

NORTH CEDAR IMPROVEMENT DISTRICT

MINUTES OF THE APRIL 9, 2015
BOARD OF TRUSTEES MEETING

TRUSTEES PRESENT:

Trustee Johnson, Chairperson
Trustee Edwards
Trustee Jean Louis
Trustee L. Johnson
Trustee Loos
Trustee Merkel
Trustee Murdoch

STAFF:

Heather Sarchuk, Administrator
Boyd Hunter, Deputy Fire Chief

PUBLIC: - No Public

1. CALL TO ORDER

Chairperson Johnson called the meeting to order at 7:00 p.m.

2. APPROVAL OF AGENDA

15.129 MOVED by Trustee Edwards **SECONDED** by Trustee Murdoch
To approve the agenda as presented.

CARRIED

3. DELEGATIONS

No Delegations.

4. ADOPTION OF MINUTES

(A) March 12, 2015 Minutes

15.130 MOVED by Trustee Edwards **SECONDED** by Trustee Merkel
To approve the minutes of the March 12, 2015 Board of Trustees Meeting as presented.

CARRIED

(i) Business Arising from Minutes

No Business Arising from the Minutes.

(ii) List of Board Motions

15.131 MOVED by Trustee Murdoch to receive and file the list of Board motions.

CARRIED

5. STAFF REPORTS

(A) WATERWORKS

- (i) Waterworks Report

Trustee Jean Louis arrived at 7:02 p.m.

15.132 MOVED by Trustee Merkel to receive and file the Waterworks Report. **CARRIED**

- (a) City of Nanaimo - Emergency Connection

15.133 MOVED by Trustee Edwards **SECONDED** by Trustee Murdoch
To write to the City of Nanaimo Mayor and Council to formally request an emergency connection. **CARRIED**

- (ii) Subdivisions

15.134 MOVED by Trustee Edwards to receive and file the Subdivision Report. **CARRIED**

(B) FIRE PROTECTION AND STREET LIGHTING

- (i) Fire Chiefs Report

15.135 MOVED by Trustee Merkel to receive and file the Fire Chief's Report. **CARRIED**

- (ii) New Truck
 - (a) Change Order

15.136 MOVED by Trustee Edwards **SECONDED** by Trustee Merkel
To approve the additional \$8,419.00 to Hub Fire Engines for the new fire truck, a new total cost is now \$479,379.00. **CARRIED**

15.137 MOVED by Trustee L. Johnson to receive and file the Change Order. **CARRIED**

Deputy Fire Chief Hunter left the meeting at 7:15 p.m.

(C) ADMINISTRATION

- (i) Treasurers Reports

Trustee Loos arrived at 7:17 p.m.

15.138 MOVED by Trustee Edwards to receive and file the Treasurers Report. **CARRIED**

- (ii) Wilkinson Road Property

MOVED by Trustee Jean Louis **SECONDED** by Trustee Loos
To keep the property listed for \$313,000. **DEFEATED**

MOVED by Trustee Merkel **SECONDED** by Trustee Jean Louis
To list the property \$259,000 as recommended by the realtor. **DEFEATED**

15.139 **MOVED** by Trustee Loos **SECONDED** by Trustee Edwards
To list the property for \$295,000. **CARRIED**

(iii) CWSA 2015 Annual Conference

15.140 **MOVED** by Trustee Murdoch to receive and file the Administration report regarding the Coastal Water Suppliers Association (CWSA). **CARRIED**

6. **COMMITTEE/PORTFOLIO REPORTS**

No Reports.

7. **BYLAWS, POLICIES AND RESOLUTIONS**

(A) **BYLAWS**

(i) Bylaw 423 – Cranberry FD/RDN Automatic Aid Agreement Bylaw

15.141 **MOVED** by Trustee Loos **SECONDED** by Trustee Edwards
To approve first and second reading of Bylaw #423 as presented. **CARRIED**

15.142 **MOVED** by Trustee Loos **SECONDED** by Trustee Jean Louis
To approve third and final reading of Bylaw #423 as presented. **CARRIED**

(ii) Bylaw 434 – NCID Freedom of Information and Protection of Privacy Bylaw

15.143 **MOVED** by Trustee Loos **SECONDED** by Trustee Edwards
To approve first and second reading of Bylaw #434 as presented. **CARRIED**

15.144 **MOVED** by Trustee Loos **SECONDED** by Trustee Jean Louis
To approve third and final reading of Bylaw #434 as presented. **CARRIED**

(B) **POLICIES**

No Policies.

