



Village of Chester Commission
Regular Monthly Meeting - September 12, 2018 – 5:30 pm

Attendance: Bill Nauss, Commission Chair; Tom Mulrooney, Commissioner; Nancy Hatch, Commission Vice-Chair; Michael Heisler, Commissioner; Jo-Ann Grant, Commissioner; Ann Westhaver, Clerk Treasurer; Chief Hiltz, Chester Volunteer Fire Department; Maxine Veinot, Recording Secretary

Regrets: Nil

Absent: Nil

Public Gallery: There were ten members of the public in attendance

1.0 Call to Order

Chair Nauss called the September 12, 2018 Regular Monthly meeting of the Village of Chester Commission to order at 5:30 pm. Chair Nauss thanked the residents in the gallery for coming to the meeting.

2.0 Public Forum

There were no signatures for speaking at the Public Forum, however, Chair Nauss asked if anyone wished to speak? Carol Nauss stated she wished to speak but didn't know she had to sign. Clerk Treasurer Westhaver stated it was needed for record. Chair Nauss stated this process will be reviewed in the next weeks/months.

Carol Nauss, 80 Main Street:

- ◆ Carol informed all that the Heritage Society and the Municipality finished the project of identifying heritage homes that were 100 years old or older, that were in the Municipality. Burgundy and white civic signs were installed to identify the houses and a map was created to identify, and a small description was created. The area covered is from Simms Settlement to Martin's River and out to New Ross.
- ◆ Carol Nauss wanted to also bring to the Commission's attention that a shop was opened at the Train Station, a Craft Co-op, where the vendors get 85% of their sales and the Heritage Society gets 15%. Free advertising is carried out for crafters from the Village. Although we are not a Visitor Information Centre, we answered a lot of questions from tourists. Carol suggested the Village may want to look at this issue.
 - Commissioner Hatch asked Carol if she had a concept in mind to handle the tourism? Carol said you would probably want a permanent location. Certainly, having kiosks to other areas may work, but doesn't answer the questions for the people who are here. If you arrive in Chester and want to know where to stay or where to eat, there is nothing other than your phone.

2.0 Public Forum (continued)

◆ Brenda Mulrooney, Brunswick Street:

To add to Carol's remarks or dovetail on it, when at the Lido while Paul is doing something, a lot of people would stop and ask all kinds of questions and looking for information. Brenda suggested that when you first walk in to the public washrooms, there is a blank wall before you get to the lady's or men's washrooms and was wondering if a information/brochure board could be installed and have information for the public to take. The other thought for that piece of property, is to make a walkway down over the grassy hill, as when the grass is wet it is very slippery.

3.0 Review and Approval of Minutes

Clerk Treasurer Westhaver stated that Commissioner Hatch brought to her attention today that June 13, 2018 minutes were not included in the package. When investigating it was discovered that they were not finished.

a) **September 4, 2018 Committee of the Whole minutes**

Commissioner Hatch felt the minutes should reflect that the comment "none of these above trucks will fit in Chester Fire Hall without major renovations and this truck will not get around the Village, especially in the summer" should be noted that this is Mr. Redden's opinion only. Also Commissioner Heisler passed on his regrets for that meeting.

MOTION: Commissioner Mulrooney moved, Commissioner Grant seconded, the approval of the September 4, 2018 minutes with the changes noted. Unanimously passed.

b) **June 25 and July 18, 2018 Special Meetings minutes**

MOTION: Commissioner Mulrooney moved, Commissioner Heisler seconded, the approval of the July 18, 2018 and June 25, 2018 Special Meeting minutes. Unanimously passed.

4.0 Review and approval of Agenda

Commissioner Grant stated there were a couple items that had been requested to be added as the Committees were going to be looked at, not just the Policy committee but HR and any other committees which Commission would like to have it added to the agenda.

Clerk Treasurer Westhaver met with Chair Nauss and discussed the agenda and stated that Fire Committee and Policy committees were the only two committees discussed at the September 4, 2018 meeting.

