

Agenda
Regular Monthly Meeting
In-Person & Virtual Meeting via Zoom
27 Pleasant Street, Chester

PLEASE NOTE – ID AND PASSCODE:
Zoom ID: 935 442 9176 Password: 301715
Wednesday, October 12, 2022, at 7:00 pm

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| 1. | Call to Order | | |
| 2. | Public Forum | | |
| 3. | Approval of Agenda/Additions to Agenda | | |
| 4. | Review/Approval of Minutes | | |
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| | d. Committees | | N/A |
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- b) Low-income tax exemption 29
- c) Remembrance Day Wreath and Ceremony N/A
- d) 2nd Quarter Financial Update TBD
- e) In Camera
 - o C/T Recruitment N/A
 - o Maintenance worker N/A

9. Commissioner Roundtable

10. Adjournment

Regular Meeting – November 9th, 2022 – 7:00 pm



Minutes
Regular Monthly Meeting
In-Person at 27 Pleasant Street
Zoom ID: 935 442 9176 Password: 301715
Wednesday, September 14, 2022 – 7:00 pm

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

Regrets: Martin Hiltz, Commissioner

Public Gallery: Brenda & Paul Mulrooney

1.0 Call to Order

Chair Hatch called the September 14th, 2022, Regular Monthly meeting of the Village of Chester Commission to order at 7:03 pm.

2.0 Public Forum

Nil

3.0 Review/Approval of Agenda/Additions to Agenda

Addition – Potential Day of Mourning – 8f

Motion #22-105: Commissioner Mulrooney moved; Commissioner Pauley seconded:

The approval of the agenda with the addition of 8f Potential Day of Mourning.

Unanimously Carried

4.0 Review/Approval of Minutes

a) Regular Meeting: Wednesday, August 10, 2022

MOTION #22-106: Commissioner O'Malley moved; Commissioner Mulrooney seconded:

The approval of the Minutes of August 10, 2022, Regular Monthly meeting as presented.

Unanimously
Carried

b) Committee of the Whole (COW) Wednesday, September 7th, 2022

MOTION #22-107: Commissioner Pauley moved; Commissioner O'Malley seconded:

The approval of the Minutes of September 7, 2022, Committee of the Whole meeting as presented.

Unanimously Carried

5.0 Business Arising

a) Nil

6.0 Correspondence

- a) Chester Municipal Heritage Society
Interim Clerk Treasurer Conrad stated that the Heritage Society did not use the full amount of Celebrations money and therefore, asked if they could use the remaining funds for other work. At the last meeting, the Commission said it could not, as it was allotted for Canada Day. The Village issued a cheque for the costs incurred and told the society they would have to reapply for another use. Once the cheque was mailed, the society replied and stated none of the grant monies were used as they costs were covered by a grant from MoDC.
The Heritage Society also communicated that the monies given during 2021/2022, for the Pavilion project were not all used, and they would return the balance.
The Heritage Society was told that a Grant Policy was in the process of creation, and once approved, they would be eligible to apply.

7.0 Reports

- a) Clerk Treasurer
- Interim C/T Conrad reviewed the terms of reference for the Audit Committee and stated there is no set renewal period for community-based members terms, therefore they can serve until they step down. Sandy Dumaresq was notified of this information.
 - Work continues with MoDC and the Insurance Broker on Fire Services Committee coverage for the new committee. The Insurance Broker will join in on a Zoom call with MoDC and the Village next week to discuss what is the insurance needed once the assets are jointly owned.
 - Demolition at the Windjammer site is complete. The backfilling has been completed, and the security fencing has been removed. The final invoice has been paid.

- The Lido pool is closed for the season. It was a successful season. The largest challenge was getting enough staffing. No serious incidents were reported, aside from the normal scrapes and bruises.
- Two MoDC staff trained in accessibility issues met with Commissioner Hiltz and Interim C/T Conrad at the Lido Pool and Public Washrooms, in mid-August. They confirmed that they will be able to complete a full assessment on the Public Washrooms, which has some minor issues. They will also be doing some research on the Lido with regards to getting people to the pool deck as well as getting them in the pool.
- CVFD and MoDC and the Village continue discussions re acquiring a new Tanker. Final design parameters have been drawn, and final pricing received. Procurement forms and processes are now being completed. Expected delivery is February 2023.
- Interim C/T Conrad and Commissioner Hatch attended one of the MoDC Highway 3 Planning discussions on August 18th. Issues of interest to the Village included traffic calming, pedestrian safety, flower basket coverage area, rooming houses, sidewalks, crossing at trail/train station, street lighting, and the question of whether more vehicles should be encouraged into the downtown core, should businesses be allowed outside patios on the sidewalks/streets and water supply concerns.
- Discussions continues with the Village Insurance Broker regarding renewal of Village Policies (October 2022) which cover all the Village's properties, etc.
- The Village supported the United Way fundraising swim by providing a fresh-water wash-off hose to the 26 participants. Chair Hatch delivered greetings to the swimmers on behalf of the Village.

Chair Hatch seen that the streets around the Village are dirty with sand, dirt, etc. The street sweeper went through this spring but was in the afternoon and cars were parked on the streets. Interim C/T Conrad will investigate options and bring the information to the next meeting.

b) Financial

- The 2nd quarter payment of \$247,472.00 was received from MoDC in August.
- Activity for the Village's primary account, as of July 31st bank balance was \$257,585.59; expenditures in August were \$114,598.23 and credits were \$254,722.53, for an August 31st balance of \$397,709.83.
- The Village is in a good fiscal position for this time of year.
- Confirmation has been received from the Auditor that transfers to the reserves should be made throughout the year as cash flow allows. Cash flow early in the fiscal year was impacted by the demolition, however, with second quarter payment now received, the Village is

now in position to begin reserve transfers in September 2022.

- Final payment has now been made for the demolition of the Windjammer contract. The final amount was paid per the contract of \$79,500.00.
- Bank reconciliation has been completed for July 2022. Bank statements to support the reconciliation arrive approximately 2 weeks after the end of the month.
- The update on investments for June 30, 2022, is in the meeting package and payments to the reserves can be made in increments. The bank manager did recommend calling prior to the transfers as the interest rates change frequently. Also, if there is a reserve that is not planned on using for some time locking it in for a longer period, can result in a higher interest rate.

c) Fire Chief

Chief Stevens was unable to attend, but forwarded his report to the Clerk/Treasurer, who read the report. The department had twenty-one (21) callouts. The monthly training was on marine rescue in the East River area, utilizing both the #571, Fire Rescue Boat, and #572 Inshore Boat. The department aided with the Municipality water support for the United Way Harbour Swim.

