

## PIERS ISLAND IMPROVEMENT DISTRICT

### BOARD OF TRUSTEES MEETING

November 28, 2023 – 7:30 PM

Location: In Person at the Fire Hall and via Zoom

<b>TRUSTEES &amp; OFFICERS IN ATTENDANCE</b>	Julien Bahain, Chairperson and Trustee, Buildings and Land Improvements (B&LI); John de Jong, Trustee, Water System; Stephen Chang – Trustee, PIVFD; Velvet Warrior, Corporate Secretary; Brent Schorr, Finance Administrator
<b>TRUSTEES &amp; OFFICERS ABSENT</b>	
<b>NUMBER OF ATTENDEES</b>	15 in person, 11 via Zoom

### OPENING MOTIONS

<b>CALL TO ORDER</b>	<p>Chair, Julien Bahain, called the meeting to order at 7:30 PM</p> <p>PIID respectfully acknowledges the Indigenous peoples on whose traditional territories we live, work and play. Chair, Julien Bahain, also acknowledged that Saturday September 30th it will be National Day for Truth and Reconciliation. An opportunity for each and everyone of us to reflect on what we can do to learn about the significance of that day.</p> <p>The Corporate Secretary recorded the meeting for accuracy.</p>
<b>APPROVAL OF AGENDA</b>	<p>Copies of the Agenda were distributed electronically. The agenda was amended to add “Fire Department Leadership Update” under New Business.</p>
<b>MOTION</b>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, that <i>“the agenda be approved as distributed.”</i></p> <p>Motion <b>CARRIED</b>.</p>
<b>ADOPTION OF PREVIOUS MINUTES</b>	<p>Copies of the minutes for the September 26, 2023 Board of Trustees Transition meeting were distributed in June and are posted on the Piers Island website.</p>
<b>MOTION</b>	<p>It was <b>MOVED</b> and <b>SECONDED</b> that, <i>“the minutes of the September 26, 2023 PIID Board of Trustees Transition Meeting be approved as distributed.”</i></p> <p>Motion <b>CARRIED</b>.</p>

### TRUSTEE & OFFICER REPORTS

<b>TRUSTEE - BUILDINGS &amp; LAND IMPROVEMENTS JULIEN BAHAIN</b>	<p>The Trustee for B&amp;LI was asked if he had a report to present.</p> <p>Highlights include:</p> <ul style="list-style-type: none"><li>• Infrastructure Update<ul style="list-style-type: none"><li>• Compound:<ul style="list-style-type: none"><li>▪ There was a car break-in in October. Please remember to lock vehicles and to not leave any valuables overnight in them.</li></ul></li></ul></li></ul>
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	<ul style="list-style-type: none"> <li>▪ EV Charging Business Plan, Security Cameras Options and Compound Completion Report are covered in On-going Business.</li> <li>• The hydrant work at the lower reservoir is essentially complete. Thank you to Bob Crooks and Gerry Kristianson.</li> <li>• Road Committee &amp; Road Status Road Committee &amp; Road Status             <ul style="list-style-type: none"> <li>• Thank you to the Monday Morning Crew for all of the FireSmarting work.</li> <li>• Reminder that starting November 1st, a MOTI permit is required to access the road with trucks over 5,000kg GVW. Please refer to the following link to apply for a permit: <a href="https://www.piersisland.ca/road-use.html">https://www.piersisland.ca/road-use.html</a> .</li> </ul> </li> </ul> <p>Refer to the B&amp;LI Trustee report for details (<a href="https://www.piersisland.ca/uploads/3/1/9/6/31961209/bli_trustee_report_-_23-11-28.pdf">https://www.piersisland.ca/uploads/3/1/9/6/31961209/bli_trustee_report_-_23-11-28.pdf</a>).</p> <p>The report was accepted as presented.</p>
<p><b>TRUSTEE - PIVFD STEPHEN CHANG</b></p>	<p>The Trustee for PIVFD was asked if he had a report to present.</p> <p>Here are the highlights of the report:</p> <ul style="list-style-type: none"> <li>• Our Acting Chief, Derek Morrison, has provided superb interim guidance and structure to the department’s activities, and all members look forward to our Chief’s return to good health and active participation.</li> <li>• The department responded to several incidents during this period including one related to an abandoned outdoor residential fire. It is important that outdoor burns, even in the wet weather, be actively monitored.</li> <li>• Our gratitude to our First Responders Captain, Sandy Brunham, who attended lengthy training in Nanaimo, which will allow her to train our First Responders in new lifesaving techniques.</li> <li>• An older AED has been replaced with a new unit.</li> <li>• The fire fighters have completed Fire Commission-mandated training in the first of a series of new modules.</li> <li>• PIVFD hosted a Flu/Covid vaccination clinic on November 4, where 42 islanders received their immunizations. Thank you to Michal and Ming Pawlik for leading this event and all the other volunteers that supported it.</li> <li>• Thank you to the FireSmart committee and the many hard-working volunteers that completed 2 very successful FireSmart events.</li> </ul> <p>Refer to the PIVFD Trustee report for more details on the above items and other topics (<a href="https://www.piersisland.ca/uploads/3/1/9/6/31961209/fire_trustee_report_-_23-11-28.pdf">https://www.piersisland.ca/uploads/3/1/9/6/31961209/fire_trustee_report_-_23-11-28.pdf</a>).</p> <p>The report was accepted as presented.</p>

