

**Village of Chester Commission
Committee of the Whole Meeting
June 27, 2019 – 1:00 pm**

Attendance: Michael Heisler, Commissioner; Nancy Hatch, Commission Vice Chair; Bill Nauss, Commission Chair; Jo-Ann Grant, Commissioner; Martin Hiltz, Commissioner; Dennis Egyedy, Clerk Treasurer; Maxine Veinot, Recording Secretary

Regrets: Nil

Public Gallery: One

1.0 Call to Order

Chair Nauss called the June 27, 2019, Committee of the Whole (COW) Meeting of the Village of Chester Commission to order at 1:00 pm.

2.0 Public Forum

Nil

3.0 Review/Approval of Agenda/Additions to Agenda

Additions: 5 c) (a)- Monthly Priorities – Commissioner Hatch
5 e)- Banner for Race Week – Chair Nauss

MOTION #19-056: Commissioner Heisler moved; Commissioner Grant seconded:
The approval of the agenda, with two additions.

Unanimously Carried

4.0 Clerk's Report

Clerk Treasurer Egyedy reviewed the finished template for the welcome signs and the cost of \$4,301.00 for two signs installed. Egyedy provided a breakdown of budget account 5481, IT Support and Website. The budget of \$14,000 included the cost of purchasing a new server which is no longer required as all our information is stored and backed up on Cloud. This resulted in a savings of \$4,000 to \$5,000. Funds are available for Commissioners requesting an iPad or Notebook.

MOTION # 19-057: Commissioner Hatch moved, Commission Heisler seconded;
The purchase of two 4'X8' signs, \$4,301.00, with funding from account # 5591.

Unanimously Carried.

5.0 New/Other Business

a) Proposed Policy Review

The Commissioners reviewed the list of policies to be reviewed and recommended that the policy templates provided by Municipal Affairs be utilized. The first policy to review would be the Audit Committee as the Commission needs to advertise for public members on the committee. An expense reimbursement policy should be compared to other municipalities prior to presenting to the Commission.

Clerk Treasurer, Egyedy reported that the Audit committee will meet with the Auditor next year and they will be presented with the audit, prior to the Auditor presenting it at the Annual meeting.

Egyedy will work on the audit policy with the requirements of Municipal Services. He will present the Apparatus Use Policy at the July 10th meeting for discussion.

b) Village Association – 2020 Convention

Commissioner Grant expressed a need to establish a “Planning Committee” to host the 2020 Association of Villages meeting in Chester. The Association Chairman, Ken Pineo needs to be contacted for a schedule of events to ensure there is a proper venue in Chester.

It was agreed by the Commission that Commissioner Grant Chair the Planning Committee and work with the Clerk Treasurer in communicating with the Association.

c) EDM Report Recommendations

Commissioner Nauss stated that in follow-up to the EDM Recommendations, the Village needs to develop a Strategic Plan. Nauss recommended that a Facilitator be hired to assist with the strategic plan. Clerk Treasurer should contact Paul Wills for suggested facilitators and report back to the next meeting.

Commissioner Hiltz informed the Commission that the island ferry will be moving to Blandford in order to accommodate the transporting of vehicles to the islands. The Commission would like to express an interest in the Chester Wharf when the ferry relocates. It is important to have space available for boats visiting the village. A letter should be written to our local MLA, Hugh McKay to express an interest in taking over the wharf when the ferry leaves.

c) (a) Monthly Priorities

Commissioner Hatch stated that there is a need to improve communication with the community, MODC, and the fire department. It was suggested that the Commissioner think about a strategy for short-term and long-term planning to be discussed at the July 10th meeting.

d) Visitor Information Center

Commissioner Grant expressed a concern regarding the VIC operation and suggested that the Village consider managing the center. A 2014 income statement was presented for discussion. Grant has done some research into possible funding for the center and it was suggested that

grants are available if the center functioned as a Seniors Outreach, a CAP site or in cooperation with a Foodbank. It was agreed to investigate possible funding options for future discussion.

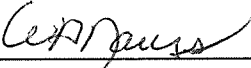
e) Race Week Banner

Chairman Nauss stated that he received a request from the Chester Yacht Club to fund the cost of a street banner to promote race week. The banner would cost about \$700.00 and can be reused every year.

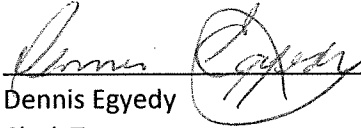
The Commission agreed with the request at a cost not to exceed \$700.00 and the Village be recognized as a sponsor of race week in the Yacht Club events calendar.

6.0 Adjournment

Commissioner Heisler, moved the June 27, 2019 meeting adjourn at 2:31pm.



Bill Nauss
Commission Chair



Dennis Egyedy
Clerk Treasurer