

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE SKAHA ESTATES
IMPROVEMENT DISTRICT HELD DECEMBER 19, 2024, 4:30 PM**

Present:

Chair - Kandis Lipsett
Trustee - Ryan Tribbeck
Trustee - Crystal Ozaraci
Office Administrator - Judy Morris

#3685—Call to Order

Mrs. Lipsett called the meeting to order at 4:30PM

#3686 -Adoption of the minutes of the November 8, 2024, Meeting

Mrs. Lipsett moved, seconded by Mr. Tribbeck, motion carried to adopt the minutes of the November 8, 2024, meeting as presented.

#3687 – Business arising from the Minutes

- 117 Devon Drive – tree removal, Mr. Clarke reviewing the costs involved.
- Mr. Tribbeck contacted H&M Contracting/Mike Snair, regarding watermain replacement on Camberly Cove, if paving involved work would not be done until the Spring, no reply from Mike Snair.
- 40 hp VFD upgrade – new quote from Wine Capital Electric - \$1671 more than August 12, 2024 quote. Motion Amendment: Mrs. Lipsett moved to amend the motion of December 14, 2024, to approve the December 19, 2024, quote from Wine Capital Electric, seconded by Mr. Tribbeck, carried.
- Mrs. Lipsett, Mr. Tribbeck and Mrs. Morris met with CAO Jim Zaffino, Area “D” Director Matt Taylor on December 18, 2024, to discuss the proposed Conversion Process, copy of minutes attached. February 18, 2025 decided for the Open House. Mrs. Lipsett will contact Sean Curry to determine his availability.
- The shower at the park needs repair.

#3688—Financial Report October and November 2024

Mrs. Lipsett moved, seconded by Mrs. Ozaraci, motion carried to approve the October and November 2024 Financial Report.

Outstanding invoice Proctor – balance owing \$556.44 – discussion held on what to do with the outstanding amount owing, property is for sale.

Outstanding invoice Biro – balance owing \$135.96 – Biro’s are making payments on the account.

#3689—Operations Report—November 2024

SEID needs a flow meter quote from SOWW.

Mrs. Lipsett moved, seconded by Mrs. Ozaraci motion carried to receive the November Operation's Report.

#3690—Correspondence

1/ Bylaw #139 – Taxation Bylaw 2025 – registered with the Province November 12, 2024

2/ Email from the Province regarding Bylaw #141 – Trustee Code of Conduct; bylaw should be in a policy form, not bylaw. Mrs. Morris will revise.

#3691—New Business

1/ Reservoir Cleaning/Inspection – Motion to approve the quote from Aqua-Bility Projects Ltd. in the amount of \$13,789.13 by Mrs. Lipsett, seconded by Mr. Tribbeck, carried. Work being done December 17 & 18, 2024. In addition, SOWW will be flushing the watermains.

2/ Mrs. Lipsett reminded everyone of privacy matters -SEID business should be held in confidence

3/ January 2025 Newsletter approved, will be included with the 2025 Water Tax and Toll Invoice

#3692—Next Meeting

January 22, 2025 - 6:00PM

#3693—Adjournment

Mrs. Lipsett adjourned the meeting at 5:13pm

Approved by:

Certified correct by:

Kandis Lipsett

Judy Morris

Chair

Office Administrator