

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
August 17, 2016 @ 1:00pm**

Trustees Present: Jeff Cain, Keith Nickerson, Lore Bewer, Irene Doyle,
Ian McJannet, Doug Dickson
Regrets: Suzy Parkin
Maintenance: Don Buchner
Officer: Leigh Campbell

Call to Order

The Chair called the Regular Meeting to order at 1:00 p.m. **Motion;** by Doug Dickson to accept the agenda as presented. **Seconded;** Lore Bewer. **CARRIED**

Maintenance Report

Kenmuir & Leon Project: Don is concerned regarding the restraints on the joints and would like pictures of all connections.

The trustees are concerned with the flagging at the job site and the added CCO(Contemplated Change Order) for the Becque service line. Administrator is to write a letter to Chris Pogsen at McElhanney requesting an explanation as to why this line was missed on the original drawings.

Motion; by Lore Bewer to accept the maintenance report as presented. **Seconded;** Doug Dickson. **CARRIED**

Approval of Minutes

Motion; by Jeff Cain to amend the regular minutes of July 20, 2016. **Seconded;** Keith Nickerson. **CARRIED**

Motion; by Jeff Cain to accept the amended minutes of July 20, 2016. **Seconded;** Keith Nickerson. **CARRIED**

Motion; by Jeff Cain to accept the admin report of August 17, 2016. **Seconded;** Lore Bewer. **CARRIED**

Approval of the attached Treasurer's Reports of August 17, 2016

Motion; by Jeff Cain to add a 20% penalty charge to all overdue accounts after 30 days overdue. **Seconded;** Doug Dickson **CARRIED**

Motion; by Lore Bewer to receive and file the Treasurer's Reports and to approve the accounts payable as listed for payment. **Seconded;** Doug Dickson. **CARRIED**

Correspondence

Motion; by Jeff Cain to accept the correspondence as presented. **Seconded** Keith Nickerson. **CARRIED**

New Business

Administrator to look into rate structure for the next regular board meeting.

Jeff Cain will draft a mission statement for the water district.

Unfinished Business

Bradshaw – The office has not heard from the engineer.

Groundwater Licensing - Ongoing

Wellhead Protection Program – Grant has been resubmitted. We should have the answer by the end of summer

Renovation: Has been completed

Chairman's report

Adjournment

The meeting adjourned at 2:17 pm. The next Regular Meeting will take place on Wednesday September 21, 2016 at 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Irene Doyle, Chair

Leigh Campbell, Officer