



**Village of Chester
Regular Monthly Meeting –July 11, 2011
Minutes**

Present:

Bill Zinck Jr., Brenda Mulrooney, Tom Mulrooney and Iris Tolliver

Regrets: Mike Heisler, Jo-Ann Grant fell ill and left the meeting

There were no members of the public present.

Additions to the agenda.

Signage at Lido Pool was added to Old Business.

Minutes from the previous meeting:

The minutes from **June 8, 2011** were circulated and reviewed. A minor wording adjustment was made. *Tom Mulrooney moved to accept the minutes*, seconded by Jo-Ann Grant. All were in favor and the motion carried.

Old Business:

Policy Manual Amendments

Brenda Mulrooney had 4 different issues she wished to have discussed. The first, that the policy of “all purchases must be issued PO#’s” should include, “*any surplus purchases will be returned to the vendor for credit to our account*”. The second addition to the Policy Manual should be “*All work carried out must be work already budgeted for and fall under the Policy Manual Guidelines. Vendor invoices submitted without a purchase order number properly issued and showing on the invoice will not be paid. All emergency purchases must be Ok’d by the Chair and two other Commissioners. (The remaining Commissioners to be informed in a timely manner)*”. She also recommended that *direct acquisitions budgeted for be lowered in value from “0 to \$1000” to “0 to \$300”*. The third addition concerned the rate paid to firefighters who perform various tasks for outside groups. The current rate of the 4 hour @ \$25 per should also apply to the Commission when enlisting the department in matter such as the yearly cleaning of the Lido Pool. There was a lengthy discussion and questions about this. It was decided to table the matter and have the Clerk Treasurer obtain quotes from private contractors. The final addition was “*That every new project decided on by the Commission at a meeting be assigned to one Commissioner who in turn would report back directly to the Chair. No other Commissioner would be entitled to speak on behalf of this project unless permitted by the assigned Commissioner. Questions concerning the project could be raised by the other Commissioners at Village meetings.*”

Brenda asked for a motion to adopt this changes and additions. Jo-Ann Grant moved to accept this suggestions, seconded by Tom Mulrooney, all were in favor and the motion carried.

Legal Council

Brenda Mulrooney advised the group that our current lawyer has been dismissed. The Clerk Treasurer will be obtaining prices for services from 4 firms who are versed in Municipal law.

LED Lights

A meeting was held on Friday, July 8 between Iris Tolliver and a representative from Efficiency Nova Scotia to discuss an incentive program that is available to help with reducing watts of electricity usage. An email was received by the Village office that confirmed the assistance of a \$20,000 incentive to help change our existing street lights over to LED. Tom Mulrooney will contact Efficiency Nova Scotia to determine when this incentive would be released and when the Village could begin the conversion.

Pool Signage

The Commission does not want children who use the pool to use the Public Washrooms unescorted. Instead they are to use the bathroom located in the lifeguard office. Brenda Mulrooney will speak to Viola Hiltz to clarify usage of the Public Washrooms.

New Business:

Summer/Winter Office hours and Staff

The office of the Village of Chester Commission will now be opened from 8:30 to 12:30 on Monday to Thursday. There will be staff in the office on Monday and Tuesday afternoon from 12:30 to 4:30. This will allow for duties that require staff to be offsite such as Post Office, Bank or Lido Pool issues. There was a decision to hire another part time staff to work 8 hours per week as budgeted for. This will allow for such things as vacations to be covered.

Insurance Policy

There was an add on to the Insurance Policy to include coverage for the Commissioners. Bill Zinck will call A E MacDonald to determine what is included in the coverage.

Business for discussion:

- **Surplus Washroom supplies** – There are three brand new windows that were not used at the Public Washroom. These windows cannot be returned and an ad will be placed on Kijiji to be sold at 75% of the original cost. Bill Zinck is in possession of these windows and will provide the Clerk Treasurer with a photo as well as the price to be posted.
- **Fire Boat**- After some discussion concerning a fixed date for placing the Fire Boat in and out of the water, the matter was tabled all the Commissioners were present at the meeting.
- **Fire Service with outside area** –Further to the meeting with the Municipality and various members of council on May 25, the Clerk Treasurer was asked to send a letter to advise of our intent to finish out the remaining 4 years of the contract with the outside area with the hopes of leaving the matter open for discussion as well as negotiating another contract at that time.
- **Banner signs in Village**- Brenda Mulrooney commented that this item fell under planning. There was some discussion concerning asking to Municipality to include a deposit to anyone seeking permission to place banners in the Village. It was decided to table this matter until all the Commissioners were present at the meeting.
- **Security Guard** - It was decided to table this matter until all the Commissioners were present at the meeting.
- **Property Taxes** - It was decided to table this matter until all the Commissioners were present at the meeting.
- **Conflict of interest concerns** - It was decided to table this matter until all the Commissioners were present at the meeting.

Correspondence

A list of correspondence received since the last monthly meeting was read.

Fire Chief's Report

Since the last commission meeting on June 8th I have logged in 136 hours in callouts, meetings, training and fire department business. We have had 9 callouts this month consisting of 3 alarms, 3 practices, 1 structure fire, 1 car fire and 1 MVA. The structure fire which was a garage that was struck by lightning and then caught fire was the most serious call. The garage was a total loss but an antique car was saved from the flames and when the fire was extinguished and Camaro pushed outside, it had only received minor paint damage. We had Chester Basin's tanker assist us on that call which lasted approximately 2 hours.

The Rescue boat launch that I reported on last month had to be delayed due to engine problems, although we managed the Lido Pool wash down without it. Temporary repairs were made so the fire department could participate in the Sartec Rescue exercise on the 28th of June. Unfortunately the repairs did not last and the boat had to withdraw from the final stages of the exercise. The boat was assessed and the decision was made to take it out of service until repairs could be made.

During our 75th anniversary open house on May 1st our Fire Boat was on display. Several businessmen saw the need for engine upgrades and shortly after a project was started. Once the word of engine failure spread, the project was fast tracked and as of today, thanks to this group, our rescue boat will be back in service by the end of this week with 2 new engines.

There will be a media briefing on this project in the near future and some of the participants wish to remain anonymous, so that is all I can report until details are finalized.

Last Thursday night I received a call from one of our firefighters that there was no running water at the hall. The next morning I investigated and found the well had been pumped dry due to a faulty toilet valve. I made the necessary repairs. I wonder if the lock I had to cut off the chain securing the well cover was necessary and if it needs to be replaced. I am not sure why the lock is there and don't think it is a requirement for a public building.

Thank you,

Duke Chafe.

Chester Fire Chief

The Clerk Treasurer was asked to contact Bell and Grant to see if it is necessary to have the well locked.

Truck Report

Blake Corkum advised that a high engine idle has been added to one of the trucks.

Fire Advisory Report

Bill Zinck gave a brief report.

Financial Report:

A financial report was presented by the Clerk Treasurer. *Bill Zinck moved to accept the financial report as presented, seconded by Tom Mulrooney. All were in favor and the motion carried.*

Questions

The meeting was adjourned at 8:35 .

Brenda Mulrooney_____

Iris Tolliver_____

Chair

Clerk/Treasurer