

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

July 20, 2023

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

Staff: John Marsh, Administrator

Guests: 10

1. Call to Order: 7:00 pm

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

2. Introduction of late items:

Four items were added to the agenda: one item in correspondence in regarding an email from George Cousineau, and two new business items relating to a bottle drive for the Fire Rescue Society, and draft tender documents for reservoir replacement, and fourth item were minutes from the June 13th Facilities Committee Meeting.

3. Approval of agenda for current meeting

Motion: To approve agenda as amended for the current meeting.

Susan Mielke

Seconded: Claire Hilscher

Vote: Carried

4. Petitions & Delegations:

4.1. George Cousineau – July 14, 2023, Instability of Slope Area Thompson Clarke West

George Cousineau provided a presentation regarding the instability of the slope area on his property at 4891 Thompson Clarke West. This included reviewing an Aztec Geoscience Inc., Terrain Stability Observations and Professional Opinion report dated July 2, 2023. Mr. Cousineau informed the Board that he has provided a copy of the Aztec report to the RDN.

Motion: That the July 14, 2023, letter from George Cousineau and the July 2, 2023, Aztec Geoscience Inc., Terrain Stability Observations and Professional Opinion for 4891 Thompson Clarke Drive West be received as correspondence in.

Bob Leggett

Seconded: Susan Mielke

Vote: Carried

Motion: That the the July 2, 2023, Aztec Geoscience Inc., Terrain Stability Observations and Professional Opinion for 4891 Thompson Clarke Drive West be referred to McElhanney for review and to provide a firm recommendation for the best option for placement of the water line.

Bob Leggett

Seconded: Colin Thompson

Vote: Carried

Motion: That the Board authorize the HR Committee to investigate the hiring of a retired infrastructure local government engineer on contract basis to review all options and provide recommendations.

Diane Koch

Seconded: Bob Leggett

Recorded vote requested:

In Favour: Robert Hale, Diane Koch, Bob Leggett, Colin Thompson

Abstained: Tony Botica

Opposed: Claire Hilscher Susan Mielke

Vote: Carried

5. Approval of minutes

5.1. Motion: To adopt the minutes of Regular Board Meeting of July 20, 2023.

Susan Mielke

Seconded: Claire Hilscher

Vote: Carried

6. Business arising from the minutes - none

7. Monthly Reports

7.1. Operator's Report

7.2. Fire Chief's Report

7.3. Financial Reports

Total cheques issued for Water Department for June 2023: \$14,170.56

Total cheques issued for Fire Department for June 2023: \$8,571.01

Motion: To receive the monthly Operator's report, Fire Chief's report and Financial report.

Diane Koch

Seconded: Susan Mielke

Vote: Carried

Motion: That the issue of paying an hourly/day rate for fire department members for courses and training be referred to the Finance Committee.

Claire Hilscher

Seconded: Susan Mielke

Vote: Carried

8. Committee Minutes:

Motion: That the Facilities Committee meeting draft minutes of June 13, 2023, be received for information.

Claire Hilscher

Seconded: Susan Mielke

Vote: Carried

9. Correspondence In

9.1. Motion: That the June 15, 2023, letter from George Cousineau regarding the Waterline Thompson Clarke West be received as correspondence in.

Susan Mielke

Seconded: Robert Hale

Vote: Carried

9.2. Motion: That the June 23, 2023, letter from George Cousineau regarding the Statutory Right of Way Thompson Clarke West be received as correspondence in.

Susan Mielke

Seconded: Bob Leggett

Vote: Carried

Motion: That Bazett Land Surveying and/or McElhanney be retained to reestablish and mark reference tags and survey lines that have been removed on the Cousineau property.

Diane Koch

Seconded: Robert Hale

Amendment Motion: In reestablishing any marker that it also be pinned in the ground as well as being staked.

Colin Thompson Seconded: Bob Leggett Vote: Carried

Vote on the Main Motion as Amended: Vote: Carried

9.3. Motion: That the July 7, 2023, Tom Plensky question did the installation of the RDN's trail off Thompson Clarke Drive contribute to the destabilization of private property be received as correspondence in.

Susan Mielke Seconded: Claire Hilscher Vote: Carried

Motion: That the dissertation by Diane Koch expressing concern regarding the public release of in-camera information outlined in the Tom Plensky letter be received as correspondence in.

Colin Thompson Seconded: Bob Leggett Vote: Carried

9.4. Motion: That the July 13, 2024, email from George Cousineau regarding costing issues for water line options for Thompson Clarke West be received as correspondence in.

Robert Hale Seconded: Claire Hilscher Vote: Carried

Motion: That the July 13, 2023, email from George Cousineau regarding costing issues for water line options for Thompson Clarke West be referred to the Planning Committee.

Bob Leggett Seconded: Colin Thompson Vote: Carried

10. Old Business- none

11. New Business:

11.1. Planning Committee Meeting – It was agreed that a Planning Committee meeting will be held on July 24, 2023, at 1:00 pm to discuss water capital issues.

11.2. Deep Bay Fire/Rescue Society Request for a Bottle Drive

Motion: That the Board approve the Deep Bay Fire/Rescue Society request to have a bottle drive at the Fire Hall on October 14, 2023.

Susan Mielke Seconded: Claire Hilscher Vote: Carried

11.3. McElhanney Draft Reservoir Replacement Tender Documents

Motion: That the McElhanney Draft Reservoir Replacement Bid Documents with the addition of a privilege clause and date adjustments be approved.

Claire Hilscher Seconded: Susan Mielke

Recorded vote requested:

In Favour: Robert Hale, Claire Hilscher Susan Mielke

Abstained: Tony Botica

Opposed: Diane Koch, Bob Leggett, Colin Thompson Vote: Carried

12. Safety Issues

It was noted that feedback for safety issues should be provided to the Facilities Committee.

13. Question Period

The Chair opened the meeting for comments from ratepayers.

- C. Inappropriate behaviour is being normalized and is not good. DBID has a policy on this and all in attendance should not be exposed to this behaviour. Ratepayers expressed being harassed and violated.
- Q. A ratepayer requested that the water meter issue at 5509 and 5511 Deep Bay Drive be resolved. A. Staff advised that they are aware of this and will review.
- C. A heat pump or air conditioning needs to be added to Board room.
- C. Meetings should be recorded as it would help with minutes and provide better information for the public. A. This will be reviewed but there are potential computer issues that would have to be resolved.
- C. There is a Vancouver Island Fire Department Group that could be contacted for emergency fire department training. It was also noted the Bow Horn Bay Fire Department may have an emergency trainer.
- C. It was noted that Bazett Land Surveying carried out the statutory right of way surveying and it would be quickest to use their services.
- C. Zoom meetings should be considered for future Board meetings.
- Q. Multiple opinions for engineering options can be helpful, but how does the Board prioritize reservoir versus pipeline. A. We are working on that issue.
- C. McElhanney does not seem receptive to using smaller equipment and this could result in more damage to the bank.
- C. Strategic Plan should govern what works are prioritized.
- C. Aztec Geoscience engineer Del Ferguson knows his stuff and the Board should seriously listen to what he has to say.
- C. If the reservoir is not broke then don't fix it. The same applies to the water line, why fix it if it is not broken.

Motion: There being no further business the meeting was adjourned at 10:30 pm.

Susan Mielke

Seconded: Robert Hale

Vote: Carried

The above minutes were approved by the Board of Trustees on August 17, 2023

By: _____

Chair of the Trustees Officer