

**PIERS ISLAND IMPROVEMENT DISTRICT  
ANNUAL GENERAL MEETING**

**June 30, 2019**

**Location: Piers Island Fire Hall**

<b>TRUSTEES &amp; OFFICERS ATTENDING</b>	Greg Miller, Chairperson and Piers Island Volunteer Fire Department Trustee; Charlie Troger, Water Trustee; Julien Bahain, Buildings & Land Improvements Trustee; Brent Schorr, Finance Administrator; Nancy Troger, Secretary.
<b>TRUSTEES &amp; OFFICERS ABSENT</b>	0
<b>NUMBER OF ATTENDEES</b>	57

**OPENING MOTIONS**

<b>CALL TO ORDER</b>	The Chair called the meeting to order at 9:10 a.m. and advised that the meeting was being recorded for accuracy. All attendees were welcomed.
<b>APPROVAL OF AGENDA</b>	Copies of the Agenda were distributed. The Chair asked for changes or additions to the proposed agenda.
<b>MOTION</b>	It was <b>MOVED</b> and <b>SECONDED</b> , <i>"that the Agenda be approved as distributed."</i> With no changes raised for consideration, the motion was <b>CARRIED</b> .
<b>MOTION ADOPTION OF MINUTES</b>	It was <b>MOVED</b> and <b>SECONDED</b> , <i>"that the minutes of the May 21, 2019 PIID Board of Trustees Meeting be approved as distributed."</i> The Chair asked for errors or omissions. Hearing none, the motion was <b>CARRIED</b> .

**TRUSTEE & OFFICER REPORTS**

<b>CHAIR'S REPORT GREG MILLER</b>	Greg advised his report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website. Greg summarized his report. The Chair opened the floor for discussion. The report was accepted as presented.
<b>PIVFD TRUSTEE GREG MILLER</b>	Greg advised his report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website.  Greg reported that Fire Chief Steve Cruise has offered his services as Fire Chief for another year. Greg extended a big <b>thank you</b> on behalf of the Trustees and all the Islanders to <b>both Chief Cruise</b> and to <b>Pauline Olesen</b> , Risk Management Officer, for the countless hours of volunteer time they donate to the island in their roles on the PIVFD. He also expressed his appreciation to Chief Cruise's offer to continue to serve as Fire Chief for another year.

<p><b>MOTION</b></p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“that the Trustees accept Steve Cruise’s offer to serve as Fire Chief for another year, effective immediately.”</i>                  The motion was <b>CARRIED</b>.</p> <p>Greg presented three options for the completion of Phase 2 of the fire hall apron project. The three options were distributed electronically and posted to the Piers Island website prior to the meeting. The options were also displayed during the meeting.</p> <p>Greg opened the floor for discussion. After lengthy discussion, Greg sought advice from the landowners about which option was preferred.                  The 2,400 square foot paving stone option was the finish of choice. See the Piers Island website.</p>
<p><b>MOTION</b></p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“that the minutes of the meeting reflect that with one dissent the 2.400 square-foot paver option was preferred by landowners.”</i>                  Motion was <b>CARRIED</b>.                  The report was accepted as presented.</p>
<p><b>PIVFD FIRE CHIEF REPORT STEVE CRUISE</b></p>	<p>Steve advised his report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website.</p> <p>In support of his plea to each landowner to fire safe their property, Steve presented a very graphic example of what a burned power pole looks like and explained that it is vitally important to keep the land below and around the power poles clear of flammables. The audience was duly impressed! 😊 He further explained that in the event of a fire in descending order of priority, safety of fire fighters is the top priority, then to save lives, to reduce harm, to protect infrastructure, to save your house so YOU must fire smart your house and the last priority is to save the forest. Remove the fuel around the house. The fire fighters will triage which properties to save first based on how you look after your property, so it is in your best interest to be fire-smart wise.</p> <p>Steve thanked the fire fighters; the first responders; the auxiliaries-in-training; Gerry Kristianson for training the first responders for 23 years and Sandy Brunham for stepping into that role; Gloria Morson for keeping the fire hall clean and stocked; to Greg as PIVFD trustee for the past three years; and a special, heartfelt thank you to Pauline Olesen for her huge contribution to all things PIVFD related.                  The Chair opened the floor for discussion.                  The report was accepted as presented.</p>
<p><b>WATER SYSTEM TRUSTEE CHARLIE TROGER</b></p>	<p>Charlie advised his report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website.</p> <p>Charlie extended a warm thank you to each member of the water team.                  Charlie advised that the water tank project is not the end of expenses for the water system as a whole. There are other components of the system that need replacing or upgrading that will add to the integrity of the system as a whole. He</p>

