

## Minutes of September 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) Lisa Alcos, Keith Franklin, Rob McWilliam (Fire Chief),  
Theresa Beech (Administrator), George Kapetanakis (Water Operator), Juanita Walton

**Regrets:** Rolly Thorpe, Carolanne White, Courtney Thomas

**Guests:** Larry Dawe, Mike Larock

1) Call to order.

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

2) Juanita Walton, the Corporate Officer in training was welcomed by the Board of Trustees.

3) Motion to approve the agenda.

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

4) Approval of the August 13, 2024, Trustee meeting minutes

**Motion** to approve the Board of Trustee Minutes of August 13, 2024, as presented, moved, and seconded by the Board of Trustees **CARRIED**

a) Business Arising from the minutes.

None.

5) Reports

**VFD Report** – Rob McWilliam presented the Fire Chief report. The fundraising campaign for the wildfire attack vehicle was successful. They will be moving forward with the purchase of the Kubota UTV for wildfire fighting.

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

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

**Motion** to accept the Water Operators report moved and seconded by the Board of Trustees **CARRIED**

**Corporate Officer Report** – Theresa presented the administrative report.

**Motion** to accept the Corporate Officer report moved and seconded by the Board of Trustees **CARRIED**

6) New Business

a. **Human Resources Committee Motions**

**Hours of Work and Associated Overtime Policy –**

**Motion** to adopt the policy as recommended by the HR committee, moved, and seconded by the Board of Trustees **CARRIED**

b. **Finance Committee Motions**

**Motion** that the Board of Trustees prior to voting on next years budget, assess short term and long-term priorities and put in place a multi-year financial plan **CARRIED**

**Motion** to approve the 2025 VFD Budget as recommended by the Finance Committee **CARRIED**

**Fire Protection Taxation Bylaw 256** was introduced and given first reading; the Trustees will reconsider at the next Board meeting.

**Motion** to establish a percentage increase for the renewal reserve fund beyond the water usage costs, moved, and seconded by the Board of Trustees **CARRIED**

**Motion** to set the mileage rate for expense reimbursement at the CRA 2024 rate of \$0.70 per kilometer, moved and seconded by the Board of Trustees **CARRIED**

c. **Water Committee Motions**

**Motion** to refer to the HR Committee the clarification of the job description for the Water Operator, moved and seconded by the Board **CARRIED**

**Motion** to approve the dam repair plan as per Mike Seymour's advice, moved and seconded by the Board of Trustees **CARRIED**

**Motion** to approve the tree removal at the Cranby Lake access road subject to gaining permission from the property owner, moved, and seconded by the Board of Trustees **CARRIED**

**Motion** to put a high priority on achieving a more accurate map of the pipes and valves within the GBID water system, moved, and seconded by the Board of Trustees **CARRIED**

**Motion** to systematically replace the gate valves up to twelve per year, moved and seconded by the Board of Trustees **CARRIED.**

7) **Meeting Dates**

- i. Human Resources Committee - TBD
- ii. Finance Committee – Wednesday, October 9, 2024 @ 4:30 pm
- iii. Water Committee – October 8, 10:00 a.m.
- iv. Board of Trustee Meeting – Tuesday, October 15th, 2024 @ 4:30 p.m.

8. Express Lines Submissions

Roger asked if anyone had anything to recommend for the October submission. George asked for information regarding psi and pressure reducer valves be included. Back flow preventers were also discussed.

9. Roger presented a motion that failed but may be brought to the HR Committee.

**Motion to adjourn – 5:30 p.m.**

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

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