

**SPENCES BRIDGE IMPROVEMENT DISTRICT  
BOARD OF TRUSTEE MEETING**

**MINUTES**

**2.00 P.M. THURSDAY MARCH ,17<sup>TH</sup>, 2020**

Spence's Bridge Administration Office

**PRESENT:** Michael Jefferson, Trustee Chair  
Ross Figley, Trustee)  
Cheryl Klyne. Trustee  
Muni Reddy, Administrative Officer

**GUESTS:**

**1. Call to Order**

Trustee Chair Jefferson, called the regular meeting of the Spence's Bridge Improvement District, Board of Trustees to order at 2.05 pm

**2. Introduction of late items:**

Before fixing the date for the AGM, SBID need to contact BDO of their availability.

**3. Approval of the Agenda:**

**MOVED :** Ross/Cheryl

THAT the March 17th, 2020 Agenda be approved as presented.

**CARRIED**

**4. Adoption of Minutes:**

Adoption of Spence's Bridge Improvement District regular Board of Trustee meeting minutes held on Thursday 27<sup>th</sup>, February 2020 is approved as presented.

**MOVED.** Cheryl/Mike

**CARRIED**

**5. Reports:**

A. Acting Fire Chief Ross, spoke on various courses to be run in summer and more details will be presented at a later date. The course in Oliver has been postponed until further notice. The fees had been paid and will be credited towards the course when the date is fixed.

B.

**C. Administrative Officer's Report**

BDO is doing an audit for 2019, and will update once they have completed.

We need to transfer \$30K from term deposits to checking account to cover certain consultants payments..

Funding from FCM is \$52,000 which will cover the above work.

**D. Financial Report**

Presented by Muni Reddy.

- Checking account balance      \$ 9,812.56
- Petty Cash: \$50.74
- Reserve Fund: \$118,957.82
- Upcoming T/D maturities :- None

**6. Petitions and Delegations:**

None

**7. Correspondence:**

None.

**8. Business Arising:**

**A. Murray Creek Update**

To be shelved till Asset Management Plan is completed

**B. Fire Hydrants**

By law 124 for the establishment and operation of a fire department as been signed, sealed and mailed to MMAH

**C. Letter to CNR/CPR/HVC/TNRD**

To be shelved till we have a letter head and the Asset Management Project is completed.

**D. Street Lighting Concerns**

Mike went around and saw no obvious lights being out.

**E. Asset Management Planning**

John Kosteinik is almost completed his project. An advance of \$6,000 has been made. Refer his recent email regarding the roof. Urban Systems are almost ready to begin their work.

**E. Spence's Bridge DC fast Charger**

Correspondence between Mike and Alex (Hydro) has been ongoing and the Hydro is very clear on this subject to look for other alternatives.

**9. Bylaws:**

Please see the details on the Fire Hydrants

**Resolutions:**

SBID, to write a letter to TNRD-land tenancy agreement to remove all the equipment's at their cost.

**10. New Business:**

Postings for trustee position and Fire Chief

**11. Next meeting:**

Due to Covid-19 our regular Board of Trustee Meetings has been cancelled for the month of April 2019. This has been scheduled in May 28<sup>th</sup>, 2019.

The Trustees will also set up a date for the AGM.

**12. Adjournment.**

MOVED : Ross & Cheryl

THAT the meeting be adjourned at 3.08 pm

**CARRIED**

Certified a true and correct  
copy of the  
Minutes of the Spence's Bridge  
Improvement  
District Board of Trustee  
meeting held on  
Thursday March 17, 2020.

(sic): Charles-Michael Jefferson  
AUTOGRAF 2020-1

Trustee Michael Jefferson, SBID  
Chair



Muni Reddy, SBID  
Administrative Officer

SBID Minutes for March 17th, 2020