The Superior Water Shuttle was last Saturday, and a positive report was successful which accredits CVFD for the next five (5) years.

September 17th live fire training skills will be sharpened at the Nova Scotia Firefighting School in Waverly.

d) Committees

- a) Joint Fire Services Committee: Chair Hatch reported that the committee members toured the present fire hall on Central Street.
- b) Chester Merchants Group: Chair Hatch reported that she attended the meeting, and they are planning on the Village Christmas this year and planning has started. Chair Hatch suggested that the Village support the event in some way.
Brenda Mulrooney stated that the Village hangs Christmas Wreaths and perhaps can fund a large tree down at Parade Square.

8.0 New/Other Business

- a) Appointment of Alternate Commissioner to the Lunenburg County Joint Accessibility Advisory Committee
At present, Commissioner Hiltz is the committee member for the Village and the committee meets the first Monday of every month. There is a need to have an alternate for this committee. After a brief discussion,

Chair Hatch volunteered to be the alternate member and will collaborate with Commissioner Pauley.

- b) Recruitment Clerk/Treasurer
Interim C/T Conrad recommended to begin a recruitment campaign with local advertising, social media, and available web resources and professional distribution networks. The information, job description, salary range, benefit package, etc., were discussed.

Motion #22-108: Commissioner Pauley moved; Commissioner Mulrooney seconded:

The approval of option #1 'undertake a recruitment process and using existing resources and assess progress in one month.'

Unanimously Carried

- c) Grant Policy
Interim Clerk/Treasurer stated the Village has given grants over the years for various reasons to various groups. A grant policy was written but was sidelined as it needed to be 'clear' as to what grants can be applied for. Interim Clerk/Treasurer developed a Grant Policy, based on other villages, Municipalities, Municipal Government Act, etc. Interim Clerk/Treasurer will have the Village's lawyer and the MGA representative review the policy.

MOTION #22-109: Commissioner Pauley moved; Commissioner Mulrooney seconded:

To accept the Grant Policy as presented.

Unanimously Carried

- d) Flower Baskets 2023
Interim Clerk/Treasurer Conrad reviewed the history of flower baskets, location, cost, and that the baskets were placed to attract people to the business core, North Street, and downtown business districts. Over time, some residents have come to consider the baskets as general Village beautification. Interim Clerk/Treasurer contacted several local green houses for pricing on providing the flower baskets in the spring. A 'not interested' response was received, and no other responses have been received to date. Interim Clerk/Treasurer suggested that the next request for proposal for daily watering be for a multi-year contract, as opposed to advertising every year, and only one response being received. Interim Clerk/Treasurer Conrad also added that there were some suggestions to put up flags, etc., or keep flower baskets.

MOTION #22-110: Commissioner Mulrooney moved; Commissioner O'Malley seconded:

That the Village continue, as in the past, with the number of 75 flower baskets and 75 wreaths from the same producers of the flower baskets and wreaths, and hang in the same locations as has been used and issue a multi-year tender for flower basket maintenance.

Unanimously Carried

e) Rodent Control

The village has a contract with Terminix and there are currently 37 boxes around the Village. The Terminix technician is suggesting a significant increase in the bait stations of fifty (50) more bait stations in the next few months to try to manage the population, as close to 100% of the bait is used in the bait stations when he checks the stations each month.

The residents/businesses can improve the situation by not installing bird feeders, low vegetation, garbage/compost, etc. It was felt to put the rodent control issues in the next newsletter to inform/advise the public of actions they can take to help with the issue around their homes.

Paul Mulrooney stated that in Lunenburg, the rodent control is looked at twice a month, where the Village has once per month.

MOTION #22-111: Commissioner Pauley moved; Commissioner O'Malley seconded:

To authorize the Interim Clerk/Treasurer to investigate the options and make a recommendation via email to the Commissioners for approval.

Unanimously Carried

f) Potential Day of Mourning

Interim Clerk/Treasurer stated that at a recent AMANS meeting, most Villages and Municipalities that he checked with, have it in their policy book for employees that '*they recognize all holidays recognized by the Government of Canada and the Province of Nova Scotia*'.

MOTION # 22-112: Commissioner Pauley moved; Commissioner O'Malley seconded:

To close the office Monday, September 19, 2022, to recognize the 'Day of Mourning' and it be a paid day for staff.

Unanimously Carried

9.0 Commissioner Roundtable

Commissioner Mulrooney stated that further to the discussion on a newsletter, there could be one written mailed newsletter a year and the seconded issue, where residents could sign-up for email subscribers, and that Jim Barkhouse said

we could use any of his photos that he has, and on Facebook we could have a 'photo contest' and collect contact information.

Brenda Mulrooney stated there is a garden that is empty, at the Lido/Washroom building, on the side of the sewage pump, and she could put some ornamental grasses in the empty planter (next to the ladies' washroom wall). Interim Clerk/Treasurer Conrad will check with our grounds keeping company to see if this would work.

