

**PIERS ISLAND IMPROVEMENT DISTRICT
BOARD OF TRUSTEES TRANSITION MEETING**

June 24, 2024 – 11:00 AM

Location: Fire Hall and via Zoom

	Stephen Chang (Trustee); John de Jong (Trustee); Julien Bahain (Out-going Trustee); Dennett Woodland (Incoming Trustee), Brent Schorr, Finance Administrator; Cara Hogan, Corporate Administrator.
TRUSTEES & OFFICERS ABSENT	
NUMBER OF ATTENDEES	3 via Zoom

OPENING MOTIONS

CALL TO ORDER	<p>Interim (Outgoing) Chair, Julien Bahain, called the meeting to order at 11:00 AM</p> <p>PIID respectfully acknowledged the Indigenous peoples on whose traditional territories we live and work.</p> <p>The corporate administrator recorded the meeting for accuracy.</p> <p>Interim/Outgoing Julien Bahain, welcomed new Trustee Dennett Woodland to the Board of Trustees and thanked him for agreeing to take on this important role.</p>
SELECTION OF CHAIR	<p>Interim (Outgoing)Chair, Julien requested nominations for Chair.</p>
MOTION	<p>It was MOVED and SECONDED, <i>“that the John de Jong be appointed as Chair for the coming year.”</i></p> <p>Motion CARRIED.</p> <p>Chair John de Jong, thanked outgoing Trustee, Julien Bahain, for his years of service as Trustee and for all the work that was accomplished in the Building and Lands Portfolio during his service.</p>
APPROVAL OF AGENDA	<p>Copies of the Agenda were distributed electronically. An amendment was required to add the Signing of the Code of Conduct for Trustees.</p>
MOTION	<p>It was MOVED and SECONDED, <i>“that the Agenda be approved as amended.”</i></p> <p>Motion CARRIED.</p>
ADOPTION OF PREVIOUS MINUTES	

ASSIGNMENT OF PORTFOLIOS

<p>CHAIR JOHN DE JONG</p> <p>MOTION</p>	<p>The Chair called for nominations for the appointment of Buildings and Land Improvement Trustee, Water Trustee and Fire Trustee.</p> <p>It was MOVED and SECONDED, <i>“that Dennett Woodland be appointed as Building & Land Improvement Trustee.”</i></p> <p>The floor was opened for discussion.</p> <p>Julien Bahain offered to support the new Trustee through the summer as the contact person for Compound questions. He recommends that the Trustees set up a Manager of Infrastructure to support the Building and Land Improvement.</p> <p>Motion was CARRIED.</p>
<p>MOTION</p>	<p>It was MOVED and SECONDED, <i>“that John de Jong be appointed as Water Trustee.”</i></p> <p>The floor was opened for discussion.</p> <p>Motion was CARRIED.</p>
<p>MOTION</p>	<p>It was MOVED and SECONDED, <i>“that Stephen Chang be appointed as Piers Island Volunteer Fire Department Trustee.”</i></p> <p>The floor was opened for discussion.</p> <p>Motion was CARRIED.</p>

CORRESPONDENCE

<p>CHAIR JOHN DE JONG</p>	<p>Pauline Olesen – SeaStar Shuttle Service:</p> <p>PIID does not need to become a member of the society to use the service. It will be billed for usage. Thank you to the SeaStar Shuttle Service.</p> <p>Floor was opened to discussion:</p> <p>Recommendation was made that the PIID create a transportation policy. Should each department have their own policy or one for the Improvement District?</p>
<p>ACTION:</p>	<p>Trustees to discuss creating a Transportation Policy at their next meeting</p>

BUSINESS ARISING / NEW BUSINESS

<p>CHAIR JOHN DE JONG</p>	<p>Signing of the Trustee Code of Conduct: All Trustees signed the code of conduct.</p>
<p>FINANCE BRENT SCHORR</p> <p>MOTION</p>	<p>Capital Asset Replacement Fund Distributions for 2024</p> <p>2023 Distributions were as follows: 10% Fire 45% Water 45% Buildings and Land</p> <p>Balances at the end of 2023 Fire: \$130,000 Water: \$ 117,000 Buildings and Land: \$114,000</p> <p>Question for Trustees – What should be the distribution for 2024?</p> <p>Suggestion was made to continue as last year with: 10% Fire 45% Water and Buildings and Land</p> <p>When you look at the Management Plan to answer the question what assets will we need? Water and Buildings and Land have the biggest items coming up with their funds having been depleted. The current strategy has been to get the funds up for Water and Buildings and Land faster as the need is greater for those portfolios.</p> <p>Total amount for distribution for 2024 is about \$86,000</p> <p>Is it possible to borrow from the other funds? Yes</p> <p>It was MOVED and SECONDED “ <i>that the capital asset replacement fund’s distribution be 10% Fire, 45% Land and Infrastructure and 45% Water.</i> “</p> <p>Motion was CARRIED.</p>

NEXT MEETING

SCHEDULE NEXT MEETING	<p>Next Board of Trustee meeting – Monday, September 9 , 7:00pm</p> <p>The meeting will be held in person at the Fire Hall with a Zoom attendance option.</p>
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CLOSING MOTION

ADJOURNMENT	<p>The Chair asked for any further business.</p> <p>Julien offered to be the contact person for all compound matters until the next Board of Trustees meeting on September 9, 2024. Trustees accepted this offer. Thank you, Julien.</p> <p>With no further business, the meeting adjourned at 11:24 AM</p> <p>The Chair thanked all attendees.</p>
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Minutes submitted: _____
 Corporate Administrator

Minutes approved: _____
 Chair / Presiding Officer

Date: _____