<p><b>WATER SYSTEM TRUSTEE JOHN DE JONG</b></p>	<p>The Trustee for the Water System was asked if he had a report to present. The report covers October through November 28, 2023.</p> <p>Here are the highlights of the report:</p> <ul style="list-style-type: none"> <li>• The Trustees, on behalf of the community, thank our Water System Manager, Gary Cooney, the water team members, other water system volunteers and contractors that manage, operate, and respond to issues related to, our system. Some of the many facets to this service include ensuring water purity by way of taking water samples, maintaining chlorination levels, pump house maintenance, repair of curb stops, shut off valves, water meter reading, responding to emergency situations, tank infrastructure, planning for possible failures in the system, emergency planning where structural damage has occurred by forces of nature, forecasting of future needs, coordination with the CRD, Health Departments, and District of North Saanich, continual research and record keeping, and overall system analysis. Almost all of these functions have been dealt with since the last report.</li> <li>• Of particular note:             <ul style="list-style-type: none"> <li>• Annual water meter readings were completed by eight team members. Properties were identified that had higher water consumption than the previous year. The property owners were notified.</li> <li>• Surge protection has been installed in pump house #1 and pump house #2.</li> <li>• Emergency procedures are being reviewed by the team.</li> <li>• A review of the Chlorination System in PH2 was undertaken. This review determined that it would be prudent and useful to upgrade the chlorination system at this time.</li> <li>• Curb stop repairs are underway. Curb stop repair at #113 completed.</li> </ul> </li> </ul> <p>Refer to the Water System Trustee report for more details on the above items and other topics  <a href="https://www.piersisland.ca/uploads/3/1/9/6/31961209/water_trustee_report_-_23-11-28.pdf">https://www.piersisland.ca/uploads/3/1/9/6/31961209/water_trustee_report_-_23-11-28.pdf</a> ).</p> <p>Brent Schorr, PIID Financial Administrator, commented that 35-40% of water bills are still outstanding.</p> <p>The report was accepted as presented.</p>
<p><b>FINANCIAL ADMIN BRENT SCHORR</b></p>	<p>The Financial Administrator was asked if he had a report to present.</p> <p>The Finance Administrator Report is as follows:</p> <ul style="list-style-type: none"> <li>• Drafted bylaw #139 - Electronic Notification Opt-In Policy Bylaw; included consultation with BC Gov policy analysts and PIID legal</li> <li>• Drafted bylaw #138 - Capital Asset Replacement Fund Disbursement 2023 Bylaw</li> <li>• Updated Capital Asset Management Plan (Replacement)</li> </ul>

