

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

June 21, 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 May 17, 2017

Motion: to approve the minutes of Regular Board Meeting of May 17, 2017

Dave Simpson Seconded: Bob Leggett Vote: Carried

Business arising from the minutes: none

Operator Monthly Report:

Operations & Maintenance Report for May 10, 2017 – June 14, 2017

Water Delivery: May 10, 2017 – June 14, 2017: 3,806,880 Imp. Gal.

Average daily use/connection (605 connections): 180 Imp. Gal. Previous Month – 86

Observation Well #310 Levels (meters): June 14, 2017: 7.139 Previous Month – 6.66

Motion: to approve, up to \$1000, work to improve ventilation to generator container

Linda McKay Seconded: Bob Leggett Vote: Carried

Motion: to approve and proceed with conversion of Well #6 to a Variable Frequency Drive, based on costs for work to Well #8

Candace Cowan Seconded: Claire Hilscher Vote: Carried

Motion: to accept the Operator's report as presented

Don Milburn Seconded: Dave Simpson Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for May 2017: 8 (2 MVI, 4 First Responder, 1 Fire, 1 Misc.)

Motion: to approve the purchase of FirePro 2 lite, costs to include \$1995.00 for software package and \$598.50 for annual service contract

Don Milburn Seconded: Linda McKay Vote: Carried

Motion: to accept Fire Chief's report as presented

Candace Cowan Seconded: Dave Simpson Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: May 26, 2017 meeting

Based on recommendations from the May 26, 2017 meeting, a joint Planning and Fire Hall Replacement Committee meeting will be set to discuss setting a budget for the fire hall project. Administrator will follow up with Bob regarding timing.

Committee members met with an engineer May 30th and he is very interested in the project and has expressed interest in taking on the role of CRP. Committee members are in discussion with him regarding detail, scope etc.

Bob has had some discussion with an electrician that has worked on several fire halls and his recommendation is for modular steel building.

Bob is speaking to the RDN with regards to wording in the Official Community Plan to include fire halls as part of the "Community Amenities Contributions" section.

Administrator to look at grant recently received by Lasqueti for solar/electrical work

Administrator to obtain a copy of a recent publication regarding grant writing/applications

Motion: to accept Fire Hall Replacement Committee report as presented

Dave Simpson Seconded: Candace Cowan Vote: Carried

Finance Committee: no meeting

Total payments issued for May 2017 Water: **\$9,322.54**

Total payments issued for May 2017 Fire: **\$2,995.22**

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: none

Correspondence Out: none

Old Business: none

New Business:

Motion: to introduce and give first reading of Bylaw No. 231 "2017 Capital Works – Well #8 - Renewal Reserve Fund Disbursement Bylaw" to authorize the disbursement of monies in the Capital Works Renewal Reserve Fund for replacement/upgrade work at well #8

Bob Leggett Seconded: Linda McKay Vote: Carried

Motion: to reconsider and finally pass Bylaw No. 231 "2017 Capital Works – Well #8 - Renewal Reserve Fund Disbursement Bylaw" to authorize the disbursement of monies in the Capital Works Renewal Reserve Fund for replacement/upgrade work at well #8

Dave Simpson Seconded: Bob Leggett Vote: Carried

Resolution No. 127: 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.

Don Milburn Seconded: Dave Simpson Vote: Carried

Review of July Pipeline edition – fire restrictions may be changed prior to printing of newsletter

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 19, 2017.

By: _____
Chair of the Trustees

Officer