

Minutes
Regular Monthly Meeting
27 Pleasant Street & Zoom Conferencing
Wednesday, December 08, 2021 – 7:00 pm

Attendance: Nancy Hatch, Commissioner Vice-Chair; Michael Dockrill, Commissioner; Michael Heisler, Commissioner; Martin Hiltz, Commissioner; Dennis Egyedy, Clerk Treasurer

Regrets: Bill Nauss, Commissioner Chair

Public Gallery: None

1.0 Call to Order

Commission Vice Chair Hatch called the December 08, 2021, Regular Monthly meeting, via Zoom video, of the Village of Chester Commission, to order at 7:02 pm.

2.0 Public Forum

Nil

3.0 Approval of Agenda/Additions to Agenda

8(b) Taxation Exemption Bylaw

MOTION #21-158: Commissioner Dockrill moved; Commissioner Hiltz seconded:

The approval of the agenda with the addition of 8(b) – Taxation Exemption Bylaw.
Unanimously Carried

4.0 Review/Approval of Minutes

a) Regular Meeting: Wednesday, November 10, 2021

Commissioner Hatch commented on 7(d) Firehall Design Committee – paragraph one, line three – ‘land elevations’ should be changed to ‘building elevation’.

MOTION #21-159: Commissioner Heisler moved; Commissioner Hiltz seconded:

The approval of the Minutes of November 10, 2021 Regular Monthly meeting with the noted change.

Unanimously Carried

5.0 Business Arising

Nil

6.0 Correspondence

a) Municipality of Chester - Senior Planner

Senior Planner Sturtevant correspondence to inform the Commission that a Public Hearing will be held on December 9th, 2021 on amendments to the Chester Village Secondary Planning Strategy and Land Use By-law.

MOTION #21-160: Commissioner Dockrill moved; Commissioner Heisler seconded:

To approve the correspondence from Municipality of Chester as information.

Unanimously Carried

b) Municipal Affairs and Housing – Minister Lohr

Minister Lohr correspondence to inform the Commission that a Code of Conduct Working Group was created to develop recommendations on the content to be included in the municipal codes of conduct regulations.

MOTION #21-161: Commissioner Dockrill moved; Commissioner Heisler seconded:

To approve the correspondence from Minister Lohr as information.

Unanimously Carried

c) Chester Garden Club – Trustees

Chester Garden Club correspondence regarding the property taxation of the Front Harbour lot requesting an exemption from Village Residential Tax.

MOTION #21-162: Commissioner Heisler moved; Commissioner Dockrill seconded:

To approve the correspondence from the Chester Garden Club as information.

Unanimously Carried

7.0 Reports

a) Clerk Treasurer

Clerk Treasurer, Egyedy reported on commission accomplishments in 2021 and challenges for 2022. A draft budget will be presented to the commission in the new year with tentative approval prior to the start of our fiscal year, April 1st, 2022.

Municipal Service Advisor, Marilyn Hay has requested a date to continue with Modules 3 and 4 on "Village of Chester Priority Planning – Assessing Public and Stakeholder Views on Current and Future Services".

MOTION #21-163: Commissioner Hiltz moved; Commissioner Dockrill seconded:

To approve a Strategic Planning session with Municipal Affairs and Housing on Wednesday, January 12, 2022 from 11:00 am to 2:00 pm.

Unanimously Carried

MOTION #21-164: Commissioner Heisler moved; Commissioner Dockrill seconded:

The approval of the Clerk Treasurer's report as presented.

Unanimously Carried

b) Financial Statement/Bank Transactions – November 2021

The monthly financial statements were reviewed by the Clerk Treasurer. Commissioner Dockrill asked about the revenue reported on a cash basis, not an accrual basis. Egyedy stated we are on a cash basis when funds are received and deposited the full amount is recorded on the date received.

Egyedy provided the commission with an updated statement of reserves and noted a correction on the fire apparatus repayment amount.

MOTION #21-165: Commissioner Hiltz moved; Commissioner Dockrill seconded:

To approve the November Financial Statements and Bank Transactions as presented.
Unanimously Carried

c) Fire Chief

Chief Hiltz was not in attendance but sent his report. Commissioner Hatch read the chief's report. Fifteen emergency dispatches: one (1) fire, seven (7) vehicle collisions, five (5) alarms, and one (1) medical, one (1) investigation.

All apparatuses have completed their annual inspections. The fire rescue boat #571 is out of the water and will soon be winterized.

MOTION #21-166: Commissioner Dockrill moved; Commissioner Hiltz seconded:

The approval of the Fire Chief's report as presented.
Unanimously Carried

d) Committee Reports

No Reports

8.0 New/Other Business

a) Request for Decision – Christmas Office Hours

MOTION #21-167: Commissioner Dockrill moved; Commissioner Heisler seconded:

To approve the office closure on Thursday, December 23rd, 2021 at 1:00pm and re-open Tuesday, January 4th, 2022 in recognition of the Christmas Holidays.

Unanimously Carried

b) Taxation Exemption Bylaw

In response to Chester Garden Club request, Clerk Treasurer, Egyedy prepared a By-law to exempt the Garden Club from paying a residential tax. According to Section 429(1) and Section 71(1) the village is allowed to make by-laws exempting taxes. Secondly, the By-law does not require Ministerial approval.

Commissioner Dockrill expressed concern that if there are other non-profit organizations paying residential taxes they maybe exempt. Secondly, if the Garden Club property is sold, the new owners may need to pay taxes.

Egyedy explained that the by-law may be amended at any time to include other groups from paying property taxes. The Municipality of Chester By-law has an extensive list of organizations exempt from taxes which may identify many village organizations. The by-law will be changed to include a tax adjustment if the property is sold.

The next Reading of the By-law will be held on January 12th, 2022.

MOTION #21-168: Commissioner Dockrill moved; Commissioner Hiltz seconded:

To approve First Reading of a "Tax Exemption for Non-profit Organization By-law #02-2021."
Unanimously Carried

9.0 Commission Roundtable

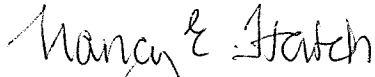
No comments

10.0 Adjournment

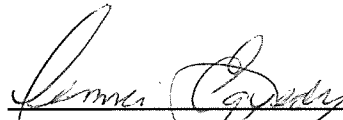
Strategic Planning Session - January 12th, 2022 – 11:00 am

Next Regular Meeting – January 12th, 2022 – 7:00 pm

Commissioner Heisler adjourned the December 8, 2021 meeting at 7:54 pm.



Nancy Hatch
Commission Vice-Chair



Dennis Egyedy, BPA, AMCT
Clerk Treasurer