



A regular meeting of the Gillies Bay Improvement District held on the 11th of October, 2016 at the Gillies Bay Fire Hall.

Trustees: Jim Mason (Chair), Mave Leclair, Linda Holmes, Audrey Atkins, Jan Armstrong.

Staff: Bridget Andrews (Administrator), Ken Taylor (Water Operator), Doug Paton (Fire Chief).

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. APPROVAL OF THE AGENDA

A MOTION to approve the agenda was moved and seconded by the Board of Trustees.

CARRIED

3. ADOPTION OF MINUTES

A MOTION to adopt the minutes of the June 14, 2016 regular meeting was moved and seconded by the Board of Trustees.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

- a. B. Andrews reported that the GBID water master plan is finished. Trustees have been given digital copies, along with spiral bound copies to read and return to the office. Staff will be working on a presentation for bringing the water master plan to rate-payers in the spring of 2017.
- b. The project underway with BV Land Corp to acquire land suitable for our storage tank, treatment plant and related works will require thorough public engagement in order to gain approval from GBID rate-payers. The location of our storage tank is a critical part of our water master plan, and we will not achieve minimum fire-flow standards throughout the system if we don't proceed with a reservoir storage increase and relocation.

- c. The Cranby Lake Watershed Assessment is complete, along with recommendations on applying for a new water licence that will replace our existing one, to meet our current MDD (maximum daily demand) as well as our projected MDD. Cranby Lake has more than enough volume to accommodate our new licence application.
- d. PRRD Fire Service Agreement
B. Andrews made the corrections that were submitted by the Board of Trustees to the most recent draft PRRD Fire Service Agreement.

A MOTION to adopt the agreement as corrected by Audrey Atkins and to send a signed copy to PRRD was moved and seconded by the Board of Trustees.

CARRIED

- e. BC Ambulance/EHS has informed us that they will be taking delivery of a new ambulance in December. BC EHS tenancy at the Gillies Bay Firehall has been an ongoing concern as our fleet of trucks has expanded, along with firefighting apparatus. We no longer have enough space to accommodate BC EHS. There is a consensus that the GBID staff and trustees see BC EHS as a valued and integral service in Gillies Bay and would like to accommodate them, however the Board's primary concern must always be the rate-payers, and the assets the Board is elected to manage. B. Andrews has spoken with BC EHS on more than one occasion, suggesting that BC EHS consider building a fourth bay onto the firehall to permanently house their ambulance. The building was constructed with this possibility in mind. There has been no response to this suggestion.

The trustees have directed B. Andrews to draft a letter to BC EHS outlining the options available and the reasons we value having them here. The letter should also request a clear response from BC EHS on a preferred course of action. In the mean time K. Taylor will measure the works yard to determine whether E71 will fit in that building temporarily; until either a bay is built, or the ambulance relocates.

- f. The BC EHS Nighttime air ambulance issue seems to be moving toward a resolution.

5. REPORTS

b. Water Operator Report

The water system is working in a predictable manner. Our cooler summer kept conditions at Cranby much improved over last year. Both turbidity and temperature were lower overall. The lake is now recharging with it's lowest point being 12" from the bottom of the weir.

Gillies Bay experienced one brief boil water advisory due to a tube failure at the chlorinator. This BWA lasted ten days which is roughly the time it takes to submit three clear samples to Vancouver Coastal Health.

K. Taylor is in the process of acquiring a dechlorinating diffuser to use during system flushing. The original estimate we were given by Wolseley Waterworks was incorrect. The price went from \$1600 to over \$2800, after talking to two different people and attempting to proceed with an order based on the original price. We now have a quote from one of our regular equipment suppliers for \$2000. Staff would like to proceed with the purchase.

A MOTION to purchase a dechlorinating diffuser for \$2000 plus taxes, shipping and handling was moved and seconded by the Board of Trustees.

CARRIED

K. Taylor will be attending a chlorine-handling course in Abbotsford at the end of October, in addition to a recent day-course in Powell River on sampling. These courses, and an earlier day course in Powell River on small water systems, will give him adequate CEUs this year to maintain his EOCP certification.

a. Fire Chief report

D. Paton delivered his report on call-outs, community relations, and general operations of the department.

The department is no longer doing lift assists, in compliance with the Board's recent motion. Prior to the cut-off date for responding to these calls, the GBVFD was dispatched to four lift assists. Duty-officer call-outs are mostly backyard burning issues.

Capital Expenditures for 2017 were presented and questions about the 2017 budget were answered.

6. BYLAWS

a. The 2017 Fire Protection Taxation bylaw and related GBVFD budget were read and discussed.

A MOTION to accept the 2017 GBVFD budget and Bylaw No. 220 Fire Protection Taxation Bylaw 2017 was moved and seconded by the Board of Trustees.

CARRIED

b. The 2017 Taxation Bylaw rates were discussed based on our water master plan CAPEX projections and B. Andrews' Q3 budget synopsis provided to the Board prior to the meeting. A

brief risk assessment was done on the potential effects of increasing taxation too aggressively, or not increasing taxes at all.

A MOTION to increase 2017 taxation rate 'A' by 6% was moved and seconded by the Board of Trustees.

CARRIED

7. NEW BUSINESS

a. The GBID requires another trustee with signing authority on the GBID and GBVFD accounts to replace the outgoing trustee who was removed from the accounts following the April AGM.

A MOTION to make Jim Mason, Linda Holmes, Audrey Atkins and Bridget Andrews designated signing authorities on First Credit Union account numbers 945444 and 945451 was moved and seconded by the Board of Trustees.

CARRIED

b. The GBID must apply for a new water licence on Cranby Lake, to accommodate our current and future MDD (maximum daily demand). Now that the GBID has completed a water master plan and watershed assessment, staff has the necessary documentation to make application. B. Andrews will contact the Ministry to determine the best way to do this and proceed with collecting the remaining information required for making application.

c. B. Andrews will be working on organizing a GBID open house and public engagement process for presenting our water master plan in the spring of 2017.

h. Next regular meeting: December 13, 2016 at 7 PM at the Gillies Bay Fire Hall.

Meeting adjourned at 8:35 PM

Approved By: _____(Chair)

_____(Officer)