

Thetis Island Improvement District

**Annual General Meeting
April 27th, 2019
11 AM**

**Thetis Island Elementary
School**

Today's Agenda

- Call to Order, Welcome
- Opening Remarks and Introductions
- Approval of the 2018 AGM Minutes
- Trustee Remuneration
- Audit Report/Financials/2019 Budget
- Central Hall Renovation Update (Dec 2018)
- Committee Reports
- Fire Department Report
- Election/Appointment of One (1) Trustee
- Adjourn

Trustees

Andy Lamb:

- Since 2012: ID's Representative on TIPC
- BSc in Zoology, UBC
- 39 years with DFO and Vancouver Aquarium
- Co-author of *Marine Life of the Pacific Northwest* and *A Field Guide to the Common Fishes of the Pacific Northwest*

Trustees (con't)

Bill Dickie:

- Since 2018 and several terms in the mid-80's
- BSc in Math and Physics; UVic
- Equipment operator for his father's business
- 10 Years Island Trust at Inception
- Respected Senior Master with BC Ferries
 - Worked his way up through the ranks starting on the Ethel Hunter
 - Extensive fire training on the ships up to IC

Trustees (con't)

Graeme Shelford:

- Since 2016: Retired Deputy Chief (10 yrs)
- BSc Concordia, Montreal; Higher National Certificate in Mechanical Engineering, Warwick University in Coventry
- Director Engine & Component Maintenance with Canadian Airlines (17 years)
- Rolls Royce Engines; Canadian Representative

Trustees (con't)

Tom Anderson:

- Since 2009: Safety Com; Lead on the Build
- UBC/BCIT; Forestry Technology Certificate
- Forestry and Retail Grocery
- 40 Years as Owner in the Farming and Retail Nursery Business

Staff

Charlotte Aaberg:

- Since 2016: Chief Financial Officer
- Diploma in Computer Information Systems / 3 years CGA / Certified Payroll Manager
- School District, Municipal, Regional and Provincial Government; Accounting/Systems Analyst and Payroll
- First Nations - Financial Officer

Staff (con't)

Anne-Marie Koeppen:

- Since 2013: Administrative Officer
- Head of Volunteer Resources with Alberta Culture & Historic Sites
- Operations manager with family business
- Volunteer Management: Grant McEwan University
- Canadian Certification in Volunteer Management (CAVR)
- Heritage Resource Management: University of Calgary
- Life long volunteer including various 1 time, project and long term board positions

The Role of Trustees

- Trustees must make decisions to ensure that adequate funds are available to maintain current operations and to replace capital infrastructure as it ages.
- Furthermore the trustees must establish reserve funds (Capital) and those funds can only be used for the specific purpose for which the fund was established.
- Prepare financial statements according to GAAP and appoint an auditor.

Audit Result

- These consolidated financial statements present fairly, in all material respects, the financial position of the Thetis Island Improvement District as at December 31, 2018
- And the results of its operations and cash flows for the year then ended
- In accordance with Canadian accounting principles generally accepted for British Columbia Municipalities and the Public Sector Accounting Board.
- As required by the Municipal Act of British Columbia, we report that, in our opinion, these principles have been applied on a consistent basis.

2018 Variance

	Budget	Actual	Difference
M and O	73,000	53,805	19,195
TIID	125,985	129,574	(3,589)
Cap Repl	105,000	62,335	42,665
Total	303,985	245,714	58,271

TIID Costs

M&O Costs

- Training & Public Ed & Assoc. Dues \$16,159
- Property Maintenance 1,291
- Vehicle Maintenance 3,051
- Fire Fighting & First Res. Supplies & Maint. 8,927
- Uniforms & PPE 1,595
- Telephone 4,408
- Fuel & Ferries 4,816
- Hydro & Garbage 3,098
- Office & Misc 810
- Contract Services 2,786
- Canteen & Social 1,233
- Communications Equipment 1,261
- Minor Capital 4,370

Cap Works A/C Reconciliation

Owing from CW to Op A/C from previous years
\$ 32,257.