	<ul style="list-style-type: none"> <li>• ICBC will no longer offer Off-Highway Third Party Liability coverage with limits in excess of \$2 million. Ongoing consulting with insurer is underway to assess next steps for coverage.</li> <li>• Drafted PIID 2024 Budget</li> <li>• Monthly payables</li> <li>• Monthly receivables; including water bill collection.             <ul style="list-style-type: none"> <li>○ Reminder to pay your bills if you have not done so yet.</li> </ul> </li> </ul> <p>The floor was opened to discussion.</p> <p>The report was accepted as presented.</p>
<p><b>CORPORATE SECRETARY VELVET WARRIOR</b></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"> <li>• A couple Land Title / property owner updates.</li> <li>• Continue to prepare operations manual for Corporate Secretary role.</li> <li>• Still looking for a replacement for this mandatory, important, and also interesting role.</li> </ul> <p>The floor was opened to discussion.</p> <p>The report was accepted as presented.</p>

**CORRESPONDENCE**

<p><b>CHAIR JULIEN BAHAIN</b></p>	<p>List of incoming and outgoing communications:</p> <ul style="list-style-type: none"> <li>• Incoming:             <ul style="list-style-type: none"> <li>• BC Ferries meeting notification regarding Berth 5 update information session                 <ul style="list-style-type: none"> <li>• This project involves blasting near Berth 5.</li> <li>• Gary Cooney contacted the project team to confirm that this project would not impact our undersea lines.</li> </ul> </li> <li>• BC Assessment email regarding Property Information Department Operational Model Update                 <ul style="list-style-type: none"> <li>• Just notification of contact changes for BC Assessment.</li> </ul> </li> <li>• Related to proposed Tractor Rate increases:                 <ul style="list-style-type: none"> <li>• Email from Steve Cruise</li> <li>• Email from Bob and Sharon Smith</li> </ul> <p>Both were encouraging PIID not to increase tractor fees emphasizing the value in encouraging islanders to use the shared resource rather than bringing additional vehicles onto the island.</p> </li> </ul> </li> <li>• Outgoing:             <ul style="list-style-type: none"> <li>• Call for interest in the PIID Corporate Secretary position</li> </ul> </li> </ul>
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**ON-GOING / UNFINISHED BUSINESS**

<p><b>TRUSTEE -BUILDING &amp; LAND IMPROVEMENTS</b> <b>JULIEN BAHAIN</b></p>	<p>The first two agenda items were swapped.</p> <p><b>Compound Project Completion Report</b></p> <p>The Compound Project covers a number of initiatives with key objectives related to enhanced maintenance, operations and best and highest use of the asset. These initiatives were as follows:</p> <ul style="list-style-type: none"> <li>• Review and updates of Bylaw 115 that regulated the use of the Compound;</li> <li>• Creation of a Policy for enforcement of the Compound Bylaw; and</li> <li>• Capital investment and repairs to the asset.             <ul style="list-style-type: none"> <li>• Construction of an electrical shed;</li> <li>• Electrical upgrade with a 400A service;</li> <li>• Replacement of the vehicle gate with an automated and fob-controlled gate;</li> <li>• Replacement of the pedestrian gate with a mechanical lock (code);</li> <li>• Replacement of the ramp gate with a padlock system; and</li> <li>• Installation of parking blocks for stall delineation.</li> </ul> </li> </ul> <p>The total cost for the upgrades and repairs was \$54,676.46. The project was funded using the Capital Asset Replacement Fund (CARP) authorized through Bylaw #129 and the Sustainment Fund (\$25,000.00 and \$29,676.46, respectively).</p> <p>Refer to the Final Report for details on the Piers Island website Owners -&gt; PIID Projects page (<a href="https://www.piersisland.ca/uploads/3/1/9/6/31961209/compound_project_report_2023.pdf">https://www.piersisland.ca/uploads/3/1/9/6/31961209/compound_project_report_2023.pdf</a> ).</p> <p><b>EV Business Plan Report</b></p> <p>Three options were evaluated:</p> <ul style="list-style-type: none"> <li>• Status Quo</li> <li>• Dedicated System</li> <li>• Energy Management System</li> </ul> <p>The EV Committee recommends that:</p> <ul style="list-style-type: none"> <li>• Option 3 – Energy Management System be used for planning purposes with a possible implementation window in 2030.</li> <li>• Approximately \$150,000 be allocated to support implementation of the project including grants and rebates (implementing a \$107 tax levy would result in approx. \$100,000 being available in 7 years).</li> <li>• Further detailed planning be completed to ensure appropriateness of the solution as technology evolves. Other solutions may include ZEV car shares or other types of ZEV solutions yet to be determined.</li> </ul> <p>Refer to the complete report on the Piers Island website -&gt; Owners -&gt; PIID Projects page</p>
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[https://www.piersisland.ca/uploads/3/1/9/6/31961209/compound\\_ev\\_report\\_with\\_appendices - 23-11-28.pdf](https://www.piersisland.ca/uploads/3/1/9/6/31961209/compound_ev_report_with_appendices_-_23-11-28.pdf) ).