Clerk Treasurer Westhaver stated it wasn't discussed that we would be looking at committees in general. If committees in general is to be discussed it would have to go to the next meeting as an agenda item.

Commissioner Grant formally requested that the item be placed on the agenda for this meeting. Chair Nauss asked if there was any reason why this agenda item shouldn't be added to this agenda. Commissioner Mulrooney said it should come up at a COW meeting and be discussed.

Chair Nauss said instead of just discussing a committee for policies and by-laws and the fire committee, we wanted to put the generalization on all committees as there are people who may want to change HR, or if any other committee as they will be just ad-hoc, as required, and wanted to put it out if any Commissioners think that we should have any other committees going.

Commissioner Mulrooney said he hasn't seen or heard of any committees wanted. Commissioner Mulrooney said he would like to see a list, as he hasn't seen such a list.

Chair Nauss said the list would come out of your head; there is HR, Fire, and Policies.

Clerk Treasurer Westhaver stated that the question is “are we having a discussion on those at this regular meeting, which, a regular meeting is not supposed to be for discussion.

Commissioner Grant stated that she came on the Commission in June and hasn’t had the opportunity to be part of any committees and would like to have the opportunity.

Chair Nauss stated he was asking all the Commissioners their thoughts.

Commissioner Hatch stated she doesn’t have a problem having another discussion of HR committee as she feels it won’t be a large discussion.

Commissioner Heisler stated he was okay with having more committees, but he is more concerned with how they are going to proceed, which should be discussed.

Chair Nauss stated having terms of reference would be needed. Chair Nauss said he wanted to have a low-level discussion, get some committees going as we have work to do and go from there and terms of reference can be done from the committee and brought back at a later date.

Commissioner Heisler said his biggest concern was ‘how we proceed’ with each committee.

Chair Nauss said his concern is we have work to do and have to get doing it.

Chair Nauss asked Commissioner Mulrooney if he has any problem with discussing more than the three committees that are on the agenda?

Commissioner Mulrooney said you would be breaking away from discussions happening at a COW meetings and then that carries into the monthly meeting and we should stick with the procedure.

Commissioner Hatch said we are doing away with the COW meetings, or we are planning to do so.

Commissioner Mulrooney stated that hasn’t been voted on yet.

Chair Nauss asked if there was any problem tabling this till next time?

Commissioner Grant stated that if it is not discussed until October, then that is June, July, August, September, October, before any action will be taken to allow her to participate in any committees.

Clerk Treasurer Westhaver stated that the only committee formed is the HR committee. The Fire and Policy committee is on the agenda to possibly be formed tonight.

Commissioner Hatch asked what is the problem, if we are going to approve tonight a fire committee, or not – yes or no; if we are going to have a committee to review current policies and create new policies – yes or no; then what is the problem adding an additional person to the HR committee?

Chair Nauss stated the stumbling point is, as Commissioner Mulrooney says, past tradition is that we talk at the COW, then that all comes through this meeting and gets officially handled. Chair Nauss said the question is “do you people mind if we add the idea on here of talking about the HR committee? The majority agreed to put the HR committee on for discussion.

Chair Nauss asked for a motion on review and approval of the agenda as amended.

Commissioner Hatch wanted to comment on the Health Insurance, which is not on the agenda, but she was requesting it be added.

Commissioner Mulrooney said that should be brought to a COW meeting first for discussion.

Commissioner Grant stated that at last week’s meeting it was raised to eliminate the COW meeting.

Commissioner Mulrooney said no vote has been made on that issue yet.

Clerk Treasurer Westhaver stated that the COW meeting will not be eliminated, just joined together in to one meeting; doing everything in one meeting as opposed to two meetings.

Commissioner Hatch withdrew her request to add the insurance to the agenda.

MOTION: Commissioner Mulrooney moved, Commissioner Heisler seconded, the approval of the amended agenda with the HR discussion. Unanimously passed.

