

NORTH CEDAR IMPROVEMENT DISTRICT

MINUTES OF THE 14 JUNE 2018 REGULAR BOARD OF TRUSTEES MEETING at 7 PM

TRUSTEES PRESENT

Trustee Thomson
Trustee Dives, Chairperson
Trustee Sitler

Trustee Hiney
Trustee Parfitt

REGRETS: Trustee Lingstrom Trustee Dagg

DELEGATES: Mr. Devries

STAFF: Michael Bolch, CAO; Fire Chief Percy Tipping

1. **CALL TO ORDER** by Chair Dives at 7 PM
Chair Dives reiterated the message that the Public Board Meetings (PBM) are scheduled every second Thursday of each month so the public has an opportunity to attend meetings. If the times were to change it would be a policy change, and there are currently no plans to change.
2. **APPROVAL OF AGENDA**
18.070 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt
That the board approve this agenda of the regular board meeting on 14 JUNE 2018 as presented **CARRIED**
3. **ADOPTION OF MINUTES**
The following minutes were adopted:
18.071 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt
That the board approve the minutes of the regular board meeting on 10 MAY 2018 as presented **CARRIED**
4. **DELEGATIONS, -- AGENDA ITEMS.**
 - 4.1 **Mr. Devries** made a presentation to the board regarding his application for an additional water service to his property. He would like to see the engineering fees for this application waved or reduced.
The board reminded him that current policy requires each new service have an engineering report for the connectivity to the NCID system.
5. **COMMITTEE MINUTES**
The following minutes were received as information:
 - 5.1 **Committee of the Whole In-Camera minutes of 2018 were accepted at the end of this meeting In Camera.**
6. **COMMITTEE RECOMMENDATIONS** na
7. **REPORTS**
 - 7.1 **FIRE PROTECTION AND STREET LIGHTING**
 - 7.1.1 **Fire Chiefs Report**
18.072 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt that the board receive the Fire Chiefs Report of May 2018 as information as presented. **CARRIED**

7.1.2 Fire Chiefs Report
Staff Consulting Review

18.073 **MOVED** by Trustee Thomson **SECONDED** by Trustee Dives That the board approve the Fire Department Personnel and Administration Plan as recommended. **CARRIED**

7.1.3 Fire Chiefs Report
Out of District Response.

18.074 **MOVED** by Trustee Hiney **SECONDED** by Trustee Thomson That the board or trustees approve the deployment of an Engine and Crew, if requested by the Fire Commissioner, for deployment out of the district in response to a Provincial Declaration of an Emergency related to wildfire threats within the province. **CARRIED**

7.2 ADMINISTRATION

7.2.1 Treasurers Report

18.075 **MOVED** by Trustee Dives **SECONDED** by Trustee Thomson That the board receive the Treasurers Report of May 2018 as information as presented **CARRIED**

7.2.2 Treasurers Report
Tax Sale Date Setting

18.076 **MOVED** by Trustee Thomson **SECONDED** by Trustee Dives That the board set the Tax Sale Date for Tuesday October 16, 2018 **CARRIED**

7.3 WATERWORKS

7.3.1 Waterworks Report

18.077 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt That the board receive the Waterworks Report from Island Flow Control for May 2018 as information as presented. **CARRIED**

18.078 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt That the board receive the Hydrant Flushing Report from Island Flow Control of May 2018 as information as presented **CARRIED**

8. COMMITTEE/PORTFOLIO REPORTS

9. BYLAWS, POLICIES AND RESOLUTIONS

9.1 BYLAWS
9.1.1 Bylaw No. 474

18.079 **MOVED** by Trustee Thomson **SECONDED** by Trustee Hiney That the board give 3st reading to Bylaw 474. **CARRIED**

18.080 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt That the board give Final reading to Bylaw 474. **CARRIED**

9.2 POLICIES
9.2.1 Policy code :82-10

18.081 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt That the board amend the policy as highlighted on the attachment. **CARRIED**

9.3 RESOLUTIONS na

10 CORRESPONDENCE/CONSULTANT REPORTS

10.1 Associated Engineering

10.1.1 Monthly Report

18.082 **MOVED** by Trustee Parfitt **SECONDED** by Trustee Dives
That the board receive the Associated Engineering Report of May 2018 as information as presented.

CARRIED

10.2 Seward Development

10.2.1 Monthly Report

The board reviewed the report.

11 QUESTIONS AND ANSWERS

Trustee Hiney asked for additional information on the NCID new sever.

Staff will have our IT consultant prepare a brief report on questions regarding security and web hosting.

12 ADJOURN AND MOVE IN-CAMERA

9:07 pm

Date

Chairperson of the Board of Trustees

CAO to the Board of Trustees