

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

July 20, 2016

Trustees: Tom Plensky, Chair
Linda McKay
Don Milburn
Candace Cowan
Claire Hilscher

Regrets: Dave Simpson, Bob Leggett

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

Call to Order: 7:00 pm

Introduction of late items: none

Motion: to approve agenda for current meeting

Don Milburn Seconded: Linda McKay Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on June 15, 2016

Motion: to approve the minutes as amended of Regular Board Meeting of June 15, 2016

Don Milburn Seconded: Linda McKay Vote: Carried

Business arising from the minutes: none

Operator Monthly Report:

Operations & Maintenance Report for June 9 – July 14, 2016

Water Delivery: June 9 – July 14, 2016: 3,263,920 Imp. Gal.

Average daily use/connection (605 connections): 154 Imp. Gal. Previous Month – 184

Observation Well #310 Levels (meters): Jul. 14, 2016: 7.885 Previous Month – 7.61

Motion: to approve replacement of power pole at Well #5 as per quote from Addy Power

Claire Hilscher Seconded: Don Milburn Vote: Carried

Motion: to accept the Operator's report as presented

Linda McKay Seconded: Don Milburn Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for June 2016: 15 (5 MVI, 7 First Responder, 3 Fire, 0 Misc.)

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

Linda McKay Seconded: Don Milburn Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: June 29, 2016 meeting

Administrator reported that the committee is still working on finalizing building plans and following leads regarding a Coordinating Registered Professional

Finance Committee: no meeting

Total payments issued for June 2016 Water: **\$6,916.69**

Total payments issued for June 2016 Fire: **\$398.21**

Motion: to accept the Finance Committee report

Claire Hilscher Seconded: Candace Cowan Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: June 21, 2016 meeting

Review of the June 21 committee report and verbal report by Claire from the July 6 conference call with Michael Payne regarding draft interim report on Wellhead Protection Plan.

Administrator is obtaining quotes from other labs for chemical analyses.

Motion: to accept the Environment and Emergency Committee report

Linda McKay Seconded: Don Milburn Vote: Carried

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

June 16, 2016 – RDN, re: Area H Official Community Plan Review - Aquifer Information

June 20, 2016 – Private donation, \$20,000 towards new building and fire equipment “In Memory of Dave Nixon”

July 4, 2016 – Deep Bay Fire/Rescue Society, request to hold bottle drive on DBID property
October 29, 2016, 10 am – 2 pm

Correspondence Out:

June 21, 2016 – Western Economic Diversification Canada, Canada 150 Community Infrastructure Program grant submissions

Motion: to allow the Deep Bay Fire/Rescue Society to use the DBID property for a Bottle Drive on Saturday, October 29, 2016 from 10 am – 2 pm.

Claire Hilscher Seconded: Don Milburn Vote: Carried

Motion: to deal with and file correspondence in and out

Don Milburn Seconded: Claire Hilscher Vote: Carried

Old Business: none

New Business:

Discussion regarding the current Capital Expenditure Charge (CEC), Bylaw No. 222. The CEC charges were reviewed and the CEC project list updated in 2014 by McElhanney

Consulting Services. Current CEC bylaw does not need to be updated at this time but the board will look at this again once the Area H Official Community Plan update has been finalized.

If the public has questioned regarding this bylaw or the application process in general, they are encouraged to contact the DBID office.

Question Period: none

There being no further business the meeting was adjourned to go in-camera at 7:55 pm.

The above minutes were approved by the Board of Trustees on August 17, 2016.

By: _____
Chair of the Trustees

Officer