5.0 Presentation – Trevor Hume & Matt Neville – EDM Consulting

Matt Neville presented a review of where they are with the survey to date.

A significant number of responses were received, and the timeline just closed Monday, September 10, 2018. The intent of the survey was to help the Commission better understand the public's view on current services and opinions on services, improvements, or other potential services. There has been background review, stakeholder interviews, and the surveys. The information collected will be put into a summary report to give the Commission some guidance and setting priorities in budget planning and as well as guidance in long term strategic planning. The intent is to have more focused engagement on key issues that emerge out of the feedback received from the surveys. There was quite a high return rate of surveys based on the numbers – 241 surveys were received back.

Commissioner Grant asked if any surveys were received from the outside area? Matt Neville said more than 80% of the responses were from Village residents.

The next step is to review and put together with the Stakeholder issues or concerns.

6.0 Business Arising from Previous Minutes

a) Audit # 551

Clerk Treasurer Westhaver stated the cost of the audit was \$455.00 plus tax.

7.0 Correspondence

a) There was no correspondence received.

8.0 Reports

a) **Clerk's Report** (inserted) (revised as requested by Commission)

The summer has been busy. The Lido pool is now closed for the season. On the 30th Maxine and I got together with the lifeguards to thank them for their service this year. We enjoyed a time of pizza and conversation on how they feel the summer went. They have compiled a written report which is included in the agenda package as well as copies of the statistics are available for anyone who would like to view them. Going forward we will need to look at the utilization of the pool as well I will be putting forward recommendations for next year's repairs and renovations during budget season.

Our crosswalk guards are back at it for another school season. It is getting more and more difficult to find people willing to take on these positions. We are very fortunate to have the dedicated individuals we have.

Terry did a fabulous job taking care of the garbage this summer in and around the lido park. He will continue until after the Thanksgiving long weekend.

Our washroom team Carol and Joan continue to do a wonderful job keeping our public washrooms clean.

The hanging baskets were well received in the Village this summer. They will be removed at the end of this week. Some of the baskets did better than others which showed in their growth. Some comments received – would have liked to see more varied colour than just purple, would like to see more baskets on the #3. This is something we can look at for budget time next year.

This summer we joined the Joint services Board. This organization will be taking care of all our technology needs. They have been doing a fabulous job and come with a wealth of information on IT as well as FOIPOP.

I have also been working with the NSFMM in a new medical plan for staff and commissioners. Our existing plan came due on September 1st. By going under the NSFMM plan not only do we save money we are getting 5x the benefits. Our new plan takes effect October 1st. We and them will continue to monitor to ensure we are getting the best services possible.

8.0 Reports

a) **Clerk's Report** (inserted)

Last week I attended leadership training with AMANS. The title leading into the Grey. We learned in order to be good leaders it takes vision, commitment to the people, commitment to listen and engage and commit to the truth. There was lots of valuable information learned and shared. I have compiled a summary and have provided a copy of this summary with your agenda package.

Over the next couple of months, I will be attending the annual general meeting of the Nova Scotia Villages Association in St. Peters and the AMANS Fall Conference in Baddeck in October.

Thank you

Respectfully submitted

Ann Westhaver

Clerk/Treasurer

Commissioner Hatch inquired of the cost of the new health insurance and she said it will cost her more, tripled, compared to what she was paying. Clerk Treasurer Westhaver stated that the new plan will cover more and will be less than the proposed increase we were going to have, had we stayed with that provider. With the new provider, under NSFM, the plan will cover much more and a lesser premium than what was quoted with the old provider. Commissioner Grant inquired of an issue in the Clerk Treasurer's report and the Clerk Treasurer agreed to remove the item from her report.

b) **Financial Report**

The May, June, July and August financials were distributed to Commissioners.

Commissioner Hatch inquired on the 'wages' paid amount. Clerk Treasurer Westhaver stated that when the new Sage system for 2018 was updated the Lifeguards wages automatically went into the wrong general ledger account. The wages will be moved and corrected.

