

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

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

Regrets:

Maintenance: Don Buchner

Officer: Leigh Fagerlund

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

Call to Order

The Chairperson called the Regular Meeting to order at 1:07 p.m. **Motion;** by Irene Doyle to accept the amended agenda. **Seconded,** Jeff Cain.

CARRIED

Maintenance Report

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

Approval of Minutes

Motion: by Jeff Cain to accept the minutes of the Regular Board Meeting of September 18, 2023. **Seconded,** Irene Doyle. **CARRIED**

Approval of the attached Treasurer’s Reports of October 17, 2023

Motion: by Scott Dale to receive and file the Treasurer’s Reports of October 17, 2023, and to approve the accounts payable as listed for payment. **Seconded,** Mark Smailes. **CARRIED**

Correspondence

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

New Business

Bylaw #184

Motion by Wim Jellema to approve bylaw #184 Renewal Reserve bylaw. **Seconded** Jeff Cain. **CARRIED**

Insurance – **Motion** by Irene Doyle to approve the renewal business policy. **Seconded** by Jeff Cain. **CARRIED**

Water Leak 255 Kenmuir. **Motion** by Mark Smailes to give a leak adjustment of 50% of overage. **Seconded** by Jeff Cain_. **CARRIED**

Budget. Budget meeting set for November 7, 2023 @ 10:30am

2939 Marshall Road **Motion** by Mark Smailes to give a credit of \$26.28 for the reversal of the penalty charge. **Seconded.** Irene Doyle. **CARRIED**

Unfinished Business

Horne Lake Watermain replacement - Tabled

Watermain System Demand Review - Tabled

AC Pipe Replacement/Asset Management Plan – Tabled

5962 Island Highway. – Administrator to ask if the RV site will be full time or seasonal. **Motion** by Wim Jellema to send the proposed project to McElhanney. **Seconded** by Adrian Piloto. **CARRIED**

QFN Agreement – Waiting for signing.

Chairman’s report,

Adjournment

The meeting adjourned at 2:40 pm. The next Regular Meeting will take place on Wednesday November 15, 2023, 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Jeff Cain, Chairperson

Leigh Campbell, Administrator