

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

January 17, 2018

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

Regrets: Don Milburn

Staff: Leslie Carter, Administrator
Don Buchner, Operator

Call to Order: 7:00 pm

Introduction of late items:

Correspondence In:

January 15, 2018 - HPS Power, quote for replacement of electrical panel in fire hall

Motion: to approve agenda as amended for current meeting

Bob Leggett Seconded: Claire Hilscher Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on December 20, 2017

Motion: to approve the minutes of Regular Board Meeting of December 20, 2017

Linda McKay Seconded: Dave Simpson Vote: Carried

Business arising from the minutes: none

Operator Monthly Report:

Operations & Maintenance Report for December 14, 2017 – January 10, 2018

Water Delivery: December 14, 2017 – January 10, 2018: 1,317,580 Imp. Gal.

Average daily use/connection (605 connections): 81 Imp. Gal. Previous Month – 77

Observation Well #310 Levels (meters): Jan. 10, 2018: 7.6 Previous Month – 7.7

Operator noted that the current water meter model is becoming increasingly difficult to obtain. We have sufficient stock at this time but a replacement model will need to be considered in the next year or two.

Motion: to have the Bylaw Committee develop a policy for callouts regarding water issues that are the homeowner's responsibility.

Linda McKay Seconded: Dave Simpson Vote: Carried

Motion: to accept the Operator's report as presented

Candace Cowan Seconded: Dave Simpson Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for December 2017: 17 (10 MVI, 6 First Responder, 0 Fire, 1 Misc.)

Motion: to accept Fire Chief's report as presented

Claire Hilscher Seconded: Linda McKay Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

Bob reported on meeting that Dave and he attended with Vancouver Island Steel Buildings. This option is looking like it may prove to be very cost effective. Jim Rowland is also speaking with an architect that has expressed interest in the project and has worked with Vancouver Island Steel Buildings in the past and comes recommended.

Bob presented the latest drawings that include a second phase – the board discussed options around the phases depending on what costs estimates come in at.

Motion: to accept Fire Hall Replacement Committee report as presented

Linda McKay Seconded: Candace Cowan Vote: Carried

Finance Committee: no meeting

Total payments issued for December 2017 Water: **\$103,258.45**

Total payments issued for December 2017 Fire: **\$26,586.18**

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:

January 4, 2018 – MNP, Audit service plan 2017

January 15, 2017 – HPS Power, quote for replacement of electrical panel in fire hall

Correspondence Out:

December 21, 2017 – Letter to federal/provincial/regional representatives regarding Improvement District access to grants

Motion: to accept the quote of \$2395 from HPS Power for replacement of electrical panel in the fire hall

Linda McKay Seconded: Bob Leggett

Cost of panel to be shared between water and fire budgets.

Motion: to deal with and file correspondence in and out

Candace Cowan Seconded: Claire Hilscher Vote: Carried

Old Business: none

New Business: none

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 February 21, 2018.

By: _____
Chair of the Trustees

Officer