

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

Date	March 8, 2023
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In Attendance	Absent	
All Trustees		
Water Operator		
Office Administrator		
Rob Vrgeude		

Items/ Reports	Presenter	Description	Motion	Action Required
Agenda	J. Ainsworth	Add to the agenda <ul style="list-style-type: none"> • under Finance - auditor meeting • under Business Arising - update of Merville bottled water application to the CVRD and annual newsletter to ratepayers 	Motion: To adopt agenda as amended MSC M.Fakaro / R. Timbers	
Minutes	J. Ainsworth	Amendments included in draft of minutes sent to board members via email	Motion: To adopt the minutes, as amended, of the Feb 8, 2023 board meeting MSC J. Reinhardt / J. Wahl	
New Business	J. Ainsworth and D. Weaver	Presentation by Dave Weaver (retired Professional Forester, resident of Ships Point and President of Beaufort Watershed Stewards). Discussion followed re: BC Timber Sales letter received by SPID requesting comment on the proposed Pacific Maritime Forest Stewardship Plan #943 (submission deadline March 30, 2023). D. Weaver proposed that SPID comments include: <ul style="list-style-type: none"> • The fact that there are no cut blocks identified, but possible to log an area during the next 5-year period. • Add request for Old Growth Management Area (OGMA) in Waterloo Creek watershed; for the last 5 years BWS has been working/advocating for protection 	Motion: That SPID oppose the Pacific Marine Forest Stewardship Plan #943 as proposed. MSC J. Wahl / R. Timbers	B. Trussler and B. Timbers to draft SPID response and circulate to all board members via email for response.

		<p>of the stand of grand firs located in the watershed</p> <ul style="list-style-type: none"> • Community Watersheds: None since 1996 (see page 8) • The “unduly impact timber supply” clause was supposed to be removed; Premier’s announcement was made Feb 15, 2023. This FSP does not take effect until after March 2023. 		
Water Dept	D. Shepherd	<p>Water Operations Report</p> <ul style="list-style-type: none"> • See website for Feb 2023 water operations report • New auditor, J. Moors, toured SPID property and facilities. • VIHA noted SPID is required to do a Certificate of Analysis every 5 yrs. We have been doing it annually. • SPID requested that VIHA send monthly raw water result via email to our water operator. <p>Water Technical Committee Report</p> <ul style="list-style-type: none"> • Sent via email to board members on March 7, 2023 	<p>Motion: Going forward, SPID conduct the full chemical analysis required by VIHA (Certificate of Analysis) on a 5 year basis. MSC R. Timbers / J. Reinhardt</p>	
Finance	J. Wahl	<p>Monthly Financial Reports</p> <ul style="list-style-type: none"> • Sent via email to all board members; no discussion / questions <p>Insurance</p> <ul style="list-style-type: none"> • J. Wahl confirmed all volunteers are covered under our D&O policy <p>Audit</p> <ul style="list-style-type: none"> • New auditors from Robbins & Co. scheduled to “meet & greet” board members Thursday, March 9, 10am in the SPID office; all trustees welcome to attend. 		<p>N. LeBlanc to confirm whether we need coverage for J. Lowe who inspects our generator and K. Thibault who handles landscaping; confirm D. Shepherd & M. Mesford are still on the D&O rider</p>
Grants		Nothing to report		

Communications	M. Fakaro	<p>Fanny Bay Flyer articles</p> <ul style="list-style-type: none"> AGM notice, fire permits required Apr 15.23 <p>Website</p> <ul style="list-style-type: none"> N. LeBlanc to post approved board meeting minutes and water operator report monthly the week following the board meeting <p>Fanny Bay Community Bulletin Board Facebook Page</p> <ul style="list-style-type: none"> Post AGM reminder <p>Ratepayer Notices</p> <ul style="list-style-type: none"> Notice re: AGM date to N. LeBlanc no later than Wednesday, April 5, 2023 (Letters Patent requires notice of AGM to be sent via Canada Post no later than 14 days before the date of the AGM) 		<p>M. Fakaro to post notice to FB when appropriate</p> <p>J. Ainsworth & M. Fakaro to write ratepayer notice</p>
Bylaw Committee	J. Reinhardt	<p>Update</p> <ul style="list-style-type: none"> Province has approved new bylaw #116 (formerly #67 establishment of the fire dept) 		
Ratepayer Liaison Committee	J. Ainsworth	<p>Short term rentals – a discussion</p> <ul style="list-style-type: none"> Roll 202 is advertising on VRBO that the house is available for short term rental; discussion re: next step 		<p>J. Ainsworth to send a letter to the ratepayer requesting clarification</p>
Joint Health and Safety Committee		<p>Nothing to report</p>		
Human Resources Committee		<p>Nothing to report</p>		
Building and Grounds Committee		<p>Nothing to Report</p>		

Fire Dept	T. Hoffart	<ul style="list-style-type: none"> Feb 2023 Fire Chief's report sent via email to all board members 		
Business Arising from the Minutes	J. Ainsworth	AGM Update <ul style="list-style-type: none"> Following reports due by March 15, 2023: Water Technical Committee, Communications Committee, Fire Chief, Board of Trustees 		
In Camera	J. Ainsworth	Board of trustee chairperson requests an in camera session		
Adjournment		Motion to adjourn		