



A regular meeting of the Gillies Bay Improvement District held September 5, 2017 at the Gillies Bay Fire Hall.

Present: Audrey Atkins (Acting Chair), Linda Holmes, Ken Becotte, Theresa Beech (Acting Corporate Officer), Carolanne White (Administrator), Rob McWilliam (Deputy Chief).

Excused: Jim Mason, Ken Taylor, Doug Paton

1. CALL TO ORDER

Meeting called to order at 6:32 p.m.

2. APPROVAL OF THE AGENDA

**A MOTION to approve the agenda was made and seconded by the Board of Trustees.
Moved and seconded by the Board of Trustees. CARRIED**

3. ADOPTION OF MINUTES

ADOPTION OF MINUTES OF 21st of AUGUST 2017 By-election MEETING, Moved and seconded by the Board of Trustees. CARRIED

ADOPTION OF MINUTES OF 1ST OF SEPTEMBER 2017 SPECIAL IN CAMERA MEETING, Moved and seconded by the Board of Trustees. CARRIED

5. REPORTS

a.) Fire Chief Report

Rob's report gave a summary of operations, new appointment of officers and trainings. The GBVFD Officers have agreed that the best use of the bequeathed money from the Doug Talbot estate would be for the purchase of a SPU (structural protection unit), which would aid in structural fires and be available anywhere needed on Texada Island.

A MOTION to allocate the funds from the Talbot estate to the VFD to purchase SPU was moved and seconded by the Board of Trustees. CARRIED

Oceanside Overhead Doors has installed additional tension springs on the overhead doors at the Fire Hall. An introductory visit from the Occupational Safety Officer for WorkSafeBC BC was conducted on August 10th.

b.) Water Operator report – read by CO.

K. Taylor's report gave a summary of the challenges maintaining a satisfactory chlorine residual with the long, hot summer. A peat moss island near the intake needs to be moved, Ken suggested having it towed with a trolling boat. A metering system has identified another issue facing the water system. The Board would like to research the peat island to come up with a solution. This will be discussed at the October meeting, as well as metering to pay for usage.

c.) Corporate Officer Report

Theresa reported on the processes and day to day administrative duties that she is in the process of familiarizing herself with. Carolanne White has been hired as the new temporary Administrator while Bridget is on leave. Theresa will be working on the Stats Canada Survey to ensure that it is completed and filed.

7. NEW BUSINESS

a.) A MOTION to repeal 'Bylaw No 217 - Amending Bylaw 193' thus reinstating 'Bylaw No 193' with the following revision:

*Bylaw No. 193 - Clause 6. Board meetings are held on the second **Wednesday** of each month and notice is published in the Community Calendar in the local newspaper. Any change to the date is published in the local newspaper and place on the community notice board.*

was moved and seconded by the Board of Trustees.

CARRIED

b.) By-law and Budget (request from Ministry of Municipal Affairs and Housing)

tabled to October meeting

c.) Annual Capital Repair Expenditures Survey – Stats Canada

Audrey will ask Bridget if she has information compiled. Theresa can also ask the accountant for assistance if needed.

d.) GBID Manuals (Orientation, Operational)

Theresa and Carolanne will begin the process of researching and compiling information. This will be on-going for a while.

e.) GBID Organization Chart - in progress.

f.) By-election and recruiting

Ken advised that we have 60 days to hold an election. Theresa will contact Larry to confirm availability of the hall, and will contact Express Lines to have them post the position.

g.) Signing Authority – tabled to October

A MOTION to approve the purchase of a laptop in the budget of up to \$1000 was moved and seconded by the Board of Trustees. CARRIED

h.) Fall Staff and Board BBQ – September 23, 2017 at Ken and Barb Becotte’s house; please RSVP to Theresa.

Meeting adjourned at 7:25 PM

Approved By: _____(Chair)

_____(Officer)