

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

**MINUTES**

**4:30 P.M. FRIDAY, OCTOBER 27, 2017**  
**Spences Bridge Administration Office**

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**PRESENT:** Tina Draney, Trustee Chair  
Michael Jefferson, Trustee  
Carolynne Terry, Trustee  
Tawnya Collins, Administrative Officer  
Fred Banham, Consultant

**REGRETS:** Arnie Oram, Fire Chief

**GUESTS:** Four members of the public were present in the gallery

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**1. Call to Order:**

Tina Draney, Chair called the regular meeting of the Spences Bridge Improvement District, Board of Trustees to order at 4:39 p.m.

**2. Introduction of Late Items:**

Interior Saving September bank statement. Added to reports.  
Email from Dorothy/Paul Miller October 27, 2017. Added to correspondence

**3. Approval of the Agenda:**

**MOVED** Terry/Jefferson  
**THAT** the agenda be approved as amended

**CARRIED**

**4. Adoption of Minutes:**

Adoption of the Spences Bridge Improvement District Meeting Minutes of October 13<sup>th</sup> 2017.

A number of amendments were noted and are corrected in the October 13<sup>th</sup>, 2017 minutes.

**MOVED** Jefferson / Terry  
**THAT** the minutes be adopted as amended.

**CARRIED**

## 5. Business Arising:

### A. 2018 Operational Budget

Discussion around how the recently released Fire Department reviews will affect future budgetary considerations. More discussion will be needed after carefully reviewing the reports, and will require community consultation regarding future budget considerations.

The decision for the final 2018 operational budget was that taxation would not increase in 2018, and any funds needed to meet the requirements regarding Fire Protection detailed in the report completed by Dave Mitchell and Associates Ltd and to meet Province's Fire Services Act Structural Firefighters Competency and Training 'Playbook' standards would be sourced from the SBID reserves.

### B. Cooks Ferry Band Fire Protection Service Agreement 2017 - 2018.

Tina Draney declared a conflict and recused herself from discussions at 5:38 pm.

A review of the 2016 Cooks Ferry Fire protection agreement was completed and amendments noted.

**MOVED** Terry/ Jefferson

**THAT** the SBID forward the 2017/18 Cooks Ferry Fire Protection Agreement as amended to Cooks Ferry Indian Band (CFIB) for execution.

**CARRIED**

Tina Draney rejoined the meeting at 5:51pm

### C. Sustainability Assessment Final Report – presented by Fred Banham

Fred Banham provided an overview of the Spences Bridge Improvement District Sustainability report, along with a review of the proposed recommendations. A recommendation that the SBID undertake a master planning process was identified as an immediate action.

**MOVED** Terry/Jefferson

**THAT** the Spences Bridge Improvement District Sustainability report be accepted as presented.

**CARRIED**

### D. BC Hydro HID/LED streetlight change-out program

Discussion deferred to next meeting to further investigate financial cost and benefits to the SBID. Trustee Michael Jefferson to look into further details and present them at the next meeting.

## 6. Petitions and Delegations:

None

**7. Correspondence:**

- A. D. Rourke email to SBID re: Rattler requests and questions.  
Question around the definition of 'standard policy'. Clarified it will be standard practice. SBID will continue sending the minutes to Dwayne Rourke for inclusion on the Rattler website.

**B. Email from Dorothy/Paul Miller October 27, 2017**

A response will be drafted to address the questions / concerns in this email.

**Moved** Terry/Jefferson

**THAT** a written response be provided back to Paul Miller email.

**CARRIED**

**8. Reports:**

- A. Fire Service Update; Fire Chief Arnie Oram – report provided
- a) Radio systems were inspected and passed by Christine from Kelowna
  - b) Two new pagers on order
  - c) Met with Carl from Merritt (FMR trainer) and he is willing to come to Spences Bridge to do training. Date to be set.
  - d) Two new locks installed for Desert Daze power lock out.
  - e) Have not heard back from Ron at HUB re: pump certification
- B. Administrative Officer's Report  
Presented and received
- C. September Interior Savings bank statement  
Presented and received

**9. Bylaws:**

- A. 2018 Operational Budget Bylaw 184 – Two readings and adoption

**MOVED** Terry/Jefferson

**THAT** a first reading to Bylaw 184 be completed as presented.

**CARRIED**

An amendment to Bylaw 184 was proposed to reduce the taxation requisition in section 1 from \$72,844 as presented and replace with \$56,242.

**MOVED** Jefferson/Terry

**THAT** a second reading to Bylaw 184 be completed as amended.

**CARRIED**

**MOVED** Terry/Jefferson  
**THAT** Bylaw 184 be adopted.

**CARRIED**

**10. Resolutions:**

None

**11. New Business:**

- A. Discussion regarding some of the challenges faced with the Interior Savings Credit Union, the current financial institution that the SBID is using.

A recommendation was made to continue services with Interior Savings Credit Union in the interim. Direction provided to investigate possible future banking options with the Bank of Nova Scotia in Lytton.

- B. SBID logo design and outreach

This discussion was deferred to next SBID Board of Trustees meeting.

**12. Next meetings:**

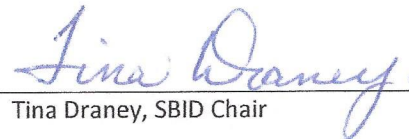
The next SBID Board of Trustees meeting is scheduled for November 23, 2017 at 4:30 pm

**13. Adjournment:**

**MOVED** Terry/Jefferson  
**THAT** the meeting be adjourned at 7:31 pm

**CARRIED**

Certified a true and correct copy of the minutes of the Spences Bridge Improvement District Board of Trustee meeting held Friday, October 27<sup>th</sup>, 2017.

  
Tina Draney, SBID Chair

  
Tawnya Collins, SBID Administrative Officer