Cowichan Bay Improvement District
4461 Trans Canada Hwy,
Cowichan Bay, BC V0R 1N1

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Cowichan Bay Improvement District AGM General Meeting
March 25, 2024 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 – David Lestock-Kay, Mike Evans - Grant Thornton LLP

21 Cowichan Bay Improvement District Taxpayers
9 Guests

1. Call to Order

The meeting was called to order at 7:00 pm.

2. Introductions

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

3. Approval of the Minutes of the 2023 AGM dated May 18, 2023

. The minutes from the May 18, 2023 AGM were put on the website as well as available as handouts at the meeting.

A motion to approve the minutes was made by D.von Battenburg, seconded by P. Randall.

Approved

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4. Financial Report

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

4.1 Questions from the Financial report.

Q – Are all the funds dedicated to the funding and construction of the new hall, actually being used strictly for the hall?

A – Yes, they are.

No further questions

Board Chair Stanley thanked Mr. Evans for attending and presenting the 2023 Financial report

T. Larminay made a motion to approve the Financial reports presented. The motion was seconded G. Smith

Approved

4.2 Approval of Board Remuneration of $21000.00 ($5000.00 for chair, $4000.00 for trustees per year)

J. Manchisiak made a motion to approve the Boards request for remuneration. The motion was seconded D. Smith

Approved

5. Reports

5.1 Trustee Report

Board Chairperson M Stanley gave the Trustee's report. – report is attached

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.

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There were 260 incidents in 2023- up from previous years – full report is attached

6.0 New Hall Project.

Project Manager O. David from Integrity Consulting Ltd, gave a report on the new hall.

Heatherbrae has been hired to with a Fixed price contract to complete the new hall. Estimate date of completion will be April 2025.

There will be one week in January to transfer everything over. The demolition of the old hall will be February 2025.

To date, the biggest hit to the continency has been BC Hydro. It was explained that Heatherbrae gives process updates. Numerous local trades are working on the site.

7.0 Election of Trustee – 2 – 3yr terms

Returning Officer D Le Stockaid opened the floor to the election of 2 – 3-year terms for trustee.

Current trustees C Krystia and M Stanley stated they were willing to stand again for their positions.

No other nominations were made from the floor. By acclamation, both trustees were re-elected back into their positions.

8.0 Question Period

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

A motion was made by Mr. D von Battenburg to change the name of the Cowichan Bay Volunteer Fire Rescue to Cowichan Bay Professional Fire Department. The motion was seconded by Mr. Meades.

A discussion was hel . Mr D von Battenburg then amended his motion to read: A amended motion was made by Mr D von Battenburg to change the name from the Cowichan Bay Volunteer Fire Rescue to Cowichan Bay Fire Rescue.

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A vote was made: 4 yes, 12 no. The motion was defeated.

A question was asked what were the term in yrs on the loan for the new hall through the provincial government.

I was responded by Trustee Stanley who stated that would be a 20 year term at the same rate for the 20 years.

The board announced that a new strategic plan would be develop in the fall 2024.

A committee will be formed, which may consist of improvement district residents, trustees, and firemen.

9. Adjournment

A motion to adjourn the meeting was made by T. Larminay, seconded by S. Frueh, carried

The meeting was adjourned at 7:52 pm

Minutes recorded by Secretary Manager R. Smith Hodgkin

This is a certified true copy of the minutes of the Cowichan Bay Improvement District meeting of March 25, 2024

_____dated _____2024
Marsha Stanley, Chair, Cowichan Bay Improvement District