

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

**October 5, 2022**

**Trustees:** Tony Botica, Chair  
Claire Hilscher  
Bob Leggett  
Diane Koch  
Colin Thompson  
Susan Mielke

**Regrets:** Robert Hale

**Staff:** Leslie Carter, Administrator

**Guests:** 3

**1. Call to Order:** 6:00 pm

The chair respectfully acknowledged the Qualicum First Nation on whose traditional territory the meeting took place.

**2. Introduction of late items:**

4.1 Draft Questions & Answers for DBID public meeting

4.2 McElhanney - Water System Evaluation Report, 2022 Report Review and Update

**3. Approval of agenda for current meeting**

Motion: to approve agenda as amended for current meeting

Claire Hilscher      Seconded: Bob Leggett      Vote: Carried

**4. New Business**

**4.1. Special Public Meeting**

Agenda items:

- History of water projects undertaken
- Water system evaluation
- Finances, renewal strategy, budget documents, capital plan
- Geotechnical report, Thompson Clarke Dr. West
- Public submissions read out, answered
- Questions, comments from the floor

Board meeting to be held prior to public meeting to draft budget documents based on McElhanney information.

Notification to be sent with Assessment Notice mail out in November (~3<sup>rd</sup> week)

Provide deadline for public submissions – set as January 6, 2023 to allow time for board to draft responses with a meeting date at end of January/early February.

Attendees should include McElhanney engineers & geotechs as well as DBID operator.

Lighthouse Community Centre suggested as location to be able to accommodate any number of attendees. They are booked up in the evenings Monday to Thursday.

Suggest a Saturday afternoon meeting. ~ 2 pm, January 28 to be considered. DBID will need early access for set up etc.

Motion: for draft agenda, to include water budgets, to be brought to the October board meeting with a proposed meeting date of January 28, 2023, starting from 1-2 pm at the Lighthouse Community Hall with public input requested by January 6, 2023 to be followed by question/answer period.

Susan Mielke                      Seconded: Diane Koch              Vote: Carried

**4.2. Draft Q & A**

Public questions from last 6 board meetings to be reviewed for any that should be included

Document should be available when notice goes out prior to public submission of questions.

Change format to “Did you know...” To be reviewed by the board prior to mail out.

**4.3. October 5, 2022 - McElhanney Water System Evaluation Report – Feb 2008, 2022 Report Review and Update**

Motion: to accept McElhanney Water System Evaluation Report – Feb 2008, 2022 Report Review and Update as correspondence in

Bob Leggett                      Seconded: Claire Hilscher              Vote: Carried

Motion: to proceed with Water System Evaluation Report from McElhanney immediately

Bob Leggett                      Seconded: Susan Mielke              Vote: Carried

Administrator will ask if report can be provided any sooner than the 10 week schedule.

**5. Question Period**

Q: How transparent will this public meeting be? What questions can be asked?

A: Mail out will outline agenda and questions should be provided to the DBID ahead of time.

Q: It looks like the community hall is booked for soccer from 10-2 on January 2

A: Administrator will look into options

There being no further business the meeting was adjourned at 6:59 pm.

The above minutes were approved by the Board of Trustees on October 20, 2022.

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

\_\_\_\_\_  
Officer