

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
November 15, 2023 @ 12:00pm

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

Regrets:

Maintenance: Don Buchner
Officer: Leigh Fagerlund
Guest: Chris Pogsen, McElhanney

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 12:00 p.m. **Motion;** by Irene Doyle to accept the amended agenda. **Seconded,** Mark Smailes. **CARRIED**

Maintenance Report

Motion: by Jeff Cain to accept the Maintenance Report of November 15, 2023. **Seconded,** by Mark Smailes. **CARRIED**

Approval of Minutes

Motion: by Irene Doyle to accept the minutes of the Regular Board Meeting of October 17, 2023. **Seconded,** Mark Smailes. **CARRIED**

Motion: by Mark Smailes to accept the minutes of the Special Board Meeting of November 7, 2023. **Seconded,** Wim Jellema. **CARRIED**

Approval of the attached Treasurer's Reports of November 15, 2023

Motion: by Irene Doyle to receive and file the Treasurer's Reports of November 15, 2023, and to approve the accounts payable as listed for payment. **Seconded,** Jeff Cain. **CARRIED**

Correspondence

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

New Business

Bylaw #185 – 2024 Parcel Tax

Motion by Scott Dale to approve bylaw #185 - 2024 Taxation Bylaw. **Seconded** Wim Jellema. **CARRIED**

Operating Budget 2024 -**Motion** by Wim Jellema to approve the amended Operating Budget for 2024. **Seconded** by Jeff Cain. **CARRIED**

Meeting in December will be December 13, 2023, Lunch @ 12:00 pm

Assessment Bylaw – Scott Dale - Tabled

Water Leak 210 Cochrane. **Motion** by Mark Smailes to give a leak adjustment of the average of the previous bills for the same period. **Seconded** by Wim Jellema **CARRIED**

Water Leak 6266 Island Highway W. **Motion** by Irene Doyle to give a leak adjustment of 50% of the overage. **Seconded** by Jeff Cain. **CARRIED**

Water adjustment for 2980 Radke Place. Administrator to write and email requesting further information regarding this situation.

Unfinished Business

Chris Pogsen:

Horne Lake Watermain replacement –

Motion by Jeff Cain to go forward with the review of the Horne Lake Watermain replacement to 100% review including permits from Ministry of Transportation and Island Health. Also included in this project will be Double check valve at the Qualicum First Nation and a large meter for Fisheries Road.

Seconded Scott Dale.

CARRIED

Watermain System Demand Review – Discussion ensued regarding new storage or new supply. A new water source would be development driven and should be put on the Capital List. McElhanney will compile a revised capital list.

AC Pipe Replacement/Asset Management Plan –

5962 Island Highway. – Administrator to ask if the RV site will be full time or seasonal. – **Waiting for Engineer Report**

QFN Agreement – Waiting for signing.

Chairman's report,

Adjournment

The meeting adjourned at 2:30pm. The next Regular Meeting will take place on Wednesday December 13, 2023, 1:00 p.m. at the Qualicum Bay Horne Lake water office.

Jeff Cain, Chairperson

Leigh Campbell, Administrator