

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

August 15, 2018

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

Regrets: Dave Simpson

Staff: Leslie Carter, Administrator
Don Buchner, Operator
George Lenz, Fire Chief

Guests: 1

Call to Order: 7:00 pm

Introduction of late items:

Correspondence In:

August 15, 2018 – Ministry of Transportation and Infrastructure, Construction Permit for Seaview/Longview watermain replacement project

Meeting to be adjourned to go in-camera to receive additional correspondence

Motion: to approve agenda as amended for current meeting

Tom Plensky Seconded: Claire Hilscher Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on July 18, 2018

Motion: to approve the minutes as amended of Regular Board Meeting of July 18, 2018

Tom Plensky Seconded: Bob Leggett Vote: Carried

Business arising from the minutes:

Motion: to send letter to Bill Veenhof at the RDN formally requesting access to gas tax funds

Linda McKay Seconded: Tom Plensky Vote: Carried

Operator Monthly Report:

Operations & Maintenance Report for July 7 – August 9, 2018

Water Delivery: July 7 – August 9, 2018: 5,862,480 Imp. Gal.

Average daily use/connection (605 connections): 292 Imp. Gal. Previous Month – 215

Observation Well #310 Levels (meters): Aug. 9, 2018: 8.2 Previous Month – 7.90

Motion: to accept the Operator's report as presented

Tom Plensky Seconded: Bob Leggett Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for July 2018: 12 (3 MVI, 4 First Responder, 4 Fire, 1 Misc.)

Motion: to accept the Fire Chief's report as presented

Linda McKay Seconded: Candace Cowan Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

Finance Committee: no meeting

Total payments issued for July 2018 Water: **\$12,159.42**

Total payments issued for July 2018 Fire: **\$19,457.08**

Motion: to accept Finance Committee report as presented

Bob Leggett Seconded: Tom Plensky Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

Facilities Committee: no meeting

Committee to meet to determine size and site of septic so that positioning of C-Can can be determined prior to starting site prep. Board has approved expenditure up to \$1,000, quote to be requested to see if that will sufficient.

Motion: to accept Facilities Committee report as presented

Bob Leggett Seconded: Tom Plensky Vote: Carried

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

July 31, 2018 – Island Health, Construction Permit for Seaview & Longview Drives

August 15, 2018 – Ministry of Transportation and Infrastructure, Construction Permit for Seaview/Longview watermain replacement project

Correspondence Out:

July 24, 2018 – MLA Scott Fraser, follow up re: June 25/18 meeting and fire hall project

July 24, 2018 – Regional District of Nanaimo, re: referrals for new builds, connection to community water system

Motion: to direct McElhanney to proceed with preparing and issuing bid documents for Seaview/Longview main replacement project with a construction window of May/June 2019

Tom Plensky Seconded: Claire Hilscher Vote: Carried

Old Business: none

New Business:

Draft information on Fire Hall Project: Administrator will update draft document based on feedback to include more information regarding why are we building now (Fire Underwriters requirement for replacing 8-1 due to age) and clarification that owners that have multiple properties do not get multiple votes.

Question Period: none

There being no further business the meeting was adjourned to go in-camera at 7:55 pm.

The above minutes were approved by the Board of Trustees on September 19, 2018.

By: _____
Chair of the Trustees

Officer