

**DIAMOND IMPROVEMENT DISTRICT  
MINUTES**

**MONDAY, March 21, 2018 – 7 p.m. – Diamond Hall**

**Present:** Elizabeth Suttie (Chair), Debby Baker, Dan Judson, Doug Copp, Bob Kitching

**Absent:** Peter Burns

**Minutes:**

Moved: Dan Judson

Seconded: Doug Copp

That the minutes of February 28, 2018, be adopted as typed and circulated.

Carried

**Agenda:**

Moved: Dan Judson

Seconded: Bob Kitching

That the agenda be adopted as circulated with the addition of the CVRD – OCP.

Carried

**Delegations:**

None.

**CVRD – Official Community Plan**

Elizabeth and Debby are to meet with Mike Tippett of CVRD to discuss their OCP on March 27, 2018. There used to be a Diamond Rep on the Park Board. Question as to what happened to that? 3 park land pieces in CVRD. Are they looking after doing something with them?

**Discussion on where we are going in 2018**

See attached handout given out at the meeting.

**Business arising from minutes:**

Flushing – contact Larry to set date for beginning of April. Put date in newsletter if one has been determined.

Water Suppliers Conference – Administrator will be attending the April 9, 2018 conference.

Cleaning of Chairs – Sud Off can't do. Other party may be interested. Possible cost of \$500.00

Moved: Bob Kitching  
Seconded: Doug Copp

That the cleaning of the chairs be approved to a maximum cost of \$500.00

Carried

**Quote for floor cleaning:**

Moved: Doug Copp  
Seconded: Bob Kitching

That Mastercraft Flooring be given the go ahead to refinish hall floors as per their quote.

Carried

**Water meters:**

Administrator to complete EMCO credit application. Dan to talk to the Town of Ladysmith about the two cubic meter water meters to see if we can do a swap.

**Correspondence:**

The correspondence be filed.

**Reports:**

**Water report:**

Discussion on sending letter to Residents regarding delinquent residents and the cost to the District, uncomfortable for people doing shut offs, etc.

\*\*Are McLaughlin's paying user fees? Check with bookkeeper

\*\*We need to update bylaw 189 to reflect quarterly billings. Also add, payments and how they are allowed to be made.

\*\*Administrator to send a letter to Robinson's regarding their inappropriate behaviour when the workers were there to shut off their water.

**Financial report:**

Attached as exhibit "A" to these minutes.

**Maintenance:**

Book for the other half of the fire hydrants to be done.

Moved: Dan Judson  
Seconded: Bob Kitching

That the second half of the fire hydrants be done.

Carried.

Administrator to ask Howard Williams if he is interested in painting the fire hydrants and foot prints.

**Hall rentals:**

\$360.00 for February rentals. See attached report as exhibit "B".

Dan to call Jesse at Heart Lake Roofing to set up a date to have the hall roof done.

**Building permits:**

None

**Bylaws:**

None

**Resolutions:**

Moved: Bob Kitching  
Seconded: Doug Copp

That resolution 18-01 Rates for Private vehicles be adopted.

Carried.

**Bills:**

Island Hosting – website \$23.35  
BC Hydro \$442.76  
BC Hydro \$629.20  
Bob Kitching \$50.00  
Elizabeth Suttie \$50.00  
Dan Judson \$250.00  
Doug Copp \$50.00

Howard Williams \$50.00

Moved:                 Bob Kitching  
Seconded:             Doug Copp

That we pay the bills if found correct.

Carried

**Next meeting:**

Pre-AGM meeting on March 29, 2018 at Bob's house. We will cancel the April 11<sup>th</sup> meeting.

**Adjourn:**

Moved:                 Bob Kitching

That the meeting be adjourned. (8:12 p.m.)

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Elizabeth Suttie, Chair

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Debby Baker, Administrator