2018 Cap Replacement \$ 62,335 to Op A/C
43,523 to Cap W

Net 18,812 to Op A/C

Balance \$163,584 in Cap W

2018 Surplus \$ 26,011 to Cap W

2019 Capital Works A/C

- \$27,500 to Capital Works: April 27th, 2019
- \$27,500 to Capital Works: July 23rd, 2019

Balance at December 31st 2019: \$ 244,597

less spending on approved capital projects for
2019.

2018 Highlights

Q-1

- * Planning for fire hall renovations and upgrades: drawings, approvals.
- * Clean external audit by Trenholme and Associates for 2017: Brett and Tim Jackson. Thanks to Charlotte.

2018 Highlights con't

Q-2

- *Planning for the ID AGM, public meeting and funding vote (packed Forbes Hall).
- *Temporary Borrowing Bylaw 72
- *Building permits and approvals.

2018 Highlights con't

Q-3

- *Demolition of the old drill room and construction began in mid July
- *Extreme fire hazard: developed, not implemented a work around.
- *Provincial state of emergency
- *Tragic death of Trustee Dick Phelps
- *Hudson Island plane crash
- *Trustee by-election: Bill Dickie

2018 Highlights con't

Q-4

- *Three TIRRA presentations

- *2019 operating plan

 - 15 year capital plan

 - lots of unknowns

- *Appreciation Dinner

A great big thank you to Peter and Jeannine along with all the volunteer firefighters for their patience and understanding during the construction

Central Hall Update (2018)

	Budget (000)	Actual (000)
Site Prep & Demo	\$ 38	\$ 23.5
Excav & Concrete	62.5	22.5
Ext Construction	195	194.5
Int Construction	272.9	176.5
Renovations	5.9	-
Landscaping	50	-
Miscellaneous	138	66.1
Contingencies	<u>57.7</u>	<u>-</u>
Total	\$ 800	\$ 483

Central Hall Update (2019)

	Estimate (000)	Total (000)
Site Prep & Demo	\$ ---	\$ 23.5
Excav & Concrete	---	22.5
Ext Construction	50	244.5
Int Construction	100	276.5
Renovations	--	--
Landscaping	50	50
Miscellaneous	60	126
Contingencies	<u>57</u>	<u>57</u>
Total	\$ 317	\$ 800

Challenges

- The Trump Factor: 25% on steel and lumber
- Extreme fire hazard
- Record fall rain
- December 20th storm
- Record cold and snow in February/March

A Big Thank You to All Involved!!

2019 Budget Update

	<u>2018</u>	<u>2019</u>	<u>Var</u>
M&O	\$ 73,000	\$ 75,100	\$ (2,100)
Capital	105,000	55,000	50,000
ID	125,985	185,100	(59,115)
Total	303,985	315,200	(11,215)
VIHA	10,000	(10,000)	
Net Tax	\$303,985	\$305,200	\$ (1,215)

15 Year Capital Plan

PPE	\$ 84,800
Vehicles	1,325,000
Buildings	125,000
Water Supply Projects	48,750
Small Engines	27,500
Hoses	20,000
Equipment	153,700
Fire Hall Renovation	(850,000)
	\$1,784,750
TOTAL:	\$2,634,750

Committee Reports

- Safety Committee: Tom Anderson
 - Two quarterly meetings only due to renovation
 - Hall Inspection Sheets will need updating
- Liaison with TIPC: Andy Lamb
 - Grating at the top of the ramp
 - December storm...ramp back in place, retrieved the ladder and lower solid ramp cover
 - Damaged picnic table repaired and re-situated
 - Pounded Nails and ongoing dock cleaning

Election of Trustees

- 1 Trustees to be elected
 - Bill Dickie has agreed to stand for re-election
 - Are there any other nominations from the floor?

Adjourn

- Thank you for coming out and supporting your local volunteer fire department and your local government...