10.0 Adjournment

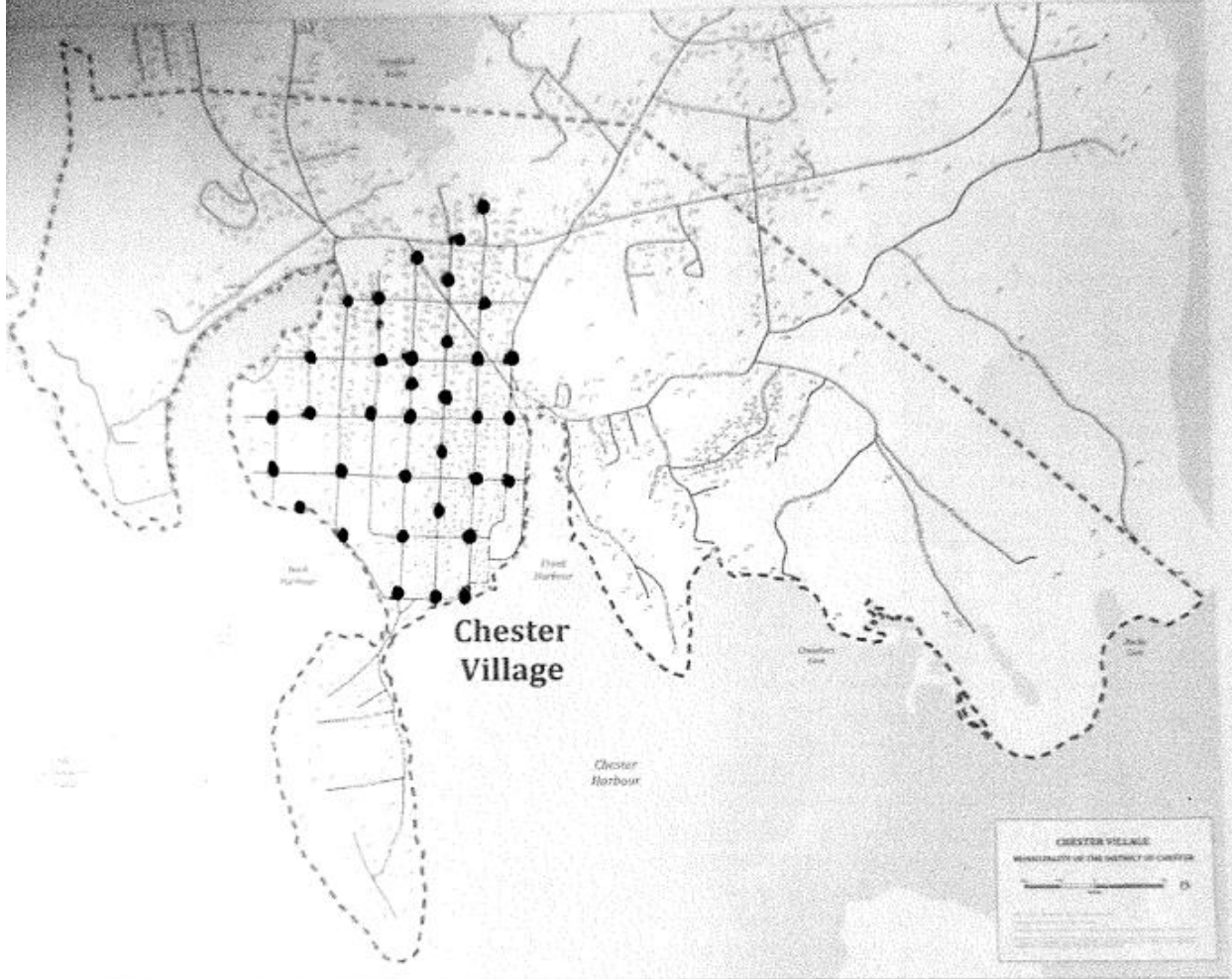
Regular Monthly Meeting –October 12th, 2022, at 7:00 pm

Commissioner Pauley adjourned the September 14th, 2022, meeting at 8:57 pm.

Commission Chair

Commission Vice Chair

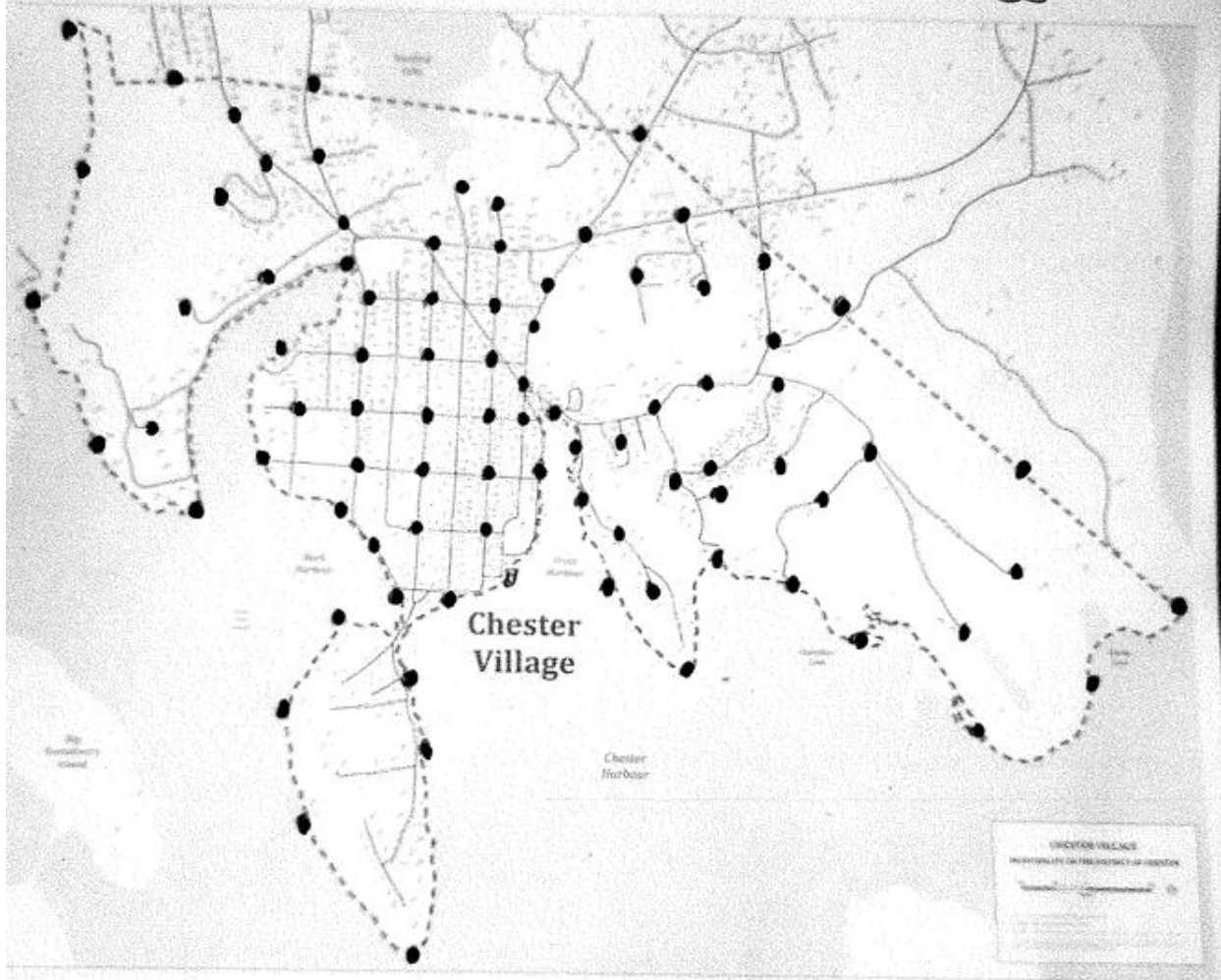
Terminix - Rodent Stations Current



Current map

35 stations

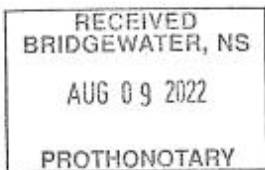
Terminix - Rodent Stations Suggested



New map

86 stations

2022

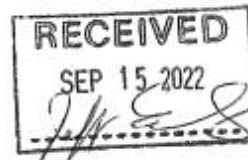


BWT No. 516948

Supreme Court of Nova Scotia

BETWEEN:

Thomas Mulrooney
61 Queen Street, Chester



Applicant

AND

Martin Andrew Hiltz
153 Little Tancook Island Road, Little Tancook
Village of Chester
27 Pleasant Street, Chester

Respondents

Notice of Application in Court

To: Martin Hiltz and the Village of Chester

The applicant requests an order against you

The applicant is applying to the court for an order to declare the seat currently held by Martin Hiltz vacant and order the Village of Chester to call a by-election to fill the vacant seat.

