

**REGULAR BOARD MEETING
OF THE HEDLEY IMPROVEMENT DISTRICT
Wednesday, May 16, 2018 held at the HID office at 10:00 am.**

Trustees Present: Lynn Wells, Ruth Woodin, Dave Peers, Thomas Adams and Penny Escott.

Administrative Officer: Diane Wood

Guests Present: Gary Ross, Bill Clark, Terry Leonard, and Richard Tarnoff by phone

Lynn Wells called the meeting to order at 10 am.

ADOPTION OF AGENDA

Motion (Ruth/Thomas) to adopt the agenda as presented.

CARRIED

MINUTES

The Minutes of the regular meeting of May 9, 2018 were circulated to the trustees prior to the meeting. Lynn confirmed that all trustees had read the minutes. She then called for any errors or omissions and there were none.

Motion (Penny/Ruth) to approve the regular meeting minutes of May 9, 2018 as circulated.

CARRIED

PETITIONS AND DELEGATIONS None

REPORTS

FIRE DEPARTMENT REPORT

Graham Gore read the April Fire Department Report into the record.

Motion: (Penny/Dave) To approve the April 2018 Fire Department report as read.

CARRIED

Question: Ruth Woodin – Where could we potentially have a problem with Flooding?

Answer: Graham Gore – The potential for residents with medical needs to be cut off from doctors and medicine due to highways flooding is a serious concern.

WATER REPORT

Dave Peers read the April Water System Report into the record.

Motion: (Penny/Ruth) To approve the April 2018 Water System report into the record.

CARRIED

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS.

Digital Map update by terry Leonard: Terry updated the trustees and presented the new Water System map to date. It was agreed that priority number one would be to verify and complete the curbstops files.

Nickelplate closure site update: For informational purposes.

Directors & Officers insurance (Is it necessary?): The newest Improvement District Manual advises Improvement District trustees to carry Directors & Officers Insurance

Canada Revenue Agency: Notification of Registration as a qualified Donee for Information.

Applications for a Water Systems Operator: To review resumes and create a short list for interviews, short list interviewees Diane is to contact are:

- 1.) Chris Young 2.) Jason Bonk 3.) Travis Barck 4.) Mike Galics

Janitorial Service tabled at April 18, 2018 meeting: For discussion and clarity between the fire department and Diane is to be tabled until the June 2018 meeting to give Graham Gore time to talk to the Fire Department officers.

Curbstop location and description updates tabled at the April 18, 2018 meeting: Tabled for further discussion.

Review Auditors Financial Statements with John Todd: For informational purposes.

HID digital water system map:

Question: Dave Peers - who approved hiring Terry Leonard to start the Digital Water System Map.

Answer: Lynn Wells - It became evident that Terry Leonard was not being paid by the Water Contract, so it was the responsibility of the HID to pay him for the service and expertise that he provided.

REPORTS

ACCOUNT BALANCES

Diane presented the April 30, 2018 account balance into the record

Motion: (Penny/Thomas) To approve the April 30, 2018 account balances as presented.

CARRIED

Motion: (Ruth/Thomas) To approve changing the name of the building siding heading to building maintenance on the Account Balance report.

CARRIED

WATER OPERATIONS YTD EXPENSE REPORT

Diane presented the April 30, 2018 Water Operations YTD expense report into the record

Motion: (Ruth/Penny) To approve the April 30, 2018 Water Operations YTD expense report as presented.

CARRIED

FIRE DEPARTMENT YTD EXPENSE REPORT

Diane presented the April 30, 2018 Fire department YTD expense report into the record

Motion: (Dave/Ruth) To approve the April 30, 2018 Fire Department YTD expense report as presented.

CARRIED

NEW BUSINESS

Water Reserve term deposit due for renewal May 23, 2018:

Motion: (Penny/Ruth) To approve reinvesting the Water Reserve Term deposit, for the amount of \$50,000 for a term of 9 months at 0.7 % and a second 9 months at 3.0 % interest. Interest earned to date will be and interest balance placed into the HID Building Maintenance.

CARRIED

Thomas Adams will get a cost for the replacement Pumphouse building with 2 X 6 constructions, 8 foot wall and removable roof panel.

Water Toll, request for a reduced rate: Tabled

Ball park water tabled at the April meeting: The only water service to the ball park is to the washrooms. The park has no other water connection.

Introduction to Emergency Response Planning: Diane to sign up the following trustees for the training opportunity.

Diane Wood

Lynn Wells

Penny Escott

Ruth Woodin

CORRESPONDENCE None

BYLAWS None

RESOLUTIONS None

ADJOURNMENT

Motion: (Ruth) To adjourn the meeting at 12:32 PM

Lynn Wells, Chair

Diane Wood, Administrative Officer