PIERS ISLAND IMPROVEMENT DISTRICT TRUSTEES MEETING

September 5, 2017 Location: Piers Island Fire Hall

TRUSTEES & OFFICERS ATTENDING	Tony Kaul, Chairperson and Buildings & Land Improvements Trustee; Greg Miller, Fire Trustee; Charlie Troger, Water Trustee; Brent Schorr, Finance Administrator; Nancy Troger, Secretary.
TRUSTEES & OFFICERS ABSENT	0
NUMBER OF ATTENDEES	13

OPENING MOTIONS

CALL TO ORDER	The Chairperson called the meeting to order at 6:00 p.m. and advised that the meeting was being taped for accuracy.
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 , "that the Agenda be approved as distributed." With no changes raised for consideration, the motion was CARRIED .
MOTION ADOPTION OF MINUTES	It was MOVED and SECONDED, "that the minutes of the July 15, 2017 PIID Board of Trustees Transition Meeting be approved as distributed." The Chair asked for errors or omissions and hearing none, the motion was CARRIED.

ONGOING BUSINESS

	The Chair asked if there was any unfinished business.
FINANCE ADMINISTRATOR	• Finance Administrator: In response to an AGM question regarding our bank of choice, Coast Capital Savings Credit Union: In autumn 2016, 79.2% of CCSCU members voted YES vote to Coast Capital Savings operating nationally. It could take about a year. If they receive approval from FICOM, OSFI, CUDIC and the Federal Finance Minister, they expect to become a federal credit union in 2018.
	A federal credit union is governed by and organized under the Canadian Federal Bank Act and regulated by the Office of the Superintendent of Financial Institutions (OSFI). Today, Coast Capital Savings is governed by and organized under provincial legislation in BC and regulated by the Financial Institutions Commission (FICOM). The legal term for becoming a

federal credit union is "continuance". After continuance, the Financial Consumer Agency of Canada will oversee compliance by Coast Capital Savings Credit Union with federal financial consumer protection legislation.

The major change is that each membership will only be covered by insurance up to \$100,000; as of right now there is no limit on the insurance. This is something that is reviewed annually and could change at any point for all BC Credit Unions not just Coast Capital Savings Credit Union going federal. This is also something that was only recently put in place in 2008 during the recession.

As there was no further ongoing business, the Chair proceeded to the next agenda item.

CORRESPONDENCE

CORPORATE SECRETARY

The Corporate Secretary advised there were no items of correspondence to report.

TRUSTEE & OFFICER REPORTS

BUILDINGS & LAND IMPROVEMENTS TRUSTEE TONY KAUL

The Trustee for the Buildings & Land Improvements portfolio presented his report:

Seaspan preliminary plan for a new Piers Island compound.

- As reported in previous minutes, negotiations with Seaspan for the development of a new Piers Island compound are ongoing.
- Two trustees, Tony Kaul and Charlie Troger, recently met with Seaspan and the engineering firm they contracted to develop a design for a new Piers Island Compound and expanded Seaspan parking lot, to review a first draft of the design. The trustees will review the plan and make recommendations for further refinements to ensure the plan fully meets our requirements.
- Please contact the B&LI Trustee for further details or if you would like to see the first draft design.
- The B&LI Trustee will hold information meetings as the plans evolve to ensure Piers Islanders have an opportunity to review the plans and offer input.

Gate maintenance.

Gate maintenance will be done on a 'needs only' basis pending the
outcome of the ongoing negotiations with Seaspan for the development of
a new parking compound. If these negotiations do not result in a new
compound, then plans for a new gate for the current compound will
proceed.