	<p>explained we need a reliable system and one that is safe for the water team to maintain.</p> <p>The Chair opened the floor for discussion.</p> <p>The report was accepted as presented.</p>
<p><b>BUILDINGS AND LAND IMPROVEMENTS TRUSTEE</b> <b>JULIEN BAHAIN</b></p>	<p>Julien advised his report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website.</p> <p>Julien thanked Bob Crooks for his work on the compound gate repair and all the volunteers who helped and continue to help clean the compound.</p> <p>Julien explained that with Seaspan withdrawing from negotiations for a new compound, the Compound Committee will be looking at the compound improvements with fresh eyes. They will be seeking input from all landowners and to that end will be sending out a questionnaire survey shortly. They will look at short and long-term needs when considering any plans for the compound.</p> <p>The Chair opened the floor for discussion.</p> <p>The report was accepted as presented.</p>
<p><b>FINANCE ADMINISTRATOR</b> <b>BRENT SCHORR</b></p>	<p>The Finance Administrator presented his report:</p> <ul style="list-style-type: none"> <li>• Our trustees all operated within their 2018 budgets and had a surplus of \$10,620.</li> <li>• Our generous islanders donated \$2,400 last year. Reminder, tax receipts are available for all donations.</li> <li>• Our emergency fund was not used last year. *It is topped up annually at \$25,000 from the budget surplus or sustainment funds.</li> <li>• Our budget surplus was divided among our sustainment funds (restricted funds for major expenses used at our trustees' discretion) for 2018 were Fire: \$27,021, Water: \$25,216, and Buildings and Land: \$15,813. Cumulative total: \$68,050.</li> <li>• Our Capital Asset Replacement Funds (CARP) are funded by an annual tax levy; last year it was \$480 per property. CARP is used for purchase or maintenance of Piers Island existing assets as identified in our Capital Asset Management Plan (CAMP). Last year the distribution of the collected taxes was 10% for both Fire, and Buildings and Land, and 80% for Water; in preparation for the water tower in 2022. The amounts are as follow: Fire: \$104,106, Water: \$307,493 and Buildings and Land: \$40,259. Cumulative total: \$451,858. Note: Fire used \$32,952 for purchase of fire truck in April and ambulance in August last year.</li> <li>• The next 5-year expenditures identified in our CAMP are 2020: 4X4 Fire and Rescue vehicle, 2022: water tower and water system electrical control system, 2023: Fire small portable pumps. Per Julien, the Buildings and Land plan, specifically the compound, is being reviewed and our CAMP will be updated accordingly. There are currently substantial funds to cover all expenses above at identified values in the CAMP.</li> <li>• Thanks to all islanders for timely payments. No penalties were required in 2018 for overdue accounts. Current receivables are \$1,571.</li> <li>• 2019 tax invoices are available for pick up at the AGM today; thanks for helping us avoid some postage charges. Some will find statements included with additional amounts owing.</li> </ul>

<p><b>MOTION</b></p>	<ul style="list-style-type: none"> <li>• Our bank has asked that all <i>Piers Island Improvement District</i> payments by cheque write out our full name and avoid acronyms. Cheques with just PIID may be returned.</li> <li>• Thanks to all for making my job easier.</li> </ul> <p>It was <b>MOVED</b> and <b>SECONDED</b>, "<i>that Cowland &amp; Associates be appointed auditors for the PIID's 2019 financial statements.</i>"</p> <p>The Chair opened the floor for discussion. With no discussion, the motion was <b>CARRIED</b>. The report was accepted as presented.</p>
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**OTHER REPORTS**

<p><b>PIERS ISLAND EMERGENCY PROGRAM REPORT FRANCES GLOVER</b></p>	<p>Frances advised her report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website.</p> <p>Frances reminded everyone that the Emergency Program exists to support the fire department and the community when there is an emergency. There are currently 22 volunteer team members! Frances extended a big thank you to those volunteers.</p> <p>She also reminded everyone to be sure you are registered for PANS. If you are unsure or require assistance, please contact Sandy Brunham at sbrunham@gmail.com</p> <p>Frances explained the difference between with PANS, which is for Southern Gulf Islands, and Alert Ready which is the federal system and used for something such as a tsunami. You do not sign up for Alert Ready.</p> <p>The Chair opened the floor for discussion. The report was accepted as presented.</p>
<p><b>SOUTHERN GULF ISLANDS HARBOUR COMMISSION REPORT JOHN HALL</b></p>	<p>John advised his report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website.</p> <p>John advised that there are now blue spill kits are located on all the government docks for small spills. No training required for their use by the public.</p> <p><b>If you see a spill, call 911 and call Coast Guard (number on the dock).</b></p> <p>John also reminded people about dock courtesy: Please do not leave garbage at the top of the dock. That means dog bags, cups, etc. Use 20 – 25-foot lines for tying to the dock – do not tie to other boats. Have adequate fenders and use spring lines.</p> <p>The Chair opened the floor for discussion. The report was accepted as presented.</p>
<p><b>ROAD COMMITTEE REPORT GERRY KRISTIANSON</b></p>	<p>Gerry advised his report was circulated electronically and posted to the Piers Island website prior to the meeting. See Piers Island website.</p>

	<p>Gerry summarized his report.                  The Chair opened the floor for discussion.                  The report was accepted as presented.</p>
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**TRUSTEE ELECTION**

<p><b>TRUSTEE ELECTION                  RETURNING OFFICER                  PAT GANGASINGH</b></p>	<p>The Chair introduced Pat Gangasingh as the Returning Officer, (RO) and Ginny Macoun, Gloria Morson and Pauline Olesen as Polling Clerks (PCs).                  The Chair thanked them for undertaking this service.                  The RO reviewed the eligibility requirements for voting and the voting procedure. She then called for nominations for the position of trustee for a three-year term.                  Doug Turner was nominated.                  The RO called twice more for further nominations and hearing no more, Doug Turner was elected by acclamation.                  The Chair thanked the RO and the PCs and congratulated the new Trustee, Doug Turner.</p>
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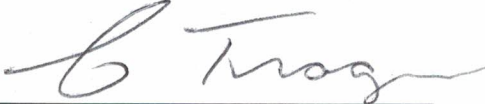
**NEXT MEETING**

<b>SCHEDULE NEXT MEETING</b>	<b>Trustees Transition Meeting, Tuesday, July 9, 2019 at 5:00 PM.</b>
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**CLOSING MOTION**

<b>ADJOURNMENT</b>	<p>The Chair asked for any further business and hearing none, the Trustees approved a motion to adjourn at 11:25 a.m.                  The Chair thanked all attendees.</p>
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Minutes submitted:   
 Corporate Secretary

Minutes submitted:   
 Chairperson and Presiding Officer