

GILLIES BAY
IMPROVEMENT DISTRICT

Minutes of September 16, 2025

**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, Carolanne White, Juanita Walton (Corporate Officer), Doug Nikirk (Operations Manager), Mike Corcoran (Fire Chief).

Regrets: Rolly Thorpe

Guest: Tom Read

1. Call to Order

Meeting called to order at 4:30 pm.

2. Adoption to Approve the Agenda

Motion to approve the agenda, as amended, moved, and seconded by the Board of Trustees.

CARRIED

3. Approval of the August 19, 2025 Board of Trustee Meeting Minutes

Motion to approve the Board of Trustee Minutes of August 19, 2025, as amended, moved, and seconded by the Board of Trustees

CARRIED

4. Business Arising from the Minutes

None.

5. Reports

a. Fire Chief's Report

Mike listed the upgrades planned. Roger expressed thanks for the upgrades to the Fire Hall, especially the air room and the training room. There was a query about location of the keys to Selkirk gates, and a request to clean up the smokehouse and its surroundings.

Motion to accept the Fire Chief's Report, as submitted, moved and seconded by the Board of Trustees.

CARRIED

b. Operations Manager's Report

Issues with the SSF were discussed. Also discussed were the changes to the scope of the Water Line Upgrade project regarding where and when the upgrade will begin, the upcoming reservoir tank cleaning and compliance to confined spacer safety, and whether the replacement valve should be

replaced, in view of the future reservoir tank replacement. It was also mentioned that the gas detectors have arrived.

Motion to accept the Operations Manager Report, as submitted, moved and seconded by the Board of Trustees. **CARRIED**

c. Corporate Officer's Report

There was a query about whether the letter to the auditor had been sent. There was also a discussion about costing out fleet insurance for the FD vehicles and dropping comprehensive coverage. Also discussed were arrears for residents who owe parcel tax, but do not have a water hookup, and whether to place a lien against the property. This will be discussed at a further meeting.

Motion to accept the Corporate Officer's Report, as submitted, moved and seconded by the Board of Trustees. **CARRIED**

d. Grants Committee Report

Lisa reported on current initiatives, issues and success of the Grants Committees.

Motion to accept the Grants Committee Report, as submitted, moved and seconded by the Board of Trustees. **CARRIED**

6. New Business

a. 2026 Budget

Discussed were potential increases to the Parcel Tax and Water Tolls. Also discussed were the Water Line Upgrades and spreading them out over a longer period of time. There was a query about the daily and monthly cost of a cubic meter of water, relating to the metered residents. These items will be further discussed at the budget meeting on September 29 at 4:30.

b. GIC 90-Day Renewal

Juanita presented a break-down of the monthly cash flow requirements and requested that 50,000.00 of the GIC be deposited into the Operating and Water Account. Discussed was whether to reinvest the interest.

Motion to only renew 50,000.00 of the 90-Day GIC. **CARRIED**

c. Bylaw Reviews:

i. Bylaw 261 – Water Distribution Regulation

There was a discussion regarding further changes to this bylaw, especially in relation to arrears and penalties. The changes to Bylaw 261 will be further discussed at the next Finance Meeting.

ii. Bylaw 262 – Capital Expenditure Charges

There was a discussion regarding adding non-profit and charitable organizations to "Schedule A", and the 7500.00 charge per dwelling. It was suggested that 7500.00 be charged per phase of a non-profit development, rather than a one-time charge, or a per dwelling charge. It was also suggested that this could be dealt with by adding a clause that this could be at the discretion of the Board of Trustees. The changes to Bylaw 262 will be discussed further at the next Finance meeting.

iii. Bylaw 263 – Fire Protection Taxation

Changes to this bylaw will be discussed at the next budget meeting.

iv. Bylaw 264 – Taxation

Changes to this bylaw will be discussed at the next budget meeting.

v. Bylaw 265 - Water Tolls and Other Charges

Changes to this bylaw will be discussed at the next budget meeting.

vi. Bylaw 218 – Establishment and Operation of a Fire Department

Discussed were changes to the bylaw regarding remuneration of members, Fire Chief and Officers. Further discussed was the Fire Chief’s request to create a policy for paid-on-call, and that this needs to be brought to the budget meeting, otherwise, the current remuneration remains in effect, as established at the 2024 AGM.

Changes to this bylaw will be discussed at the next budget meeting.

a. Water Shut Off Policy

The Water Shut Off Policy was presented and discussed.

Motion to approve the Water Shut Off Policy.

CARRIED

b. Grants Committee Terms of Reference

The Terms of Reference for the Grants Committee were presented and discussed.

Motion to approve the Terms of Reference for the Grants Committee.

CARRIED

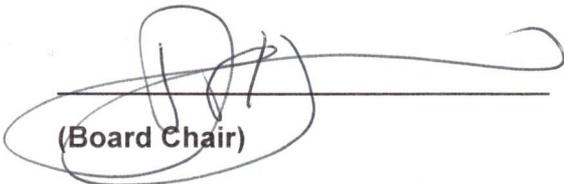
9. Upcoming Meeting Dates.

- a. Human Resources Committee: October 8, 2025 at 10:00 am
- b. Water Committee: October 8, 2025 at 11:00 am
- c. Finance Committee: October 9, 2025 at 4:30
- d. Board of Trustee Meeting: October 15, 2025 at 4:30 pm

10. Motion to adjourn at 6:03 pm.

CARRIED

Approved By:



(Board Chair)



(Corporate Officer)