

Minutes
Regular Monthly Meeting
In-Person at 27 Pleasant Street
Zoom ID 935-442-9176 Password: 301715
Wednesday, July 21, 2021 – 7:00 pm

Attendance: Michael Heisler, Commissioner; Bill Nauss, Commissioner; Nancy Hatch, Commissioner; Martin Hiltz, Commissioner; Jo-Ann Grant, Commissioner; Dennis Egyedy, Clerk Treasurer; Maxine Veinot, Recording Secretary; Everett Hiltz, Fire Chief

Public Gallery – Greg Conron, Danny Stevens

1.0 Call to Order

Clerk Treasurer, Egyedy called the July 21, 2021, regular monthly meeting, In-Person and via Zoom video conference, of the Village of Chester Commission to order at 7: 00 pm.

2.0 Oath of Office

Commissioners Grant and Hatch provided documentation for Oath of Office before a Commissioner of Oaths, Pam Myra for the Municipality of Chester.

3.0 Nominations for Chairperson and Vice Chairperson

Clerk Treasurer, Egyedy called for nominations for Commission Chair three times with the nomination of Commissioner Nauss by Commissioner Hiltz, and Commissioner Grant volunteered to put her name forward for the position of Chair. Commissioner Grant requested an opportunity to speak on the position of Chair. Grant highlighted her previous experience and abilities as a chairperson and most recently as Chair of the Firehall Building Committee. Commissioner Nauss stated that he has been Chairperson for the last three years and thanked the commissioner for the nomination to chairperson.

Voting on the position of Chair was held by secret ballot. Commissioner Nauss was voted Chair of the Commission by three (3) votes. Commissioner Nauss accepted the position as Commission Chair.

Clerk Treasurer, Egyedy turned the meeting over to Chair Nauss.

Chair Nauss called for nominations for Commission Vice Chair three times with the nomination of Commissioner Hatch by Commissioner Heisler. Commissioner Hatch was acclaimed as Vice Chair of the Commission and accepted the Vice Chair position without challenge.

4.0 Public Forum

Nil

5.0 Review/Approval of Agenda/Additions to Agenda

- 8(d) Correspondence – MOC Public Hearing
- 10(a) New Fire Hall property
- 10(b) Future Planning – EDM Report
- 10(c) Formal Complaint and HR Meeting Committee - July 29/21, 7:00 pm
- 10(d) Audit Committee Meetings
- 10(e) Committee of the Whole Meetings

MOTION #21-086: Commissioner Hatch moved; Commissioner Heisler seconded:
The approval of the agenda with the additions of 8(d), 10(a), (b), (c), (d), (e)
Unanimously Carried

6.0 Review/Approval of Minutes

- a) Regular Meeting: Wednesday, June 9, 2021

MOTION #21-087: Commissioner Heisler moved; Commissioner Hiltz seconded:
The approval of the Minutes of June 9, 2021, Regular Monthly meeting.
Unanimously Carried

- b) Audit Committee Meeting: Tuesday, June 29, 2021

MOTION #21-088: Commissioner Hatch moved; Commissioner Heisler seconded:
The approval of the Minutes of June 29, 2021, Audit Committee meeting.
Unanimously Carried

- c) Special Meeting: Tuesday, June 29, 2021

MOTION #21-089: Commissioner Hiltz moved; Commissioner Hatch seconded:
The approval of the Minutes of June 29, 2021, Special meeting.
Unanimously Carried

- d) Annual Public Meeting: Wednesday, July 7, 2021

MOTION #21-090: Commissioner Grant moved; Commissioner Heisler seconded:
The approval of the Minutes of July 7, 2021, Annual Public meeting.
Unanimously Carried

7.0 Business Arising

- (a) Financial Statements March 31st, 2021

The firehall property purchase is now completed and the March 31st, 2021 Financial Statements include the land purchase price of \$625,000.00 plus HST, property taxes, deed transfer tax, and legal fees.

Commissioner Hatch did not understand why the costs were so high for the property when the purchase price was only \$625,000.00. Hatch requested a detailed accounting of the property purchase as related by the Auditor. Commissioners need to know all the detail costs when

questioned by the public. Egyedy will send the detailed information from the auditor to all commissioners as he is not qualified to explain accounting principles.

MOTION #21-091: Commissioner Grant moved; Commissioner Hatch seconded:
The approval of the Audited Financial Statements for March 31, 2021.

Unanimously Carried

8.0 Correspondence

a) Chester Heritage Society – Carol Nauss

The Chester Heritage Society requested a grant of \$5,000.00 from the village commission to make improvements around the train station, add a gazebo for the farmers market, and welcoming signage to the village. The total cost of the projects is \$131,129.00 of which \$97,596.75 is an ACOA grant, \$32,532.25 society portion, and other partnerships.

It was unclear of where the funds would be spent and who are the funding partners. Clerk Treasurer Egyedy was asked to communicate with Mrs. Nauss for a breakdown of expenses involved with the application.

MOTION #21-092: Commissioner Hiltz moved; Commissioner Grant seconded:

To **RESCIND Motion 21-043**, "The approval of \$7,000.00 assistance to the Chester Municipal Heritage Society for Canada Day events with funding from the Celebrations account #5582."

Unanimously Carried

b) Net-Pen Sites – Cooke

Commissioner Grant presented information on an open house to allow Cooke the right to expand its net-pen sites in St. Margaret's Bay. There was an open house in Blandford today which commissioner Grant attended. Grant suggested that a letter be sent to Premier Rankin in opposition to Cooke expansion of net-pen sites.