The applicant started this application by filing this notice on the date certified by the prothonotary.

Grounds for the order

The applicant is applying for the order on the following grounds:

1. Mr. Martin Hiltz, ran for the Village of Chester elections at a time when he was not an ordinarily resident of the Village of Chester and continues to not be an ordinarily resident of the Village of Chester and not qualified to be a Commissioner in the Village of Chester.

2. Municipal Government Act 403 – In this part, “elector” means a person resident within the village entitled to vote at a municipal election, and who will have resided in the village for at least six months immediately prior to the village election.
3. Municipal Government Act 407 (1) - No person is qualified to serve as a village commissioner unless the person is an elector.
4. Municipal Government Act 412 (1) (b) - A village commissioner who ceases to be ordinarily resident in the village ceases to be qualified to serve as a village commissioner.
5. Municipal Elections Act 16 (1) - A person is ordinarily resident in the place where the person lives and to which, whenever absent, the person intends to return.
6. Municipal Elections Act 16 (2) - A person may be ordinarily resident in a place by leaving the place at a time.
7. Municipal Elections Act 16 (3) A person does not cease to be ordinarily resident in a place by leaving the place where the person sleeps.
8. Municipal Elections Act 16 (4) - Where a person usually sleeps in one place and has meals or is employed in another place where the person sleeps.
9. Municipal Elections Act 16 (5) - Where a person has temporary residential quarters, those quarters are considered to be the place in which the person is ordinarily resident only if the person has no other place in which the person considers as that person's ordinary place of residence.
10. Municipal Elections Act 16 (7) - Where the rules set out in subsections (1) to (6) are not sufficient to determine the place where a person is ordinarily resident, the place where the person is ordinarily resident must be determined by the appropriate election officer with reference to all the facts of the case.
11. Municipal Elections Act 16 (9) - A person is not ordinarily resident in a residence that is generally occupied by the person only between the beginning of May and the end of October but that is generally unoccupied between the beginning of November and the end of April unless the person does not have another residence in the province where the person resides between the beginning of November and the end of April.

Witnesses for applicant

The applicant expects to file affidavits from the following witnesses, dealing with the following subjects:

Name of Witness	Subject
Imara Hamid	Resident of Little Tancook Island and will speak of her personal knowledge of Martin Hiltz residency on Little Tancook Island. She also has kept a record over the past 6 plus months of Martin Hiltz's comings and goings from Little Tancook Island which will be submitted with her affidavit.
Marcus Chaisson	Resident of Little Tancook Island and will speak of his personal knowledge of Martin Hiltz residency on Little Tancook Island.
Ann Westhaver	Resident of Big Tancook Island and will speak of her personal knowledge of the comings and goings of Martin Hiltz between Little Tancook and Chester over a 5-year period.

Motion for directions and date

At 11:00 [a.m./p.m.] on _____,
November, 22, 2022, the applicant will appear before a judge in chambers at the [law courts/courthouse] 141, High Street, Bridgewater, Nova Scotia to make a motion for an order giving directions and appointing a time, date and place for the hearing. The judge may provide directions in your absence, if you or your counsel fail to attend.

Affidavit on motion for directions

The applicant files the 1st affidavit of Thomas Mulrooney, sworn on August
15, 2022, as evidence on the motion for directions. A copy of the affidavit is delivered to you with this notice.

You may participate

You may file with the court a notice of contest, and any affidavit for the motion for directions, no less than five days before the day of the hearing. Filing the notice of contest entitles you to notice of further steps in the application.

Possible final order against you

The court may grant a final order on the application without further notice to you if you fail to file a notice of contest, or if you or your counsel fail to appear at the time, date, and place for the motion for directions.

Filing and delivering documents

Any documents you file with the court must be filed at the office of the prothonotary 141 High Street, Bridgewater, Nova Scotia (telephone # 902-543-0816)

When you file a document, you must immediately deliver a copy of it to the applicant and each other party entitled to notice, unless the document is part of an *ex parte* motion, the parties agree delivery is not required, or a judge orders it is not required.

Contact Information

Thomas Mulrooney designates the following address:

61 Queen Street
PO Box 355
Chester, NS B0J 1J0

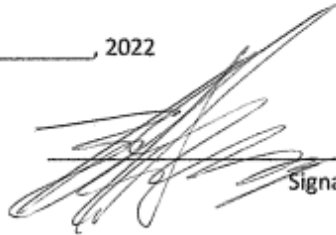
tj.mulrooney@gmail.com

902-275-5130

Documents delivered to this address are considered received by the applicant on delivery. Further contact information is available from the prothonotary.

Signature

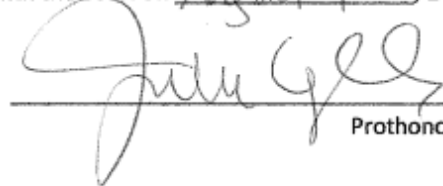
Signed August 18, 2022


Signature of applicant

Thomas J. Mulrooney
Print Name

Prothonotary's certificate

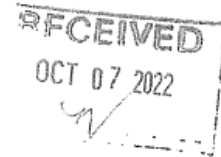
I certify that this notice of application was filed with the court on August 9, 2022.


Prothonotary

JULIE A.Y. LANGILLE
Prothonotary of the
Supreme Court of Nova Scotia

Cost Analysis

	Expiring Program Term	Renewal Program Term
	_____	_____
Casualty		
General Liability	\$ 6,519	\$ 9,498
Errors and Omissions Liability	1,381	1,588
Non-Owned Automobile Liability	275	283
Environmental Liability	1,611	1,853
Crime	798	822
Board Members Accident	310	319
Property		
Property	13,296	15,035
Equipment Breakdown	1,025	1,046
Automobile		
Owned Automobile	8,579	9,866
Total Annual Premium	\$ 33,794	\$ 40,310



October 3, 2022

Nancy Hatch
c/o Village Commission
PO Box 620
Chester
Nova Scotia
B0J1J0

Dear Nancy ,

This letter is to respectfully request that the Village Commission consider granting a tax exemption to Our Health Centre (OHC) for the Village Commission Residential Tax pursuant to By-Law Number 02-2021. I would be very happy to provide you with any information you require as you debate this request.

