

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

August 20, 2014

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

Staff: Leslie Carter, Administrator
Don Buchner, Operator

Call to Order: 7:00 pm

Introduction of late items:

Correspondence in:
August 18, 2014 - Bowser Waterworks, Construction specifications proposal

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 July 16, 2014

Motion: to approve the minutes of Regular Board Meeting of July 16, 2014

Claire Hilscher Seconded: Don Milburn Vote: Carried

Business arising from July 16, 2014 board meeting:

Tax sale will not be proceeding as arrears payment has been received.

Operator Monthly Report:

Operations & Maintenance Report for July 9, 2014 – August 14, 2014

Water Delivery: July 9, 2014 – August 14, 2014: 5,921,950 Imp. Gal.

Average daily use/connection (601 connections): 275 Imp. Gal. Previous Month – 248

Observation Well #310 Levels (meters): August 14, 2014: 9.385 Previous Month – 9.1

Leak on Shoreline service line – timing of replacement to be reconsidered at the Operations Committee budget meeting.

Operator to work on locating all mapped shut-off valves after problems locating some during a recent emergency repair on Moors Drive.

Motion: to receive Operator's Monthly report

Candace Cowan Seconded: Linda McKay Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for July 2014: 5 (2 MVI, 3 First Responder, 0 Fire, 0 Misc.)

Fire Protection Committee: no meeting

Finance Committee: no meeting

Total payments issued for July 2014 Water: **\$8,258.07**

Total payments issued for July 2014 Fire: **\$20,869.93**

Motion: to accept the Finance report

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:

July 22, 2014 – Fire Underwriters Survey, current fire protection grading for DBID

August 13, 2014 – Canada Revenue Agency, acknowledgement of application

August 18, 2014 - Bowser Waterworks, Construction specifications proposal

Correspondence Out:

July 17, 2014 – Canada Revenue Agency, application for registration as a qualified donee

Motion: to proceed with McElhanney Consulting's Construction Specifications proposal in collaboration with Bowser WW.

Motion: to deal with and file correspondence in and out

Claire Hilscher

Seconded: Linda McKay

Vote: Carried

Old Business:

Fire Chief to still following up regarding private wharf fire.

Administrator to request list of properties that are >300 m. from a hydrant.

New Business:

Committee Budget meetings scheduled – Administrator to send email confirming dates and times.

Investigation of investment alternatives referred to Finance Committee (UBCU now offering only 1-year terms for redeemable investments).

Question Period: none

There being no further business the meeting was adjourned at 7:50 pm

The above minutes were approved by the Board of Trustees on September 17, 2014.

By: _____

Chair of the Trustees

Officer