

**REGULAR BOARD MEETING  
OF THE HEDLEY IMPROVEMENT DISTRICT  
Monday, September 16, 2019 held at the HID office at 2:00 pm.**

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

**Regrets:** None

**Administrative Officer:** Alice Christensen

**Guests Present:** Simon Harris (Water Operator), Terry Leonard (P/T Water Operator), Ken Hoyle (Fire Dept. Manager), Gerry Wilkins, John Todd

**CALL TO ORDER**

Lynn Wells called the meeting to order at 2:07 pm.

**ADOPTION OF AGENDA**

**Motion** (Ross/Ralph) to adopt the agenda as presented.

**CARRIED**

**ADOPTION and ACCEPTANCE OF PREVIOUS MINUTES**

**Motion:** (Dave/Ralph) To receive the minutes from the August 19/19 regular board meeting. Approval of minutes will be tabled to next meeting after changes have been made.

**CARRIED**

**Motion:** (Ralph/Ross) To reduce the recording of minutes to summarizations of discussions.

**CARRIED**

**PETITIONS AND DELEGATIONS** None

**FIRE & WATER OPERATIONS REPORTS**

WATER DEPARTMENT REPORT

Simon Harris presented the August 2019 Water Department report, a copy will be attached to these minutes upon approval.

**Motion:** (Ross/Ralph) To approve and accept the Water Report as presented.

**CARRIED**

A synopsis of the rising Arsenic levels was presented. The higher than normal level of arsenic in August was due to switching from the 30hp pump to the 60hp pump when the outside temperature had risen. The 60hp pump has a history of higher arsenic levels. Simon has been in early talks with Anthony Bedford Electric regarding the installation of the SCADA system.

FIRE DEPARTMENT REPORT

Ken Hoyle presented the Fire Department report for August 2019 to the board of trustees, a copy will be attached to these minutes upon approval.

**Motion:** (Dave/Ross) To approve and accept the Fire Department report as presented.

**CARRIED**

Dave Peers withdraws his motion from the previous month to do a blanket mail out asking for volunteer fire fighters.

## **FINANCIAL REPORTS**

### BALANCE SHEET as at August 31<sup>st</sup>

Balance Sheet was presented and reviewed individually by the trustees.

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

**CARRIED**

### WATER OPERATIONS YTD EXPENSE REPORT

The year-to-date expense report as at August 31<sup>st</sup> was presented to the trustees and reviewed individually.

**Motion:** (Ralph/Wes) To approve the August 2019 Water Operations YTD expense report as presented.

**CARRIED**

As requested at last month's meeting, a summary of the repair expenses to date were presented to the board. This included the repairs to Lummerville Road, Gold Dust Pub and the Bratt service line.

### FIRE PROTECTION & STREET LIGHTING YTD EXPENSE REPORT

The year-to-date expense report as at August 31<sup>st</sup> was presented to the trustees and reviewed individually.

**Motion:** (Wes/Ralph) To approve and accept the August 2019 Fire Department YTD expense report as presented.

**CARRIED**

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

### 2020 BUDGETS – FIRE & WATER

The 2020 Water budget has been tabled for now. Further discussion amongst the trustees is needed before approving the budget. The 2020 Fire Protection/Street Lighting budget was approved at the trustees meeting but will need a new by-law drawn up. Ken Hoyle requested changes to the 2020 Fire Protection budget increasing it by \$3000 to cover repairs costs to the emergency vehicles.

**Motion:** (Dave/Ross) To amend the 2020 Fire Protection and Street Lighting Budget with the changes presented by Ken Hoyle.

**CARRIED**

### FIRE COMPLAINT ENFORCEMENT PROTOCOL

A draft of the fire complaint enforcement protocol was presented to the trustees for review. Discussion regarding necessary steps took place and a few changes are needed and a revised draft will be presented. This protocol, once approved, will come into effect in 2020.

### H.I.D. STORAGE SHED UPGRADES

Another draft of the changes to the storage shed was presented to the board for discussion. A contractor will be hired to build the walls. Volunteers will dig the trenches from the main building to the shed in order to run the electrical wiring. Electrical costs will be separate from the contracting costs. Dave Peers wanted it to be known that he is not in favor of the proposed renovation of the storage she and would rather go with his idea of metal racking shelves.

**Motion:** (Ross/Ralph) To approve proposed drawing as discussed.

**CARRIED**

### FIREHALL MANAGER JOB DESCRIPTION

Ken Hoyle has not yet reviewed the job description for fire hall manager. This matter is tabled until next meeting.

### **NEW BUSINESS**

#### FIRE HYDRANT SERVICE DRAFT TENDER FORM

The intent is to put forth the maintenance of the fire hydrants to tender for this fall. A draft tender form was presented to the board for review.

**Motion:** (Ross/Ralph) To approve the tender form for fire Hydrant Servicing.

**CARRIED**

**CORRESPONDENCE:** None

### **BYLAWS**

Fire Protection and Street Lighting Taxation By-Law 2020 was passed and approved.

**Motion:** (Ralph/Dave) To approve, accept and pass the 2020 Fire Protection and Street Lighting by-law as read.

**CARRIED**

**RESOLUTIONS:** None

### **ADJOURNMENT**

**Motion:** (Ross) To adjourn the HID regular board meeting at 3:30pm.

**NEXT MEETING:** Monday, October 21, 2019 at 1:00pm

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Lynn Wells, Chair

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Alice Christensen, Administrative Officer