OHC's Vision : An innovative leader in providing health services and wellness education to the communities we serve.

OHC's Mission : To improve the health and well-being of every person we serve.

OHC's Guiding Principles :

Communication: We openly and actively engage in a transparent manner with patients, clients, groups, health partners and individuals in the communities we serve in order to create programs and services that meet the health needs of all.

Collaboration: Everyone gets to play a part. All groups and individuals at Our Health Centre consult and cooperate with each other to provide the best health and wellness care and improve the lives of our patients and clients.

Respect: We honour the intrinsic dignity, autonomy, and worth of each person connected with Our Health Centre. We treat others the way we would want to be treated. We are considerate of each other's feelings, values, and points of view.

Excellence: We strive for excellence in every aspect of Our Health Centre. We will provide exceptional service while being knowledgeable, trusted, and innovative leaders who are unwavering in their commitment to advancing solutions for rural health care.

Equity: We will consistently provide fair and equal access to health services and programs based on the unique needs of individuals. We are committed to identifying and eliminating any barriers.

Kind regards,

Lorraine Burch
OHC Executive Director



The Municipality of Chester
 PO Box 369 • 151 King Street • Chester • NS • B0J 1J0
 Tel: (902) 275-3554 Fax: (902) 275-4771
 Email: propertytax@chester.ca (Inquiries Only)

Final Property Tax Invoice

Date Sep 9, 2022
 Amount Due \$4,665.38
 Customer Number OURHEA0001
 CAN

OUR HEALTH CENTRE ASSOCIATION

3784 HIGHWAY 3
 PO BOX 74
 CHESTER NS B0J 1J0

Municipal Account Number & Property Description
05053455 3769 HIGHWAY 3 LOT OHC CHESTER

Description	Assessment	Rate	Taxes
Waste Collection & Disposal	\$2,523,600	0.1205	\$3,040.94
Village Comm - Commercial	\$2,523,600	0.1517	\$3,828.30
Commercial	\$2,523,600	1.5300	\$38,611.08
Charity Rebate -Sch "A"	\$2,523,600	-1.5300	(\$38,611.08)
<p><i>3828.30 = 1960.84 General Gov't rate</i> <i>= 1867.46 Fire rate</i></p>			
Sewer - Connected			\$2,368.28
<p><u>Non-Discretionary Expenditures: \$23,469.48</u> Consists of: Education (63.3%), RCMP (26.0%), Corrections (2.8%), Assessments (4.1%) Roads (2.4%), Library (1.0%), Housing (.4%)</p>		<p>POSTED</p>	
		Total Tax Bill	\$9,237.52
		Less Interim	(\$4,572.12)
		Total Current Bill	\$4,665.40
		Total Arrears (Credit)	(\$0.02)
<p>Tax Due Date November 15, 2022 * Interest will accrue at 1.0% per month on arrears. Budget details @ www.chester.ca/government/budgets-and-financial-statements</p>		<p>Amount Due: \$4,665.38</p>	

Tear this portion and remit with payment.



The Municipality of Chester
 PO. Box 369 • 151 King Street • Chester • NS • B0J 1J0
 Tel: (902) 275-3554 Fax: (902) 275-4771

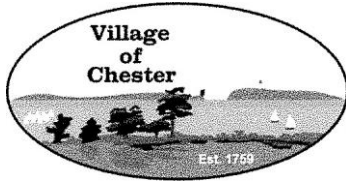
Final Property Tax Invoice

Date Sep 9, 2022
 Amount Due \$4,665.38
 Customer Number OURHEA0001

OUR HEALTH CENTRE ASSOCIATION

3784 HIGHWAY 3
 PO BOX 74
 CHESTER NS B0J 1J0

Municipal Account Number & Property Description	Amount Paid
05053455 3769 HIGHWAY 3 LOT OHC CHESTER	



VILLAGE OF CHESTER, NOVA SCOTIA

BY-LAW #02-2021

TAX EXEMPTION FOR NON-PROFIT ORGANIZATION BY-LAW

A By-law of the Village of Chester, in the Province of Nova Scotia to authorize a tax exemption for property of a non-profit community group pursuant to the provisions of the Municipal Government Act, Chapter 21, Revised Statutes of Nova Scotia 2014.

WHEREAS the Commission of the Village of Chester has the powers of a municipality to make by-laws pursuant to the Municipal Government Act, section 429(1) for tax reductions, exemptions, and deferrals; and

WHEREAS the Commission of the Village of Chester has authority to pass a bylaw to exempt from taxation to the Chester Garden Club pursuant to Section 71(1) of the Municipal Government Act; and

BE IT RESOLVED that the following By-law is hereby approved as the Tax Exemption Bylaw for the Village of Chester

NOW THEREFORE PURSUANT to the provisions of the Municipal Government Act, Chapter 21 , the Commission of the Village of Chester, Nova Scotia, in regular session duly assembled, enacts as follows:

SEVERABILITY

If any provision of this by-law is declared invalid because of any word, phrase, clause, sentence, paragraph or section of this by-law or any documents which form part of this bylaw or an application thereof to any person or circumstance is declared invalid, the remaining provisions shall not be affected thereby, but shall remain in force.

SECTION 1 - SHORT TITLE

This By-law shall be known as By-law Number 02-2021 and may be cited as the "Tax Exemption Bylaw".

Page 1 of 2

SECTION 2 - REAL PROPERTY

2.1 Subject to this by-law, the Chester Garden Club shall be exempt from the Village Commission Residential Tax for the following location:

Civic address: Water Street Chester

Municipal account number: 10858615

Current taxable assessed value: \$210,000

2.2 When the Chester Garden Club ceases to occupy the property, then the exemption from taxation shall cease and the owner of the real property shall immediately be liable for the real property tax on such real property for the portion of the year unexpired.

