



**Regular Monthly Meeting  
Video Conference  
Wednesday, May 13, 2020 – 7:00 pm**

**Attendance:** Bill Nauss, Commission Chair; Nancy Hatch, Commission Vice Chair; Jo-Ann Grant, Commissioner; Martin Hiltz, Commissioner; Michael Heisler, Commissioner; Dennis Egyedy, Clerk Treasurer; Maxine Veinot, Recording Secretary; Everett Hiltz, Fire Chief

**Public Gallery:** Deputy Fire Chief, Zinck; Deputy Fire Chief, Conron; Jared; and Chester

**1.0 Call to Order**

Chairman Nauss called the May 13, 2020, regular monthly meeting of the Village of Chester Commission to order at 7:00 pm.

**2.0 Public Forum**

No requests

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

Additions to Agenda

Review /Approval of Agenda:

4(c) Committee of the Whole Meeting, May 6, 2020

Correspondence:

6(b) J.A. Barkhouse Letter – Legion Catering

New Business:

8(d) Village Planning Advisory Committee

**MOTION #20-192:** Commissioner Hatch moved; Commissioner Heisler seconded:  
The approval of the agenda with the above additions.

Unanimously Carried

**4.0 Review/Approval of Minutes**

(a) Regular Monthly Meeting: Wednesday, April 15, 2020

**MOTION #20-193:** Commissioner Grant moved; Commissioner Hatch seconded:  
The approval of the Minutes of April 15, 2020 Regular Monthly meeting as presented.

Unanimously Carried

(b) Committee of the Whole Meeting: Wednesday, April 22, 2020

**MOTION #20-194:** Commissioner Hatch moved; Commissioner Heisler seconded:  
The approval of the Minutes of April 22, 2020 Committee of the Whole Meeting.

Unanimously Carried

(c) Committee of the Whole Meeting: May 6, 2020

**MOTION #20-195:** Commissioner Hiltz moved; Commissioner Heisler seconded:  
The approval of the Minutes of May 6, 2020 Committee of the Whole Meeting.

Unanimously Carried

**5.0 Business Arising**

None

**6.0 Correspondence**

a) MODC – Fire/Emergency Services Provider

Chairman Nauss asked Chief Hiltz if he was aware of the requirement for an annual update. Hiltz will take care of the request and Clerk, Egyedy will provide the audited financial statement.

b) Legion Letter – J.A. Barkhouse

Chairman Nauss referred to the letter where Barkhouse states that the Legion continues to cater for special events, but the Chester Fire Department rented the hall and informed them that they will provide their own catering. Nauss spoke with the Legion executive which had no knowledge of the letter, but they do have difficulty finding volunteers for two catered events.

**7.0 Reports**

a) Clerk Treasurer

Clerk Treasurer Egyedy reported on the firehall committee expenditures of \$11,186.81 which were approved in October 2019. A transfer of \$50,000.00 from the Building Reserve was approved to cover this project; however, a motion is required for expenditures. Egyedy recommended approval of \$15,000.00 for consulting fees, watercourse alteration applications, and water mapping.

**MOTION #20-196:** Commissioner Grant moved; Commissioner Hatch seconded:  
The approval of \$15,000.00 for consulting fees and studies related to the proposed firehall.

Unanimously Carried

Clerk Treasurer Egyedy requested a motion to offer the “Flower Basket Care Contract” to Kerry Keddy for the same amount as in 2019. Last year, Mr. Keddy was the only person to apply for the contract.

**MOTION #20-197:** Commissioner Heisler moved; Commissioner Hiltz seconded:

To approve the “Flower Basket Care Contract” to Kerry Keddy for 2020 in the amount of \$13,740.00.

Unanimously Carried

Clerk Treasurer Egyedy informed the commission that as of March 31<sup>st</sup>, 2020 the reserves stand at \$1,506,190.39 and there are five investments maturing in June and July. Last year the commission considered moving funds to the Municipal Finance Corporation for a better rate of interest than the bank.

Commissioner Hatch expressed a need to support our local financial institution and our investments should stay at the bank. Chairman Nauss requested Egyedy to discuss interest rates with the bank to determine the future rates of return and report at our next meeting.

**MOTION #20-198:** Commissioner Hatch moved; Commissioner Heisler seconded:  
The approval of the Clerk Treasurer’s report as presented.

