

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
July 15, 2020 @ 1:00pm

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

Call to Order

The Chairperson called the Regular Meeting to order at 1:01 p.m. **Motion;** by Mark Smailes to accept the amended agenda. **Seconded,** Jeff Cain. **CARRIED**

437 Kenmuir – **Motion;** by Jeff Cain to accept the subdivision on McElhanney’s recommendation as long as the developer provides Don with readable/full-size plans. Don recommendations will also be needed. **Seconded;** Mark Smailes. **CARRIED**

5360 & 5356 Island Highway – Administrator to write a letter to 5360 Island Highway stating that everything after the meter is owned by the ratepayer. 5360 is not paying for water to 5356. Administrator to write a letter to 5356 stating that when this property is developed a proper connection will be required.

District to move to water restriction level 2 as recommended by the operator.

Water Treatment Review – Tabled until more information from Island Health

Motion: by Mark Smailes to move forward with an update to the 2014 McElhanney Report. **Seconded,** Jeff Cain. **CARRIED**

Maintenance Report

Motion: by Mark Smailes to accept the Maintenance Report of July 15, 2020. **Seconded;** by Ian McJannet. **CARRIED**

Motion: by Irene Doyle to accept the admin report of July 15, 2020. **Seconded;** Ian McJannet. **CARRIED**

Approval of Minutes

Motion: by Jeff Cain to accept the minutes of the Regular Board Meeting of June 17, 2020. **Seconded;** Ian McJannet. **CARRIED**

Approval of the attached Treasurer’s Reports of July 15, 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;** Jeff Cain.
CARRIED

New Business

Insurance

Unfinished Business

QFN Agreement: Correction completed. Administrator to contact lawyer. They will present the QFN with the agreement

Covid 19 protocol – Office to remain closed to the public.

Best Practices for service station – Look into American Petroleum Institute guidelines.

Chairman's report,

Adjournment

The meeting adjourned at 2:53 pm. The next Regular Meeting will take place on Wednesday August 19, 2020, 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Doug Dickson, Chairperson

Leigh Campbell, Officer