



# WYNNDEL IRRIGATION DISTRICT

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November 7, 2023

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

### 1. Call to Order 7 pm

Attendance

Trustees: Dean B Hugh G Kipp C Lorne O  
Staff: Bob Kootenay, Annette WID Evan WID  
Public in attendance:

### 2. Agenda

Additions to the Agenda

*120-2023 Motion by Hugh G Trustee to accept the agenda as presented.*

### 3. Approval of the October 3, 2023 Previous Minutes

*121-2023 Motion by Hugh 2<sup>nd</sup> Kip C Trustee to accept the October 3, 2023 Minutes as presented.*

### 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.*
- *-None*

*122-2023 Motion by Kipp Trustee to accept the public presentations as information.*

### 5. Reports

5a. Office Administration Reports- Presented by Annette

June

- P&L to date
- 2023 Budget to date
- Update on moneys not being deposited on the reserve GIC for 2022 and 2023, it was not caught by the auditor last year and a plan needs to be put in place to catch up the payment. Directive; pay current years capital reserve from the operating account and pay last years from the reservoir account.
- Vacation pay; reimbursements need to made for Brents previous year and be caught up on this years once the billing roll over starts.
- Directive; policy for vacation pay out standards

*123-2023 Motion by Trustee Kipp to accept the Office Administration Reports as presented.*

5b Operations Report  
August

- Operations summary
- Water system alarm summary
- SCADA Flow Log
- Analysis log
- Work orders
- Loader backhoe Pre-trip log

Directive:

**124-2023** Motion by Lorne Trustee to accept the Operations Report as presented.

## 6. Old Business / Business arising out of Minutes

### 6a Projects Status

- Lower Wynndel Road-awaiting response for approval on grant
- Channel Road-awaiting response for approval of grant
- Bev and Barry Timpanny – draft letter sent out to trustees for approval to be delivered
- Reservoir cleanout- completed
- Fire hydrants- maintenance ongoing, inventory of parts is close to gone will need to order
- 5473 Elsie Holmes Leak- attempted to access and pump down to visualize Mcneil intervened and operators left property.
- Level transmitter on inlet holding tank has not been working since storm in July, Ordered new transmitter but found it to show the same value on scada. Determined that analog input on scada card had been surged likely from lightning strike. Repaired. Nathan from turn-key recommended installing surge protector on that input rail to avoid damaging the card further. No other inputs are available on this card. Approx. 400 dollars for surge protector installed.

• Directive: contract regional district maintenance contract for hydrants and parts list

**125-2023** Motion by Hugh Trustee to accept update provided.

## 7. New Business

7a Water applications received. No new applications

**126-2023** Motion by Hugh Trustee to receive as information.

7b Web page communications- notification to residents about ongoing hydrant flushes and blowoffs

**127-2023** Motion by Trustee Lorne to receive as information.

7c Theft at the reservoir-

Two aluminum manhole cover boxes were stolen around October 10<sup>th</sup>, nothing else was determined to be taken or tampered with. One camera installed pointing towards gate.

**128-2023** Motion by Trustee Hugh to receive as information.

7d Bylaw 227 Taxes  
Will remain at the same rate for 2024.

**129-2023** Unanimous vote to pass by trustees of the board.

7e Bylaw 228 Tolls  
Tolls are currently \$290.16, Proposal of 25% increase which works out to 4% per year since the last raise of tolls was in 2018 tax years. This would bring tolls to \$362.70.

**130-2023** Unanimous vote to pass by all Trustees of the board

7f Bylaw 229 Capital Expenditures

**131-2023** Unanimous vote to pass by all Trustees of the board

### 8. Information items –

8a Vandervelde 3a update on water line and status.  
**132-2023** Motion by Trustee Lorne to receive as information.

8b. ERP draft  
To be delivered to the trustees for review  
Directive to work on ERPs to combine into 1 working draft  
**133-2023** Motion by Trustee to receive as information.

### 9. Action List

Action List is provided for review and discussion.

**134-2023** Motion by Trustee to receive Action List update as information.

### 10 In-camera

10a Agreements

10b Staffing

11. Recommendations arising from in-camera

**135-2023** Motion: Trustee XXXX, seconded by XXXX to XXXX

Next Meeting Tuesday December 5, 2023

Adjournment 10:30pm

  
Operations Manager

  
Dean Bryans Board Chair