

**Thetis Island Improvement District
(Volunteer Fire Protection and Emergency Response Services)**

P.O. Box 14-6

Thetis Island, B.C., V0R 2Y0

Minutes of the October 22, 2013 Board Meeting

Hunter Room, Forbes Community Hall

Present: *Trustee Pardee (Chair), Trustee Anderson, Trustee Lamb, Trustee Phelps, Trustee Rush*

Guests: *TIVFD Chief Caldbeck*

Staff: *Koeppen, Mooney*

Call to order: *Chair Pardee called the meeting to order at 7:00pm*

Agenda Items:

1. Adoption of previous meeting minutes

- *Trustee Rush moved to adopt the TIID minutes as written.*
- *Seconded by Trustee Lamb*
- ***Carried unanimously***

2. Introduction of late items - None

3. Business arising from minutes and unfinished business

3.1 Finalized 2014 TIVFD Budget

Discussion

a) Engine 1 Mechanical

- *Chief Caldbeck reported that Chemainus Fire Department and the Municipality of North Cowichan would provide an assist if needed due to operational breakdown of TIVFD Fire Department Engines.*

Discussion

b) Overhead Doors

Discussion

c) Central Hall Painting

Discussion

d) Septic System

Discussion

3.2 Finalized 2014 TIID Budget

Motion by (Chair) Trustee Pardee for approval of the 2014 TIVFD and TIID budget. (See attached budget)

Seconded by Trustee Rush

Discussion

- ***Carried unanimously***

Motion by (Chair) Trustee Pardee for approval to adopt the Tax Levy request in the amount of \$129,460.00 cited as Bylaw #61. (See attached Bylaw)

Seconded by Trustee Rush

Discussion

- ***Carried unanimously***

4. Petitions and Delegations - None

5. Correspondence

6. Reports:

6.1 TIVFD (Chief Caldbeck)

- *Chief Caldbeck Provided a Quarterly report. (Copy on File)*

Discussion

6.2 Insurance (Trustee Phelps)

- *Trustee Phelps continues research on insurance possibilities. Trustee Phelps continues conversation with an Insurance provider willing to remove the "failure to respond" clause from a future insurance policy. Continues to move forward with a quote from this provider in January 2014.*
- *Concern of possible penalty incurred with current provider due to early cancellation.*

- *Trustee Phelps continues research on disability coverage, accidental death and dismemberment and sick benefits for TIVFD.*

Discussion

6.3 Port Commission (Trustee Lamb)

- *Boat Launch Ramp successfully resurfaced with concrete. Possible work in the spring.*

6.4 TIVFD Safety Committee (Trustee Rush)

- *Safety Committee to meet October 28, 2013*
- *Trustee Rush continues background work on roles and responsibilities in relation to the Safety Committee and recruitment.*

Discussion

6.5 Financial Officer (Mooney)

- *Staff Mooney presented current Financial Report. (Copy On file)*

Discussion

6.6 Administrative Officer (Koeppen)

- *Completed all action items (action items 3.1 July 23)*
- *Introduced a Motion Book*

7. Resolutions: None

8. Bylaws

8.1 Tax Levy Bylaw #61 passed. (See motion under 3.2)

9. New Business: none

10. Next scheduled meeting – Tuesday, Jan 21, 2014, Hunter Room, Forbes Hall 7pm

11. Adjournment

- *Motion to Adjourn by Trustee Rush*
- *Seconded by Trustee Lamb*

Meeting adjourned at 8:30pm