



Monthly Board of Trustees Meeting Agenda December 17, 2025. 6:00 – 8:00 pm

1) Call to Order / Declaration of Conflict of Interest

2) Approval of the Agenda

Recommendation: To approve the agenda, as presented

Moved:

Seconded:

3) Review of the Minutes November 19, 2025, Regular Board Meeting.

Note: Admin A. Fowler was not present for the adjournment. As indicated in the draft minutes, there is no record of a motion to adjourn, including who moved and seconded the motion.

Recommendation: That the meeting minutes be approved and include the motion for adjournment.

Moved:

Seconded:

4) Business Arising from the Minutes

5) Standing Reports

a) Finance

i) Monthly Financial Report

ii) Monthly Expenditures

Recommendation: That the Finance report be received for information.

Moved:

Seconded:

b) Fire Chief Report

Recommendation: That the Fire Chief report be received for information

Moved:

Seconded:

c) Chairperson Report

None

d) Trustee Reports

None

6) New Business

a) CBVFR Association

7) Correspondence

a) For Action

Petition to the Ministry of Housing and Municipal Affairs, B.C. regarding senior government funding to Improvement Districts.

b) For Information



8) Committee / Project Reports

a) Fire Hall Construction project

The final holdback payment to Heatherbrae, in the amount of \$373,817.26, was issued on December 10th. The gutter deficiency will be resolved with extended flashings. Parker Johnston has ordered the flashings and has communicated they will be installed between December 8th and the 19th. The remaining deficiency related to the training yard concrete will be addressed in the spring.

9) Notice of Motion

10) In Camera

11) Adjournment

Next Meeting: January 21st at 6:00 p.m.

Agenda Prepared by: Amanda Fowler, CBID Secretary Manager

Marsha Stanley, Chair of the Board of Trustees