

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

June 20, 2018

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

Regrets: Bob Leggett

Staff: Leslie Carter, Administrator
Don Buchner, Operator

Call to Order: 7:00 pm

Introduction of late items:

New business: brushing out property for safety and viewing Gainsberg Road

Motion: to approve agenda as amended for current meeting

Tom Plensky Seconded: Claire Hilscher Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on May 16, 2018

Motion: to approve the minutes of Regular Board Meeting of May 16, 2018

Dave Simpson Seconded: Linda McKay Vote: Carried

Business arising from the minutes: Fire department members for new Facilities Committee will be Don Coghil and Ed Pater. Direction from the board for initial meeting to be discussed under new business

Operator Monthly Report:

Operations & Maintenance Report for May 8 – June 13, 2018

Water Delivery: May 8 – June 13, 2018: 3,978,700 Imp. Gal.

Average daily use/connection (605 connections): 183 Imp. Gal. Previous Month – 108

Observation Well #310 Levels (meters): June 13, 2018: 7.70 Previous Month – 7.38

Generator repairs are now complete

Motion: to accept the Operator's report as presented

Tom Plensky Seconded: Dave Simpson Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for May 2018: 6 (0 MVI, 5 First Responder, 1 Fire, 0 Misc.)

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

Claire Hilscher Seconded: Candace Cowan Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

Dave provided an update. Committee is waiting on cost estimates for concrete from structural engineer. Based on timeline previously provided by architect, it is unlikely that ground breaking will start this year.

Requirement for bid bonds is still to be determined.

Motion: to accept Fire Hall Replacement Committee report as presented

Tom Plensky Seconded: Claire Hilscher Vote: Carried

Finance Committee: no meeting

Total payments issued for May 2018 Water: **\$9,564.80**

Total payments issued for May 2018 Fire: **\$5,776.27**

Motion: to accept Finance Committee report as presented

Claire Hilscher Seconded: Linda McKay Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

HR Committee: no meeting

Planning Committee: June 1, 2018 meeting

Motion: to accept Planning Committee report as presented

Linda McKay Seconded: Dave Simpson Vote: Carried

Correspondence In:

May 25, 2018 – Vancouver Island Health Authority, Drinking Water Inspection Report

May 28, 2018 – Deep Bay Fire/Rescue Society, request to use DBID property for bottle drive on Saturday, August 25, 2018

June 1, 2018 – Ministry of Forests, Lands and Natural Resource Operations, Well Inspection Reports

Correspondence Out: none

Motion: to allow DBFRS use of DBID property for bottle drive on August 25, 2018

Tom Plensky Seconded: Candace Cowan Vote: Carried

Motion: to deal with and file correspondence in and out

Tom Plensky Seconded: Dave Simpson Vote: Carried

Old Business: none

New Business:

Brush clearing is required on DBID property by the ditch from Mountainview Rd. down to hydro junction box as growing is impairing ability to see traffic coming up Gainsberg Rd. Operator will coordinate work to be done.

Facilities Committee initial meeting to look at open area in back and determine what needs to be cleared out and what needs to be kept. Fencing discussions are not a priority. Eventually an inventory list of what is stored in the back and in the C-Can is required to ensure fire department assets are tracked and insured as appropriate. Inventory list already exists for water related items.

Board still needs to determine is the current C-Can will be retained once the new hall is built.

July Pipeline reviewed – burn information to be updated prior to printing.

Resolution No. 130: 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.

Tom Plensky Seconded: Dave Simpson Vote: Carried

Question Period:

Q: Has the board decided yet as to whether the current 8-1 will be retained once a replacement is purchased?

A: This issue has not yet been decided. There needs to be a cost/benefit analysis provided for consideration. Fire Department should start drafting a document that can be used to help in the decision process.

There being no further business the meeting was adjourned at 7:45 pm.

The above minutes were approved by the Board of Trustees on July 18, 2018.

By: _____
Chair of the Trustees

Officer