

Ships Point Improvement District (SPID) Board Meeting minutes

Date	Mar 9, 2022
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Absent : M. Fakaro

Items/ Reports	Description	Responsibility												
<p>Agenda</p> <p>Minutes</p>	<ul style="list-style-type: none"> ➤ Agenda Review <ul style="list-style-type: none"> • Water Report: add document management project and VIHA inspection on 16-17th • Building & Grounds: add Stan Doty Bicycle offer <p>Motion to adopt the agenda, as amended MSC R.Timbers J.Wahl</p> <ul style="list-style-type: none"> ➤ Minutes <p>Motion to adopt the minutes of the Feb 9, 2022 board meeting, as amended MSC J.Wahl J.Reinhardt</p>	<p>J. Ainsworth</p>												
<p>Water Report</p>	<ul style="list-style-type: none"> ➤ Water Operations Report <ul style="list-style-type: none"> • See full report on the SPID shared drive and the website ➤ Water Technical Committee Report <ul style="list-style-type: none"> • See minutes of the March 7, 2022 WTC meeting (including attachment) on the SPID shared drive. ➤ Fire Underwriters Survey being completed. This survey helps insurance companies rate the risk for our community. ➤ Document management: initial recommendation that all routine reports (e.g. the monthly water operator, WTC and Fire Chief reports) along with the minutes of the Board minutes be posted to the shared drive and the website. Document retention and management is an ongoing project. Meeting with operator and Admin Thursday March 10 at 3pm. 	<p>D. Shepherd</p>												
<p>Finance</p>	<ul style="list-style-type: none"> ➤ Monthly financial reports <table style="margin-left: 40px; border: none;"> <tr> <td style="padding-right: 20px;">Assets</td> <td style="text-align: right;">\$ 3.92 MM</td> </tr> <tr> <td style="padding-right: 20px;"> Current Assets</td> <td style="text-align: right;">\$ 536.1 K</td> </tr> <tr> <td style="padding-right: 20px;"> CRRF</td> <td style="text-align: right;">\$ 260.7 K</td> </tr> <tr> <td style="padding-right: 20px;">Liabilities</td> <td style="text-align: right;">\$ 2.38 MM</td> </tr> <tr> <td style="padding-right: 20px;"> Loans</td> <td style="text-align: right;">\$ 2.17 MM</td> </tr> <tr> <td style="padding-right: 20px;">Equity</td> <td style="text-align: right;">\$ 1.54 MM</td> </tr> </table>	Assets	\$ 3.92 MM	Current Assets	\$ 536.1 K	CRRF	\$ 260.7 K	Liabilities	\$ 2.38 MM	Loans	\$ 2.17 MM	Equity	\$ 1.54 MM	<p>J. Wahl</p>
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	<p>Motion that SPID authorize the Finance Chair to transfer the 2022 CRRF receipts from Union Bay account to the Royal Bank of Canada account MSC J.Wahl J.Reinhardt</p> <ul style="list-style-type: none"> ➤ Automobile Allowance: Motion that SPID pay the “reasonable per-kilometre allowance rate” as set by the CRA annually. MSC J.Wahl J.Reinhardt Note: effective Jan 1 2022, the annual rate for mileage rate is 61cent / km. Retroactive adjustments will be paid. ➤ SPID Credit Card – work in progress 	
Grants	<ul style="list-style-type: none"> ➤ Nothing to report 	
Communications	<ul style="list-style-type: none"> ➤ Fanny Bay Flyer articles <ul style="list-style-type: none"> • Leaks on ratepayer private property (see discussion under Water Operators Report); Melina to write, Dave to review • chipping program announcement ➤ Website <ul style="list-style-type: none"> • Post leaks issue info to the website as well as including a notice in the Flyer 	M. Fakaro
By Laws Committee	<ul style="list-style-type: none"> ➤ Fire By-Law – work in progress 	
Ratepayer Liaison Committee	<ul style="list-style-type: none"> ➤ Nothing to Report 	
Joint Health and Safety Committee	<ul style="list-style-type: none"> ➤ Anti-bullying policy – work in progress 	

Human Resources Committee	<ul style="list-style-type: none"> ➤ Nothing to report 	
Building and Grounds Committee	<ul style="list-style-type: none"> ➤ New Vinyl sign for our pump house requested; R. Timbers to investigate cost and size ➤ There was discussion re: Stan Doty's offer to make a bike planter to put near the SPID welcome sign. SPID unable to authorize the planter as it would be on the right of way which is under MOTI jurisdiction. J Ainsworth will contact Mr.Doty. 	R Timbers
Fire Dept	<ul style="list-style-type: none"> ➤ Monthly report – sent via email prior to the meeting and posted to the SPID shared drive 	T. Hoffart
Business Arising from the Minutes		
New Business	<ul style="list-style-type: none"> ➤ Board of trustee meetings: It was agreed that the we would return to in-person meeting effective with the April 13, 2022 meeting with the understanding that any mask and distancing orders still in place would be adhered to. 	
In Camera		
Adjournment	<ul style="list-style-type: none"> ➤ Motion to adjourn J.Reinhardt 10:20 am 	