



## HAGENSBORG WATERWORKS DISTRICT

### Regular Monthly Meeting Minutes, July 30, 2020

**Trustees In Attendance:** Kevin O'Neill, Tony Norton, Diane Skelly, John Morton (Zoom), Jeremy Baillie (Zoom).

**The meeting convened under COVID-19 Protocols at the Firehall at 1 PM.**

1. After a call for late items to be added, it was moved/seconded by Morton/Baillie that the agenda be adopted as presented. **Carried**
2. It was then moved/seconded by Norton/Baillie that the meeting move to consideration of in camera matters. **Carried**  
The regular meeting resumed at 2:10, with release of the following; Chair O'Neill provided an update on conversion of the Improvement District to a Service Area of the Central Coast Regional District, noting that Urban Systems Engineering would be commencing field work this August in preparation for major infrastructure improvements in 2021. As the target for conversion is December 31 of this year, the Ministry confirmed that requirements for HWD to hold a 2020 Annual General Meeting had been waived. The CCRD has requested that some or all of the sitting trustees consider remaining on a Standing Committee to assist in transitional governance of the Hagensborg Waterworks if asked.
3. After review, it was moved/seconded by Skelly/Norton that the minutes of the June 25, 2020 regular meeting be adopted. **Carried**

4.1 After presentation, it was moved/seconded by ONeill/Norton that the written Administration Report be received. **Carried**

4.2 Conversion update- see above

4.3 Results of water sampling in July were presented, noting high levels of E. Coli in two of the three samples which prompted an email from Vancouver Coastal Health. Water users are strongly urged to boil drinking water before consumption.

4.4 There have been no requests to date requiring the sitting of the Court of Revision.

5.1 The financial update was presented by trustee Morton, and it was moved/seconded by Norton/Skelly that the report be received with appreciation. **Carried**

5.2 It was moved/seconded by Morton/Norton that total financial obligations from May through July in the amount of \$132,571.33 be approved. **Carried**

6. No petitions/delegations were received

7.1 Correspondence from the Ministry setting the interest rate on taxes in arrears at 5.45% was received.

8.1 It was moved/seconded by Baillie/Morton that Fire Chief Norton be nominated for the position of Local Assistant to the Fire Commissioner. The Fire Chief will receive a badge signifying his new position. **Carried**

9. Portfolio reports; no further reports were received regarding communications, financial oversight and new directions. The maintenance report highlighted screen and dam cleaning as well as line flushing. The Fire Department report noted two fire calls in July which saw successful deployment of the new fire truck. Final reports for a grant received to purchase new turn out gear were filed and acknowledged with appreciation by UBCM. Also, a further application for funding under a program administered

by the Fire Chiefs' Association of BC was approved in the amount of \$50,000 for purchase of additional equipment in support of our volunteer firefighters.

At the request of Fire Chief Norton, it was moved/seconded by ONeill/Skelly that the district purchase breathing apparatus for the fire department as soon as possible. **Carried, with Norton abstaining**

10. The next regular meeting date was scheduled for September 17, 2020

The meeting was adjourned at 3:15 PM

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Chair

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Corporate Administrative Officer