

**Agenda for the Regular BOARD MEETING Minutes of the
HEDLEY IMPROVEMENT DISTRICT to be held on
Monday, November 21, 2022, at 10:00 am at the Community Club Building**

Trustees: Chair – Wesley Mufford, Dave Peers, John Todd, Clive Bellian, and Stephen Alderson

Fire Department – Deputy Chief – Michael South

Water Operator – Presented by Volunteer Water Operator – Gary Ross

Administrator – Sharon Carey

Guest: Ken Hoyle

1) Call the meeting to order – Wes at 10:10 am

- 2) ADOPTION of the Agenda** – Introductory of any late items – **Meeting Conduct and Public Comments - Brought forward from Past meeting minutes** – Those who are attending as **guests** are expected to be respectful, not interrupt proceedings, and submit any questions or comments by email to the board prior to the monthly assembly. The board has the right to respond to these queries at the time of the meeting or at a more convenient time to allow the Trustee's find the possible answers. – Amendment – speakers/guests are allowed 5 minutes to talk about an issue.

Motion: (Dave/Stephen) to reinstate previous rules for ALL meetings.

CARRIED

3) ADOPTION and ACCEPTANCE of the previous minutes

October 17, 2022, minutes

Motion: (John/Clive) to accept previous minutes

CARRIED

4) Business arising from the minutes and unfinished business

- a)** Update on the Electrical issues with the Pumphouse and subsequent water problems- Stop Order from WorkSafe – Wes – Waiting for more information from Jason Hammond – WorkSafe to proceed. An engineer is required to look at the plan about Scaffolding, Pre-Building Inspection and the procedures needed to access the building – Stop-work order has cost time, money, and has impeded any efforts to move forward. Also, a written notice to the Water Operator – Terry Leonard – Not to access the Pumphouse except for emergencies until Work Safe allows entry. Fines could imposed if defiance occurs. Gary will take samples from other places in the community.
- b)** FireSmart Grant – UBCM will not pay for the paint – Total amount will be \$46, 495.15.
- c)** Sent audit information and Statistics Report to Municipal Affairs – Sent updated Trustee List and AGM minutes. – Approved by the ministry
- d)** Daly Avenue Upgrade – Completed -FYI – Waiting for Final Inspection

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- e) Specific Arsenic Testing - Submitted waiting for more information – Terry is doing this – Update – Don't know about this yet.
- f) 2023 Budgets – done and sent to Municipal Affairs for the operating money for Street and Fire - Approved
- g) New Signs for HID/FD – Wes Update – Need Quote from Terry – Waiting for more information
- h) Exercising the valves – Update – How many have been done and how many more – **Dave will speak about this for 5 minutes.** – Dave wants to ensure there is money in the budget to cover this issue for next year. Wants this to be done twice a year and not just look at the valves, but really test each and maintain them properly as a preventive measure to mitigate a problem such as what happened near the store.

Motion: (Dave/Wes) to accept a plan, including the budget, to access and examine each main valve for viability.

CARRIED

- i) The 3 **outstanding issues for Interior Health** – Need Update
 - a) Terry's Status – Certification Update – **THIS MUST BE DONE!** –Need Update. – Stephen and Wes to partake in April of next year. – Water Operator will also need to do this.
 - b) Terry is trying to find the solution for on-going arsenic treatments – is talking to both AGAT and CARO – Need Update - Waiting
 - c) **Master Financial Plan for Treatment or Alternative Water Source:**
 - 1) Needs to include Present Rates of assessed Water Users for water – No word from Keyana on the email composed by Dave.
 - 2) Cost of Improvements to the water system – No update from IH.
 - 3) Has a life-cycle cost analysis of operating and maintaining the water system been completed? –No Response about this from Keyana

No Correspondence about these issues as of this date – This is still in progress
- j) Fire Hydrant Maintenance completed – Pacific Western – Gave a quote about fixing a hydrant on Richter Avenue – This has been okayed - \$1500
- k) Clive is helping to understand, maintain, and use the website - Clive. - In progress – Helping to work on issues that go back years.
- l) USIB – a) Fire Protection b) Daly Connection – Wes to speak about this – The Two-year Fire Protection agreement has been signed and will be sent to USIB for the necessary signatures. As for the connection – Waiting for USIB
- m) Ken's questions about the pumphouse – Wes to address this – Wes does not want Ken's assistance.

5) Petitions & Delegations: NONE

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6) **Correspondence:** Ken's Letter/Email – Already discussed above

7) **FIRE AND WATER OPERATIONS REPORTS:** (Make a motion to approve each)

a) October 2022 – Fire Dept. report for review – Michael South

Motion: (Dave/Clive) to accept Michael South's report

CARRIED

b) September and October 2022 – Water Dept. report for review – Terry Leonard – Terry had a family emergency. – Gary Ross was kind enough to come and gave some comments and suggestions

8) **FINANCIAL REPORTS:** To be presented by John Todd

a) October 2022 Balance Sheet – A

b) Water Department Expense Report – B – October 2022

c) Fire Operations Expense Report – C – October 2022

Motion: (Wes/Dave) that a \$50.00 Reconnection fee for water be imposed.

CARRIED

Motion: (Clive/Dave) to hold an In-Camera meeting about 12 delinquent accounts at a time to be announced.

CARRIED

Motion: (Clive/Dave) to have each individual with a curbsstop as well as those sharing must pay separately.
(Every household will pay a water toll)

CARRIED

9) **BYLAWS & RESOLUTIONS:** None

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10) NEW BUSINESS:

- a) General conduct during the last meeting. – Guests

Motion: (Wes/Dave) to Reign in those who are not recognized by the chair or speak out of turn

CARRIED

- b) Change TAX CERTIFICATION Search Fee from \$15.00 to \$30.00 – Going Rate

Motion: (Dave/Wes) that the tax and file information requested by lawyers, notaries, or individuals cost \$30.00 from \$15.00

CARRIED

- c) On November 17, 2022 – Travis from Electrical Safety came in to discuss pumphouse – Wes to speak on this issue. – Engineer is required to look at the situation – More to come

- d) Newsletter items: including Christmas closure – FYI

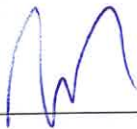
- e) Hiring Collette Casperson as Janitor for HID/FD once a week at \$150.00 a month

Motion: (Dave/Stephen) to hire Collette Casperson as a janitor

CARRIED

11) Next Meeting: December 19, 2022, at 10 am AT THE COMMUNITY CLUB.

12) Adjournment: Wes – To adjourn the HID regular board meeting at 12:15_ am/pm.



Wes Mufford, Chair



Sharon Carey, Office Clerk