



Robson-Raspberry Improvement District Monthly Board Meeting

Date: February 18th, 2026 Time: 6:00 pm Location: RRID Office

Attendees: Chair: Wes Greep, Trustees: Paul Markin, Jordan Durkin and Jenn Holt.

Admi: Tracey Smith. Operations: Jesse Reel, Luke Magnall and Ben Gordon.

Kai Cote.

1. Call to Order

The RRID Chair called the meeting to order at 6:00 PM.

2. Approval of Agenda

2.01 Call for additions or deletions.

Trustee Paul Markin requested a line-item be added: 4.07 UVT Analyzer.

Administrator requested line-item under 6.03, Bylaw 118 be deleted.

2.02 Motion to adopt the agenda.

Motion to adopt the February 18th agenda: Paul Markin

2nd: Jenn Holt Motion Carried.

3. Adoption of Previous Minutes

3.01 The minutes of the last meeting held on January 10th, 2026, were circulated for the board to review.

Motion to adopt the January 10th minutes: Jenn Holt

2nd: Jordan Durkin Motion Carried

4. Operations and Maintenance Reports

Operations staff will present updates and may depart after their reports are delivered.

4.01 WTP Monthly Operations Report –Read by Jesse Reel

Motion to hire Doug White to rebuild and restore WTP raw water pump for the cost of \$20 740.20: Jordan Durkin

2nd: Paul Markin Motion Carried.

Motion to purchase a 2-inch bray valve for an estimated cost of \$1200.00: Jenn Holt

2nd: Paul Markin Motion carried.

Motion to repurchase two sets of Phestos solenoids for UF 2 & 3: Jenn Holt



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2nd: Pual Markin

Motion Carried.

- 4.02 WMG Field Report – Verbal report by Luke Magnall
- 4.03 Filed Staff Schedules for water meter project installation – Paul Jesse Reel clarified Operators schedule
- 4.04 WMIC monthly Report – Jordan Durkin. Combined with Op’s report.
- 4.05 MarWest Rates review: Trustees reviewed and discussed with Project Manager Jesse Reel. Rates are within the scope of industry standard pricing.
- 4.06 WSA Water meter January contract review: Trustees signed three copies. Admin to ship two copies to WSA.
- 4.07 UVT Analyzer: Paul Markin. Trustees discussed with Jesse Reel the possible benefits of having a UVT analyzer on hand.

5. Public Question and Answer Period

- 5.01 Kai Cote: Trustees provided limited information regarding MRRUCA questions and referred Kai to the available court documents on the RRID website for details. Court case is still in motion; full disclosure is not possible at this time. Updates will be posted on the RRID website as information is released for public viewing.

6. Business Arising from the Minutes

- 6.01 Asset Study
- 6.02 RDCK: Admin to mail out ‘Expression of Interest Survey’ to RRID rate payers. Response deadline set for March 20th, 2026.
- 6.03 RRID Bylaws: Update
Regulation of Water Distribution and Use Bylaw No. 118. Deleted from agenda due to Admin error. This item is completed.

Assessment Bylaw No. 120 notices. Court of Revision set for March 20th, 2026. Admin to mail out 2026 Assessment Notices.



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- 6.04 LTSA: Account has now been corrected and is ready for use.
- 6.05 RRID Boundary: Waiting on BC Assessment to finalize RRID Map.
- 6.06 Office copier: Insurance coverage through Acera Insurance: under office equipment. Form letter sent to DE LAGE LANDEN FINANCIAL SERVICES CANADA INC.
- 6.07 Black Mountain Irrigation District Petition: 75 petitions have been filed.
- 6.08 Kootenai Hydrant Services: Wes Greep to contact for further discussion.

7. Financial Report - Prepared by Exact Earnings

- 7.01 January 2026 Expenses Report
Motion to approve January 2026 expenses: Jenn Holt
2nd: Jordan Durkin **Motion carried.**
- 7.02 Profit & Loss Report January 2026: Trustees reviewed.
- 7.03 2026 draft budget review:
Motion to approve 2026 Budget as final draft: Jenn Holt
2nd: Paul Markin **Motion Carried.**

8. Correspondence

- 8.01 Jagged Edge: Completed
- 8.02 Ladybird Norns Creek Watershed Committee: Trustees discussed contents of email. No further action is required.

9. New Business

- 9.01 Accounts. Invoicing – Admin: Completed.
- 9.02 Doane Grant Thornton
A) Invoice: Trustees:
Motion to approve payment for interim 2025 audit invoice in the amount of \$10 300.50: Jenn Holt.
2nd: Paul Markin **Motion Carried.**
Admin to request the WMG portion be listed separately on audit invoices.



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2nd: Paul Markin

Motion Carried.

B) ARO (Asset Retirement Obligations) Asbestos Plan and number of connection points needed for 11km of pipe. Completed.

C) Overview of Capitalization of WMG Expenses and \$10 000.00 moved to capital assets. Completed.

D) Balance of \$3794851.00 has been moved to deferred revenue. Future monies spent will go into revenue. Completed.

9.03 Newly Appointed Trustee Onboarding Package: Paul
Trustee suggestions. Admin to put together a package.

9.04 ICIS Membership: Paul
Admin to send information to James Lindsay for professional opinion.

10. **In Camera Meeting** – Trustees and Admin.

Scheduled.

11. **Adjournment 9:30pm.**