

**RAYLEIGH WATERWORKS DISTRICT
TRUSTEES' MEETING MINUTES
July 10th, 2019**

1) **CALL TO ORDER**

2) **MINUTES**- (Trustees' to read their own copy)

Motion to approve February 12th, 2019 meeting minutes.

M/S-Glen/Russ

Carried

3) **RESIDENT FORUM**- N/A

4) **INTRODUCTION OF LATE ITEMS**

5) **BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

➤ Rae Mor Agreement-Stat Right Away-in progress with COK

➤ Hydrant Agreement/Rae Mor Agreement-In Process with COK/Overview of meeting

➤ IHA Formal Investigation

➤ Service Station Charges- Tabled until next meeting to confirm what service stations are charged in the city

➤ Septic Tax- Table until next meeting

6) **CORRESPONDENCE** – Nothing to report

7) **REPORTS/MAINTENANCE**- Corix- No maintenance Meeting

8) **REVENUE & EXPENDITURE**

Financials for March, April, May and June

Motion to accept the March Financial Statements as presented

M/S- Glen/Brian

Carried

Motion to accept the April Financial Statements as presented

M/S- Brian/Russ

Carried

Motion to accept the May Financial Statements as presented

M/S- Brian/Glen

Carried

Motion to accept June Financial statements as presented

M/S-Russ/Brian

Carried

9) **NEW BUSINESS**

➤ Todd Moore Computer programing expenses - During a period of transition with RWWD to Corix passwords were not shared on some of the software in order for the programmer to access the software for updates etc. Todd has presented the trustees with the requirement to do the upgrade and what will be required in order to ensure that if something goes wrong the district. There is an engineering firm that can come in to provide a quote in order to ensure that the districts software is going in the correct direction to ensure that the plant can stay running and not become obsolete. Glen would like to see Todd come to a meeting and present what he is recommending. The board supports his recommendations. If spare parts are needed then we need to have spare parts on hand so that we can remain operational.

➤ Tolls Bylaw Revised to reflect adjustment for Rae Mor Park

Motion to accept the first reading of Bylaw 202

M/S-Brian/Glen

Carried

Motion to accept the second reading for Bylaw 202

M/S-Brian/Glen

Carried

➤ Discussion around Voting results and next steps for Communal Septic- Results are to be posted on website so that the public is informed. James, Russ, Brian and Glen counted the votes. The results were as follows:

Option 1=25

Option 1A=27

Option 2=20

Option 3=3

The next step now is to go back to True Consulting so that the selected option can go out to tender.

➤ Utility Software- No decision will be made so topic of discussion will be moved to unfinished business

➤ Administrator Bylaw- Differed

➤

10) ADJOURNMENT

Meeting adjourned at 7:50pm

M/S-Brian/Russ

Carried

In Camera: