

**NORTH CEDAR IMPROVEMENT DISTRICT
MINUTES OF THE 09 NOVEMBER 2017
REGULAR BOARD OF TRUSTEES PUBLIC MEETING at 7 PM**

TRUSTEES PRESENT

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

REGRETS Trustee Hyne

STAFF: Michael Bolch CAO; Fire Chief Percy Tipping

1. **CALL TO ORDER** by trustee Dives at 7 PM

2. **APPROVAL OF AGENDA**

17.261 **MOVED** by Trustee Thomson **SECONDED** by Trustee Rosata-Taylor
That the board approve the agenda of the regular board meeting on
the 09 November 2017 as presented

CARRIED

3. **DELEGATIONS** na

4. **ADOPTIONS OF MINUTES**

17.262 **MOVED** by Trustee Parfitt **SECONDED** by Trustee Lingstrom
That the board approve the minutes of the regular board meeting on
the 12 October 2017 as presented

CARRIED

17.263 **MOVED** by Trustee Thomson **SECONDED** by Trustee Rosata-Taylor
That the board approve the minutes of the Committee of the Whole
meeting on the 26 October 2017 as presented

CARRIED

- BUSINESS ARISING FROM THE MINUTES. na.
- LIST OF COMMITTEE OF THE WHOLE MOTIONS. na.
- APPENDIX 'A' WORK ORDER TO BE RATIFIED AND RETURNED TO ASSOCIATED ENGINEERING.

17.264 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt
That the Board of directors approve the Associated Engineering plans
for the new treatment plant, and that Associated Engineering move to
the SECOND stage of this project: detailed Design and Tendering at a
cost of \$136,013 as approved and recommended by the Committee of
the Whole.

CARRIED

5. **STAFF REPORTS**

- (A) FIRE PROTECTION AND STREET LIGHTING
 - (i) Fire Chiefs Report

17.265 **MOVED** by Trustee Rosata-Taylor **SECONDED** by Trustee Lingstrom
That the board receive the Fire Chiefs Report of October 2017 as
information as presented.

CARRIED

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- (B) ADMINISTRATION
 - (i) Treasurers Reports

17.266 **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt That the board receive the Treasurers Report of October 2017 as information as presented. **CARRIED**

- (C) REQUEST FOR DECISION- Christmas Vacation office closure.
The NCID office will close at 4 PM Thursday December 21, 2017
And reopen Tuesday January 2, 2018 AT 8:30am

17.267 **MOVED** by Trustee Parfitt **SECONDED** by Trustee Dagg That the Board of Trustees approve this closure for the last week of December 2017. **CARRIED**

- (D) WATERWORKS
 - (i) Waterworks Report

17.268 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom That the board receive the Waterworks Report from Island Flow Control for October 2017 as information as presented. **CARRIED**

6. **COMMITTEE/PORTFOLIO REPORTS** na

7. **BYLAWS, POLICIES AND RESOLUTIONS**

- (A) BYLAWS
 - (i) Bylaw number 468 the "2018 parcel Tax Bylaw". A bylaw for levying taxes upon lands in the District and for imposing a percentage addition to encourage prompt payment thereof.

17.269 **MOVED** by Trustee Thomson **SECONDED** by Trustee Dagg that bylaw number 468 receive first and second reading **CARRIED**

17.270 **MOVED** by Trustee Dives **SECONDED** by Trustee Lingstrom that bylaw number 468 receive third and final reading. **CARRIED**

- (ii) Bylaw number 469 the "2018 Ornamental Street Lighting Parcel Tax Bylaw". A bylaw for levying street lighting taxes upon lands in the District and for imposing a percentage addition to encourage prompt payment thereof

17.271 **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom that bylaw number 469 receive first and second reading **CARRIED**

17.272 **MOVED** by Trustee Dives **SECONDED** by Trustee Rosata-Taylor that bylaw number 469 receive third and final reading. **CARRIED**

- (B) POLICIES na
- (C) RESOLUTIONS na

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8. CORRESPONDENCE/CONSULTANT REPORTS

- (A) Associated Engineering
 - (i) Monthly Report

17.273 **MOVED** by Trustee Dives **SECONDED** by Trustee Parfitt That the board receive the Associated Engineering Report of October 2017 as information as presented.

CARRIED

- (ii) Verbal report on possible infrastructure funding to the NCID from the Regional District of Nanaimo. This is for information only.

The Cao reported that Regional District of Nanaimo Area 'A' director Alec McPherson informed the NCID to make an application with the Regional District of Nanaimo, and that he was confident that the NCID would be successful in acquiring an infrastructure grant of a minimum of \$1.13m from the Federal Gas Tax Fund for water infrastructure upgrading in the NCID.

9. QUESTION AND ANSWER PERIOD

- (A) Trustees discussed the number of properties that have been found not paying for additional service connections, either because they have installed an illegal suite, or are running a business, etc. that requires an additional service. Staff will look into it and produce a report for the Operations committee at a later date.

10 ADJOURN AND MOVE [IN-CAMERA] 7:57 PM

Date

Chairperson of the Board of Trustees

CAO to the Board of Trustees