MOTION #21-093: Commissioner Grant moved; Commissioner Heisler seconded:

To approve a letter being sent to Premier Rankin objecting to the expansion of Cooke net-pen sites for salmon farming.

Unanimously Carried

c) Lido Pool – Ray Amiro

An email was received from Ray Amiro in reference to the pool being closed during swim lessons with four children, an Instructor, and two Lifeguards. The commission noted that it is policy not to allow public swimmers in the pool during swim lessons. The Clerk Treasurer will inform Mr. Amiro on the pool policy for swimmers.

d) Municipality of Chester – Public Hearing

A letter was received in reference to a Public Hearing on August 12th, 2021 at 8:45 am on draft amendments to the Chester Village Land Use By-law to permit and regulate "Drive Through Menu Board Signs". This is a new category of signage which has specific regulations and provisions including the allowance to use digital technology to illuminate these signs.

9.0 Reports

a) Clerk Treasurer

Clerk Treasurer, Egyedy reported on the July 13th, village elections which had a voter turnout of 218 voters. The next village elections will be in May 2022 for commissioners Heisler and Hiltz. The purchase of the firehall property has been completed and we purchased general liability insurance at a cost of \$328.00 annually. The insurance will protect the village if anyone enters the property and becomes injured.

The Association of Municipal Administrators annual conference will be held in Dartmouth this year from September 29th to October 1st, 2021. The Clerk Treasurer will be attending at a cost for registration. The office will be replacing the Administrative Assistant's laptop with a desktop computer due to program issues.

The EHS investment matures on July 27th, 2021 with interest of \$40.00 in one year. The current interest rate is 0.2% on a cashable investment and Egyedy recommends non-cashable for 10 months at 0.45%. Our next investment to mature is the swimming pool at \$30,494.55 on October 27th, 2021.

MOTION #21-094: Commissioner Grant moved; Commissioner Heisler seconded:
The approval of the Clerk Treasurer's report as presented.

Unanimously Carried

b) Financial Statement/Bank Transactions – June 2021

Clerk Treasurer, Egyedy report that the Income Statement now includes the approved budget for 2021/22. Commissioner Hatch questioned the transaction report where the journal entries are not in sequential order. Egyedy stated that sometimes entries are voided and do not appear in the report; however, he will investigate further and report.

MOTION #21-095: Commissioner Grant moved; Commissioner Heisler seconded:
To approve the Financial Statements and Bank Transactions for June 2021 as presented.

Unanimously Carried

c) Fire Chief

Chief Hiltz reported (16) emergency dispatches: six (6) fires, two (2) motor vehicles collisions, six (6) alarms, one (1) investigation and one (1) medical. Regular meetings and social distance virtual training continue with 40 members.

Chief Hiltz provided an in-depth analysis of the Chester Playhouse fire. Hiltz thanked "the surrounding fire departments and their members who respond when we request them."

MOTION #21-096: Commissioner Grant moved; Commissioner Heisler seconded:
To approve the Fire Chief's verbal report as presented.

Unanimously Carried

10.0 New/Other Business

a) Use of New Fire Hall property

Commissioner Grant recommended utilizing 50 feet of waterfront on the new firehall property. The land may be cleared for a public park with picnic tables and a beach for swimming. It will be sometime before we start building the firehall but the area for public use may start now. Commissioner Hiltz would not consider the idea unless the fire department was involved. Commissioner Heisler stated that the beach may be considered after the firehall is constructed.

b) Future Planning – EDM Report

Commissioner Grant requested that the EDM Planning Services report from 2019 be placed on a future agenda to review public recommendation of priorities. A Village of Chester Strategic Plan needs to be developed.

c) Formal Complaint – June 6, 2021

Commissioner Grant requested a response to her complaint on commissioner Code of Conduct violation. Chair Nauss recommended that the Human Resources Committee hold a meeting on July 29th, 2021 at 7:00 pm to discuss the complaint and review the employee pay scales.

e) Audit Committee

Chair Nauss would like to hold more Audit Committee meetings and the commission needs to appoint a second member from the public. Our audit committee policy needs to be reviewed and amended.

f) Committee of the Whole Meetings

Chair Nauss suggested that the commission start holding monthly COW meetings at the end of each month. Clerk Treasurer made reference to the Meetings and Procedures Policy, section 5.1 states: "the commission in Committee of the Whole, consisting of all the commission members may meet once a month on the first Wednesday of every month commencing at 7:00 pm as required."

Chair Nauss recommended the next COW meeting be held on August 4th, 2021 at 7:00 pm.

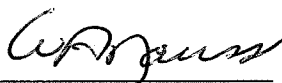
9.0 Adjournment

Next Human Resources Committee Meeting – July 29, 2021 – 7:00 pm

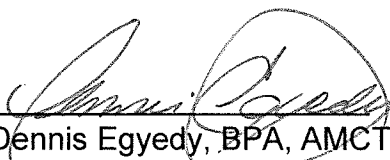
Next Committee of the Whole Meeting – August 4, 2021 – 7:00 pm

Next Regular Meeting – August 11, 2021 – 7:00 pm

Commissioner Heisler adjourned the July 21, 2021, meeting at 8:53 pm.



Bill Nauss
Commission Chair



Dennis Egyedy, BPA, AMCT
Clerk Treasurer