

QUALICUM BAY – HORNE LAKE WATERWORKS DISTRICT
Minutes of the Regular Meeting of the
Qualicum Bay – Horne Lake Waterworks held at the
QBHL board office, Wednesday
January 16, 2019 @ 1:00pm

Trustees Present: Jeff Cain, Doug Dickson, Ian McJannet, Mark Smailes, Irene Doyle, Lore Bewer
Regrets: Dagmar Seydel
Officer: Leigh Campbell
Maintenance: Don Buchner

Call to Order

The Chair called the Regular Meeting to order at 1:00 p.m. **Motion;** by Jeff Cain to accept the agenda with amendments. **Seconded;** Mark Smailes. **CARRIED**

Two ratepayers were in attendance: Keith and Laurie Nickerson.

Bylaw #166 – Administrator presented two draft bylaws for discussion. The changes included one flat rate for the district, commercial rate to be removed. Ratepayer suggested that each resident would not mind subsidizing Lions Housing. Lore stated that there were more low-income families in the district than just the Lions Housing and the district could not pick and choose who to subsidize. The trustees agreed that the calculations for the toll’s bylaw be adjusted and that the Lions Housing would receive only one invoice from the water district; one invoice for 21 units.

Administrator to get in touch with Econics to see if they can help with the tiers and water usage.

Motion; by Mark Smailes to adopt Bylaw #166, the Twenty Second Tolls bylaw. **Seconded;** Irene Doyle. **CARRIED**

Motion; by Irene Doyle to have Doug and Jeff purchase new computer equipment for the water office. **Seconded;** Ian McJannet. **CARRIED**

Maintenance Report

Good year for 2018 – no counts in any of the tests for the whole year. – The District tests weekly. Don will purchase cameras for the wellsite.

Motion; by Mark Smailes to accept the Maintenance Report of January 16, 2019. **Seconded;** Irene Doyle. **CARRIED**

Motion; Ian McJannet to accept the admin report of January 16, 2019. **Seconded;** Mark Smailes. **CARRIED**

Approval of Minutes

Motion; by Jeff Cain to accept the minutes of the Regular Board Meeting of December 12, 2018. **Seconded;** Ian McJannet. **CARRIED**

Motion; by Lore Bewer to have the office close on Fridays and have the Administrator work from 8-4pm, Monday - Thursday. **Seconded;** Doug Dickson. **CARRIED**

Motion; by Ian McJanet to accept the minutes of the Special In Camera Meeting of January 8, 2019. **Seconded;** Jeff Cain. **CARRIED**

Approval of the attached Treasurer’s Reports of January 16, 2019

Motion; by Jeff Cain to receive and file the Treasurer’s Reports and to approve the accounts payable as listed for payment. **Seconded;** Mark Smailes. **CARRIED**

Correspondence

Motion; by Mark Smailes to accept the correspondence as presented. **Seconded;** Irene Doyle. **CARRIED**

New Business

Information Night – March 20, 2019

Each trustee will cover the same topic as at the Fall Open House. Administrator will ask our Engineer, Chris Pogsen to attend and see if a representative from the Fort Nelson Indian Band would like to come and talk about the subdivision on Huson Road.

Election Policy: Administrator presented the new Elections Policy. The changes include that all nominations for trustees be declared 2 weeks prior to the AGM. Nomination forms can be picked up at the office or downloaded from the Website.

Newsletter:

- Doug will be the first contributor in the newsletter.
- Move the rate table to back
- 1 year – no failed test
- Office more efficient – new office hours
- No increase to parcel tax
- Guests for information night – Chris Pogsen and representative from the Fort Nelson subdivision.

Unfinished Business

Billing Software –

Budget: Tabled

Chairman’s report

Adjournment

The meeting adjourned at 4:20 pm. The next Regular Meeting will take place on Wednesday February 20, 2019, 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Lore Bewer, Chairperson

Leigh Campbell, Officer