

**Minutes**  
**Regular Monthly Meeting**  
**Zoom ID: 935-442-9173 Password: 301715**  
**Wednesday, January 12, 2022 – 7:00 pm**

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

**Regrets:** Bill Nauss, Commissioner Chair

**Public Gallery:**

**1.0 Call to Order**

Commission Vice-Chair Hatch called the January 12, 2022, Regular Monthly meeting, via Zoom video, of the Village of Chester Commission, to order at 7:22 pm.

**2.0 Public Forum: Brenda Mulrooney**

Commissioner Hatch read a letter from Brenda Mulrooney in reference to flower baskets and wreaths in Chandler Cove. In the mid 1990's VOCTADA initiated the first Christmas wreaths followed by flower baskets. The wreaths and baskets were strategically placed to help direct traffic from route 3 into the downtown and enhance the more scenic parts of the village.

The project was never meant to cover the residential areas of the village because it would be cost prohibitive. Mulrooney stated that she simply wanted to make it known what the intent was behind these seasonal endeavours.

**3.0 Approval of Agenda/Additions to Agenda**

Addition: 6(d) Public Hearing – Lakeside Zone

**Motion #22-01:** Commissioner Dockrill moved; Commissioner Heisler seconded:

The approval of the agenda with the addition of 6(d) Public Hearing – Lakeside Zone.

Unanimously Carried

**4.0 Review/Approval of Minutes**

a) Regular Meeting: Wednesday, December 8, 2021

**MOTION #22-002:** Commissioner Dockrill moved; Commissioner Heisler seconded:

The approval of the Minutes of December 8, 2021, Regular Monthly meeting as presented.

Unanimously Carried

## 5.0 Business Arising

Nil

## 6.0 Correspondence

### a) Chandler's Cove Village Board of Directors

The commission discussed the letter from John Olsen in relation to the information provided by Brenda Mulrooney and no definitive decision was made.

### b) Fire Services Agreement Extension

The commission expressed concern that the fire services agreement is taking too long to approve and should be completed within the next two months. It was suggested that the extension be for a further 3 months from December 31, 2021 to March 31, 2022. Secondly, a meeting between all parties shall be held in February 2022.

**MOTION #22-03:** Commissioner Dockrill moved; Commissioner Heisler seconded:  
To approve an extension of the fire services agreement for 3 months to March 31, 2022.

Unanimously Carried

### c) Canadian Association of Municipal Administrators

Clerk/Treasurer Egyedy acknowledged that all municipal administrators have been working very hard during this pandemic and the letter was a thank you from the President of CAMA.

### d) Public Hearing – Lakeside Zone

Notification was received from MOC that the Public Hearing scheduled for Thursday, January 27<sup>th</sup>, 2022 at 6:30pm has been moved to an online virtual hearing.

**MOTION #22-04:** Commissioner Dockrill moved; Commissioner Heisler seconded:  
To approve the correspondence (a),(c), and (d) as information.

Unanimously Carried

## 7.0 Reports

### a) Clerk Treasurer

Clerk Treasurer, Egyedy reported on the financial state of the village in light of the fire apparatus payments and operating expenditures to the end of March 31<sup>st</sup>, 2022. Our revenue which includes our bank balance, operating reserve transfer, and final tax quarterly payment will be sufficient to cover our budgeted expenses. The fire apparatus transfers will be completed on the advice from our Auditor's audit.

Egyedy recommends completing the transfer of \$30,000 from operating reserve as per motion: #21-120. The operating and utility reserve funds are maturing on January 17<sup>th</sup> and should be re-invested into a cashable investment. Administration has completed a draft budget for 2022/23 based on estimated expenditures to March 31, 2022. The fire services budget has actual amounts to December 31, 2021. There are no budget amounts for fire services pending feedback from Chief Hiltz.

Chief Hiltz recommended deferral of the \$30,000 operating reserve transfer pending a review of the current year fire budget with the commission. Egyedy cautioned the commission that any decision made at a meeting with the fire service would need to be approved at an open meeting of the public. It was agreed that the commission would meet with the fire service virtually on January 18<sup>th</sup>, 2022 at 7:00pm.

**MOTION #22-05:** Commissioner Dockrill moved; Commissioner Heisler seconded:  
To approve re-investment of \$182,771.17 into a one-year cashable investment fund.  
Unanimously Carried

**MOTION #22-06:** Commissioner Dockrill moved; Commissioner Heisler seconded:  
To approve re-investment of \$36,749.32 into a one-year cashable investment fund.  
Unanimously Carried

**MOTION #22-07:** Commissioner Dockrill moved; Commissioner Hiltz seconded:  
The approval of the Clerk Treasurer's report as presented.  
Unanimously Carried

b) Financial Statement/Bank Transactions – December 2021  
The monthly financial statements were reviewed by the Clerk Treasurer. Egyedy noted that the actual amounts in column one are the amounts used in budget preparations.

**MOTION #22-08:** Commissioner Heisler moved; Commissioner Dockrill seconded:  
To approve the December Financial Statements and Bank Transactions as presented.  
Unanimously Carried

c) Fire Chief  
Chief Hiltz reported fifteen emergency dispatches: three (3) fires, five (5) vehicle collision, two (2) alarms, one (1) medical, two (2) public assistance, two (2) power lines down.

CVFD has upgraded their medical response to Time Critical events due to unavailability of EHS ambulances in the area. Members are training and certifying as Medical First Response.

**MOTION #22-09:** Commissioner Dockrill moved; Commissioner Heisler seconded:  
The approval of the Fire Chief's report as presented.  
Unanimously Carried

d) Committee Reports  
No Reports

## 8.0 New/Other Business

a) Taxation Exemption Bylaw  
Clerk/Treasurer noted the addition of Section 2.2 where the Chester Garden Club ceases to occupy the property.

**MOTION #22-10:** Commissioner Dockrill moved; Commissioner Heisler seconded:  
To approve Second Reading of a "Tax Exemption for Non-profit Organization By-law #02-2021."

Unanimously Carried

**MOTION #22-11:** Commissioner Hiltz moved; Commissioner Dockrill seconded:  
To approve Third and Final Reading of a "Tax Exemption for Non-profit Organization By-law #02-2021."

Unanimously Carried

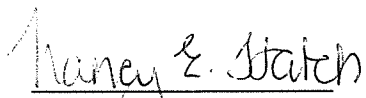
**9.0 Commission Roundtable**

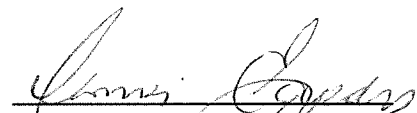
The commission agreed to have a discussion with the Fire Department and their current budget 2020/21.

**10.0 Adjournment**

Next Regular Meeting – February 9<sup>th</sup>, 2022 – 7:00 pm

Commissioner Heisler adjourned the January 12<sup>th</sup>, 2022, meeting at 8:31pm.

  
Nancy Hatch  
Commission Vice-Chair

  
Dennis Egyedy, BPA, AMCT  
Clerk Treasurer