

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

**June 17, 2015**

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

**Regrets:** 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**

**Bob Leggett                      Seconded: Linda McKay                      Vote: Carried**

**Petitions and Delegations:** none

**Minutes of the Regular Board Meeting held on May 20, 2015**

**Motion: to approve the minutes of Regular Board Meeting of May 20, 2015**

**Don Milburn                      Seconded: Dave Simpson                      Vote: Carried**

**Business arising from May 20, 2015 board meeting:** none

**Operator Monthly Report:**

**Operations & Maintenance Report for May 12, 2015 – June 10, 2015**

Water Delivery: May 12, 2015 – June 10, 2015: 3,702,550 Imp. Gal.

Average daily use/connection (605 connections): 213 Imp. Gal.      Previous Month – 104

Observation Well #310 Levels (meters): June 10, 2015: 7.61      Previous Month – 7.28

Don B. and Tom met with Arrolectric Power Systems (APS) to review current issues with generator and well back up. APS found that the current generator needs the timer for the low oil pressure switch replaced and starting issue should be resolved.

Board discussed options of moving current generator to Well #8 and purchasing a second generator for building back up. APS feels that this can be completed for about \$20,000. The current generator has the required power to start and run well #8 and a second generator can be smaller for the building.

**Motion: to request a written proposal with cost breakdown from Arrolectric Power Systems for repairs to the current generator, installation of current generator at Well #8, and the purchase and installation of a second generator for back up for the building.**

**Don Milburn                      Seconded: Dave Simpson                      Vote: Carried**

Don B. and Tom to get any additional costs that will need to be considered, not covered by proposal (e.g. moving of container). Operator to confirm site conditions at Well #8 for generator container.

**Motion: to accept the Operator's report as presented**

**Linda McKay            Seconded: Bob Leggett            Vote: Carried**

**Operations & Maintenance Committee:** no meeting

**Fire Chief's Report:** presented by Leslie Carter

Call outs for May 2015: 7 (2 MVI, 4 First Responder, 0 Fire, 1 Misc.)

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

**Dave Simpson            Seconded: Don Milburn            Vote: Carried**

**Fire Protection Committee:** no meeting

**Fire Hall Replacement Committee:** May 26, 2015 meeting

Several committee members met with the RDN regarding the option of adding onto the current building as an alternate scenario that would have just new truck bays built. The committee is working on costing for different building options being considered.

**Motion: to accept Fire Hall Replacement Committee report as presented**

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

**Finance Committee:** no meeting

Total payments issued for May 2015 Water: **\$8,181.43**

Total payments issued for May 2015 Fire: **\$1,459.14**

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

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

**Bylaw Committee:** no meeting

**Environment and Emergency Committee:** no meeting

**HR Committee:** no meeting

**Planning Committee:** June 3, 2015 meeting

Review of June 3, 2015 committee report

Correspondence received:

June 1, 2015 – Deep Bay Marine Search & Rescue, request to place recruiting sign on DBID property

June 3, 2015 – HPS Power Ltd., quote for standby generator at well #8

**Motion: to authorize McElhanney Consulting to submit Shoreline Drive drawings to MOTI for permit, cost not to exceed \$1,000.**

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

**Motion: to accept Planning Committee report & recommendations as presented**

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

**Correspondence In:**

June 4, 2015 – Deep Bay Fire Rescue Society – Bottle drive on Saturday, August 8, 2015, would like to use DBID property for sorting.

**Correspondence Out:** none

**Motion: to authorize Deep Bay Fire Rescue Society's use of DBID property for a bottle drive on Saturday, August 8, 2015**

**Candace Cowan      Seconded: Bob Leggett      Vote: Carried**

**Old Business:** none

**New Business:**

July Pipeline reviewed – Open burning/campfire status to be confirmed prior to mail out.

**Resolution No. 121: that identified properties will be given 24 hour written notice that water will be shut off due to tolls or other charges owing for 90 days or longer.**

**Candace Cowan      Seconded: Linda McKay      Vote: Carried**

**Question Period:** none

There being no further business the meeting was adjourned at 7:55 pm

The above minutes were approved by the Board of Trustees on July 15, 2015.

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

\_\_\_\_\_  
Officer