



**Cowichan Bay Improvement District AGM General Meeting
May 18, 2023 7:00 pm – In person**

**Attendance: Chair M. Stanley Trustee D Stennes
Trustee R. Mellson Trustee C Krystia
Trustee K. Huebner
Fire Chief R. Grossman
Admin. Assistant Rhonda Smith-Hodgkin
Returning Officer - Dave Slade
Mike Evans - Grant Thornton LLP**

**28 Cowichan Bay Improvement District Taxpayers
9 Guests**

1. Call to Order

The meeting was called to order at 7:15 pm. The delay was a result of the accident at the corner of Wilmot and Koksilah resulting in road closure and attendees being detoured.

2. Introductions

Introductions were made of the Board members, D. Slade as Returning Officer, M. Evans from Grant Thornton & Associates.

3. Approval of the Minutes of the 2022 AGM dated September 26, 2022

. The minutes from the Sept 26, 2022 AGM were put on the website as well as available as handouts at the meeting.

A motion to approve the minutes was made by M. Cairns, seconded by D. Stanley.

Approved



4. Financial Report

M. Evans of Grant Thornton went over the financial review and answered questions from the floor.

Mr von Battenburg made a motion to accept the 2022 Financial report, seconded by C. Duggan

Approved

5. Reports

5.1 Trustee Report

Board Chairperson M Stanley gave the Trustee's report.

- The report was based on events since the last AGM Sept 22, 2022.
Highlights:

Discussions with Cowichan Bay Water District indicated it would be too expensive to hook into water to service the hall.

ALR gave their approval for the project November 2022.

CVRD issued Development Variance Permits in December 2022.

The EOC (Emergency Response Centre) was a no go, after numerous meetings with the CVRD to try to work together. In the end the cost to accommodate the venture was too expensive and would not result in cost savings.

Plans were revised to reduce the size of the firehall with the aim of reducing the overall cost. The \$14.6 million budget is still in place until the project goes for tender at which time the master budget will be updated, and contingencies reduced. The works. The board is hoping to reduce the budget by \$1.13 million.

It is anticipated that the project will be put out for Tender in August 2023.

The Chair also discussed the expected mill rate for 2023 and provided a comparison to Mill Bay mill rate. The increase in mill



EST. 1967
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FIRE RESCUE**
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rate is due to an overall increase in operating budget to include the full time fire chief, equipment and building reserves totalling \$130,000 and \$730,000 respectively. The anticipated borrowing for the project will be reduced by the 2023 and 2024 capital review for the building.

The report raised many questions by the landowners which were answered by the Board.

5.2 Cowichan Bay Volunteer Fire Rescue

Chief Grossman presented his report, which was also dispersed to those attending as well as will be posted to the website.

Chief praised his department for their dedication to the community.

He went through his report, while those attending followed along. It was mentioned that Cowichan Bay Dept area is the largest in the valley, covering 170 sq km

It was stated the biggest challenge in the department was to retain membership. In the past, members had membership for 20+ yrs., yet today 7 yrs., is standard. This year there are 7 new recruits.

There is a huge commitment for training, meetings, practices with the members logging in over 760 hours for the above-mentioned activities.

Calls were discussed and percentages were shown in graphs.

Chief presented and discussed the recent Fire Underwriters report for CBID.

The goal to obtain Superior Shuttle status was also discussed.

Questions came from the floor which the Chief answered. The Chief was thanked by the attendees for his impressive report.

6.0 **Trustee Renumeration**

Trustee K. Huebner made a motion to allow the trustees to have a remuneration of \$4000 per trustee and \$5000 per chair per year as stipend for the services.



L. Watt, seconded the motion.

2 opposed, motion passed by the majority vote.

7.0 Election of Trustee – 1 – 3yr term

Returning Officer D Slade opened the floor to the election of 1 – 3-year term as trustee.

Current trustee K. Huebner consented to run again for the position.

No other nominations were made. By acclamation, K Huebner was named Trustee.

8.0 Question Period

The meeting was opened to the floor for a question period.

Questions asked were:

Q- what is the breakdown of the \$58,000 insurance cost.

(A) broken down this amount represented, the building, vehicles, cyber, officers/directors' insurance.

Q- would there be a designated office for the Board at the new hall.

(A) there were no plans specifically for this purpose. However, there will be a board room, as well as the Administration office would have room for storage and meetings.

Q- numerous questions regarding the plans that were presented on the wall.

(A) Clarification on the plans was given.

Q – was there an opportunity that grants were available to aid in the build of the new hall

(A) since we are an improvement district, we did not qualify for grants.

Q - A statement was made by the floor to that CBID should turn over the assets to be managed by the CVRD to enable it to get grants.



(A) Based on recent general discussions with Area Directors the Board believes it is unlikely that the CVRD would take on services that did not have sufficient capital reserves to meet needed infrastructure improvement. More work would have to be done to evaluate the cost benefit of doing so. We are aware of planned discussions regarding possible formation of a South Cowichan Municipality. Clarity needs to be obtained as to whether this would possibly include Cowichan Bay Improvement Districts.

9. Adjournment

A motion to adjourn the meeting was made by A. Johnson, seconded by C. Duggan, carried

The meeting was adjourned at 8:46pm

Minutes recorded by Admin Assistant R. Smith Hodgkin

This is a certified true copy of the minutes of the Cowichan Bay Improvement District meeting of May 18, 2023

_____ dated _____ 2023
Marsha Stanley, Chair, Cowichan Bay Improvement District