

MINUTES

Trustee Meeting

Monday, January 10 2022, 2:00 pm

On conference

Present:

Trustee Chair Bryan Miles, Trustee John Revitt, Trustee Emer Dubois, and Administrator Janine Reimer.

1. **Approval of the agenda.** Moved J.Revitt, 2nd E.Dubois. Carried.
2. **Approval of the In Camera Minutes of December 13**..... Moved J.Revitt, 2nd E.Dubois. Carried.
3. **Administration Report**..... J.Reimer

3a. Bank and reserve funds.

The administrator had circulated the spreadsheet showing updated year-end bank account figures and reserve funds figures, and noted that the reserves were currently at approximately \$130,000.

3b. Curbstop notices.

The administrator said that two of the recipients of the January curbstop notice had each contacted her to say that SSID was in error, as they knew clearly that the curbstop had been properly closed on the dates mentioned. The trustees agreed that a followup letter be written with an apology for the misreadings..... Administrator to prepare a letter to the 2 customers.

3c. Motion on connection charges.

THAT the price for a water connection be revised to \$1000, effective immediately.

..... Moved J.Revitt, 2nd E.Dubois. Carried.

3d. Revised Projections 2021, and Budget 2022.

The administrator said that the revised 2021 year end figures reflected actuals, with the exception of a few outstanding invoices. She said the surplus at both year-ends would be about \$2300 less than had been presented at the December meeting.

Trustee Revitt advised that SSID fuel costs for 2022 could turn out to be significantly more than projected, as per industry projections of all-time high prices to come.

Motion

THAT the 2022 Budget be adopted as presented..... Moved J.Revitt, 2nd E.Dubois. Carried.

3e. Assessments Bylaw final, and Taxes Bylaw correction.

The administrator had circulated the signed final copies of both bylaws. She said that the figures in the Tax Bylaw approved in December had errors that had since been corrected in this final version. The trustees were agreeable to the corrections.

3f. Assessment Notices and Tax Notices

The administrator had distributed the 2022 Assessment and 2022 Tax Notices for review by the trustees, because of the documents’ new format. The trustees were agreeable to the new format.

3g. Schedule of Important Dates.

The administrator reviewed the 2022 dates for notices, tax deadline, government approvals, and the AGM. The trustees were agreeable to an AGM date of July 31, and agreed that SSID should request use of the Hacienda outdoor space for the meeting.

.....Administrator to book Hacienda for AGM on July 31, 2022.

3h. Excerpts Bylaw 102 re commercial uses.

The administrator forwarded to the trustees an email linking to the recent Regional District survey that asks Savary property owners if they support a tax to purchase the Hacienda. The trustees discussed the implications for the Improvement District. Chair Miles requested that the trustees, the operator, and the administrator, submit to the administrator their written thoughts on the matter, for the administrator to compile in a letter for consideration by the Regional District. Trustee Dubois asked that the letter be prepared and issued before the survey’s February 12 close date. Chair Miles said that discussion of commercial uses in SSID’s Bylaw 102 could be postponed for now, and done when reviewing the letter.

.....Trustees, operator, administrator to submit comments to the administrator.

..... Administrator to assemble the comments in a letter for approval by the trustees.

.....Administrator to submit the letter to the Regional District before February 12.

3i. Communicable Disease Plan.

The administrator reviewed the 12 points of the Communicable Disease Plan (CDP), as distilled from Dr. Bonny Henry’s Ministerial Order and the WorkSafeBC guidelines, both received in June 2021. The trustees were agreeable to the CDP, and Chair Miles said that staff should be advised. There was some discussion of installing a water connection for lot-129, for the purpose of hand cleaning, eye washing, and other uses, like cleaning tools. Trustee Revitt suggested that a rain barrel could provide water for cleaning tools, but would need to be emptied before freezing temperatures. For immediate purposes, Chair Miles recommended that each of the buildings be furnished with hand sanitizer. Trustee Dubois suggested that the Plan’s signage requirement be addressed with, “These premises are governed by the Orders of the Provincial Health Officer.”

..... Administrator to advise other SSID staff about the CDP.

.....Administrator to purchase hand sanitizers, and provide signage as discussed.

4. Next meeting..... Operations meeting January 12, 4:30 pm

5. Adjournment.....Moved B.Miles.
Adjourned 3:17 pm.