

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

April 19, 2017

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

Staff: Leslie Carter, Administrator

Call to Order: 7:00 pm

Introduction of late items: none

Motion: to approve agenda for current meeting

Dave Simpson Seconded: Bob Leggett Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on March 15, 2017

Motion: to approve the minutes of Regular Board Meeting of March 15, 2017

Dave Simpson Seconded: Don Milburn Vote: Carried

Minutes of the Annual General Meeting held on April 5, 2017

Motion: to approve the minutes of Annual General Meeting of April 5, 2017

Linda McKay Seconded: Dave Simpson Vote: Carried

Minutes of the Special Board Meeting held on April 10, 2017

Motion: to approve the minutes of Special Board Meeting of April 10, 2017

Bob Leggett Seconded: Candace Cowan Vote: Carried

Business arising from the minutes: none

Operator Monthly Report:

Operations & Maintenance Report for March 8, 2017 – April 12, 2017

Water Delivery: March 8, 2017 – April 12, 2017: 1,955,140 Imp. Gal.

Average daily use/connection (605 connections): 92 Imp. Gal. Previous Month – 81

Observation Well #310 Levels (meters): April 13, 2017: 6.37 Previous Month – 6.66

Motion: to accept the Operator's report as presented

Claire Hilscher Seconded: Don Milburn Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for March 2017: 12 (8 MVI, 4 First Responder, 0 Fire, 0 Misc.)

Discussion regarding the need for a database program to track requirements of the playbook. It is anticipated that there will be a proposal brought forward to the board next month.

Motion: to accept Fire Chief's report as presented

Dave Simpson Seconded: Don Milburn Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

Three members of the committee met April 19, 2017, with architect Phillipa Atwood. There was good discussion with regards to the project and building options. Phillipa will put forward a proposal for consideration in the next 2-3 weeks.

Motion: to accept Fire Hall Replacement Committee report as presented

Bob Leggett Seconded: Dave Simpson Vote: Carried

Finance Committee: no meeting

Total payments issued for March 2017 Water: **\$16,239.93**

Total payments issued for March 2017 Fire: **\$6,767.62**

Water tolls for the January and April billings have both come in under budget (total ~ \$800).

Motion: to accept Finance Committee report as presented

Linda McKay Seconded: Dave Simpson Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

March 17, 2017 – IPG, insurance claim payment for JAWS equipment

March 22, 2017 – HPS Power Ltd. – updated quote for Variable Frequency Drive for Well #8

March 27, 2017 – Deep Bay Fire/Rescue Society – request for use of DBID property for bottle drive on Saturday, July 8, 2017.

April 3, 2017 – Raymond de Beeld Architect Inc. – proposal for architectural services

April 4, 2017 – RDN, notification of Rural Area Signage Project

Correspondence Out: none

Motion: to approve the revised quote from HPS Power Ltd for \$11,450 plus GST for a Variable Frequency Drive for Well #8

Don Milburn Seconded: Claire Hilscher Vote: Carried

Motion: to approve use of DBID property by the Deep Bay Fire/Rescue Society for a bottle drive on Saturday, July 8, 2017

Bob Leggett Seconded: Linda McKay Vote: Carried

Motion: to deal with and file correspondence in and out

Claire Hilscher Seconded: Linda McKay Vote: Carried

Old Business: none

New Business: none

Question Period: none

There being no further business the meeting was adjourned to go in-camera at 7:26 pm.

The above minutes were approved by the Board of Trustees on May 17, 2017.

By: _____
Chair of the Trustees

Officer