



FLETCHER CREEK IMPROVEMENT DISTRICT

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TRUSTEE MEETING MINUTES - DRAFT

THURSDAY, JANUARY 15, 2026 7:00 P.M.

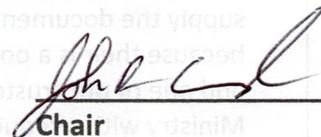
4749 Twin Bays Road (Kelly Residence)

1	Call to Order – 7:03 p.m. In Attendance: John Command, Neil Kelly, Barbara Neelands, Jorg Schreiber, Donna Butt (C/O).
2	Approval of Agenda – approved with the addition of 6c) postpone appeal clarification Section 6, and 6e) Customer Survey.
3	Approval of December 8, 2025 Meeting Minutes – accepted as amended. N. Kelly/ J. Schreiber. Carried.
4	Acceptance of December, 2025 Financial Statements – see item 5.
5	Review of 2025 Year-end Financial Statements – Motion to accept the 2025 year-end financial statements as presented. N. Kelly/J. Schreiber. Carried.
6	<p>Administration</p> <p>a) Term Deposit Update – Term #22 matured on Jan. 15, 2026. On the recommendation of The Finance Committee, it will be reinvested into a 4-year non-redeemable Term Deposit ACTION: B. Neelands to go to the credit union to sign the required documents.</p> <p>b) Bylaw 81 Update – FCID received a letter on Dec. 15, 2025 stating that Bylaw 81 could not be accepted for two reasons: 1.) provisions in the DWPA require continued service 2.) an appeal has been sent to The Ministry by a member. Following the filing of this appeal by a member, we were sent a notice stating that we must accept the timeline by Jan. 21, and supply the documents to support our case within 2 weeks. This timeline is not workable because there is a possibility of the election of new board member(s) at the AGM in March and one of our trustees is away for a month. ACTION: The Board will send a letter to The Ministry with a request to postpone the submission of requirements. ACTION: D. Butt to add the FCID letterhead, have the chairperson sign, and send the letter to The Ministry.</p> <p>c) Postpone Appeal Clarification Section 6 – the text stating that there are remaining provisions for continued service are not made clear in the DWPA (Drinking Water Protection Act). ACTION: N. Kelly to write a letter to The Ministry to ask for clarification about the remaining provisions for continued service.</p> <p>d) Bylaw 85 (repeals Bylaw 77) update – accepted by The Ministry.</p> <p>e) Survey - the wording of the survey was discussed by the trustees. ACTION: D. Butt to email a pdf-fillable survey form to the membership to be returned either by email or mail. ACTION: D. Butt to tabulate survey results by Feb. 21, 2026</p>
7	<p>Water System</p> <p>a) Maintenance System Report - D. Moore has been taking care of daily maintenance. There was no site visit between Dec. 19 – 31, 2025 which is too lengthy a time period between visits. ACTION: J. Schreiber to discuss visit frequency with D. Moore.</p> <p>b) Water Treatment Ideas for 2026 AGM – In the past, The FCID Membership has voted overwhelmingly to reject borrowing a large sum of money for central water treatment. Therefore, one of the ideas presented by the trustees is to obtain approval from The Ministry of Health for a Point of Entry treatment strategy. The survey will determine the</p>

	membership's opinion in taking this direction.
8	<p>New Business</p> <p>a) 2026 AGM planning – The United Church Hall is booked for Saturday, March 21, 2026 at 4:00 p.m.</p> <p>b) Draft 2026 Budget - the draft 2026 budget was presented by N. Kelly.</p> <p>c) Special Project Ideas for 2026 - The 2026 Special Projects were presented: two Shock & Rinse Procedures, the emergency pump repair, and dam sluice rebuild which was budgeted for in 2025 and carried over to this year. A minimal annual maintenance amount has been and can continue to be substituted for a more costly dam and sluice repair. These special projects will be voted on by the membership at the AGM.</p> <p>d) Outline for Trustees Report – N. Kelly presented the draft Trustees Report.</p> <p>e) Recruiting candidates for election: two seats up for election at the 2026 AGM – this will be an item on the AGM agenda.</p> <p>f) Appeal process for B. Lawrence (Ministry) – this process is underway.</p>
9	<p>Correspondence -</p> <p>a) L. Rutherford's Release of Claims – L. Rutherford returned her signed and witnessed Release of Claims Form with a disclaimer. ACTION: N. Kelly to write a letter to be sent to L. Rutherford, explaining that her signed Release of Claims Form is invalid due to the disclaimer. ACTION: D. Butt to add a letterhead, get it signed by J. Command, and send the letter to L. Rutherford.</p> <p>b) B. Lawrence's Release of Claims - B. Lawrence returned her signed and witnessed Release of Claims Form with a disclaimer. ACTION: N. Kelly to write a letter to be sent to B. Lawrence, explaining that her signed Release of Claims Form is invalid due to the disclaimer. ACTION: D. Butt to add a letterhead, get it signed by J. Command, and send the letter to B. Lawrence.</p>
10	Next Meeting – Saturday, March 21, 2026 directly after the AGM.
11	Adjournment - 8:47 p.m. J. Command / J. Schreiber. Carried.



Donna Butt, Corporate Office



Chair