MOTION	It was MOVED and SECONDED, "that the trustees receive the Buildings & Land Improvements Trustee's report as delivered." Following discussion, the motion was CARRIED
PIVFD TRUSTEE GREG MILLER	 The Trustee for the PIVFD presented his report: Fire hall apron paving stone project quotes. Alliston Stoneworks has submitted a quote, after a site visit, of \$10/square foot. This quote is exclusive of barging costs. They have suggested paving an area of 1,200 square foot to allow for a seamless integration of the main entrance apron and the proposed apron in front of the parking bays, which will be the second phase of the paving project. Red Door Landscaping has submitted a verbal quote of \$22/square foot, sight unseen. This quote includes barging costs. No other accompanies expressed interest in such a small job.
	 Fire hall apron paving stone project fund-raising. To date there has been \$2,200 raised through the sale of fire wood. Thank you to the Monday Morning Work Crew for their hard work towards this project! To date there has been \$750 raised through the sale of memorial paving stones. The fund-raising goal is to raise 50% of the total funds required for the project before proceeding (approximately \$7,500). Please contact the Fire Chief to purchase your commemorative paving stone. The cost is \$250 for each stone complete with professional etching. With each stone purchase you will receive a \$200 tax deductible receipt.
MOTION	It was MOVED and SECONDED, "that the trustees receive the PIVFD Trustee's report as delivered." Following discussion, the motion was CARRIED.
WATER SYSTEM TRUSTEE CHARLIE TROGER	The Water Trustee presented his report. Please see attached report.
MOTION	It was MOVED and SECONDED, "that the trustees receive the Water System Trustee's report as delivered." Following discussion, the motion was CARRIED.
FINANCE ADMINISTRATOR BRENT SCHORR	 The Finance Administrator presented his report: All property tax notices were sent out in July 2017. Taxes are due as of August 31, 2017. Water bills will be sent out electronically in October 2017. Water bills are due November 30, 2017.
Motion	It was MOVED and SECONDED, "that the trustees receive the Finance Administrator's report as delivered." With no discussion, the motion was CARRIED.

CORPORATE SECRETARY NANCY TROGER

The Corporate Secretary presented her report:

- Organized database
- Created PIID letterhead
- Redid the Fire Hall Rental Agreement with Maureen Crooks' help
- Redoing the Welcome Letter with Maureen Crooks' help
- Filed Bylaw No. 118, Taxation Bylaw 2017
- Learned how to update the website
- Maintaining the website on an ongoing basis
- Completed and submitted the AGM documents to the Ministry on time
- Updated and distributed Piers Island Contact lists
- Sending out Taxation Receipts for PIID donations as required

MOTION

It as MOVED and SECONDED, "that the trustees receive the Corporate Secretary's report as delivered."

With no discussion, the motion was CARRIED.

BUSINESS ARISING / NEW BUSINESS

FINANCE ADMINISTRATOR

 PIVFD donations received from Laura Bakan, the Bell's, Eileen Currie and Greg Roggeveen. Thank you for your generosity.

PIID WATER TRUSTEE

 Water Trustee advised he will recommend erecting a "No Anchoring" sign to alert boaters about the location of the water line near the Piers Island boat launch.

MOTION

It was MOVED and SECONDED "that a "No Anchoring" warning sign with the dimensions of 30" x 30", mounted on a 4" x 4" post, be installed at the base of the boat ramp on Piers Island."

The floor was opened for discussion.

Following discussion, the motion was CARRIED.

MOTION

It was MOVED and SECONDED, "that a letter be sent to advise the owners of affected properties near the south-west water line, that their anchor block/wharf/mooring buoy anchors represent a risk to our water line and ask for their cooperation in moving them by October 31, 2017."

The floor was opened for discussion.

After discussion is was decided to table the motion until the second water line could be located to ensure that any relocation of block/wharf/mooring buoy anchors are clear of both water lines.

Motion tabled.

ALL TRUSTEES

Proposed chipper purchase.

 Trustees entertained the suggestion from Chief Cruise to purchase a chipper. The purchase would be fully funded through donations as this

•	equipment has not been identified in the PIID budget. However, as the chipper would become part of the PIID equipment asset pool, ongoing maintenance and insurance would become the responsibility of the PIID. Before any decision is made regarding the purchase of a chipper, the Trustees will request further information and a full report from the Fire Chief on the use, safety operation, insurance, volunteer training, etc.
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NEXT MEETING

SCHEDULE NEXT MEETING	Scheduled for Tuesday, October 24, 2017 at 7:00 p.m.		
CLOSING MOTION			
ADJOURNMENT	The Chairperson called for further business, and hearing none, the trustees approved a motion to adjourn at 7:35 p.m.		

The Chair thanked all attendees.

Minutes submitted:

Corporate Secretary

Minutes submitted:

Chairperson and Presiding Officer