

## Ships Point Improvement District (SPID) Board Meeting Draft minutes

<b>Date</b>	<b>Apr 14, 2021</b>
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**Zoom meeting . K Gardave absent. J Wahl left the meeting early after the Finance Committee report.**

<b>Items/ Reports</b>	<b>Description</b>	<b>Responsibility</b>
<p>Agenda</p> <p>Minutes</p>	<p>Agenda Finance Report - Request to present first on the agenda. Water Report – add issue of 7707 Tozer water test results Motion to adopt agenda, as amended M/S/C R. Timbers, J.Wahl</p> <p>Minutes Motion to adopt the minutes, as amended of the March 10.21 board meeting M/S/C J.Reinhardt, M.Fakaro</p>	J. Ainsworth
Finance	<ul style="list-style-type: none"> <li>• Monthly financial reports presented</li> <li>• We will need to convert the Phase 3 loan at RBC to a fixed term loan in June.</li> </ul>	J. Wahl
Water Report	<p>Water Operations Report:</p> <ul style="list-style-type: none"> <li>• Monthly data has been posted on the SPID Google drive.</li> <li>• J. Lowe performed diesel maintenance and suggested a regular monthly maintenance schedule.</li> <li>• Auto dialer for pump house alerts goes to Dave S then Mike M then Dave H.</li> <li>• Well drawing down due to lack of rain to recharge.</li> </ul> <p>Water Technical Committee Report:</p> <ul style="list-style-type: none"> <li>• Motion to proceed with investigation and pricing of water flush valves for pump 3 and pump 4. M/S/C ??</li> </ul>	<p>D. Shepherd</p> <p>B. Trussler</p>

	<ul style="list-style-type: none"> <li>• Resident at 7707 Tozer Rd conducted a water test at their kitchen tap and the results were 4X the allowable limit for lead. D. Shepherd conducted a water test at the resident's service box and the results for lead were below detectable amounts (&lt;.20); issue tabled while further testing is done.</li> <li>• J. Wahl reported that SPID now has a FLNRORD officer assigned to our ground water licensing application. The officer requested Ships Point population #, our TDS (Total Dissolved Solids) information and well construction information.</li> </ul>	
Grants	➤ Nothing to Report	
Communications	<ul style="list-style-type: none"> <li>➤ Fanny Bay Flyer – Chipping dates and permits required for backyard burns</li> <li>➤ Announcement re: flushing main lines - put up notices at the mailboxes, send email to SPID distribution list and post on SPID website.</li> <li>➤ May 1<sup>st</sup> water restrictions to Stage 2 per Drought Response Plan</li> </ul>	<p>M. Fakaro B. Timbers</p>
Ratepayer Liaison Committee	➤ Nothing to report	J. Ainsworth
Joint Health and Safety Committee	<ul style="list-style-type: none"> <li>➤ Next meeting via Zoom April 20<sup>th</sup> to discuss working alone issues for Office Administrator; previous meeting discussed the working alone procedures for the Water Operator.</li> <li>➤ J Ainsworth filling employer rep vacancy on the committee.</li> </ul>	J. Reinhart

Human Resources Committee	<ul style="list-style-type: none"> <li>➤ Nothing to report</li> </ul>	J. Ainsworth
Building and Grounds	<ul style="list-style-type: none"> <li>➤ Reimbursement for flower beds – W Trussler purchased the garden ties with a discount. M/S/C J.Reinhardt, M.Fakaro to reimburse W Trussler for the purchase.</li> </ul>	K. Gardave
By Laws	<ul style="list-style-type: none"> <li>➤ Nothing to report</li> </ul>	
Fire Dept	<ul style="list-style-type: none"> <li>➤ Monthly report – sent via email <ul style="list-style-type: none"> <li>▪ Short term residents/ renters are not aware of burning/campfire regulations/restrictions. Update to information letter sent to ratepayers.</li> <li>▪ Potholes at both ends of the fire lane. Valves need to be raised by Wacor to bring the road level back up. K Thibault may be filling in the pot holes with extra crush from the Dyke Road project.</li> <li>▪ The road needs to be crowned. W Trussler will check for the options and who is in charge of this road/lane</li> </ul> </li> </ul>	T. Hoffart
Business Arising from the Minutes		
New Business	<ul style="list-style-type: none"> <li>➤ 2021 Annual General Meeting- place, date and time <ul style="list-style-type: none"> <li>• Determine electronic meeting (Zoom) or in-person at the Fanny Bay hall</li> <li>• If electronic, then trustees elections would be held by mail ballot; procedures to be developed. Tabled for the next meeting as no audited results available and current pandemic issues.</li> </ul> </li> <li>➤ Coast Water Suppliers Association <ul style="list-style-type: none"> <li>▪ AGM Apr 22, 2021, 1pm via Zoom</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"><li>▪ Annual conference and water operator workshops will be held this fall – date, time and location TBD</li></ul>	
Adjournment	Motion to adjourn W Trussler 10:21am.	