

## FANNY BAY WATERWORKS

TRUSTEE'S MEETING June 18, 2020

Present: Wayne Rideout, Trustee  
Tony Schultes, Trustee  
John Brennen, Operations

David Fast, Trustee  
Patricia McLean, Secretary & Financial Officer

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

Minutes of January 28, 2020 were read prior to meeting and motioned to approve by David Fast, seconded by Tony Schultes - **Carried**

Pat presented the Financial Statements to May 31, 2020 showing a surplus of \$2,397 and a cash balance of \$67,016. A motion was made by Tony Schultes and seconded by David Fast to accept the Financial Statements as presented. – **Carried**

David will revisit the Emergency Response Plan as part of the Five Year Capital Expenditure Plan and Wayne suggested we concentrate on short term plans instead at this time.

After some discussion and subsequent emails it was decided to transfer another \$5000.00 from prior years earnings into our savings account and Pat will recheck the manual prior to this to ensure by-laws are not required.

John & Wayne will get together to go over the Mapping and pinpoint items missing and have McElhanney correct.

Hydrants are tested annually by John Brennen so there are no issues to be resolved. John will check all the Hydrants again and ensure all are in good working order. We have one Fire Hydrant stored on Co-Gen's property and arrangements will be made to have moved to our storage area.

Pat was contacted by a few other Improvement Districts to compare fees charged to Legal Representatives when asked to provide water and parcel taxes when properties are sold. Most Improvement Districts charge \$25.00 for this service. It was decided that we should start charging this fee as well. Pat will check to see if a By-Law is needed and prepare paperwork required.

By law No 118 establishing the overdue penalties at 12% was given first and second reading and motioned to accept by Wayne Rideout and seconded by David Fast. We will also prepare a notice a week before the due date to remind customers that "in order to avoid additional penalties please pay by \_\_\_\_\_". - **Carried**

David Fast completed all the weed cutting around the Fire Hydrants and requested payment for same. Tony Schultes motioned to pay \$35.00/hour and Wayne Rideout seconded - **Carried**

Tony mentioned that three houses on Holiday Road have approached him and indicated they want to join our water system – there is a question of water pressure and what would need to be upgraded. David will check the manual first to see if there is a template to send them to request connection and advise Tony what the procedure would be.

John feels there should be a written agreement made between the Fire Dept and The Water District as to who is responsible for what and will be looked at in the near future.

The 2019 Audited Financial Statements were distributed by Pat and there were no changes from our internal statements, Wayne Rideout motioned to accept the 2019 Audited Financial Statements and Tony Schultes seconded. – **Carried**. Wayne has the original statements and will return to Pat for the files.

Pat then presented the proposed agenda for the Annual General Meeting and Wayne Rideout motioned to accept the proposed agenda and seconded by David Fast. - **Carried**.

The Annual General Meeting is still on hold due to the pandemic and once we are allowed to meet notices will be posted on the 3 mailboxes, at the Fanny Bay Hall, the Fire Hall and on line on the Fanny Bay Community website and in the Fanny Bay Flyer.

Meeting adjourned by Wayne Rideout 8:20pm

Signed \_\_\_\_\_ Wayne Rideout, Chair