Commissioner Hatch stated she finds it more difficult to do her due diligence with regard to the budget and she would prefer the previous Clerk Treasurer's format where Capital was not included in operations and departmental divisions were more distinct. Commissioner Hatch would prefer Clerk Treasurer Westhaver go back to the old format.

Commissioner Mulrooney said either one was okay with him.

Commissioner Grant said she would like a consistent format.

Commissioner Heisler said he is more concerned over the time it takes to do either format.

Clerk Treasurer Westhaver will look at what the previous Clerk Treasurer provided.

Commissioner Hatch stated an even greater improvement would be when you have the budget lines, the actual lines, and insert what was spent that month, and then balance remaining. Commissioner Hatch stated if Commissioners agree, she would like to see all line items included, specifically #5110 be included under operations.

Chair Nauss asked for a consensus to do this. Clerk Treasurer Westhaver said she is going to look to see if the system will allow that to be done in a report.

Commissioner Grant asked about wages, under fire department, is a 60/40 split between fire department and administration. With the fire department wages account, \$60,000 and administrative wages account, is \$35,000 for a total is \$95,000.00. Clerk Treasurer stated that the error is the Lifeguard wages being in the wrong general ledger will be

8.0 Reports (continued)

b) **Financial Report** (inserted)

corrected. Clerk Treasurer stated that the Lifeguard wages are in the wrong spot and will be moved into the correct account.

c) **Fire Chief's Report** (inserted)

CVFD Fire Chief Report - September 12, 2018

Good evening Commissioners

At the last Village of Chester Commission Regular Meeting I noted that the fire on Victoria Street was the largest structure fire the village had seen in some time and it was quickly followed up with a massive fire event at the Kaizer Meadow solid waste facility on July 10, 2018. This operation involved 13 fire department, 21 apparatus, thousands of feet of high volume hose, hordes of volunteer fire fighters, and various other government agencies to conclude. It lasted near 16 hours with over 1.5 million gallons of water flowed. The list of departments and apparatus is below.

Chester - Pumper, Pumper tanker, rescue, utility

Chester Basin - Pumper, rescue

New Ross - Pumper

Hantsport - Rescue, utility

Hantsport 2 - rescue

Brooklyn - Aerial, utility

Windsor - pumper, utility

Lunenburg - Aerial, pumper, mini pumper

New Minus - utility

Wolfville - utility

Kentville utility

Western Shore-utility

Oakhill - utility to deliver foam

Nova Scotia Public Safety & Field Communications - 4 vehicles - set up tower repeater for communication dead zone in center

Equipment & Operations.

Since my last report CVFD has responded to 33 emergency dispatches.

- *3 Nuisance/ Investigation*
- *12 Motor Vehicle Collisions*
- *4 Alarms*
- *3 Structure Fires*
- *2 Wildfires*
- *1 Landfill Fire*
- *5 Medicals*
- *1 Water Rescue*
- *1 Boat Fire*
- *1 Mutual Aid Standby*

531, 541, & 551 have completed annual pump testing completed by Troy Emmett from Pumped and Wired.

Both of the boats operated by CVFD have officially been identified per the municipal fire apparatus numbering system, the system did not previously accommodate boats. The Boston Whaler will be identified as 571 and the AB inflatable will be identified as 572. They will both need

8.0 **Reports** (continued)

d) **Fire Chief's Report** (inserted)

to be visually numbered to reflect this update.

CVFD is working with the municipality and the residents of Shaw's island as they begin the first steps to become a fire smart community and most recently reviewing a new development on Target Hill Road.

Practices & Training

Training is ongoing as always,

June regular monthly practice, firefighter reviewed operating procedures for unit 572 and completed drills in firefighter rescue and extrication at the station.

July 1st members of the boat committee underwent water operation on unit 572.

