

## FANNY BAY WATERWORKS

TRUSTEE'S MEETING May 2, 2019

Present: Tony Schultes, Trustee  
Wayne Rideout, Trustee

David Fast, Trustee  
Patricia McLean, Secretary & Financial Officer

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Meeting called to order by Wayne Rideout at 7:00pm.

A motion was made by David Fast to nominate Wayne Rideout as Chairman, seconded by Tony Schultes - Wayne accepted the position and motion **Carried**

Financial Statements to March 31 were presented by Pat McLean. Revenue shown is less than budget as the water tolls are not billed until May 1 and we used a conservative estimate for budget purposes. Most expenses are close to budget for the year. Cash balance is \$48,761 and a five year loan balance is at \$68,815. Motion to accept by David Fast and seconded by Wayne Rideout. **Carried**. Pat also requested that we move \$5,000 from General Account to Savings Account and all agreed.

John Brennen has indicated that he is willing to take on more responsibilities, attending Board meetings, etc., and the Trustees take more of an administrative role due to liability issues, and this is proper procedure according to the Improvement District Manual. Wayne and David will ask John what sort of wages and mileage he is expecting. Then a policy should be set for all personnel. If Travis becomes more involved he may have to be put on payroll due to Worksafe BC, etc. Also ask John to formulate a specific job description and job descriptions to be prepared for all personnel.

All 3 Trustees should have keys and access to the pumphouses as well as John Brennen and Peter Golden. Wayne will answer Alan's email and request the keys back from Alan. David Fast and John Brennen will go to the Jarrett's and arrange for their water to be hooked up. Also ask John to do an inventory at the Firehall and the pumphouses of all supplies. We need more room in the firehall for our storage and a desk, etc. and Wayne will be speaking with Michael Smith so we can have all our supplies in one place.

Wellhead Protection Plan - John will be asked to work on that as well.

May 11 there will be a meeting with John Brennen to go over the list of items needed for him to start work on. David or Wayne will contact John to arrange a time.

Wayne will bring a lift this weekend to replace the lightbulb at the corner.

A motion to remove Alan Robb, Trustee and Chair as signing officer from both the Union Bay Credit Union and RBC, The Royal Bank of Canada was made by Wayne Rideout and seconded by David Fast - **Carried**

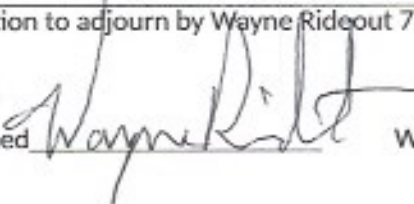
A motion was made to add Anton Schultes as signing officer for both the Union Bay Credit Union and RBC, The Royal Bank of Canada was made by David Fast and seconded by Wayne Rideout - **Carried**

**The current signing officers are now as follows:**

David Fast, Trustee  
Wayne Rideout, Trustee and Chair  
Anton Schultes, Trustee  
Patricia McLean, Secretary and Financial Officer

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Motion to adjourn by Wayne Rideout 7:56pm

Signed  Wayne Rideout, Chairman