

**Minutes**  
**Committee of the Whole Meeting**  
**In-Person at 27 Pleasant Street**  
**Zoom ID 935-442-9176 Password: 301715**  
**Wednesday, October 6, 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

**Public Gallery** – Fire Chief Hiltz (arrived at 7:12 pm)

**1.0 Call to Order**

Commission Chair Nauss called the October 6, 2021, Committee of the Whole meeting, In-Person and via Zoom, of the Village of Chester Commission to order at 7:04 pm.

**2.0 Public Forum**

Nil

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

In Camera session – 5 (i)(i) Service Agreement; 5 (i)(ii) Personnel.  
5 (g) Green Bin Collection; 5 (h) Chester Playhouse

**MOTION #21-121:** Commissioner Hatch moved; Commissioner Hiltz seconded:

The approval of the agenda with additions of 5(g) Green Bin Collection, 5(h) Chester Playhouse.

Unanimously Carried

**4.0 Clerk's Report**

Clerk Treasurer will have a report at the Regular Monthly Meeting October 13, 2021.

**5.0 New/Other Business**

a) Demolition RFP

Clerk Treasurer Egyedy stated the Request for Proposals on the demolition of the Windjammer Motel has been advertised and closes October 13, 2021.

Commissioner Hatch has concerns of possible asbestos in the building. Egyedy stated he will have a report on this at the October 13, 2021, Regular Monthly meeting.

b) Permits for Demolition

Clerk Treasurer Egyedy has applied for the demolition permits. Egyedy stated that capping of the sewer line is an issue with demolition, as Mr. Johnson has guaranteed access to the sewer line for one year. We are looking at capping the sewer line at the manhole.

Egyedy has contacted South Shore Environmental to provide an assessment of asbestos on the property. If confirmation is received on the presence of asbestos, an addendum will be required on the RFP, to allow companies to submit accordingly. The Village will have to determine funding for the demolition and asbestos removal.

c) Rating for Proposal Submissions

Chair Nauss stated that the Clerk Treasurer will be reviewing the proposals and put a recommendation forward to the Commission for final decision.

d) Determine who issue tax receipts for donation and establish necessary contacts

Clerk Treasurer sent a letter to Municipality of Chester asking if they would be able to issue receipts. A letter of confirmation from MOC is on the next meeting.

Commissioner Hatch feels that accepting donations and issuing receipts is only part of the issue, as there may be larger sums of money donated that would require an investment broker to invest and collect equity and revert to cash. Can MOC set that up, or would we be able to have a broker do this free, as they did with Our Health Centre.

Chair Nauss asked Egyedy to investigate this issue and bring to next meeting, if possible.

e) Recognize that donations may be used to finance the hiring of preliminary consultants for assistance in PR, fundraising and other pre-build needs

Commissioner Hatch wondered what rules are, in relation to Grants and unbudgeted expenditures. Commissioner Hatch stated the Village needs to source out where we can get grants in order to cover these pre-build expenditures.

Commissioner Grant reminded the Commission of Motion #21-046 *"To establish a committee to design a new firehall with the following committee members: Bob Youden, Jane Raeburn, Nancy Hatch, Everette Hiltz, Bill Zinck Jr., Cody Stevens."* Commissioner Grant stated the mandate was only to design a new firehall.

Chair Nauss stated there has to be a package including drawings, etc., completed to have available for grant applications. Commissioner Hatch would like that confirmed with what is necessary to apply for grants. Clerk Treasurer Egyedy stated there needs to be a design and plan for costs prepared, and when applying for grants, this information is supplied.

f) General Ledger report for all line items/departments by date for the first 6 months of this fiscal year (April 1 to September 30) for review prior to October 13 meeting

Commissioner Hatch requested a report per department, for April 1<sup>st</sup> to September 30<sup>th</sup>, 2021, in order of date.

Egyedy stated that every month there is a report completed with this information. He will investigate this request and comply with the request.

g) Green Bin Collection

Commissioner Hatch would like to see the green bin extra weekly collection dates of June 1<sup>st</sup> to September 30<sup>th</sup>, be changed for the next budget to mid June to mid September, to save costs in the budget. When the program started it was for July and August. The savings would be approximately \$1000 per week.

h) Chester Playhouse

Commissioner Hatch has been approached by a few people about meeting with MOC and the Playhouse staff to determine if there is any interest in the firehall property on Central Street for a possible Playhouse site. Commissioner Hatch will set up a meeting with the Playhouse if interested in this property.

The commission stated that it is premature to discuss the property as there is no new firehall.

i) IN CAMERA

**MOTION #21-122:** Commissioner Hatch moved; Commissioner Hiltz seconded:

To move "In Camera" in reference to the "Service Agreement and Personnel" at 7:39 pm with no invites.

Unanimously Carried


**MOTION #21-123:** Commissioner Grant moved; Commissioner Hiltz seconded:

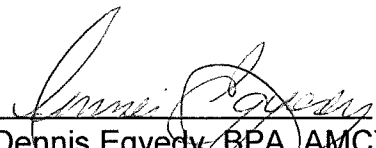
To move "Out of In Camera" at 8:30 pm.

**9.0 Adjournment**

Next Regular Meeting – October 13<sup>th</sup>, 2021 – 7:00 pm

Commissioner Heisler adjourned the October 6<sup>th</sup>, 2021, meeting 8:32 pm

  
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Bill Nauss  
Commission Chair

  
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Dennis Egyedy, BPA, AMCT  
Clerk Treasurer