July regular monthly practice, firefighters refreshed Hazardous Materials procedures including donning class A suits and stopping a leak in a simulated hazardous atmosphere.

August regular monthly practice, firefighters completed a pre-planning event and tour of Louisiana Pacific, this included the annual refresher in dealing with incidents involving Liquefied Petroleum Gas.

4 of our probation members completed their required firefighter training with the Nova Scotia Firefighters School. Savannah Rhyno was inducted as a full regular member of CVFD, the other 3 await the results of their final exam.

Sincerely,

Everett Hiltz

Fire Chief, Chester Volunteer Fire Department

MOTION: Commissioner Hatch moved, Commissioner Grant seconded, the acceptance of the Clerk Treasurer's report as amended, Financial report, and the Fire Chief's report. Unanimously passed.

9.0 **Other Business**

a) **Fire Committee**

Chair Nauss stated that he thinks personally we need to re-start or get back with the Fire Department on replacement of truck. Chair Nauss asked for volunteers to go on the committee with him.

Clerk Treasurer Westhaver reminded the Chair that first should ask the Commissioners if they are in favour of having a Committee.

Commissioner Grant, Heisler, Hatch and Chair Nauss are in favour; Commission Mulrooney is not in favour.

Chair Nauss asked for volunteers for the Fire Truck Committee- Commissioner Hatch and Chair Nauss volunteered.

The Fire Committee is Commissioner Hatch and Chair Nauss.

Chair Nauss stated that we need to review all our current policies, and by-laws, our Commissioner's Handbook, for not only us but for all new Commissioners coming in, as it is intended to use as an orientation tool, if anyone from the public questions an issue then the handbook will inform them of what we do, what we are allowed to do, and what we are expected to do.

9.0 Other Business (continued)

b) **Motion to create a committee to view current policies and create new policies and bylaws** (continued)

Chair Nauss stated he needed a committee to overhaul the existing Commissioners Handbook including policies, bylaws.

Clerk Treasurer Westhaver stated the first move is to see if the Commissioners are in favour of the Committee being formed.

Chair Nauss asked if Commissioners were in favour of the committee being formed?

Commissioners Grant, Heisler, Hatch, Mulrooney and Chair Nauss was in agreement.

Chair Nauss asked for volunteers to be in the committee.

Commissioners Grant, Hatch, Mulrooney and Chair Nauss volunteered and the Clerk Treasurer will be on the committee.

HR Committee

Chair Nauss stated the current members of the HR committee is Commissioner Mulrooney and Chair Nauss. Chair Nauss stated we should add a third member on the committee.

Commissioner Heisler and Commissioner Grant stated they want to join the HR committee.

c) **Motion to change current meeting times and combine our COW meeting and our Regular meeting to one meeting per month.**

Chair Nauss stated that at present, start time is 5:30 pm and our COW meeting, if Regular meetings are done efficiently and we get data in time, it is possible, the way it used to be done, we can do everything in one evening.

Chair Nauss proposed that we change the meeting time to 7:00 pm.

Clerk Treasurer Westhaver reminded the Chair that a motion to first change the times and then go around to get each Commissioners response.

Chair Nauss asked for a motion of time change for the meeting.

MOTION: Commissioner Grant moved, Commissioner Mulrooney seconded, to look at and possibly change the regular meeting time.

Commissioner Grant stated 7:00 pm

Commissioner Heisler stated his concern is for staffing, as it makes for a late night therefore he would like to keep it at 5:30 pm.

Commissioner Mulrooney stated 6:00 pm.

Commissioner Hatch stated she felt the motion tonight should be to revisit the current meetings and procedures policy to make the appropriate changes and to bring the draft document to the commission for approval at a later date. Commissioner Hatch felt the commission can't make a motion tonight because the policy itself needs to be addressed, reviewed and brought to the table for approval.

Clerk Treasurer Westhaver stated the motion can be to change the time and then the policy will be updated accordingly.

