

NORTH CEDAR IMPROVEMENT DISTRICT

MINUTES OF THE MAY 11, 2017
BOARD OF TRUSTEES MEETING

TRUSTEES PRESENT:

Trustee Dives, Chairperson
Trustee Thomson
Trustee Hyne
Trustee Parfitt
Trustee Lingstrom
Trustee Dagg

REGRETS:

Trustee Rosato-Taylor

STAFF:

W. Michael Bolch, CAO
Jennifer Bradley, Treasurer
Percy Tipping, Fire Chief

1. CALL TO ORDER

Michael Bolch called the meeting to order at 7:05 p.m.

2. APPROVAL OF AGENDA

17.145 MOVED by Trustee Thomson **SECONDED** by Trustee Dives
To approve the agenda and late additions as presented.

CARRIED

3. ELECTION OF CHAIR AND COMMITTEE CHAIRS

The following Trustees were elected

Board Chair – Trustee Dives
Finance Chair – Trustee Hyne
Operations Chair – Trustee Thomson
Admin Personnel Chair – Trustee Rosato-Taylor
Development Chair – Trustee Dagg
P/R & Advertising Chair – Trustee Lingstrom

CAO turned the meeting over to Chair Dives

4. DELEGATION

5. ADOPTION OF MINUTES

(A) April 13, 2017 Board of Trustee Meeting

17.146 MOVED by Trustee Thomson **SECONDED** by Trustee Parfitt
To approve the minutes of the April 13, 2017 Board of Trustees Meeting as presented. **CARRIED**

17.147 MOVED by Trustee Thomson **SECONDED** by Trustee Lingstrom
To receive and file the list of board motions. **CARRIED**

(B) March 9, 2017 Board Meeting

- 17.148 MOVED** by Trustee Thomson **SECONDED** by Trustee Hyne
To allow the December meter reading to be estimated. **CARRIED**

(C) April 6, 2017 Operations Committee Meeting

- 17.149 MOVED** by Trustee Thomson **SECONDED** by Trustee Hyne
To approve the minutes of the April 6, 2017 Operations Committee Meeting as presented. **CARRIED**

(D) April 20, 2017 Operations Committee Meeting

- 17.150 MOVED** by Trustee Thomson **SECONDED** by Trustee Hyne
To approve the minutes of the April 20, 2017 Operations Committee Meeting as presented. **CARRIED**
- 17.151 MOVED** by Trustee Thomson **SECONDED** by Trustee Hyne
To approve the district installing a sign at 1619 Cedar Road and on Wilkinson Road indicating where the water main is crossing the Nanaimo River. **CARRIED**

- 17.152 MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt
To approve RFP for Hydrant Vegetation Control and go out for requests. **CARRIED**

(E) April 20, 2017 Development Committee Meeting

- 17.153 MOVED** by Trustee Thomson **SECONDED** by Trustee Dives
To approve the minutes of the April 20, 2017 Development Committee Meeting as presented. **CARRIED**
- 17.154 MOVED** by Trustee Dives **SECONDED** by Trustee Thomson
To approve Associated Engineering designing a concrete reservoir for Barnes Road. **CARRIED**

6. STAFF REPORTS**(A) WATERWORKS**

- 17.155 MOVED** by Trustee Thomson **SECONDED** by Trustee Hyne
To receive and file the Waterworks Reports received from the districts contractor for March and April 2017. **CARRIED**
- 17.156 MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt
To receive and file the pending water services connection list. **CARRIED**
- 17.157 MOVED** by Trustee Hyne **SECONDED** by Trustee Thomson
To approve the CAO expense of the CAO attending the NACLAA course Online through the University of Alberta at the cost of \$750.00 plus GST. If the CAO is not successful in the probationary period the district will be reimbursed for this expense. **CARRIED**
- 17.158 MOVED** by Trustee Hyne **SECONDED** by Trustee Dagg
To approve having a Trustee attend all relevant meetings to NCID at the Regional District of

Nanaimo. Staff are to notify the Area A director in writing of the Boards motion. **CARRIED**

(B) FIRE PROTECTION AND STREET LIGHTING

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

17.160 MOVED by Trustee Thomson **SECONDED** by Trustee Dagg
To approve installing a street light at the intersection of Juriet Road and Yellow Point Road. **CARRIED**

(C) ADMINISTRATION

17.161 MOVED by Trustee Hyne **SECONDED** by Trustee Thomson
To receive and file the Treasurers report. **CARRIED**

17.162 MOVED by Trustee Thomson **SECONDED** by Trustee Dagg
To approve the CAO attending the BCWWA conference in Victoria from May 28 to May 31, 2017. **CARRIED**

17.163 MOVED by Trustee Hyne **SECONDED** by Trustee Thomson
To receive for information that 1723 Cedar Road will be vacated by the current tenant, property management by an outside source will end, NCID will be responsible to repay the \$700 damage deposit to the tenant. The Board directed NCID staff to maintain and manage the property with all other NCID properties. **CARRIED**

6. COMMITTEE/PORTFOLIO REPORTS

7. BYLAWS, POLICIES AND RESOLUTIONS

(A) BYLAWS

(B) POLICIES

(C) RESOLUTIONS

17.164 MOVED by Trustee Thomson **SECONDED** by Trustee Parfitt
To approve Resolution 3-2017 as presented. **CARRIED**

8. CORRESPONDENCE/CONSULTANT REPORTS

(A) Associated Engineering Monthly Report

17.165 MOVED by Trustee Thomson **SECONDED** by Trustee Lingstrom
To receive and file the engineers monthly report. **CARRIED**

(B) Area A Direct Email

Board reviewed email and directed that it become part of the meeting minutes.

