



**Village of Chester Commission
Regular Monthly Meeting
March 9, 2016**

Present: Ray Cambria, Commissioner; Dave Foley, Commissioner; Michael Heisler, Vice-Chair; Bill Zinck Jr, Chair; Bill Nauss, Commissioner; Dave Richardson, Fire Chief; Everett Hiltz, Deputy Fire Chief

Regrets: Iris Tolliver, Clerk Treasurer

There was one person in the Public Gallery.

1.0 Call to Order

Chair Zinck called the meeting to order at 7:04 pm.

2.0 Approval of Minutes

- a) **MOTION: Ray Cambria moved, Dave Foley seconded, the approval of the February 10, 2016 minutes be approved as presented. Carried.**
- b) Chair Zinck stated there was no In-Camera meetings.
- c) Chair Zinck stated there were Committee of the Whole (COW) meetings February 3/16 and March 2/16.

Motion

3.0 Approval of Agenda

MOTION: Bill Nauss moved, Ray Cambria seconded, the approval of the agenda for March 10, 2016. Carried.

Motion

4.0 Business Arising from Previous Minutes

a) Motion to approve Fire Contract

Chair Zinck wish to have it noted that he voiced his Conflict of Interest from the start and was no part of those meetings.

MOTION: Dave Foley moved, Michael Heisler seconded, that the Village of Chester go forward with the contract for fire services between the Municipality of the District of Chester and the Village of Chester and adopt that as a document governing our fire services agreement for the term of the contract. Chair Zinck asked for a show of hands in favor of the motion – all Commissioners present were in favor of contract. Motion Carried.

Motion

5.0 Reports

a) Fire Chief's Report

Chief Richardson reported the following:

The dept. has been busy since the last meeting with 10 call outs consisting of- 3 medicals; 3 MVC; 1 grass fire; 1 lift assist; 1 alarm and 1 chimney fire. I am happy to hear that the fire contract has been agreed upon by both sides & now we can get back to normal. The tanker is due to be replaced this year, so there needs to be a comm. established to over see the build of the truck. We have

5.0 **Reports** (continued)

a) **Fire Chief's Report** (continued)

put together our budget for this year & will be handed in tonight for the commission to have a look at. Now that the contract is signed, it is time to take a good hard look at the state of the fire station. It is an embarrassment to hold training & functions at our station because of the condition that it is in. It was said to me one day by a resident of the village that we have millions of dollars of equipment in a 50 cent hall. Enough said about the hall. Our annual banquet is on April 23rd at the Chester legion hoping to see as many of the commission as possible. The election of the fire chief will be on Monday March 14th & the rest of the officers will be elected in April at our annual meeting. We are in the final stages of completing our budget for this year. The siren issue is being looked at by Nova Comm. tomorrow at 8:30 am. We will be looking for some direction on when the fire boat should be put in the water & when to take it out. The boat will be needing some TLC before it goes in & training will soon be starting up with a lot of courses offered.

Michael Heisler asked what was needed on the fireboat. Chief Richardson stated some TLC is needed, i.e. buffing it will happen, some minor issues will be needed.

Discussion was held on the entry and withdrawal of the boat, and a cage should be looked into for the boat. It was asked of Chief Richardson would look into price to have a cage built by contacting Scott Carrol, the same company where the boat is taken for service. Chief Richardson said he would contact Scott for this quote.

Chief Richardson

b) **Committee of the Whole (COW) Report** (Feb 3 & Mar 2/16)

Ray Cambria reported the following:

Feb 3 6/16 COW meeting

- ◆ Discussion on false alarms was discussed at length and who is responsible to provide various information and how it gets fed back to the various stakeholders of the alarms. It is *possible* that the lack of sufficient information is causing the poor or lack of communication on the false alarms. There was direction given to the Clerk to get more information, particularly on fire calls and report back to the COW.
- ◆ Discussion was held on the Purchasing policy with no direction given.
- ◆ Discussed some Administrative functions, particularly gifts and honorariums to employees, holidays, and tabled for future discussion at next COW.

