

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

January 15, 2014

Trustees: Tom Plensky, Chair
Candace Cowan
Bob Leggett
Don Milburn
Claire Hilscher
Ian MacDonell

Regrets: Linda McKay

Staff: Leslie Carter, Administrator
Don Buchner, Operator

Call to Order: 7:00 pm

Introduction of late items:

Correspondence in:

January 15, 2014 – Guiton Environmental Consulting, cost estimate for review of GW Solutions report

Motion: to approve agenda as amended for current meeting

Candace Cowan Seconded: Ian MacDonell Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on December 18, 2013

Motion: to approve the minutes of Board Meeting of December 18, 2013

Don Milburn Seconded: Claire Hilscher Vote: Carried

Business arising from December 18, 2013 board meeting: none

Operator Monthly Report:

Operations & Maintenance Report for December 14, 2013 – January 8, 2014

Water Delivery: December 14, 2013 – January 8, 2014: 1,223,125 Imp. Gal.

Average daily use/connection (601 connections): 82 Imp. Gal. Previous Month – 79

Observation Well #310 Levels (meters): Jan.8/14: 9.866 Previous Month – 9.787

Motion: to receive Operator's Monthly report

Claire Hilscher Seconded: Ian MacDonell Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for December 2013: 4 (0 MVI, 4 First Responder, 0 Fire, 0 Misc.)

Fire Protection Committee: no meeting

Finance Committee: no meeting

Total cheques issued for December 2013 Water: **\$15,216.11**

Total cheques issued for December 2013 Fire: **\$23,094.67**

Motion: to accept the Finance Committee report

Ian MacDonell Seconded: Claire Hilscher Vote: Carried

Bylaw Committee: January 7, 2014 meeting

Motion: to have McElhanney Consulting review the Water System Evaluation, February 15, 2008 report to review and update Capital Works projects and costs and to update recommended Capital Expenditure Charges, cost not to exceed \$5000 without further board approval

Candace Cowan Seconded: Ian MacDonell Vote: Carried

Questions regarding CEC projects and construction standards to be discussed at next Bylaw Committee meeting.

Motion: to receive the Bylaw Committee report

Candace Cowan Seconded: Bob Leggett Vote: Carried

Environment and Emergency Committee: no meeting

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

December 19, 2013 – McElhanney Consulting Services, quote for topographical survey
January 6, 2014 – WL Solutions, cost estimates for upgrade of well controls
January 7, 2014 – GW Solutions, amended Deep Bay Pumping Test Report
January 15, 2014 – Guiton Environmental Consulting, cost estimate for review of GW Solutions report

Correspondence Out:

December 19, 2013 – GW Solutions, request for wording change to report
December 20, 2013 – D. Eddy, request for copy of presentation material

Administrator to obtain further detail from McElhanney regarding survey including seismic considerations.

Motion: to authorize WL Solutions to proceed with the upgrade of well controls for wells 1, 3, 4, 5, 6 and 8 based on the provided cost estimates. Costs to be reviewed after first wells are completed.

Claire Hilscher Seconded: Candace Cowan Vote: Carried

Motion: to send letter to Baynes Sound Investments outlining required changes to the GW Solutions report as per recommendations from Guiton Environmental Consulting (GEC) and providing the cost estimate for reviewing by GEC. Review to proceed once requested changes have been made.

Ian MacDonell Seconded: Claire Hilscher Vote: Carried

Motion: to deal with and file correspondence in and out

Candace Cowan Seconded: Ian MacDonell Vote: Carried

Old Business: none

New Business:

Motion: to add a "Question Period" (limited to 10 minutes, unless otherwise agreed to by the board) to regular board meeting agendas to allow members of the public opportunity to ask questions regarding board business. Question period to be listed after new business on the agenda.

Candace Cowan Seconded: Bob Leggett Vote: Carried

There being no further business the meeting was adjourned at 8:25 pm

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

By: _____
Chair of the Trustees

Officer