

NORTH CEDAR IMPROVEMENT DISTRICT

MINUTES OF THE FEBRUARY 9, 2017
BOARD OF TRUSTEES MEETING

TRUSTEES PRESENT:

Trustee Wilson, Chairperson
Trustee Dives
Trustee Hyne
Trustee Jean Louis
Trustee Murdoch
Trustee Rosato-Taylor
Trustee Thomson

STAFF:

Heather Sarchuk, Administrator
Percy Tipping, Fire Chief

PUBLIC: -

No Guests

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. APPROVAL OF AGENDA

17.034 MOVED by Trustee Murdoch **SECONDED** by Trustee Dives
To approve the agenda as presented.

CARRIED

3. DELEGATION

No Delegations.

4. ADOPTION OF MINUTES

(A) January 7, 2017 Special General Meeting By-Election

17.035 MOVED by Trustee Jean Louis **SECONDED** by Trustee Rosato-Taylor
To approve the minutes of the January 7, 2017 Special General Meeting By-Election as presented.

CARRIED

- (i) Business Arising from the Minutes
 - (a) Correspondence to/from Ratepayer/Ministry/Board Chair

17.036 MOVED by Trustee Dives **SECONDED** by Trustee Thomson
To receive and file the correspondence to/from Ratepayer/Ministry/Board Chair.

CARRIED

(B) January 12, 2017 Board Meeting

17.037 MOVED by Trustee Dives **SECONDED** by Trustee Murdoch
To approve the minutes of the January 12, 2017 Board Meeting as presented.

CARRIED

- (i) Business Arising from the Minutes

No business arising from the minutes.

- (ii) List of Board Motions

17.038 MOVED by Trustee Thomson **SECONDED** by Trustee Murdoch
To receive and file the list of Board motions. **CARRIED**

(C) January 19, 2017 Development Committee Meeting

Amend the following motion to be: “To recommend to the Board of Trustees to have the Engineer proceed with the work plan submitted November 30, 2016, total estimated fees \$116,872.00 without taxes for an additional Barnes Road Reservoir”.

17.039 MOVED by Trustee Dives **SECONDED** by Trustee Thomson
To approve the minutes of the January 19, 2017 Development Committee Meeting as amended. **CARRIED**

- (i) Business Arising from the Minutes
 - (a) Fee Estimate – 1723 Cedar Road

17.040 MOVED by Trustee Hyne **SECONDED** by Trustee Jean Louis
To send the Fee Estimate for 1723 Cedar Road for the water treatment facility site investigation and base plan to the next development committee meeting. Also include Associated Engineer’s contract. **CARRIED**

- (b) Correspondence Received

17.041 MOVED by Trustee Thomson **SECONDED** by Trustee Rosato-Taylor
To receive and file the correspondence received from Associated Engineering dated February 1, 2017. **CARRIED**

- (ii) List of Board Motions

17.042 MOVED by Trustee Dives **SECONDED** by Trustee Thomson
To receive and file the list of motions as amended. **CARRIED**

17.043 MOVED by Trustee Thomson **SECONDED** by Trustee Hyne
To approve the development committee’s recommendation to have the engineer proceed with the work plan submitted November 30, 2016, total estimated fees \$116,872.00 without taxes for additional Barnes Road Reservoir. **CARRIED**

Trustee Jean Louis suggested that extra information should be brought to the Board regarding committee motions as not all Trustees are able to attend these meetings. The additional information can be the original document or the administrator can prepare a report with the information.

(D) January 26, 2017 Development Committee and Finance Committee Meeting

17.044 MOVED by Trustee Thomson **SECONDED** by Trustee Murdoch
To approve the minutes of the January 26, 2017 Development Committee and Finance Committee as presented. **CARRIED**

- (i) Business Arising from the Minutes

(a) New Reservoir – Existing Well Pumps

Report from Associated Engineering regarding existing supply pumps for filling the new Barnes Road Reservoir was presented for information only.

(ii) List of Board Motions

17.045 MOVED by Trustee Dives **SECONDED** by Trustee Thomson
To receive and file the list of motions as presented. **CARRIED**

17.046 MOVED by Trustee Hyne **SECONDED** by Trustee Thomson
To approve the committee’s recommendation to the Board of Trustees that the Board Chairperson prepare a Public Announcement that states the moratorium will be lifted subject to the construction of the additional reservoir at the Barnes Road reservoir site, which is expected to be completed by the end of the year. Trustee Wilson is to bring the announcement to the Board for consideration. **CARRIED**

6. STAFF REPORTS

(A) WATERWORKS

(i) Waterworks Report

No report received.

(B) FIRE PROTECTION AND STREET LIGHTING

(i) Fire Chiefs Report

17.047 MOVED by Trustee Thomson **SECONDED** by Trustee Murdoch
To receive and file the Fire Chiefs report. **CARRIED**

The Fire Chief reported that the Districts new engineer #2 has failed twice for compressed foam. He stated that it will be going to Abbotsford for at least a week in early March for repairs.

Trustee Jean Louis stated that the Fire Chief is to ask for an extension to the Warranty for Engine #2.

(C) ADMINISTRATION

(i) Treasurers Reports

(a) 2016

17.048 MOVED by Trustee Jean Louis **SECONDED** by Trustee Thomson
To receive and file the Treasurers report for 2016. **CARRIED**

(b) 2017

17.049 MOVED by Trustee Jean Louis **SECONDED** by Trustee Dives
To receive and file the Treasurers report for 2017. **CARRIED**

6. COMMITTEE/PORTFOLIO REPORTS

17.050 MOVED by Trustee Thomson **SECONDED** by Trustee Hyne

That staff amend the committee portfolio policy #97-11 to be the same as the Local Government Act and district Bylaw #384. District bylaw states “The Chair of a committee will be determined by a majority of the Trustees” and bring to the next regular Board meeting for consideration.

CARRIED

7. BYLAWS, POLICIES AND RESOLUTIONS

(A) BYLAWS

No Bylaws.

(B) POLICIES

No Policies.

(C) RESOLUTIONS

No Resolutions.

8. CORRESPONDENCE/CONSULTANT REPORTS

(A) Associated Engineering Monthly Report

17.051 MOVED by Trustee Dives **SECONDED** by Trustee Thomson

To receive and file the engineers monthly report.

CARRIED

(B) Rosemary Smart – RE: Provincial Improvement District Association

The Administrator is directed to contact Rosemary Smart requesting more information such as the structure, the cost, what does she hope to achieve.

(C) RDN – Notice of Public Meeting

17.052 MOVED by Trustee Thomson **SECONDED** by Trustee Jean Louis

To receive and file the RDN’s Notice of Public Meeting.

CARRIED

(D) CWSA – 2017 Conference Registration

17.053 MOVED by Trustee Dives **SECONDED** by Trustee Thomson

That the District will pay registration for Trustees wanting to attend.

CARRIED

9. QUESTION AND ANSWER PERIOD

No Questions.

10. ADJOURN AND MOVE IN-CAMERA

17.054 MOVED by Trustee Dives **SECONDED** by Trustee Rosato-Taylor
To adjourn the meeting at 8:35 p.m. and move to in-camera.

CARRIED

Date

Chairperson of the Board of Trustees

Administrator to the Board of Trustees