

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

December 21, 2016

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

Regrets: Linda McKay

Staff: Leslie Carter, Administrator
Don Buchner, Water System Operator

Call to Order: 7:00 pm

Introduction of late items:

Motion: to approve agenda for current meeting

Dave Simpson Seconded: Don Milburn Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on November 16, 2016

Motion: to approve the minutes of Regular Board Meeting of November 16, 2016

Don Milburn Seconded: Bob Leggett Vote: Carried

Minutes of the Special Board Meeting held on December 9, 2016

Motion: to approve the minutes of Special Board Meeting of December 9, 2016

Bob Leggett Seconded: Dave Simpson Vote: Carried

Business arising from the minutes: none

Operator Monthly Report:

Operations & Maintenance Report for November 8 – December 14, 2016

Water Delivery: November 8 – December 14, 2016 1,939,520 Imp. Gal.

Average daily use/connection (605 connections): 89 Imp. Gal. Previous Month – 101

Observation Well #310 Levels (meters): Dec. 14, 2016: 6.76 Previous Month – 8.26

Motion: to accept the Operator's report as presented

Bob Leggett Seconded: Don Milburn Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report:

Call outs for November 2016: 13 (6 MVI, 4 First Responder, 2 Fire, 1 Misc.)

Department is busy so far in December with 10 MVI calls to date.

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

Candace Cowan Seconded: Don Milburn Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

IWCD agreement has been finalized and deposit sent, work will begin early January 2017.

Finance Committee: no meeting

Total payments issued for November 2016 Water: **\$12,926.50**

Total payments issued for November 2016 Fire: **\$27,656.15**

Motion: to accept Finance Committee report as presented

Dave Simpson Seconded: Bob Leggett Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

November 24, 2016 – Western Economic Diversification Canada, re Water Infrastructure application, funds fully allocated for Canada 150 Community Infrastructure program

November 24, 2016 – Western Economic Diversification Canada, re Building Upgrade application, funds fully allocated for Canada 150 Community Infrastructure program

December 1, 2016 – Bow-Horne-Bay Community Club, \$250 donation in support of fundraising for the Deep Bay Volunteer Fire Department

December 14, 2016 – AGAT Laboratories, fall water testing results

December 14, 2016 – McElhanney Consulting Services, estimate for review of reservoir upgrades

Correspondence Out:

November 21, 2016 – Rosewall Forest Tenure Holdings Ltd., response to proposed management plan

November 25, 2016 – Min. of Community, Sport & Cultural Development, Bylaw No. 229 “Bylaw 206 Amending Bylaw”

Motion: to approve the estimate for review of reservoir upgrades by McElhanney Consulting

Don Milburn Seconded: Claire Hilscher Vote: Carried

Old Business: none

New Business:

Motion: to approve Policy Number 16-12-01 "Burning Permit Fee Administration" as presented

Bob Leggett Seconded: Candace Cowan Vote: Carried

Motion: to introduce and give first reading of Bylaw No. 230 "2016 Capital Works Renewal Reserve Fund Disbursement Bylaw" to authorize the disbursement of monies in the Capital Works Renewal Reserve Fund for replacement/upgrade work at well #5

Don Milburn Seconded: Bob Leggett Vote: Carried

Motion: to reconsider and finally pass Bylaw No. 230 "2016 Capital Works Renewal Reserve Fund Disbursement Bylaw" to authorize the disbursement of monies in the Capital Works Renewal Reserve Fund for replacement/upgrade work at well #5

Bob Leggett Seconded: Dave Simpson Vote: Carried

AGM date for 2017 – date set for Wednesday, April 5, 2017.

January 2017 Pipeline reviewed – note to be added for AGM notice regarding update on Fire Hall Replacement Project

Question Period: none

There being no further business the meeting was adjourned at 8:00 pm.

The above minutes were approved by the Board of Trustees on January 18, 2017.

By: _____
Chair of the Trustees

Officer