

# WYNNDEL IRRIGATION DISTRICT

## (Minutes of the Board)

Date February 1, 2022  
Wynndel Irrigation District Office

Trustees: Jessica Piccinin, Lorne Ostendorf, Hugh Grant, Kelly Vandenberghe, and  
Raymond Krul  
Staff: Brittney Boehmer, Bob Adams

Meeting called to order at 7:04 pm hrs.

### Introduction of late items

Bert Huscroft- Channel Road expansion and his property

### Adoption of Agenda

**004-2022 Moved by** Trustee Vandenberghe seconded by Trustee Ostendorf AND  
RESOLVED that the agenda be adopted as presented.

**005-2022 Moved by** Trustee Ostendorf seconded by Trustee Vandenberghe AND  
RESOLVED that the minutes of the January 4, 2022 meeting be  
adopted as amended.

### Matters arising from minutes: Kelly put together information to the public forum

- Hugh and Kelly Rdck
- Kelly directive public forum
- Backhoe and loader
- Directive on System overview

### FINANCIAL REPORT

CIBC Current Account	Operating	Reservoir
Opening Balance	\$ 59,297.05	\$47,340.17
Debits	\$ 32,857.24	
Credits	\$ 40,450.81	8.04
Closing Balance	<u>\$ 66,890.62</u>	<u>\$47,348.21</u>

### CIBC GIC Renewal & Reserve

9,888.69 Mar 28, 2021  
9,281.49 Mar 9, 2021  
9,795.98 Apr 30, 2021

	11,609.71	Apr 19, 2021
	9,322.04	Apr 19, 2021
	9,684.00	Apr 19, 2021
	9,923.75	May 17, 2021
	9,818.38	May 24, 2021
	8,435.38	May 24, 2021
	17,540.20	Jun 5, 2021
	5,990.62	Jun 11, 2021
	<u>5,443.71</u>	<u>Jun 11, 2021</u>
TOTAL	\$ 116,733.95	

**CURRENT ACCOUNTS PAYABLE:**

**Operation:**

VISA:	1,495.83	
Adobe Subscription	22.39	
Zoom	22.40	
ICBC (trailer insurance)	144.00	
EOCP Fees (Mel)	103.95	
Home Hardware (keys)	10.05	
Shoppers Drug Mart (stamps)	193.20	
Staples (Office Supplies)	19.21	
EOCP Fees (Brent)	63.00	
ICONIX Waterworks	87.25	
Canada Post (Stamps)	193.20	
Webnames (hosting fee)	22.93	
MTS (Brent online school)	614.25	

**Duck Creek Project:**

**Accounts Payable**

BI Purewater(chq #5893 lost, reissuing)	5443.20	invoice 609123
BI Purewater 609264	5443.20	
Creston Card and Stationery	83.95	
Comfort Welding	57.60	
Home Hardware	21.72	
Kootenay Water & Wastewater	4095.00	

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\$ 16,640.50

Monthly bills auto-debited

Telus	84.88
Pacific Blue Cross	203.80

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\$16,929.18

## **Adoption of Financial Report**

**006-2022 Moved by** Trustee Krul seconded by Trustee Ostendorf AND RESOLVED that the financial report be received as presented and the previous accounts payable be paid.

## **OFFICE ADMINISTRATOR REPORT**

- Put together Payroll
- Updated new ownership information
- Answered emails and phone calls
- Collected payments
- Sent out bills, Ministerial Reports
- Invoiced all accounts in QB
- Found addresses and updated Titles for the new properties on Channel Road
- Reconciled accounts for year end
- Started gathering information for the Audit-payroll, source deductions, minutes, Fortis bills, QB trial balance, QB general ledger, tax bylaw, updated and accurate assessment roll, bank reconciliation, WCB for the year, GIC statements, loan statements, all CIBC account statements, accounts receivable, accounts payable, revenue backup including tax roll spreadsheet, Insurance policies, labour contracts for 2021
- Filed GST return

## **OPERATIONS REPORT**

- Removed and greased all Fire Hydrants caps. Over 2 days
- Had a leak on Chlorine Tank. Temporarily fixed leak. Parts on Order
- Ordered parts for Chlorine Tank and Chlorine Puck tank level sensor
- Investigated a possible leak at 950 Packing Shed Rd. Found water was coming from a nearby ditch and not the hydrant as reported.
- Dropped the backhoe off at Cervus for servicing and discussed issues with mechanic
- Emailed Guest Automation and waiting for quote to add flow totals to SCADA screen
- Began Collecting Information for WID information booklet
- Water Sampling

