

OPEN SESSION MINUTES

PRESENT:

Colin Thompson, Chair
Alissa Woodward
Diane Koch
Craig Kerstens
Christo Kuun
Suzanne LaRoy

STAFF:

John Marsh – Administrator
Janine Sibley - Assistant Admin

GUESTS: 6

A. CALL TO ORDER

The meeting was called to order at 7:00 PM.

The Chair respectfully acknowledged the Qualicum First Nation on whose traditional territory this meeting takes place.

B. ADOPTION OF MINUTES

June 17, 2025 Regular Open Session minutes

MOVED by Trustee Koch

SECONDED by Trustee Kuun

THAT the Board approve the June 17, 2025 Regular Open Session minutes as circulated.

Unanimous CARRIED

C. ITEMS COMING OUT OF CLOSED SESSION

That the Board receive the following motions from an in-camera meeting:

MOVED by Trustee Kuun

SECONDED Trustee Kerstens

THAT the Board receive the correspondence from Rodway and Perry regarding discharge of Right of way F95738 under registration number CB2022109 over Lot 1, Plan 31751.

Unanimous CARRIED

D. INTRODUCTIONS OF LATE ITEMS

1. Development permit posted for residences for the Farm, to be added to New Business K1
2. Wells #1 and #3, confined space entry bunker modification, to be added to Business arising from the minutes and unfinished business E1

MOVED by Trustee Koch

SECONDED by Trustee LaRoy

THAT the Board accept the two late items to be added to the agenda.

Unanimous CARRIED

E. BUSINESS ARISING FROM THE MINUTES + UNFINISHED BUSINESS

1. Wells #1 and #3, confined space entry bunker modification

MOVED by Trustee LaRoy

SECONDED by Trustee Kuun

THAT the Board ask Trustee Kerstens to prepare a proposal and ask the Water Operator to connect with the health officer at VIHA to see if there are any permit requirements regarding confined space wells #1 and #3.

Unanimous CARRIED

F. PETITIONS AND DELEGATIONS

None

G. CORRESPONDENCE

1. Field Inspection Report, Pressure Reducing Valve (PRV) from Ridgeline Mechanical Ltd.

MOVED by Trustee LaRoy

SECONDED by Trustee Koch

THAT the Board ask Ridgeline Mechanical for a cost estimate on all recommendations, part of this request is to include a timeline to complete this work.

Unanimous CARRIED

H. REPORTS

1. June and July 2025 Water Operator's Report

MOVED by Trustee Koch

SECONDED by Trustee Kerstens

THAT the June and July 2025 Water Operator's Report be received for information.

Unanimous CARRIED

2. June and July 2025 Fire Chief's Report

MOVED by Trustee LaRoy

SECONDED by Trustee Woodward

THAT the June and July 2025 Fire Chief's Report be received for information.

Unanimous CARRIED

3. June and July 2025 Financial Reports

a. Total cheques issued for Water Department for June 2025: \$21,569.85

b. Total cheques issued for Water Department for July 2025: \$51,216.63

c. Total cheques issued for Fire Department for June 2025: \$4,185.28

d. Total cheques issued for Fire Department for July 2025: \$10,318.28

MOVED by Trustee LaRoy

SECONDED by Trustee Koch

THAT the June and July 2025 cheque registers be received for information.

Unanimous CARRIED

4. Quarterly Financial Reports

MOVED by Trustee Koch

SECONDED by Trustee Thompson

THAT the Quarterly Financial Reports covering the period January 1, 2025 to June 30, 2025 be received for information.

Unanimous CARRIED

Date: August 19, 2025

5. Thompson Clarke West Construction Project and Future Water Line Costs

MOVED by Trustee Koch

SECONDED by Trustee Kuun

THAT the August 13, 2025, Staff Report regarding Thompson Clarke West Watermain Project Costs totalling \$542,351.69 be received for information.

Unanimous CARRIED

I. BYLAWS

None

J. RESOLUTIONS

None

K. NEW BUSINESS

1. Development Permit for residences at the Farm and Henry Morgan project

MOVED by Trustee LaRoy

SECONDED by Trustee Koch

THAT the Administrator be directed to contact the RDN to enquire about the development permit process and specifically the Henry Morgan and recent Gainsberg permits.

Unanimous CARRIED

L. QUESTION PERIOD - Questions were asked by members of the gallery in relation to the following topics:

- Summary on the Right of Way
- Update on Kaslo class action suit concerning funding formulas
- Henry Morgan, only one road out
- Emergency Response Plan

Date: August 19, 2025

M. ADJOURNMENT

MOVED by Trustee Thompson

SECONDED by Trustee Koch

THAT the Board adjourn into closed session pursuant to section 90(1)(c), 90(1)(k), and 90(2)(c) of the Community Charter to discuss matters that are related to employee relations and other human resources matters, and the approval of minutes for a closed session of a committee or Board meeting.

Unanimous CARRIED

The meeting be adjourned into a closed session at 8:10 pm

Chair of the Trustees

Corporate Officer