

***NORTH CEDAR IMPROVEMENT DISTRICT***

**MINUTES OF THE OCTOBER 8, 2015**  
**BOARD OF TRUSTEES MEETING**

**TRUSTEES PRESENT:**

Trustee Johnson, Chairperson  
Trustee Anderson  
Trustee Jean Louis  
Trustee Loos  
Trustee Murdoch  
Trustee Rosato-Taylor

**STAFF:**

Heather Sarchuk, Administrator  
Percy Tipping, Fire Chief

**PUBLIC:** -

None

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

**15.483 MOVED** by Trustee Murdoch **SECONDED** by Trustee Rosato-Taylor  
To approve the agenda and late items as presented.

**CARRIED**

**3. DELEGATION**

No Delegations.

**4. ADOPTION OF MINUTES**

**(A) August 27, 2015**

**15.484 MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To remove the last two paragraphs on page 2 of the minutes.

**CARRIED**

**OPPOSED:** Trustee Anderson  
Trustee Rosato-Taylor

**15.485 MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To approve the minutes of the August 27, 2015 Committee of the Whole Meeting as amended.

**CARRIED**

(i) Business Arising from the Minutes

No business arising from the minutes.

- (ii) List of Board Motions

**15.486 MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To receive and file the list of Board motions.

**CARRIED**

**(B) September 10, 2015**

**15.487 MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To approve the minutes of the September 10, 2015 Board of Trustees Meeting as presented.

**CARRIED**

- (i) Business Arising from the Minutes
  - (a) Water Conservation RDN Cooperation Initiative – Trustee Anderson

Trustee Anderson gave a summary of ideas regarding water conservation and sustainability. He reported that the District has an opportunity to work with other jurisdictions.

**15.488 MOVED** by Trustee Rosato-Taylor **SECONDED** by Trustee Jean Louis  
To approve Trustee Anderson meeting with the RDN to discuss conservation, training and implementation. This meeting is a meeting of discovery and will be brought back to the Board for consideration.

**CARRIED**

- (ii) List of Board Motions

**15.489 MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To receive and file the list of Board motions.

**CARRIED**

**(C) September 16, 2015**

**15.490 MOVED** by Trustee Jean Louis **SECONDED** by Trustee Loos  
To approve the minutes of the September 16, 2015 Finance Committee Meeting as presented.

**CARRIED**

- (i) Business Arising from the Minutes

No business arising from the minutes.

- (ii) List of Board Motions

**15.491 MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To receive and file the list of Board motions.

**CARRIED**

**(D) September 24, 2015**

**15.492 MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To approve the minutes of the September 24, 2015 Committee of the Whole Meeting as presented.

**CARRIED**

- (i) Business Arising from the Minutes

No business arising from the minutes.

- (ii) List of Board Motions

**15.493** **MOVED** by Trustee Loos **SECONDED** by Trustee Rosato-Taylor  
To receive and file the list of Board motions. **CARRIED**

**(E) September 29, 2015**

Trustee Loos requested that it be duly noted that he is disappointed with the progress of the Operations Committee, that this was the second meeting he has attended that items are again being brought forward. He reported that he was not aware of the two hour timeline for the meeting and it should have been communicated to all Trustees as he re-arranged his schedule anticipating a longer meeting.

**15.494** **MOVED** by Trustee Loos **SECONDED** by Trustee Rosato-Taylor  
To approve the minutes of the September 29, 2015 Operations Committee Meeting as presented. **CARRIED**

- (i) Business Arising from the Minutes

No business arising from the minutes.

- (ii) List of Board Motions

**15.495** **MOVED** by Trustee Loos **SECONDED** by Trustee Anderson  
To receive and file the list of Board motions. **CARRIED**

**5. STAFF REPORTS**

**(A) WATERWORKS**

- (i) Waterworks Report

**15.496** **MOVED** by Trustee Rosato-Taylor **SECONDED** by Trustee Jean Louis  
To receive and file the September 2015 Waterworks Report. **CARRIED**

- (ii) Services/Subdivision – N/A

- (iii) Wilkinson Road Property

**MOVED** by Trustee Jean Louis **SECONDED** by Trustee Loos  
To renew the real estate listing for three months. **DEFEATED**

**15.497** **MOVED** by Trustee Loos **SECONDED** by Trustee Anderson  
That the District does not renew the real estate listing. **CARRIED**

**(B) FIRE PROTECTION AND STREET LIGHTING**

- (i) Fire Chiefs Report

**15.498** **MOVED** by Trustee Jean Louis **SECONDED** by Trustee Murdoch  
To receive and file the Fire Chiefs Report. **CARRIED**

- (ii) Capital Expenditure Recommendation to Purchase

**15.499 MOVED** by Trustee Loos **SECONDED** by Trustee Rosato-Taylor  
To approve the Fire Chief’s recommendation to purchase a battery operated combination rescue tool (Holmatro Green Line GCT511) from KCG Fire Rescue for \$11,750.00 plus taxes. **CARRIED**

Fire Chief Tipping left the meeting at 8:25 p.m.

**(C) ADMINISTRATION**

(i) Treasurers Reports

**15.500 MOVED** by Trustee Jean Louis **SECONDED** by Trustee Murdoch  
To receive and file the Treasurers Report. **CARRIED**

(ii) Budgets

- (a) Fire Protection
- (b) Waterworks

**15.501 MOVED** by Trustee Rosato-Taylor **SECONDED** by Trustee Loos  
That the water tolls be adjusted by adjusting the water tolls for Residential with the following: Base rate increase by 2%; up to 100 m<sup>3</sup> increase by 2%; 101 – 150 m<sup>3</sup> increase by 2.5%; and over 150 m<sup>3</sup> by 2.5% for 2016, no change to the commercial rate. **CARRIED**

**OPPOSED:** Trustee Jean Louis

**6. COMMITTEE/PORTFOLIO REPORTS**

**(A) Personnel & Admin Meeting**

**15.502 MOVED** by Trustee Murdoch **SECONDED** by Trustee Loos  
To receive and file the Administration Report advising that the committee meeting has been scheduled for Thursday, October 22, 2015 @ 7:00 p.m. **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

15.503 **MOVED** by Trustee Anderson **SECONDED** by Trustee Murdoch  
To receive and file the Engineers Report. **CARRIED**

(B) Island Health

15.504 **MOVED** by Trustee Jean Louis **SECONDED** by Trustee Murdoch  
To receive and file the correspondence received from Island Health. **CARRIED**

(C) RDN Minutes – RE: Cedar Sport Court Update

15.505 **MOVED** by Trustee Loos **SECONDED** by Trustee Murdoch  
To receive and file the information received regarding the Cedar Sport Court Update. **CARRIED**

(D) CWSA – Training Room

15.506 **MOVED** by Trustee Rosato-Taylor **SECONDED** by Trustee Loos  
To approve CWSA using the training room when not being used by the fire department to provide  
an FOI course for free to its members. **CARRIED**

9. **QUESTION AND ANSWER PERIOD**

No Questions.

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

15.507 **MOVED** by Trustee Murdoch **SECONDED** by Trustee Loos  
To adjourn the meeting at 10:05 p.m. and move to in-camera. **CARRIED**

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Administrator to the Board of Trustees