

Pete's Lake Water Users Society Directors' Meeting April 15th, 2024
By ZOOM

Present: John Martin, President; Doane Grinnell, Vice President; Neil Matheson, Treasurer; Barbara Smith, Secretary; and Jayn Tyson, Patty Biro and Jonah Spiegelman, Directors.

Terry Theiss, secretarial assistant to the Board.

Call to Order by President John at 9:35 am

MOTION: Made by Doane and seconded by Jayn to approve the minutes of June 16, 2023. APPROVED

MOTION: Approval of Agenda made by Neil and seconded by Jayn. APPROVED

OLD BUSINESS

1. Doane updated us on the tanks at the Fire Hall. No tanks are operational as yet, prep work done for installation but waiting for hook-up. Parts have been purchased but this all needs to be done before fire season. qRD will be contacted regarding placement of the second set of tanks downtown. *Action: John and Doane to pursue finalization of installation by the contractor*
2. Update on membership payments. Terry – 1 member now in arrears. Awaiting late fee payments for only other account. *Action: John to contact the remaining nonpayer.*

NEW BUSINESS

1. Draft Dec. 31, 2023, Financial Report was presented by Neil – no interest income as our GIC deposits will come up next year. qRD has taken the position that they have ownership of the tanks so they will be responsible for looking after them
2. MOTION: To approve the 2023 Financial Report made by Neil and seconded by Doane- APPROVED
3. Draft 2025 Budget presented by Neil - We will have a surplus of \$11,000. We have been running a surplus for the past few years.
MOTION: to approve draft 2025 Budget made by Patty and, seconded by Jayn APPROVED
Neil has recommended that we transfer \$11,000 to the Capital Improvement Fund, as itemized in the Financial Report.
4. Upon Neil's recommendation:
MOTION: That the unchanged fee structure be taken to members at AGM made by Patty and seconded by Jayn - APPROVED
Doane suggested that we be prepared to discuss at the AGM proposed improvements to our infrastructure.
5. Maintenance personnel update. John advised that Kyle will not be taking on the maintenance position. Pachiel is content to keep the job but leaves the Island regularly. John has had to step in to cover the tasks needed. We need a succession plan. *Action – John to discuss with Pachiel and Kyle, the workload and whether he*

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needs a back-up. Terry to hold off amending the emergency plan. Neil – John or anyone else will be compensated financially for assistance filling in (i.e. Don Macdonald and Doane).

6. Spring flush and valve replacements. – John – needed perhaps May 1^h to the 10th?
Action: John to set date with workers. Action – Doane and John to work up an action plan. Action: John to give Terry advance notice of when this will happen, so she can contact Branch Leaders to be sure they're available to initiate the phone tree.
7. Williams Road Replacement and fire standpipe. *Action: John and Doane to deal with this with Richard.* William's Road 1.5" buried line to be replaced with a 2" line on the surface and a standpipe installed. May consider standpipe in other locations.
8. Proposed bylaw change
Electronic voting is not allowable by members or directors and Bylaws must specifically permit it. Our present Bylaw states:
31.(1) The directors may meet together at the places they think fit to dispatch business, and otherwise regulate their meetings and proceedings, as they see fit.

MOTION: made by Barbara and seconded by Jonah to revoke Clause 31(1) and replace with.

s. 31 (1) The directors may meet at any location or in an electronic meeting to conduct business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.

APPROVED

9. Tasks completed since AGM - John summarized the tasks: update of membership agreement; update of emergency plan; updated signatories on Credit Union account; finalization of the new Certificate of Public Convenience and Necessity for the Ministry of Forests, and purchase of GIC's. Bought new Kerosene lamps for manifold, have check valves on hand for installation and have maintained the lines. We are moving forward on tanks. Misc. leaks and valve replaced.
10. We continue to meet the regulations re reporting and are complying with everything except for potability
11. AGM planning: All are willing to stand again.
 - a. Copies of Budget and Financial Statement will be sent with AGM agenda.
 - b. Date: **July 27th, Saturday. 1:30 pm.**

Final directors' meeting before the AGM – tentatively Wednesday June 19th – 9:30 am.

Adjourned– 10:40 am.