

**REGULAR BOARD MEETING
OF THE HEDLEY IMPROVEMENT DISTRICT
Wednesday, December 19, 2018 held at the Hedley Seniors Centre at 10:00 am.**

Trustees Present: Lynn Wells, Dave Peers, Wesley Mufford, and Ruth Woodin.

Minutes: Diane Wood

Guests Present at board table: Travis Barck and Ross Grant

Guests present: 28 guests and Shelby Thom from Global New reporting

Lynn Wells called the meeting to order at 10 am.

ADOPTION OF AGENDA

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

CARRIED

MINUTES

The Minutes of the regular meeting of November 21, 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 (Wes/Ruth) to approve the regular meeting minutes of November 21, 2018 as circulated.

CARRIED

PETITIONS AND DELEGATIONS None

REPORTS

WATER REPORT

Travis Barck read the November Water System and Interior Health Report into the record.

Motion: (Ruth/Dave) To approve the November 2018 Water System, and Interior Health report into the record.

CARRIED

Question: Wesley Mufford (Trustee) to Travis Barck. (What is your experience?)

Answer: Travis, "Approximately 5 years ago I was managing Riverside RV park and I became a small systems operator through a course and managed that for approximately a year, following that I was hired by the town of Princeton as a Utility Equipment Operator and I have helped manage their system through the last 5 years and then I took on the HID contract approximately 4.5 months ago".

Question: Lynn Wells (Chair) to Travis Barck. What certification level do you have Travis?

Answer: Travis, "I am a Certified Small Water Systems Operator, and as well, so is Ross".

Note, Lynn Wells: Interior Health has no requirements for certification for Small Water Systems that serve fewer than 400 water connections. The HID has approximately 200 connection. The

Hedley Improvement District has insisted that whoever oversees the HID system has to have taken the Small Water Systems course and passed it. Therefor the HID exceeds the requirements placed upon us by Interior Health.

FIRE DEPARTMENT REPORT

Ken Hoyle read the November Fire Department Report into the record.

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

CARRIED

Question: TJ Bratt; (re Hitching Post Fire). What has been done on the site to ensure that the open hole for the water connection pipe is properly closed, and barricaded to prevent anyone from accidentally falling in? Why was Travis not present to ensure that the community and fire truck did not run out of water? Are there protocols in place and were they followed?

Answer: Travis Barck; Ross shut the curb stop valves, therefore there was no chance for contamination or infiltration of the water, and the water has remained shut off.

Answer: Dave Peers; Ross Grant was present at the fire for the entire time and he monitored the pump closely, the pumper truck pumped without interruption for 12 hours at near maximum capacity. I was there as a fire fighter for the entire duration, and there were no problems. Protocols are in place and they were followed.

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS.

Procedures for cheque payments, details, worksheets, and submissions: Table until January 2019 regular board meeting and held in camera.

Explanation for cheque payment, Repairs & Maintenance: Table until January 2019 regular board meeting and held in camera.

Rescind motion from September 19, 2018 regular board meeting: Motion to rescind 2.5% cost of living increase allowance effective January 1, 2019 for Diane. Table until January 2019 regular board meeting and held in camera.

REPORTS

ACCOUNT BALANCES

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

Motion: (Wes/Dave) To approve the November 30, 2018 account balances as presented.

CARRIED

WATER OPERATIONS YTD EXPENSE REPORT

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

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

CARRIED

FIRE DEPARTMENT YTD EXPENSE REPORT

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

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

CARRIED

NEW BUSINESS

Letter from Karen Cummings with 6 questions listed below and answered by the trustees: Lynn Wells read the letter composed by Karen out loud.

Question #1: Can more time be spent to keep the HID website current.

Answer: Lynn Wells asked for volunteers with website experience to maintain and update the HID website. Karen said that if the HID was to post the position she may volunteer but may not be the best qualified person.

Question #2: Are meeting minutes available as a hard copy from the Administrative officer of the HID as a hard copy and what is a reasonable time to wait?

Answer: Lynn Wells; The minutes will not be available to the public until the minutes have been reviewed and approved by the HID trustees at the next month's regular board meeting.

Question #3: In the future can meeting reports be scanned and attached to the meeting minutes for distribution?

Answer: Lynn Wells; this question will be reviewed by the trustees.

Question #4: Instead of a year to date expense report presented at the HID meetings, would an actual profit and loss financial report be available, like other not for profit organizations?

Answer: Lynn Wells; Firstly, the HID is not a not-for-profit organization, the HID is a local government, we are by law required to present Financial Statements at the annual general meeting, and financial statements year-to-date are available if people request it. Lynn agreed that such a statement would be helpful and as of January 1, 2019, the HID is going to produce a profit and loss statement.

Question #5: The HID has stated they have no large financial projects ahead and have agreed to dissolve the Financial Committee. Will you reconsider this decision, considering water main work on Daly, the pump house project and water main work required across the highway?

Karen verbally expressed at the meeting that she also feels that the Finance Committee should be a standing, and ongoing committee.

