



GILLIES BAY
IMPROVEMENT DISTRICT

Minutes of December 12, 2018, 6:30pm.

A regular meeting of the Gillies Bay Improvement District held, 2018 at the Gillies Bay Fire Hall.

Present: Audrey Atkins (Chair), Jim Mason, Tara Schumacher, Theresa Beech (Corporate Officer), Carol Robertson (Financial Administrator), Rob McWilliam (Fire Chief), Ken Taylor (Water Operator)

Regrets: Danuta Kusmierek, Ken Becotte

1. CALL TO ORDER

Meeting called to order at 6:30 p.m.

2. APPROVAL OF THE AGENDA

A MOTION to approve the agenda, Moved and seconded by the Board of Trustees. CARRIED

3. ADOPTION OF MINUTES

ADOPTION OF THE MINUTES of November 14, 2018 Regular MEETING, Moved and seconded by the Board of Trustees. CARRIED

4. REPORTS

a) Fire Chief Report – Rob McWilliam presented his report. The Fire Department will be having their usual Monday evening practices as well as Sunday practices on the last Sunday of the month. Recruitment efforts are continuing. The Fire Department would like to resume lift assistance to EHS.

The Board of Trustees moved and seconded the Motion to reinstate the lift service for EHS CARRIED

Rob will advise the EHS personnel and determine any succession requirements needed.

b) Water Operator Report – Ken Taylor reported on the water system. The inventory has been completed. Ken will forward a copy to Theresa. Ken is starting to analyze the data that he has been collecting from the water meters and should have a spreadsheet available soon. Two leak complaints were investigated and found to be seasonal runoff.

c) Corporate Officer Report – Theresa reported on Administrative operations. Carol and Theresa met with the new auditor and completed a walkthrough of the GBID financial systems and processes in preparation of the annual audit. 2 complaints of lights out were reported and entered into the BC Hydro SLIM system for service. The GBID calendars have arrived and delivery methods were discussed. The marquee exterior sign board tracking has arrived as well and the letters are on their way. The sign should be operational by the end of the month.

d) Committee Reports – No Meetings held in December

5. NEW BUSINESS

a) Water Distribution bylaw 233

The Trustees reviewed the bylaw and water stages that was prepared by the Water Committee. The bylaw was tabled until the January meeting.

b) Capital Works Project Plan for Renewal – an evaluation, planning & implementations Select Committee was recommended by Audrey. Audrey will ask Sandi McCormack if there are any resources available that might be relevant for the committee.

Motion to strike a Capital Works Project Planning Select Committee, moved and seconded CARRIED

Audrey will bring any related budget items to the Board for approval. The committee will look at the capex budget, and go over the Master Water Plan, ARS and other reports.

c) Texada Guiding Association Agreement – Dianne Marshall requested permission to remove the existing building and install a portable for the Thrift Store. The costs however were more than expected which has halted the project. The Trustees will explore options for the land and possibilities for improving the works yard.

d) Court of Revision Date – Saturday, February 23rd from 2 – 3 pm. Jim, Theresa and Carol will attend.

e) Administrative Fees for GBVFD – The 2018 fees will be transferred by cheque from the VFD to the GBID. Theresa, Audrey and Rob will discuss the admin fees at the next Admin meeting in January. .

6. Motion to adjourn 7:40 pm

Approved By:  (Board Chair)

 (Corporate Officer)