

NORTH CEDAR IMPROVEMENT DISTRICT

MINUTES OF THE 08 MARCH 2018 REGULAR BOARD OF TRUSTEES MEETING at 7 PM

TRUSTEES PRESENT

Trustee Thomson
Trustee Dives, Chairperson
Trustee Rosata-Taylor
Trustee Lingstrom

Trustee Hyne
Trustee Parfitt
Trustee Dagg

DELEGATES Mike Evans from Grant Thornton
STAFF: Michael Bolch CAO; Fire Chief Percy Tipping

1. CALL TO ORDER by Trustee Dives at 7 PM

2. APPROVAL OF AGENDA

18.030 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom
That the board approve this agenda of the regular board meeting on
08 March 2018 as presented

CARRIED

3. ADOPTION OF MINUTES

3.1 The following minutes were adopted:

18.031 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom
That the board approve this agenda of the regular board meeting on
08 February 2018 as presented

CARRIED

4. DELEGATIONS

4.1 Mike Evans of Grant Thornton gave a report to the Board on the audit of consolidated financial statements of the NCID operations. The report basically states that there are no irregularities in NCID practices. The final report will be available prior to the AGM for examination.

18.032 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom
That the board receive this report with revisions as information

CARRIED

5. ADOPTIONS OF MINUTES

5.1 The following minutes were received as information:

18.033 **MOVED** by Trustee Thomson **SECONDED** by Trustee Dives
That the board approve the minutes of the Committee of the Whole
meeting on the 22 February 2018 as presented

CARRIED

6. COMMITTEE RECOMMENDATIONS

6.1 Committee of the whole

6.1.1 NCID customer Mr. Albert DeVries requested an additional water service to his already serviced property.

18.034 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom
That the board NOT approve this request. And to inform Mr. DeVries that he will have to follow the existing direction of the NCID Board as previously explained. Mr DeVries has an approved method of supplying water to this property and must follow the original instructions provided by Associated Engineering to receive water service to his property from the NCID.

CARRIED

OPPOSED: Trustee Rosata-Taylor

7. REPORTS

7.1 FIRE PROTECTION AND STREET LIGHTING

7.1.1 Fire Chiefs Report

18.035 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom that the board receive the Fire Chiefs Report of February 2018 as information as presented. **CARRIED**

**7.1.2 Fire fighter recognition 40 years' service award.
Pre-approved in an online vote**

18.036 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt that the board of trustees receive and file the approved email poll 1-2018, for an expenditure of \$1500 from the 2018 Fire Protection budget for the purpose of Firefighter recognition for 40 years' service.

7.2 ADMINISTRATION

7.2.1 Treasurers Report

18.037 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom that the board receive the Treasurers Report of February 2018 as information as presented. **CARRIED**

**7.2.2 Treasurers Request for proposal
Server replacement – budgeted for 2018**

18.038 **MOVED** by Trustee Thomson **SECONDED** by Trustee Rosata-Taylor that the board approve replacing the existing server with the on-premises hosting option. **CARRIED**

**7.2.3 Treasurers report
Building envelope Failure and remedy pre-approved online vote.**

18.039 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom that the board receive and file the approved email poll 2-2018, for expenditure of up to \$50,000 to complete repairs to the front entrance of the NCID building to remedy water leakage, rot, and black mold, and that the expense be divided equally between the capital works renewal reserve fund of the water and fire departments. **CARRIED**
OPPOSED: Trustee Rosata-Taylor

7.3 WATERWORKS

7.3.1 Waterworks Report

18.040 **MOVED** by Trustee Thomson **SECONDED** by Trustee Dives that the board receive the Waterworks Report from Island Flow Control for February 2018 as information as presented. **CARRIED**

7.3.2 Staff report

18.041 **MOVED** by Trustee Parfitt **SECONDED** by Trustee Thomson that the board approve the Associated Engineering fee expenditure for the landscaping, and approve the landscaping plans as presented, and approve the overall building architectural plans as presented. **CARRIED**

8 COMMITTEE/PORTFOLIO REPORTS na

9 BYLAWS, POLICIES AND RESOLUTIONS

9.1 BYLAWS

9.1.1 Bylaw No. 472
Fire Protection Capital works and equipment renewal reserve fund
disbursement Bylaw

18.042 **MOVED** by Trustee Dives **SECONDED** by Trustee Thomson that the board give 1st and 2nd reading to bylaw 472. **CARRIED**
OPPOSED: Trustee Rosata-Taylor

18.043 **MOVED** by Trustee Dives **SECONDED** by Trustee Parfitt that the board give 3rd and final reading to bylaw 472. **CARRIED**
OPPOSED: Trustee Rosata-Taylor

9.1.2 Bylaw No. 473
WaterWorks Capital works renewal reserve fund disbursement Bylaw

18.044 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom that the board give 1st and 2nd reading to bylaw 473. **CARRIED**
OPPOSED: Trustee Rosata-Taylor

18.045 **MOVED** by Trustee Dagg **SECONDED** by Trustee Thomson that the board give 3rd and final reading to bylaw 473. **CARRIED**
OPPOSED: Trustee Rosata-Taylor

9.2 POLICIES na

9.3 RESOLUTIONS na

10 CORRESPONDENCE/CONSULTANT REPORTS

10.1 CONSULTANTS REPORT -
10.1.1 Associated Engineering Monthly Report

18.046 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom that the board receive the Associated Engineering Report of February 2018 as information as presented. **CARRIED**

11 QUESTION AND ANSWER PERIOD

10 ADJOURN and move to In-Camera
9:20 PM

Date

Chairperson of the Board of Trustees

CAO to the Board of Trustees