



**Village of Chester Commission
Regular Monthly Meeting
February 14, 2018**

Present: Dave Foley, Commission Chair; Bill Nauss, Commission Vice-Chair; Nancy Hatch, Commissioner; Tom Mulrooney, Commissioner; Michael Heisler, Commissioner; Forrest McWade, Clerk Treasurer; Maxine Veinot, Recording Secretary

Regrets: Dave Richardson, Fire Chief, CFD

Absence: Nil

Public Gallery: There were no members of the public in attendance

1.0 Call to Order

Commission Chair Foley called the February 14, 2018 regular monthly meeting of the Village of Chester Commission to order at 5:30 pm.

2.0 Public Forum

There were no members of the public in attendance.

3.0 Approval of Minutes

a) *January 10, 2018 Regular Monthly VOC*

No errors or omissions were noted.

MOTION: Commissioner Heisler moved, Commissioner Mulrooney seconded, the approval of the January 10, 2018 regular monthly meeting minutes. Unanimously passed.

Jan 10/18 minutes approved

b) *February 7, 2018 Committee of the Whole (COW)*

No errors or omissions were noted.

MOTION: Commissioner Mulrooney moved, Commissioner Heisler seconded, the approval of the February 7, 2018 COW meeting minutes. Unanimously passed.

Feb 7/18 minutes approved

4.0 Approval of Agenda

8 (a) In Camera Session – Human Resources matter

Chair Foley asked for all those in favour of the Feb 14/18 meeting agenda: Unanimously passed.

5.0 Business Arising from Previous Minutes

a) **2018/19 Budget**

Clerk Treasurer McWade reviewed the Administrative sections of the 2018/19 proposed budget and the timelines.

Discussion was held.

Clerk Treasurer McWade suggested another COW meeting may be held to get the fire budget reviewed and ready to approve the complete budget at the March regular monthly meeting.

5.0 **Business Arising from Previous Minutes**

a) **2018/19 Budget** (continued)

Clerk Treasurer McWade stated the auditor will be here Feb 20th and 21st to perform an interim audit and then back in April to complete the yearly audit.

6.0 **Correspondence**

a) MODC – received a letter stating the Fire and Emergency Services Provider registration was approved.

MODC – received notices of public hearings

A letter was received from a resident regarding the Red Cross program.

A package from the Red Cross program was received but as in a previous discussion, it was decided that no changes would happen to swim times.

7.0 **Reports**

a) **Clerk's Report**

Clerk Treasurer McWade reported the interim audit will be finalized next week and then the fiscal year audit will be completed in April.

The washroom renovations are moving forward at the fire department hall.

The Building Inspector stated no permit is needed for the work at fire hall as 'old is being replaced with new'. Also based on occupancy and use of the building there is no requirement to have separate washrooms in the building.

The Clerk Treasurer is waiting for information from the EMC, as one of the doors broke on the weekend. An emergency service call was made to fix the door until it can be replaced.

Clerk Treasurer McWade spoke with Chief Richardson, who said that he hoped to get the fire department budget and truck specifications passed in to Clerk Treasurer McWade next week. The Clerk Treasurer stated he then is hoping to get the budget and truck specifications moving forward.

b) **Financial Report**

The Clerk Treasurer emailed the year-to-date report to the Commissioners and received no questions regarding the report.

Discussion was held.

c) **Fire Chief's Report**

Clerk Treasurer McWade read Chief Richardson's report, as he is away.

'The officers are in the final stages of finalizing the budget for 2018/19, and also the final touches are being put on the specs for the new tanker.

Most members have done the FIT test with only a few more to be done, to finish off the CVFD.

Planning stages for an ice rescue and vehicle X practice is happening.

A radio communication practice with regards to the use of the TMR radios will be led by Paul Maniard this month.

The department is in final stages of finishing off this year's budget with one of the largest purchases, the gear washer, being installed in the downstairs bathroom.

Monthly socials are well attended, and the date has been set for the departments banquet in April.

Chief Richardson has been communicating with Blandford Marine on the progress of the fireboat and when completed the boat should be more user friendly for the members.'

7.0 **Reports**

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

'The CVFD curling team defended their title by going undefeated and will be heading to Thunder Bay the end of March to represent Nova Scotia at the Nationals.

Chief Richardson will not be reoffering for Chief of the department. The past four years has been a roller-coaster ride dealing with all the polices and procedures which have been adopted by the Commission. The policy that Chief has a hard time understanding is the apparatus use policy.'

8.0 **Any Other Business**

a) **In-Camera session - Human Resources**

There being no further items to discuss, the Commissioner took a five-minute break at 5:57 pm and then continued In-Camera at 6:02 pm.

Discussion was held on a human resource issue.

9.0 **Adjournment**

MOTION: Commissioner Heisler moved that the meeting adjourn at 6:58 pm.

Dave Foley
Commission Chair

Maxine Veinot
Recording Secretary