

GILLIES BAY  
IMPROVEMENT DISTRICT

**Minutes of April 25, 2023**

A Meeting of the Gillies Bay Improvement District Board of Trustees  
1:00 p.m. via Zoom

**Present:** Chuck Childress (Chair), Rolly Thorpe, Roger Kimmerly, Larry Dawe, Rob McWilliam (Fire Chief), George Kapetanakis (Water Operator), Theresa Beech (Administrator), Carol Robertson (finance)

**Regrets:** Keith Franklin

1) Call to order

Meeting called to order at 1:00 p.m.

2) Motion to approve the agenda

**Motion** to approve the agenda as presented, moved, and seconded by the Board of Trustees, **CARRIED**

3) Approval of the March 21, 2023, Trustee meeting minutes

**Motion** to approve the Board of Trustee Minutes of March 21, 2023, moved and seconded by the Board of Trustees **CARRIED**

a) Business Arising from the minutes

- i) Spillway Upgrade – Did not proceed with grant submission for Community Forests, as timeline was insufficient for data collection.

4) Reports

**VFD Report** – Rob McWilliam presented his Fire Chief report. Wildfire training was conducted using funds that were received from the CEPF grant. There are now 8 fully licensed First Responders on the department. Open burn ban goes into effect May 15<sup>th</sup>. Looking at developing an Auxiliary Fire Fighter program with some retired fire fighters.

**Motion** to support the GBVFD proceeding with developing the Auxiliary Fire Fighter program, moved and seconded by the Board of Trustees **CARRIED**

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

**Water Operator** – George Kapetanakis presented the Water Operator report. George has been dealing with repairs at the chlorinator and electrical issues. The generator has been serviced and a new electrical panel is to be installed.

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

**Corporate Officer Report** – Theresa Beech presented the Administration report.

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

New Business

**a. Finance Committee Motions**  
**i. GIC Investments**

The 90 RBC GIC's matured on April 24<sup>th</sup>.

**Motion** The Board authorizes that \$ 40,000 from the Fire Department GIC maturing on April 24<sup>th</sup> be transferred to the Fire Department operating account, and that the remaining funds be reinvested in RBC GICs maturing in 90 days and paying an interest rate of no less than 4.00% per annum, and that the Board also authorizes that the other GBID GIC's that mature on April 24<sup>th</sup> be reinvested in RBC GICs for a period of 90 days and paying an interest rate of no less than 4.00% per annum. **CARRIED**

**b. 2022 Draft Financials**

The Trustees received copies of the draft 2022 Financials that were provided by DMD. No questions were noted.

**c. Statutory Right of Way Update**

The offer was completed on April 11<sup>th</sup> with the assistance of Dean MacDonald (realtor) and presented to Rainer Muentner to present to Selkirk. We have had no response as of today.

**d. Water Committee meeting with VCH Officer, Michael Nguyen - discussion**

The feedback was that the meeting was positive. The VCH officer had no objection to the proposal to extend the water to Shelter Point Park, as it was an improvement to the system they are currently on. Any improvement is thought to be a step forward.

**e. Coastal Water Suppliers Administrative Workshop**

**Motion** to approve sending two Trustees to the CWSA Administrative Workshop on May 2<sup>nd</sup>, moved and seconded by the Board of Trustees **CARRIED**

**f. Cowichan Bay Letter - discussion**

**Motion** to draft a letter to the Ministry, moved and seconded by the Board of Trustees **CARRIED**

Larry Dawe agreed to draft the letter and forward to the other Trustees for input.

**g. AGM – discussion**

The following resolution to be presented at the AGM

**Resolution:** Be it resolved that the GBID will continue to plan for both the purification of water acceptable to Coastal Health and the expansion of water service to Shelter Point Park as a priority. Moved and seconded by the Board of Trustees **CARRIED**

**Motion to adjourn – 2:20 p.m.**

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

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