

**GILLIES BAY**  
**IMPROVEMENT DISTRICT**

**Minutes of March 20, 2019**

A regular meeting of the Gillies Bay Improvement District held March 20, 2019 at the Gillies Bay Fire Hall.

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

**Regrets:** Ken Becotte

**1. CALL TO ORDER**

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

**2. APPROVAL OF THE AGENDA**

Add item h. Shelter Point Group letter

**A MOTION to approve the agenda, Moved and seconded as amended by the Board of Trustees.**

**CARRIED**

**3. ADOPTION OF MINUTES**

Item 5b – change to culvert quote

**ADOPTION OF THE MINUTES of February 19, 2019 regular meeting, Moved and seconded as amended by the Board of Trustees.**

**CARRIED**

**4. REPORTS**

a) Fire Chief Report – Rob McWilliam presented his report.

- Rob added that a MVA had occurred since the last report and a Tsunami test page.
- A Respectful Workplace workshop took place, facilitated by Jan Armstrong.
- BC Ambulance provided ambulance orientation which will be effective with lift assists.
- A canopy has been installed over the main personnel door to provide protection from snow falling.
- The department is looking into upgrading the exterior lights on the fire hall.

b) Water Operator Report – Ken Taylor reported on the water system. The GBID Emergency plan has been updated. Meter installations have begun again. A discussion around putting together a pamphlet to educate users on ways to winterize their homes. The water committee will look at this.

c) Corporate Officer Report – Theresa reported on the administrations of the GBID. The auditor will be meeting with Theresa and Carol next week to do the testing of our revenue and expenses. Ken Becotte will continue as the Finance Committee Chair for the time being. Theresa recommended that the Board to actively pursue finding additional committee members or Trustee's with financial experience.

Capital Planning Committee – Audrey

## 5. NEW BUSINESS

- a) First quarter financial statements and budgets – reviewed by Trustees
- b) Water use on Sanderson – Ken reported on a suspected leak which turned out to be a homeowner who left the taps running to prevent the pipes from freezing.
- c) Water worth software – [www.waterworth.econics.com](http://www.waterworth.econics.com)
  - a. Set up a demo date for water committee after the AGM
- d) April 5<sup>th</sup> meeting with Capstone Group at UBC – Audrey, Tony, Ken and Tara attending.
- e) AGM – April 12, 6:30 pm at the Community Hall.
- f) Candidates for Trustee Position – two positions available; Audrey has confirmed that she will still be running, and Ken Becotte will be stepping down.
- g) Audit update – in progress
- h) Shelter Point Group – Arlene Rycroft and Dick Fahlman would like to meet with the Trustees to discuss their interests. Audrey sent a letter in response and will follow up.

## 6. Old Business

- a. Thrift Store – Letter from Lin Rairie discussed.

Adjourn – 8:00 pm.

Approved By:  (Board Chair)

 (Corporate Officer)