9. QUESTION AND ANSWER PERIOD

The Fire Chief inquired about the valve cluster on Woobank Road by the subdivision. Staff are to

inspect and ensure that they are secure.

10. ADJOURN AND MOVE IN-CAMERA

17.166 MOVED by Trustee Hyne **SECONDED** by Trustee Thomson
To adjourn the meeting at 9:18 p.m. and move to in-camera.

CARRIED

Date

Chairperson of the Board of Trustees

CAO to the Board of Trustees

Jennifer Bradley

From: Alec Mcpherson
Sent: May-11-17 5:00 PM
To: 'Ncid'
Cc: Jennifer Bradley
Subject: RE: Grants and other funding

Hello Rick. I have never indicated that NCID would not be eligible for some funding from the Community Works Funds assigned to EA "A". Recently, I'm advised that both Jennifer Bradley and then Sharon Thomson have contacted Wendy Idema, Director, Accounting at the RDN to inquire about how to access the funds. The delay in progressing the water needs of the community have resulted in other projects coming to the fore that the Board of Directors has indicated support. As I indicated at the AGM, there is only some \$250,000 that remains unencumbered and, given the direction the Board of Trustees is heading, this would be a drop in the bucket. The Federal government promised a significant amount of funds as infrastructure grants in 2016. The program was oversubscribed. Despite this, the RDN was successful in obtaining several millions of dollars for community water works under the auspices of the RDN. My understanding is that the currently available Federal grants have a cap of 50% of the cost to a maximum of \$5 Million. Again, the RDN has applied for one \$2 Million grant for the Nanoose treatment plant and one \$250,000 grant for upgrade of another community water system. We are currently awaiting any details as to a new infrastructure program for the 2017/18 federal fiscal year. Coincident with the above, the provincial government had a program to provide up to 1/3 funding. I'm uncertain whether this grant program continues at this time.

I remain of the opinion that there is a credible, viable source of water for NCID that will meet all future needs with a cost to implement in the \$3.2 Million range. I'm currently awaiting advice from a hydro-geologist as to their understanding of the viability of the source based on their current research in the area. I also remain of the opinion that if the NCID Board of Trustees wishes to do the best for the community, not only should this potential source be investigated, consideration should be given to having the RDN takeover the community water system as they not only have the expert resources to do so, they have an excellent reputation with the Island Health Authority.

I remain prepared to cooperate with the Board of Trustees in any way that I can. Since December 2014, the Board has clearly demonstrated that they do not wish assistance.

Regards, Alec

From: On
Behalf Of Ncid
Sent: May 11, 2017 1:30 PM
To:
Cc: jbradley@ncid.bc.ca
Subject: Grants and other funding

** Jennifer, please copy this to the Board **

Hello Alec

I am following up to a conversation we had after the recent North Cedar Improvement District AGM, and while we were both still on the premises.

And I am also following up on my comments made to you during the AGM in regards to ratepayers,

which as was mentioned, are also RDN taxpayers.

As both a ratepayer to the NCID, and a taxpayer to the RDN, and as a trustee of the NCID I am trying to understand why it is that the NCID has not been able to access funds through the Community Works Fund?

I have read a staff report of January 10, 2017 from Wendy Idema, Director of Finance with a subject of 2017 Community Works Funded Projects Update.

Please note, I am not authorized to speak on behalf of NCID, but I am writing you, and making my communications with you known to the Board of the North Cedar Improvement District because I am concerned about the potential increase in contributions, and that my neighbours and others that contribute to the NCID and RDN, as well as to the provincial and federal governments, have been abandoned either for political reasons, or by process, or both.

I note that monies from this fund have been approved for such things as a sport court, HVAC upgrade, a hall upgrade as well as others.

So, as I don't want to see myself, my neighbours and others miss out on opportunities for have supplemental, unencumbered funding for Area A capital upgrading, I would like to ask that you invite members to a community meeting at a date and location of your choice to inform us how we can encourage the NCID to act to the mutual benefit of ratepayers, and taxpayers, or to encourage you and the NCID board to open up a line of communications that will allow for the same mutual benefit?

All I have been hearing over the last several years is accusations in one form or another about emails that were sent but not presented, or that no one is listening.

As a trustee of the NCID, I want to listen to what you have to say.

I look forward to a response.

Respectfully

Rick Hyne

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Rick Hyne

