Robson-Raspberry Improvement District Monthly Board Meeting Minutes

Date: October 14th, 2026 Time: 6:00 pm Location: RRID Office

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

Admin Tracey Smith. Operations Jesse Reel and Andrew Leonard.

1. Call to Order

The RRID Chair called the meeting to order at 6:06 PM.

2. Approval of Agenda

2.01 Call for additions or deletions.

None called.

2.02 Motion to adopt the agenda.

Paul Markin motioned to adopt the agenda.

Jenn Holt second the motion. Motion carried by Wes Greep.

3. Adoption of Previous Minutes

3.01 The minutes of the last meeting held on September 9th , 2026, were circulated for the board to review.

Paul Markin motioned to adopt September 9th minutes.

Jenn Holt second the motion. Motion carried by Wes Greep.

4. Operations and Maintenance Reports

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

4.01 WTP Monthly Operations: Read by Jesse Reel

4.02 WMIC: Meter installation change order. Board discussion. Jesse Reel to inquire further with Marwest.

5. Public Question and Answer Period

5.01 None

6. Business Arising from the Minutes

6.01 RRID Source Water protection Plan Proposal update: RRID has retained Western Water Associates Ltd to produce the source water protection plan. A delegate toured the RRID WTP and inspected the watershed on October 7th.

6.02 Small Water System Readiness Program Funding: Board discussion. Jesse Reel to provide a draft for the grant proposal application.

7. Financial Reports - Prepared by Exact Earnings

7.01 September 2026 Expenses Report

Jenn Holt motioned to pay September expenses.

Paul Markin second the motion. Motion carried by Wes Greep

7.02 Profit and Loss by Class for CWF & SWPP Grants 2026: Board reviewed.

7.03 Actuals vs. Budget Jan 2025 - September 30, 2026: Board reviewed.

7.04 Water Meter Grant Jan 2025 – Sep 2026: Actuals vs. Budget: Board reviewed.

8. Correspondence

8.01 Ken Wyllie: Norns Creek – Water license Application. Ongoing.

8.02 Veitch: Request for pre-approved future land subdivision water connection.

Board approved additional water connection request for a 'future' subdivision according to the map provided. Customer responsible to cover all associated costs according to RRID Connection Charge Bylaws.

9. New Business

9.01 October Newsletter: Admin to post on RRID website.

9.02 Router replacement: Admin to purchase.

10 In Camera Meeting — Trustees and Admin.

Scheduled.

11 Adjournment: 8pm