



**Minutes  
Village of Chester  
Regular Monthly Meeting  
November 13, 2013**

Present: Brenda Mulrooney, Chair; Iris Tolliver, Clerk Treasurer; Bill Zinck, Vice-Chair; Wynand Baerken, Commissioner; Mike Heisler, Commissioner; Bill Nauss, Commissioner; Piotr Luczak, Commission Solicitor; Duke Chafe, Fire Chief; Dave Richardson, Deputy Fire Chief; Everette Hiltz, Assistant Deputy Fire Chief.

**1.0 Call to Order**

Chair Mulrooney called the monthly meeting to order at 7:00 pm. Chair Mulrooney welcomed everyone to the meeting and made introductions, including Chris McNeill, Municipal Advisor for SNSMR. Chair Mulrooney stated that if anyone wanted to speak or ask questions pertaining to the agenda, they can do so at the end of the meeting. As states in the MGA, 'the Commission must hold their meeting in front of the public, but are not to engage the public at the meeting until the agenda is carried out'.

**2.0 Minutes from October 9, 2013**

**MOTION: Bill Zinck moved, Wynand Baerken seconded, the acceptance of the October 9, 2013 minutes. Carried.**

**3.0 Old Business**

**a) Fire Siren Update**

Commissioner Bill Nauss presented the Emergency Response System Engineer report. The report was reviewed.

Discussion was held.

**MOTION: Bill Nauss moved, Michael Heisler seconded, to set aside \$40,000 from surplus from last year's budget for the budget cost for the new Emergency Response System. Carried.**

**b) Garbage Collection**

Iris Tolliver reviewed the letters sent to and from the Municipality of the District of Chester and Piotr Luczak, Village Solicitor. Iris Tolliver also reviewed the Request for Proposals received for Garbage Collection.

Discussion was held on this issue with agreement of all to meet with the Municipality of the District of Chester after first consulting with the Village's solicitor and come to a resolution of this issue.

**c) Wreaths**

Iris Tolliver reported that four quotes were received and that the wreaths will be made by Bernice Levy and will be made on 20" rings. The wreaths will need to be installed and removed.

### **3.0 Old Business (continued)**

#### **d) New Fire Truck update. Policy on a future truck purchases**

Iris Tolliver reported there has been lots of correspondence back and forth.

The current plan is that the chassis will be built by January, 2014, and the truck is expected to be completed by April, 2014.

Iris Tolliver would like to forward emails to the Fire Chief and Truck Committee; the Commission agreed.

Iris Tolliver stated that a policy should be created for purchasing a new truck in the future.

#### **e) CVFD Water Rescue Craft**

Wynand Baerken stated that the Fire Department would like to leave this item open for discussion in the New Year.

### **4.0 Reports**

#### **a) Fire Chief's Report**

Chief Duke Chafe reported that since the last Commission meeting on October 9, 2013, there have been 13 callouts consisting of 5 alarms, 3 practices, 1 motor vehicle accident, 1 brush Fire, 1 tire fire, 1 clothing bin fire, and 1 medical assist.

Chief Chafe stated that Assistant Deputy Chief Everett Hiltz requested the use of unit #542 which will be used for the fire school on Nov 28<sup>th</sup> and 29<sup>th</sup>. While being used for the fire school Assistant Deputy Chief Everett Hiltz and another operator from Chester Fire Department will have care and control of the unit. All Commissioners agreed to this request.

The Fire Department recognizes that the lower building, which houses the antique truck and top floor is used for storage, needs to be fixed. Chief Chafe asked the Commission if they would fix the structure. A brief discussion was held. The action plan would be to find out what needs to be done by having an independent audit carried out.

#### **b) Fire Advisory**

Bill Zinck reported that the FAC was told that the Village of Chester did not vote on the membership application process, as the Village is beginning work on the ISO program.

#### **c) Clerk Treasurer Report**

Iris Tolliver reported that the Village of Chester is arranging to canvas the Village door-to-door to determine the demographics of the population. The non-identifying information will include gender, age, disabilities, mobility, home ownership, employment status. Before the program can begin, legal clarifications need to be sought.

The Department of Environment has determined that the Chester Fire Hall should be de-registered as a public drinking water location.

The owners of the building rented by the Commission, have approached the Clerk to offer the whole office area, including the office that fronts onto Pleasant Street. They would do renovations to accommodate the monthly meetings in the board room at no cost to the Village. The rent would increase by \$250 per month effective April 1, 2014, and would require an extension of three years to the lease.

Discussion was held.

**MOTION: Wynand Baerken moved, Brenda Mulrooney seconded, to take over the added rooms and new lease as reported. The motion was defeated, 3 to 2 in favor of not adding the additional space.**

**4.0 Reports (continued)**

**e) Financial Report**

Iris Tolliver distributed and reviewed the financial statements.

There were no questions on the reports.

**MOTION: Bill Zinck moved, Bill Nauss seconded, the acceptance of the Financial Statements. Carried.**

**5.0 New Business**

There was no New Business

**6.0 Correspondence**

- a) An email was received from Chester Municipal Chamber of Commerce regarding a directory update
- b) Minutes of the AMANS September 18, 2013 were received
- c) A letter was received from Ray Cambria was received, expressing his opposition for Village only solid waste pick-up.
- d) AMA agenda for November 20, 2012 meeting was received
- e) An email was received from Mat Whitman re protection of Shatford sidewalk and provincial classification as "pedestrian"

Chair Mulrooney stated business from the Agenda had concluded at 8:20 pm.

**Questions from electors pertaining to the agenda:**

There being no questions from the agenda, Chair Mulrooney moved the meeting adjourned at 8:21 pm.

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Brenda Mulrooney  
Commission Chair

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Maxine Veinot  
Administrative Assistant