



MINUTES

Trustee / Admin Meeting

10:00 AM Thursday January 25, 2024

Via Zoom

Present: Chair Bryan Miles, Trustee Brent Brucker, Administrator Janine Reimer.

1. **Approval of the Agenda**.....Moved B.Brucker; 2nd B.Miles. Carried.

2. **Approval of the Minutes**
of Trustee Meeting November 27, 2023Moved B.Brucker; 2nd B.Miles. Carried.

3. **Motion**
THAT discussion move to In Camera Moved B.Miles; 2nd B. Brucker. Carried.

4. **CWSA Conference & Operator Training** B. Miles.
The Chair summarized the CWSA’s purpose and conferences. He said as a Board member of the CWSA, he would attend the conference in Victoria on April 3 and 4, 2024. Trustee Brucker said he would also attend.
..... Administrator to ask Trustee Davis and Operator Kerby Fisher whether attending.

5. **Bylaw 136** J.Reimer.
The trustees agreed it would be prudent to advise well drillers of the private well installation regulations in the newly registered Bylaw 136.
..... Administrator to send letters to well drillers.

6. **Tax Bylaw 2024**..... B.Miles, B.Brucker.
The Chair read aloud the Taxation Bylaw for 2024, and after 3 readings pronounced it adopted.
..... Administrator to forward the Bylaw to government for registration.

7. **Assessment & Taxation Notices**..... J.Reimer.
The administrator showed on screen examples of the 2 Notices, with attention to text on reverse regarding Capital Projects. The trustees agreed with the communications.

8. **Government**..... J.Reimer.
The administrator reported the GST rebate filing for 2023 as complete, and said that in February she would be issuing T4As for subcontractors. The Chair explained that in 2025, the trustees would also receive T4As.

9. **Purchases**..... J.Reimer.
The administrator asked if, in addition to the white board and sandwich boards approved in previous meetings, the trustees would approve a 2024 System Map to update the 2017 version. The

trustees approved, and suggested the 2017 version be posted to the outside of the storage building..... Administrator to proceed with purchases.

10. Calendar of Events B.Miles.
The Chair reviewed the January items on the Calendar. Trustee Brucker noted this would be helpful as a website item.
..... Administrator to post to the website.

11. Next Meeting..... to be determined by Operator.

12. AdjournmentMoved B.Miles.
11:30 a.m.