

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

February 19, 2014

Trustees: Tom Plensky, Chair
Candace Cowan
Bob Leggett
Don Milburn
Linda McKay
Ian MacDonell

Regrets: Claire Hilscher

Staff: Leslie Carter, Administrator
Don Buchner, Operator

Call to Order: 7:00 pm

Introduction of late items:

Correspondence In:

February 18, 2014 – RDN, Secondary Suites Zoning Amendment Bylaws

Motion: to approve agenda as amended for current meeting

Candace Cowan Seconded: Don Milburn Vote: Carried

Petitions and Delegations:

Deep Bay Fire Rescue Society – update of first year, presentation of cheque to put towards new fire hall fund, request to have table at DBID AGM for membership sales.

Minutes of the Regular Board Meeting held on January 15, 2014

Motion: to approve the minutes of Board Meeting of January 15, 2014

Don Milburn Seconded: Bob Leggett Vote: Carried

Business arising from January 15, 2014 board meeting: none

Operator Monthly Report:

Operations & Maintenance Report for January 8, 2014 – February 13, 2014

Water Delivery: January 8, 2014 – February 13, 2014: 1,617,270 Imp. Gal.

Average daily use/connection (601 connections): 75 Imp. Gal. Previous Month – 82

Observation Well #310 Levels (meters): Feb. 13/14: 9.872 Previous Month – 9.866

Operator getting cost estimate for new well level tape from Four Star Waterworks

Operator will be attending training course in Parksville March 10 – 14.

Motion: to receive Operator's Monthly report

Bob Leggett Seconded: Don Milburn Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for January 2014: 6 (2 MVI, 3 First Responder, 0 Fire, 1 Misc.)

Fire Protection Committee: January 20, 2014 meeting

Review of January 20, 2014 committee report

Privacy Policy to be addressed under new business

Finance Committee: no meeting

Total cheques issued for January 2014 Water: **\$57,727.38**

Total cheques issued for January 2014 Fire: **\$6,089.50**

Motion: to accept the Finance Committee 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:

February 4, 2014 – Vancouver Island & Coast Conservation Society, press release on Water Shortages

February 5, 2014 – D. Sampson, comments regarding water restrictions

February 7, 2014 – RDN, Water Manager discussions regarding reduced rainfall and snowpack levels in the region

February 12, 2014 – CWSA, Annual Conference and workshop info

February 18, 2014 – RDN, Secondary Suites Zoning Amendment Bylaws

Correspondence Out:

January 17, 2014 – Baynes Sound Investments, regarding professional review of GW Solutions report

Administrator to send reminder letter to BSI regarding review of GW Solutions report

Motion: to send Administrator to attend water manager discussions regarding reduced rainfall and snowpack levels in the region

Linda McKay Seconded: Candace Cowan Vote: Carried

Motion: to deal with and file correspondence in and out

Candace Cowan Seconded: Bob Leggett Vote: Carried

Old Business:

Topographic Survey of property – waiting for further information from McElhanney

McElhanney review of 2008 Water System Evaluation Report – waiting on cost estimate from McElhanney

New Business:

Discussion regarding potential watering restrictions – administrator to draft notice for Pipeline encouraging continued conservation of water, noting reduced rainfall and well levels. Water restrictions discussion to be brought back to March board meeting for review.

Procedure for alarm call outs – referred to Environment and Emergency Committee

Setting up Select Committee for new fire hall project – referred to Fire Protection Committee for further discussion

Motion: to allow the Deep Bay Fire Rescue Society to set up a table for membership sales at the April 9, 2014 AGM

Linda McKay Seconded: Candace Cowan Vote: Carried

Motion: to adopt DBID Confidential Information – Privacy Rights of Personal Information Policy (Policy Number 14-02-01)

Candace Cowan Seconded: Linda McKay Vote: Carried

Discussion regarding RDN Secondary Suites bylaw amendments - no concerns with amendments noted.

Question Period: none

There being no further business the meeting was adjourned at 8:45 pm

The above minutes were approved by the Board of Trustees on March 19, 2014.

By: _____
Chair of the Trustees

Officer