Chair Nauss stated that Commissioner Hatch is saying that this will be addressed when the policies are reviewed and make the time change then.

Commissioner Mulrooney asked Commissioner Hatch if she was saying 'leave it as is until we address it'?

9.0 Other Business (continued)

c) **Motion to change current meeting times and combine our COW meeting and our Regular meeting to one meeting per month.**

Commissioner Hatch read “the VOC Commission has adopted this policy by resolution on December 13, 2017 and the policy shall remain in force from that day forward and until such time, as a revision is made by resolution.

Clerk Treasurer Westhaver stated that the motion is to change the policy.

Commissioner Hatch stated “to review the policy” not to change the time and condense the monthly meetings to just one regular meeting.

Commissioner Hatch felt the policy needs to be reviewed and changed first and then change the time.

Clerk Treasurer Westhaver stated that the time change can be motioned and then the policy changed according to the motion.

Commissioner Grant asked if the motion would be to change the time in policy 4.1, from 5:30 to 7:00?

Commissioner Hatch feels the policy has to be rewritten as there are other items in the policy that describe how the COW is to proceed, for instance, as it was incorporated in this policy, so now the COW section has to be removed, the time has to be changed.

Clerk Treasurer Westhaver stated you still have to get a feel from the Commissioners what they would like before changes can be made.

Commissioner Hatch stated we can't make a motion to change meeting times and combine COW and Regular meetings tonight, we can have a discussion, but not a motion to change it.

Clerk Treasurer Westhaver stated you can change you policy whenever and then you change the policy around the motion. Commissioner Grant agreed.

Commissioner Hatch stated it must be by resolution; Commissioner Grant stated a motion is a resolution.

Commissioners Grant and Heisler rescinded the motion.

MOTION: Commissioner Grant moved, Commissioner Mulrooney seconded, that the Village of Chester administration policy covering meetings and procedures, section 4.1 be amended to read ‘the Commissioners shall meet at a regular monthly meeting being on the second Wednesday of each month commencing at 7:00 pm.

Commissioner Heisler would like to see it stay the same.

Commissioner Hatch stated the constituents she spoke with voiced a preference for 7:00 pm. When she approached them again, they were willing to compromise for the second choice to be 6:30 pm.

Commissioner Mulrooney said a 6:00 pm start time for the meeting.

Chair Nauss feels that it is difficult to get here for 5:30 pm, he would rather see it at 7:00 pm.

Commissioner Grant stated that people are often coming from Halifax or Bridgewater and if you finish your work day at 5:00 pm it is still difficult to get here for 5:30 pm. Commissioner Grant stated you cannot have a meeting unless you have a quorum and she feels it is important that the Village Commissioners are able to make the meetings and also that people who are interested to attend the meetings are able to do so, even if they have other commitments outside the Village.

9.0 Other Business (continued)

c) **Motion to change current meeting times and combine our COW meeting and our Regular meeting to one meeting per month.**

Commissioner Heisler stated it is a valid point, but other municipal meetings are at different times, not evening meetings.

Commissioner Mulrooney stated he was part of the Committee that argued against the Municipality meeting in the morning, meetings were switched to evening meetings, and no one showed from the public.

Commissioner Grant felt you have to make it accessible, and it doesn't matter if no one shows, at least it is accessible.

Commissioner Mulrooney stated he feels it is 'topic driven', as many people came for the presentation on the public consultation, and then left when the presentation was over.

In looking around the community, Commissioner Mulrooney stated most residents are retired and able to make day time meetings. Commissioner Mulrooney stated he was not suggesting going to daytime meetings, just that he feels attendance is topic driven.

Commissioner Grant stated in her motion she proposed 7:00 pm meetings, would anybody be more comfortable with 6:30 pm?

Chair Nauss stated some days it would work but when is working it would be impossible.

Chair Nauss stated most cases he is home by 7:00 pm but usually asks to not be scheduled for certain days, i.e. meeting days.

