

**Village of Chester
Annual General Meeting – June 4, 2008**

Minutes

1) Call to order

The meeting was called to order by Tony Howlett at 7:30 pm. Mr. Howlett introduced the table, which included; himself (Chairman), Bill Zinck Jr. (Vice Chairman), Bill Zinck Sr. (Commissioner), Mike Heisler (Commissioner), and Iris Tolliver (Clerk Treasurer) . Commissioner Phil Ellwood was absent. There were 42 eligible voters present.

Minutes from the previous annual general meeting were circulated. Bill Zinck Jr. moved the adoption of the minutes as presented which was seconded by Bill Zinck Sr. All were in favour and the motion carried.

2) Additions to the agenda

No additions.

3) Business arising from the minutes

No business.

4) Reports

a) Auditor's Report

Harry Davis, Chandler & Davis Chartered Accountants, presented the Auditor's Report and reviewed the financial statements. He briefly outlined the responsibilities of the Village of Chester Commission. Some of the year's highlights were outlined, including the purchase of a new pumper truck, renovations to the Fire Hall and repairs to the Lido. All in all we have had a successful year. It was a clean audit report and a healthy balance sheet. Long term debt was discussed and consists of two loans, a loan for the EMC Building which will mature in 2113 with a \$66K payout, and the Fire Truck loan which will mature in 2012, but will likely be retired by the end of 2009. He called for questions from the floor pertaining to the report. Gail Fraser had a question on the Reserve Funds which Mr. Davis explained are for future anticipated expenses. Reserves provide for future needs on an annual basis which will eliminate or reduce the need to borrow funds. There were no further questions.

Mr. Davis moved the adoption of the Auditor's report. Seconded by Bill Zinck Jr. All were in favour. Motion carried.

b) Treasurer's Report

Tony Howlett reviewed the Budget and Tax Rate Report, pointing out one significant change was in the proposed Air Exhaust System. Our portion of the expense which was matched by the Provincial Government has increased the amount of funds required in this years budget by \$35K. This, along with reduced amounts available at the end of the year to allocate to this years budget, has made it necessary to raise the Fire Rate by one cent. The Village rate however, will be down one third of a cent. The significant rebate

expected from HST will go to pay down the loan on the new Fire Truck. Mr. Howlett was asked to clarify where the amount for the Air Exhaust System was found in the budget report. Ray Cambria had a question on the Building Reserve and the amount that should be in the Building Reserve Fund next year was confirmed to be \$75K. Mr. Cambria commended the Commission for continuing the reserve fund and pointed out the impact these make on the amount of interest to be repaid on the Fire Truck. Bill Zinch Jr motioned to accept the Treasurer's Report as presented, which was seconded by Mike Heisler. All were in favor and the motion carried.

c) Chairperson's Report

Tony Howlett presented the Chairperson's Report. The future repairs or upgrades on the Lido Pool will be evaluated this summer. There was a brief mention on the Litter Clean-up, hanging baskets and Christmas wreaths along with a new fire truck update and new projects. Mr. Howlett, on behalf of his fellow Commissioners, thanked Fire Chief Leo Chafe and the officers and member of the Fire Department for their dedication and commitment to our community. He also thanked his fellow Commissioner for their assistance over the past year. Bill Zinck Jr. motioned to accept the Chairman's Report as presented, which was seconded by Mike Heisler. All were in favor and the motion carried.

d) Fire Chief's Report

Fire Chief Duke Chafe submitted the Fire Chief's Report, on Fire Dept business and functions during 2007-08. Mr. Chafe mentioned the loss of Pat Brenner, a member of the CVFD, in a MVA. He also advised that the new pumper is on display and they will be happy to show it off after the meeting. Due to training requirements and family commitments, the Canada Day Garden Party, which falls mid week, will be cancelled. Last year, Fire Chief Chafe logged in 1324 hours which works out to be approximately 25 hours a week. Bill Zinck Jr moved the adoption of the Fire Chief's Report, which was seconded by Mike Heisler. All in favour. Motion carried.

e) Lido Pool Report

The Lido Pool Report was presented by Viola Hiltz. Mrs. Hiltz thanked her two instructors for an excellent job teaching the new Red Cross and Life Saving Programs at Chester Lido Pool. The Swim-a-Thon fund raiser collected \$1,440.50, and Viola Hiltz thanked the children as well as the parents and businesses for their generous support. Mrs. Hiltz also thanked the Commissioners for their great job in upkeep of the pool. Viola Hiltz made motion to accept the Lido Pool Report. Seconded by Bill Zinck Jr. All in favour. Motion carried.

5) New Business

a) Appointment of Auditor's for the coming year

Bill Zinck Sr made motion to appoint Chandler & Davis accounting firm to be auditors for the fiscal year 2008-09. Seconded by Bill Zinck Sr. All in favour. Mr Davis accepted the position and the motion carried.

b) Appointment of Scrutiners

Tony Howlett asked Sally Madar and Cossette Howlett to act as scrutiners. They accepted.

c) Election of Commissioner

Tony Howlett explained that there were 2 new positions for Commissioners.

A call for nominations for a new Commissioner was made. Kerry Keddy nominated Wynand Baerken, seconded by Ron Turnaway. Mr. Howlett called for more nominations. Harry Davis nominated Bill Zinck Sr, seconded by Betty Payne. Mr. Howlett called for a further nomination. Frank Metzner nominated Kerry Keddy, seconded by Christine Chapman Sanders. There was another call for nominations. Joe Payne nominated Bill Zinck Jr. who declined at this time. There was another call but no further nominations. Mr. Howlett then gave the nominees an opportunity to address the audience. Tony then directed the electors to use the pink piece of paper and to deposit them in one of the two voting stations at the rear of the room. The results, after being counted twice, were with a total of 39 votes, Bill Zinck Sr. receiving 10, Kerry Keddy receiving 12 and Wynand Baerken receiving 17. Tony asked Mr. Baerken to remain for a few minutes after the meeting.

Mr. Howlett called for nominations for a second Commissioner. Elizabeth Heisler nominated Bill Zinck Jr., seconded by Joe Payne. Joy Calkin nominated Kerry Keddy, seconded by Christine Chapman Sanders. Susan Surette nominated Bill Zinck Sr., who declined. There were no other nominations after a third and final call. Bill Zinck Jr addressed the audience. Tony instructed the electors to follow the same procedure as before only using the green piece of paper this time. The results for the second Commission position were Kerry Keddy receiving 20 and Bill Zinck Jr. receiving 21. Tony asked the Commissioners to stay after the meeting to care for some necessary business. He thanked everyone who attended. Harry Davis took this opportunity to thank the Commissioners, Clerk Treasurer, Fire Department and Mrs. Viola Hitzl for their contribution in making our community a better place. Meeting was adjourned at 8:55 pm

Tony Howlett
Chairperson

Iris Tolliver
Clerk/Treasurer

