

DEEP BAY IMPROVEMENT DISTRICT

MINUTES OF THE ANNUAL GENERAL MEETING

APRIL 9, 2014 at VIU - DEEP BAY MARINE FIELD STATION

Call to Order: 7:35 pm

Trustees: Tom Plensky, Chair Candace Cowan
Linda McKay Don Milburn
Claire Hilscher Bob Leggett
Ian MacDonell

Also Present: Don Buchner - Maintenance Operator
Leslie Carter - Administrator
Nina LeBlanc - Administrative Assistant
Cory Vanderhorst, CA - MNP

Present: 55 Rate payers (includes trustees & staff)

Tom Plensky, Chair, thanked everyone for coming out and trustees and staff were introduced.

The Deep Bay Fire/Rescue Society reminded those present that it is time to renew memberships for 2014/2015. The Society is still waiting on Charity status from Revenue Canada to be able to issue tax receipts and has made their first donation to the DBID in the amount of \$500 towards the funding of a new fire hall.

Certificates of Appreciation were awarded to those that served as a trustee during the last 12 months and have completed their service. These were presented to:

1. Don Milburn for September 2011 – April 2014
2. Candace Cowan for February 2012 - April 2014
3. Arlene Veenhof for February 2012 – August 2013
4. Ian MacDonell for November 2013 – April 2014

Motion: to accept the agenda for the current meeting:

Margie Healey Seconded: Linda McKay Vote: Carried

Minutes of the Annual General Meeting held on April 10, 2013:

Motion: to accept the minutes of April 9, 2013 Annual General Meeting

Steve Biro Seconded: Dave Upper Vote: Carried

Business Arising From the Minutes: none

2013 Annual Report presented in written format:

Motion: to accept the 2013 Annual Report as presented

Bob Lineham Seconded: Dave Upper Vote: Carried

Auditor's Report and presentation of 2013 Financial Statements

2013 Financial Statements were presented by MNP representative Cory Vanderhorst..

Motion: to receive the 2013 Financial Statements as presented

Arlene Veenhof Seconded: Paul DenHaan Vote: Carried

Trustee's Honorarium

Motion: to approve the Trustees Honorarium at \$1,400.00 for the Board Chair and \$800.00 for each trustee in 2014 for a total of \$6200.

Dave Upper Seconded: Mike Lawrence Vote: Carried

Other business

a. Fire Hall Renewal Select Committee

Candace Cowan, Chair of the Fire Protection Committee, spoke regarding the formation of a select committee to review information and make recommendations to the board regarding a course of action regarding replacement of the current fire hall. Recommendation to the board is that the committee consists of 2 trustees, 2 fire department members and up to 4 members of the public. The board will be considering these recommendations at the April 16, 2014 regular board meeting and applications for public members will be available after this date.

b. Questions from the floor

Q: Will the new fire hall be at the same location and will the existing building be retained?

A: The new hall will be built on the existing DBID property; other details are not yet determined and will be considered by the select committee to be formed.

Q: Has the district been approached about the install of smart meters?

A: The district has not been approached about the installation of smart meters. Meters will eventually have to be replaced as they will eventually start to under read consumption as they get older and affect revenue. Replacement is budgeted and funded through the renewal plan.

It was noted that analog meters have a longer life expectancy and cost less than smart meters

Q: Who will pay for replacement meters when the time comes?

A: All monies for replacement of infrastructure comes from ratepayers

Q: Is there any concern about the coliform count from Well #3 on the fall water tests?

A: The single coliform reading is not a major concern as the well is not used regularly. If the well was in regular use, this reading would have to be addressed with additional testing and consultation with VIHA.

Q: Have there been tests on the wells to determine their production ability?

A: Production capacity has been part of the recent well testing and these results will be interpreted by Guiton Environmental Consulting, the hydrogeologist retained by DBID.

Elections of Three Trustees

The election was turned over to Returning Officer, Leslie Carter. Election procedures were explained including voter eligibility and instructions on how a ballot is to be completed (there are three vacancies therefore each voter should fill in three names of nominated candidates).

1. Election for three 3-year terms expiring at AGM 2017 (terms expired: Don Milburn, Candace Cowan, Ian MacDonell)

Nominations called for from the floor:

Ian MacDonell was nominated by Mike Lawrence

Candace Cowan was nominated by Nelson Eddy

Don Milburn was nominated by Ken McClean

Dave Simpson was nominated by Sharon Milburn

All nominees accepted their nominations. Nominations called for from the floor a second and third time, no further nominations were forthcoming. Nominees were given the opportunity to introduce themselves and ratepayers were given the opportunity to ask questions of the candidates prior to casting ballots.

Nominees were provided with the opportunity to have a scrutineer witness the ballot counting and all nominees declined. Following voting by ballot the following nominees were elected for 3-year terms:

- Candace Cowan
- Don Milburn
- Dave Simpson

All nominees were thanked for standing for election.

Motion: to destroy the ballots after the statutory 14 days

Sharon Milburn Seconded: Diane Upper Vote: Carried

Motion for Adjournment: Bob Lineham

There being no further business the meeting was adjourned at 8:35 pm.

The above minutes were approved on April 16, 2014.

Chair of the Trustees

Officer