Discussion was focused on:

- The perception that this was a finalized solution rather than a guide for planning. The Trustees ensured that this was a guide for planning as there is an expectation that something will be needed to support the zero emissions mandate but that the solution may look quite different in the years ahead as stated in the report recommendation. The report was accepted by the Trustees but no decision was made on implementation.
- Opinions on whether EV would be really needed by 2035 or not, and the overall feasibility of EV only solution. This is a question but there is a push from government to offer zero emission vehicles by 2035 and many local governments to provide infrastructure to support this.
- The authority of the PIID to entertain/support the supply of “electric” fuel given the terms in the Letters Patent and to charge for the service (electrical costs).
- Opinions regarding the priority of providing a limited number of EV stations when this would not provide service to all islanders so would not be fair. A solution should accommodate more parking as many who currently park at canoe cove would likely want to use services that they are paying for through taxes.

There were some supporting references (websites) identified during the meeting. A document with a summary of these will be added to the Piers Island website -> Owners -> PIID Projects web page with the EV Charger Report (<https://www.piersisland.ca/piid-projects.html> ). The EV Committee will incorporate feedback received during the meeting and recirculate an updated report for the Trustees’ consideration at the next PIID Board meeting.

There were also some alternative ideas presented. Although these will not be included in the minutes or pursued by the PIID at this time, if a document is provided summarizing the idea, it will be posted on the PIID Project Considerations page as well.

**Security Cameras in Compound**

Based on requests from properties owners to investigate camera options in light of some break-in / theft, obvious attempted entries (gate damage) and hit-and-run accidents in the compound, and inquiries for camera footage from RCMP and Seaspan on a number of occasions, it was decided that PIID would investigate security camera options.

Key considerations for a video surveillance system that would be provided by the PIID are as follows:

- Freedom and Privacy: The system will need to comply with legislation including FOIPPA and PIPPA. This means that access to video footage needs to be controlled (i.e., login tracking, timestamp).
- Ease of management and operations given the volunteer nature of the District.

