

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

April 15, 2015

Trustees: Tom Plensky, Chair
Candace Cowan
Claire Hilscher
Bob Leggett
Linda McKay
Dave Simpson
Don Milburn

Staff: Leslie Carter, Administrator

Call to Order: 7:00 pm

Election of chair: Tom Plensky was elected to serve as chair until the 2016 AGM.

Introduction of late items

Correspondence In:

April 13, 2015 – Baynes Sound Investments Ltd. – request for letter confirming recommendations from Guiton Environmental Consulting Report as stated in the December 17, 2014 meeting minutes.

April 15, 2015 – Deep Bay Fire Rescue Society – set up details regarding spring clean-up day, May 23, 2015

Motion: to approve agenda as amended for current meeting

Bob Leggett Seconded: Don Milburn Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on March 18, 2015

Motion: to approve the minutes of Regular Board Meeting of March 18, 2015

Linda McKay Seconded: Dave Simpson Vote: Carried

Business arising from March 18, 2015 board meeting: none

Minutes of the AGM held on April 8, 2015

Motion: to approve the minutes as amended of the 2015 AGM of April 8, 2015

Bob Leggett Seconded: Don Milburn Vote: Carried

Business arising from April 8, 2015 AGM: none

Operator Monthly Report:

Operations & Maintenance Report for March 10, 2015 – April 8, 2015

Water Delivery: March 10, 2015 – April 8, 2015: 1,587,575 Imp. Gal.

Average daily use/connection (605 connections): 91 Imp. Gal. Previous Month – 83

Observation Well #310 Levels (meters): Apr. 8, 2015: 7.11 Previous Month – 7.144

Motion: to accept the Operator's report as presented

Dave Simpson Seconded: Candace Cowan Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for March 2015: 8 (5 MVI, 2 First Responder, 1 Fire, 0 Misc.)

Motion: to accept Fire Chief's report as presented

Claire Hilscher Seconded: Candace Cowan Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: March 25, 2015 meeting

Bob Leggett provided verbal report of the committee activities. The committee has looked, very preliminarily, at the siting for a new building and is in the early stages of drafting a floor plan. Items being considered include designing a building that can go up in phases and repurposing of current building vs. removal (which could be very costly due to the likelihood of contaminants being present (e.g. asbestos)).

Motion: to accept Fire Hall Replacement Committee report as presented

Linda McKay Seconded: Don Milburn Vote: Carried

Finance Committee: no meeting

Total payments issued for March 2015 Water: **\$7,789.83**

Total payments issued for March 2015 Fire: **\$2,697.33**

Motion: to accept Finance report as presented

Bob Leggett Seconded: Linda McKay Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

April 8, 2015 – Min. of Health, Drinking Water Distribution, Ground Water Assessment and Treatment Guidance Consultation – Vancouver Island Meeting

April 13, 2015 – Baynes Sound Investments Ltd. – request for letter confirming recommendations from Guiton Environmental Consulting Report as stated in the December 17, 2014 meeting minutes.

April 15, 2015 – Deep Bay Fire Rescue Society – set up details regarding spring clean-up day, May 23, 2015

Correspondence Out:

March 19, 2015 – Comox Valley Regional District, signed Mutual Aid Agreement Amendment #1

Leslie Carter and Dave Simpson to attend the Ministry of Health meeting on April 27, 2015. Administrator to see if operator would be able to attend. If Dave is unable to attend, Candace Cowan could go.

Administrator to send letter to Baynes Sound Investments confirming recommendations from Guiton Environmental Consulting report. Letter to confirm that these recommendations are

for any potential development not just BSI and that BSI is still required to go through application process.

Administrator to send reply to DBFRS that board is fine with set up details as provided.

Motion: to deal with and file correspondence in and out

Claire Hilscher Seconded: Dave Simpson Vote: Carried

Old Business:

Bylaw No. 222 amended to take in to consideration the current CEC reserve fund levels (using 2014 year-end audited balances).

Motion: to rescind second reading of Bylaw No. 222 "Comprehensive Capital Expenditure Charge (Water)" to fix a charge for capital expenditures on parcels of land and to provide for the time and manner of payment

Linda McKay Seconded: Dave Simpson Vote: Carried

Motion: to amend with updated "Schedule A", Bylaw No. 222 "Comprehensive Capital Expenditure Charge (Water)" to fix a charge for capital expenditures on parcels of land and to provide for the time and manner of payment

Claire Hilscher Seconded: Don Milburn Vote: Carried

Motion: to reconsider and finally pass Bylaw No. 222 "Comprehensive Capital Expenditure Charge (Water)" to fix a charge for capital expenditures on parcels of land and to provide for the time and manner of payment

Don Milburn Seconded: Dave Simpson Vote: Carried

New Business:

Discussion regarding presentation of Fire Hall Replacement Committee progress/information to be done in conjunction with the budget approval meeting held in October. Administrator to bring request forward to next Fire Hall Replacement Committee meeting (April 28, 2015).

Question Period: none

There being no further business the meeting was adjourned at 8:05 pm

The above minutes were approved by the Board of Trustees on May 20, 2015.

By: _____
Chair of the Trustees

Officer