

DIAMOND IMPROVEMENT DISTRICT

MINUTES

December 16, 2025

In attendance:

Stephanie Irvine, Chair, Orval Delcourt, Mike Southwell, Nick Spanakis Trustees and Debby Baker, Administrator

Absent: Pete Mottishaw

Minutes of previous meeting:

Moved: Mike Southwell

Seconded: Nick Spanakis

That the minutes of the previous meeting be adopted as typed.

Carried

Dan Judson's maintenance report was read.

2025 Project:

No update

Town of Ladysmith/valves:

Administrator to request the WCB documents.

Discussion was held regarding documents will be on BC Bid. We will obtain copies and circulate.

Discussion that we will need a new lawyer to review our Town of Ladysmith contract.

Christmas dinner:

Everyone enjoyed themselves. We actually spent less this year than previous year.

Maintenance report:

Reports:

Finance:

Discussion regarding parcel tax and water invoices that are outstanding. We are updating the contact list and will ask residents to update their email and phone numbers so that in case of an emergency we can send out a mass email.

We will look into offering square and the possibility of back charging the client.

CEC fund is sitting at \$196K

Term is roughly \$400K

RR fund meaning to be given to Trustees (renewal reserve fund)

Gift card to be purchased for Sandra for \$100.00

Correspondence:

New business:

Island Health – discussion on requirements. Could Dan get a water ticket? Discuss and find out the cost.

Moved: Nick Spanakis

Seconded: Mike Southwell

That we provide Supply Canadian Water Saver with the last 12 months water usage and have them do a presentation to us.

Carried

Bills:

Moved: Nick Spanakis

Seconded: Orval Delcourt

Pay the bills if found correct but holdback until we have sufficient funds.

Carried

Adjourn: 8:30 p.m.

Moved: Mike Southwell

Next meeting: January 20, 2026 - 7 p.m. Diamond Hall.

Stephanie Irvine, Chair

Debby Baker, Administrator