**Ships Point Improvement District (SPID) Board Meeting**

**Draft minutes**

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| **Date** | **Mar 10, 2021** |
| **Meeting # 595** | **Absent: K. Gardave** |

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| **Items/ Reports** | **Description** | **Responsibility** |
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| Agenda  Minutes | Review Agenda  Under Finance section: motion to approve revised budget was deleted  Motion to adopt agenda, as amended  M/S/C J. Reinhardt/ J.Wahl  Review Minutes  Motion to adopt the Feb 10.21 board meeting minutes, as amended  M/S/C J. Wahl/ M. Farako | J. Ainsworth |
| Water | Water Operations   * Generator full load test completed by J. Lowe and D. Shepherd * Replaement of well #4 pump was successful – no unexpected issues in pulling the old pump and installing the new one; see report and photos attached * Water Operator and Chair of WTC are pricing the possibility of adding automated well flushing outflow to the wells * Awaiting report on makeup of the mineral and biological goo/sludge that caused the breakdown of the pump in well #4 * Regular flushing of wells to be added to the Water Operations regular maintenance procedures   Water Technical   * Require start date of well use after completion of each Phase history of Phase 1- 3 needed. Historical use of equipment being gathered * Mike Mesford provided data from well #1, showing water level fluctuations. * BWS will be providing salinity and seasonal local well levels. * New OGs are continually being created. | D. Shepherd and  B. Trussler |
| Finance | * Monthly financial reports * Asset 3.1 million. Current 1 million 478.8 CEF 2.27 million liabilities * Performance to budget: On track, pump replacement water expense to be capitalized.   WT asking about the debt level – amortized at 25 years but Phase 3 loan rate is not fixed at this time. The CEF for SPID stands until the debt is paid down, although this amount may change.  Report of Fire Dept new equipment program will be presented each month. | J. Wahl |
| Grants | * MLA J. Osborne’s disappointing response to our request for a meeting * BCWWA continuing to meet with small water suppliers to discuss their issues and concerns | J. Ainsworth |
| Communications | * Fanny Bay Flyer aticles for April 2021: current fire regs; notice re spring chipping * Website: Training M. Fakaro and N. LeBlanc on website administration has commenced; there are now 3 login ID’s Procedures manual is a work in progress. We need an advertising campaign about the new website; Nina can add people to Distribution List. However, they must read and agree to the conditions of the webpage privacy requirements; photos of wells and waterworks not to be posted at this time. | M. Fakaro  B. Timbers |
| Ratepayer Liaison Committee | * Nothing to report | J. Ainsworth |
| Joint Health and Safety Committee | * Employer rep vacancy – table to next meeting * FC Chief needs to track the annual training sessions. * Next meeting date is Tuesday, Mar 16.21 2pm | J. Reinhart |
| Human Resources Committee | * Nothing to report | J. Ainsworth |
| Building and Grounds | * Office Landscaping: rocks will be removed after flower beds are installed. | K. Gardave |
| By Laws | * Nothing to report |  |
| Fire Dept | * Monthly report – sent via email | T. Hoffart |
| Business Arising from the Minutes | * Report on Coastal Water Suppliers Association Online Seminar on Gas Tax- R. Timbers, J Wahl, J. Reinhardt attended. ID access to grants is strictly thru the Regional District. Federal Gas tax is provided to the regional districts by a formula using per capita. SPID has been underfunded in access to funds. |  |
| New Business | * APC (Area Planning Committee) Report – change to zoning bylaws- CVRD considering relaxing chicken keeping rules 6 chickens for .25 hrs. NO roosters allowed. * Carriage houses considerations at CVRD- second floor residential use only. First floor is not for residential use. * Marine salvage business on ALR in area of Union Bay. MOE investigating. * Union Bay sewer line to connect to the CVRD Lazo Rd project. | B. Trussler |
| Adjournment | Motion to adjourn. |  |