

**PIERS ISLAND IMPROVEMENT DISTRICT
BOARD OF TRUSTEES MEETING
February 27, 2018
Location: Piers Island Fire Hall**

TRUSTEES & OFFICERS ATTENDING	Tony Kaul, Chairperson and Buildings & Land Trustee; Greg Miller, Fire Trustee; Charlie Troger, Water Trustee; Brent Schorr, Finance Administrator.
TRUSTEES & OFFICERS ABSENT	Secretary
NUMBER OF ATTENDEES	10

OPENING MOTIONS

CALL TO ORDER	The Chairperson called the meeting to order at 7:05 p.m. and advised that the meeting was being taped for accuracy, no video due to back up issues.
APPROVAL OF AGENDA	Copies of the Agenda were distributed. The Chair asked for changes or additions to the proposed agenda.
MOTION	It was MOVED and SECONDED , <i>"that the Agenda be approved as distributed."</i> With no changes raised for consideration, the motion was CARRIED .
MOTION ADOPTION OF MINUTES	It was MOVED and SECONDED , <i>"that the minutes of the December 03, 2017 PIIID Board of Trustees Meeting be approved as distributed."</i> The Chair asked for errors or omissions and hearing none, the motion was CARRIED .

ONGOING BUSINESS

PIID CHAIR/GERRY KRISTIANSON	Letter to Island Trust Trustees
ACTION	<ul style="list-style-type: none"> • Chair/Gerry Kristianson: Draft letter to Islands Trust Trustees, Grove and Grams, written by Gerry Kristianson regarding Salt Spring Island water tax levy exemption for Piers Islanders has been reviewed and accepted. • Ask secretary to send letter.
PIID CHAIR/BILL JORDAN	Strategy for moving forward with the Salt Spring Island water tax exemption for Piers Island.
ACTION	<ul style="list-style-type: none"> • Water trustee and secretary to draft letter to Minister of Municipal Affairs and Housing requesting amendment to the Islands Trust Act to allow use of Specified Area Bylaws, the same as currently available in municipal act; cc letter to Islands Trust.
PIVFD TRUSTEE GREG MILLER	Creation of a special committee to determine the specifications and budget for the purchase of the 4X4 fire truck
	<ul style="list-style-type: none"> • Committee for the 4X4 fire truck has been formed with members: Chair, Greg Miller, and members, Bob Crooks, Steve Cruise, Tony Kaul, and Gerry Kristianson. First meeting is scheduled for March 11, 2018. A

<p>MOTION</p>	<p>It was MOVED and SECONDED, <i>“that the trustees receive the PIVFD Trustee’s report as delivered.”</i></p> <p>The Chair opened the floor for discussion. Following discussion, the motion was CARRIED.</p>
<p>WATER SYSTEM TRUSTEE CHARLIE TROGER</p> <p>MOTION</p>	<p>The Water System Trustee presented his report. (See report).</p> <p>It was MOVED and SECONDED, <i>“that the trustees receive the Water System Trustee’s report as delivered.”</i></p> <p>The Chair opened the floor for discussion. With no further discussion, the motion was CARRIED.</p>
<p>FINANCE ADMINISTRATOR BRENT SCHORR</p>	<p>The Finance Administrator presented his report:</p> <ul style="list-style-type: none"> • 2017 Financial Statement/Annual report preparations • QuickBooks upgrade preparations • Insurance inquiries <p>The Chair opened the floor for discussion. With no discussion, the report was accepted as presented.</p>
<p>CORPORATE SECRETARY NANCY TROGER</p>	<p>The Finance Administrator presented the secretary’s report:</p> <ul style="list-style-type: none"> • Completed previous meeting minutes, distributed to Piers Islanders, posted to website, filed copy in the Permanent Retentions Folder. • Updated Piers Island Contact lists information. • Created and mailed all the 2017 tax receipts for donations to the PIVFD. • Prepared and distributed agenda for December meeting. • Sent out Water Trustee messages. • Maintained data filing system. • Updated Welcome Letter. • Sent out Welcome Letter to new owner, Stephanie Brown. <p>The Chair opened the floor for discussion. With no discussion, the report was accepted as presented.</p>

NEW BUSINESS

<p>WATER SYSTEM TRUSTEE CHARLIE TROGER</p>	<p>Erosion of Piers Island boat ramp.</p> <ul style="list-style-type: none"> • The Water System Trustee summarized his plan: <ul style="list-style-type: none"> ○ Excavate and place a bottom row of 3-4-foot boulders for a foundation, to an approximate length of 7 meters. ○ Place and drill for pinning an additional row of boulders atop the foundation. ○ Remove the sand and gravel material from the south-west side of the boat ramp and place on the northeast side of sea wall. This will allow the energy from the south east winds to accumulate the sand and gravel material against the rip rap seawall, in doing so it will divert the action of the storm waves out and away from the boat
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<p>DISCUSSION</p>	<p>ramp, as a result greatly reducing the erosion presently occurring to the approach of the ramp.</p> <ul style="list-style-type: none"> ○ We will monitor future storms to see how it will affect the south-east side which may require some sort of wave retention as well down the road. ○ Cost of repair, taxes and barging included, is \$5,000. <p>The Chair opened the floor for discussion.</p> <ul style="list-style-type: none"> ○ Question regarding barge access after construction of rock wall. Trustee reported he had consulted with local barge operator and confirmed new wall will not obstruct access to ramp. ○ The issue of drainage was raised. Trustee responded that following construction of the rock wall, drainage will be monitored for a season and reviewed at that time.
<p>FINANCE ADMINISTRATOR BRENT SCHORR</p>	<p>Review of the current insurance policies.</p> <ul style="list-style-type: none"> ● Finance Administrator presented his report: <ul style="list-style-type: none"> ○ Collecting photos of all structures/equipment insured for quotes. ○ Identified fleet and liability insurance is out of scope; the former because it is regulated by ICBC and the latter because of a common formula used based on island revenue.
<p>WATER SELECT COMMITTEE CHAIR CHARLIE TROGER</p>	<p>Water Select Committee Report and Recommendations.</p> <ul style="list-style-type: none"> ● Committee chair read his report. (See report.) <p>The Chair opened the floor for discussion. With no discussion, the report was accepted as presented.</p>

NEXT MEETING

<p>SCHEDULE NEXT MEETING</p>	<p>Scheduled for Tuesday, April 24th, 2018 at 7:00 p.m.</p>
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CLOSING MOTION

<p>ADJOURNMENT</p>	<p>The Chairperson called for further business, and hearing none, the trustees approved a motion to adjourn at 8:30 p.m. The Chair thanked all attendees.</p>
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Minutes submitted: 
Corporate Secretary

Minutes submitted: 
Chairperson and Presiding Officer