

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING

February 4, 2021

In response to the current COVID-19 Pandemic, all participants met via conference call and this meeting was not open to the public.

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

Staff: Leslie Carter, Administrator

Guests: Randy Jenkins, Magnum Project Management (MPM)
Ryan Fisher, Magnum Project Management
Christo Kuun, Owner Representative, Fire Hall Project

Call to Order: 7:00 pm

Introduction of late items:

New business: Partial capital tax advance for spring borrowing issue

Discussion of trust/respect among trustees, trust of rate payers

Round table discussion prior to any motion regarding the fire hall second floor (to include above item)

Acceptance of Fire Hall Replacement Committee Report

Motion: to approve agenda as amended for current meeting

Tom Plensky Seconded: Linda McKay Vote: Carried

Round table discussion amongst all meeting attendees:

Discussion included presentation of the following budgetary information:

- MPM provided a report to the board outlining where the project started and how we got to where we are now. The final cost estimate to complete is either:
 - Option 1: \$1.8 million to complete finishing the hall and second floor only to RDN permit requirements; or
 - Option 2: \$1.86 million to fully meet RDN requirements + complete the remaining finishings and equip the second floor, making it usable meeting and training space for the Fire Department.
- Both options are within the approved budget and under the borrowing limit set by the referendum.
- MPM requires direction from the board as to which option the Board wishes them to implement.

There were good points of support and concern raised in round table discussion:

- Against fully finishing the second floor, beyond permit requirements:

- At the public information meetings held ahead of the referendum, rate payers were told, and information was posted on the DBID website, that the proposed budget did not include finishing the second floor and that it would be finished later, using donations and volunteer labour.
- Although the referendum question:
"Are you in favour of the Deep Bay Improvement District adopting Bylaw No. 239 being "Fire Hall Renewal Borrowing Bylaw", to enable the Deep Bay Improvement District to borrow up to a maximum of \$2,000,000 to build a new fire hall at 5031 Mountainview Road, Bowser, BC?"
was not specific, concern was expressed that finishing the second floor would be a change from what rate payers were told prior to the referendum.
- There are rate payers in the district that struggle to pay the current tolls and taxes and any additional borrowing will create an additional financial burden on them.
- There is no forecast, yet, for how much the new building is going to cost to operate and any increase will also mean a DBID tax increase, which is not deferrable. The loan payment amount is deferrable as it is on the rural taxes.
- In support of fully finishing the second floor, beyond permit requirements:
 - The cost to fully finish the fire hall will still be under the maximum amount approved via the referendum to be borrowed for construction. Finishing of second floor means having a useable kitchen, bathroom etc. but does not include expenses such as fitness equipment. Finishes will not be the "Cadillac" version.
 - Upon completion of construction, interest rates are significantly lower than they had been at the planning stage. The savings realized will help offset the additional cost of the additional \$60,000 needed to fully finish and, with the exception of the fitness room, equip the second floor.
 - Current building donations include \$102,000 for the building fund and \$21,000 is directed towards the 2nd floor finishing. Approximately \$9,000 of the building fund donation came in after the referendum. This amount could also be applied to second floor costs as the referendum information indicated that the donation amount at that time (\$93,715) would be used to reduce the borrowing amount.
 - It seems like the best business, financial and operational decision, given:
 - the current budget projections;
 - the significantly lower interest rate than what was projected at the planning stage; and
 - that the Fire Department would benefit greatly, operationally, by having this functional meeting and training space now.

Randy, Ryan & Christo left the meeting at this point.

Motion: to accept the Fire Hall Replacement Committee February 2, 2021 report

Colin Thompson Seconded: Robert Hale Vote: Carried

Motion as debated and amended: to complete the upstairs fully based on budget numbers provided by Magnum Project Management. Recommendation to include RDN permit requirements and full finishing to the scope and scale limited to the line items in the document presented by Magnum Project Management dated February 2, 2021.

Colin Thompson Seconded: Robert Hale

A recorded vote was requested

**In favour: Tony Botica, Robert Hale, Linda McKay, Suzanne LaRoy, Colin Thompson
Claire Hilscher**

Opposed: Tom Plensky Vote: Carried

Motion: to proceed with a spring Capital Tax Advance from the Province of BC, borrowing \$1.3 million for a 20-year term

Linda McKay Seconded: Tom Plensky Vote: Carried

Administrator will provide updates via email to the board as this process proceeds.

Motion: to direct McElhanney to proceed with the recommended detailed inspection of the culvert on 4891 Thompson Clarke Dr. West as outline in the Technical Memo dated January 11, 2021.

Tom Plensky Seconded: Linda McKay Vote: Carried

Administrator has spoken to the homeowner and he has provided permission for McElhanney to access the property as necessary for the inspection.

There is a trustee vacancy on the Fire Hall Replacement committee – this will be added to the February 17, 2021 regular board agenda.

There being no further business, the meeting was adjourned to move in camera at 8:15 pm.

The above minutes were approved by the Board of Trustees on February 17, 2021.

By: _____
Chair of the Trustees

Officer