

**NORTH CEDAR IMPROVEMENT DISTRICT  
MINUTES OF THE 8 JUNE, 2017  
REGULAR BOARD OF TRUSTEES PUBLIC MEETING at 7 PM**

**TRUSTEES PRESENT:**

Trustee Thomson	Trustee Parfitt
Trustee Dagg	Trustee Rosata-Taylor
Trustee Dives Chairperson	Trustee Hyne
REGRETS Trustee Lingstrom	

**STAFF:** W Michael Bolch, CAO

1. **CALL TO ORDER** by trustee Dives at 7:02 PM
2. **APPROVAL OF AGENDA**
  - 17.172 **MOVED** by Trustee Thomson **SECONDED** by Trustee Rosata Taylor  
To approve this agenda and late additions as presented **CARRIED**
  3. **DELEGATIONS**
  4. **ADOPTION OF MINUTES**
    - 17.173 **MOVED** by Trustee Thomson **SECONDED** by Trustee Dagg  
To approve the revised minutes of the 11 May 2017 Regular Board  
of Trustees Public Meeting as presented **CARRIED**
    - 17.174 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt  
To approve the revised Minutes of the 25 May 2017  
Operations Committee Meeting as presented **CARRIED**
  5. **BOARD MOTIONS FOR APPROVAL**
    - 17.175 **MOVED** by Trustee Hyne **SECONDED** by Trustee Thomson  
**MOTION** CAO to develop a letter with approved content from the  
committee to the Regional District of Nanaimo requesting funding  
for the two up-coming water projects **CARRIED**
    - 17.176 **MOVED** by Trustee Hynes **SECONDED** by Trustee Thomson  
**MOTION** Trustee Hyne is to have discussions with Regional District  
of Nanaimo area A director to assist in acquiring GAS-TAX FUNDING.  
**CARRIED**
    - 17.177 **MOVED** by Trustee Hine **SECONDED** by Trustee Dives  
**MOTION** CAO to develop a contract based on the submission  
from Island flow control to complete the Emergency tie-in to  
Regional District of Nanaimo, construction as designed, for  
under \$50000. **CARRIED**
  6. **STAFF REPORTS**
    - (A) WATERWORKS
    - (B) FIRE PROTECTION AND STREET LIGHTING
      - (i) Chiefs Report
    - 17.178 **MOVED** by Trustee Thomson **SECONDED** by Trustee Rosata-Taylor  
To receive and file the Fire Chiefs report as presented. **CARRIED**
      - (A) ADMINISTRATION
        - (i) Treasurers Report
    - 17.179 **MOVED** by Trustee Hyne **SECONDED** by Trustee Thomson  
To receive and file the Treasurers report as presented **CARRIED**

7. COMMITTEE/PORTFOLIO REPORTS

8. BYLAWS, POLICIES AND RESOLUTIONS

- (A) BYLAWS
- (B) POLICIES
- (C) RESOLUTIONS
  - (i) Resolution 4-2017

17.180 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt  
To approve Resolution 4-2017 as presented **CARRIED**

9. CORRESPONDENCE/CONSULTANT REPORTS

- (A) Associated Engineering – Monthly Report

17.181 **MOVED** by Trustee Hyne **SECONDED** by Trustee Rosata Taylor  
To receive and file the Associated Engineering's May 2017  
Monthly Report as presented

**CARRIED**

10. ADDITIONAL REQUESTED RFDS AND STAFF REPORTS

- (A) STAFF REPORT IN-CAMERA AGENDAS

17.182 **MOVED** by Trustee Rosata Taylor **SECONDED** by Trustee Thomson  
That the board of trustees will continue to receive all agenda  
packages in paper form in an envelope in the NCID Board Room cabinet,  
and that a copy of the agendas will be sent by email to trustee  
Thomson.

**CARRIED**

- (B) STAFF REPORT BCWWA CONFERENCE

17.183 **MOVED** by Trustee Hyne **SECONDED** by Trustee Dagg  
To receive and file the report from the CAO on his visit May 28-30, 2017  
To this year's annual BCWWA's Conference in Victoria, BC as presented,  
and to present this report at the next Operations Meeting.  
**CARRIED**

- (C) REQUEST FOR DECISION Hydrant maintenance Quote By IFC

17.184 **MOVED** by Trustee Thomson **SECONDED** by Trustee Hyne  
That the board of trustees approved the Hydrant maintenance work to be  
completed by IFC will take place over the next two years, with one half  
the hydrants receiving maintenance in this year 2017 for \$4750, and the  
next half receiving maintenance in 2018 when another payment will be  
issued for the remaining \$4750, and that the funds will come from  
account 5046 – CONTRACT EXTRA WORK..

**CARRIED**

- (D) REQUEST FOR DECISION
  - (i) Vegetation Control RFP  
This item was moved in-camera by the board.

11. QUESTION AND ANSWER PERIOD

- (A) Trustee Dagg requests to schedule a development committee  
Meeting on 2017-06-15 at 7PM at the NCID office,  
and following at the Barnes Reservoir site.

**12. BYLAW FROM IN-CAMERA DISCUSSION**

The Board approved the motion to accept the Bylaw no. 462 in-camera.  
The board passed first and second and third reading at this meeting.

**17.185** **MOVED** by Trustee Thomson **SECONDED** by Trustee Rosata-Taylor  
To approve first and second reading of Bylaw #462 as presented

**CARRIED**

**17.186** **MOVED** by Trustee Thomson **SECONDED** by Trustee Rosata-Taylor  
To approve third and final reading of Bylaw #462 as presented

**CARRIED**

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

**17.187** **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt  
To adjourn the meeting at 9:20PM and move to in-camera.

**CARRIED**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairperson of the Board of Trustees

\_\_\_\_\_  
CAO to the Board of Trustees