



Robson-Raspberry Improvement District Monthly Board Meeting Minutes

Date: January 7th, 2026. Time: 6:00 pm Location: RRID Office

Attendees: Trustee Wes Greep, Jenn Holt, Jordan Durkin, Paul Markin and Andrew Coates.

Administrator: Tracey Smith. Operations: Jesse Reel and Luke Magnall.

Exact Earnings: Amy Lock Hart

1. Call to Order

The RRID Chair called the meeting to order at 6:03 PM.

2. Approval of Agenda

2.01 Call for additions or deletions.

2.02 Motion to adopt the agenda.

Motion to approve the agenda: Jenn Holt

2nd: Andrew Coates Motion Carried

3. Adoption of Previous Minutes

3.01 The minutes of the last meeting held on December 10th, 2025, were circulated for the board to review.

Motion to approve December 10th, 2025, minutes: Jenn Holt

2nd: Paul Markin 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 & Updates –Jesse Reel

Motion for WTP Operations to order 2 x 6” bray valves: Jordan Durkin

2nd: Andrew Coates Motion Carried

Motion to hire H20 to provide operators training and reprogramming for the WTP with a budget of \$8000.00: Jordan Durkin

2nd: Jenn Holt Motion Carried

Motion to purchase 4x replacement UV Lamps: Jenn Holt

2nd: Paul Markin Motion Carried



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Motion to purchase annual compressor parts at a cost of \$3346.56:
Jenn Holt

2nd: Andrew Coates Motion Carried

- 4.02 WMG Field Report – Luke Magnall
- 4.03 UV Upgrade & Retrofit Planning
- 4.04 Online Membranes Technology Course: Update
- 4.05 WMIC monthly Report – Jordan

5. Public Question and Answer Period

- 5.01 None scheduled

6. Business Arising from the Minutes

- 6.01 CWF Asset Study: No update.
- 6.02 RDCK Open House: Trustees to provide a brief summary report outlining details for their reasons for a possible R.D.C.K acquisition. Create an agenda.
- 6.03 LTSA: Exact Earnings to finish account protocols for deposit.
- 6.04 Kootenai Hydrant Services: Tabled until Kootenai Hydrant Services submits a quote.
- 6.05 Bylaw No.118: Ministry approved and received.
- 6.06 Review of Bylaw No. 120: Admin required clarification.
- 6.07 2nd reading of Bylaw No. 121
- 6.08 2nd reading of Bylaw No. 122

Motion to increase tax and tolls by 10% for the year 2026. Additional
acres are to remain at \$75.00 per acre: Jenn Holt

2nd: Jordan Durkin Motion Carried.

7. Financial Report - Prepared by Exact Earnings

- 7.01 November 2025 Expenses Report

Motion to approve December 2025 accounts payable: Jenn Holt



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2nd: Jordan Durkin

Motion Carried

- 7.02 Profit & Loss Report: January – December 2025: Board reviewed.
- 7.03 2026 Draft Budget & Requirements: Exact Earnings to provide a 2026 draft budget for trustees' consideration based on a deficit balance.

8. Correspondence

- 8.01 Jagged Edge. Operator to remove debris from gutters.

9. New Business

- 9.01 Accounts. Admin discussed delinquent accounts and BC Assessment land assessment clarification required for adjustments to RRID receivable accounts.

10. In Camera Meeting – Trustees and Admin.

None Scheduled.

11. Adjournment: 9:03pm