

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

October 18, 2017

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

Regrets: Linda McKay, Bob Leggett

Staff: Leslie Carter, Administrator
Lexia Baich, Administrative Assistant
Don Buchner, Operator

Call to Order: 6:45 pm

Motion: to move meeting in-camera for an HR discussion

Dave Simpson Seconded: Don Milburn Vote: Carried

Motion: to rise from in-camera and resume regular board meeting

Tom Plensky Seconded: Don Milburn Vote: Carried

Introduction of late items: none

Motion: to approve agenda for current meeting

Don Milburn Seconded: Claire Hilscher Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on September 20, 2017

Motion: to approve the minutes of Regular Board Meeting of September 20, 2017

Dave Simpson Seconded: Claire Hilscher Vote: Carried

Business arising from the minutes: none

Operator Monthly Report:

Operations & Maintenance Report for September 14 to October 12, 2017

Water Delivery: September 14 to October 12, 2017: 1,833,520 Imp. Gal.

Average daily use/connection (605 connections): 108 Imp. Gal. Previous Month – 223

Observation Well #310 Levels (meters): Oct. 12, 2017: 8.4 Previous Month – 8.2

Motion: to accept the Operator's report as presented

Candace Cowan Seconded: Dave Simpson Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for September 2017: 8 (2 MVI, 5 First Responder, 1 Fire, 0 Misc.)

Motion: to accept Fire Chief's report as presented

Don Milburn Seconded: Candace Cowan Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

Committee is still waiting on proposal from engineer.

Discussion regarding steel frame building option. When project is put out on BC Bid, costs can be requested for multiple construction techniques including steel, tilt up concrete and stick frame.

Finance Committee: no meeting

Total payments issued for August 2017 Water: **\$8,561.94**

Total payments issued for August 2017 Fire: **\$5,351.39**

Total payments issued for September 2017 Water: **\$8,475.12**

Total payments issued for September 2017 Fire: **\$5,756.09**

Motion: to accept committee recommendations and to approve the 2018 Waterworks and Fire Protection Operating and Capital Budgets as presented

Dave Simpson Seconded: Claire Hilscher Vote: Carried

Motion: to accept Finance Committee report as presented

Claire Hilscher Seconded: Dave Simpson Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

HR Committee: no meeting

Planning Committee: October 13, 2017 meeting

Recommendations addressed under finance

Correspondence In:

September 25, 2017 – McElhanney Consulting Services Ltd, updated standards document

Correspondence Out: none

Motion: to deal with and file correspondence in and out

Don Milburn Seconded: Claire Hilscher Vote: Carried

Old Business:

Wording has been added to the most recent OCP draft with regards to a monetary contribution for a new fire hall specifically for Deep Bay Southwest property. Administrator to obtain latest copy and forward wording to trustees for review.

New Business:

Motion: to introduce and give first reading of Bylaw No. 232 "Taxation Bylaw 2018" to set parcel, fire protection and fire hall building renewal tax rates for 2018

Don Milburn Seconded: Dave Simpson Vote: Carried

Motion: to reconsider and finally pass Bylaw No. 232 "Taxation Bylaw 2018" to set parcel, fire protection and fire hall building renewal tax rates for 2018

Don Milburn Seconded: Dave Simpson Vote: Carried

November Pipeline reviewed – info to be added about DBFRS Beachfest monies
Court of Revision date set for Wednesday, Dec. 13, 2017 (Candace, Don & Dave available)

Question Period: none

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

The above minutes were approved by the Board of Trustees on November 15, 2017.

By: _____
Chair of the Trustees

Officer