

Minutes
Committee of the Whole Meeting
Zoom ID: 935-442-9176 Password: 301715
Wednesday, September 7, 2022 – 7:00 pm

Attendance: Nancy Hatch, Commission Chair; Laura Mulrooney, Commissioner; Randall O'Malley, Commissioner; Geraldine Pauley, Commission Vice Chair; Jeff Conrad, Interim Clerk Treasurer; Maxine Veinot, Recording Secretary via Zoom

Regrets: Martin Hiltz, Commissioner

1.0 Call to Order

Commission Chair Hatch called the September 7, 2022, Committee of the Whole (COW) meeting of the Village of Chester Commission, via Zoom video and In-Person, to order at 7:00 pm.

2.0 Public Forum: Nil

3.0 Approval of Agenda/Additions to Agenda:

Pests – 5e

MOTION #22-104: Commissioner Pauley moved; Commissioner O'Malley seconded:
The approval of the agenda with the addition of 5e – Pests.

Unanimously Carried

4.0 Clerk's Report: Nil

5.0 Other Business

a) Recruitment of Clerk/Treasurer

- Interim Clerk/Treasurer Conrad stated that the Municipal Government Act (MGA) requires the Village must hire a Clerk/Treasurer. There is no standard job description as Villages are diverse in their structure. Interim Clerk/Treasurer Conrad stated that approximately 75% is Clerk's duties and 25% is Financial, based on his experience.
- What does the Commission want to see the position taking on for tasks/duties supporting the Village? Discussion was held on the wants/desires of the various commissioners. Commissioners are asked to send Interim Clerk/Treasurer Conrad, 'what are the five most important traits they would look for in this position' which will help in developing a recruitment campaign and interview process.
- Interim Clerk/Treasurer Conrad will develop a recruiting campaign and suggested benefit package for review. The Village will undertake its own search through sites such as Indeed.ca, Facebook, email various groups. If this process is not successful, then a recruiting company could be involved in the recruiting process.

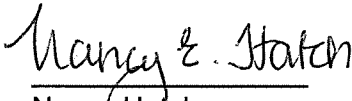
b) Priorities for Village Communication

- Interim Clerk/Treasurer Conrad indicated that during the election campaign a number of candidates and voters said they do not know where to find what is happening in the village. Interim Clerk/Treasurer Conrad reviewed the current communication channels and what could be done differently or in addition to, thus increasing awareness of the Village's happenings.
 - A newsletter would be another way to get out information on a regular basis. Commissioner Mulrooney offered to help with the gathering the information to be in the newsletter and developing something for distribution.
 - The subscribed email list could be increased and used more frequently, as at present, it is used on a more technical bases, i.e., minutes, meetings. There could potentially be two email lists, one for technical items such as minutes, meetings, and a second email list to send information on a more regular basis.
 - The website is fairly well presented. Some changes could be made to update the information on the site.
- c) Upcoming MGA consultation
Interim Clerk/Treasurer Conrad stated that the Minister of Municipal Affairs has been directed to update/amend the Municipal Government Act (MGA). Commissioners were asked to give some thought to areas that they would like to see changed and/or amended. Possibilities might include grant giving power, electronic/mail election voting, (proxy voting is slightly convoluted), the ability to sell surplus assets, gas tax funding/equalization grants. This topic of MGA Consultation may come up at the upcoming Association of Nova Scotia Villages meeting where Commissioners Hatch and Mulrooney will be in attendance.
- d) Strategic Priority Discussion
A discussion was held regarding information that could be used to set medium and long-term strategic goals for the Village. There are many possibilities of work that the Village might like to implement on behalf of the Village in the future. Some residents are not aware of what the Village currently operates on their behalf, for example extra compost pick-ups in the summer or crossing guards at CAMS on Duke Street. The Commission needs to consider areas for future works. One significant source of input could be the EDM Priority Planning report that was undertaken a few years ago. Further conversations will need to be held.
- e) Pests
Due to time constraints, this issue will be discussed at the September 14th Regular Meeting.

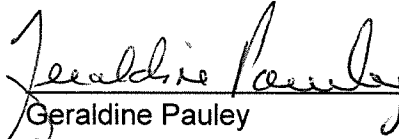
6.0 Adjournment

Commissioner Pauley adjourned the meeting at 8:35 pm

Next Regular Meeting – September 14th, 2022 – 7:00 pm



 Nancy Hatch
 Commission Chair



 Geraldine Pauley
 Commission Vice Chair