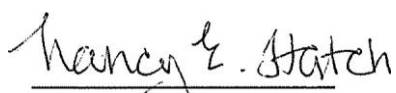
SECTION 3 - EFFECTIVE DATE

3.1 This By-law shall come into force and effect commencing in the Fiscal Year on April 1st, 2021.

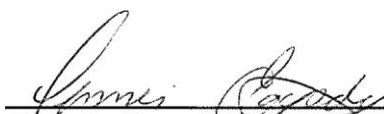
READ A FIRST TIME this 8th day of December 2021

READ A SECOND TIME this 12th day of January 2022

READ A THIRD AND FINAL TIME this 12th day of Januau2@22



Nancy Hatch



Dennis Egyedy, BPA, AMC Tennis Egyedy,

Comhissi6n Vice-Chair Clerk Treasurer

**Village of Chester Commission
Clerk/Treasurer Activity Report
October 12th, 2022**

- The Government of Canada has announced its call for proposals for disability inclusion and access program. Although we are not in the high priority target areas identified, the Village may be eligible for up to \$100,000. Applications are due by the end of October. The Clerk/Treasurer will explore if a project can be prepared for submission related to the Lido and public washroom upgrades.
- Accessibility staff from MoDC have confirmed their availability to undertake an accessibility audit of the public washrooms, and have already conducted the onsite visits. Required changes are anticipated to be relatively modest (door openers, mirrors, grab bars, etc.). They will also provide some additional information on options for the Lido.
- The new fire truck has been ordered and delivery is expected early in 2023. The Village and MoDC will explore registration and payment options under the new fire services agreement.
- The Village and MoDC have asked in writing for our insurance broker to formally explore with the Insurance company options for providing insurance coverage to our joint Fire Services Advisory Committee.
- Work will begin on repairing the street lights on Water Street which have been out of service since December 2021. The main power controls were damaged following a winter storm. Originally it was thought the sidewalk plow hit the installation, but MoDC has advised that the sidewalks were not plowed the week it was hit, they expect perhaps a truck hit it from the street. Estimated costs of repairs are \$5800.
- Hurricane Fiona brought relatively little impact to Village owned properties. The fire station, EHS, or Lido/Washroom building suffered no known damage. Two large tree limbs were down at the Jib Lot Park and one at the Windjammer property. The one at the jib lot was close to the Firefighters monument, the CVFD did an initial clearing to remove the risk. Both limbs have been removed at the Jib Lot, and the one at the Windjammer will be removed.
- Work is underway to brief the new Fire Services Working group on background related to the fire department, capital needs, and construction approaches. In preparation for these discussions the C/T has met with the Town of Mahone Bay to discuss their recent

fire station construction. Various presentations and background documents have been prepared for discussion by the working group.

- The Clerk/Treasurer and two Commissioners attended the two day annual meeting of the Association of Nova Scotia Villages in Bible Hill. There were three joint learning sessions for attendees which were informative, and several discussions on future direction of the Association and how it can best serve the needs of Villages.

Jeff Conrad
Interim Clerk/Treasurer

Date

Call for proposals launched to increase disability inclusion and accessibility in communities, workplaces and early learning and child care facilities

From: [Employment and Social Development Canada](#)

News release

Organizations have until November 1 to apply for funding for infrastructure and communication technology projects

September 7, 2022

Gatineau, Quebec

Employment and Social Development Canada

Persons with disabilities must be able to access spaces, communities, and workplaces that are barrier-free and built to include everyone. For this reason, the Government of Canada continues to invest in programs that prioritize disability inclusion, increasing accessibility and the full participation of persons with disabilities.

Today, the Minister of Employment, Workforce Development and Disability Inclusion, Carla Qualtrough, announced a new call for proposals (CFP) under the Enabling Accessibility Fund (EAF) Small Projects component. Up to approximately \$64 million is available to support infrastructure improvements such as, the renovation, construction or retrofit of ramps, accessible doors, accessible washrooms, elevators and lifts, accessible communications technology, accessible playgrounds, and multi-sensory rooms and stations.

Of this funding, nearly \$58 million will be allocated to support about 580 small projects in workplaces and communities, and up to \$6.5 million will support approximately 65 projects in early learning and childcare facilities. Eligible projects could receive up to \$100,000 per project and priority will be given to projects involving workplaces, Indigenous organizations, shelters that provide services to those experiencing violence (including gender-based), and early learning and child care centres.

The EAF is a federal grants and contributions program that supports infrastructure projects across Canada that improve the accessibility, safety and inclusion of persons with disabilities in communities and the labour market. The Small Projects component of the EAF provides funding for small scale construction projects that help persons with disabilities to gain access to programs, services and employment opportunities.

Online information sessions for this CFP will be offered to support organizations through the application process. Organizations have until November 1, 2022 to apply [online](#).

The EAF program supports the Government's Disability Inclusion Action Plan (DIAP), which is focused on reducing poverty among persons with disabilities, helping persons with disabilities into good quality jobs, facilitating easier access to federal programs and services, and building accessible and inclusive communities while fostering a culture of inclusion.

Quotes

"Making Canada's communities and workplaces more accessible and inclusive is a priority that requires leadership, collaboration and teamwork. Through programs like the Enabling Accessibility Fund, our Government is supporting organizations and thousands of Canadians who are making disability inclusion a reality by removing barriers and helping to create a country where no one is left behind."

**Village of Chester Commission
Clerk/Treasurer Financial Report
October 12, 2022**

- The September bank statement has not yet been received. The balance at the end of August reconciled statement was \$397,709.83. Online access shows that between that between that time and Oct 7 the Village had expenditures of less than \$100k and income of just under \$7500 for a new balance of \$311,638
- The Village is in good fiscal position for this time of the year
- Discussions with the bank have confirmed that interest rates have risen on cashable GICs. The Village is currently holding one year investments at 1.0% return, which mature at various dates in 2023. These funds can be drawn out without penalty. The same investment type currently pays 2.5%. A locked in 13 month GIC is paying 4.0%. The Clerk/Treasurer recommends drawing these funds out, and reinvesting in new one year cashables at the higher interest rate. At the same time approved funds for 2022/23 reserves can begin to be invested.
- Bank reconciliation has been done for August 2022. Bank statements to support reconciliation arrive approximately 2 weeks after the end of the month.
- The Village & Fire Department insurance policy for 2022/2023 has been renewed. Policy costs are up approximately 20% overall. Discussion with the broker indicates that this is not due to Village activity, but rather due to insurance industry conditions such as claims due to climate change, rising costs of repairs, increased litigation and court awards, and low investment returns. Other municipal entities seem to be dealing with similar price increases.

In addition to the premium, the Village will receive a bill for a 2.5% broker fee, and a 2.5% participation fee from the Nova Scotia Federation of Municipalities who are the holders of the municipal policy agreement.

