

**PIERS ISLAND IMPROVEMENT DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**November 24, 2020 – 7:30 PM**  
**Location: Via Zoom**

<b>TRUSTEES &amp; OFFICERS ATTENDING</b>	Julien Bahain, Chairperson and Buildings and Land Improvements Trustee; Monique Joubarne, Water Trustee; Doug Turner, PIVFD Trustee; Brent Schorr, Finance Administrator; Nancy Troger, Secretary.
<b>TRUSTEES &amp; OFFICERS ABSENT</b>	0
<b>NUMBER OF ATTENDEES</b>	6

**OPENING MOTIONS**

<b>CALL TO ORDER</b>	Chair, Julien Bahain, called the meeting to order at 7:30 PM The secretary recorded the meeting for accuracy.
<b>APPROVAL OF AGENDA</b>	Copies of the Agenda were distributed electronically. 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 amended.”</i> With no further changes raised for consideration, the motion was <b>CARRIED</b> .
<b>ADOPTION OF PREVIOUS MINUTES</b>	Note for the record the trustees approved via email that, <i>“the minutes of the October 13, 2020 PIID Transition Meeting be approved as distributed.”</i>

**ONGOING BUSINESS**

<b>TRUSTEES</b>	<p><b>Gate lock issue</b></p> <ul style="list-style-type: none"> <li>• A fix option looks promising. This solution will use volunteers so can be done within the budget. It should also last long enough to be worth doing.</li> </ul> <p><b>Water tank</b></p> <ul style="list-style-type: none"> <li>• Duck bill valves are expected to arrive tomorrow.</li> <li>• The commissioning process needs to be reviewed.</li> <li>• Still within contract budget.</li> </ul> <p><b>Road committee</b></p> <ul style="list-style-type: none"> <li>• Call for volunteers has resulted in a committee with 5 members plus Julien as the Chair.</li> <li>• The committee will meet on Sunday morning to set up Terms of Reference.</li> <li>• Trucks came last week with minimal notice. Thanks to the volunteers that came forward on short notice.</li> </ul>
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**CORRESPONDENCE**

<p><b>TRUSTEES</b></p>	<ul style="list-style-type: none"> <li>• Email and phone conversations with Owen Page (responsible for Managing the MOU from Transportation side). With all of the impending moves, there have been many permit requests. Julien is working with Owen on the process needed, provide more understanding of the road, and how to manage the damage risk in the restricted season in a way that does not require the \$5000 damage deposit for each permit/truck.</li> </ul>
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**TRUSTEE & OFFICER REPORTS**

<p><b>BUILDINGS &amp; LAND IMPROVEMENTS TRUSTEE JULIEN BAHAIN</b></p>	<p>The B&amp;LI Trustee was asked if he had a report to present.</p> <ul style="list-style-type: none"> <li>• See attached. Main topics:             <ul style="list-style-type: none"> <li>○ Compound Gate Lock issue</li> <li>○ Road Committee</li> <li>○ Dealing with newcomers</li> </ul> </li> </ul> <p>The floor was opened to discussion. The report was accepted as presented.</p>
<p><b>PIVFD TRUSTEE DOUG TURNER</b></p> <p><b>ACTION</b></p>	<p>The PIVFD Trustee was asked if he had a report to present.</p> <ul style="list-style-type: none"> <li>• See attached. Main topics:             <ul style="list-style-type: none"> <li>○ Medical kit now available for anyone to use in the Firehall.</li> <li>○ Flu clinic hosted. Thank you to those involved.</li> <li>○ PIVFD hoping to have one person attend a train the trainer course.</li> <li>○ Rear of old firehall being worked on to add a storage facility (for hydro supplies)</li> <li>○ Due to COVID practices cancelled for the next 2 weeks.</li> </ul> </li> </ul> <p>Doug to follow up with Steve Cruise and Dr. Pawlik about future flu clinics.</p> <p>The floor was opened to discussion. The report was accepted as presented.</p>
<p><b>WATER SYSTEM TRUSTEE MONIQUE JOUBARNE</b></p>	<p>The Water System Trustee was asked if she had a report to present.</p> <ul style="list-style-type: none"> <li>• See attached. Main topics:             <ul style="list-style-type: none"> <li>○ Acknowledgement of the amount of volunteer effort that goes into keeping our water system operating and maintained and appreciation of those volunteers</li> <li>○ As the Water Tower project gets close to completion and acknowledgement and thanks to the Select Committee members who do the heavy lifting on this project.</li> <li>○ Welcome to new volunteers: Garth Irvine and Gary Cooney</li> <li>○ Water team have implemented COVID procedures to keep the team safe.</li> <li>○ Based on water reading results, water consumption on the island has increase year, each year over the last couple of years.</li> <li>○ Ming completed Water Operator course.</li> </ul> </li> </ul>



<p><b>ACTION</b></p>	<p>2021 Budget shows a modest increase to the capital allocation to attempt to keep up with expected future costs.</p> <p>The floor was opened to discussion.</p> <ul style="list-style-type: none"> <li>• Support for capital planning approach and thanks to Tony for the easy model to use and maintain were expressed.</li> <li>• In the past, draft budgets were sent out with the agenda. Trustees asked to consider doing so in the future.</li> </ul> <p>Motion was <b>CARRIED</b>.</p> <p><b>Discussion regarding water billing and operating tax</b> Trustees discussed potential shift from water operation general tax to a user pay concept on water bill. Options discussed included user pay through water rate, other water billing options. Piers Island water rate is quite a bit lower than other places. Need more discussion on the objective of the change (increase capital planning, reduce water consumption, etc.).</p> <p>Trustees to put something out to the islanders to create a framework and engage with islanders on the topic.</p>
<p><b>TRUSTEES</b></p>	<p><b>Discussion regarding Compound Project and new Parking ByLaw</b> The Compound Select Committee made recommendation which was approved by previous Trustees. A ByLaw was drafted to move forward on the recommendation (reducing the number of trailers and user pay for trailers and boats). Some refinement needed before it can be presented.</p> <p>Parking in the compound is becoming more of an issue. Although not exceeding space in the winter yet, it is getting close. More parking needed. Important to maintain access to the shared asset (full-timers and seasonal). Some discussion regarding user fees for cars as well as trailers. Parking is first come – first serve so not really a pay model. Solution needs to be sustainable solution. What are the other options? Implementation needs to be a consideration. Need buy in from the island.</p> <p>Other options discussed:</p> <ul style="list-style-type: none"> <li>• Seaspan or Steve Thornton’s property may be option for additional parking?</li> <li>• Make sure everyone knows the rules.</li> <li>• Fences are not on the property lines. If moved may be able to increase parking spaces.</li> </ul> <p><b>ACTION</b></p> <p>Trustees to investigate lease options on other properties and work on the ByLaw to come up with an alternate solution.</p>

**NEXT MEETING**

<p><b>SCHEDULE NEXT MEETING</b></p>	<p><b>Zoom meeting, Feb 2, 2021 at 7:00 PM</b></p>
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**CLOSING MOTION**

<b>ADJOURNMENT</b>	The Chair asked for any further business. With no further business, the meeting adjourned at 9:52 The Chair thanked all attendees.
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Minutes submitted: \_\_\_\_\_  
Corporate Secretary

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

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