

Minutes of May 8, 2019

A regular meeting of the Gillies Bay Improvement District held May 8, 2019 at the Gillies Bay Fire Hall.

Present: Chuck Childress (Chair), Mike Schroeder, Paula Brunelle, Larry Dawe, Theresa Beech (Corporate Officer), Carol Robertson (Financial Administrator), Rob McWilliam (Fire Chief), Ken Taylor (Water Operator)

Regrets: Keith Franklin

Rate Payer: Dave Hull

1. CALL TO ORDER

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

2. Introductions

Introductions and declaration of no conflict of interest took place.

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 April 10, 2019, Moved and seconded by the Board of Trustees.

CARRIED

4. REPORTS

a) Fire Chief Report – Rob McWilliam reported on operations since the AGM. Five volunteer fire fighters attended a *Wildfire interface* Training. As well fire fighters attended a BC Forest Service training. The Easter Egg Hunt was very successful and well attended. The Fire Dept. is planning on participating in the Emergency Social Services Fair once again. The date of the ESS Fair is June 2nd. Lafarge has agreed to donate a Mark III pump for the structural protection unit, which is valued at \$5000.00. Requests for donations have been distributed to other agencies as well. The GBVFD Association purchased equipment that they have donated to the SPU as well. Fire Fighters also participated in a controlled burn in Van Anda with the VAID Fire Fighters.

- b) Water Operator Report Ken Taylor reported on the water system operations. 110 meters have been installed and are operational; 130 are remaining to be completed. Ken read the Vancouver Coastal Health *Water Facility Inspection Report*, dated April 10, 2019.
- c) Corporate Officer Report Theresa gave a brief administrative update. The Annual Report has been filed with the Ministry. All contacts have been updated with the new board info.

5. NEW BUSINESS

- a. Orientation Books and schedule
 - i. Theresa will send out Improvement District Manual link
 - ii. Chuck suggested that a meeting be set up with the new Board and Michael Nguyen from VCH
 - iii. The Trustees will meet with Ken Taylor at 4:30 on Thursday for a tour of the water system
 - iv. The Trustees will meet with Rob McWilliam at 5:00 on Friday for a Q&A of the Fire Dept.
- b. By-law 233 and 234 signing and motion to adopt

Motion to approve bylaw 233 to repeal bylaw 105, Moved and Seconded by the Board of Trustees CARRIED

Motion to table the water distribution bylaw, Moved and Seconded by the Board of Trustees

CARRIED

Theresa will send a copy of previous bylaw to trustees.

- c. Audited Financials Motion to move surplus. \$35,995.00 (term deposit?)
 - i. Table financials for further review.
- d. Court of Revision set date February 22nd. 2020

Motion to set the 2020 Court of Revision date for February 22, 2020 from 2 to 3pm Moved and Seconded by the Board of Trustees CARRIED

- e. Budget update The 2019 budgets were reviewed
- f. RES'Eau MOU water filtration pilot study and CHBE financial grant

Motion to enter into Memorandum of Understanding with RES'EAU was Moved and Seconded by the Board of Trustees CARRIED

Theresa will send the Board the Capstone study presentation.

- g. Board Motion for Larry Dawe to research the Water system status and plans
 - i. Consider establishing a select committee to research the water system and status. Table to June meeting.
- h. Metering project update cost benefit analysis

Motion to establish a Select Committee to do a cost/benefit analysis of the metering project,

Moved and Seconded by the Board of Trustees

CARRIED

Motion to halt installation of meter project until a report has been prepared by the Metering Select Committee, Moved and Seconded by the Board of Trustees CARRIED

Mike, Paula, Larry, and Chuck have agreed to stand on the Committee.

- i. Process Excellence Larry Dawe
 - i. A discussion on establishing a process of excellence, processes and policies.
- j. On-going public communications, Express Lines and newsletters
 - i. Put our website address on the board
 - ii. Establish a procedure for on-going communication
- k. BCWWA Conference May 26 28

Motion to approve Larry Dawe to attend the BCWWA conference Moved and Seconded by the Board of Trustees CARRIED

Rate Payer Q&A

I. Question from Dave Hull regarding video of meeting.

Chuck Childress addressed the question and replied that the new Board is moving forward.

Motion to adjourn 8:30pm

Approved By:

(Board Chair)

(Corporate Officer)