**Ships Point Improvement District (SPID) Board Meeting # 598**

**Draft Minutes**

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| **Date** | **June 9, 2021** |

All trustees, water operator and office administrator in attendance via Zoom.

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| **Items/ Reports** |  | **Description** | **Responsibility** |
| Agenda  Minutes |  | Review Agenda  Motion to adopt agenda, as amended (date changed from May 12 to June 9)  M/S/C Gardave/Wahl  Minutes  Motion to adopt the minutes, as amended of the May 12, 2021 board meeting  M/S/C Wahl/Trussler |  |
| Water Report |  | Water Operations Report   * Monthly operations report sent via email in advance of the meeting * Water consumption has increased significantly. * Hydrant mainline flushing completed without issue. * Wacor missing valve cover was located and exposed. Work was done under warranty with Phase 3.   Water Technical Committee Report   * No meeting in June * Community testing program for lead levels in progress, 14 homes tested to date, sampling includes broad sections of address, age of build and any renos * Well flushing design and pricing a work in progress. Wacor expressed interest in this relatively small project. | D. Shepherd |
| Finance |  | * Monthly financial reports sent in advance of the meeting via email * Parcel tax and water tolls- collection of delinquent accounts going well.   Phase III RBC loan:   * Motion: that SPID pay down Phase 3 loan in the amount $125,681.13 M/S/C Wahl/ Timbers * Motion: that SPID fix a balance of $1,095,00 for a term of 10 years at an interest rate not exceeding 4% and with an amortization period of 25 years M/S/C Wahl/ Timbers | J. Wahl |
| Grants |  | * Nothing to report |  |
| Communications |  | Fanny Bay Flyer articles:   * AGM date is still pending * Three trustee positions will be open (Ainsworth and Fakaro are planning to run again, Gardave is planning to not run again) * Reaffirm no beach fires on Ships Point at any time * Chipping program – information for the article will be discussed with Barb Spotzl.   Notices to Residents re: Community Testing Program:   * Ainsworth will call or email the individual homeowners who had their water sampled to notify them of the results once we have received the results from the lab * A general notice will be sent to all Ships Point residents once we have received further information from VIHA | M. Fakaro |
| Ratepayer Liaison Committee |  | * Nothing to report | J. Ainsworth |
| Joint Health and Safety Committee |  | Working Alone Risk Assessment   * Office Administrator assessment a work in progress * Water Operator PPE matrix complete | J. Reinhart |
| Human Resources Committee |  | * Nothing to report | J. Ainsworth |
| Building and Grounds Committee |  | * Confirmed that fire lane is MOTI responsibility. | K. Gardave |
| By Laws Committee |  | * Nothing to report |  |
| Fire Dept |  | * Monthly report – sent via email | T. Hoffart |
| Business Arising from the Minutes |  | AGM   * Awaiting auditor’s report * Confirmation of date pending further information on Covid protocols from PHO; potentially in September |  |
| New Business |  |  |  |
| Adjournment |  | Motion to adjourn R Timbers meeting ends at 10:15 |  |