



**Village of Chester Commission
Committee of the Whole (COW) Meeting
February 19, 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

Public Gallery: There was one member of the public in attendance.

1.0 Call to Order

Chair Nauss called the February 19, 2020, COW meeting of the Village of Chester Commission to order at 7:00 pm.

2.0 Public Forum

Carol Nauss from the Chester Municipal Heritage Society reported on the success of the Canada Day garden party in 2019. The Society has an application for Federal Canada Day grant, and they count on the village contribution of \$10,000.00. Carol wanted to be certain that the village included the \$10,000.00 in the new year budget.

3.0 Agenda Approval and Additions

MOTION #20-174: Commissioner Hiltz moved; Commissioner Hatch seconded:
The approval of the agenda as presented.

Unanimously Carried

4.0 Clerk's Report

The Clerk/Treasurer Egyedy reviewed the Minutes from February 5th meeting and the agreed decisions. It was agreed to install a metal post at the Fire Memorial to control parking in the area. A quote will be forthcoming to seed or sod the banks at the firehall. A second quote will be coming on the cost of a pool lift.

The job description for a property maintenance person will exclude watering of flowers, and cleaning of the office and firehall. The fire equipment maintenance has been approved by our insurance company to complete work only on village equipment at the firehall. All website changes have been complete and the ToR for the Firehall Building Committee.

MOTION #20-175: Commissioner Grant moved; Commissioner Heisler seconded:
The approval of the Clerk/Treasurer report as presented.

Unanimously Carried

5.0 New/Other Business

a) Requests – Budget 2020/21

Commissioner Grant noted that the Budget requests total is \$96,096.72; however, \$73,280.00 is for the swimming pool. After considerable discussion, it was suggested that improvements to the pool may be funded through the Lido Pool reserve.

Clerk/Treasurer, Egyedy stated that the Jib Lot Fence staining is in the operating budget this year and may be included in the new budget as an operational cost. The Communications Tower was taken out due to construction of a new firehall. The Canada Day funding is included in the budget.

In summary, decisions to be made to operating budget as follows:

• Promotional Baseball Caps	\$2,000.00
• Promotional World Clean Up Day	300.00
• Promotional Christmas Lighting Contest	250.00
• Christmas Wreaths (20 additional \$55. each)	1,100.00
• Flower Baskets (3 additional \$125. each)	<u>375.00</u>
Total	\$4,025.00

In summary, decisions to be made to pool reserves as follows:

• Interior wall repairs	\$38,980.00
• Interior wall patching	2,500.00
• Pool deck replacement	28,000.00
• Pool Cameras (8)	<u>4,000.00</u>
Total	\$73,480.00

b) Position Description

Clerk/Treasurer, Egyedy stated that he would remove the flower baskets and cleaning duties from the job description. He will discuss vehicle and equipment use with MODC to determine if it is feasible to employ a Property Maintainer.

Presently, it costs \$3,702.00 to hire E Collicut & Sons to mow lawns and landscaping. Our property maintenance for wreaths, Lido pool, public washrooms, EHS repairs, firehall repairs, etc. costs \$7,250.00. Current total cost is \$10,952.00 whereas an employee at \$25.00/hour for six months would be over \$40,000.00 /year.

c) Working Papers Budget

Clerk/Treasurer, Egyedy presented the Commission with a draft 2020-2021 Budget. He noted that the actual amounts for 2019/2020 were as of January 31, 2020. There are five accounts which share the expenses between administration and fire. Egyedy informed the Commission that salaries of \$125,000.00 include Benefits, CPP, EI, and a COLA of 2.2% for Nova Scotia.

As of January 31st, 2020, we have expenditure of \$745,388.00 which includes the transfer of \$180,000.00 into the Truck and Pool Reserves. Based on our current revenue of \$928,522.00 and expenditures we have a surplus of \$183,134.00.

Commissioners were encouraged to review the proposed budget amounts and determine an amount for each line item. There are several purchases to be made by the fire department in the month of March before year-end.

6.0 Adjournment

Next Regular Meeting – March 18, 2020 – 7:00 pm

Commissioner Heisler adjourned the February 19, 2020 COW meeting at 8:23pm.

Bill Nauss
Commission Chair

Dennis Egyedy
Clerk Treasurer