



**Village of Chester Commission
Regular Monthly Meeting
January 10, 2018**

Present: Dave Foley, Commission Chair; Bill Nauss, Commission Vice-Chair; Nancy Hatch, Commissioner; Tom Mulrooney, Commissioner; Michael Heisler, Commissioner; Dave Richardson, Fire Chief, CFD; Forrest McWade, Clerk Treasurer; Maxine Veinot, Recording Secretary

Regrets: Nil

Absence: Nil

Public Gallery: There were no members of the public in attendance

1.0 Call to Order

Commission Chair Foley called the January 10, 2018 regular monthly meeting of the Village of Chester Commission to order at 5:30 pm.

2.0 Public Forum

There were no members of the public in attendance.

3.0 Approval of Minutes

a) *December 13, 2017 Regular Monthly VOC*

No errors or omissions were noted.

MOTION: Commissioner Mulrooney moved, Commissioner Heisler seconded, the approval of the December 13, 2017 regular monthly meeting minutes. Unanimously passed.

December 13/17
minutes approved

b) *January 3, 2018 Committee of the Whole (COW)*

No errors or omissions were noted.

MOTION: Commissioner Heisler moved, Commissioner Mulrooney seconded, the approval of the January 3, 2018 COW meeting minutes. Unanimously passed.

January 3/18
minutes approved

4.0 Approval of Agenda

Commissioner Mulrooney asked to have a discussion on a long-range plan.

Clerk Treasurer McWade stated that if is a budget item request, then it could be brought up during the 2018/19 Budget agenda item. Commissioner Mulrooney will discuss this during the Budget discussion.

Commissioner Hatch asked if she could tape the meetings for her own personal use. It was agreed that this item would be on the next COW agenda.

Commissioner Hatch inquired about the removal of wreaths. Clerk Treasurer McWade stated that the process of removal was in line with the last few years.

Clerk Treasurer McWade asked to have an In-Camera session, re Human Resources, added to the agenda.

MOTION: Commissioner Nauss moved, Commissioner Hatch seconded, the approval of the January 10, 2018 agenda. Unanimously passed.

Approval of Agenda

5.0 Business Arising from Previous Minutes

a) **2018/19 Budget**

Clerk Treasurer McWade reported that it is budget season and he will be meeting with CVFD tonight regarding timelines and the process moving forward.

The Clerk Treasurer would like to see consensus from the commission on the administrative sections of the draft budget.

Timelines for the budget were reviewed.

The Village administrative budget was reviewed by sections.

Office Administration

Review and discussion was held.

-Office lease is up for renewal December 2018.

-IT & website review and design will be researched for pricing.

Clerk Treasurer McWade asked for those in favour of Office Administration section of the budget for 2018/19; unanimously in favour.

Seasonal/Public Works

Review and discussion was held.

-Hanging flower baskets and maintenance remain the same. Location of baskets will change.

Fireworks will not be included in the 18/19 budget.

Clerk Treasurer McWade asked for those in favour of Seasonal/Public Works section of the budget for 2018/19; unanimously in favour.

Jib Lot

Review and discussion was held.

-Mowing and occasional maintenance needed during the year.

-Increase in water lot taxes have been raised to reflect the actual costs.

Clerk Treasurer McWade asked for those in favour of Jib Lot section of the budget for 2018/19; unanimously in favour.

Lido Pool

Review and discussion was held.

-The waste bin needs to be replaced.

-The parking lot back stops need possible back filling.

-Maintenance Operation of the pool decreased according to actuals.

-A report will be received soon on pool wall work required for 18/19 season.

-Taxes changed to reflect actuals.

-There may be changes to budget values in the future as information is received.

Clerk Treasurer McWade asked for those in favour of Lido Pool section of the budget for 2018/19; unanimously in favour.

Public Washrooms

Review and discussion was held.

-This section covers all operations and the upgrade to the pump.

-Possible upgrades are needed in some of the toilets and sinks.

Clerk Treasurer McWade asked for those in favour of Public Washrooms section of the budget for 2018/19; unanimously in favour.

5.0 Business Arising from Previous Minutes

a) **2018/19 Budget** (continued)

Village Reserves

Lido Reserves of \$30,000.00 – a long term plan will be needed for the pool repairs; more information will be available once the Options Analysis is reviewed.

Clerk Treasurer McWade asked for those in favour of Lido Reserve section of the budget for 2018/19; unanimously in favour.

The 'rate' page will be updated when the budget is finalized.

Commissioner Mulrooney suggested including in the 2018/19 budget, a consultant to lead the Village in discussion with ratepayers on long term planning for the Commission to consider in upcoming budgets.

Commissioners agreed to add this to the budget for 2018/19.

Clerk Treasurer McWade asked for those in favour of adding a consultant for long term planning section of the budget for 2018/19; unanimously in favour.

b) **Addition of a public forum**

Clerk Treasurer brought this item forward from discussion at a December 2017 meeting. It was agreed to include this in long term planning.

7.0 Reports

c) **Fire Chief's Report**

Chief Richardson reported that a lot of training was held in 2017 and 2018 will be the same, with the start of fit testing for the membership and MFR courses. CVFD will be losing a valuable member in Dr. Dave Sibley, who has been with us for three years and now is moving to Bridgewater.

The budget process has started with the membership having their input in the upcoming budget.

The fire boat is going through needed upgrades at Blandford Auto & Marine. The boat shelter blew off the pad in the last wind storm hitting the tower and the side of the station.

The CVFD curling team will be trying to defend the Provincial title Feb 1 – 4th in Truro.

Blake Corkum and Chief Richardson met with Forrest McWade and John Redden to review a few changes with the specifications that Mr. Redden proposed.

Chief Richardson left the meeting at 6:15 pm.

6.0 Correspondence

There was no correspondence received.

7.0 Reports

a) **Clerk's Report**

Clerk Treasurer McWade reported that he received an update on the water study from the Municipality of the District of Chester (MODC).

CBCL is hoping to have a draft socio-economic study to MODC Public Works department next week.

Clerk Treasurer McWade will be meeting next week with Darcy Stevens on the Red Cross Swim Program and the Lido Pool.

The final truck draft specifications have been received and are being reviewed.

7.0 Reports (continued)

a) Clerk's Report (continued)

The insurance adjuster was down and began the claim process on the damage at the Fire Hall from the boat tent.

The fire boat is having work completed on it and it will be another couple of weeks. The deck has been removed and the internal structure looks good.

An interim audit on the village financials will be taking place during the third week of February.

Vistacare is scheduled to work on the fire siren on January 22, 2018.

b) Financial Report

The Clerk Treasurer emailed the year-to-date report to the Commissioners and received no questions regarding the report.

Discussion was held.

There were no concerns with the Year-to-date report.

8.0 Any Other Business

a) In Camera Session – Human Resource item

The Commission moved In-Camera at 6:25 pm.

The Commission moved out of In-Camera at 7:10 pm.

9.0 Adjournment

Commissioner Heisler moved the meeting adjourn at 7:10 pm.

Dave Foley
Commission Chair

Maxine Veinot
Recording Secretary