

**Regular BOARD MEETING Minutes of the
HEDLEY IMPROVEMENT DISTRICT to be held on
Monday, September 19th, 2022 at 10:00 am**

Trustees Present: Dave Peers, Wes Mufford, Stephen Alderson

Administration Officers: Sharon Carey

Guests Present: Ken Hoyle, Jodel Burk (Assistant)

- 1) Call the meeting to order – **Wes Mufford at 9:58 am**

- 2) Adoption of Agenda – Introduction of any late items – **Motion (Wes/Stephen)** to accept Dave Peers letter to Interior Health about the “Do Not Consume” order. Water Report from Terry Leonard-Water Operator

CARRIED

- 3) **Adoption and Acceptance of the previous minutes**
 - a) **August 15, 2022**
Motion – (Dave/Stephen) to accept August 15, 2022 minutes

CARRIED

- 4) **Business arising from the minutes and unfinished business:**
 - a) Update on the Electrical Issue with the Pumphouse and subsequent water problems – **Included in Terry's report.**
 - b) Sent Final Report to FireSmart for Approval and Grant Money – Was told this could take more than 90 days. – **FYI**
 - c) Sent audit information and Statistical Report to Municipal Affairs – **They are waiting for AGM minutes and New Trustee List.**
 - d) Daly Avenue Upgrade – Started- **Will take 4 or more weeks to complete.**
 - e) Specific Arsenic Testing – Terry is looking into a new company called ALS – **Waiting to hear.**
 - f) 2023 Budgets – Are done – **Drafts to be presented and approved at the AGM.**
 - g) New Signs for HID/FD – Wes to update – Need quote from Terry Leonard – **Waiting**
 - h) Exercising the Valves – Terry has completed 40 out of 60 – **Remember he maps, cleans, and paints them – Takes time.**

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l) The 3 outstanding issues with Interior Health – Need Update

a) Terry's Status – Certification Update – This MUST be done – **Must wait until September**

b) Terry is trying to find the solution for the on-going arsenic treatments – **Is talking to both AGAT and CARO – in progress**

c) Master Financial Plan for Treatment and 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 H's request for finances about Fire Department Reserve Fund and Water Reserve Fund – **Gave the information directly**

k) \$25,000 was transferred to the Fire Reserve Fund. **(Sharon H. has already done this through Valley First)**

5) Petitions and Delegations: NONE

6) Correspondence: Letter – Dave's to Interior Health – Needs an ending – (I/We await your prompt response)

Motion: (Wes/Stephen) to accept the letter as written and send it to Interior Health

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7) FIRE AND WATER OPERATIONS REPORTS:

FIRE DEPARTMENT REPORT:

The fire department for August 2022 was presented by Deputy Chief – Michael South

Motion: (Dave/Wes) to accept report

CARRIED

WATER DEPARTMENT REPORT:

Terry delivered the water report for August 2022. First, he 5 samples were collected with no issue:

August 2, 9, 16, 23, and 30th from 825 Scott and the Pumphouse. All were okay. Results are on the bulletin board at the HID inside and out.

“DO NOT CONSUME” order was finally rescinded on August 23, 2022, despite Interior Health receiving the results from CARO on August 16, 2022.

Pumphouse is working properly, but a new structure will be built to separate WATER From ELECTRICITY.

August 2022 – Terry exercised, cleaned, and painted 40 out of 60 main valves.

Motion: (Dave/Stephen) to accept water report.

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8) FINANCIAL REPORTS:

ACCOUNT BALANCE SHEET:

The account balance sheet for August 2022 was presented and reviewed by the Trustees.

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

CARRIED

FIRE DEPARTMENT YTD EXPENSE REPORT:

The August 2022 year-to-date expense report was presented and reviewed by the Trustees.

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

CARRIED

WATER OPERATIONS YTD EXPENSE REPORT:

The August 2022 year-to-date expense report was presented and reviewed by the Trustees.

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

CARRIED

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9) BYLAWS AND RESOLUTIONS – 2 ITEMS – (One in New Business)

- a) By-law 263 – Fire Protection Taxation Bylaw 2023 – Needs to be approved and signed.**

Motion: (Wes/Stephen) – To accept and submit Bylaw 263 to the Ministry for approval.

CARRIED

10) NEW BUSINESS:

- a) Changes to the numbers in the budget – Presented by Sharon Henderson – Will be dealt with – In-Camera**

- b) Rico’s quote to paint the shed for \$1100.**

Motion: (Stephen/Dave) to accept Rico’s quote.

CARRIED

- c) Request for time-off for Medical reasons – Sharon Carey from November 2-9- Sharon Henderson to come in – FYI
- d) Tax Sale Procedures for two properties – **Contacted the Surveyor of Taxes and was told that we can not proceed due to the forfeiture cycle.**
- e) By-law 262 – (From By-Laws Above)- Increase in Parcel Tax notice was sent to the Ministry for Approval. Was just approved and now notices and invoices must be out before the end of the month.
- f) USIB Fire Protection Agreement needs to be renewed. Are there any changes or amendments on either side? Do we need to meet with the USIB members first? – **Answers: No, this is signed and sent to the Band for the Chief to sign and then it is returned to us for signatures. Both parties receive a copy of the agreement.**

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g) Viability Study for a possible Greenbelt in Hedley. Terry Wells and his son Terence Wells (Engineer – Specialist) is seeking grant money from the government to conduct a feasibility study and they need our support and approval.

Motion: (Dave/Stephen) to agree to have the study start in the district

CARRIED

h) Mileage and Expense Reimbursement Policy:

Motion – (Dave/Stephen) to accept the policy written by Sharon Henderson.

CARRIED

l) Fire Hydrant Maintenance will be done by Pacific Western on October 25, 2022 – Two issues – the hydrant on Scott and Haynes and the other in front of the HID – Scott and Irene – FYI

i) Newsletter to be sent out this month. – FYI

11) Next Meeting: October 17, 2022 at 10 am.

12) Adjournment: Wes – To adjourn the HID regular meeting at 11:48 am

Wes Mufford, Chair

Sharon Carey, Office Clerk

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