

PIERS ISLAND IMPROVEMENT DISTRICT

BOARD OF TRUSTEES MEETING

April 4, 2023 – 7:30 PM

Location: via Zoom

TRUSTEES & OFFICERS IN ATTENDANCE	Monique Joubarne, Trustee, Chairperson; Julien Bahain, Trustee; John de Jong, Trustee; Velvet Warrior, Secretary.
TRUSTEES & OFFICERS ABSENT	Brent Schorr, Finance Administrator
NUMBER OF ATTENDEES	8 via Zoom

OPENING MOTIONS

CALL TO ORDER	Chair, Monique Joubarne, called the meeting to order at 7:30 PM PIID respectfully acknowledge the Indigenous peoples on whose traditional territories we live and work. The secretary recorded the meeting for accuracy.
APPROVAL OF AGENDA MOTION	Copies of the Agenda were distributed electronically. It was MOVED and SECONDED , that <i>“the Agenda be approved as distributed.”</i> Motion CARRIED .
ADOPTION OF PREVIOUS MINUTES MOTION	Copies of the minutes for the January 31, 2023 Board of Trustees meeting were distributed in October and are posted on the Piers Island website. It was MOVED and SECONDED that, <i>“the minutes of the January 31, 2023 PIID Trustee Board Meeting be approved as distributed.”</i> Motion CARRIED .

TRUSTEE & OFFICER REPORTS

CHAIR MONIQUE JOUBARNE	The Chair on behalf of the Piers Island Improvement District acknowledged the passing of Mike Smart and sent condolences to his family, our community members Wende, Misha, Keegan, Cooper and Goldie. Wende has sent a wonderful obituary out to islanders that expresses his strong love and commitment to family and the contributions that he has made to the island over the many years he was on island. The evidence of Mike’s contribution and his skills will be visible to our community for many years through his many creations around us.
TRUSTEE JULIEN BAHAIN BUILDING & LAND IMPROVEMENTS	Trustee Julien Bahain was asked if he had a report to present. Highlights include: <ul style="list-style-type: none">• Road Committee

	<ul style="list-style-type: none"> ○ Running out of road base and calcium chloride. The Ministry of Transportation & Infrastructure (MoTI) has been contacted for replacement. ● Infrastructure Update <ul style="list-style-type: none"> ○ Thanks to Ander for spreading the rest of the road base in the compound. ○ Heat Pump quotes are being gathered for the Fire Hall by Velvet. ○ Nordic Fence will be working on Compound Ramp Gate as soon as they are available. ○ Thank you to Bruce Mallory and Barry Tait for donating time and equipment to install the new lighting control system the Firehall. ○ The siren at the Old Fire Hall needs to be mounted somewhere else as the tree it is mounted on is rotten and a hazard for people and infrastructure. Hydro tree crew could not use the bucket and operator to remove the siren. ● Compound: <ul style="list-style-type: none"> ○ An email will be sent soon to remind people to replace their Compound FOB batteries at some point in 2023. ○ An email will be sent in advance of the spring/summer season to remind people of the compound etiquette. <p>Refer to the B&LI report for details https://www.piersisland.ca/uploads/3/1/9/6/31961209/bli_trustee_report_-_23-04-04.pdf).</p> <p>Question was raised regarding update on the erosion at the bottom of the Water Tower. Trustee Julien indicated that there is no update from MoTI. Bob Noble (Road Committee) had a look at the area and he indicated that it was not a major concern at this time based on his professional opinion and that we should wait for a response from MoTI. However, he suggested that there is not much that MoTI will be able to do.</p> <p>The report was accepted as presented.</p>
<p>TRUSTEE JOHN DE JONG PIVFD</p>	<p>Trustee John de Jong was asked if he had a report to present. The report covers January through April 4 2023.</p> <p>The highlights of the report are:</p> <ul style="list-style-type: none"> ● We are entering the new fire season on Piers Island as of April 15th. After this date no open outdoor fires will be allowed on Piers without a permit issued by the PIVFD. ● The PIVFD responded to one medical emergency during the current period. ● Matthews family at #119 donated a brand-new fire hose supplied by the Burnaby Fire Department, valued at \$5000. ● The Piers Island FireSmart committee (Pauline, Gloria Morson and Carol Fevang) have once again led us to our seventh consecutive Neighbourhood FireSmart Award. ● Fire Hall Improvement Work

