

SAVONA IMPROVEMENT DISTRICT

January 2, 2024 @ 5:30 pm

Present: Trustees Jamie Drozda, Adrienne Teague, Barb Gale, Administrative Officer Yoriko Susanj and Maintenance Supervisor Dallas Embury

Regrets: Trustees Dave Carr, Nicole Edmondson

1. Established Quorum / Meeting Begins 5:30pm

2. Adoption of Agenda

MOTION to adopt the agenda as presented – Barb Gale
SECONDED by Adrienne Teague; **CARRIED**

3. Adoption of the Minutes from December 5, 2023

MOTION to accept the December 5, 2023, minutes as circulated – Adrienne Teague
SECONDED by Barb Gale; **CARRIED**

4. Financial Report

- Administrative Officer reported on the bank balances as of December 31, 2023
 - Operating Account \$443,609.37
 - Fire Reserve \$764,816.53
 - Money Market Fund \$549,395.59

MOTION to accept the financial report as presented – Adrienne Teague
SECONDED by Barb Gale; **CARRIED**

5. Monthly Reports (December)

- Fire Chief Colville (Fire Department)
 - Update on the new fire truck: chassis is in Abbotsford and the build of the truck should possibly start in August
 - Savona truck build is 10th on their build list
 - Had a structure fire at the end of October
 - From this experience, realized that the compressor that fills the oxygen tanks is undersized
 - A new compressor is \$15,000 - \$20,000; would like to look into purchasing one in the future
 - Fire department had 2 grants come in and will look for new grants in 2024
 - New members in the last 6 months; 5-6 new members
 - Chief Colville wanted to know their budget so they know how much they have to spend
 - Trustee Drozda let Chief Colville know that there is no hard-line amount and that the fire department goes over budget every year

ACTION ITEM: Yoriko to look into what the budget cycle is for the fire department

- Maintenance Supervisor (December)
 - Apex Electrical was here in December to fix the motion sensor light at the post office
 - Did a draft of a cemetery sign and received a quote from Visual Signs & Printing
 - Looking to put up 2 signs up at the cemetery and will cost about \$70 per sign
 - The trustees looked at the draft of the sign and recommended that the SID website also be put onto the sign

MOTION to purchase 2 signs for the cemetery through Visual Signs & Printing – Adrienne Teague

SECONDED by Barb Gale; **CARRIED**

- Thinking of making a gate near the bottom of the cemetery to make it wheelchair accessible outside of funeral services.
 - During services, the side gate is left open for family but outside of services the gate is locked and the only entry for people is at the top (not wheelchair or stroller accessible)
 - The board agreed that this would be a good idea and for Dallas to go ahead with the project
- Dallas asked the Board if it would be okay to get a new light to shine on the fenced area between the post office and the maintenance building
 - She has noticed that someone has been trying to get through the fence there
 - The board asked about security cameras – cannot get cameras because there is no Wi-Fi

ACTION ITEM: Yoriko to look into if we can get Wi-Fi for the maintenance building

- Administrative Officer (December)
 - Monthly report was emailed out prior to the meeting
 - No questions on the report but trustees asked if Kathy at the post office is retiring in February or if she is postponing her retirement as it has been heard through the grapevine that she is not going to retire until next year
 - Yoriko has not heard anything officially through the office but will follow up with Kathy

6. Old Business:

- UBCM Grant Application Update
 - SID was successful in getting \$21,000 from UBCM for the volunteer fire department
 - Received \$10,500 cheque today and the other 50% will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary
 - All funds must be used by December 5, 2024
 - Final report required by January 5, 2025
 - Any unused funds must be returned to UBCM within 30 days following the project end date

- With the UBCM grant of \$21,000, the Savona fire department received \$40,000 in grant money in 2023

7. New Business

- Hoodies
 - SID hoodies for the Board were discussed

ACTION ITEM: Yoriko to email trustees regarding hoodies

8. Motions Adopted by Email

- None

9. Next Meeting Date: February 6, 2024 @ 5:30pm

10. Meeting Adjourned at 6:12pm

MOTION to adjourn the meeting – Adrienne Teague
SECONDED by Jamie Drozda; **CARRIED**

Jamie Drozda
Board Chair

Yoriko Susanj
Administrative Officer