## Brent

- Maintenance of Filter Gallery
- Fixed leak on Chlorinator pressure gauge
- Dug out snow around Fire Hydrants
- Dug out snow around backhoe
- Dug out snow path to Trailer
- Monitor temperature and propane at packing shed rd. PRV

## **NEW BUSINESS:**

- Bert Huscroft wanted to pay a flat rate for his property but not pay taxes. The board discussed that every property would pay the same Capital Expenditure amount regardless of the size of the property and that taxes and tolls would not be levied until the water works were installed. He also wanted to know how much irrigation he was allowed to use and was informed that WID only supplies domestic use water.
- Karina Poirier has signed a petition to also join the water district, she is very keen to have her property added. The board needs to decide if that want to submit requests for more properties to join the district at this point.
- The backhoe is ready to be picked up, however there is still a fair amount of work that needs to be done on the backhoe. Discussion was had whether to continue fixing the backhoe or to sell it and try to find a newer model. The board decided to move ahead in fixing the major issues so that it is usable and will continue to look at the cost repair analysis as the year moves forward. The board would like to see a maintenance budget of \$4800 per year and it could last us another 4-5 years. At this time there is an estimate of \$7000 in repairs that are needed. The board agreed to spending \$5000-\$5500 to fix it at this point and then readdress the needs. Lorne Ostendorf will go and look at the skid steer tires and see if they need to be replaced.
- The board would like to look at getting Guest Automation to add flow totals monthly and annually to the SCADA reporting system.
- Justin Vance brought in a map in regards to biking trails through the water district properties. Liability would rest with Rec BC and the local bike club. He would like to install proper signage which shows where WID properties begin and that it is private property. He is looking for approval to continue with the proposal and contact Rec BC as well as drafting an actual route and trails.

**007-2022 Moved by** Trustee Vandenberghe to support Justin Vance in his endeavor on principle until the project outline is completed. The board would then have final approval

of the project before it is completed. Trustee Krul seconded the motion and all were in favor.

- Rainer Muentner- Blue Mountain Logging Group must have WID consent to build new roads through WID properties, the existing SROW only allows use of existing road. The board wanted to know if they were going to petition to log on crown land. Rainer Muentner said it was not their intention and that if it was a concern we could add it to our clause in the new contract for roads. If they are unable to create new roads the plan would be to ask Mr. Miller for an easement through his land to access old roads through the WID properties. Approval has been sought from the Lower Kootenay Indian Band at this time there has been no contest of their proposal. They are hopeful to start logging by August. The board would like public engagement. Rainer asked the board to put together a letter outlining what they would like that to be.

**008-2022 Moved by** Trustee Vandenberghe to send a letter to Blue Mountain group outlining a timeline of 2 weeks to put together a website showing all the information and allowing for questions from the public. It will be the responsibility of Mr. Muentner and Blue Mountain Logging to advertise to the public that this is available. The website will be up for 6 weeks to take questions and inform the public. An in person public forum in Mid-April where Rainer Muentner will be present to answer questions and further explain any issues that have arisen from the website questions period. Blue Mountain Group will be responsible for all costs in the public forum, the website and any additional costs that might occur. Information from the website questions, and the in person public forum will be presented to the board at the May 3, 2022 meeting for discussion. Trustee Grant seconded and all were in favor.

**009-2022 Moved by** Trustee Vandenberghe to look into the cost of hiring our own hydrologist consultant to advise the board on the best route forward. Trustee Grant seconded the motion. There was one vote against the motion, the motion carried.

- The board will address the reclamation of the gravel pit in the May meeting and do a walk through in the end of April.
- Kelly and Hugh met with Area Directions Garry Jackman and Adam Casemore, the meeting was quite informative.
- The question arose as to Mel Tissington's intentions on returning to work and when that may be. It was decided that Hugh and Kelly would try and meet with him.

**BYLAWS:**


**DIRECTIVES:**

Hugh and Kelly will try and meet with Mel before Saturday February 5, 2022, to discuss his back to work plans.

Kelly will look into a hydrologist

Brittney will draft a letter in regards to the requirements for the public forum and send it to Rainer Muentner and Blue Mountain Group

The February 1, 2022, meeting of the Wynndel Irrigation District was adjourned at 10:06 pm

  
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Jessica Piccini Chairperson  
Kelly Vandenberghe.

  
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Brittney/Bochner Office Administrator  
Julie Rafuse