

OPEN SESSION MINUTES

PRESENT:

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

REGRETS:

Lisa Sharcott

OTHER:

John Marsh – Administrator
Janine Sibley – Assistant Admin
George Lenz – Fire Chief

GUESTS: none

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

May 19, 2026 Regular Open Session minutes

MOVED by Trustee Kuun

SECONDED by Trustee Kerstens

THAT the Board approve the May 19, 2026 Regular Open Session minutes as circulated.

CARRIED

C. ITEMS COMING OUT OF CLOSED SESSION - None

D. INTRODUCTIONS OF LATE ITEMS

1. Letter from Don Coghill dated June 12, 2026.
2. G. W. Solutions Water System Regulatory Requirements dated April 22, 2026.
3. White Pacific Replacement of Two Failing SCADA Packs at Well 4 and Well 8 dated March 27, 2026
4. Email from Corewater Management for Water Sample Port Replacement at the Reservoir Site dated June 16, 2026.

Item 1 - Motion to accept as a late item

DEFEATED

Item 2 - Motion to accept as a late item – To be added under New Business

CARRIED

Item 3 – Motion to accept as a late item – To be added as #3 under the water operator's report

CARRIED

Item 4 – Motion to accept as a late item – To be added as #4 under the water operator's report

CARRIED

E. PETITION AND DELEGATIONS - None

F. BUSINESS ARISING FROM THE MINUTES + UNFINISHED BUSINESS

1. Christo Kuun, Response to Concerns raised by Martin Martens on May 14, 2026

MOVED by Trustee Koch

SECONDED by Trustee Kerstens

THAT the June 10, 2026 letter from Christo Kuun responding to concerns raised by Martin Martens on May 14, 2026 be received as correspondence in.

CARRIED

2. Christo Kuun, Response to Concerns raised by Don Coghill on May 27, 2026

MOVED by Trustee Kerstens

SECONDED by Trustee Woodward

THAT the June 10, 2026 letter from Christo Kuun responding to concerns raised by Don Coghill on May 27, 2026 be received as correspondence in.

CARRIED

G. CORRESPONDENCE IN

1. Regional District of Nanaimo - Invitation to Participate Rural Housing Strategy Open House

MOVED by Trustee Koch

SECONDED by Trustee Kuun

THAT the Regional District of Nanaimo – Invitation to Participate Rural Housing Strategy Open House be received as correspondence in.

CARRIED

2. Regional District of Nanaimo – Water Restriction June 2, 2026 Email and Framework

MOVED by Trustee Woodward

SECONDED by Trustee Kuun

THAT the Regional District of Nanaimo water restrictions email and water framework chart be received as correspondence in.

AND THAT staff be authorized to change water conservation stages when necessary.

CARRIED

3. D. Coghill May 17, 2026 email and May 27, 2026 letter

MOVED by Trustee Kerstens

SECONDED by Trustee Koch

THAT the D. Coghill May 17, 2026 email and May 27, 2026 letter be received as correspondence in.

CARRIED

H. REPORTS

1. May 2026 Water Operator's Report

MOVED by Trustee Kerstens

SECONDED by Trustee Kuun

THAT the May 2026 Water Operator's Report and the Fire Hydrant & Standpipe Report be received for information.

CARRIED

MOVED by Trustee Koch

SECONDED by Trustee Woodward

THAT the Board proceed with having White Pacific replace two failing SCADA packs at Well 4 and Well 8 as quoted on their March 27, 2026 quote of \$10,040.63.

CARRIED

MOVED by Trustee Kuun

SECONDED by Trustee Kerstens

THAT the Board go ahead and have Corewater change the sample port at the reservoir at an estimated cost of \$4,500 plus installation and labour.

CARRIED

2. May 2026 Fire Chief's Report

MOVED by Trustee Woodward

SECONDED by Trustee Koch

THAT the May 2026 Fire Chief's Report be received for information.

CARRIED

3. May 2026 Financial Reports

a. Total cheques issued for Water Department for May 2026: \$41,499.76

b. Total cheques issued for Fire Department for May 2026: \$4,499.22

MOVED by Trustee Kuun

SECONDED by Trustee Woodward

THAT the May 2026 cheque registers be received for information.

CARRIED

4. June 2026 – Administrator’s Report

MOVED by Trustee Thompson

SECONDED by Trustee Kerstens

THAT the June 2026 Administrator’s Report be received for information.

CARRIED

I. BYLAWS - None

J. RESOLUTIONS - None

K. NEW BUSINESS

1. June 2026 – Trustee Elections

MOVED by Trustee Kuun

SECONDED by Trustee Woodward

THAT the Administrator be appointed as the Returning Officer for the 2026 Deep Bay Improvement District Election;

AND THAT the Admin Assistant be appointed as the Deputy Returning Officer for the 2026 Deep Bay Improvement District Election;

AND THAT the Administrator be authorized to carry-out the required tasks to plan for a November 21st, 2026 Election as written.

CARRIED

2. June 2026 – Island Health Water System Inspection Report

MOVED by Trustee Koch

SECONDED by Trustee Woodward

THAT the June 11, 2026 Administrator’s Water System Inspection Report be received for information.

AND THAT the May 21, 2023 Island Health Drinking Water Inspection Report be received as correspondence in.

CARRIED

Date: June 16, 2026

3. G.W. Solutions Water System Regulatory Requirements dated April 22, 2026

MOVED by Trustee Kuun

SECONDED by Trustee Kerstens

THAT the Board authorize G.W. Solutions to proceed with Task 1, 2, 3 and 4 as written on their April 22, 2026 cost estimate proposal and proceed with looking at wells 1 and 3 with the possibility of bringing them back online.

CARRIED

L. QUESTION PERIOD and COMMENTS - None

ADJOURNMENT

The meeting was adjourned at 9:28 pm to go into an camera meeting.

Chair of the Trustees

Corporate Officer