



## **Minutes of December 17, 2024**

A Meeting of the Gillies Bay Improvement District Board of Trustees  
4:30 p.m. at the Gillies Bay Fire Hall

**Present:** Roger Kimmerly (Chair), Keith Franklin, Rolly Thorpe, Lisa Alcos, Rob McWilliam (Fire Chief), Theresa Beech (Administrator), George Kapetanakis (Water Operator), Juanita Walton (Corporate Officer)

**Regrets:** Carolanne White

**Guests:** Larry Dawe

1. Call to order.

Meeting called to order at 4:30 p.m.

**Fire Chief's Report** – moved to the beginning of the meeting, as Fire Chief needed to leave early to prepare for Christmas Fire Truck Parade. Rob McWilliam presented the Fire Chief report and answered questions from the Trustees.

**Motion** to accept the Fire Chief report moved, and seconded by the Board of Trustees

**CARRIED**

2. Motion to approve the agenda.

Motion to approve the agenda, with additions, moved, and seconded by the Board of Trustees.

**CARRIED**

3. Approval of the November 19, 2024, Trustee Meeting Minutes

**Motion** to approve the Board of Trustee Minutes of October 15, 2024, as presented, moved, and seconded by the Board of Trustees

**CARRIED**

4. Business Arising from the minutes.

a. UCBM Story Submission

**Motion** to approve the UBCM document and forward to UBCM as the position of GBID.

**CARRIED**

i. Proposal for joint meeting with VAID and new MLA

**Motion** to join with VAID involving the new MLA, for a meeting about grant funding.

**CARRIED**

b. Check-in List - Roger

i. Status of purchase of right-of-way for new water tank; also, possible change of some right-of-way to ownership.

The Board of Trustees discussed the acquisition of right of way for future water tank needs. It was agreed that this needs to be re-visited, and this item will be put on the agenda for the next meeting.

Items ii. – vii. Will be discussed at future meetings.

5. Reports

a. **Water Operator Report** - George presented the Water Operator report and answered questions from the Trustees.

The Trustees discussed the safety issues of asbestos pipe and agreed that we need to investigate the safe removal of the asbestos pipes.

**Motion** that we develop a plan, as soon as possible, for the replacement of saddles.

**CARRIED**

**Motion** to accept the Water Operator's report moved and seconded by the Board of Trustees

**CARRIED**

b. **Corporate Officer Report** – Juanita presented the Corporate Officer Report

i. The system for Inventory control and reporting will be revamped in 2025 for better accuracy. Selling of obsolete and un-needed equipment and parts will be brought to the Finance Committee Meeting in January

- ii. Postal strike averted, and invoice mail out will proceed as usual.
- iii. The Operations Manager position will be re-posted in Express Lines and on Facebook on January 1.

**Motion** to accept the Corporate Officer's report moved and seconded by the Board of Trustees.

**CARRIED**

**Motion** to adjourn at 5:25 for the Board to wave off the Fire Department Christmas Truck Parade.

Meeting reconvened at 5:32

6. New Business

- a. Fire Chief Succession

**Motion** to offer of the position of Fire Chief for GBVFD to Mike Corcoran, effective March 1, 2024.

**CARRIED**

- b. Authorized Signers

**Motion** to approve removing Theresa Beech and adding Juanita Walton as an authorized signer.

**CARRIED**

- c. Dogwood Pumphouse and Repairs

The Trustees discussed state of the Dogwood Pumphouse. The Trustees agreed, in principle, that repairs to the Dogwood Pumphouse needs to be investigated and repairs need to be done.

- d. Newsletter

The Trustees discussed the proposal of using a newsletter as a way of communicating with the community. The Trustees approved sending out an informative newsletter with the Tax and Water Toll invoices in January, and this will be revisited at a future meeting to determine if we will continue. Also discussed was creating a year plan for Express Lines communication

- e. Offer to purchase obsolete PVC pipes

The Trustees rejected the current offer and discussed posting the sale or auction of the pipes to the public.

f. Hydrovac Estimate

The Trustees discussed investigating other ways to suction up silt and debris from the intake at the dam, and there needs to be further investigation.

7. Proposed meeting dates for January 2025

- i. Human Resources Committee – January 14, 2025 at 10:00 am
- ii. Water Committee – January 14, 2025 at 11:00 am
- iii. Finance Committee – January 15 at 4:30 pm
- iv. Board of Trustee Meeting – January 21, 2025

**Motion** to adjourn at 6:25.

Approved By: \_\_\_\_\_ (Board Chair)

\_\_\_\_\_ (Corporate Officer)