Commissioner Grant feels it is unreasonable that a Commissioner would be required to lose wages in order to attend a meeting. As it is, a very small honorarium is received by Commissioners, and if also losing wages in order to be on the Commission, then Commissioner Grant feels this is unreasonable.

Commissioner Hatch said Chair Nauss wants 7 pm, Commissioner Grant wants 7 pm and then she will go with 7 pm, which is what the people she spoke with wanted.

Commissioner Grant suggested asking the gallery.

Commissioner Mulrooney said it is the Commission's decision.

Commissioner Heisler said years ago meetings used to be at 7 pm, so he is willing to change from 5:30 pm up to an including 7 pm and go with the majority.

Chair Nauss asked for an official vote of all those in favour of changing to 7:00 pm – Commissioner Grant, Hatch, Heisler and Chair Nauss were in favour. Commissioner Mulrooney voted against the change to 7:00 pm. Motion passed.

Chair Nauss stated the next motion is on combining the COW and Regular meetings.

Commissioner Grant stated she needed clarification as to what is meant by combining the COW and Regular meetings.

Clerk Treasurer Westhaver said you would still be discussing as you would at a COW meeting, but then you would be able to make motions after discussing the issues.

Commissioner Grant stated that there would not be two meetings, just the one meeting with discussion and decisions being made.

MOTION: Commissioner Mulrooney moved, Commissioner Grant seconded, to eliminate section 5.0 of the meeting policy and go to a monthly meeting, on the second Wednesday of the month; Commissioner Grant seconded.

Commissioner Heisler stated he was concerned that we were not following the MGA ruling on this. Clerk Treasurer Westhaver said in the MGA the Villages do not have to have COW meetings.

Commissioner Heisler stated the other issue he was concerned with is when a topic is brought up, we should have sufficient time to get information on the topic before voting is done on the topic.

Clerk Treasurer stated agenda items are brought prior to the meeting so background information is attached to the agenda when sent out, prior to the meeting.

Commissioner Heisler said he has issue with adding to the agenda at a meeting and then no time has been allowed to collect the background information.

Clerk Treasurer stated there should be no additions to the agenda at the meeting.

Chair Nauss stated it again, is all in the efficiency of the Commission, if the Commission is not efficient then there is a problem.

Clerk Treasurer stated if any issue can't be handled at the meeting, then it would go forward to the next month's meeting.

Commissioner Hatch stated she was not convinced it is advisable to eliminate the COW meeting at this stage.

Chair Nauss asked for an official vote of all those in favour to 'eliminate section 5.0 of the meeting policy and go to a monthly meeting, on the second Wednesday of the month' – unanimously passed.

Commissioner Hatch asked, where the time was changed and eliminated the COW, does the meetings and procedures policy not have to be rewritten and brought to the table for approval?

Chair Nauss said yes, to make sure it is amended correctly.

Commissioner Grant wanted to comment on Commissioner Heisler's comments earlier about agenda items. Commissioner Grant had an email today asking if their request for sponsorship of a project that is coming up. Commissioner Grant said to sign up for the public forum on the next meeting as it was too late to get on the agenda. He was on vacation, and so he wouldn't be able to attend the next meeting. Oct 10 is the next meeting, and this program is taking place October 15th so if he asks to make a presentation, and we are not permitted to make a decision, according to policy, or debate and discuss, then there is no point in them making a presentation because it would be too late to contribute.

Chair Nauss asked what it is about.

Commissioner Grant said it was the Chamber of Commerce, Business Summit and it has been organized for a couple of months.

Commissioner Mulrooney said if he put the request in writing with all pertinent information, and sent it to the Clerk Treasurer, then she will get it in time to present at the October 10, 2018 meeting and Commissioners will have a chance to think about it in time for the meeting.

10.0 Adjournment

MOTION: Commissioner Heisler moved the meeting adjourn at 7:16 pm.

Bill Nauss
Commission Chair

Maxine Veinot
Recording Secretary