

## FANNY BAY WATERWORKS

TRUSTEE'S MEETING June 28, 2023

Present: Wayne Rideout, Trustee  
Tony Schultes, Regrets  
Dave Shepherd-Operator

David Fast, Trustee  
Patricia McLean, Secretary & Financial Officer

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

Minutes of April 20, 2023 were not read out but had been circulated earlier via email and approved by email. Wayne Rideout made a motion to formally approve as submitted, and David Fast seconded. **Carried**

Financial statements were presented to the end of May showing a surplus of \$2,379 with a bank balance of \$65,543. Wayne Rideout made a motion to accept the financial statements as presented and David Fast seconded. **Carried**

David Fast made a nomination to appoint Wayne Rideout as Chair and Wayne accepted. **Carried**

Operator's job description was circulated, and three changes were requested. Pat McLean will update and email to Trustees and Operator.

Pat McLean distributed a brief memo to Ella Derby, Environmental Health Officer, with recent steps taken for our Wellhead protection and it was agreed to send it as is and wait for more feedback from her.

Pat McLean also distributed a few questions to do with our liability insurance and it was decided to send them to our Insurance Agent even though specific answers may not be available.

We are still having difficulties with our chlorine deliveries being delivered to the Firehall instead of to the chlorine shed even though specific instructions are on the packing slip for the delivery driver. Dave Shepherd will take a picture of the shed and door lock and forward to Pat McLean to email to Bunzel Cleaning to include with the packing slip for the driver.

Amandio Santos has still refused to pay his invoices so it was decided Pat McLean will send a Registered letter giving him 15 days to pay or we will proceed with a lien on the property also informing him that all costs pertaining to this will be payable by him.

The sub-lease for the firehall is in Bruce Green of the CVRD's hands and he has some correspondence out to the Forests Districts Office waiting for a reply. Pat McLean will continue to follow up with him.

There are still several items to be completed on our electrical priority list and Wayne Rideout will contact **Mike (last name?) of Drewry Electric to get these attended to.**

Drought Plan – Pat Mclean has mostly completed the report and has some suggestions made by the Trustees and our Operator and she will complete, tidy it up, send it around for final approval and then forward it to Island Drinking Water.

Meeting ended 7:45 pm

Signed \_\_\_\_\_

Wayne Rideout, Chair