

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

**December 15, 2022**

**Trustees:** Tony Botica, Chair  
Claire Hilscher  
Bob Leggett  
Colin Thompson  
Robert Hale  
Diane Koch (via phone)  
Susan Mielke

**Staff:** Janine Sibley, Administrative Assistant  
George Lenz, Fire Chief

**Guests:** 15

**1. Call to Order: 7:05 pm**

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

**2. Introduction of late items:**

Discussion on recording the minutes for minute taking purposes, suggestion that it may be a discussion for the Bylaw committee going forward.

Motion: Allow recorded board meeting minutes to be disseminated to any and all residents and trustees that request a copy.

Colin Thompson Seconded: Bob Leggett Vote: Defeated

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

Motion: to approve agenda for current meeting

Susan Mielke Seconded: Robert Hale Vote: Carried

**4. Petitions & Delegations - none**

**5. Approval of minutes**

**5.1. Regular meeting minutes of November 17, 2022**

Motion: to adopt the minutes of Regular Board Meeting of November 17, 2022

Claire Hilscher Seconded: Susan Mielke Vote: Carried

**6. Business arising from the minutes:**

**10.1** and **10.2** from the November 17, 2022 minutes - Operations Committee reminder to deal with the letter to the ministry regarding Well #7 and Well #2.

**13.2** from the November 17, 2022 minutes - Reminder to ask Fire Chief George to determine occupancy limits of all rooms within the DBID facilities.

**11.3** from the November 17, 2022 minutes – meeting with Chris Pogson, discuss a second meeting in the Operations section of the meeting

**7. Monthly Reports**

Motion: to receive the following reports for information:

**7.1. Operator's Report**

**7.2. Fire Chief's Report**

**7.3. Financial Reports**

Total cheques issued for Water for November 2022: \$69,718.29

Total cheques issued for Fire for November 2022: \$9,868.46

**7.4. FireSmart Program Report**

Claire Hilscher    Seconded: Susan Mielke                      Vote: Carried

**8. Committee Minutes**

Motion: to receive the following minutes for information:

**8.1. Operations Committee meeting - November 25, 2022**

Robert Hale            Seconded: Claire Hilscher                      Vote: Carried

Motion: Fire Committee meet regarding Shoreline Drive 4" main mitigation.

Claire Hilscher    Seconded: Robert Hale                      Vote: Carried

Motion: To obtain a proposal from McElhanney for an Options Review

Claire Hilscher    Seconded: Robert Hale                      Vote: Carried

Amended Motion: To include the construction costs of DL 28 plus support Board decision making on the TC West to Ocean Trail main, an options analysis/review, which is a more detailed engineering report on a specific area, would be the correct type of engineering report. Options would include keeping the main in the same alignment, remediation, and a new alignment. The two forthcoming McElhanney reports (2022 update of 2008/14 reports, and the AC replacement report) are high-level report, and thus will not include a detailed list of options and pros/cons on the water main from TC west to Ocean Trail. Such an options analysis is not included in the forthcoming two reports. If requested, the options analysis would not delay the issuing of those reports.

Diane Koch            Seconded: Colin Thompson                      Vote: Carried

Motion: Ask McElhanney for a brief formal response to Mr. Dave Simpson regarding his drainage plan suggestions.

Claire Hilscher    Seconded: Susan Mielke                      Vote: Carried

Recorded Vote: 6 for / 1 against

Motion: Operations committee to reconvene once we have Richard Simpson to speak directly to the Geotech report.

Susan Mielke            Seconded: Claire Hilscher                      Vote: Carried

**9. Correspondence In:**

**9.1.** November 21, 2022 – George Lenz, letter to the Board

**9.2.** November 22, 2022 - \$25,000 cheque from DBFRS

**9.3.** November 23, 2022 – Ministry of Municipal Affairs – Bylaws 251 & 252

**9.4.** November 18, 2022 – G. Cousineau, letter addressed to Ministry of Forests

- 9.5.** December 1, 2022 – G. Cousineau, letter addressed to Board
- 9.6.** November 28, 2022 – G. Cousineau, letter addressed to Board
- 9.7.** November 28, 2022 – G. Cousineau, letter addressed to Bob Leggett
- 9.8.** November 28, 2022 – MNP Audit plan and Engagement letter
- 9.9.** December 6, 7, 8, 2022 – G. Cousineau, e-mail correspondence with Chris Pogson
- 9.10.** December 9, 2022 – Insurance update from CapriCMW Insurance

Motion: to accept items **9.1 – 9.10** as correspondence in

Susan Mielke      Seconded: Robert Hale      Vote: Carried

Motion: To refer item **9.1** to Facilities committee, item **9.2** to the HR committee and Item **9.3** to the Fire Protection committee

Robert Hale      Seconded: Susan Mielke      Vote: Carried

**9.5** Motion: Amend our “Did You Know” information sheet to refer to the correct width of SROW 95738 to read 11 ½ feet.

