

GILLIES BAY
IMPROVEMENT DISTRICT

Minutes of February 13, 2024

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

Present: Keith Franklin (Acting Chair), Roger Kimmerly, Rolly Thorpe, Carolanne White, Rob McWilliam (Fire Chief), Theresa Beech (Administrator), George Kapetanakis (Water Operator), Courtney Thomas (Bookkeeper)

Regrets: Chuck Childress

1) Call to order

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

2) Motion to approve the agenda.

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

CARRIED

3) Approval of the January 16, 2024, Trustee meeting minutes

Motion to approve the Board of Trustee Minutes of January 16, 2024, as presented, moved, and seconded by the Board of Trustees

CARRIED

a) Business Arising from the minutes.

i) None

4) Reports

Water Operator- George presented the Water Operator report. The pump at the Dogwood pumphouse was sent to Coquitlam for repairs. When it was returned it was still not working properly. George contacted the shop that repaired it, and they do not think it can be fixed. George is looking for a replacement. The transfer pump at the chlorinator, which was new but on the shelf for two years, was installed. It worked briefly and then began to leak. George and Christopher have tried to repair it but have been unsuccessful. It also needs to be replaced. George has been in discussions with Michael Ngyuen and will be adding the Dogwood pumphouse as another location to take regular water samples. The new installation on Cedar Street will be taking place on Wednesday, February 14th.

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

VFD Report – Rob McWilliams presented his report. The Fire Department is still having problems with not being able to find residences house numbers when they have call outs. Rob will be addressing this in his next submission to the Express Lines. Regarding the amalgamation issue with VAID. Rob relayed that the VAID Board is not available until March to meet. The community CPR training that was provided by the GBVFD was hugely successful. Approximately forty members of the public attended.

Rob has given the Board notice that he will be retiring as Chief, effective February 29th, 2025. Roger expressed the Board's gratitude for the years notice. Rob will be hard to replace. He has also said that he will work with the Board to help find a replacement.

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

Corporate Officer Report – We have not had any requests for a Court of Revision hearing, therefore the Court of Revision is not being held. A consultation with the Ministry regarding confirming taxation authority within our boundaries resulted in some discrepancies. Theresa is working with the Ministry to confirm the data is correct. This resulted in a conversation around the contiguous properties and taxation. Theresa will send out information to the Trustees regarding the bylaw and how the decision was made.

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

New Business

a. Finance Committee Motions

i. Bulk Water

Motion to appoint the Corporate Officer to amend the Water Tolls bylaw to reflect bulk water sales and develop a procedure for a bulk water sales pilot project, moved and seconded by the Board of Trustees **CARRIED**

ii. Renewal Reserve Fund Bylaw

Motion to accept the motion from the Finance Committee to present the draft bylaw, moved and seconded by the Board of Trustees **CARRIED**

The finalized version of the bylaw will be presented at the March meeting.

b. Water Committee Motions

i. Chlorine storage shelter

George discussed this issue of storing the chlorine at the chlorinator. It needs to be kept in a shelter that will protect it from UV and heat. It also requires ventilation and needs to be secured.

Tabled to the March meeting while the building and financial requirements are determined. Doug Nikirk is assisting George.

c. Human Resources Committee Motions

i. Terms of Reference

Motion to delete item 1.6 of the Terms of Reference, moved and seconded by the Board of Trustees **CARRIED**

Motion to change item 1.5 of the Terms of Reference, by deleting the word Will and substitute the words May, moved, and seconded by the Board of Trustees **CARRIED**

d. Meeting with MSR Engineer Motion

Motion to authorize the expenditure of not more than \$2,000.00 for the Slow Sand Pilot Project and appoint Keith Franklin to oversee the project, moved and seconded by the Board of Trustees **CARRIED**

