

GILLIES BAY
IMPROVEMENT DISTRICT

Minutes of January 17, 2018

A regular meeting of the Gillies Bay Improvement District held January 17, 2017 at the Gillies Bay Fire Hall.

Present: Audrey Atkins (Chair), Jim Mason, Linda Holmes, Ken Becotte, Kellie Lockhart, Theresa Beech (Acting Corporate Officer), Carolanne White (Administrator), Ken Taylor (Water Operator), Doug Paton (Fire Chief)

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 13th of DECEMBER 2017 MEETING, Moved and seconded by the Board of Trustees. CARRIED

4. REPORTS

a) Fire Chief Report

Doug gave a summary of operations and scheduled training for volunteers. Carolanne is taking on a more active role as Administrator for the Fire Department.

b) Water Operator Report

Ken Taylor provided a cost estimate for phase one of the metering project. Ken also gave an update on the Dam audit and report.

c) Corporate Officer Report

Theresa reported on the financial and administration operations. Tax invoices are to be sent out at the end of the month, with a newsletter that addresses the Water Meter Project. The 2018 budget amendments were discussed and water license issues.

5. NEW BUSINESS

a.) Structural Protection Unit - Doug discussed the options for the purchase of the SPU, including ownership, how to share costs, and how to process donations.

b.) AGM date - The AGM has been scheduled for Wednesday, April 25, 2018; from 7 – 8pm.

c.) Budget

1. Fire Protection Funds

Motion to transfer the \$79,850.00 collected by the Province for fire protection taxes into the Fire Department bank account, moved and seconded by the Board of Trustees **CARRIED**

2. Salary increases – budget will be updated to reflect the Increases in salary.

3. Out sourcing Web Designer

Motion to spend up to \$5000.00 maximum on a web designer to update the GBID website, moved and seconded by the Board of Trustee **CARRIED**

4. Term Saver Discussion

Motion to move \$250,000.00 from the Power Saver into a Term Saver account, moved and seconded by the Board of Trustees **CARRIED**

d.) Bylaws propose

1. Bylaw 226- A by-law for regulating the distribution and use of water and prescribing penalties for non-compliance with the regulations. Repeals bylaw 75 and bylaw 124.

Motion to adopt bylaw 226 as read, moved and seconded by the Board of Trustees **CARRIED**

2. Bylaw 227 - A by-law for fixing the connection charges payable to the Improvement District and the time of payment thereof. Repeals bylaw 125.

Motion to adopt bylaw 227 as read, moved and seconded by the Board of Trustees **CARRIED**

3. Bylaw 228 - A by-law establishing tolls and other charges for the distribution and use of water. Repeals bylaw 209. Minimum \$400 for commercial, billed quarterly at \$100 each quarter and \$2.00 per m3.

Motion to adopt bylaw 228 as read, moved and seconded by the Board of Trustees **CARRIED**

e.) Application for Water Service/Connection form was reviewed and approved.

f.) Terms of Reference for Water Committee and Finance Committees. Add Chair will be appointed and must be a Trustee of the GBID.

Motion to adopt Terms of Reference for Water Committee, moved and seconded by the Board of Trustees

CARRIED

Motion to adopt Terms of Reference for Finance Committee, moved and seconded by the Board of Trustees

CARRIED

g.) Invitation to VAID – To discuss opportunity to collaborate and network on water related issues. Also, invite Sandi McCormick to attend and give an overview of PRRD Grant Procedures.

6. Motion to adjourn; 7:50 p.m.

Approved By:  (Chair)

 (Officer)