

QUALICUM BAY – HORNE LAKE WATERWORKS DISTRICT
Minutes of the Regular Meeting of the
Qualicum Bay – Horne Lake Waterworks held at the
QBHL board office, Thursday
May 17, 2023 @ 1:00pm

Trustees Present: Jeff Cain, Mark Smailes, Wim Jellema, Irene Doyle, Scott Dale, Adrian Piloto

Regrets:

Maintenance: Don Buchner

Officer: Janine Sibley

Call to Order

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

The Assistant Administrator recognized that we were on the traditional territory of the Qualicum First Nations.

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. Scott Dale nominated Jeff Cain for Chairperson. The Officer then asked for nominations from the floor two more times, hearing none, the officer declared Jeff Cain as Chairperson until the Annual General Meeting in 2024.

Maintenance Report

Motion: by Irene Doyle to accept the Maintenance Report of May 17, 2023. **Seconded,** by Mark Smailes. **CARRIED**

Approval of Minutes

Motion: by Mark Smailes to accept the minutes of the Regular Board Meeting of April 19, 2023. **Seconded,** Adrian Piloto. **CARRIED**

Motion: by Irene Doyle to accept the minutes of the In Camera Board Meeting of April 19, 2023. **Seconded,** Scott Dale. **CARRIED**

Approval of the attached Treasurer's Reports of May 17, 2023

Motion: by Adrian Piloto to receive and file the Treasurer's Reports of May 17, 2023, and to approve the accounts payable as listed for payment. **Seconded,** Scott Dale. **CARRIED**

Correspondence

Correspondence tabled to June meeting.

Motion: by Irene Doyle to accept the correspondence as presented. **Seconded,** Jeff Cain. **CARRIED**

New Business

Subdivision Huson Road by Jeff Cain write a letter asking to resubmit this subdivision then send to McElhanney for input **Seconded** Wim Jellema.

CARRIED

Emergency Drought Plan – Tabled to talk to Don.

160 Cochrane Road – Tabled to talk to Don.

Subdivision 5962 Island Hwy by Jeff Cain send to McElhanney for input **Seconded** Mark Smailes.

CARRIED

Inventory of Trailer Parks – In progress

Unfinished Business

QFN Agreement. – In Camera

Grants – Mark

Motion by Jeff Cain to request Administrator to contact Lucas Banton re grants and providing consulting proposal. **Seconded** Mark Smailes.

CARRIED

Chairman's report,

Adjournment

The meeting adjourned at 2:30pm. The next Regular Meeting will take place on Wednesday June 21, 2023, 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Jeff Cain, Chairperson

Janine Sibley, Assistant Administrator