

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 July 19, 2017 @ 1:00pm

Trustees Present: Irene Doyle, Ian McJannet, Doug Dickson, Lore Bewer, Mark Smailes,
Keith Nickerson

Officer: Leigh Campbell

Maintenance: Don Buchner

Guest: Courtney Simpson, Senior Planner, RDN

Call to Order

The Chair called the Regular Meeting to order at 1:00 p.m. **Motion;** by Mark Smailes to accept the amended agenda. **Seconded;** Doug Dickson. **CARRIED**

Guest: Courtney Simpson RDN –Official Community Plan, (OCP)

Courtney answered questions from the Trustees regarding the OCP. She would like to have our Wellhead Protection Plan included in the OCP so they can look into land use practices that will not jeopardize our well capture zone. Courtney will look into zoning of the agricultural land close to our wells. Doug Dickson asked if the RDN had any green technology in the OCP.

Suggestions were made regarding the people to be involved in the Wellhead Protection Plan Committee. Courtney would like the Wellhead Protection Plan by the end of July, 2017.

Leon/Kenmuir - Complaint - Weeds – The contractor has been alerted to the complaint regarding the weeds in the hydro seeding.

Water Consumption issues

Don has not been able to flush the system due to the high water use. He suggested that the District implement water restriction every year starting in May.

Motion; by Lore Bewer to institute water restrictions - Level 2 as of July 19 and to go into water restrictions each year in May. **Seconded;** Mark Smailes. **CARRIED**

Motion; by Lore Bewer to set up a Facebook page for the District. **Seconded;** Doug Dickson. **CARRIED**

Administrator to look into signs for the district, and look into a newsletter explaining what water restriction levels entail.

Trustees would like to look into penalties for ratepayers who do not follow the water restrictions. **CARRIED**

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

Motion; by Irene Doyle to accept the admin report of July 19, 2017. **Seconded;** Doug Dickson. **CARRIED**

Wellhead Protection Plan

The Trustees will meet Wednesday July 26, @ 1:00pm to discuss the revisions.

Approval of Minutes

Motion; by Lore Bewer to accept the minutes of the Regular Board Meeting of June 21, 2017.
Seconded; Irene Doyle. **CARRIED**

Motion; by Irene Doyle to accept the minutes of the Special Board Meeting of July 6, 2017.
Seconded; Doug Dickson. **CARRIED**

Approval of the attached Treasurer's Reports of July 19, 2017

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

Correspondence

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

New Business

HR Committee - Lore Bewer, Doug Dickson and Ian McJannet will make up the HR committee.

Rate Committee will be made up of Lore Bewer, Doug Dickson and Jeff Cain will be asked. If he does not want to join Ian McJannet will.

Motion; by Doug Dickson to accept the D & O insurance renewal terms from Waypoint Insurance.
Seconded; Mark Smailes. **CARRIED**

Holidays: Administrator will take holidays Aug 21 – September 1, 2017

Unfinished Business

Bradshaw Road Extension – Waiting for Legislation
Chamber of Commerce – waiting for agent to contact us.

Chairman's report

The Chair stated that he would only vote if there was a tie and would not make motions. He also stated that he could attend any committee meeting.

Adjournment

The meeting adjourned at 2:45pm. The next Regular Meeting will take place on Wednesday August 16, 2017 at 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Keith Nickerson, Chair

Leigh Campbell, Officer