

**REGULAR BOARD MEETING  
OF THE HEDLEY IMPROVEMENT DISTRICT  
Monday, April 15, 2019 held at the HID office at 10:00 am.**

**Trustees Present:** Lynn Wells, Dave Peers, Wes Mufford, and Gary Ross.  
**Administrative Officer:** Alice Christensen

**Guests Present:** Simon Harris, Ken Hoyle, Gerry Wilkin,

**Regrets:** Ruth Woodin

Lynn Wells called the meeting to order at 10:04 am.

**ADOPTION OF AGENDA**

**Motion** (Dave/Gary) to adopt the agenda as presented and with the addition of 3 additional items under New Business.

**CARRIED**

**ADOPTION and ACCEPTANCE OF PREVIOUS MINUTES**

Minutes from the March 2019 regular board meeting were presented and read individually by each board member.

**Motion** (Dave/Wes) to accept the minutes as presented.

**CARRIED**

**PETITIONS AND DELEGATIONS** None

**FIRE & WATER OPERATIONS REPORTS**

WATER REPORT

Simon Harris presented the Water Operator's report.

**Motion:** (Wes/Dave) To approve and accept into record the March 2019 Water System report as presented.

**CARRIED**

Question: Wes Mufford; Was the Clayton valve replaced? Gary Ross; Yes.

Comment: Dave Peers; I would like to put into record how pleased I am with Simon's work and efforts thus far. He is doing a great job.

FIRE DEPARTMENT REPORT

Ken Hoyle presented the Fire Dept. report.

**Motion:** (Gary/Dave) To approve and accept into record the March 2019 Fire Department report as presented.

**CARRIED**

Question: Gary Ross; What do you do with the outdated gear?

Answer: Ken Hoyle; It gets donated to firefighters without borders.

## **BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS.**

### JANITORIAL CONTRACT UPDATE

Three applications were received and one was withdrawn leaving two candidates for the position. The discussion was tabled until the in-camera meeting.

### USIB/HID EMERGENCY PLANNING UPDATE

Lynn Wells provided an update on the emergency planning meeting with the USIB and RDOS. RDOS has their own plan in place but each individual municipality is responsible to have their own plan. HID will create their own stand-alone plan which will provide for evacuation alerts/orders and the like there of. Volunteers are working together with the USIB on a joint plan which will be presented at their next meeting. Ruth and Lynn will work on a letter to be distributed to each household to update their emergency contact information.

Question: Ken Hoyle; Are there minutes from these meetings and who is preparing them?

Answer: Lynn Wells; Yes, the chair from the meeting is preparing the minutes.

## **FINANCIAL REPORTS**

### BALANCE SHEET as at March 31st

Balance Sheet read into record by Alice.

**Motion** (Wes/Gary) to approve the balance sheet as presented.

**CARRIED**

Question: Wes Mufford; Building Maintenance, can this be spent on the pumphouse?

Answer: Lynn Wells; Yes. Wes Mufford; Should we hire a contractor for the pumphouse? Lynn Wells; We have an engineers report and a contractor will be the next step but we may not be able to repair it yet as Inter Health has been monitoring the arsenic levels and if they don't go down, then we may have to make changes to the water systems. This may affect the HID budget.

Question: Simon Harris; Should I approach Tristan and IH about continuing the weekly testing?

Answer: Lynn Wells; Yes.

### MEETING CONDUCT

After a few interjections from one of the guests, a brief discussion was had regarding how the meetings are conducted and whether to allow interjections from the guests at all or to go back to the way meetings were run prior to allowing the questions and comments from the guests. It was noted that the meetings have gone from being usually one hour in length to over 2 hours long.

**Motion:** (Gary/Dave) To go back to the way the way the board meetings have been run historically with no interjections from the guests.

**CARRIED**

### MEETING CONDUCT

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**Motion:** (Gary/Dave) To go back to the way the way the board meetings have been run historically with no interjections from the guests.

**CARRIED**

### WATER OPERATIONS YTD EXPENSE REPORT at FEB. 28th

**Motion:** (Wes/Dave) To approve and accept the February 2019 Water Operations YTD expense report as presented.

### WATER OPERATIONS YTD EXPENSE REPORT at MAR. 31st

**Motion:** (Wes/Gary) To approve and accept the March 2019 Water Operations YTD expense report as presented.

Comment: Gary Ross; Red Eagle Gulch – Simon and I went to look at it and it is looking good so we may not have to spend all of the budget on this.

### FIRE PROTECTION & STREET LIGHTING YTD EXPENSE REPORT

The YTD report as at March 31, 2019 was presented.

**Motion:** (Dave/Wes) To approve and accept the February 28, 2019 Fire Department YTD expense report as presented.

**CARRIED**

Question: Wes Mufford; Is the LED street Lighting on Fortis's time line?

Answer: Lynn Wells; Yes, we are waiting for costs and a time line. Comment: Gary Ross; LED does have some drawbacks; we should check the wattages. Lynn Wells; In Europe, some street lighting have motion detectors. It is worth discussing the wattages.

### **NEW BUSINESS**

#### AUDIT PLANNING LETTER

The audit planning letter received from Omland Heal was presented to the board. The board will need to meet prior to the AGM to go over the audit findings.

#### NEW MANGANESE GUIDELINES

Interior Health has put forth new guidelines for manganese levels in the drinking water. A full spectrum test was completed during Travis Barck's time. Hedley's manganese levels are at 0.00031mg/l which are well below the limits set out by IH of 0.02mg/l.

#### FIRE HYDRANTS

Simon Harris has expressed interest in servicing and maintaining the fire hydrants of Hedley. The board has asked that Simon put together a formal proposal. The fire hydrant maintenance must be performed by a certified entity. Lynn Wells confirmed with Ken Hoyle that the servicing of the fire hydrants will be sent out to tender.

#### HVFD 2019 BUDGET

Ken Hoyle presented the board with changes and re-allocations of money from administration to operating in preparation of gear replacement. Lynn Wells; As long as the bottom line of the budget doesn't change then we can move some things around. The budget has already been accepted.

**Motion:** (Wes/Dave) To accept the changes as presented by Ken Hoyle.

**CARRIED**

#### WATER OPERATOR EMPLOYMENT STATUS

Tabled. To be discussed at next in-camera meeting.

#### RECREATIONAL BURN PERMIT

Ken Hoyle submitted wording changes for the recreational burn permit. Lynn Wells will check the by-law to ensure the changes can be completed as presented.

**Motion** (Dave/Gary) to accept the changes to the burn permit presented by Ken Hoyle.

**CARRIED**

#### **CORRESPONDENCE**

A letter was received from Karen Cummings regarding her request for a profit/loss statement. There was discussion on this request as a few things need to be determined. i.e. how to include the income we collect from Parcel Tax as it is for the upcoming year not the current year. It was suggested that a call be placed to the government (Victoria) to see if Hedley is compliant with it's current financials. Auditors will also be contacted for input.

**BYLAWS:** None

**RESOLUTIONS:** None

**ADJOURNMENT**

**Motion:** (Lynn) To adjourn the HID regular board meeting at 12:20pm.

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Lynn Wells, Chair

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Alice Christensen, Administrative Officer