

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

November 18, 2015

Trustees: Tom Plensky, Chair
Claire Hilscher
Bob Leggett
Candace Cowan
Dave Simpson

Regrets: Linda McKay
Don Milburn

Staff: Leslie Carter, Administrator
Don Buchner, Operator

Call to Order: 7:00 pm

Introduction of late items:

Correspondence In:

November 13, 2015 – Maci Service & Repair, quote for installation of meters at 6 well sites

November 13, 2015 – Bowser Waterworks District, re: Discussions regarding shared challenges and succession planning

November 17, 2015 – Deep Bay Fire Rescue Society, request use of DBID property for a Spring Clean-up and Bottle Drive March 19, 2016 from 10 am – 2 pm

Motion: to approve agenda as amended for current meeting

Dave Simpson Seconded: Candace Cowan Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on October 21, 2015

Motion: to approve the minutes of Regular Board Meeting of October 21, 2015

Claire Hilscher Seconded: Bob Leggett Vote: Carried

Business arising from October 21, 2015 board meeting: none

Operator Monthly Report:

Operations & Maintenance Report for October 14 – November 11, 2015

Water Delivery: October 14 – November 11, 2015: 1,478,730 Imp. Gal.

Average daily use/connection (605 connections): 88 Imp. Gal. Previous Month – 113

Observation Well #310 Levels (meters): Nov. 11, 2015: 8.99 Previous Month – 8.81

Motion: to approve the quote for \$3400 from Maci Service & Repair for the replacement of water meters at 6 wells

Bob Leggett Seconded: Candace Cowan Vote: Carried

Motion: to accept the Operator's report as presented

Claire Hilscher Seconded: Dave Simpson Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for October 2015: 6 (4 MVI, 2 First Responder, 0 Fire, 0 Misc.)

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

Finance Committee: no meeting

Total payments issued for October 2015 Water: **\$26,539.90**

Total payments issued for October 2015 Fire: **\$6,943.48**

Motion: to accept the Finance Committee report

Bob Leggett Seconded: Claire Hilscher Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

November 6, 2015 - Min. of Comm., Sports and Cultural Development, Bylaw 223 registered

November 13, 2015 – Maci Service & Repair, quote for installation of meters at 6 well sites

November 13, 2015 – Bowser Waterworks District, re: Discussions regarding shared challenges and succession planning

November 17, 2015 – Deep Bay Fire Rescue Society, request use of DBID property for a Spring Clean-up and Bottle Drive March 19, 2016 from 10 am – 2 pm

Correspondence Out:

October 28, 2015 – Min. of Comm., Sports and Cultural Development, Bylaws No. 225 & 226

Motion: to permit use of DBID property to the Deep Bay Fire/Rescue Society for a Spring Clean-up and Bottle Drive March 19, 2016 from 10 am – 2 pm

Candace Cowan Seconded: Dave Simpson Vote: Carried

Motion: to authorize the administrator to proceed with the hiring of a shared administrative assistant position

Candace Cowan Seconded: Claire Hilscher Vote: Carried

Old Business: none

New Business:

Court of revision date set for December 9, 2015. Appointments required to be booked by December 2, 2015 (Candace, Claire and Tom available if required)

Review of November pipeline: note to be added regarding upcoming job opening for Administrative Assistant.

Question Period: none

There being no further business the meeting was adjourned at 7:50 pm

The above minutes were approved by the Board of Trustees on December 16, 2015.

By: _____
Chair of the Trustees

Officer