

Ships Point Improvement District (SPID) Board of Trustees Meeting Minutes

Date of Meeting	April 10, 2024
------------------------	-----------------------

Present in person	Present via Zoom or phone	Absent	Meeting Delegation
J. Ainsworth, Chair Board of Trustees W. Trussler, Chair Water Technical Committee M. Fakaro, Chair Communications R. Vreugde, Trustee J. Reinhardt, Trustee R. Timbers, Interim Chair, Finance Committee		J. Wahl, Chair Finance Committee (on medical leave until further notice)	
D. Shepherd, Water Operator		N. LeBlanc, Office Administrator	

Items/ Reports	Description	Motion	Action Required
Agenda	J. Ainsworth chaired the meeting and took minutes in the absence of N. LeBlanc. The agenda was sent to board members via email prior to the meeting. J. Ainsworth requested additions to the agenda: <ul style="list-style-type: none"> • ADD to Minutes section: clarification re: transfer of funds to RBC • ADD to Finance section: Report of meeting with RBC Account Manager in Victoria 	MOTION R. Timbers/ J. Reinhardt That the agenda be approved as amended. Motion carried.	
Minutes	For the record, a correction to Jan and Feb 2024 minutes: The minutes of January and February 2024 referred to a partial redemption of \$100,000 Term Deposit #43 in order to make loan		

	<p>payments at RBC; in fact, the funds were transferred from the First Credit Union savings account and there was no need to redeem the term deposit.</p> <p>The minutes of the Mar 13, 2024, board meeting were sent out via email prior to the meeting.</p>	<p>MOTION W. Trussler / J. Reinhardt That the Mar 13, 2024 meeting minutes be approved. Motion carried.</p>	
Business Arising from the Minutes	<p>AGM</p> <ul style="list-style-type: none"> AGM Package and print schedule <p>Neighbourhood Emergency and Disaster Preparedness Plan</p> <ul style="list-style-type: none"> J. Reinhardt reported that initial volunteers had connected and that research was underway; first in-person meeting to be held in about a month. <p>Coastal Water Supply Association (CWSA) Conference in Victoria</p> <ul style="list-style-type: none"> W. Trussler reported that the ministry representatives from Water, Land and Resource Stewardship (WLRS) had no substantive or new information regarding the development of a province-wide or regional drought response. As a result of the trade tables setup at the conference, a contact was made that may be helpful with programming our PLC. 		<p>J. Ainsworth to co-ordinate preparation with N. LeBlanc</p> <p>M. Mesford to set-up meeting with contact to discuss further.</p>
Water Operations Report – D. Shepherd	Refer to SPID website for monthly water operations report as presented.		
Water Technical Committee – W. Trussler	<p>The minutes of the April 8, 2024 Water Technical Committee meeting were sent to board members via email prior to the meeting.</p> <p>Chipping date was confirmed as May 6, 2024; the grant from Fire Start means that we will be</p>		

	able to pay a contractor as opposed to requiring many volunteers from our community.		.
Finances	<p>Meeting with RBC Account Manager J. Ainsworth and W. Trussler met with Simon Miller, SPID's Account Manager at RBC to discuss financing options for loan maturing in July 2024. Miller had prepared several scenarios based on term of loan, different prepayment amounts and potential interest rates. The good news- all options do not require an extension to our amortization period in order to adequately service the debt.</p> <p>Bank Account Signing Authority including on-line banking.</p> <p>Funds Transfer from First Credit Union to RBC</p>	<p>MOTION: R. Timbers/ R. Vreugde Effective upon completion of required bank documents, signing authority on SPID bank accounts including on-line banking will any be two members of the Board of Trustees (see list). Motion carried,</p> <p>MOTION: R. Timbers/ R. Vreugde That we transfer \$50,000 from First Credit Union operating account to RBC chequing account in order to cover monthly loan payments. Motion carried.</p>	<p>Current List of Board of Trustees: J. Ainsworth, Chair Board of Trustees W. Trussler, Chair Water Technical Committee R. Timbers, Interim Chair, Finance Committee M. Fakaro, Chair Communications Committee R. Vreugde, Trustee J. Reinhardt, Trustee J. Wahl, Trustee (on medical leave)</p>
Communications - M. Fakaro	<p>Fanny Bay Flyer Items for next issue:</p> <ul style="list-style-type: none"> • Announce new water bylaws • Reminder re: fire permits required as of April 15, 2024 <p>SPID Website Nothing to report</p>		

	Facebook Leesa Vreugde is interested in setting up a Facebook page for the Fire Dept but apparently one is already active.		M. Fakaro will attempt to find owner of the current FB page.
Bylaw Committee – J. Reinhardt	Bylaw 119 – Water Distribution and Regulation was read three times. Bylaw 124 –Water Conservation Regulation was read three times.	MOTION: J. Reinhardt/ W. Trussler To approve Bylaw 119. Motion carried. MOTION: J. Reinhardt/ M. Fakaro To approve Bylaw 124. Motion carried.	
Ratepayers Liaison	Nothing to report		
Building and Grounds Committee – R. Timbers	Septic Inspection - tabled to next board meeting.		
Fire Dept – R. Vreugde	Fire Chief monthly report was sent to board members via email prior to the meeting.		
Adjournment	The regular meeting adjourned at 10:00 am. In Camera meeting to follow.		