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

**Draft minutes**

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| **Date** | **September 14, 2022** |

**Absent: R Timbers**

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| **Items/ Reports** | **Description** | **Responsibility** |
| Agenda  Minutes | Review Agenda   * Motion to adopt agenda M/S/C J. Wahl, J. Reinhardt   Minutes   * Motion to adopt the minutes, as amended of the Aug 10, 2022 board meeting M/S/C J. Wahl, W. Trussler | J. Ainsworth |
| Water Dept | Water Operations Report   * Report re: tour with Denman Island water operators and admin staff- good networking opportunity for our operator. * Consumption up 20% and late start to summer weather noted. Flow rate at 150 liters per minute is a concern. * Water Chlorination pH meter now calibrated to recently calibrated BWS meter. * Chlorination injection quill replacement from KoFlow parts est at $1500- Motion to accept the estimate. M/S/C W Trussler, M Fakaro Operator to order parts for adaptation project in the early winter.   Water Technical Committee Report   * Discussion re a phased build out of sprinkler system for waterworks for #3 and #2 wells. * Motion that SPID join BC 1Call M/S/C J. Reinhardt, W Trussler. * BWS is assisting SPID with conductivity tests and the recalibration of the chlorine pH meter. * #4 pump to be refurbished as a backup. * Generator new control panel from Cullen is still an issue- Cullen has been contacted and is in communication with SPID * Confirmation of current Water Stage 2 (standing agenda item May thru Sep). No trigger point reached to change to Stage 3   ( 5000 m2 consumption) Stages to change at Operator’s discretion. | D. Shepherd  W. Trussler  J. Ainsworth |
| Finance | * Monthly financial reports – sent via email * Initial 2023 Budget discussion- requests need to be sent to J. Wahl asap * Insurance 2022-2023- up 16% * Loan Pay downs on Principal: Motion that SPID use RBC chequing funds to pay down principle of Phase 1 loan 1933509-005 by 10% M/S/C J Wahl, W Trussler. RBC will be emailed to move $59,884.05 to pay down said Phase 1 Capital works loan. * UBCU merger with First Credit Union may have a few hiccups but current cheques and account numbers have remained the same at this time. * October meeting to review and determine the $1,000 provided to the SPVFFA to cover insurance of chipping program etc. on behalf of our community.- tabled until next meeting. | J. Wahl |
| Grants | * Nothing to report |  |
| Communications | * Fanny Bay Flyer articles- Fire hall’s fire smart day open house Oct 15th * Website – meeting of the water technical committee removed from the website | M. Fakaro |
| By Laws Committee | * Revised Fire By-Law – update J Reinhardt and J Ainsworth will meet further on bylaw items |  |
| Ratepayer Liaison Committee | * Bulletin Board replacement on corner of Baynes and SPR - update | J. Ainsworth |
| Joint Health and Safety Committee | * Nothing to report |  |
| Human Resources Committee | * Nothing to report |  |
| Building and Grounds Committee | * Moss removal from roof- mostly done by volunteers. * Groundskeeping – update (thank you card and gift card for C. Johnson) Review of possible contract with Keith Thibault. | B. Timbers  J. Ainsworth and Dave Shepherd |
| Fire Dept | * Monthly report – sent via email * Fire Dept Review with CVRD consultants set for 10am Sep 21.22 | T. Hoffart  J. Ainsworth |
| Business Arising from the Minutes |  |  |
| New Business | * Appreciation contribution to the SPVFFA bottle recycling program – tabled until October meeting. | W. Trussler |
| In Camera |  |  |
| Adjournment | :   * Motion to adjourn J Reinhardt |  |