

**Regular BOARD MEETING Minutes of the
HEDLEY IMPROVEMENT DISTRICT to be held on
Monday, August 15th, 2022 at 10:00 am**

Trustees Present: Dave Peers, Wes Mufford, Stephen Alderson

Administration Officers: Sharon Carey

Guests Present: Ken Hoyle

1) Call the meeting to order – Wes Mufford at 9:55 am

- 2) ADOPTION of the Agenda** – Introductory of any late items – **Motion** (Dave/Stephen) – Michael South's complaint about Fire Ban sign being moved, UBCM approval of Parcel Tax increase, and **Water Report from Terry Leonard – Water Operator**

CARRIED

3) ADOPTION and ACCEPTANCE of the previous minutes

- a) July 18, 2022 minutes **Motion** – (Wes/Dave)

CARRIED

4) Business arising from the minutes and unfinished business

- a) Painting of the building has been completed – Waiting to complete Final Report for Grant and Inspection by Kerry Riess – **FireSmart**.
- b) Audit has been sent to ministry for approval. - FYI
- c) A) Daly Avenue Upgrade – To commence soon. Notice to residents have been sent out.
- d) Year end reports – Waiting for Water and Chair Letter – **Fire submitted – Need end of August, 2022**
- e) Specific Arsenic Testing – submitted waiting for more information – **Terry is doing this -Update**
- f) 2023 Budgets – **Drafts are completed – Will be presented at AGM**
- g) New Signs – **Waiting for quote from Terry**
- h) Exercising the valves – Terry has completed **40** out of 60 – **He cleans and paints them**
- i) The 3 **outstanding issues for Interior Health** – Need Update
- a) Terry's Status – Certification Update – This must be done! – Must wait for September
- b) Terry is trying to find the solution for on-going arsenic treatments – is talking to both AGAT and CARO – **In progress**
- c) Master Financial Plan for Treatment or Alternative Water Source:
- 1) Needs to include Present Rates of assessed Water Users for water – **Sent Keyana (IH) an email about this situation – No Response as of yet.**
- 2) Cost of Improvements to the water system – **Same email – No response**
- 3) Has a life-cycle cost analysis of operating and maintaining the water system been completed – **Same email – No response.**
- j) Ken's request for Finances about FD reserve Fund and Water Reserve Fund – **Update based on Audit to presented at AGM – Wants December 31st, 2021 reports – Will be at AGM.**
- l) \$25,000 transfer to Fire Reserve Fund or should Sharon H., buy another GIC or Term Deposit. – Wait until Grant money has been received, but board approved movement last month.
- m) Purchased 3 New Radios and 3 New Batteries for FD – Michael South would like the remaining ones to be fixed – Need quote.
- n) **AGM reminder – September 19, 2022 at 6pm at the Hedley Centre – Remember to be RESPECTFUL.**

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5) Petitions & Delegations: None

6) Correspondence: Ken Hoyle's Questions:

1. What is the minimum number of firefighters required to keep Hedley as a fire protected area from an insurance underwriters perspective? 10-12
2. What is the cost to certify a medical first responder and has the cost of four been included in the 2023 HID fire department budget? \$1000 - \$1500
3. Are there any fires permitted outside the fire permit provisions? No, but not all residents read the permit and as such use prohibited items or accelerants on the fires.
4. I would like to attend the AGM. Is this notice sufficient for your needs? Any home-owner can attend the AGM, but the office needs to know how many to create agendas.
5. What is the difference between the use of the parcel tax and the water toll tax? A) Parcel Tax is for Frontage B)Water Toll is for any property with a water connection regardless of usage.
6. Will the account balances at Dec. 31, 2021 for the water and fire department reserve funds be available at the AGM? Yes.
7. Will HID draft 2023 budgets for the fire and water departments be available for discussion at the AGM? Yes.
8. Will an estimated cost and priorities for improvements to our water system be available for discussion at the AGM? This matter is still be assessed.
9. What is the estimated cost to stabilize the pumphouse and has this amount been included in the 2023 water department budget? This is now under assessment.
10. What is included in the water systems connections/fittings that may be provided at wholesale cost to the property owners interested in purchasing these and from whom will they be available? A ¾ inch municipal fitting, shut off valves. This is through Andrew Sheret using the HID discount. You have to go there and pay at the counter.