	<ul style="list-style-type: none"> ○ Thanks to Bruce Mallory for donated time and equipment to improve the lighting in the hall. ○ Exploring replacing or improving the fire alarm system inside the hall. ○ The sirens mounted in the tree in front of the hall failed this winter due to age and exposure to weather but Colin Robertson was able to repair and reposition them on the radio mast, without cost. ○ Thanks to Bob Johnson, a painter who has worked on Piers before, for painting the firehall bays with the assistance of Karen Bloudell and Isabel Bliss. A huge thank you to Bob for sourcing paint free of charge from Sherwin-Williams Paint in Courtenay. ○ Reflooring the training room has been put on hold. ● Union of BC Municipalities (UBCM) Equipment Grant Purchases <ul style="list-style-type: none"> ○ Chief Cruise has started the process of ordering equipment and supplies approved in the grant. ● It is official, after leading our PIVFD as Chief, Steve has decided to retire effective May 31, 2023. We cannot thank Steve and Pauline enough for their hearts and souls that they have dedicated to the department and our community. A process to identify and appoint a new chief will begin shortly. <p>Refer to the PIVFD report for more details on the above items and other topics (https://www.piersisland.ca/uploads/3/1/9/6/31961209/fire_trustee_report_-_23-04-04.pdf).</p> <p>Question was raised about consideration of having an honorarium for the Safety Officer position as well as this position has as much responsibility as other positions considered for honorarium. The question was taken under advisement and will be considered at a future date.</p> <p>Some discussion about the Fire Chief selection process pointing out that Bylaw #56 states that the Fire Chief shall be appointed by the Board.</p> <p>The report was accepted as presented.</p>
<p>TRUSTEE MONIQUE JOUBARNE WATER SYSTEM</p>	<p>Trustee Monique Joubarne was asked if she had a report to present.</p> <p>The Water System report is attached:</p> <p>Some highlights of the report presented were:</p> <ul style="list-style-type: none"> ● Operations: <ul style="list-style-type: none"> ○ Gary Cooney managed the cold weather tasks through our recent events. ○ Garth Irvine and Monique Joubarne managed to turn on and off two standpipes that were problematic. ○ North Saanich generally complete their flushing in February/March so we are hoping to complete the water flushing on Piers Island in April. ● We are still looking for volunteers to help complete insulation and dry wall the inside of the Lean to on PH #2. Thanks to Gerry K. and Gary P.

	<p>for completing the outside with hardy plank. Thanks to Barry T. for completing the electrical.</p> <ul style="list-style-type: none"> • The Water Chief position is now being called the Water Systems Manager. The interview is scheduled for this week. • Monique Joubarne’s term as Trustee ends in June. <p>Refer to the Water System report for more details (https://www.piersisland.ca/uploads/3/1/9/6/31961209/water_trustee_report - 23-04-04.pdf).</p> <p>The floor was opened to discussion.</p> <p>Some discussion about the Trustee position being open and that who ultimately oversees a particular portfolio (Water, Fire or Building Land & Infrastructure) is decided at the transition meeting by the Trustees.</p> <p>The report was accepted as presented.</p>
<p>FINANCIAL ADMIN VELVET WARRIOR FOR BRENT SCHORR</p>	<p>Corporate Secretary, Velvet Warrior, read the Financial Administrators report.</p> <p>The Finance Administrator Report is as follows:</p> <ul style="list-style-type: none"> • Working on annual audit • Reviewing insurance • Monthly payables and receivables <p>The report was accepted as presented.</p>
<p>CORPORATE SECRETARY VELVET WARRIOR</p>	<p>The Corporate Secretary was asked if she had a report to present.</p> <p>The Corporate Secretary Report is as follows:</p> <ul style="list-style-type: none"> • Thank you for the new laptop (needed because of operating system and onboard hardware issues). It is now set up and working. Graham Gilley helped to completely clean the laptop of PIID data. He asked to keep the laptop for use with special software to support PIID when he is on island. • The Firehall Internet and Heat Pump will be present in New Business. <p>The floor was opened to discussion.</p> <p>The report was accepted as presented.</p>