	<ul style="list-style-type: none"> <li>• Limited infrastructure in the Compound (lack of dry and temperature-controlled space for physical hardware).</li> </ul> <p>Two “Cloud” camera options were presented with capital costs of \$16,000 to \$25,000 and operational costs of approx. \$2,880 per year.</p> <p>Discussion was focused on:</p> <ul style="list-style-type: none"> <li>• What is the objective(s) of the security cameras (deterrent, investigation support) and whether security cameras would actually achieve the objective(s)?             <ul style="list-style-type: none"> <li>• Some islanders expressed experience regarding the limited success in using camera data to prosecute offenders. Theft under \$5,000 is considered petty crime. Cameras are not a deterrent if people are desperate.</li> </ul> </li> <li>• Is a “Cloud” service option necessary and if not, are there other less expensive options available that could achieve the same objectives and meet any regulatory requirements?             <ul style="list-style-type: none"> <li>• An islander indicated that an appropriate data security policy and procedures that involved a manual log in process (writing in a book) exercised by designed “Security Officers” (tenants) has been used for a condo.</li> </ul> </li> <li>• What level of support for security cameras is there in the community and how can this be assessed?</li> </ul> <p>If there are islanders that can provide a solution for a cheaper option that meets the data security needs, please provide a summary of the solution with costs, a data security plan (policy/procedure approach) and information on operations implications (what island resources would be needed).</p> <p>No decisions have been made but options were presented for community consideration.</p> <p><b>Corporate Secretary Replacement</b></p> <p>Still looking for a candidate for this important and worthwhile position. This is one of the mandatory roles on the island. Please consider applying.</p> <p><b>“Opt-in” option for Electronic Tax Notification</b></p> <p>Financial Administrator, Brent Schorr, provided some background on the Electronic Notification Opt-In Bylaw. This was investigated a number of years ago and it was not possible. Mailing to the owner address registered to the property was considered official and allowed PIID to consider the notification delivered and penalties for late payment were legally possible. With changes in support electronic transactions, this is now an option. Email notification will reduce the workload of printing, stuffing, labelling and stamping envelopes and trips to the post office. However, electronic notification does require property owner written agreement and provision of a valid email address and requires long term (30 year) electronic data storage.</p> <p>A Bylaw is needed to enable Electronic Tax Notification. Bylaw No. 135 covers the disbursement of these funds for 2022.</p>
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<p><b>MOTION</b></p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as the Electronic Tax Notice Policy 2023 Bylaw No. #139 be read and considered.”</i></p> <p>Bylaw 139 was read aloud by the Secretary. The floor was opened to discussion.</p> <p>It was noted that a copy of the “Tax Notice Opt In Form” is available on the Piers Island website on the Governance -&gt; PIID -&gt; Policies, Resolutions &amp; Agreements page (<a href="https://www.piersisland.ca/policies.html">https://www.piersisland.ca/policies.html</a>) and will be distributed in early in 2024.</p> <p>No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p>
<p><b>MOTION</b></p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as the Electronic Tax Notice Policy 2023 Bylaw No. #139 be read and considered.”</i></p> <p>Bylaw 139 was again read aloud by the Secretary. The floor was opened to discussion. No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p> <p>The Corporate Secretary reminded islanders that it is the owner’s responsibility to keep address information up to date on Land Titles as this is the official information used by the PIID for taxation mail outs. PIID receives notification of all Land Title changes, and it is PIID responsibility to maintain ownership and address information for taxation and voting purposes.</p> <p><b>Hydro Pole Replacement</b></p> <p>The hydro pole replacement (impacted by the lightning strike) has been completed. Thank you to fire department and water manager (ensuring that water main would not be impacted) that supported the replacement work. As a result of this work, clean up around hydro poles around the island was identified as important work to be done.</p>

**BUSINESS ARISING / NEW BUSINESS**

<p><b>CHAIR</b> <b>JULIEN BAHAIN</b></p>	<p><b>Water Chlorination System Update:</b></p> <p>Trustee, John de Jong, and Water System Manager, Gary Cooney provided some background on the need to update the water chlorination system. The chlorination system was installed in 2009. The controller/analyzer is no longer supported so parts are not available should there be a failure, and the data logger no longer works with no replacement options. It would be prudent to replace before failure. Also, since the original installation the treatment of the water provided from CRD/North Saanich has changed from Chlorine to Chloramines. It is better to monitor both Free and Total Chlorine in this changed environment. The current controller/analyzer cannot support a second sensor.</p> <p>A Bylaw is needed to allow the use of funds from the Capital Asset Replacement Fund for the replacement of the chlorination system. Bylaw No. 138 covers the disbursement of these funds for 2023.</p>
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<p><b>MOTION</b></p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as the Capital Asset Replacement Fund Disbursement 2023 Bylaw No. 138 be read and considered.”</i></p> <p>Bylaw 138 was read aloud by the Secretary. The floor was opened to discussion. No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p>
<p><b>MOTION</b></p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as the Capital Asset Replacement Fund Disbursement 2023 Bylaw No. 138 be read and considered.”</i></p> <p>Bylaw 138 was again read aloud by the Secretary. The floor was opened to discussion. No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p> <p><b>Consolidation of PIID Fee Schedules:</b></p> <p>Fees charged by the PIID need to be covered in a bylaw. Although some have been covered in bylaws, others like the tractor fee and hall rental were not. It was decided to consolidate them all in one Bylaw that can be reviewed annually and updated as needed.</p> <p>Bylaw No. 140 covers the PIID Schedule of Fees for 2024.</p>
<p><b>MOTION</b></p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as Bylaw No. 140, PIID Schedule of Fees be read and considered.”</i></p> <p>Bylaw 140 was read aloud by the Secretary. The floor was opened to discussion.</p> <p>Discussion on rates:</p> <ul style="list-style-type: none"> <li>• EV Charging Station             <ul style="list-style-type: none"> <li>• The service access rate was modified from what was in Bylaw 133 from a percentage of billing amount to \$10 monthly plus an amount kWh (representing the BC Hydro rate) as only fixed amount can be charged (not percentages)</li> <li>• There were questions regarding the legislation that allows PIID to charge for power. Refer to the document entitled “PIID Meeting - 23-11-28 - EV Charging Discussion Links” that contains some links to some applicable information sources. This document is also be posted on the Piers Island website PPIID Projects page with the EV Business Plan Report (<a href="#">PIID Projects Main Page - Piers Island, BC</a>).</li> </ul> </li> <li>• Small Boat Storage             <ul style="list-style-type: none"> <li>• Rate increased based on escalation.</li> <li>• An islander questioned the need to increase this rate as the boats in storage represent a green option.</li> </ul> </li> <li>• Tractor Rental Fee             <ul style="list-style-type: none"> <li>• The First 30 min and hourly there after rates increased from \$20 and \$10 to \$30 and \$15.</li> <li>• A number of people objected to the increase in rates for boat haul outs citing that this would/could encourage people to bring more vehicles on island. Others objected to the hourly approach to boat hauls because it means properties farther from the boat ramp</li> </ul> </li> </ul>