Jeff Conrad

Interim Clerk/Treasurer

Date

Request for Decision

Topic: Village Promotional Items	Date: October 12, 2022
	Proposed By: Jeff Conrad, Interim Clerk/Treasurer
Issue Summary: The Village's supply of reusable shopping bags, used for promotion, is nearly gone. A decision is required on whether to purchase further material.	
Background: <ul style="list-style-type: none"> • Over the past number of years the Village has maintained a modest supply of promotional materials to be provided to visitors and residents. • Items have included ball caps, pens, and various styles of shopping bags. • Most recently the Village purchased 250 reusable shopping bags in 2019 at a cost of \$465. The supply is now below 30 • Distribution has been impacted due to Covid19 as the number of in-person visitors to the office decreased dramatically • The most frequent recipient of the bags has been visitors who drop into the Village Office to request information. • The bags have been well received by visitors. Occasional requests have been received by local organizations for a supply, which have been considered on a case-by-case basis. • Options for promotional items include items such as T-Shirts, hats, visors, drawstring bags, shopping bags, pens, notebooks coffee mugs, water bottles, umbrellas, calendars, maps, and many others. • Depending on the item and design, promotional items can range in price from 0.50 for a pad of sticky notes or a basic pen, to 3.00 for a brightly coloured drawstring bag, to 400.00 for a crystal vase • Logos and slogans can be added to nearly any item with prices varying by technique, size, complexity, and number of colours • Further information on effectiveness and options for promotional items can be found on many websites, including https://www.ama.org/marketing-news/what-are-promotional-products/ • Products can be obtained from local suppliers such as print shops 	
Options: <ol style="list-style-type: none"> 1) Order a new supply of promotional items • Continues practice of creating a positive image of the village for visitors 2) Discontinue handing out promotional items 	

Considerations:Financial Impacts:

Budget already allocated for advertising/promotion, and can be augmented as required from available funds

Policy Impacts:

Supports tourism and economic impacts in the Village

Recommendation:

3) Order a modest supply of a promotional items as determined by the Commission.

Decision:

Request for Decision

Topic: Amendments to Property Tax Exemption Policy	Date: October 12, 2022
	Proposed By: Jeff Conrad, Interim Clerk/Treasurer
Issue Summary: The Village has a Property Tax Exemption Policy for low income property holders which calls for annual review and adjustment	
Background: <ul style="list-style-type: none"> • The tax exemption policy provides for partial property tax relief for low income property owners (as defined in the policy) within the Village • As the exemption is based on income and not assessment or tax paid, prior to application the Village has no way to estimate the number of potentially eligible tax payers • In 2021/2022 the Village granted total exemptions in the amount of 1996.49 • The Village sets the rate, however, as part of the tax collection process MoDC reviews the applications and approves exemptions based on levels approved • There are two components that require review <ul style="list-style-type: none"> ○ Annual adjustments in the income levels, below which an exemption for taxation is granted, will be adjusted by either the annual increase in CPI for Nova Scotia or to the extent that village commission considers appropriate. <ul style="list-style-type: none"> ▪ The annual CPI increase for August 2022 per NS Finance was 7.8% ○ Annual adjustments in the scale of exemption amounts granted will be adjusted by either the annual increase in the average residential tax bill for the general tax rate, and waste collection and disposal area rate, and the tax on the Village of Chester area rate, or to the extent that village commission considers appropriate <ul style="list-style-type: none"> ▪ VoC area rate is the same in current fiscal as the previous, so the tax bill on the average residential tax bill increased by the same percentage as the assessment increased ▪ The average residential assessment in the Village of Chester in 2020/2021 was 390,648 and in 2021/2022 it was 423,324 an increase of 8.3% ○ Calculation of amounts adjusted per these percentages are in the attached table • Low income rates for other local Municipalities are included in the attached table for comparison purposes • Also for comparison purposes <ul style="list-style-type: none"> ○ the lowest Personal Income tax bracket for the Provincial government in Nova Scotia is 0 – 29,590 	

- The market basket measure (MBM) of poverty is based on the cost of a specific basket of goods and services representing a modest, basic standard of living. It includes the costs of food, clothing, footwear, transportation, shelter and other expenses for a reference family. These costs are compared with the disposable income of families to determine whether or not they fall below the poverty line. The threshold for the poverty rate varies by province and community size. In Nova Scotia in 2019, the income required for a reference family (2 adults, 2 children) to afford a basic standard of living ranged from \$42,405 in Cape Breton RM to \$46,147 in Halifax. (NS Finance)
- In 2019 among Nova Scotians not in an economic family 38.2% reported incomes between \$20,000 and \$40,000 (34.9% nationally) while 23.8% (20.7% nationally) reported income under \$20,000 in 2019. (NS Finance)
https://novascotia.ca/finance/statistics/topic_news.asp?id=16662&fto=24x

Options:

- 4) Do not increase exemption levels
 - Reduces risk of additional cost to the Village revenues
 - Does not address potential challenges faced by low income citizens facing increased costs of living
- 5) Increase the amounts per the calculated rates based on the existing policy
 - Provides a modest increase in supports to citizens with incomes below the identified levels
 - Aligns with cost of living percentage increases
 - Likely to have minimal impact on Village revenue
- 6) Set amounts which resets what the Commissioners believe to be fair and reasonable.
 - If amounts are raised, it may be prudent to take an incremental approach over a period of several years to ensure that the financial impact is predictable.
 - Commissioners may want to consider whether they wish to change supports to those most in need (e.g. leave income thresholds similar and change the exemption amounts), or whether they wish to reach a greater number of residents with some relief (e.g. leave exemption amounts similar and change the income thresholds) or some combination of the two.

Considerations:Financial Impacts:

Difficult to estimate due to unknown income levels.

Policy Impacts:

Positions the Village to support the needs of the lowest income residents through cost reductions.

Other:**Recommendation:**

Adopt recommendation 3 – a level set by Commissioners.

Decision:

Village of Chester Property Tax Exemption Policy

The Municipal Government Act, Section 69 permits a Municipality to grant a tax exemption for low income earners.

1.0 Scope

It shall be the policy of the Village of Chester to have clear terms and conditions to provide annual partial property tax relief for low income property owners.

1.1 Income means a person's total income (total income before deductions) from all sources for the calendar year preceding the fiscal year of the Village of Chester, excluding any allowances paid pursuant to the War Veterans Allowance Act (Canada) or Pension paid pursuant to the Pension Act (Canada) and includes:

- i) The income of all assessed owners, their spouse(s), including common law spouses who occupy the property as their principal residence;
- ii) The income from members of the same family residing in the same household, who contribute to the household expenses; and
- iii) Those who hold an interest in the property and contribute to the household expenses.

1.2 Owner and those who hold an interest in the property includes:

- i) The person assessed for the property;
- ii) A person who holds title including a part owner, joint owner, tenant in common, or joint tenant of the property; and
- iii) A person with a life interest in the property; and
- iv) A person with a matrimonial interest.

