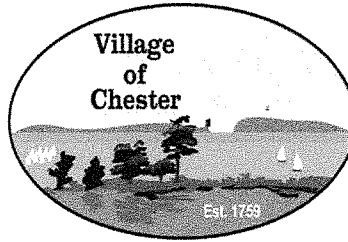
- 5.0 Auditor’s Report**

- 6.0 Fire Chief’s Report**

- 7.0 LIDO Pool Report**

- 8.0 Review of Expense and Hospitality Policies**

- 9.0 Adjournment**



Election Procedure 2022 – Election of Commissioners

General Election with Terms of Different Lengths

Pending adoption at Village of Chester Commission Meeting June 8, 2022

- Four vacancies exist to be filled through the June 2022 Village Commissioner Election process
 - two positions for the term 2022 – 2025
 - one position for the term 2022 - 2024
 - one position for the term 2022 - 2023

- The Village Election By-Law requires that a single ballot paper be used if there is more than one vacancy in the office of Commissioner to be filled at the Election. All candidates' names shall appear on the ballot, and an elector may vote once, and no more than once, for each Commissioner to be elected. An elector also may vote no more than once for any candidate.

- In the 2022 Election the Village of Chester will use the following procedures that are based on precedents of legislation, and are similar to those followed by other Nova Scotia Villages.

If the number of candidates nominated is greater than the number of vacant positions available

- An election shall be held per the Election By-law
- Once ballots are counted, the four (4) candidates receiving the most votes shall be declared as successful candidates in the election, and ranked according to number of votes received.
 - The candidate receiving the most votes in the election shall be appointed to a position with an end of term in 2025.
 - The candidate receiving the second most votes in the election shall be appointed to a position with an end of term in 2025.
 - The candidate receiving the third most votes in the election shall be appointed to a position with an end of term in 2024.
 - The candidate receiving the fourth most votes in the election shall be appointed to a position with an end of term in 2023.

If the number of candidates nominated is equal to or fewer than the number of vacant positions available

- All candidates shall be declared elected through acclimation
- The elected candidates shall be considered to be in a situation equivalent to a tie vote
- Candidates shall be placed in available positions by the drawing of lots per the Village of Chester Election By-Law which states “10. Where there is a tie at an election of a Village Commissioner, the Clerk Treasurer shall determine the Successful candidate by lot as prescribed by the Municipal Elections Act.”
 - MEA 138(2) “...”lot” means the method of determining the successful candidate by placing the names of the candidates on equal size pieces of paper placed in a box and one name being drawn by a person chosen by the clerk”
- Lots shall be drawn at the Annual Public Meeting on June 22. Delegates or their agents would be asked to attend to observe the procedure.
- Lots shall be drawn in the following manner;
 - The candidate whose name is drawn first shall be appointed to a position with an end of term in 2025.
 - The candidate whose name is drawn second shall be appointed to a position with an end of term in 2025.
 - The candidate whose name is drawn third shall be appointed to a position with an end of term in 2024.
 - The candidate whose name is drawn fourth shall be appointed to a position with an end of term in 2023.