



WYNNDEL IRRIGATION DISTRICT

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December 5, 2023

Wynndel Irrigation District Minutes (Wynndel Community Hall – Lower Hall 7PM)

1. Call to Order 7 pm

Attendance

Trustees:

Staff:

Public in attendance:

2. Agenda

Additions to the Agenda

3. Approval of the November 7 ,2023 Previous Minutes

4. Public Presentations

- *Public presentations will be kept to 5 minutes or at the discretion of the Chair.*
- *Board can ask clarifying questions of the Presenter.*
- *Board will receive the presentation as information for later consideration.*

5. Reports

5a. Office Administration Reports

- P&L to date
- 2023 Budget to date
- Assessment roll list is being updated in progress.
- An operations succession plan is being built for implementation.
- Quickbooks system currently being used is approx. 110/month. Annette is looking into different possible options.
- Still awaiting the provinces assessment role for taxation.
- Billing to be distributed by 2nd week of January.
- Attempting to have WID added to a bill payment option at the bank, to add another place for people to pay. It is not a feasible option. Will need to continue accepting payments via cash, cheque or etransfer.

5b Operations Report

- Operations summary
- Water system alarm summary
- SCADA Flow Log
- Analysis log
- Work orders- chlorinator system experienced low flow volume on Friday, Bob notified office via email. I have been waiting to order replacement parts for Pump A to repair leaking seal. Pump B has been running. Chlorine levels were getting close to BWN levels on Sunday night. Went to WT station to investigate, found running both pumps didn't increase flow output. Determined that its not a pumping issue but rather something either blocking downstream or pump is bypassing back to suction via BP regulator possibly. Bob went there and rectified the output volume issue. Chlorine levels came back right away and no BWN was necessary. Pump parts have been ordered and should be here in a week to replace the seal on pump A. Pump B operating fine now and within parameters.

Directive:

6. Old Business / Business arising out of Minutes

6a Projects Status

- Lower Wynndel Road-awaiting response for approval of grant
- Channel Road-awaiting response for approval of grant
- Fire hydrants - maintenance ongoing, quotes are in and parts to be approved and ordered Approx \$2000. Reached out to RDCK for assistance with inventory parts to bring hydrants back up to service.
- 5473 Elsie Holmes Leak- Reported to ministry of Forests and RAPP line Report ID# 217540. Spoke with Conservation and Natural resources officer. Filed a report and exchanged contact information. Neither of the officers had a resolution to the issue. Due to the circumstances of the individual on the property, hesitant to remove the resident and make another homeless case for other jurisdictions. They recommended police escort if required to enter property and complete repairs as necessary. Follow up email sent to ministry of forest as per the ROW reinstatement from our survey evidence

Directive:

7. New Business

7a Water applications received. No new applications

7b Web page communications- Updated web page with new fall additions, added annual water tests from Caro and all weekly sample results. A calendar has been added to the website where we can input board meetings and any other upcoming planned events or outages for the public.

7c Updated taxes and tolls Bylaws have been submitted, response from ministry and updates need to be submitted.

7d Property Assessments are being completed in district.

7e (PID 005-785-740) 5102 Elsie-Holmes Road, Subdivision approval request submitted.

8. Information items –

8a ERP draft submitted for approval by the board.

9. Action List

Action List is provided for review and discussion.

10 In-camera

10a Agreements

10b Staffing

11. Recommendations arising from in-camera

Next Meeting Tuesday, January 2nd , 2024

Adjournment

Operations Manager

Dean Bryans Board Chair