

WYNNDEL IRRIGATION DISTRICT

(Minutes of the Board)

Date January 4, 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 7:09 pm hrs.

Introduction of late items

Adoption of Agenda

001-2022 Moved by Trustee Krul seconded by Trustee Ostendorf AND RESOLVED
that the agenda be adopted as presented.

002-2022 Moved by Trustee Ostendorf seconded by Trustee Krul AND RESOLVED
that the minutes of the December 14, 2021 meeting be adopted as
amended.

Matters arising from minutes

FINANCIAL REPORT

CIBC Current Account	Operating	Reservoir
Opening Balance	\$ 85,478.63	\$47,332.13
Debits	\$ 26,170.08	
Credits	\$	
Closing Balance	<u>\$ 59,308.55</u>	<u>\$47,332.13</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:	1,221.03
Zoom	22.40
MTS Maintenance Tracking System	711.90
Pacific Inn & Suites	358.44
Webnames hosting	127.54
Interest	.75

Duck Creek Project:

Accounts Payable

Ace Courier	549.15
Guest Automation	483.00
Kootenay Wastewater	4,095.00
Hansen's Excavating	2,488.50
Passmore Labs Dec	225.00
EMCO	2,112.34
EMCO	5,774.53
EMCO	448.92
John Deere	247.49
Wynndel Foods	177.61
Home Hardware	135.86
True Consulting	2,609.26
True Consulting	3,953.25

\$ 23,299.91

Monthly bills auto-debited

Telus	84.88
Pacific Blue Cross	203.80

\$24,808.87

Adoption of Financial Report

003-2022 Moved by Trustee Ostendorf seconded by Trustee Krul 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
- Boil Water Advisory- contacted all public users, and Interior Health to rescind
- Put together bills for 2022
- Put together inventory information
- Sent a mock up to the paper for Channel Road Ministerial Orders
- Printed out the Ministerial Orders and added to bills
- Started gathering financial information for the audit in January
- Booked the hall for March 2022 for the AGM
- Updated our Web Host and underwriter for the webpage. We are now using Webnames
- Contacted CRA in regards to remittance paperwork not received. Waiting for remittance papers to submit Payroll Liabilities for November and December
- Office was closed from Dec 23- Jan 3, 2022
- Contacted Michael Daigle at the Mines Department in regards to the Gravel Pit
- Contacted Jeanette Sissions in regards to becoming a bill payee online. She will send information but said the process to get approved is lengthy and expensive and they likely won't approve us as we have such a small amount of payers.
- Got extra keys cut for the office and hall.
- Met with Barry and Bev Timpany, gave them keys and went over the receipt and deposit process
- Contacted Jim in regards to the backhoe, running down some leads on a qualified journey man to service it. Haven't had any luck finding someone yet.

OPERATIONS REPORT

- Wigen Rd Road repaired by Hansens Excavating December 14. Sent Picture to Jack Lesnik (Ministry of Transport)
- 5251 Bossio Rd. water leak backfilling dug out and backfilled, and repaired driveway.
- 5275 Bossio Rd. water leak backfilling dug out and backfilled, from a prior leak in the summer sometime.
- Wynndel Hall chlorine analyzer. Changed membrane, electrolyte, and calibrated.
- New SCADA PC Installed
- Completed water sampling.
- Talked to Randal Fabbro (Creston Fire & Rescue) regarding the fire hydrant at Cory Rd. and Highway 3A. The fire department tried to connect to the 4" port during a structure fire and could not remove the cap. I had to remove the hydrant

- cap with a hydrant wrench and snipe. The threads appeared to not have any grease on them, I wire brushed the threads applied duck butter and put the cap back on.
- Called Iconix about what grease is to be used for hydrant caps.
 - NSF 61 grease was ordered (specific for insurance purposes)
 - All hydrants will be checked/greased
 - Completed inventory with APEX accounting
 - Fixed leak at Packing Shed Rd PRV.
 - Got an email copy of the Operation and Maintenance manual for the Hydroelectric Generator.

Brent

- Course in Vernon (2 day)
- Course at College (2 day)
- Inventory with APEX
- Assisted with Bossio Rd backfill job

NEW BUSINESS:

- Discussed sending the Ministerial Orders with the bills and sending out letters with the information to the new property owners. It was agreed that this was the best course of action.
- Barry will be in on Tuesdays to take payments
- WID received a letter from Lloyd Shopa in regards to terminating his lease agreement. The letter was unsigned. The board will discuss with the mines department the requirements of the district, and Mr.Shopa in regards to reclamation of the site. Once the board decides how the site should be reclaimed a meeting will be set with Mr. Shopa.
- Kelly wanted to discuss how the RDCK showcases the water systems that they oversee. The overview of the systems is quite thorough and interesting. His idea would be to put something similar together about the Wynndel Water system that people could access. Bob agreed to help Kelly get the information together.
- Kelly suggested that we have a Cloud Share system that we can upload information to so that we don't lose things in all the emails that we receive. He currently uses Cloud Share and thinks it would be a great way to share files. There was concern about putting sensitive information in a Cloud Share system. It was decided that only information will be put in the share folder that is readily available and all sensitive information will be sent via email.

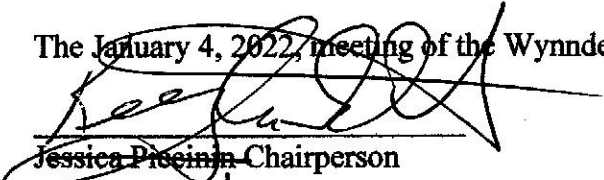
- After much discussion regarding the Blue Mountain group it was decided to have a public forum to discuss the proposal of new roads. The public has been quite outspoken in regards to any type of logging in and around the watershed; as such the board agreed that in the interest of the community a discussion with the public was needed in order to make a decision.

BYLAWS:

DIRECTIVES:

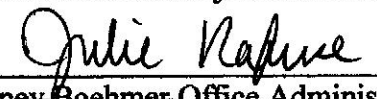
- Kelly will contact the mines department to find out what it looks like for reclamation. Brittney will send Kelly a copy of the letter. The letter is unsigned
- Kelly and Hugh will discuss the RDCK printouts/grants
- Kelly will look into cloud share for the board.
- Bob and Kelly will put together an overview of the water system.
- Kelly will put together information on a public referendum in regards to the logging happening by Blue Mountain Logging Co.
- Brittney will contact Rainer Muentner and let him know that the board has decided to put the decision to the public.

The January 4, 2022, meeting of the Wynndel Irrigation District was adjourned at 9:08pm



~~Jessica Picein~~ Chairperson

Kelly Vandenberghe



~~Brittney Boehmer~~ Office Administrator

Julie Rafuse