

**Minutes
Regular Monthly Meeting
In-Person at 27 Pleasant Street
Wednesday, August 11, 2021 – 7:00 pm**

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

Public Gallery – David Patterson; Kavita Khanna; Emanuel Nicolescu

1.0 Call to Order

Commission Chair Nauss called the August 11, 2021, regular monthly meeting, In-Person and via Zoom video, of the Village of Chester Commission to order at 7: 00 pm.

2.0 Public Forum

a) Chester Traffic Study

David Patterson, FBM Planner; Kavita Khanna, MOC Planner; Emanuel Nicolescu, CBCL Project Manager were in attendance. CBCL and FBM are working with the Municipality of Chester on a Traffic Improvement Study this year. The objective of the work is to provide recommendations to municipal staff and council on ways to improve traffic flows within the Chester community.

The study will consider one-way traffic, parking issues, upgrading streets, and special events. Presently, they are conducting traffic and pedestrian counts. After a lengthy discussion, the commission thanked they delegates for efforts to deal with Chester traffic.

3.0 Review/Approval of Agenda/Additions to Agenda

8b – COW meetings and 8c – Fire Hall Committee Update

MOTION #21-097: Commissioner Hatch moved; Commissioner Hiltz seconded:

The approval of the agenda with additions 8(b) COW meetings, 8(c) Fire Hall Committee Update.

Unanimously Carried

4.0 Review/Approval of Minutes

a) Regular Meeting: Wednesday, July 21, 2021

MOTION #21-098: Commissioner Heisler moved; Commissioner Grant seconded:

The approval of the Minutes of July 21, 2021, Regular Monthly meeting.

Unanimously Carried

5.0 Business Arising

(a) Chester Heritage Society

The Heritage Society request for \$5000.00 to the project that will include improvements to the Old Train Station, a Pavilion for the Farmers & Artisans Market, signage, repairing the freight shed, installing electricity, replacing the boarding platform, and extending accessibility to both the board platform and the station.

Commissioner Heisler expressed concern that the amount of \$5,000 is too much for one group and others will be looking for the same contribution. The Commission agreed that we need to develop a policy on community grants. In this request, the commission would specifically give financial assistant to the building of the Pavilion for the markets.

MOTION #21-099: Commissioner Hatch moved; Commissioner Grant seconded:

To approve \$5000 from the Celebrations & Events budget to the Heritage Society to assist in building the Farmers and Artisans Market Pavilion at the train station.

Unanimously Carried

6.0 Correspondence

a) Morse Brewster Lake – Management Letter

Clerk Treasurer Egyedy stated that the audit did not identify any material misstatements; fraud; misstatements that may cause future financial statements to be materially misstated; illegal or possibly illegal acts.

MOTION #21-100: Commissioner Grant moved; Commissioner Heisler seconded:

To accept the Auditor's management letter as information.

Unanimously Carried

7.0 Reports

a) Clerk Treasurer

Clerk Treasurer, Egyedy reported the Federal Government has passed a motion to recognize the "National Day for Truth and Reconciliation". Discussion postponed to next meeting pending feedback from other communities.

The Clerk Treasurer included an updated listing of reserve investments as of June 30th, 2021. The provincial government has released the 2021/22 list of Registered Municipal Auditors. A Request for Proposals on audit services will be going out prior to the end of the year.

MOTION #21-101: Commissioner Hatch moved; Commissioner Grant seconded:

To approve Commissioner Grant's attendance at the Association of Nova Scotia Villages annual conference in New Minas on September 18th, 2021.

Unanimously Carried

MOTION #21-102: Commissioner Hatch moved; Commissioner Grant seconded:

To approve the development of a strategic plan with a call for assistance from Municipal Affairs staff.

Unanimously Carried

MOTION #21-103: Commissioner Grant moved; Commissioner Heisler seconded:

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

Unanimously Carried

b) Financial Statement/Bank Transactions – July 2021

MOTION #21-104: Commissioner Heisler moved; Commissioner Hiltz seconded:

To approve the Financial Statements and Bank Transactions for July 2021 as presented.

Unanimously Carried

b) Fire Chief

There was no report.

8.0 New/Other Business

a) Audit Committee Policy

The Committee Composition has been changed to two citizens, as required by Municipal Affairs.

MOTION #21-105: Commissioner Heisler moved; Commissioner Grant seconded:

To amend the Audit Committee Policy, section 3.0 Committee Composition, “the Committee shall consist of all members of the commission and **two** citizen appointments as voting members.”

Unanimously Carried

c) Committee of the Whole Meetings

Commissioner Hiltz felt that the commission should hold regular scheduled COW meetings to discuss several issues. The fire department tanker truck needs to be replaced before the new firehall is completed.

Commissioner Grant and Chairman Nauss disagreed with holding more meetings when there is time available at our monthly meetings. Nauss stated that if it was an important issue we could meet at a Special Meeting. Meetings will be called if there are items for discussion. Egyedy expressed concern that agenda packages must be prepared a week prior to the meeting.

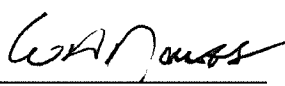
d) Firehall Committee

Commissioner Grant requested an update from the firehall design committee. Commissioner Hatch stated that the committee is not moving fast due to people schedules and COVID restrictions. They are in the process of setting up a meeting on August 28th to visit fire station #62 in HRM which is their newest station.

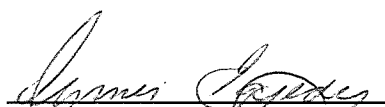
9.0 Adjournment

Next Regular Meeting – September 8th, 2021 – 7:00 pm

Commissioner Heisler adjourned the July 21, 2021, meeting 8:46 pm



Bill Nauss
Commission Chair



Dennis Egyedy, BPA, AMCT
Clerk Treasurer