Diane Koch      Seconded: Claire Hilscher      Vote: Carried

**9.6** Motion: Send the letter dated November 28, 2022 from G. Cousineau along to McElhanney to review and incorporate in their options review.

Diane Koch      Seconded: Colin Thompson      Vote: Carried

Recorded vote: 7, all in favour

**9.7** Motion: To have Bob Leggett read the letter from Mr. G Cousineau

Colin Thompson      Seconded: Bob Leggett      Vote: Defeated

**9.8** Motion: To have the Chair of the Finance committee sign the MNP documents and letter.

Claire Hilscher      Seconded: Susan Mielke      Vote: Carried

**9.9** Motion: That Mr. and Mrs. Cousineau engage Mr. Pogson on questions they have regarding their property and remedial work and be allowed to have correspondence with Mr. Pogson.

Colin Thompson      Seconded: Bob Leggett      Vote: Carried

Recorded vote: 5 for / 1 against / 1 abstain

**9.10** Motion: Accept our insurance policy and send a letter to our MLA with a copy of the exclusions.

Claire Hilscher      Seconded: Susan Mielke      Vote: Carried

**9.12** Motion: Accept letter dated December 12, 2022 from Doug Harrison as correspondence in.

Robert Hale      Seconded: Bob Leggett      Vote: Carried

**9.13** Motion: Accept letter dated December 12, 2022 from Craig Kerstens as correspondence in.

Susan Mielke      Seconded: Robert Hale      Vote: Carried

**9.14** Motion: Accept letter From George Lenz regarding snow plow vs drain photos as correspondence in.

Claire Hilscher      Seconded: Robert Hale      Vote: Carried

Motion: Refer George's snow plow vs drain issue to the Facilities committee.

Claire Hilscher      Seconded: Bob Leggett      Vote: Carried

## **10. Old Business - none**

## **11. New Business**

### **11.1.** January Pipeline for review -

Motion: to lay the Pipeline on the table to be discussed at a future date.

Bob Leggett      Seconded: Colin Thompson      Vote: Carried

Motion: Amend the motion to lay the Pipeline on the table with a drop dead date of January 7, 2023.

Claire Hilscher      Seconded: Bob Leggett      Vote: Carried

### **11.2.** Motion: To have a special meeting prior to December 31, 2022 in order to pass disbursement bylaws from both the water capital renewal fund and the CEC fund.

Diane Koch      Seconded: Bob Leggett      Vote: Carried

## **12. Question Period**

Q. Why is the board considering slope stabilization on private property at great expense to 640 ratepayers without considering these facts? Neither the pipeline nor the right of way has caused the slope destabilization, the pipeline is not leaking, the pipeline has been in place for over 40 years and it has been delivering water for water and fire protection.

A. The pipeline is where it is and DBID is working to maintain water supply and fire protection services.

Q. Suggestion to really think through all of the options that McElhanney is providing, consider all 3 options very seriously.

A. Thank you for the comments.

Q. Do you have a plan to replace the older sections of pipe and if not when will the plan be started to plan for pipe replacement?

A. Finances are forecasted out into the future for pipeline replacement based of their longevity, currently waiting for reports and then we can make plans to move forward.

Q. Do we have a back up water line? Concerns that house insurance premiums are going up and insurance class ratings are going up.

A. Our water operator does a great job of maintaining the water system, fixing any leaks in the system as necessary.

Q. Ratepayers have asked for a special public meeting, there is no point in holding the meeting unless the board can provide all of the answers. The ratepayers want to have all of

the costs and the pros and cons for all the options available to provide a long term water system including alternate solutions for the ravine line, specifically a whole study of the DL28 connection option. We want a master plan for upgrading the entire water system with timelines, costs and options. Don't have the public meeting until the board has all of the answers.

A. The public meeting is scheduled for January 28, 2023, we will review and work to solicit the information to be ready for this public meeting. We do have special meetings coming up to discuss the pipeline reviews and content for the meeting.

Q. Why don't you listen to the recommendations of one of your experienced trustees, suggesting that specific guidelines be given to McElhanney. This wasn't done properly initially and the current report means nothing.

Q. Why is the board spending money on the slope stabilization? What is the future long term liability to the board and ratepayers?

A. We are all working together to continue to provide drinking water and fire protection services.

There being no further business the meeting was adjourned to move in-camera at 10:06 pm.

The above minutes were approved by the Board of Trustees on January 19, 2023.

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

\_\_\_\_\_  
Officer