

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 21, 2020 @ 1:00pm

Trustees Present: Mark Smailes, Irene Doyle, Ian McJannet, Dagmar Seydel, Jeff Cain
Trustees by Zoom: Wim Jellema
Maintenance: Don Buchner
Officer: Leigh Campbell

Call to Order

The Administrator called the Regular Meeting to order at 1:00 p.m. **Motion;** by Ian McJannet to accept the amended agenda. **Seconded,** Mark Smailes. **CARRIED**

Election of the Chair

The Officer handed out a list of duties and responsibilities of the Chairpersons positions then asked for nominations from the floor. Mark Smailes nominated Irene Doyle and Dagmar Seydel nominated Jeff Cain for Chairperson. A vote was taken and there was a tie. The nominees agreed to flip a coin. The officer declared Jeff Cain as Chairperson until the next Annual General Meeting in 2021.

Maintenance Report

Fire Dept – Administrator to review the Agreement with the Fire Department. Trustees agreed that a meeting should be held between the Fire Chief and the Water District.

Projects – Don to look into issues on Charlton, and to suggest other options to upgrade the system.

237 Kenmuir Road – **Motion;** by Mark Smailes to send a letter of compliance to the Ministry of Transportation regarding 237 Kenmuir after the District receives the as built plans and a;

- (a) deposit with the District an irrevocable standby letter of credit valid for at least one year from the date of the transfer in an amount not less than [*ten percent*] of the cost of the Works as security for the performance of the owner’s obligations under.

In accordance with the subdivision bylaw. **Seconded;** Dagmar Seydel. **CARRIED**

Motion: by Mark Smailes to accept the Maintenance Report of October 21, 2020. **Seconded,** by Ian McJannet. **CARRIED**

Motion: by Jeff Cain to accept the admin report of October 21, 2020. **Seconded,** Irene Doyle. **CARRIED**

Approval of Minutes

Motion: by Ian McJannet to accept the minutes of the Regular Board Meeting of September 16, 2020. **Seconded;** Mark Smailes. **CARRIED**

Approval of the attached Treasurer's Reports of October 21, 2020

Motion: by Irene Doyle to receive and file the Treasurer's Reports and to approve the accounts payable as listed for payment. **Seconded,** Dagmar Seydel. **CARRIED**

Correspondence

Motion: by Ian McJannet to accept the correspondence as presented. **Seconded;** Wim Jellema. **CARRIED**

New Business

6115 Island Highway W – Don will look into

375 Horne Lake Road – **Motion;** by Mark Smailes to forward the subdivision request to McElhanney for their recommendations. **Seconded,** Jeff Cain. **CARRIED**

Unfinished Business

QFN Agreement – Agreement sent to QFN – waiting for communication

Saa'amen Rezoning – Final decision Oct 27, 2020

Budget 2021 Waterworth Presentation – November 18, 2020

Update to the 2014 Water System Evaluation Report – Tabled –

Wim will update the Well total Spreadsheet.

Chairman's report,

Adjournment

The meeting adjourned at 2:40 pm. The next Regular Meeting will take place on Wednesday November 18, 2020, 12:00 p.m. at the Qualicum Bay Horne Lake water office.

Jeff Cain, Chairperson

Leigh Campbell, Officer