

## MINUTES

### Trustee Meeting

September 23 2020, 4:00 pm  
Conference call

On conference: Trustee Chair Dale Gregory, Trustee Bryan Miles, Trustee John Revitt, Operator Courtney Robertson, Administrator Janine Reimer.

1. **Approval of the agenda**, amended to include 3b in camera and 5f insurance.  
As amended..... Moved J.Revitt, 2nd B.Miles. Carried.
2. **Approval of the minutes**
  - 2a. August 19 Trustee Meeting..... Moved B.Miles, 2nd J.Revitt. Carried.
  - 2b. August 19 In Camera Meeting..... Moved J.Revitt, 2nd B.Miles. Carried.
3. **Motion to move in camera**..... Moved J.Revitt, 2nd B.Miles. Carried.  
The trustees came out of in camera, and reported having discussed two issues.
4. **Operator's report**..... C.Robertson
- 4a. **Water outages September 10 and 17.**

The operator summarized the events of both water outages in September, starting early on the 10th with a notification from a property owner, until 11:41 am at which time water was being pumped. The cause of the outage had been that the battery that relays the signal from the floats was flat. Electrician Charlie Bird, also on scene, wired the battery to the solar panel to trickle charge the battery to prevent the low-battery issue from happening again. The operator commented that the battery would normally be kept charged by generator-1, but generator-1 had been out of commission since it failed on June 15, and that a suitable replacement was taking time to source.

The operator said that September 17 began with notification to the administrator from a lot owner at 6:50 a.m. The administrator went to the site and the operator talked her through some trouble shooting. The battery was fully charged, and generator-2 was on auto start. The operator and Charlie Bird came to Savary at 1pm. Charlie detached and reattached some loose wiring in the generator which fixed the problem.

The operator said that the transfer switch install was scheduled for the week of October 13. Trustee Miles said that he had been doing spot checks, and all was working well.

#### 4b. Hydrant servicing

The operator said hydrant service was planned for late October, early November. She confirmed with the trustees that she may bring on a helper for the work, at \$25 per hour.

#### 4c. Generator-1 purchase

The operator said that she had confirmed with the electrician that only the 20kW generator would work, rather than the lower powered model considered.

**Motion**

THAT SSID purchase the KS2200 generator..... moved J.Revitt; 2nd B.Miles. Carried.

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

**5a. Ministerial Order and Letters Patent amendments**

Chair Gregory read through the administrator’s amendments, which the trustees adopted.

**5b. Time and place of AGM and election.**

As the Ministerial Order required an AGM and election to be held within the calendar year, the trustees first discussed the possibility of a virtual meeting, and ultimately decided on an in-person meeting to be held during the Thanksgiving weekend outside the storage shed, rain or shine, although Chair Gregory would not be able to attend.

**Motion**

THAT the AGM and election be held Sunday October 11 at 1:30 pm at Lot-129.  
.....moved D.Gregory, 2nd J.Revitt. Carried.

The administrator said she’d send the AGM communications to the trustees first for approval.

**5c. Bank**

The administrator reviewed SSID bank assets and reserve funds as at September 20.

**5d. Tax payments outstanding**

Now only one lot.

**5e. Customer list**

A new list was provided, with new owners at lot-71.

**5f. Insurance**

The administrator asked for approval to pay the insurance cost \$7087 for the year starting October 10 2020.

**Motion**

THAT SSID pay the \$7087 required for insurance..... moved B.Miles, 2nd J.Revitt. Carried.

**6. Trustee’s Report..... B.Miles**

**6a. Calendar of Events**

The operator commented that there were new owners at Lund Auto, and that owner Blake Rice was a diesel tech.

Trustee Miles said that the racks were now up on one wall of the shed, and pipes were now off the floor providing more space in the shed. Lumber had been delivered for shelving on the opposite wall. He said the tools in the generator-1 shed would be moved to the storage shed.

**7. Next Meeting**

AGM October 11, 1:30pm.

**8. Adjournment**..... Moved D.Gregory  
Adjourned 4:55 pm.