

**REGULAR BOARD MEETING
OF THE HEDLEY IMPROVEMENT DISTRICT
Monday, July 15, 2019 held at the HID office at 1:00 pm.**

Trustees Present: Lynn Wells, Dave Peers, Ralph Olund, Wes Mufford and Ross Grant.

Administrative Officer: Alice Christensen

Guests Present: Simon Harris, Water Operator; Ken Hoyle, Fire Dept. Manager; Brian Ellis; Mike Galics

CALL TO ORDER

Lynn Wells called the meeting to order at 1:05 pm.

ADOPTION OF AGENDA

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

CARRIED

ADOPTION and ACCEPTANCE OF PREVIOUS MINUTES

Motion: (Wes/Ralph) To accept and adopt the minutes from the June 17/19 regular board meeting with the correction of the name under Signing Authority, should read Ross Grant not Gary Ross.

CARRIED

PETITIONS AND DELEGATIONS None

FIRE & WATER OPERATIONS REPORTS

WATER REPORT

Simon Harris presented both the May and June 2019 Water Department reports. In the May report, Simon supplied an example of water hose sizes to the average amounts of water used for each size in an hour. Ministry of Highways will take care of the pothole on Webster Street bridge. Simon also gave a brief summary of the tour to the Olalla pumphouse on July 9/19. He provided the board with pictures of the pumphouse and highlights of the conversations with Adam Cunningham (Utilities Operator 3) and Andrew Reeder (Manager of Operations).

Motion: (Wes/Ralph) To approve and accept the Water Reports as presented.

CARRIED

Comments: At this time Ross Grant showed Lynn Wells a quote of \$49,000.00 for a used generator for the pumphouse. Ross found the quote online and it is just for informational purposes at this time as Lynn will try to apply to the RDOS for funding for the generator.

FIRE DEPARTMENT REPORT

Ken Hoyle presented the Fire Department report for June 2019 to the board of trustees.

Motion: (Ross/Ralph) To approve and accept into record the June 2019 Fire Department report as presented.

CARRIED

FINANCIAL REPORTS

BALANCE SHEET as at June 30th

Balance Sheet was presented and reviewed individually by the trustees. There was a deposit of \$121,000.00 received from the Ministry of Finance and it was determined that was the 2019 Fire Protection and Street Lighting budget amount. Alice will transfer the amount the Operating Account.

Motion: (Ralph/Wes) to approve and accept the balance sheet as presented.

CARRIED

WATER OPERATIONS YTD EXPENSE REPORT as at June 30th

The year-to-date expense report was presented to the trustees and reviewed individually. It was noted that the amount under Water Contract needs to be split 50/50 under Administration and Operating. The amount under repairs and maintenance will increase as the Lummerville paving expense will not be included until paving has occurred.

Motion: (Dave/Ralph) To receive the June 2019 Water Operations YTD expense report but not approve it until corrections have been made.

CARRIED

FIRE PROTECTION & STREET LIGHTING YTD EXPENSE REPORT

The year-to-date report as at June 30th was presented to the trustees for review. Removal of Bradley Fire Protection under Hydrant expense was requested as the tender for hydrant maintenance has not gone out yet. The words 'Reserve Fund' were requested to be added after 'Street lighting upgrade project'

Motion: (Ralph /Wes) To approve and accept the June 2019 Fire Department YTD expense report with the changes requested.

CARRIED

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS.

SIGNING AUTHORITY UPDATE

Ralph Olund and Ross Grant still do not have signing authority. We are now waiting for Valley First to contact them to set up an appointment. In the meantime, there is only one authorized signature for Alice's paycheques.

Motion: (Ralph /Wes) To temporarily allow Alice to sign her own pay cheques until Ralph Olund or Ross Grant have signing authority.

2020 PARCEL TAXES

This matter has been tabled for a separate meeting when John Todd is available.

WATER DEPARTMENT 2020 BUDGET

This matter has been tabled for a separate meeting when John Todd is available.

WATER SUPPLY TO HEDLEY RECREATIONAL PARK (aka Ball Park)

Mike Galics from the Hedley Community Club came in to present his case for water access to the ball park. The request is for year-round access to water. Winter for freezing the ball rink for skating and for summer for recreational uses i.e. Bike Polo tournaments, softball games etc. The costs will be paid for by the Community Club. Apparently, years ago (maybe 16-19 years) there was water access to the Recreational Park/Ball Field. The board will need to look back into previous bylaws to determine the reasoning for accessing/denying previous water usage at the park. The board will also need to determine the legalities, if any, to supplying water to the park as it is owned by the Crown. The board has also requested that a written request be submitted outlining all details and costs associated to supplying water.

DAVE PEERS – HONORARIUM FOR GARY ROSS

Dave Peers has come forth to suggest that Gary Ross be given a one-time honorarium for his services as water operator and helping with the water department over the past months. There was discussion between the board members which resulted in a motion. Votes were cast as 2 opposed, 2 in favor and 1 abstained resulting in a passing.

Motion: (Dave/Wes) To pay Gary Ross a \$1,000.00 honorarium.

CARRIED

NEW BUSINESS

WEED EATING HID/FIRE DEPARTMENT YARD

The fire department has graciously been weed eating the tall grass in the back yard of the HID/FD building. Lynn was to have asked Gary Bratty but the Fire Department will continue to take care of this instead.

WASP FIRE PROTECTION KITS

This matter has been tabled until John Todd is available to meet with Alice as there is some discrepancy with how the WASP kits have been coded and where to put the revenue from the kits.

ILLEGAL BURNING CONCERNS- BRIAN ELLIS

Resident, Brian Ellis came into the meeting to discuss a matter regarding illegal burning. A nearby neighbor is burning illegal materials and creating fire, smoke and health hazards. The neighbor is not easily reasoned with so Brian has come forth to the board for suggestions as well as to see what can be done about the illegal fires. The HFD does not have a fining policy in place so the board will need to look at previous bylaws and see if any provisions of such nature have been made in the past. The board will need to re-visit this at a future meeting.

SAGE 50 CLOUD

The new Sage 50 accounting program was purchased for its capability to back up to the cloud. The HID does not have this in place as of yet. The back ups have been done using two USB sticks. The board has requested Alice look into purchasing the Sage 50 Cloud.

HID WEBSITE

Lynn wanted to discuss the website as she noticed we are paying invoices for Amazon and didn't know what they were for. The website has not been updated in over a year. Discussion took place regarding having someone, a young computer savvy adult perhaps, update our website. Further discussion will need to take place on this topic.

CORRESPONDENCE: None

BYLAWS: None

RESOLUTIONS: None

ADJOURNMENT

Motion: (Lynn) To adjourn the HID regular board meeting at 3:10pm.

NEXT MEETING: Monday, August 19, 2019 at 1:00pm

Lynn Wells, Chair

Alice Christensen, Administrative Officer