

Minutes
Regular Monthly Meeting
Zoom ID: 935-442-9173 Password: 301715
Wednesday, February 9, 2022 – 7:00 pm

Attendance: Nancy Hatch, Commission Chair; Michael Heisler, Commissioner; Martin Hiltz, Commissioner; Dennis Egyedy, Clerk Treasurer; Everett Hiltz, Fire Chief

Regrets: Michael Dockrill, Commissioner

Public Gallery: Blake Corkum, Captain

1.0 Call to Order

Commission Chair Hatch called the February 9, 2022, Regular Monthly meeting, via Zoom video, of the Village of Chester Commission, to order at 7:01 pm. Chair Hatch expressed the Commission's condolences on the passing of Bill Nauss to his family and recognized Bill for his innumerable contributions to the Village.

2.0 Public Forum: Nil

3.0 Approval of Agenda/Additions to Agenda

Addition: 7(d) MOC – Notice of Public Hearing
9(b) Signing Authority
9(c) Human Resources Committee Meeting

Motion #22-012: Commissioner Heisler moved; Commissioner Hiltz seconded:

The approval of the agenda with the addition of 7(d) MOC – Notice of Public Hearing 9(b) Signing Authority and 9(c) Human Resources Committee Meeting.

Unanimously Carried

4.0 Vice-Chair Nominations

Commissioner Hiltz nominated Commissioner Heisler for Vice Chair. Heisler accepted the nomination with no other nominations.

Motion #22-013: Commissioner Hiltz moved; Commissioner Hatch seconded:

The appointment of Commissioner Heisler as Vice Chair for the Village of Chester Commission.

Unanimously Carried

5.0 Review/Approval of Minutes

- a) Regular Meeting: Wednesday, January 12, 2022

MOTION #22-014: Commissioner Heisler moved; Commissioner Hiltz seconded:
The approval of the Minutes of January 12, 2022, Regular Monthly meeting as presented.

Unanimously Carried

6.0 Business Arising: Nil

7.0 Correspondence

- a) Accessibility Act – Minister of Justice

Notification to Public Sector Bodies regarding the deadline for accessibility plans under the Accessibility Act is April 1st, 2022.

- b) Infrastructure Program – Minister Lohr

Notice to communities regarding the Green – Environmental Quality Stream of the Investing in Canada Infrastructure Program.

- c) Letters of Condolences

The Chester Merchants Association and VOCTADA acknowledged the passing of Commission Chair, Bill Nauss.

- d) MOC – Notice of Public Hearing

The Public Hearing date to regulate the use of illuminated Signs has been scheduled for March 1st, 2022, at 6:30 pm via Zoom.

MOTION #22-015: Commissioner Heisler moved; Commissioner Hiltz seconded:

To approve the correspondence (a), (b), (c), and (d) as information.

Unanimously Carried

8.0 Reports

- a) Clerk Treasurer

Clerk Treasurer, Egyedy provided an update on the Scotiabank reserves. The next reserve to mature is the Pool reserve on April 21, 2022, for \$135,633.83. Egyedy presented a new Employee Handbook which covers all employees and their work relationship with the Village.

Chair Hatch appreciated the new document and asked postponement of approval until the commission had an opportunity to discuss the conditions of employment. It will be approved at a later meeting.

Egyedy stated that the Auditor will be in the office on February 16th, 2022, to conduct an interim audit. He will be available for an Audit Committee meeting on February 17th, via Zoom at 11:30 am.

MOTION #22-016: Commissioner Hiltz moved; Commissioner Heisler seconded:
To approve an Audit Committee meeting on February 17th, 2022, at 11:30am via Zoom.
Unanimously Carried

MOTION #22-017: Commissioner Hiltz moved; Commissioner Heisler seconded:
To approve the Clerk/ Treasurer's report as presented.
Unanimously Carried

b) Financial Statement/Bank Transactions – January 2022
The monthly financial statements were reviewed by the Clerk Treasurer. Egyedy noted That we received our final tax payment in the amount of \$219,611.00 which includes funding for the fire boat in the amount of \$2,308.00. The next tax payment is due in May 2022.

MOTION #22-018: Commissioner Heisler moved; Commissioner Hiltz seconded:
To approve the January 2022 Financial Statements and Bank Transactions as presented.
Unanimously Carried

c) Fire Chief
Chief Hiltz reported fifteen emergency dispatches: six (6) fires, seven (7) alarms, ten(10) medical, six (6) power line issues. The tire chain program proved to be an invaluable this winter due to the freezing rain and road conditions.

MOTION #22-019: Commissioner Heisler moved; Commissioner Hiltz seconded:
The approval of the Fire Chief's report as presented.
Unanimously Carried

d) Committee Reports
No Reports

9.0 New/Other Business

a) Draft Budget 2022/2023
Clerk/Treasurer, Egyedy presented a draft budget for 2022/23. He stated that the actual amounts for 2021/22 were estimated for February and March expenses. The budget for General Government and Emergency Health Services is complete whereas fire services has not provided any information. Egyedy identified estimated amounts for asbestos removal and building demolition under Capital.

Chair Hatch requested that the budget be discussed at a later date when fire services has had an opportunity to submit their requirements.

MOTION #22-020: Commissioner Heisler moved; Commissioner Hiltz seconded:
To defer Budget 2022/23 the next commission meeting.

Unanimously Carried

b) Signing Authority

Clerk/Treasurer Egyedy stated that the bank requires a motion to identify all signing authority. All designated signing authorities are required to sign documents at the bank.

MOTION #22-021: Commissioner Heisler moved; Commissioner Hiltz seconded:

To designate the following commissioners and staff as signing authority for the Village of Chester Commission: Nancy Hatch, Commission Chair; Mike Heisler, Commissioner; Martin Hiltz, Commissioner; Michael Dockrill, Commissioner; and Dennis Egyedy, Clerk Treasurer.

Unanimously Carried

c) Human Resources Committee

The commission agreed to hold a Human Resources Committee meeting on February 16th, 2022, at 7:00 pm.

MOTION #22-022: Commissioner Hiltz moved; Commissioner Heisler seconded:

To approve a Human Resources Committee meeting on February 16th, 2022, at 7:00 pm.

Unanimously Carried

10.0 Commission Roundtable

Captain Blake Corkum requested an opportunity to speak on the removal of the Windjammer Motel. Corkum stated that the cost to remove the building and asbestos were too high and he could get other companies to remove the building at a much lower cost.

Egyedy stated that he contacted over 20 companies to remove the building and four companies to remove the asbestos. Removal of asbestos is highly regulated by the provincial government and there are only three asbestos disposal sites in Nova Scotia. The commission will need to budget for this project and approval of any company contracted to complete the job.

11.0 Adjournment

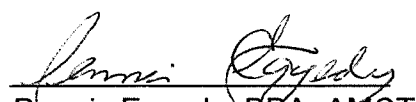
Human Resources Committee – February 16th, 2022 – 7:00 pm

Audit Committee Meeting – February 17th, 2022 – 11:30 am

Next Regular Meeting – March 9th, 2022 – 7:00 pm

Commissioner Heisler adjourned the February 9th, 2022, meeting at 8:10 pm.


Nancy Hatch
Commission Chair


Dennis Egyedy, BPA, AMCT
Clerk Treasurer