

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

March 18, 2015

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

Regrets: Don Milburn, Bob Leggett

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

Claire Hilscher **Seconded: Candace Cowan** **Vote: Carried**

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on February 18, 2015

Motion: to approve the minutes of Regular Board Meeting of February 18, 2015

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

Business arising from February 18, 2015 board meeting: none

Presentation of 2014 Audit Findings and Financial Statements, Cory Vanderhorst, MNP

Consolidated Financial Statements and Audit Findings Report to December 31, 2014 were presented and reviewed.

Motion: to approve the 2014 Consolidated Financial Statements and 2014 Audit Findings Report as presented

Linda McKay **Seconded: Claire Hilscher** **Vote: Carried**

Operator Monthly Report:

Operations & Maintenance Report for February 11, 2015 – March 10, 2015

Water Delivery: February 11, 2015 – March 10, 2015: 1,342,480 Imp. Gal.

Average daily use/connection (605 connections): 83 Imp. Gal. Previous Month – 84

Observation Well #310 Levels (meters): Mar. 12, 2015: 7.144 Previous Month – 7.508

Motion: to accept quote from Rob Sawyer Excavating of \$2938 plus tax for clearing road into Well #3 with a limit of \$1,000 for any additional materials (road crush) or labour required.

Candace Cowan **Seconded: Dave Simpson** **Vote: Carried**

Motion: to accept the Operator's report as presented

Dave Simpson **Seconded: Candace Cowan** **Vote: Carried**

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for February 2015: 8 (4 MVI, 2 First Responder, 1 Fire, 1 Misc.)

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: February 21, 2015 meeting

Committee conducted a tour of the property and discussed options for building site and building requirements. The committee also had a full tour of the Dashwood Fire Department's Meadowood Hall on March 2, 2015. The committee will be meeting on March 25, 2015 and will report further after this meeting.

Motion: to accept Fire Hall Replacement Committee report as presented

Claire Hilscher Seconded: Linda McKay Vote: Carried

Finance Committee: no meeting

Total payments issued for February 2015 Water: **\$21,105.91**

Total payments issued for February 2015 Fire: **\$3,055.02**

Motion: to accept Finance 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:

March 13, 2015 – Comox Valley Regional District, Mutual Aid Agreement Amendment #1

Correspondence Out:

February 19, 2015 – Deep Bay Fire Rescue Society, re Spring Clean-up/Bottle Drive

February 25, 2015 – S. Biro, reply re basis of tax rates for different classifications

Motion: to approve and authorize signing of the Fire Rescue Services Mutual Aid Agreement Amendment #1 between Comox Valley Regional District (representing Fanny Bay Fire Dept.), Deep Bay Improvement District and Ships Point Improvement District.

Candace Cowan Seconded: Linda McKay Vote: Carried

Motion: to deal with and file correspondence in and out

Claire Hilscher Seconded: Linda McKay Vote: Carried

Old Business:

Bylaw No. 222 amendment to be completed using year-end audited balances.

New Business:

AGM – April 8, 2015 Agenda and 2014 Annual Report reviewed and changes noted.

2014 Annual Water System Report for Island Health reviewed and changes noted.

April 2015 Pipeline edition reviewed.

Resolution No. 120: 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.

Linda McKay

Seconded: Dave Simpson

Vote: Carried

Question Period: none

There being no further business the meeting was adjourned at 8:20 pm

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

By: _____
Chair of the Trustees

Officer