

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
November 21, 2018 @ 1:00pm

Trustees Present: Jeff Cain, Doug Dickson, Ian McJannet, Mark Smailes, Irene Doyle, Lore Bewer, Dagmar Seydel
Officer: Leigh Campbell
Maintenance: Don Buchner
Guest: Keith Kelsch, Jim George - Lions Senior/Low-cost housing

Call to Order

The Chair called the Regular Meeting to order at 1:00 p.m. **Motion;** by Irene Doyle to accept the agenda as presented. **Seconded;** Mark Smailes. **CARRIED**

Keith Kelsch:

The current bylaw states that each unit is to be charged a base rate.

The Lions/Low cost housing would like the water district to reconsider the tax exempt bylaw.

The Lions/Low cost housing requested that each unit have a meter so they could monitor the usage of each unit.

The Lions/Low cost housing has requested that another large meter be installed at the property line; Don will get a cost which will be absorbed by the Lions Housing. Keith and Jim left the meeting.

Discussion ensued;

Administrator to look into how other Lions Housing is handled.

BC Housing is no longer subsidizing housing; they are now subsidizing the tenant.

There are other people living in the community who do not live in low cost housing.

Suggest that the Lions Housing go to the ministry for funding as there is no funding for the water district from any level of government.

Maintenance Report

The flushing went well with the Fire Dept. performing maintenance at the same time with no complaints. There was a break-in at the reservoir in Deep Bay where the solar panels were taken. Don will look into security at our well site.

Motion; by Jeff Cain to accept the Maintenance Report of November 21, 2018. **Seconded;** Mark Smailes. **CARRIED**

Motion; by Irene Doyle to accept the admin report of November 21, 2018. **Seconded;** Dagmar Seydel. **CARRIED**

Approval of Minutes

Motion; by Jeff Cain to accept the minutes of the Regular Board Meeting of October 17, 2018. **Seconded;** Ian McJannet. **CARRIED**

Motion; by Mark Smailes to accept the minutes of the Special Board Meeting of October 23, 2018. **Seconded;** Jeff Cain. **CARRIED**

Approval of the attached Treasurer’s Reports of November 21, 2018

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

Correspondence

Leak adjustment 3780 Salmond Road.

Motion; by Mark Smailes to give a leak adjustment of 50% of the overage. **Seconded;** Ian McJannet. **CARRIED**

Motion; by Jeff Cain to accept the correspondence as presented. **Seconded;** Ian McJannet. **CARRIED**

Motion; by Irene Doyle to accept bylaw #167 Taxation bylaw 2019. **Seconded;** Jeff Cain. **CARRIED**

New Business

Motion; by Lore Bewer to purchase more stamps before the price increase in January. **Seconded;** Mark Smailes. **CARRIED**

December 19 regular board meeting – to be moved to December 12 and have a Christmas Lunch.
Quotes for roofing -Administrator to look into how much it would cost for a metal roof.

Unfinished Business

Rate tiers -

Motion; by Mark Smailes to change the tolls to include tiers for the residential properties as follows:

Minimum quarterly toll for the first 62 M3	\$ 64.10
Each additional M3 from 62 to 72 M3	\$ 1.05
Each additional M3 from 72 to 100 M3	\$ 1.25
Each additional M3 exceeding 100 M3	\$ 1.50

with no change to commercial base rate overage to be \$1.05. **Seconded:** Jeff Cain. **CARRIED**

Billing Software – The contract price was greater than quoted. The trustees agreed to put a hold on this project until such time as the price is closer to the quoted price.

MOT – Subdivision application;

Motion; by Irene Doyle to write a letter to MOT stating that the district has no issues with this subdivision as long as the developer adheres to the bylaws of the district. **Seconded:** Jeff Cain. **CARRIED**

QFN – There are two outstanding issues; the Capital Expenditure charges for the 6 new cabins – a letter was written May 8 and again October 11, 2018 and the district has yet to hear from QFN. The district also wrote a letter May 23, 2018 requesting double check valves be installed in two locations, and the district has not heard if this project has been completed. Administrator to write two letters requesting a conclusion to both issues.

Chairman’s report

Adjournment

The meeting adjourned at 3:26 pm. The next Regular Meeting will take place on Wednesday December 12, 2018 at 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Lore Bewer, Chairperson

Leigh Campbell, Officer