



**G I L L I E S B A Y**  
IMPROVEMENT DISTRICT

**Minutes of November 14, 2018, 6:40pm.**

A regular meeting of the Gillies Bay Improvement District held November 14, 2018 at the Gillies Bay Fire Hall.

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

Guest: Tony Stetner – Water Committee representative

Regrets: Danuta Kusmierek, Ken Becotte

**1. CALL TO ORDER**

Meeting called to order at 6:40 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 FOR October 10, 2018 Regular MEETING, Moved and seconded by the Board of Trustees. CARRIED**

**ADOPTION OF THE MINUTES FOR October 16, 2018 Special MEETING, Moved and seconded by the Board of Trustees. CARRIED**

**4. REPORTS**

a) Fire Chief Report – Rob McWilliam presented the Board of Trustees with his update on operations. The Emergency First Responder Open House went very well. Rob reported that the VFD is down by 4 members and will be doing some recruiting soon. He also requested that an RFP for a certified mechanic be developed. Theresa and Rob will look at hours, wages and the need for a bylaw. The mutual aid agreement was discussed. The Trustees will look at the current bylaws and ensure they are up to date. Rob will meet with the Officers in December to discuss the new schedule.

b) Water Operator Report – Ken Taylor reported on the water system. An inspection of the mainline intake was recently done by Roger Gillen; diver. Next year’s inspection will require replacement of some parts. There are currently 77 meters that have been installed. Ken has requested a culvert be installed in front of the works yard. Ken will get an estimate for the work and materials and bring to the December meeting.

c) Corporate Officer Report – Theresa reported on Administrative operations. Still waiting for the funds from the claim for the Water Study report. Linda Greenan heard from the Ministry and they are working on it. The website and emails will now be hosted locally by Sandra Hazard, instead of with GoDaddy. The new accounting firm Delmistro and Dunn will be meeting with Theresa and Carol to do a ‘walkthrough’ of our accounting procedures and systems in preparation for the 2019 audit. The exterior sign board is being completed by Dave Beech.

d) Committee Reports –

1. Finance Committee Report – Read by Audrey. There will be no committee meetings in December. In January they will be moved to the first Wednesday of the month. AGM date set for April 12, Friday at 6:30 pm. Theresa will book the hall.
2. Water Committee Report - Jim read the report. Hydrant maintenance and communication regarding usage were discussed.

## 5. NEW BUSINESS

a) Approval of bylaw 231 taxation 2019

**Motion to approve bylaw 231 taxation for 2019 as read, moved and seconded by the Board of Trustees** **CARRIED**

b) Approval of bylaw 232, 25<sup>th</sup> Assessment Bylaw

**Motion to approve bylaw 232, 25<sup>th</sup> Assessment Bylaw as read, moved and seconded by the Board of Trustees** **CARRIED**

c) 2019 operational budgets

**Motion to approve the operational budgets for 2019 as presented with the recommendation of a resolution to move the accumulated surplus from the 2018 water budget into the 2019 water budget at year end. Moved and seconded by the Board of Trustees.** **CARRIED**

d) Honorariums and Christmas Gift Cards

Honorariums to be distributed November 2018. Rob will let Theresa know what the firefighter’s decide for Gift cards.

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e) Review of ACFAR reports – Finance committee to review in January.

6. Motion to adjourn 8:10pm.

Approved By: *R. Athis* (Board Chair)

*P. Beach* (Corporate Officer)