

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 15, 2018 @ 1:00pm

Trustees Present: Jeff Cain, Doug Dickson, Dagmar Seydel, Ian McJannet, Mark Smailes, Irene Doyle, Lore Bewer

Officer: Leigh Campbell

Maintenance: Don Buchner

Call to Order

The Chair called the Regular Meeting to order at 1:00 p.m. **Motion;** by Irene Doyle to accept the agenda as presented. **Seconded;** Dagmar Seydel. **CARRIED**

Maintenance Report

We are currently pumping 15 hours a day compared to 20 hours a day at this time last year. Flushing will be done in the fall; the fire dept will do maintenance on the hydrants at the same time.

Motion; by Mark Smailes to have Don C stain the deck at the office. **Seconded:** Lore Bewer. **CARRIED**

Motion; by Mark Smailes to accept the Maintenance Report of August 15, 2018. **Seconded;** Irene Doyle. **CARRIED**

Motion; by Jeff Cain to accept the admin report of August 15, 2018. **Seconded;** Irene Doyle. **CARRIED**

Approval of Minutes

Motion; by Mark Smailes to accept the minutes of the Regular Board Meeting of July 18, 2018. **Seconded;** Jeff Cain. **CARRIED**

Motion; by Jeff Cain to accept the In Camera minutes of July 18, 2018. **Seconded;** Mark Smailes. **CARRIED**

Approval of the attached Treasurer's Reports of August 15, 2018

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

New Business

Billing Software

Motion; by Lore Bewer to go with the MAIS billing system as long as the cost does not exceed \$22,000.00 and the software and annual costs do not exceed \$2,500.00. **Seconded;** Jeff Cain.

CARRIED

Administrator to contact Deep Bay Improvement District and Bowser Water District to ask if they would like us to negotiate a cost if all three districts were to go with MAIS.

Unfinished Business

Information Night - Will be changed to Oct 11, 2018. Talk ensued regarding contacting the RDN to find out the costs if the District were to join the RDN.

Phone fan-out to be used to contact the ratepayers.

WaterWorth – Administrator has started the spreadsheets and will enter the numbers from the Engineers report once it is accepted.

Bradshaw – A letter has been sent to T Elliot via email setting our needs for the design of the system. They are to submit to the district the plans for us and the engineer to go over.

Water system Evaluation – Administrator to organize a meeting with Chris Pogsen to go over the report and answer questions.

Administrator to contact the Qualicum First Nation and organize a meeting with Chief and council.

Chairman's report

Adjournment

The meeting adjourned at 3:50 pm. The next Regular Meeting will take place on Wednesday September 19, 2018 at 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Lore Bewer, Chairperson

Leigh Campbell, Officer