

DEEP BAY IMPROVEMENT DISTRICT

MINUTES OF THE ANNUAL GENERAL MEETING

NOVEMBER 4, 2021 – LIGHTHOUSE COMMUNITY CENTRE

Trustees: Claire Hilscher, Chair Tom Plensky
Linda McKay Tony Botica
Robert Hale Colin Thompson

Staff: Leslie Carter, Administrator
Janine Sibley, Administrative Assistant
George Lenz, Fire Chief
Don Coghill, FireSmart Coordinator

Guests: Cory Vanderhorst, CA – MNP

Ratepayers: 20 Rate payers in attendance (not including trustees & staff)
(1 non-ratepayer also in attendance)

Call to Order: 7:00 pm

Claire Hilscher, Chair, thanked everyone for coming out and reflected on the challenges of holding an AGM during a pandemic. The AGM for 2020 was cancelled due to public health orders. Reports usually presented at that AGM have been made available on the website. This year's AGM would normally have been held in April 2021 but was again delayed. The board had hoped to hold the meeting in the new fire hall but that was not possible for this year. DBID is still waiting on an occupancy permit for the new hall and it is hoped that the AGM for 2022 can be held in the new fire hall.

Attendees were reminded of the trustee elections being held on November 13, 2021.

Claire introduced staff and guests. Trustees introduced themselves to attendees.

Motion: to approve the agenda for the current meeting:

Tom Plensky Seconded: Bob Leggett Vote: Carried

Minutes of the Annual General Meeting held on April 3, 2019

Motion: to accept the minutes of April 3, 2019 Annual General Meeting

Susan Mielke Seconded: Stuart McLean Vote: Carried

Business Arising From the Minutes: none

2020 Annual Report presented in written format:

Motion: to receive the 2020 Annual Report as presented

Tom Plensky Seconded: Linda McKay Vote: Carried

Auditor's Report and presentation of 2020 Financial Statements

2020 Financial Statements were presented by MNP representative Cory Vanderhorst. DBID had another clean audit report with no issues noted.

Motion: to receive the 2020 Financial Statements as presented

Tom Plensky Seconded: Diane Koch Vote: Carried

Trustee's Honorarium

Motion: to approve the 2021 Trustees Honorarium at \$1,400.00 for the Board Chair and \$800.00 for each trustee for a total of \$6200.

Bob Leggett Seconded: Susan Mielke Vote: Carried

Written presentation from Deep Bay Fire/Rescue Society

Barb Nixon spoke to the written report: with this year's donations included, a total of \$132,000 has been donated to support the Deep Bay Volunteer Fire Department.

Beach Fest is returning for 2022 and is an opportunity for funds and recognition of the society and the fire department. If the society's application is accepted, volunteers will be needed to fill shifts.

Thanks were provided to the fire department members for their support of the bottle drives. The most recent bottle drive raised \$12,854. Special thanks to Val Pardiac for use of her property and to George Lenz and Don Coghill for their work.

FireSmart Grant for Home Assessments, program information & updates

The DBID has received a \$150,000 grant for FireSmart activities. Don Coghill has been hired as the FireSmart Coordinator and was introduced. Don has just started in the position and is looking forward to making our community more resilient to wildfires with the work to be performed under the grant.

Other business

Questions from the floor

Q: Owner of property on Thompson Clarke Dr. West that has the RDN public trail and watermain Right of Way running across it: the board has received a cost estimate of \$28,000 for required slope remediation and owner feels this is considerably underestimated. Does the board have a mandate from ratepayers to spend a further \$200,000 to do the stabilization work required? Owner has the plans but not the details of the job. Where is the detail and accountability to ratepayers?

A: The board can look into cost estimates provided. McElhanney Consulting have been the DBID engineers of record since 2007 and previous costs estimates provided for other jobs have been very accurate. All documents provided by McElhanney pertaining to the slope stabilization have been provided to the owner and are public.

(Written submission received from owner at the end of the meeting.)

Q: There has been a recent lawsuit allowed to go ahead against a local government regarding snow removal, does this affect the DBID?

A: The DBID only provides water and fire protection and has insurance to cover those services.

Q: The DBID has set a budget of \$420,000 for the new fire truck. Recent purchases made by other jurisdictions have been in the \$600,000 to \$800,000 range. Is the currently budget realistic?

A: Budgetary quotes received were close to budgeted amount. A local jurisdiction (Comox Valley Regional District) purchased a pumper this year for under \$420,000.

The DBID will look at all available options and hope to get a good vehicle that has what is needed and is what the DBID can afford.

One trustee expressed his opinion that he does not feel that current budget is sufficient for a new truck and feels the budget should have been increased.

Q: Where is the process currently for the truck purchase?

A: The RFP is currently being drafted based on approved specifications developed by Fire Department members. The current truck is certified until the end of 2023.

Q: Where are the investments held and are they at risk of the current market volatility?

A: Improvement Districts are very limited as to where monies can be invested. DBID funds are invested with First Credit Union and RBC Dominion Securities. All investments are in guaranteed funds and deposits are insured by the financial institutions. No funds are invested in the market.

Q: Reference was made to an RDN brochure regarding watering restrictions. Has the board discussed watering restrictions?

A: The board looks at this issue every year. DBID is fortunate that the aquifer has abundant water and this has been confirmed by hydrogeological reports.

The main concern is maintaining reservoir levels for fire protection not supply. Wells are currently keeping up with demand so restrictions have not been implemented. If restrictions are needed, they will be aligned with the regional framework used by water systems within the RDN.

Q: Would water be shunted to other communities that are experiencing shortages?

A: There are no connections in place to other communities and none are being considered at this time. It was noted that other jurisdictions could increase their storage capacity to address seasonal shortages.

Motion for Adjournment:

Bob Leggett

Seconded: Tom Plensky

Vote: Carried

There being no further business the meeting was adjourned at 8:45 pm.

The above minutes were approved on November 18, 2021.

Chair of the Trustees

Officer