(C) **RESOLUTIONS**

No Resolutions.

8. **CORRESPONDENCE/CONSULTANT REPORTS**

(A) Associated Engineering Monthly Report

15.145 **MOVED** by Trustee Edwards to receive and file the Engineers Monthly Report. **CARRIED**

(B) Island Health (IH)

(i) Email from Engineer to IH March 10/15

15.146 **MOVED** by Trustee Edwards to receive and file the email from the Engineer to IH on March 10/15. **CARRIED**

- (ii) Email from IH to Engineer March 12/15

15.147 **MOVED** by Trustee Edwards to receive and file the email from IH to the Engineer on March 12/15. **CARRIED**

- (iii) Email from Engineer to IH March 12/15

15.148 **MOVED** by Trustee Edwards to receive and file the email from the Engineer to IH on March 12/15. **CARRIED**

- (iv) Draft email to/from Hydrogeologist and Engineer March 19/15

15.149 **MOVED** by Trustee Merkel to receive and file the draft email to/from Hydrogeologist and Engineer on March 19/15. **CARRIED**

- (v) Email to/from Hydrogeologist and IH March 20/15

15.150 **MOVED** by Trustee Edwards to receive and file the email to/from Hydrogeologist and IH on March 20/15. **CARRIED**

- (vi) Email from IH March 23/15

15.151 **MOVED** by Trustee Murdoch to receive and file the email from IH on March 23/15. **CARRIED**

(C) Revenue Canada

15.152 **MOVED** by Trustee Edwards to receive and file the correspondence received from Revenue Canada. **CARRIED**

The staff are directed to put a copy of the correspondence on the web site and have a copy on the counter.

15.153 **MOVED** by Trustee Loos **SECONDED** by Trustee Merkel
Direct staff to contact Take 5 to find out if the RDN has to pay for the Area "A" write up. **CARRIED**

(D) RDN – Points of Interest

- (i) Cedar Sport Court

15.154 **MOVED** by Trustee Edwards to receive and file the information regarding the Cedar Sport Court. **CARRIED**

- (ii) Duke Point Pollution Control Centre

15.155 **MOVED** by Trustee Edwards to receive and file the information regarding the Duke Point Pollution Control Centre. **CARRIED**

- (iii) 2013 – 2014 CUPE Negotiations

15.156 **MOVED** by Trustee Murdoch to receive and file the information regarding the 2013 – 2014 CUPE Negotiations. **CARRIED**

(iv) Director Remuneration

15.157 **MOVED** by Trustee Murdoch to receive and file the RDN's motion 14-661 regarding Director Remuneration. **CARRIED**

(E) Harris Annual Client Conference 2015

15.158 **MOVED** by Trustee Loos to receive and file the email received from Harris & Company regarding their Annual Client Conference 2015. **CARRIED**

(F) The Smart Team

15.159 **MOVED** by Trustee Merkel **SECONDED** by Trustee Edwards
Direct staff to post the email and information on our website with a copy of the blank letter for people to use. Have blank copies of the letter available at the AGM for ratepayers to complete and submit for the District to send out. **CARRIED**

(G) Vancouver Island & Coast Conservation Society (VICCS)

15.160 **MOVED** by Trustee Edwards to receive and file the information received from VICCS. **CARRIED**

(H) Hayes Stewart Little & Company

15.161 **MOVED** by Trustee Loos to receive and file the memo from Hayes Stewart Little & Company. **CARRIED**

15.162 **MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch
The Administrator write a thank you letter to staff, the Board Chair to sign. **CARRIED**

15.163 **MOVED** by Trustee Murdoch **SECONDED** by Trustee Loos
That the memo from Hayes Stewart Little & Company be included with the AGM package. **CARRIED**

9. **QUESTION AND ANSWER PERIOD**

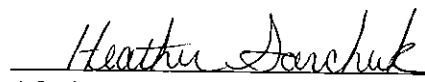
None

10. **ADJOURN AND MOVE IN-CAMERA**

15.164 **MOVED** by Trustee Edwards **SECONDED** by Trustee Murdoch
To adjourn the meeting at 7:47 p.m. and move to in-camera. **CARRIED**

May 14 / 15
Date


Chairperson of the Board of Trustees


Administrator to the Board of Trustees