CORRESPONDENCE

<p>CHAIR MONIQUE JOUBARNE</p>	<p>List of incoming and outgoing communications:</p> <ul style="list-style-type: none"> • Incoming: <ul style="list-style-type: none"> • Email from Gerry Kristianson – PIVFD Backgrounder • Fire Chief Steve Cruise – Retirement Letter • Outgoing: <ul style="list-style-type: none"> • Feedback on Salt Spring Island Special Tax Levy Email/Letter • Annual Water Systems Report Submitted
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ON-GOING / UNFINISHED BUSINESS

<p>TRUSTEE JULIEN BAHAIN BUILDING & LAND IMPROVEMENTS</p> <p>TRUSTEE MONIQUE JOUBARNE WATER SYSTEM</p> <p>TRUSTEE JOHN DE JONG PIVFD</p>	<p>Compound Boat Ramp Gate</p> <ul style="list-style-type: none">• Covered in the B&LI Report. <p>Bob Crooks asked if there was any thought to keeping the old gate around in case there is damage to the new gate. The Trustee indicated that this was not the initial plan but further review of the final design would be done to assess the risk of damage. The intent is to have the gate slide further in than the current 16 foot opening.</p> <p>EV Business Plan Report</p> <ul style="list-style-type: none">• The Business Plan Report is with the Trustee and needs to be completed. <p>New Water Chief/Supervisor</p> <ul style="list-style-type: none">• Interview scheduled for this week. <p>Question regarding the number of applicants. The Trustee indicated that there was one.</p> <p>Nomination Committee</p> <ul style="list-style-type: none">• The Trustees have considered the benefit of striking a nominations committee however from a policy and perceived conflict of interest perspective, the Piers Island Improvement District (PIID) is unable to do so.• It is suggested that the community form a committee outside of PIID influence. It may be beneficial to work with Christina V. who is developing the volunteer role descriptions and coordination process. <p>Salt Spring Island Local Trust Committee special tax requisition</p> <ul style="list-style-type: none">• The tax levy was approved. Trustee, John de Jong will follow-up with our MLA.• Media is another option, if individuals are interested.
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BUSINESS ARISING / NEW BUSINESS

<p>CORPORATE SECRETARY VELVET WARRIOR</p>	<p>Firehall Internet</p> <ul style="list-style-type: none">• The Library Smart Hub has been ordered. It is expected in the next week or so.• The Smart Hub for the Emergency Program has been approved but no status on the order. <p>Heat Pump for Fire Hall</p> <ul style="list-style-type: none">• Quotes from three different providers have been received.• A summary is being compiled. Emails have been sent to some providers to get some missing details.
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<p>CHAIR MONIQUE JOUBARNE</p>	<ul style="list-style-type: none"> Still looking for grants. The CRD Emergency Program Impact Grant of up to \$5,000 is a possibility. The application needs to be submitted by April 28, 2023 and if awarded must be completed/used by Feb 28, 2024. <p>Annual General Meeting</p> <ul style="list-style-type: none"> The AGM is scheduled for Sunday, June 11 at 9:00 am
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NEXT MEETING

<p>SCHEDULE NEXT MEETING</p>	<p>Next meeting will be the Annual General Meeting (AGM) on June 11, 2023 at 9:00 AM in-person and via Zoom.</p>
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CLOSING MOTION

<p>ADJOURNMENT</p>	<p>The meeting adjourned at 8:45 PM The Chair thanked all attendees.</p>
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Minutes submitted: _____
Corporate Secretary

Minutes approved: _____
Chair / Presiding Officer

Date: _____