

## MINUTES

### Trustee Meeting

July 21, 2021, 10:00 a.m.

Revitt residence, Savary Shores

Present: Trustee Chair Dale Gregory, Trustee Bryan Miles, Trustee John Revitt, and Administrator Janine Reimer.

Guest: resident Emer Dubois entered the meeting by cell after In Camera.

1. **Approval of the agenda** ..... Moved B. Miles, 2nd J.Revitt. Carried.
2. **Approval of the minutes**
  - 2a. **June 16 trustee meeting, with amended numbering** ..... Moved J.Revitt, 2nd B.Miles. Carried.
  - 2a (i) **Business arising from the minutes of June 16** ..... none
  - 2b. **June 16 in camera trustee meeting** ..... Moved J.Revitt, 2nd B.Miles. Carried.
  - 2b (i) **Business arising from the in camera minutes of June 16** ..... moved to In Camera
3. and 4. **Motion to move in camera** ..... Moved B. Miles, 2nd J.Revitt. Carried.

The trustees came out of in camera at 11:24. The administrator texted an invitation to Emer Dubois to join the meeting, and Emer called in at that time.

5. **Administrator's Report** ..... J.Reimer

#### 5a. Bank and reserve funds

The administrator had provided a chart of SSID bank account totals as at July 16. She reviewed the reserves expenditures that resulted in a July 16 reserves balance of \$125,463.09. Taxes and lost discounts owing were still at \$2,630.00.

#### 5b. Waterworth meeting

The administrator had not yet booked a date for the Waterworth meeting, and suggested that it take place sometime after the AGM.....Administrator to book Waterworth meeting

#### 5c. AGM draft agenda

The trustees agreed with the draft agenda, and made suggestions for the administrator in running the election portion of the meeting.

#### 5d. AGM draft financial report

The administrator rehearsed her AGM financials presentation. The trustees provided input for clarity.

#### 5e. Customer list

The administrator had included the updated customer list with the agenda.

**6. Trustee Reports..... B.Miles**

**6a. Summer maintenance student**

Trustee Miles described the work in progress by student worker Sean Pescott. Sean had been doing fire mitigation cleanup of windfall throughout the well lot, and had amassed an area of sticks that could be fed into a fire in the fall. He would also be clipping low-hanging branches as part of the cleanup. He had cleaned the skylights of the storage shed, cut the grass at the well lot and tank farm, and brushed and vacuumed meter boxes as needed. He had been averaging about 4.5 hours per day, at \$16 per hour.

**6b. Storage building improvements**

The student had also been assisting Trustee Miles with upgrades to the storage building. The building now had new shelving, new racking, a storage cupboard, and a lockable key cabinet. The garage doors could now swing easily to open/close. Trustee Miles advised that SSID get a labeller to identify contents in the various tubs..... Administrator to find a suitable labeller.

**6c. Calendar of Events**

There were no changes to the calendar since the June 16 meeting.

**7. Next Meeting — AGM 1:30 pm August 1**

Trustee Miles suggested that the meeting be held outside, and that the trustees and administrator arrive at 1pm to set up. He also asked that the administrator put up the two notice boards advising of the time/date of the AGM. ....Administrator to put out notice boards.

**8. Adjournment..... Moved D.Gregory.**

Adjourned 11:57 AM.