Not included are those with a leasehold interest and those with an interest under an agreement of purchase and sale.

1.3 Principal Residence is the ordinary place of residence for a greater part of the year of an owner as well as an owner in a hospital or nursing care facility, unless that person has not slept at the property for a period of two (2) years or more, or unless the property has been rented to paying tenants, in either of which event, the property shall be deemed to cease being the owner's ordinary place of residence.

1.4 Same family in section 1.1(ii) defined as including, but not limited to children, or stepchildren connected to at least one of the legally married or common-law couples included in 1.1(i).

2.0 The Director of Finance of the Municipality shall grant an exemption as follows:

- (i) For owners with an income Level of \$16,159 or less the exemption shall be the lesser of \$500.00 or the tax on the Village of Chester area rate only.
- (ii) For owners with an income Level of \$16,160 to \$20,160 the tax exemption shall be the lesser of \$350.00 or the tax on the Village of Chester area rate only.

(iii) For owners with an income Level of \$20,161 to \$27,123 the tax exemption shall be the lesser of \$250.00 or the tax on the Village of Chester area rate only.

3.0 A person or persons applying for an exemption must:

(i) Make an affidavit:

a) Regarding his/her income from all sources in the calendar year preceding the Municipal taxation year for which the exemption is sought.

Satisfactory verification of income must be presented to substantiate the exemption. Exemption form attached as Schedule "A".

b) Verify that any person who either holds an interest in the property or are

family members residing in the same household, whose income is not included in household income pursuant to clause 1.1 (ii), does not contribute to paying household expenses.

c) Provide satisfactory verification of income to substantiate the exemption.

Satisfactory evidence includes a CRA notice of assessment, GST/HST credit notice, and copy of tax return prepared by a third-party tax preparer.

(ii) Apply for the exemption each year prior to March 31st of the Municipal taxation year.

4.0 The exemption shall only apply to a property where at least one of the assessed owners occupies it as his/her principal residence.

5.0 Prior to an exemption being granted, all outstanding debts to the Municipality, which are not a lien on the property, shall be paid in full. This would include any fees such as building permit fees, landfill tipping fees, recreation fees, etc.

6.0 A refusal to grant an exemption pursuant to this Policy may be appealed to Village Commission.

7.0 Annually, tax exemption income levels and the exemption amounts will be adjusted as follows:

(i) Annual adjustments in the income levels, below which an exemption for taxation is granted, will be adjusted by either the annual increase in CPI for Nova Scotia or to the extent that village commission considers appropriate.

(ii) Annual adjustments in the scale of exemption amounts granted will be adjusted by either the annual increase in the average residential tax bill for the general tax rate, and waste collection and disposal area rate, and the tax on the Village of Chester area rate, or to the extent that village commission considers appropriate.

Approved: July 8th, 2020

Motion # 20-230

Amended: September 24th, 2020

Motion # 20-259

Amended: October 13th, 2021

Motion # 21-132

Nova Scotia Department of Finance

<https://www.novascotia.ca/finance/statistics/topic.asp?fto=21u#:~:text=The%20food%20index%20increased%2011.4%25%20compared%20to%20August,figures%20will%20be%20released%20on%20September%2020%2C%202022.>

Consumer Price Index - All Items			
Nova Scotia	2020	2021	2022
January	138.5	140.3	147.2
February	139.1	140.8	148.8
March	138.0	141.8	151.4
April	136.6	142.3	152.4
May	136.5	143.1	155.7
June	137.6	143.2	156.5
July	137.8	144.2	156.7
August	137.5	144.5	155.7
September	137.5	144.6	
October	138.4	145.9	
November	138.7	146.0	
December	138.7	145.4	
Annual Average	137.9	143.5	153.1

Consumer Price Index - All Items (Year-over-year % Change)			
Nova Scotia	2020	2021	2022
January	2.6%	1.3%	4.9%
February	2.5%	1.2%	5.7%
March	0.9%	2.8%	6.8%
April	-0.6%	4.2%	7.1%
May	-0.9%	4.8%	8.8%
June	0.1%	4.1%	9.3%
July	-0.5%	4.6%	8.7%
August	-0.7%	5.1%	7.8%
September	-0.7%	5.2%	
October	0.3%	5.4%	
November	0.2%	5.3%	
December	0.6%	4.8%	
Annual Average	0.3%	4.1%	7.4%

Municipality	Income level	Rebate Amount	Notes
Village of Chester (Current)	<16,159	Up to 500	Up to actual paid in VoC area rate
	16,160 – 20,160	Up to 350	
	20,161 – 27,123	Up to 250	
Village of Chester (adjusted per formula)	<17,419	Up to 541.50	Up to actual paid in VoC area rate
	17,420 – 21,732	Up to 379.05	
	21,733 – 29,238	Up to 270.75	
MoDC	<16,419	Up to 813	Up to actual paid in general rate and waste collection
	16,420 – 27,558	Up to 487 (prorated)	
	27,558 – 29,590	Up to 326 (prorated)	
MoDL	<23,999	Up to 530	
	24,000 – 29,999	Up to 265	
	30,000 – 38,000	Up to 106	
Town of Mahone Bay	<30,000	Up to 1,000	First come first served based on a set budget. Accounts with a credit can get a refund or carry forward the credit.
	30,001 – 35,000	Up to 500	
	35,001 - 40,000	Up to 250	
Town of Lunenburg	<30,000	1,000	
	30,001 – 35,000	500	
	35,001 - 40,000	250	
Town of Bridgewater	<16,500	Up to 710	The lesser of the amount noted, or one-half of the current year's tax
	16,501 – 18,000	Up to 545	
	18,001 – 20,000	Up to 440	
	20,001 – 25,500	Up to 270	
	25,501 – 29,590	Up to 235	

Halifax Regional Municipality

Property Tax Exemption and Deferral Program

Table T						
Household Income, Property Tax and Rebate Value and Minimum Payable New Values for 2022-2023						
Tax Payable		Total Household Income (before deductions)				
		\$0-\$29,000	\$29,001-\$32,500	\$32,501-\$36,000	\$36,001-\$39,500	\$39,501-\$43,000
Min.	Max	100%	80%	60%	40%	20%
n/a	\$1,900	\$1,000	\$800	\$600	\$400	\$200
\$1,901	\$2,900	\$1,100	\$880	\$660	\$440	\$220
\$2,901	n/a	\$1,200	\$960	\$720	\$480	\$240
		Minimum Tax Payable (deducted from rebate)				
		\$150	\$310	\$340	\$380	\$410