Unanimously Carried

b) Financial Statement/Cheque Log – April 2020

The financial statements, cheque log and bank reconciliation for April 2020 were reviewed with the Commission.

**MOTION #20-199:** Commissioner Grant moved; Commissioner Heisler seconded:  
The approval of the Financial Statement and Cheque Log for April 2020 as presented.

Unanimously  
Carried

c) Fire Chief

Chief Hiltz reported on 7 dispatches - 1 MVA, 1 brush fire, 1 alarm, 2 vehicle fire and 2 illegal burns. #571 (Rescue Boat) will be returning to the water by June.

Practises and training have been suspended during the Provincial State of Emergency. However, many of the members are taking online courses offered by the Nova Scotia Firefighters School.

**MOTION #20-200:** Commissioner Hatch moved; Commissioner Heisler seconded:  
To approve the Fire Chief’s verbal report.

Unanimously Carried

**8.0 New/Other Business**

(a) Request for Decision- Budget 2020/2021

Chairman Nauss informed the commission that he spoke with the Auditor and \$120,000.00 for wages would be sufficient in the budget. Secondly, the village should have an EMS Reserve fund with a maximum amount of \$50,000.00 for future renovations to the facility.

Commissioner Hiltz requested that budget items for Tools and Equipment, such as saws and drills should be listed as capital not operating. Commissioner Hatch agreed to adding saws and equipment as a capital purchase. Secondly, Hatch would like to see the budget format identical to the 2019/20 as it was easier to understand.

Chairman Nauss agreed that the budget requires more detail to understand what is being purchased.

Clerk/ Treasurer Egyedy agreed to make the suggested revisions and mentioned that the \$10,000.00 reduction in wages may be transferred into an EMS Reserve account. The Reserve Policy will need to be amended at our next meeting to establish the new reserve.

**MOTION #20-201:** Commissioner Hiltz moved; Commissioner Hatch seconded:  
To format the 2020/2021 budget as the 2019/2020 budget was formatted, in particular 2020/21's page 7 to be reformatted as 2019/2020 page 7 and 8 were formatted.

Commissioner Hatch – Yay  
Commissioner Grant – Nay  
Commissioner Hiltz - Yay  
Commissioner Heisler – Nay  
Chair Nauss - Yay

Carried

(b) Request for Decision – Annual Public Meeting and Election Dates

Clerk Treasurer Egyedy recommended holding the APM on June 17, 2020; however, it may need to be a virtual meeting due to COVID19. Egyedy mentioned four other villages that are planning their APM and elections during the same time period. There will need to be precautionary measures instituted for the elections such as security, hall rental, plexiglass barriers, gloves and masks purchases. Advertising for the APM and Elections will start on the week of May 25<sup>th</sup>, 2020.

**MOTION #20-202:** Commissioner Hatch moved; Commissioner Hiltz seconded:  
To approve the following Annual Public Meeting and Election dates and times:

- Notice of Nominations, Wednesday, May 27<sup>th</sup> to June 10<sup>th</sup>, 2020
- Nomination Day, Wednesday, June 10<sup>th</sup>, 2020 – 9:00am to 5:00pm
- Annual Public Meeting, Wednesday, June 17<sup>th</sup>, 2020 – 7:00pm
- Advances Election Poll, Saturday, June 20<sup>th</sup>, 2020 – 11:00am to 7:00pm
- Election Day Poll, Tuesday, June 23<sup>rd</sup>, 2020 – 9:00am to 7:00pm

Unanimously Carried

(c) COVID-19 Property Tax Financing Program Policy

The policy was recommended by Municipal Affairs as a method to assist residents with their property taxes during this time of unemployment. The policy was checked by municipal lawyers which have stated that it is compliant with the MGA.

It was suggested that we review the Municipality of Chester's Policy on tax reduction; it would be easier to administer as our taxes are collected by MODC. The policy would be reviewed at our next meeting.

(d) Village Planning Advisory

Commissioner Hatch informed the commission that she attended a recent VPA meeting. Carol Nauss is the Chair and meetings will be held every two weeks to work on revamping the Village of Chester Planning Bylaw.

**9.0 Adjournment**

Next Regular Meeting – June 10, 2020 – 7:00 pm

Commissioner Heisler adjourned the May 13, 2020 meeting at 8:40 pm.

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Bill Nauss  
Commission Chair

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Dennis Egyedy, BPA, AMCT  
Clerk Treasurer