

**DIAMOND IMPROVEMENT DISTRICT  
MINUTES**

**WEDNESDAY, April 20, 2019 – 6 p.m. – Diamond Hall**

**Present:** Elizabeth Suttie (Chair), Debby Baker, Perry Daly, Stephanie Irvine

**Absent:** Bob Kitching, Peter Burns

**Delegations:**

Dan Judson reported on ongoing maintenance for the District.

**Minutes:**

Moved: Perry Daly

Seconded: Stephanie Irvine

That the minutes of March 20, 2019 be adopted as circulated.

Carried

**Agenda:**

Moved: Perry Daly

Seconded: Stephanie Irvine

The agenda be adopted as presented.

Carried

**Discussion where we are going in 2019**

There was a discussion on what direction we should be going. Should we just be fixing the problems as they arise or do we do projects. This will again be discussed after the AGM so that new Board can decide which way they want to go.

**Coastal Water Conference:**

Administrator and Stephanie attended. Said that it wasn't a very good conference. Some of the presentations were the same as the fall conference. The best part was meeting other Improvement District people and sharing ideas.

**Audit/financial statements:**

Small errors. Nothing major. Considering that this was a new year for bookkeepers all in all

it was pretty good. The cost of the audit is going up substantially. Administrator to get quotes from others to provide service. We should transfer the sum of \$40,500 to the CEC fund.

**AGM:**

Stephanie will do the financial report.  
Elizabeth to do the Chairmen's report. Elizabeth to order coffee and treats. Perry will pick up.

**Court of Revision:**

Perry reported. The Board visited the site at 5040 Christie Road. The tenants would not allow access into the trailer and the way that the trailer is set up appeared that there is in fact someone living there. Board of Revision determined property is correctly assessed at A2. Administrator to advise owner.

Debbie Rae property – 5160 Christie Road. She had self reported that she had two units and asked to be classified as A2 versus A1. The Board of Revision accepted this request. Property assessed as A2.

**Correspondence:**

Province of BC Interest rate circular – interest rate has gone up.

Correspondence read, dealt with and filed.

**Reports:**

**Financial:**

Attached as schedule "A" to these minutes.

**Maintenance:**

Dan is to get back to us with a list of things that need to be done.

Moved: Perry Daly  
Seconded: Stephanie Irvine

That the hall doors be replaced.

Carried

**Building permits:**

None

**Hall rentals:**

Report attached as schedule "B"

**Bills:**

Moved: Perry Daly  
Seconded: Stephanie Irvine

Brilliant Business Solutions	<b>\$975.98</b>
BC Hydro	<b>\$647.98</b>
Palmer Leslie	<b>\$6,132.00</b>
Andrew Sheret	<b>\$179.95</b>
Town of Ladysmith – Water	<b>\$5,670.90</b>
Town of Ladysmith – Parcel tax	<b>\$15,206.40</b>
Debby Baker	<b>\$27.25</b>
Island Health	<b>\$150.00</b>

That we pay the bills if found correct.

Carried

**Next meeting:**

AGM – April 29, 2019 – 7 p.m.

**Adjourn:**

Moved: Stephanie Irvine

Meeting adjourned 6:49 p.m.

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Elizabeth Suttie, Chair

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Debby Baker, Administrator