Robson-Raspberry Improvement District Monthly Board Meeting Minutes

Date: September 9th, 2026 Time: 6:00 pm Location: RRID Office

Attendees: Chair Wes Greep, Trustees Jenn Holt, Paul Markin, and Jordan Durkin (late)

Operations Jesse Reel and Andrew Leonard. Admin Tracey Smith.

1. Call to Order

The RRID Chair called the meeting to order at 6:01 PM.

2. Approval of Agenda

2.01 Call for additions or deletions. None

2.02 Motion to adopt the agenda.

Jenn Holt motioned to adopt the agenda.

Paul Markin second the motion. Motion carried by Wes Greep

3. Adoption of Previous Minutes

3.01 The minutes of the last meeting held on August 19th , 2026, were circulated for the board to review.

Jenn Holt motioned to approve August 19th, 2026, minutes.

Paul Markin 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 Report: Read by Jesse Reel

Operations to remove stage 1 water restriction notice from outdoor digital board on September 30th, 2026 and rescind on RRID website.

4.02 Water Meter Billing Study submission update: Water Meter Committee

Board discussion. Further review required.

5. Public Question and Answer Period

5.01 None

6. Business Arising from the Minutes

6.01 RRID Source Water protection Plan Proposal update: Paul Markin

Chair Wes Greep signed grant funded consulting agreement with Western Water Associates LTD.

6.02 LGIS WMG claims update: Provided by Exact Earnings

Board reviewed.

7. Financial Report - Prepared by Exact Earnings

7.01 August 2026 Expenses Report

Jenn Holt motioned to approve August 2026 expenses.

Jordan Durkin second the motion. Motion carried by Paul Markin.

7.02 RRID Operations, Actuals vs. Budget Jan 01 - August 31, 2026

Board reviewed.

7.03 WMG Project, Actuals vs. Budget Jan 2025 - August 31, 2026

Exact Earnings to adjust to reflect actual current balances.

7.04 QuickBooks WMG Project Report Jan 2025 - August 31, 2026

Not supplied by Exact Earnings.

8. Correspondence

None.

9. New Business

9.01 Accounts - disconnect notices: Admin

Operations Jesse Reel to perform disconnects for unpaid accounts.

9.02 Fire Smart Content: Admin

Admin to post pdf and link on RRID website.

9.03 Small Water System Readiness Program Funding.

Board discussion. Jesse Reel to investigate options and pricing. Board to further review during October 14th, 2026 board meeting.

9 In Camera Meeting — Trustees and Admin.

Scheduled.

10 Adjournment: 7:45 pm