

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
August 17, 2023

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

Regrets: Bob Leggett

Staff: John Marsh, Administrator

Guests: 20

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:

The Board agreed to amend the agenda to add under New Business Strategic Plan and Conflict of Interest items. The Board did not add, as a late item, correspondence from George Cousineau. This correspondence will be added to the next Board agenda.

3. Approval of agenda for current meeting

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

Susan Mielke Seconded: Claire Hilscher Vote: Carried

4. Petitions & Delegations:

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

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

Diane Koch Seconded: Susan Mielke Vote: Carried

It was noted that the Financial Report needs to be adjusted and referred to the next Regular Board meeting.

8. Committee Minutes:

Motion: That the July 24, 2023, Planning Committee Minutes be received for information.

Susan Mielke Seconded: Robert Hale Vote: Carried

9. Correspondence In

9.1. July 20, 2023 – George Cousineau, Copy of Written Presentation to the DBID Board Meeting on July 20, 2023.

9.2. August 10, 2023 – Dave Simpson, Comments from Planning Committee Meeting.

9.3. August 8, 2023 – Gary Holisko, Statutory Right of Way Comments.

Motion: That the correspondence from George Cousineau, Dave Simpson and Gary Holisko be received as correspondence in.

Diane Koch Seconded: Robert Hale Vote: Carried

Motion: That the correspondence from George Cousineau, Dave Simpson and Gary Holisko be referred to the Planning Committee for review and then to come back to the Board with recommendations.

Diane Koch Seconded: Susan Mielke Vote: Carried

9.4. August 10, 2023 – Sharon Milburn, DBID Board Issues.

Motion: That the correspondence from Sharon Milburn be received as correspondence in.

Robert Hale Seconded: Claire Hilscher Vote: Carried

10. Old Business - none

11. New Business:

11.1. Mutual Aid Agreement – Comox Valley Regional District, Deep Bay Improvement District and Ships Point Improvement District.

Motion: That the Mutual Aid Agreement with the Comox Valley Regional District, Deep Bay Improvement District and Ships Point Improvement District be approved, and that the Administrator be authorized to sign the agreement.

Susan Mielke Seconded: Robert Hale Vote: Carried

11.2. Herold Engineering – Water Tank Assessment Report, August 10, 2023

Motion: That the Water Tank Assessment Report from Herold Engineering be received as correspondence in.

Diane Koch Seconded: Robert Hale Vote: Carried

Motion: That the Administrator be authorized to engage with an engineering company to work with Herold Engineering to hire a water specialist to determine the source of the water contamination and in addition delay the posting of the reservoir bid replacement process until the Herold Engineering Report has been finalized and considered by the Board.

Recorded vote requested:

In Favour: Robert Hale, Diane Koch, Colin Thompson

Opposed: Tony Botica, Claire Hilscher, Susan Mielke Vote: Motion Defeated

Motion: That the Administrator is to work with Herold Engineering to hire a water specialist to determine the source of water contamination at the reservoir.

Claire Hilscher

Seconded: Susan Mielke

Vote: Carried

11.3. Strategic Plan

Motion: That DBID Trustees and staff develop a Strategic Plan which will include DBID's goal and objectives, present and future projects and undertakings posthaste and complete same as soon as possible and that any costs associated with the Strategic Plan, i.e., hiring a facilitator is to be borne by DBID and limited to \$10,000.

Susan Mielke

Seconded: Colin Thompson

Vote: Carried

11.4. Conflict of Interest

Motion: That the DBID Bylaws be updated to include both pecuniary and non-pecuniary conflict of interest considerations this fall and before the end of this calendar year.

Susan Mielke

Seconded: Claire Hilscher

Vote: Carried

12. Safety Issues - none

13. Question Period

The Chair opened the meeting for comments from ratepayers.

- Q. A ratepayer, Tom Plensky, asked the Board why the Board has not answered his five questions that he previously asked the Board.
- Q. Does DBID have a plan for wildfires or is it through the RDN? A. There is a Community Resiliency Plan through the RDN.
- Q. A ratepayer asked for clarification on the voting process where a Trustee is not present. A. Trustee was not here, the phone did not ring and then the vote was taken.
- C. If another 12-inch pipe is required to go to the reservoir then the cost could double.
- Q. A ratepayer requested clarification on whether there are restrictions on reserve funds. A. CEC funds have restrictions, renewal reserves have flexibility.
- C. A ratepayer made comments on the input noted in the Gary Holisko correspondence received.
- Q. Did the DBID know that the trail through the Cousineau property would remain closed after the survey? A. No. The agreement is between the property owner(s) and the RDN.
- Q. A ratepayer asked how much DBID monies have been spent on the statutory right-of-way? A. This information has been publicly reported previously and further information can be obtained by contacting the DBID office.
- Q. A ratepayer asked if he could address the Board? A. It is best to address the Board through the delegation process and then it would be on the Board Agenda.
- C. Ravine water line has been in place for 50 years and should have 50 years left. Why will the Board not answer the question Option 9 - when the line breaks then you can fix it.

Q. How are we going to pay for the infrastructure improvements and where does the money come from? A. The money comes from ratepayers, the how and when is the decision that is being considered by the Board. There is \$893,000 in the budget earmarked for the reservoir project.

Motion: There being no further business the meeting was adjourned to go in-camera at 9:02 pm.

Susan Mielke

Seconded: Robert Hale

Vote: Carried

The above minutes were approved by the Board of Trustees on September 21, 2023

By: _____

Chair of the Trustees Officer