

## 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 16, 2016 @ 1:00pm

**Trustees Present:** Jeff Cain, Irene Doyle, Ian McJannet, Doug Dickson, Suzy Parkin

**Regrets:** Keith Nickerson, Don Buchner, Lore Bewer

**Officer:** Leigh Campbell

**Guest:** Gary McDonald

#### Call to Order

The Chair called the Regular Meeting to order at 1:01 p.m. **Motion;** by Jeff Cain to accept the agenda as presented. **Seconded;** Ian McJannet **CARRIED**

**Gary McDonald-** has a farm and would like the board to consider implementing a farm/irrigation rate. Administrator to ask other districts if they have a special rate for farms/irrigation.

Gary stated that a rat chewed through his line causing a large leak he has fixed this issue.

**Motion:** by Jeff to give Gary a leak adjustment as per the leak adjustment policy. **Seconded:** Ian McJannet. **CARRIED**

Gary also stated that he understands that the district may want to loop the line if Bradshaw Road was included in the district. He is willing to negotiate a Right of Way through his property to creating a loop to Island Highway.

**Leon/Kenmuir project** – Project is in its final stages. There will be an inspection on Monday November 21, 2016 @ 1:00 pm to make a list of the deficiencies for the contractor to amend.

#### Maintenance Report

**Motion;** by Suzy Parkin to accept the maintenance report as presented. **Seconded;** Jeff Cain. **CARRIED**

**Motion;** by Suzy Parkin to accept the admin report of November 16, 2016. **Seconded;** Doug Dickson. **CARRIED**

#### Approval of Minutes

**Motion;** by Ian McJannet to accept the minutes of the Regular Board Meeting, October 19, 2016. **Seconded;** Doug Dickson. **CARRIED**

**Motion;** by Ian McJannet to accept the minutes of the Special Meeting October 20, 2016. **Seconded;** Doug Dickson **CARRIED**

#### Approval of the attached Treasurer's Reports of November 16, 2016

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

### **Correspondence**

**Island Scallops water leak:** Administrator to write letter requesting daily usage logs.

**Motion;** by Suzy Parkin to accept the correspondence as presented. **Seconded** Jeff Cain  
**CARRIED**

### **New Business**

Avorado Resort: **Motion;** by Jeff Cain to send a letter to the project manager stating that we require an engineer to state if there is enough water to service the additional sites and that they adhere to our CEC bylaw. **Seconded;** Doug Dickson. **CARRIED**

**Motion;** by Doug Dickson to write a letter to 5874 Island Highway W stating that they are not in compliance with our bylaws and that the water will be shut off in January 8, 2017.

### **Unfinished Business**

Wellhead Protection Program – **Motion** by Suzy Parkin to approve the proposal by Waterline to conduct the wellhead protection program. **Seconded;** Ian McJannet. **CARRIED**

Parcel Tax/Rates – Tabled to Special Meeting November 23, 2016 @ 10:00 am at the waterboard office

Website Maintenance - Keith will train Administrator to update the website. Lore Bewer to assist.

**Bradshaw** – The office has not heard from the engineer.

**Groundwater Licensing** - Ongoing

Mission Statement for the district – Continuing

### **Chairman's report**

### **Adjournment**

The meeting adjourned at 3:22 pm. The next Regular Meeting will take place on Wednesday December 21, 2016 at 1:00 p.m. at the Qualicum Bay Horne Lake water office.

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Irene Doyle, Chair

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Leigh Campbell, Officer