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7) FIRE AND WATER OPERATIONS REPORTS:

FIRE DEPARTMENT REPORT:

The fire department report for July 2022 was presented by Deputy Chief - Michael South.

Motion: (Wes/Dave) motioned to accept the Fire Department report as presented with amendment about purchasing new PPE – **Need to wait**, Fire Resolution – **Wants a 1 time warning not 4 before any action can be taken against people who have ignored the fire permit provisions** – More Discussion, Fire Hydrant Update – **Waiting for a response from company that maintains them - specifically Scott Avenue, next to HID office, will call company to examine and possibly replace existing hydrant.** Fire Ban sign - needs to be redesigned, so it can't be changed, moved, blown away, etc. – **Terry Leonard is looking at this.**

CARRIED

WATER DEPARTMENT REPORT:

Terry delivered water report for July/August 2022. 3 samples were collected with no issue on July 5, 12, 19th. All were okay. Results are on the bulletin board at the HID.

August – Powerhouse Failure – August 3rd – Terry discovered sparks emanating from the main Shut-Off panel in the Pumphouse and shut the 30hp pump. An emergency generator was brought in. On August 8th – 2 water samples were taken – 1 Arsenic and Bacteriological – 1st test - **Total Coliform was acceptable from Interior Health.** Waiting for second result in order to rescind the **Do Not Consume** order. **Pumphouse is now working properly**, but a new structure will be built to separate Water from Electricity.

July 2022 – Terry has exercised, cleaned, and painted **40 out of 60** main valves.

USIB would like a connection from Daly to lower band site – **Need to wait until after AGM.**

Motion – (Dave/Wes) to accept water report

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8) FINANCIAL REPORTS:

ACCOUNT BALANCE SHEET

The account balance sheet for July, 2022 was presented and reviewed by the trustees.

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

CARRIED

FIRE DEPARTMENT YTD EXPENSE REPORT

The July, 2022 year-to-date expense report was presented and reviewed by the trustees.

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

CARRIED

WATER OPERATIONS YTD EXPENSE REPORT

The July, 2022 year-to-date expense report was presented and reviewed by the trustees.

Motion:(Dave/Stephen) To approve and accept to YTD expense report as presented.

CARRIED

9) BYLAWS & RESOLUTIONS – 2 items

a)Parcel Tax Bylaw – 262 – **Motion:** (Dave/Wes) – Increase in Parcel Tax from **\$240 to \$300** approved by ministry

CARRIED

b)Fire Reserve Fund – Looked at past bylaws about this and it has been deemed to be only for the purchase of a new Fire Truck. - FYI

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10) NEW BUSINESS:

- a) This month's issue with the **ELECTRICAL** in the pumphouse and subsequent water problems – In Terry's detailed report – Issue fixed – Waiting for IH to rescind order.
- b) Ralph's letter of resignation - **Motion**- accept the letter and key as well as give a thank you note/gift. (Dave/Stephen)

CARRIED

- c) Vote to Remove Trisha Mill's name on the CC to Sharon Henderson – (Bank needs this)–
Motion-(Stephen/Dave)

CARRIED

- d) Sharon Henderson – In Camera – **Motion** – (Dave/Stephen)

CARRIED

- e) Contact Letter – Due to the recent crisis the HID was unable to reach residents by phone or email, because of lack of information. This forced volunteers to go door to door to inform people of the situation.

11) Next Meeting: September 19th/AGM date as well, 2022 at 10 am

12) Adjournment: Wes – To adjourn the HID regular board meeting at 12:05 pm.

Wes Mufford, Chair

Sharon Carey, Office Clerk