

**Hagensborg Waterworks District**  
**EOM Meeting**  
**MINUTES**  
June 18, 2015

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**Location:** Fire Hall

**Remote Location:**

**Present:** Chris Matthews, Ken Dunsworth, Don Mikkelson, Dianne Tuck

**Absent:** Charles Bryfogle

**Recording Secretary:** Rosemary Smart

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The sole purpose of the meeting was to approve the annual budget and accompanying notes as amended from the June 5<sup>th</sup> Finance meeting, and determine subject content of the cover letter for the annual billing.

Meeting called to order: 8:04 am

1. Rosemary reported to the board that the Parcel Tax Bylaw had been registered and returned by mail June 17<sup>th</sup>.
2. Trustees reviewed the budget as provided, together with the accompanying notes.

MOTION to adopt the Annual Budget

*Dunsworth/Tuck/Carried*

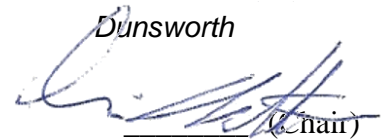
3. Trustees discussed the content of a cover letter, whether it will include information about a rate increase in 2016 and a move to quarterly billing. Several trustees and CAO related feedback that indicated mixed feelings about multiple invoices vs annual billing. Rosemary reviewed the current calendar for annual billing and proposed that quarterly billing may not actually increase administration if it resulted in less incidences of overdue follow-up. Wes agreed that was possible. Trustees were concerned that the feedback was from a small selection of the community and not a reliable indication of the community's preference.

MOTION to send, with the 2015 invoicing, a survey asking for preference of frequency of invoicing, annual, semi-annually or quarterly, and to include the notification of inflationary increases for 2016, 2017, 2018 and 2019 without a dollar example.

*Tuck/Dunsworth/Carried*

MOTION to adjourn at 8:33 am

*Dunsworth*

  
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(Chair)