	<p>have to pay quite a bit more than those closer, and to minimize this impact, volunteer drivers feel pressured. Tractor operators who were present in person suggested a fixed fee for boat hauling would be more equitable and would put less pressure on the volunteer drivers.</p> <ul style="list-style-type: none"> <li>• The proposed fee was discussed and ranged between \$20 and \$30.</li> <li>• The Trustees agreed that a fixed fee for boat hauling be added for \$25. The changes will be reviewed next year to see if further changes are required.</li> </ul> <p>The Schedule was updated to add the Boat Haul fee.</p> <p>No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p>
<p>MOTION</p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as Bylaw No. 140, PIID Schedule of Fees be read and considered.”</i></p> <p>Bylaw 140 was again read aloud by the Secretary. The floor was opened to discussion. No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p>
<p>MOTION</p>	<p><b>Compound Parking Regulation Bylaw:</b></p> <p>A new Compound Parking Regulation Bylaw is needed to remove the Fee Schedule. Bylaw #141 serves this purpose and replaces Bylaw #133.</p>
<p>MOTION</p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as Bylaw No. 141, Piers Island Parking Compound Regulation Bylaw be read and considered.”</i></p> <p>Bylaw 141 was read aloud by the Secretary. The floor was opened to discussion. No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p>
<p>MOTION</p>	<p>It was <b>MOVED</b> and <b>SECONDED</b>, <i>“the bylaw cited as Bylaw No. 141, Piers Island Parking Compound Regulation Bylaw be read and considered.”</i></p> <p>Bylaw 141 was again read aloud by the Secretary. The floor was opened to discussion. No further discussion so vote was conducted.</p> <p>Motion <b>CARRIED</b>.</p> <p><b>Other documents affected by the introduction of the PIID Schedule of Fees:</b></p> <p>The following documents are updated as a result of the introduction of the PIID Schedule of Fees:</p> <ul style="list-style-type: none"> <li>• Compound Parking Bylaw Enforcement Policy 2023             <ul style="list-style-type: none"> <li>• Updated to refer to the new Compound Parking Bylaw and PIID Schedule of Fees Bylaw</li> </ul> </li> <li>• Fire Hall Rental Agreement 2023             <ul style="list-style-type: none"> <li>• Updated to refer to the Schedule of Fees and fix formatting issues.</li> </ul> </li> </ul>



**CLOSING MOTION**

<b>ADJOURNMENT</b>	The meeting adjourned at 10:40 PM The Chair thanked all attendees.
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Minutes submitted: \_\_\_\_\_  
Corporate Secretary

Minutes approved: \_\_\_\_\_  
Chair / Presiding Officer

Date: \_\_\_\_\_