

**DEEP BAY IMPROVEMENT DISTRICT**  
**MINUTES OF THE REGULAR BOARD MEETING**

**November 20, 2019**

**Trustees:** Don Milburn, Chair  
Tom Plensky  
Bob Leggett  
Linda McKay  
Dave Simpson  
Candace Cowan  
Claire Hilscher

**Staff:** Leslie Carter, Administrator  
Don Buchner, Operator  
George Lenz, Fire Chief

**Guests:** 4

**Call to Order:** 7:00 pm

**Introduction of late items:** none

**Motion: to approve agenda for current meeting**

**Tom Plensky            Seconded: Linda McKay            Vote: Carried**

**Petitions and Delegations:** none

**Minutes of the Special Board Meeting held on October 16, 2019**

**Motion: to approve the minutes of Special Board Meeting of October 16, 2019**

**Dave Simpson            Seconded: Tom Plensky            Vote: Carried**

**Minutes of the Regular Board Meeting held on October 16, 2019**

**Motion: to approve the minutes of Regular Board Meeting of October 16, 2019**

**Claire Hilscher            Seconded: Dave Simpson            Vote: Carried**

**Minutes of the Special Board Meeting held on November 4, 2019**

**Motion: to approve the minutes of Special Board Meeting of November 4, 2019**

**Candace Cowan            Seconded: Tom Plensky            Vote: Carried**

**Business arising from the minutes:** none

**Operator Monthly Report:**

**Operations & Maintenance Report for Oct 9 – Nov 14, 2019**

Water Delivery: Oct 9 – Nov 14, 2019: 1,935,340 Imp. Gal.

Average daily use/connection (610 connections): 88 Imp. Gal.            Previous Month – 131

Observation Well #310 Levels (meters): Nov. 14, 2019: 9.25            Previous Month – 9.095

Locator complete work today and identified all underground services. Don will get the plumbing removed from behind building shortly. Annual water testing is being conducted Thursday.

**Motion: to accept the Operator's report as presented**

**Tom Plensky            Seconded: Candace Cowan            Vote: Carried**

**Operations & Maintenance Committee:** no meeting

**Fire Chief's Report:**

Call outs for month of October: 3 (2 MVI, 1 First Responder, 0 Fire, 0 Misc.)

There is some miscellaneous material that came from the container that will need to go to the dump.

**Motion: to accept the Fire Chief's report as presented**

**Dave Simpson      Seconded: Bob Leggett      Vote: Carried**

**Fire Protection Committee:** no meeting

**Fire Hall Replacement Committee:** November 15, 2019 meeting

Discussion of tile boxes found in container: These tiles, containing asbestos, have been properly bagged and stored and will need to be safely disposed of. George will provide Administrator with contact information of two companies that can transport and dispose of the bagged material.

**Motion: to approve expending up to \$500 for the disposal of asbestos contaminated materials.**

**Tom Plensky      Seconded: Bob Leggett      Vote: Carried**

Bob and Dave reviewed information in the November 15, 2019 Committee report including the recommendation that the DBID retain logs and store off site for future milling.

Quotes for work are still being received but it has become apparent that chipping will be cost prohibitive due to volume. Recommendation will be to have branches and stumps hauled away in bins.

Approval of bids will be considered at a special board meeting next week.

**Motion: to accept the Fire Hall Replacement Committee report as presented and recommendation that DBID retain logs and store off site for future milling**

**Tom Plensky      Seconded: Linda McKay      Vote: Carried**

**Finance Committee:** no meeting

Total payments issued for October 2019 Water: **\$19,476.93**

Total payments issued for October 2019 Fire: **\$14,817.76** (corrected total)

Administrator will provide a separate report for the Fire Hall project going forward.

Fire Department equipment has been returned to C-can and will need to be re-inventoried. Administrator will provide inventory that was completed earlier.

**Motion: to accept the finance committee report as presented**

**Tom Plensky      Seconded: Dave Simpson      Vote: Carried**

**Bylaw Committee:** no meeting

**Environment and Emergency Committee:** no meeting

**Facilities Committee:** no meeting

**HR Committee:** no meeting

**Planning Committee:** no meeting

**Correspondence In:**

October 16, 2019 – Deep Bay Fire/Rescue Society – request to use DBID property for a bottle drive on February 29, 2020 (providing construction has not started)

November 13, 2019 – MNP, 2019 Audit Service Plan

**Correspondence Out:**

October 21, 2019 – Min. of Transportation & Infrastructure – re: Referral: 2019-04815, 3-Lot Conventional Subdivision, Lot 3 Plan VIP43604 DL 40

October 21, 2019 - Min. of Transportation & Infrastructure – re: Referral: 2019-05794, 2-Lot Conventional Subdivision, DL 36 PI VIP61726 Lot 2

November 13, 2019 – Union of BC Municipalities – Community Emergency Preparedness Fund Grant Application

**Motion: to grant Deep Bay Fire/Rescue Society use of the DBID property for a bottle drive on February 29, 2019 providing construction has not started.**

**Tom Plensky                      Seconded: Bob Leggett                      Vote: Carried**

**Motion: to deal with and file correspondence in and out**

**Dave Simpson                      Seconded: Bob Leggett                      Vote: Carried**

**Old Business:** none

**New Business**

**Motion: to destroy all ballots, list of electors and statutory declarations related to the Deep Bay Fire Hall Borrowing Referendum**

**Claire Hilscher                      Seconded: Bob Leggett                      Vote: Carried**

Working meeting with Magnum and Christo Kuun booked for November 29 at 10 am.  
Special Board Meeting set for November 29 at 9:30 am.

**Question Period**

Q. Rate payers on Maple Guard Drive are concerned about the machine piles on the large property on Henry Morgan. It is there understanding that these are slated to be burned. Is there anything that can be done as they are very concerned about the volume of material?

A. Fire Chief will contact owner of property on Henry Morgan with regards to permit requirements and restrictions. If burns are started prior to Fire Chief speaking to owner, neighbours should call 911 to have the Fire Department paged out.

Q. The clearing on this same property on Henry Morgan is also causing ditches to back up due to debris. Culvert is also being clogged with branches etc.

A. Owners will need to contact Mainroad Contracting as the contractor for MOTI

Q. Is there an opportunity for local residents to provide bequeathments that could be put towards paying for the fire hall?

A. Yes, both the Deep Bay Improvement District, as a “qualified donee” and the Deep Bay Fire/Rescue Society, as a registered charity, are able to accept donations including bequeathments and issue tax receipts.

Q. Has anyone considered having a shredding event as a fund raising opportunity? These are usually by donation

A. This would be an opportunity that the Deep Bay Fire/Rescue Society could look at. Contact information for Barb Nixon was provided.

Q. During the meeting, there was talk of keeping trees for building a deck, is this not part of the fire hall project?

A. The Fire Hall project has been planned in 2 phases. The first phase does not include finishing the second floor or the deck. This was done to keep costs down below the \$2 million mark.

Rate payers were thanked for their interest and in attending the meeting.

There being no further business the meeting was adjourned to go in camera at 8:05 pm.

The above minutes were approved by the Board of Trustees on December 18, 2019.

By: \_\_\_\_\_  
Chair of the Trustees

\_\_\_\_\_  
Officer