

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

May 20, 2015

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

Staff: Leslie Carter, Administrator
Don Buchner, Operator

Call to Order: 7:00 pm

Introduction of late items:

Correspondence in:

May 20, 2015 – Deep Bay Fire Rescue Society – request permission to use the Deep Bay Improvement District property, and to use water, to hold a car wash, barbeque, and garage sale on July 11, 2015.

May 20, 2015 – Min. of Community, Sport and Cultural Development – registered copy of Bylaw No. 222 “Comprehensive Capital Expenditure Bylaw No. 222”

May 20, 2015 – Western Economic Diversification Fund – Canada 150 Community Infrastructure Program

Motion: to approve agenda as amended for current meeting

Don Milburn Seconded: Candace Cowan Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on April 15, 2015

Motion: to approve the minutes of Regular Board Meeting of April 15, 2015

Bob Leggett Seconded: Linda McKay Vote: Carried

Business arising from April 15, 2015 board meeting: none

Minutes of the Special Board Meeting held on May 7, 2015

Motion: to approve the minutes of Special Board Meeting of May 7, 2015

Claire Hilscher Seconded: Candace Cowan Vote: Carried

Business arising from May 7, 2015 board meeting: none

Operator Monthly Report:

Operations & Maintenance Report for April 8, 2015 – May 12, 2015

Water Delivery: April 8, 2015 – May 12, 2015: 2,117,605 Imp. Gal.

Average daily use/connection (605 connections): 104 Imp. Gal. Previous Month – 91

Observation Well #310 Levels (meters): May 12, 2015: 7.28 Previous Month – 7.11

Leak on Shoreline to be repaired on Thursday, May 21/15. Roadway needs to be dug out to access watermain.

Motion: to approve purchase of 3 new fittings for water test sample sites for approximately \$500 (total)

Bob Leggett Seconded: Don Milburn Vote: Carried

Motion: to accept the Operator's report as presented

Claire Hilscher Seconded: Candace Cowan Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for April 2015: 4 (1 MVI, 3 First Responder, 0 Fire, 0 Misc.)

Discussion regarding updating of Fire Regulation Bylaw and Burning Permit. Fire Protection Committee to meet to review Fire Regulation Bylaw and bring recommendations back to the board.

Motion: to accept Fire Chief's report as presented

Linda McKay Seconded: Dave Simpson Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: April 28, 2015 meeting

Committee is reviewing budgetary needs and will bring recommendations to the board to be considered during budget meetings.

Motion: to accept Fire Hall Replacement Committee report as presented

Linda McKay Seconded: Don Milburn Vote: Carried

Finance Committee: no meeting

Total payments issued for April 2015 Water: **\$41,037.85**

Total payments issued for April 2015 Fire: **\$19,948.19**

Motion: to accept Finance 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

Meeting to be set to discuss Shoreline Drive road condition, well drilling, generator repair/replacement options.

Correspondence In:

- April 16, 2015 – RBC Blue Water Project, RBC not supporting proposal at this time
- April 17, 2015 – Ratepayer, penalty assessment for late payment
- April 21, 2015 – The Smart Team, Rosemary Smart, Improvement District Update
- April 27, 2015 – RDN, orientation for BC Water Use Reporting Centre
- May 5, 2015 – B & H Repairs, quote for generator repairs (oil pump assembly)
- May 20, 2015 – Deep Bay Fire Rescue Society – request permission to use the Deep Bay Improvement District property, and to use water, to hold a car wash, barbeque, and garage sale on July 11, 2015.
- May 20, 2015 – Min. of Community, Sport and Cultural Development – registered copy of Bylaw No. 222 “Comprehensive Capital Expenditure Bylaw No. 222”
- May 20, 2015 – Western Economic Diversification Fund – Canada 150 Community Infrastructure Program

Correspondence Out:

- April 20, 2015 – Min. of Community, Sport & Cultural Development, 2015 Annual reporting requirements
- April 21, 2015 - Min. of Community, Sport & Cultural Development, Bylaw No. 222, amended
- April 21, 2015 – Baynes Sound Investments Ltd, confirmation of recommendations from Guiton Environmental Consulting Nov 12, 2014 report.
- May 15, 2015 – Min. of Health, comment regarding Secondary Disinfection in Distribution Systems Guidelines

Administrator to respond to ratepayer that issue regarding missed mail is with Canada Post and to remind ratepayer of available payment options.

Motion: to allow the Deep Bay Fire Rescue Society to use the DBID property to hold a car wash, barbeque and garage sale on July 11, 2015.

Candace Cowan Seconded: Bob Leggett Vote: Carried

Dave Simpson and Administrator to meet to go over the Western Economic Diversification Fund – Canada 150 Community Infrastructure Program grant application

Administrator to follow up with Area H Director Bill Veenhof regarding assistance with grant writing.

Motion: to deal with and file correspondence in and out

Don Milburn Seconded: Dave Simpson Vote: Carried

Old Business: none

New Business: none

Question Period: none

There being no further business the meeting was adjourned at 8:12 pm

The above minutes were approved by the Board of Trustees on June 17, 2015.

By: _____
Chair of the Trustees

Officer