

# Ships Point Improvement District Board of Trustees Meeting Minutes

Date: Jan 14, 2026

Present In Person	Present via zoom	Absent
J. Ainsworth, Chairperson R. Vreugde, Finance Officer Wm. Trussler, Chair Water Technical Committee J. Reinhardt, Trustee R. Mumblo, Trustee  I. Welch, Finance Manager D. Shepherd, Water Operator  Michelle Leroux, Ratepayer Guest		M. Fakaro, Trustee

J. Ainsworth chaired the meeting and took minutes.

**1. Agenda**

- The agenda was sent to all board members via email prior to the meeting.
- Amendment to add “Petition request from Black Mountain Irrigation District to “Other Business”.
- MOTION to approve the agenda as amended. R. Mumblo/ J. Reinhardt Motion carried.

**2. Minutes**

- The minutes of Dec 10, 2025 regular board meeting were sent to all board members via email prior to the meeting.
- MOTION to adopt the minutes as amended of Nov 12, 2025 regular board meeting. R. Vreugde/ Wm. Trussler Motion carried.

**3. Business Arising From the Minutes - presented by J. Ainsworth**

- MOTION: to support the petition to the Ministry of Housing and Municipal Affairs “*Supporting funding to Improvement Districts equal to that of Regional Districts and Municipalities*” Wm. Trussler/ J. Reinhardt Motion Carried 3-2

**4. Water Operations - presented by D. Shepherd**

Monthly operations reports - posted on the SPID website.

**5. Water Technical Committee (WTC) - Presented by Wm. Trussler**

- The minutes of December 2025 WTC meeting were sent to all board members via email prior to the meeting.
- New Well: WTC is gathering cost information and requirements for engineering, licensing, drilling, pump size, etc.
- SCADA – M. Mesford and D. Shepherd are compiling a list of questions for when they meet with White Pacific for a presentation of the system. **Action Required: D. Shepherd and M. Mesford**

**6. Finance - Presented by I. Welch and R. Vreugde**

Audit meeting

- R. Vreugde reported on the meeting with the auditor, J. Moor, and two assistants from his office. Veronica ? will now be doing our audit with J. Moor overseeing. J. Moor will present the audit report to the AGM.

#### Payment plans

- It was agreed that we would not offer the possibility of a payment plan for water tolls and taxes in our initial notice and invoice mailed to ratepayers on Jan 31st. We will, however, include the possibility in the second late payment notice mailed on May 15<sup>th</sup>.
- Payment plans will be on an individual basis.

#### Disposition of surplus funds

- Tabled until after March 31, 2025 when the bulk of the taxes and tolls payments have been received.

#### Preliminary year end financial reports

- Sent to all board members via email prior to the meeting. There are still 2025 expenses to be reported and adjustments to be made. The final report to be presented to the February board meeting.
- There was a request to receive the reports a few days before the board meeting and a request to add a “variance” column to the Performance to Budget report. **Action Required: I. Welch**
- We received a ratepayer request for the preliminary and final year end financial reports. J. Ainsworth to send via email. **Action required: J. Ainsworth**

#### Five year fire dept. capital plan

- R. Vreugde to meet with T. Hoffart, the Fire Chief, to project expenses for a five year period. We will present a funding proposal to the 2026 AGM. **Action Required: R. Vreugde**

#### Finance Committee meeting

- R. Vreugde will set a date and send out agenda for a finance committee meeting. Meeting to discuss converting from Sage accounting system to QuickBooks. **Action Required: R. Vreugde**

### 7. Bylaws

Nothing to report

### 8. Communications

Fanny Bay Flyer suggested articles:

- A pitch for members for the FD Association and a call for volunteer bottle sorters
- Notice that invoices have been sent and are due no later than March 31<sup>st</sup>.

**Action Required: M. Fakaro**

### 9. Information Technology

Pumphouse computer

- R. Vreugde will dispose of the old pumphouse computer. It has no value. **Action Required: R. Vreugde**

### 10. Other Business

Annual General Meeting

- There are 3 trustees’ terms expiring. R. Vreugde and Wm. Trussler will stand again, J. Reinhardt declined to stand again.
- AGM date is Thursday, April 16, 2026 at 7pm as long as the Fanny Bay hall is available to rent. **Action Required: J. Ainsworth**

### 11. Fire Chief Report - presented by R. Vreugde

The FC Report was sent to all board members via email prior to the meeting.

**Motion to adjourn 11:05am.**