



FLETCHER CREEK IMPROVEMENT DISTRICT

RR2, Site 3, Comp 38
Kaslo, BC V0G 1M0

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TRUSTEE MEETING MINUTES

Tuesday, March 12 2024 7:00 p.m.
Heritage Hall - St. Andrew's United Church, Kaslo

	Open Forum – None
1	Call to Order – 7:04 p.m. In attendance: Karen Bergen, John Command, Neil Kelly, Donna Butt (S-T).
2	Approval of Agenda – Motion to approve the agenda with the addition of L. Rutherford's letter and the correspondence from IHA. N. Kelly/ K. Bergen. Carried.
3	Swearing in of New Trustee – Karen Bergen signed an Oath of Office.
4	Appoint Chairperson – Motion to appoint N. Kelly as Chairperson. K. Bergen/J. Command. Carried.
5	Approval of Minutes of December 12, 2023 - MOTION to approve the minutes with amendments. N. Kelly/K. Bergen. Carried. The January 27, 2024 Trustee Meeting was canceled due to lack of a quorum.
6	Approval of 2024 AGM Minutes - MOTION to approve the 2024 AGM Minutes with amendments. N. Kelly/J. Command. Carried.
7	<p>Administration</p> <ul style="list-style-type: none"> a) IHA Letter Update – Our response will be delayed until end April. ACTION: N. Kelly will answer the questions asked in IHA letter. ACTION: K. Bergen will contact a representative from RDCK to find out if The RDCK may be lifting their moratorium on accepting water systems. b) Secretary/Treasurer Replacement update – D. Butt has agreed to continue on as the Secretary/Treasurer on a month-by-month basis. c) Term Deposit Update – Finance Committee will provide a recommendation for reinvestment of maturing term deposits. d) Signing Authority Update – Until new trustees are elected, D. Butt will initiate payments and send N. Kelly a list of online payments to be approved. N. Kelly will send the list of these payment authorizations for H. Kelly to complete. e) Insurance Update – The Finance Committee will solicit three quotes from different agents for comprehensive liability insurance as a separate item, and three quotes for Directors & Officer's liability insurance as a separate item. An in-camera meeting will be called when the information becomes available. f) Release of Claims form update – FCID will seek out a lawyer to draw up a new agreement to replace the current agreement. ACTION: who will do this??? g) Taxation Bylaw 78 and Tax Notices update – Taxation Bylaw 78 will be repealed by Taxation Bylaw 79. Bylaw 78 has a mistake in the amount of taxation for group 9. Once Bylaw 79 has been approved and registered by the government, D. Butt will mail out the tax notices. Tax Notice Assessment Bylaw 77 was approved by survey at the 2024 AGM. h) Change the title of the employee officer from Secretary/Treasurer to Chief

	<p>Administrative Officer – going forward, the Secretary/Treasurer will be referred to as The Corporate Officer.</p>
<p>8</p>	<p>Water System</p> <p>a) Maintenance System Report</p> <p>i) Water Trough Insulation Update – the trough insulation has been installed and is in use.</p> <p>ii) Safety Harness Update – The safety harness is hanging on the wall.</p> <p>Benjamin Starbuck, an officer from The Department of Natural Resources, came out to follow-up on a complaint from Joe Kern that FCID had not operated within the boundaries of their permit by allowing a machine into the creek at the intake. Mr. Starbuck determined that the FCID had followed their permit.</p>
<p>9</p>	<p>New Business</p> <p>A) Call Special Meeting to Appoint Trustees – no special meeting will be called until there are candidates.</p> <p>B) New format for AGM</p> <p>i) <u>Set aside the resolution allowing motions from the floor.</u> The trial run demonstrated the membership is not willing to comply with the required format and cost too much time. Members will be welcome to bring their motions to the December meeting of the trustees. Proposals will be received in specific format so that the meeting stays on topic. See bylaw 66.</p> <p>ii) <u>Add an Open forum as the last item of the meeting,</u> otherwise stick to the minimum requirements specified by the letters patent. See attached titled item 5b.</p> <p>iii) Pursuant to the authority provided the Chair by the Improvement District Manual, <u>some members will be allowed attendance by video conferencing only</u> (attached item 5c). ACTION: N. Kelly to draft a letter to inform some members that their presence at the AGM will be by video conference only.</p> <p>iv) <u>AGM procedures</u></p> <ul style="list-style-type: none"> - Microphone available so all can hear all – ACTION: D. Butt to investigate availability of microphone at the United Church in Kaslo. - Indemnity Agreement OR Insurance. It must be one or the other in order to protect Board, Trustees and Members – see above discussion item 7f. - Cost, procedures etc. of Government Agent – see above item 7a. <p>Review all resolutions that have been instituted since 2021. Setting some of the resolutions aside has been deemed to be in the best interest of the membership.</p> <ul style="list-style-type: none"> a. Conduct a “survey” by show of hands to allow all members an opportunity to participate in the democratic process (2023-2) - keep b. Motions from the floor (2021-1) – Members will need to attend an Open Forum at a Trustee meeting - eliminate. Proceed in accordance with bylaw 66. c. Quorum (2024-1) - eliminate. d. Capital Projects will be developed and understood in their entirety before any work is done (2021-2)- keep e. Comments, questions, suggestions from the membership shall be presented to the Chair for consideration for Capital Projects not included in the Budget. (2021-4) - keep f. Evergreen Tax (2023-1) – no longer relevant – eliminate g. Personal Auto Use (2023-3) - keep

10	<p>Correspondence</p> <p>a) Correspondence with L. Rutherford regarding appeal of her tax assessment. According to Tax Assessment Bylaw 77, L. Rutherford meets the definition of Group 3 in the tax assessment bylaw . Therefore, her appeal to remain in tax group 1 is not appropriate. ACTION: N. Kelly will write a draft letter to be reviewed by K. Bergen and J. Command to inform L. Rutherford of the results of her appeal before the tax due date.</p> <p>b) Email from B. Lawrence – The Board has agreed to rescind her Release of Claims Form as per her request.</p> <p>c) Email from S. Dahl – FCID has been informed that her husband has died and all correspondence to be sent to her. File contact information has been updated.</p> <p>d) Attempted contact with S. Scott – N. Kelly has not been able to contact S. Scott.</p> <p>e) Email from K. Newman – the issue of the signing of her Release of Claims Form is no longer relevant due to the bigger issue (see item 7f)</p>
11	<p>Next Meeting: Tuesday, June 11 at 7 p.m. (Subsequently changed to May 22, 2024 to accommodate Trustee schedule conflicts.</p>
12	<p>Adjournment</p>



Donna Butt, Corporate Office



Chair