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

**Draft Minutes**

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| **Date** | **August 10, 2022** |

**Absent: M. Fakaro, B. Timbers**

**Attending by phone: W. Trussler**

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|  **Items/ Reports**  | **Description**  | **Responsibility**  |
| AgendaMinutes | Review Agenda* Motion to adopt agenda M/S/C W Trussler, J. Wahl

Minutes * Motion to adopt the minutes, as amended of the June 8, 2022 board meeting (no meeting held in July due to lack of quorum) M/S/C J. Wahl, J. Reinhardt
 | J. Ainsworth |
| Water Dept | * Water Operations Report

The quill needs to be replaced. D. Shepherd will investigate various options; replacement will happen in the winter as the system will need to be shut down during the replacement process. Likely some irrigation system leaks as recorded water consumption is showing 24/7 use.* Water Technical Committee Report – WTC recommended new water conservation stage matrix based on consumption; approved by the board via email (July 6-8):

Stage 2  >2500 M\*3/week – at water operator’s discretionStage 3 >5000 M\*3/week- at water operator’s discretionStage 4 to be determined by the SPID board \*The water operator will determine the flow rates on a weekly basis and report to the board when a change in the water conservation stage is required.\*The board is responsible for the congruence of the SPID water conservation stage level with that of our neighbours.* Old pump from well 4 will be refurbished at a cost of approx. $500; SPID will then have a backup pump. Thank you to Rick P for volunteering his help.
* Board confirmed current Water Conversation Stage 2
 |  D. Shepherd |
| Finance  | * Monthly financial reports – sent via email
* Last two delinquent 2022 water tolls and parcel taxes now have payment plans in place.
 | J. WahlN. LeBlanc |
| Grants | * Nothing to report
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| Communications | * Fanny Bay Flyer articles
* Website

Discussion re: addresses noted in minutes and reports that are posted to the website. E.g. the minutes of the Feb WTC meeting. It was agreed that no residents’ address should be noted in any postings on the website. As well, it was agreed to delete the page “Water Technical Committee Minutes” and all the documents posted to that page since it is an internal committee and the minutes are not approved by the Board. * Water conservation stage poster to be sent with the AGM notices to all ratepayers
 | M. Fakaro |
| By Laws Committee | * Revised Fire By-Law – update
 | J. Ainsworth |
| Ratepayer Liaison Committee | * re: bulletin board replacement on Baynes Drive

 J. Ainsworth to contact S. Howick re: costs involved to determine if SPID will cover costs; assuming her husband will volunteer to build the bulletin board  |  |
| Joint Health and Safety Committee | * Nothing to report
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| Human Resources Committee | * Nothing to report
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| Building and Grounds Committee | * Moss removal from roof- J. Wahl recently used the vendor Go Dutch Window Cleaning and recommends using them to remove moss from the office building and fire garage roofs; item tabled until B. Timbers is present
* Landscaping/ Groundskeeper contract – the revised job description will be presented to the current contractor C. Johnson
 | B. TimbersJ. Ainsworth |
| Fire Dept | * Monthly report – sent via email
 | T. Hoffart |
| Business Arising from the Minutes |  |  |
| New Business | * Discussion re: reverting to board meetings via Zoom in the fall; tabled pending Public Health Orders regarding Covid in BC
* Fire Dept annual BBQ August 20th at 3pm- all board members and guests are invited; BYOB, chair and meal contribution
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| In Camera |  |  |
| Adjournment | * Motion to adjourn J Reinhardt; meeting finished at 10:05am
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