

MINUTES

Trustee / Admin-Finance Meeting

10am Monday January 5, 2026 via Zoom

1. **Approval of the agenda**Moved L.Davis, 2nd B.Brucker. Carried.

2. **Approval of the minutes**
of November 26 2025.....Moved B.Brucker, 2nd L.Davis. Carried.

3. **GARP Options**.....Discussion
The administrator reported on costs known so far for 3 options to address Groundwater at Risk of Pathogens.

3a. **A chlorine injection system** was ballparked at \$35,000, of which about \$20,000 would be spent on a chlorination room construction, extended from the pump house. There would also be ongoing charges for bi-monthly servicing.

3b. **A UV treatment system** was ballparked at \$30,000, and would require a specific type to kill adenovirus. There would have to be 2 UV units, one for each water line from the 2 wells. This system would also need bi-monthly servicing, and ongoing parts replacement as required.
..... Administrator to ask Drinking Water Officer if UV treatment would be acceptable
..... Administrator to talk to Sonora Resort for general information on their UV system

3c. **A Water Quality Advisory system** was ballparked at \$1100 per year, and would require full distribution of hardcopy and digital warnings to all property owners in the water district.

4. **Bank & reserves fund** J.Reimer
Reserves were \$133,618 at year end. The bank accounts totalled \$138,372, with \$5,020 in the Chequing account. The administrator noted that a temporary bank transfer from Savings would carry the Chequing account until March revenues started coming in.

4a. **Motion**
THAT \$20,000 be moved from Savings to Chequing to cover costs for January through March.
..... Moved B.Miles, 2nd B.Brucker. Carried.

5. **Pooled High Interest Savings Account**..... B.Miles
The Chair restated the benefits of a Municipal Finance Authority PHISA for SSID reserve funds. He also noted that MFA is a lending authority, which could help SSID if ever needed. He suggested that \$10,000 be deposited immediately, with more deposited after tax revenue was received.

5a. **Motion**
THAT \$10,000 be moved from the First Credit Union savings account to a Municipal Finance Authority Pooled High Interest Savings Account.

.....Moved B.Brucker, 2nd L.Davis. Carried.
.....Administrator to contact MFA to complete the deposit.

6. Budgets 2025/2026.....Discussion

The administrator had updated the figures since the 2025/2026 budget presentation in November. In comparison to the 2025 budgeted figures, 2025 reserve funds were projected to be \$5,200 less; revenues would be \$400 less; expenses would be \$6500 more; and revenues less cash expenses were expected to be \$6,900 less than budgeted. The main reason for discrepancy between the 2025 budget and actuals was the unanticipated \$14,000 upper tank inspection. The last remaining unpaid 2025 tax had been paid on January 2, and the Excess Tolls for 2025 totalled \$1,175.

The main updates to the 2026 budget since November were an additional \$1,000 in operating expenses, and a suggestion that \$10,000 be moved from surplus to reserves, depending on the final surplus figure after preparation by the accountant.

6a. Motion

THAT the 2026 budget be approved as presented.

.....Moved L.Davis, 2nd B.Brucker. Carried.

7. Excess tolls bylaw 2026 draft.....Readings and adoption.

The Chair reminded the trustees of his spreadsheet circulated after the previous meeting, showing that each cubic meter of distributed water currently costs about \$1.87, so the new Excess Toll Bylaw figure of \$2.00 per cubic meter overage was a suitable figure.

7a. Motion

THAT Excess Tolls Bylaw 141 be approved as presented.

.....Moved L.Davis, 2nd B.Brucker. Carried.

.....Administrator to prepare for signatures, and submit to government.

8. Assessment Notice 2026 draft

The administrator said the Notice was unchanged from the previous year’s notice.

9. Tax Bylaw 2026 draftReadings and adoption.

9a. Motion

THAT Tax Bylaw 140 be approved as presented.

.....Moved B.Brucker, 2nd L.Davis. Carried.

.....Administrator to prepare for signatures, and submit to government.

10. Notice of Tax Levy 2026 draft.....Discussion

The Chair had reviewed the message on reverse of the Tax Notice, and asked that it be shortened.

.....Administrator to shorten and resend to the trustees for approval.

..... Administrator to distribute the Tax Notice at end March, after the Tax Bylaw is registered.

11. Payment Plan option

11a. Motion

The Chair asked for confirmation that the payment plan was permissible. The administrator would review her files.

.....Administrator to find and email the confirmation to trustees.

12. Schedule of Important Dates J.Reimer

The administrator reviewed the administrative deadlines for 2026. The AGM is planned for August 2nd.

..... Administrator to confirm that the Hacienda is still available to rent in 2026.

Administrator to confirm liability coverage for public meetings at the Hacienda or SSID property.

13. Calendar of Events.....Discussion

The calendar for January was reviewed. No changes made.

14. AmalgamationDiscussion

Trustee Brucker asked if there had been any further discussion or indication of a property amalgamation to be completed ahead of the February 1st Assessment Notice distribution deadline. The administrator had not received any notice of an amalgamation from Land Titles, nor any owner confirmation of amalgamation happening before February 1.

15. Next meeting to be determined

16. Adjournment..... B.Miles

11:11 am