

Thetis Island Improvement District

Annual General
Meeting

April 22nd, 2017

11 AM



Today's Agenda

- Opening Remarks and Introductions
- Approval of the 2016 AGM Minutes
- Trustee Remuneration
- Financial/Audit Report
- Committee Reports
- Election/Appointment of One (1) Trustee
- TIID/TIVFD 2017 Budget
- Fire Department Report
- Adjourn

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, 2016
- 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.

2016 Variance

| | Budget | Actual | Difference |
|------------------|---------------|---------------|-------------------|
| M and O | 64,550 | 57,779 | 6,771 |
| TIID | 66,860 | 69,995 | (3,135) |
| Cap Repl | 20,000 | 19,182 | 818 |
| Sub-total | 151,410 | 146,956 | 4,454 |
| Less | 15,000 | 15,000 | 0 |
| | | | |
| Total | 136,410 | 131,956 | 4,454 |

TIID Costs

M&O Costs

| | |
|---------------------------------------|----------|
| ● Training & Public Ed & Assoc. Dues | \$15,231 |
| ● Property Maintenance | 3,677 |
| ● Vehicle Maintenance | 11,455 |
| ● Fire Fighting & First Res. Supplies | 5,522 |
| ● Uniforms & PPE | 1,446 |
| ● Telephone | 3,873 |
| ● Fuel & Ferries | 3,725 |
| ● Hydro & Garbage | 1,728 |
| ● Office & Misc | 653 |
| ● Contract Services | 2,953 |
| ● Canteen & Social | 2,265 |
| ● Communications Equipment | 2,597 |
| ● Minor Capital | 2,654 |

Committee Reports

- Safety Committee: Tom Anderson
 - Four quarterly meetings...
 - Good communication between TIVFD and TIID
 - Includes Hall Inspections...
- Liaison with TIPC: Andy Lamb
 - Cut out mooring rail...
 - Moved wire meshing...
 - Pounded nails...

Election of Trustees

- 1 trustee for a 3 year term
- Graeme Shelford has agreed to stand for re-election
- Are there any other nominations from the floor?

HIGHLIGHT'S 2016

- Hired Char Aaberg as financial officer...
- Tim French: Exemplary Service Award
- 9 TIID/TIVFD finance/planning meetings
- TIRRA presentations (Mar, Jun, Oct)...
- Summer came early...
- TIID, AGM: Good turnout and support
- Water Supply Tour: Outstanding

HIGHLIGHT'S 2016 con't

- 2017 Operating Budget...September and delivered to government in October...
- We lost founding member Harry Armstrong in September...formal fire service memorial November 26th
- First draft of the 10 year capital plan
- Three TIID Quarterly articles...
- TIVFD Appreciation Dinner

2017 Budget Update

| | <u>2016</u> | <u>2017</u> | <u>Var</u> |
|---------|-------------|-------------|------------|
| M&O | \$ 64,550 | \$ 70,000 | \$ 5,450 |
| Capital | 20,000 | 55,000 | 35,000 |
| ID | 66,860 | 128,380 | 61,520 |
| Total | 151,410 | 253,380 | |
| Surplus | 15,000 | N/A | 15,000 |
| Net Tax | \$136,410 | \$253,380 | \$116,970 |

Budget Variance

| | |
|----------------------------------|---------------|
| M&O: | \$ 5,500 |
| TIID | |
| Salaries + payroll tax + vac pay | 56,500 |
| Off Island Training | 5,000 |
| Surplus | 15,000 |
| Capital: | <u>35,000</u> |
| Total: | \$117,000 |

10 Year Capital Plan

| | |
|-----------------------|-------------|
| PPE | \$ 46,000 |
| Vehicles | 1,150,000 |
| Buildings | 375,000 |
| Water Supply Projects | 53,500 |
| Small Engines | 12,500 |
| Hoses | 16,200 |
| Equipment | 88,800 |
| Total | \$1,742,000 |
| Non Major Total: | \$217,000 |

Training Update

- * First year of OFC Playbook training 11/13
- * Have set FF level 1 as new minimum
- * A number of members aspire to FF 2
- * VIERA administer Proboard exams
- * Luckham...written, Caldbeck...practical
- * Interior level of service will be possible in the future.

TIID/TIVFD: General

- Continue with quarterly TIID/TIVFD capital/budget meetings
- 10 year capital plan will anchor the budgeting and planning process for the future... \$1.7 million over the next 10 years...
- Central Hall requires upgrades for serviceability and safety...
 - Leaking roof, water ingress, turnout gear stowage, vehicle exhaust

TIID/TIVFD: Misc...

- Fraser Lake dry hydrant, ready for the summer months...Engine 1
- First responder training in May...
- Petition to VIHA
- Since April 1st burn permits are required...
- FD smoke complaints...
- CVRD Burning Regulations

Summary: Next Steps

- 2018 Budget Preparation
 - TIID
 - M&O
 - 10 Year Capital Plan
 - Central Hall upgrades
- Continued Community Engagement
- CVRD Burning Regulations