

## 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 January 18, 2017 @ 1:00pm

**Trustees Present:** Jeff Cain, Irene Doyle, Ian McJannet, Doug Dickson, Suzy Parkin, Keith Nickerson, Lore Bewer  
**Maintenance:** Don Buchner  
**Officer:** Leigh Campbell

#### Call to Order

The Chair called the Regular Meeting to order at 1:05 p.m. **Motion;** by Suzy Parkin to accept the amended agenda as presented. **Seconded;** Ian McJannet. **CARRIED**

**Guest: Michael Hunt & Friends – 5874 Island Highway-** Snack Shack is closed down for the rest of the season.

**Motion** by Keith Nickerson to write a letter stating that the extra connection will be for the Snack Shack and that the CEC charge will be 90square feet = 8.36 square meters X \$20.00 = \$167.20.

**Seconded;** Jeff Cain. **CARRIED**

**Motion;** by Keith Nickerson to amend Schedule A in Bylaw #151 to read \$20.00 square foot with a minimum of \$1,000.00. **Seconded;** Jeff Cain. **CARRIED**

**Leon/Kenmuir project Motion;** by Keith Nickerson that no more money is paid out on this project until a meeting is arranged between McElhanney the Trustees of the Qualicum Bay Horne Lake Water District and Don Buchner. **Seconded;** Jeff Cain. **CARRIED**

#### Maintenance Report

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

**Motion;** by Doug Dickson to accept the admin report of January 18, 2017. **Seconded;** Suzy Parkin. **CARRIED**

#### Approval of Minutes

**Motion;** by Jeff Cain to accept the minutes of the Regular Board Meeting of December 21, 2016. **Seconded;** Suzy Parkin. **CARRIED**

#### Approval of the attached Treasurer's Reports of January 18, 2017

**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

**Motion;** by Suzy Parkin to accept the correspondence as presented. **Seconded** Lore Bewer. **CARRIED**

#### New Business

Insurance Renewal – Property – **Motion**; by Jeff to renew the property insurance with a 5% inflationary limit of all property for \$1,707.00. **Seconded**; Suzy Parkin. **CARRIED**

**AGM** –AGM will be held on April 19, 2017 @ 7:00pm at the Lighthouse Community Hall.

**Motion**; by Doug Dickson to implement the News Release program, adding in the opt out system. **Seconded**; Jeff Cain. **CARRIED**

**Mission Statement: Motion** by Jeff Cain to have the Mission Statement read;

**Mission: The Qualicum Bay Horne Lake Waterworks District exists to provide clean and affordable drinking water to the ratepayers while being responsible stewards of the environment.**

**Vision: We strive to be regarded as a "Top Tier" independent and local waterworks district, -one that is recognized for sustainable, reliable delivery of local water services, environmental stewardship, safe operating practices, and a balanced ratepayer centered approach.**

**Values: We value a safe and effective workplace underpinned by mutual respect and dignity. We value the attributes of a small but strong independent organization that actively listens to its ratepayers and takes timely action. We value positive behaviours that yield collaborative learning, purposeful decisions and mission focused outcomes that enhance our long term organizational legacy and advocate for our ratepayers.**

**Seconded**; Lore Bower. **CARRIED**

#### Unfinished Business

Electrical Quote; **Motion**; by Lore Bower to accept the electrical quote from Bruce Finnegan. **Seconded**; Jeff Cain. **CARRIED**

Rightwater – **Motion**; by Keith Nickerson to accept the service contract for Rightwater. **Seconded**; Jeff Cain. **CARRIED**

HR Committee to meet Friday January 20, 2017 at the water office  
Motion by Keith Nickerson to limited committee member to less than quorum. **Seconded** Lore Bower. **CARRIED**

**Water Rates – Meeting February 27, 2017 @ 10:00 am.**

**Chairman's report**

**Adjournment**

The meeting adjourned at 3:43 pm. The next Regular Meeting will take place on Wednesday February 15, 2017 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