Clerk Treasurer

COW agenda

March 2/16 COW meeting

- ◆ Discussion on the meeting regarding the winter road maintenance at MODC office. In attendance were Commissioners Cambria, Zinck, and Heisler, MLA Peterson-Rafuse, Steve MacIsaac, DOT Bridgewater, the Warden and CAO of MODC, and Brad Armstrong. DOTIR presented their version of some of the issues they are having in Chester and DOT is proposing to start salting some streets in Chester. Another meeting will be scheduled with MODC, DOTIR, Village of Chester in approximately two months. COW decided to table action on this issue until the next meeting.

Tabled

5.0 **Reports** (continued)

b) **Committee of the Whole (COW) Report** (Feb 3 & Mar 2/16)

- <> Received a report re the inverter situation at the fire hall; the Chief reported that it will be looked at by Nova Communications tomorrow morning – March 10/16.
- ◆ The fire contract was discussed, the details are still in camera, an agreement in principal was had and then administration was to move the contract forward for signatures.
- ◆ Discussion was held on fire apparatus purchasing policy and the direction of the committee felt the joint Fire Advisory Committee could start with this issue of replacement of the tanker.
- ◆ Discussion was held on the fire alarms again, and COW is awaiting a report from the Clerk.
- ◆ HR Committee advised they need to discuss/formalize job descriptions and the recommendation of the COW was for the HR Committee be directed to review the job description of the Clerk Treasurer and any job description that may exist and to report back to the COW as to their opinion and appropriateness and any job description and any recommendations they may have of improving the description.

MOTION: Bill Nauss moved, Michael Heisler seconded, to accept the COW report as presented by Ray Cambria. Carried.

c) **Financial Reports**

There is no financial report as the Clerk Treasurer is away; there will be a double report next month. The VISA statement was distributed to Commissioners

6.0 **New Business**

No new business

7.0 **Any Other Business**

No business noted

8.0 **Correspondence**

- MODC – Thank-you for nominating Our Health Centre Association Board, however MERLIN GATES OF NEW ROSS was chosen to represent all volunteers in MODC at the Provincial Awards Ceremony in Halifax
Also MODC will host local Awards Ceremony to recognize 11 volunteers, 2 families and 1 board, that were nominated for 2016. This will be held at District #1 Community Centre, Blandford, Wednesday, April 13th at 7 pm. A representative is invited to attend and as a nominator, we invite you to read the Boards Bio during the ceremony. If you would like to do so, please notify by Tuesday, April 5/16
- 2016 Preliminary assessment figures for 2016/17 were received
 - ✓ Residential – \$330,515,700
 - Commercial - \$ 20,893,700
 - Fire Assessment for outside the Village is \$366,894,400
- Grant Thornton sent a 'Terms of Engagement' for signature.
(I will put this in Iris's file to be looked at upon her return)
- MODC memo – for Volunteer Reception -
Wed, April 13/16 (rsvp by April 5/16 so I will put in Iris's file for when she returns)
- Scotiabank T5 was received for investment income

Clerk Treasurer

HR Committee

Motion

8.0 Correspondence (continued)

- Communities in Bloom sent – Celebrate Canada’s 150th Anniversary registration form, 6(fee involved pending population)
- Letter from MODC, Tammy Wilson, CAO, re Fire Contract
- Email received March 9/16 from George Evans – re Playhouse Family Fun Day – requesting a contribution of funds to this event. (Chair Zinck said this would have to be looked at during budget talks.)
- Letter from MODC, William DeGrace, Senior Planner, re Public Hearing regarding changes to Municipal Planning Strategy & Land Use By-law and also to Chester Village Area Secondary Planning Strategy & Land Use By-law that is scheduled for Thursday, March 24/16.
- Email received from Tammy Wilson re email she received from Robert and Tru Helms re building and well at 10 King Street Chester. Discussion was held. It was directed to write a letter to MODC stating that the Village of Chester is not aware of any plans regarding the property at 10 King Street.

MOTION: Dave Foley moved, Ray Cambria seconded, the acceptance of the correspondence. Carried.

Maxine Veinot

Motion

9.0 Adjournment

Chair Zinck adjourned the meeting at 7:33 pm.

William Zinck
Commission Chair

Maxine Veinot
Administrative Assistant