Answer: Lynn Wells; The Finance Committee was stepped down for this year, not forever, there are other things we need to focus on like revising the financial reports, and so on, which I have asked John Todd to do. He is a Chartered Accountant and he has volunteered his time. When

we get around to looking at priority projects and so on for next year the Finance Committee will be reinstated. The Finance Committee was originally conceived to recommend budgets for the coming year, not to participate in the regular working of the HID's regular finances.

Question #6: Would the HID consider moving the meetings to a large space to be welcoming for the public who wish to attend?

Answer: Lynn Wells; There is a rental cost to moving the HID regular board meetings to a larger venue, and that would have to be included in the budgets. If we had as many residents, and property owners show up at every meeting, like today, we would have to have a bigger space.

CORRESPONDENCE: None

BYLAWS: None

RESOLUTIONS: None

COMMENTS:

Doug Bratt suggested that the HID try asking a couple of the clubs in town for space at no charge for the monthly meetings.

Jennifer Douglass, requested that it be put into the record that she had sent correspondence to the HID on December 15, 2018 and it was not on the agenda for this meeting.

Doug Bratt formally thanked Diane Wood, (Finance & Administrative Officer) for 3 plus years of her excellent service

Lynn Wells personally thanked Victoria and Mike Gaelics for all that they have done for the community, as well the community club, Hedley Country Store, and several people in the community who stepped up to volunteer; these efforts are greatly appreciated. As mentioned earlier the HID is short one trustee, and Diane Wood has been working hard to get everything in order before she leaves. As of yesterday, Diane was officially retired, but volunteered to come in today in order to take the minutes of this meeting. Lynn thanked Diane.

Meeting was adjourned with a motion by: Lynn Wells

FINAL QUESTION AND ANSWERS:

After Lynn Wells adjourned the first portion of the meeting she asked if anyone would like to take a break, the meeting then continued. Lynn then asked if everyone could please keep their questions and answers to approximately two minutes, and to please keep it civil.

Ken Hoyle commented that he had sent an email to the HID office on Monday evening, November 18, 2018 as a citizen, not as manager of the fire department. Due to Ken's late

submission the trustee's answers were not prepared, Ken was asked by a trustee if he had a copy of this letter, and if so, would he please read it. Ken agreed to do so.

Questions submitted late, by Ken Hoyle, and read out loud at the December 20, 2018 regular board meeting.

Question #1: What steps have you or will you take to determine and report on the cause of the problem?

Question #2: If it is found that the consultants and or contractor(s) hired to advise and perform the watermain replacement under Hedley Creek (Twenty Mile Creek) have contributed to the water contamination through errors in their respective provision of services what steps does the HID plan to take, if any, to recover costs associated with the rectification of the problem?

Question #3: What steps will the HID take to reduce the risk of this happening again?

Question #4: In the event of another emergency that will impact on all of us, what steps will the HID take to improve timely communication with the residents of Hedley?

Question: Jennifer Douglass: how much water was provided by yourself or the HID to the community? Please measure in liters or flats.

Answer: Lynn Wells commented that she personally hand delivered flats of water to anyone who asked, as far as the quantity, she commented further to say that she had made several trips to Penticton and picked up flats of water and 10-liter jugs. A guesstimate of quantity would be 8 X 10 liter jugs and 12 X 24 bottle flats of water.

Ken Hoyle stated that there were extra flats of water outside the HID office, which anyone could take, and that Lynn Wells delivered water to the Community Club, the Country Market, and the Seniors' Centre.

Question: Were there any receipts for water purchases, and where are they being kept?

Answer: The receipts are being kept in the HID office.

Question: Doug Bratt: Why wasn't TJ and Doug informed of the Water Quality Advisory until the next day, but others did?

Answer: Lynn Wells: When I phoned Mike Gaelics, I assumed that I was phoning the Hedley Country Store to inform him of the Water Quality Advisory notice, I was under the impression that Doug and TJ Bratt were no longer involved in the day to day running's of the store. Earlier this summer there was a big announcement that Doug and TJ were retiring and that Mike and Victoria were taking over.

Question: Gary Ross: Question to Travis Barck

The Hedley water was off for approximately 6 hours.

A depressurization in the system for a prolonged period.

Sediment introduced into the system when you brought the pump back on line.

Why didn't you follow the recommended procedures to chlorinate the system and issue a precautionary boil water advisory notice at this time?

Answer: Travis Barck commented that Chute Creek did disinfect the mainline before they connected, on three separate occasions, and that he had also flushed. Travis commented further that the project was not under his domain, it was TRUE Consulting that had an engineer on site, monitored the progress, and made the calls. The work was done by Chute Creek, and they had failed three tests after disinfecting. Travis did not know who gave Chute Creek the go ahead, or who the independent laboratory was, what he did know was that the engineers did not use CARO analytical service, and Interior Health was not contacted. Travis Barck, quoted back to Gary Ross's concerns that "You handed us over an Albatross". And Gary Ross asked again why they appropriate steps were not taken to chlorinate the water and immediately put out a water advisory.

There were comments from Doug and TJ Bratt, which Lynn Wells refused to answer because they were personal attacks.

Art Martens thanked the trustees for their work for the HID and reminded those present that we all have to work together as a community.

ADJOURNMENT

Motion: (Lynn) To adjourn the reconvened meeting at 11:30 PM

Lynn Wells, Chair

Diane Wood, Administrative Officer