FANNY BAY WATERWORKS

TRUSTEE'S MEETING October 6, 2022

Present:	Wayne Rideout, Trustee	David Fast, Trustee
	Tony Schultes, Trustee	Patricia McLean, Secretary & Financial Officer
	Dave Shepherd, Operator	Max Mielke, Fire Department

Meeting called to order by Wayne Rideout at 7:08pm

Minutes of April 7,2022 were read but had been circulated earlier via email and approved by email.

Financial statements were presented to the end of September showing a deficit of $4,975. Pat is hopeful that by year end we will be at a break- even point or show a smaller loss. Motion to accept by David Fast, seconded by Tony Schultes. **Carried**

The By-law for the annual meter rate was given first and second readings, keeping the rate the same as 2022, and signed by Wayne Rideout and Pat McLean.

Pat presented the annual budget and a motion to accept was made by Tony Schultes and seconded by Wayne Rideout. **Carried**

On the agenda was a request made earlier by Dave Shepherd to have a sign or barrier installed at CanWest by the community mailboxes to prevent driving over and parking on the water line due to a leak earlier in the year. Dave Shepherd will do a drive by first to check on the problem and if needed Wayne will get a concrete block and have installed.

Meter reader problems, transponders at 7476 Yake and 7269 Island Highway -Dave will have a look to see what is needed to fix and advise. It was reported by Dave Derhak that the meter at 7269 Island Highway may have had the wires cut by a lawnmower. Pat will prepare a generic letter for approval, to request that it would be greatly appreciated if customers would not remove any markers that have been left to help our meter reader find their locations and also request customers to keep blackberry bushes trimmed around the meter boxes as it costs us every time we need to send someone around to clear this in order to read the meters. Pat will also request Dave Derhak to look at the meters at 415 Station Road and 7409 Artela to see what they read as the Versaprobe has the decimal point incorrect and inserts a 0? In front of the reading. Pat will also advise Dave Derhak to correct the meter book as the meters at 415 Station Road and 405 Station Road were switched some time ago.

Our Auditor, Brent Johnson's senior accountant has left his company and he has advised us to find someone to do our audit as he is having difficulties finding a replacement. Wayne has contacted MNP but their quote is too expensive, and they have recommended John Moors at Robbins & Co. Pat will provide them with more information tomorrow to obtain a quote.

Sublease-proposal has been reviewed by Wayne and the CVRD and a few changes requested which are reasonable. Does not require a building permit but must be made to code. These changes will be done and David Fast and Wayne will complete and then send to Bruce Green.

With electrical upgrades needed, Wayne recommends we get someone in for time and material with a cap of around $5,000 to see how much we can get done. We may need a new laptop soon as well.

Office Construction – once the sub-lease is signed the renovations will be started. It is estimated the cost of this may be $5,000-$7000.

Meeting adjourned at 8:00pm by Wayne Rideout.

Signed _____ Wayne Rideout, Chair