

**DEEP BAY IMPROVEMENT DISTRICT**  
**MINUTES OF THE REGULAR BOARD MEETING**

**July 19, 2017**

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

**Staff:** Leslie Carter, Administrator  
Don Buchner, Operator

**Call to Order:** 7:00 pm

**Introduction of late items:** none

**Motion: to approve agenda for current meeting**

**Linda McKay            Seconded: Don Milburn            Vote: Carried**

**Petitions and Delegations:** none

**Minutes of the Regular Board Meeting held on June 21, 2017**

**Motion: to approve the minutes of Regular Board Meeting of June 21, 2017**

**Dave Simpson            Seconded: Bob Leggett            Vote: Carried**

**Business arising from the minutes:** none

**Operator Monthly Report:**

**Operations & Maintenance Report for June 14 to July 12, 2017**

Water Delivery: June 14 to July 12, 2017: 3,896,860 Imp. Gal.

Average daily use/connection (605 connections): 230 Imp. Gal.      Previous Month – 180

Observation Well #310 Levels (meters): July 12, 2017: 7.5      Previous Month – 7.139

**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:** presented by Leslie Carter

Call outs for June 2017: 7 (1 MVI, 6 First Responder, 0 Fire, 0 Misc.)

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

**Claire Hilscher            Seconded: Dave Simpson            Vote: Carried**

**Fire Protection Committee:** no meeting

**Fire Hall Replacement Committee:** no meeting

Bob reported that the committee is still working on revisions of the drawings and once completed can set a date for meeting with the trustees regarding budget.

**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 June 2017 Water: **\$8,815.56**

Total payments issued for June 2017 Fire: **\$971.25**

**Motion: to accept Finance Committee report as presented**

**Linda McKay                      Seconded: Dave Simpson                      Vote: Carried**

**Bylaw Committee:** no meeting

**Environment and Emergency Committee:** no meeting

**HR Committee:** no meeting

**Planning Committee:** no meeting

**Correspondence In:**

July 5, 2017 – McElhanney Consulting Services, Watermain replacement drawings proposal (Seaview Drive and Longview Drive)

**Correspondence Out:** none

**Motion: to accept McElhanney proposal with the requirement that a different project manager be assigned.**

**Don Milburn                      Seconded: Linda McKay                      Vote: Carried**

Administrator will follow up with McElhanney

**Old Business:** none

**New Business:**

A meeting with Courtney Simpson, RDN planner, to discuss proposed changes for the Official Community Plan set for August 2, 2017 at 9:00 am. Administrator will confirm with Courtney at the RDN.

**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 August 16, 2017.

By: \_\_\_\_\_  
Chair of the Trustees

\_\_\_\_\_  
Officer