

**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  
October 17, 2018 @ 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 1:05 p.m. **Motion;** by Jeff Cain to accept the agenda as presented. **Seconded;** Irene Doyle. **CARRIED**

**Maintenance Report**

Well #2 pump is working well. Don is changing the wells over every two weeks.  
There have been no major issues this year.

**Motion;** by Mark Smailes to accept the Maintenance Report of October 17, 2018. **Seconded;** Ian  
McJannet. **CARRIED**

**Motion;** by Irene Doyle to accept the admin report of October 17, 2018. **Seconded;** Ian McJannet.  
**CARRIED**

**Approval of Minutes**

**Motion;** by Jeff Cain to accept the minutes of the Regular Board Meeting of September 19, 2018.  
**Seconded;** Ian McJannet. **CARRIED**

**Motion;** by Ian McJannet to accept the minutes of the Special Board Meeting of October 3, 2018.  
**Seconded;** Jeff Cain. **CARRIED**

**Motion;** by Jeff Cain to accept the minutes of the Special Board Meeting of October 9, 2018.  
**Seconded;** Ian McJannet. **CARRIED**

**Approval of the attached Treasurer's Reports of October 17, 2018**

**Term Deposit**  
**49,000.00 – into 4 year term**  
**\$84,000.00 – into 1 year term**

**Motion;** by Doug Dickson to put the 2<sup>nd</sup> term deposit into a one year term. **Seconded;** Lore Bewer.  
**CARRIED**

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

#### **Correspondence**

**Bradshaw Road Extension; Administrator** to write a letter to Terry Elliot stating that the trustees require the waterline to be up to District Standards.

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

#### **New Business**

**Operating Budget** – Rate meeting to be held October 23, 2018 @ 10:30am

#### **Capital Budget**

**Fort Nelson Indian Band Subdivision** – Administrator to request an electronic copy of the subdivision to send to our engineer.

#### **Waterworth**

#### **Billing Software**

Based on revised pricing; **Motion;** by Irene Doyle to rescind the previous motions of the regular meeting August 15 and the Special meeting of Oct 3 regarding MAIS, Vadium and Knowledge Computers, and move forward with contracting Vadium for the hosted PonP including the payroll module. **Seconded;** Doug Dickson.  
**CARRIED**

#### **Unfinished Business**

**Information Night** – was attended by 11 people, the next one will be March 20, 2018.

#### **Chairman's report**

#### **Adjournment**

The meeting adjourned at 3:28 pm. The next Regular Meeting will take place on Wednesday November 21, 2018 at 1:00 p.m. at the Qualicum Bay Horne Lake water office.

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Lore Bewer, Chairperson

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Leigh Campbell, Officer