

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING

July 18, 2018

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

Regrets: Bob Leggett

Staff: Leslie Carter, Administrator

Guests: 1

Call to Order: 7:00 pm

Introduction of late items:

Correspondence In:

July 13, 2018 - Ministry of Municipal Affairs and Housing, preliminary approval for fire hall project

Motion: to approve agenda as amended for current meeting

Tom Plensky Seconded: Candace Cowan Vote: Carried

Petitions and Delegations: none

Minutes of the Regular Board Meeting held on June 20, 2018

Motion: to approve the minutes of Regular Board Meeting of June 20, 2018

Dave Simpson Seconded: Claire Hilscher Vote: Carried

Minutes of the Special Board Meeting held on July 3, 2018

Motion: to approve the minutes of Special Board Meeting of July 3, 2018

Dave Simpson Seconded: Linda McKay Vote: Carried

Business arising from the minutes:

Motion: to send letter to MLA Scott Fraser with update regarding budget for fire hall

Claire Hilscher Seconded: Tom Plensky Vote: Carried

Operator Monthly Report:

Operations & Maintenance Report for June 13 – July 7, 2018

Water Delivery: June 13 – July 7, 2018: 3,124,880 Imp. Gal.

Average daily use/connection (605 connections): 215 Imp. Gal. Previous Month – 183

Observation Well #310 Levels (meters): July 7, 2018: 7.90 Previous Month – 7.70

Motion: to accept the Operator's report as presented

Tom Plensky Seconded: Linda McKay Vote: Carried

Operations & Maintenance Committee: no meeting

Fire Chief's Report: presented by Leslie Carter

Call outs for June 2018: 4 (2 MVI, 1 First Responder, 1 Fire, 0 Misc.)

Total burn ban in effect as of July 18, 2018.

Motion: to accept the Fire Chief's report as presented

Candace Cowan Seconded: Tom Plensky Vote: Carried

Fire Protection Committee: no meeting

Fire Hall Replacement Committee: no meeting

Finance Committee: no meeting

Total payments issued for June 2018 Water: **\$11,795.10**

Total payments issued for June 2018 Fire: **\$2,230.30**

Motion: to send letter to RDN requesting that DBID be contacted as part of building/occupancy permit process to ensure legal water connection has been completed

Tom Plensky Seconded: Claire Hilscher Vote: Carried

Motion: to accept Finance Committee report as presented

Dave Simpson Seconded: Tom Plensky Vote: Carried

Bylaw Committee: no meeting

Environment and Emergency Committee: no meeting

Facilities Committee: July 4, 2018 meeting

Review of July 4, 2018 committee report: Tree removal will be determined by the building committee

Additional leveling and relocating the storage C-can can take place prior to any building starting

Motion: to accept Facilities Committee report as presented

Linda McKay Seconded: Dave Simpson Vote: Carried

Motion: to approve expenditures to a maximum \$1,000, for additional leveling of back of property and repositioning of C-can

Claire Hilscher Seconded: Dave Simpson Vote: Carried

HR Committee: no meeting

Planning Committee: no meeting

Correspondence In:

July 13, 2018 - Ministry of Municipal Affairs and Housing, preliminary approval for fire hall project

Correspondence Out:

July 5, 2018 - Ministry of Municipal Affairs and Housing, pre-approval for long-term borrowing

The board is continuing to explore finance options for short-term and long-term borrowing. Borrowing terms will need to be determined prior to going to referendum

Discussion regarding ways to obtain tighter costing estimates: The Building Committee to be asked to see if any cost estimates can be firmed up. There is concern about rising costs due to current trade issues with US.

Don Milburn will speak to Bill Veenhof if he sees him, regarding support for improvement district funding and the board will continue to follow-up with MLA Scott Fraser about accessing funds.

Motion: to deal with and file correspondence in and out

Tom Plensky Seconded: Linda McKay Vote: Carried

Old Business:

Seaview/Longview main replacement project: McElhanney has submitted all documentation for permits with both MOTI and VIHA and are waiting to hear back from both authorities.

New Business: none

Question Period: none

There being no further business the meeting was adjourned at 7:47 pm.

The above minutes were approved by the Board of Trustees on August 15, 2018.

By: _____
Chair of the Trustees

Officer