

**REGULAR BOARD MEETING MINUTES
OF THE HEDLEY IMPROVEMENT DISTRICT
Monday, July 19, 2021 at 10:00 am.**

Trustees Present: Ralph Olund, Dave Peers, Wes Mufford, Stephen Alderson, Terry Sawiuk

Administrative Officers: Trisha Mills

Water Department: Terry Leonard

Fire Department:

Guests Present: Ken Hoyle

CALL TO ORDER

Wes Mufford, Chair, called the meeting to order at 10:00am

ADOPTION OF AGENDA

Motion (Dave/Wes) to adopt the agenda as presented, with the addition of late item of an email from Barrick

CARRIED

ADOPTION and ACCEPTANCE OF PREVIOUS MINUTES

Motion (Dave/Ralph) to accept and approve the June 21, 2021 minutes as presented

CARRIED

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS.

- a) Letter to Mr. Worthing – approved by trustees and sent
- b) Fire Department Budget
- c) Water Budget – budgets tabled for more review from the trustees – meeting set for Monday, July 5th
 - i) Remote control access system – to be included in budget
 - ii) Gas Tax fund – have missed applying for this year but will work on having something ready for next year
- d) IH water action items due by July 30, 2021 need report soon to submit – trustees to have a meeting with Terry to get a report together - 10 days to have submitted
- e) Insurance Policy – accepted as presented or any amendments? Trustees would like to know the cost for upping the policy – insurance company would like to know why you want possible increase
- f) RDOS 2008 Water & Sewer Utility Acquisition Policy info – will make copies upon request
- g) AGM date – reach out to auditor to see when he is available – it will be after September long weekend; to schedule it for after the regular monthly meeting
- h) Telus Optic – approved to run line to building

PETITIONS & DELEGATIONS

None

CORRESPONDENCE

- a) Karen Cummings – a request for a gathering to thank the retired fire fighters – to let Karen know that other than sending cards no gatherings of such have been done before

FIRE & WATER OPERATIONS REPORTS

FIRE DEPARTMENT REPORT

The fire department report for June 2021 was presented by Trisha Mills

Motion: (Wes/Stephen) motioned to accept the Fire Department report as presented

CARRIED

*it was noted that barricades and/or caution tape would be useful to keep people out of areas of concern around the community during fire season

WATER DEPARTMENT REPORT

The water department report for June 2021 was presented by Terry Leonard

Motion: (Ralph/Dave) motioned to accept the Water Department report as presented

CARRIED

*look at finishing the Daly Ave project – Gas Tax project?

*will get shed cleaned and organized

FINANCIAL REPORTS

ACCOUNT BALANCE SHEET

The account balance sheet for June 2021 was presented and reviewed

Motion: (Wes/Dave) To approve and accept the balance sheet as presented

CARRIED

FIRE PROTECTION & STREET LIGHTING YTD EXPENSE REPORT

The June 2021 year-to-date expense report was presented and reviewed by the trustees

Motion:(Ralph/Dave) To approve and accept the YTD expense report as presented

CARRIED

WATER OPERATIONS YTD EXPENSE REPORT

The June 2021 year-to-date expense report was presented and reviewed by the trustees.

Motion: (Wes/Ralph) To approve and accept the YTD expense report as presented.

CARRIED

BYLAWS & RESOLUTIONS

- a) Parcel Tax Bylaw 258
- b) Resolution to remove Alice C from Credit Card and add Trisha M
- c) Resolution to remove Alice C from having signing authority on cheques and add Trisha M

NEW BUSINESS

- a. 876 First Ave – water was turned on July 6, 2021 – prorate water toll to?
- b. Hire someone to work in the office 2-4 hours Wednesday, Thursday, and Friday
 - i. **Motion:** (Wes/Dave) to hire a receptionist/clerk to work four (4) hours per day Wednesday, Thursday, and Friday, plus coverage of office administrator when required

CARRIED

- c. Fire Department "term 6" investment needs to be reinvested? Yes, will reach out to Valley First to see what we need to do to reinvest funds.
 - d. BC Gov't informational email – bylaws can be submitted electronically now, AGM's and elections can be held at different times
 - e. Fire hall cladding grant – need to get other quotes
 - f. Generator for pumphouse – is there a grant out there to help?
 - g. Protocols if there is an emergency – who is called? – need to get up to date lists
 - h. Monthly newsletter to the residence needs to be written to be sent out next week – input from the trustees and the fire department
 - i. Signing authority for the Fire Department to remove Ken H. and add Michael S.
 - i. **Motion:** (Wes/Dave) to have Ken Hoyle removed from being a signing authority on the Fire Departments account and adding Michael South and Ron Jaccard as a signing authority
- CARRIED**
- j. Barrick - email

NEXT MEETING: Monday, August 16, 2021 at 10:00am

ADJOURNMENT

Motion: (Wes) To adjourn the HID regular board meeting at 11:46am.

Wes Mufford, Chair

Trisha Mills, Administrative Officer