

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

September 16, 2015

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

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: Dave Simpson Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on August 19, 2015

Motion: to approve the minutes of Regular Board Meeting of August 19, 2015

Dave Simpson Seconded: Candace Cowan Vote: Carried

Business arising from August 19, 2015 board meeting: none

Operator Monthly Report:

Operations & Maintenance Report for August 11, 2015 – September 9, 2015

Water Delivery: August 11, 2015 – September 9, 2015: 3,012,770 Imp. Gal.

Average daily use/connection (605 connections): 173 Imp. Gal. Previous Month – 218

Observation Well #310 Levels (meters): Sept. 9, 2015: 8.53 Previous Month – 8.27

Operator presented quotes from Fenceline Products and Tower Fence Products for the supply and installation of fencing around the generator at Well #8. Operator to request a third quote from Ferris Fencing.

Motion: to approve a maximum of \$2200 + GST for the supply and installation of fencing for the generator at Well #8

Don Milburn Seconded: Claire Hilscher Vote: Carried

Motion: to accept the Operator's report as presented

Bob Leggett Seconded: Don Milburn Vote: Carried

Operations & Maintenance Committee: August 25, 2015 meeting

Motion: to accept and approve budget recommendations of the Operations and Maintenance Committee August 25, 2015 report

Linda McKay Seconded: Bob Leggett Vote: Carried

Fire Chief's Report: presented by Leslie Carter

Call outs for August 2015: 17 (5 MVI, 4 First Responder, 6 Fire, 2 Misc.)

Motion: to accept Fire Chief's report as presented

Dave Simpson Seconded: Linda McKay Vote: Carried

Fire Protection Committee: September 3, 2015 meeting

Motion: to accept and approve budget recommendations of the Fire Protection Committee September 3, 2015 report

Candace Cowan Seconded: Bob Leggett Vote: Carried

Fire Hall Replacement Committee: September 10, 2015 meeting

Motion: to accept and approve budget recommendations of the Fire Hall Replacement Committee September 10, 2015 report

Linda McKay Seconded: Dave Simpson Vote: Carried

Finance Committee: August 25, 2015 meeting

Total payments issued for August 2015 Water: **\$ 11,238.51**

Total payments issued for August 2015 Fire: **\$ 6534.61**

Motion: to accept and approve recommendations of the Finance Committee August 25, 2015 report

Don Milburn Seconded: Dave Simpson Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: September 3, 2015 meeting

Motion: to accept and approve budget recommendations of the Environment and Emergency committee September 3, 2015 report

Claire Hilscher Seconded: Bob Leggett Vote: Carried

HR Committee: September 14, 2015 meeting

Report to be presented in-camera

Planning Committee: September 14, 2015

Motion: to increase previously authorized limit of \$20,000 to \$27,500 for the installation of the new generator at Well #8, including replacement switch for auto start, pad and fencing and for the installation of an automatic switch for the building generator and required repositioning of the air compressor

Candace Cowan Seconded: Don Milburn Vote: Carried

Motion: to accept and approve recommendations of the Planning Committee September 14, 2015 report

Bob Leggett Seconded: Dave Simpson Vote: Carried

Correspondence In:

September 2, 2015 – Deep Bay Fire Rescue Society – Bottle drive on Saturday, January 23, 2016, 10 am – 1 pm, would like to use DBID property for sorting.

Correspondence Out: none

Motion: to authorize Deep Bay Fire Rescue Society's use of DBID property for a bottle drive on Saturday, January 23, 2016

Don Milburn Seconded: Candace Cowan Vote: Carried

Administrator to invite the Society to be present at the Fire Hall Renewal Presentation on October 21, 2015 to speak about monies raised to date.

Old Business: none

New Business:

Motion: to introduce and give first reading of Bylaw No. 223 "Fire Regulations Bylaw No. 223" for preventing and suppressing fires and for regulating the conduct of people at fires

Dave Simpson Seconded: Bob Leggett Vote: Carried

Motion: to reconsider and finally pass Bylaw No. 223 "Fire Regulations Bylaw No. 223" for preventing and suppressing fires and for regulating the conduct of people at fires

Bob Leggett Seconded: Candace Cowan Vote: Carried

Motion: to introduce and give first reading of Bylaw No. 224 "2015 Capital Works Renewal Reserve Fund Disbursement Bylaw" to authorize the disbursement of monies in the Capital Works Renewal Reserve Fund

Don Milburn Seconded: Candace Cowan Vote: Carried

Motion: to reconsider and finally pass Bylaw No. 224 "2015 Capital Works Renewal Reserve Fund Disbursement Bylaw" to authorize the disbursement of monies in the Capital Works Renewal Reserve Fund

Linda McKay Seconded: Dave Simpson Vote: Carried

Resolution No. 122: 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

October pipeline edition reviewed

Discussion regarding setting up meeting with other local ID's regarding common issues. Administrator to send a letter to Bowser WW, Qualicum Bay Horne Lake WW and Ships Point ID to see if they would be interested in meeting on occasion to discuss common issues.

Question Period: none

Finance Committee meeting set for October 14, 2015 at 7:00 pm

There being no further business the meeting was adjourned to move in camera at 8:35 pm

The above minutes were approved by the Board of Trustees on October 21, 2015.

By: _____
Chair of the Trustees

Officer