



## Monthly Board of Trustees Meeting Agenda

Date: February 19, 2026

Time: 6:00 – 8:00 pm

Location: Cowichan Bay Fire Hall

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 January 21, 2026, Regular Board Meeting.**

[CBID Meeting DRAFT Minutes January 21, 2026.pdf](#)

**Recommendation:** To approve the minutes as presented.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

4) **Business Arising from the Minutes**

5) **Standing Reports**

a) Finance

i) [Financial Report Feb 2026.pdf](#)

ii) [Financial Reports QBO.pdf](#)

b) [CBFR Fire Chief's Monthly Report January 2026.pdf](#)

c) Chairperson Report

d) Trustee Reports

**Recommendation:** all reports be received for information.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

6) **New Business**

a) **GIC 58**

After reconciling the GIC 58 account (Project Reserve Funds), Chair Stanley noted that \$27,318.64 can be transferred from GIC 58 into the operating account.

**Motion:** *That \$27,318.64 be transferred from the GIC 58 account (Project Reserve Funds) to the operating account.*

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_



b) **Wildfire Reserve Funds**

Transfer of \$94,598.10 from the Wildfire Reserve Fund to the operating account, as per the 2026 budget.

**Motion:** *That \$94,598.10 be transferred from the Wildfire Reserve Fund to the operating account, in accordance with the 2026 budget.*

Moved:

Seconded:

c) **Strategic Plan Review**

[CBFR 5YearPlan V2.pdf](#)

**Recommendation:** To review priorities and identify actions required to ensure alignment with the strategic plan.

d) **Microsoft 365 Business Licence Upgrade**

[3TEC .pdf](#)

Chief Stennes has investigated the possibility of upgrading the current Microsoft 365 business license to include SharePoint Online.

**Recommendation:**

That the Board review the associated costs of the proposed upgrade and assess whether it would provide a net benefit to the organization.

7) **Correspondence**

a) For Action

**Cowichan Bay Volunteer Fire Fighters Association**

[Association letter Feb 9, 2026.pdf](#)

A letter received February 9 from the Cowichan Bay Volunteer Fire Fighters Association regarding the implementation of Bylaws 6-3B and 5-4. These bylaws provide for the enforcement of annual membership dues based on the financial requirements of the Association.

**Recommendation:** That the Board review the correspondence and seek additional information regarding the proposed deduction of annual dues from members' pay.

b) For Information

8) **Committee / Project Reports**

9) **Notice of Motion**

10) **In Camera**

11) **Adjournment**



EST. 1967  
**COWICHAN BAY  
FIRE RESCUE**  
IMPROVEMENT DISTRICT

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**Next Meeting:** March 18, 2026, at 6:00 p.m.

*Agenda Prepared by: Amanda Fowler, CBID Secretary Manager  
Marsha Stanley, Chair of the Board of Trustees*