

OPEN SESSION MINUTES

PRESENT:

Colin Thompson, Chair
Alissa Woodward
Diane Koch (remote)
Craig Kerstens
Christo Kuun
Suzanne LaRoy

STAFF:

James Moller - Administrator
Janine Sibley - Assistant Admin

GUESTS:

Adam Norman – Core Water Management

A. CALL TO ORDER

The meeting was called to order at 7:00 PM.

The Chair respectfully acknowledged the Quilicum First Nation on whose traditional territory this meeting takes place.

B. ADOPTION OF MINUTES

January 21, 2025 Regular Open Session Minutes

MOVED by Trustee Thompson

SECONDED by Trustee Kerstens

THAT the Board approve the January 21, 2025 Regular Open Session Minutes as circulated.

CARRIED

January 30, 2025 Special Open Session Meeting Minutes

MOVED by Trustee Thompson

SECONDED by Trustee Kuun

THAT the Board approve the January 30, 2025 Special Open Session Meeting Minutes as circulated.

CARRIED

C. INTRODUCTION OF LATE ITEMS

2. Introduction of Policy 25-2-18.2 In-camera meetings to open meetings
3. Water table levels and conservation
4. Deutz generator

D. BUSINESS ARISING FROM THE MINUTES + UNFINISHED BUSINESS

None

E. PETITIONS & DELEGATIONS

Rob Field – Community welcome sign that honours the Qualicum First Nation

F. CORRESPONDENCE

Wayne Sutherland, January 28, 2025 letter to the Board

MOVED by Trustee Thompson

SECONDED by Trustee Kerstens

THAT the January 28, 2025 letter from Wayne Sutherland be received as correspondence

CARRIED

G. REPORTS

1. January 2025 Water Operator's Report

MOVED by Trustee Thompson

SECONDED by Trustee Kuun

THAT the January 2025 Water Operator's Report be received for information.

CARRIED

2. January 2025 Fire Chief's Report

MOVED by Trustee Thompson

SECONDED by Trustee Kuun

THAT the January 2025 Fire Chief's Report be received for information.

CARRIED

Date: February 18, 2025

3. Financial Reports

- a. Total cheques issued for Water Department for January 2025: \$86,401.16
- b. Total cheques issued for Fire Department for January 2025: \$8,776.66

MOVED by Trustee Thompson

SECONDED by Trustee LaRoy

THAT the January 2025 cheque registers be received for information.

CARRIED

H. BYLAWS

Bylaw No. 268 - Meeting Procedures Amendments Bylaw, 2025 - First reading

MOVED by Trustee Thompson

SECONDED by Trustee Kuun

THAT the Board approve Bylaw No. 268 - Meeting Procedures Amendments Bylaw 2025, First reading on the amended motion with the revision made on 53a) Verbal approval is obtained from either the Corporate Officer or the Chair in advance of the meeting. 53c) will be stricken completely.

CARRIED

Bylaw No. 268 - Meeting Procedures Amendments Bylaw, 2025 - Final reading

MOVED by Trustee Thompson

SECONDED by Trustee Kuun

THAT the Board approve Bylaw No. 268 - Meeting Procedures Amendments Bylaw 2025, Second reading with the revision made on 53 a) Verbal approval is obtained from either the Corporate Officer or the Chair in advance of the meeting. 53c) will be stricken completely.

CARRIED

I. RESOLUTIONS

None

J. NEW BUSINESS

1. DBID Correspondence Policy

MOVED by Trustee Thompson

SECONDED by Trustee LaRoy

THAT the Board approve the Deep Bay Improvement District Correspondence Policy 25.02.18

CARRIED

2. DBID Policy 25.02.18

MOVED by Trustee LaRoy

SECONDED by Trustee Kerstens

THAT the Board of Trustees is committed to maintaining transparency and accountability in its operations. As such, minutes from in-camera meetings will be reviewed periodically to determine if any information can be transitioned to Open meetings without compromising confidentiality or sensitivity.

CARRIED

3. DBID discussion on water levels and drought management, information is available on the DBID website including Observation well 310. DBID Administrator to draft a letter to private business in the district suggesting water conservation since some of these properties are not metered, in addition to using Facebook for public awareness.

4. Deutz Generator update

MOVED by Trustee Kerstens

SECONDED by Trustee LaRoy

THAT the Board appoint Trustee Kerstens to contact White's Diesel in Campbell River to request an estimate in order to proceed with replacing the harmonic balancing pulley, have it installed and tune-up the generator.

Recorded vote - 5 for/1 abstain (Diane Koch).

CARRIED

Date: February 18, 2025

K. QUESTION PERIOD

Questions were asked by members of the gallery in relation to the following topics:

- MNP auditor for 2024
- Recording of the minutes, video recording, remote attendance, acoustics of the meeting room, consider making changes to the set up
- Source of water contamination
- Timing of the election
- Discussion on regular water flushing
- Rates on BC Hydro, Core Water, White Pacific
- TCW Right of Way discussions
- Water testing reports and annual water system reports

L. ADJOURNMENT

MOVED by Trustee Koch

SECONDED by Trustee LaRoy

THAT the Board adjourns into closed session to discuss matters that are or are related to employee relations and other Human Resources matters, and the approval of minutes for a closed session of a committee or Board meeting.

CARRIED

The meeting adjourned into a closed session at 8:55 pm

Chair of the Trustees

Corporate Officer