

# WYNNDEL IRRIGATION DISTRICT

## (Minutes of the Board)

Date March 1, 2022  
Wynndel Irrigation District Office

Trustees: Jessica Piccinin, Lorne Ostendorf, Hugh Grant, Kelly Vandenberghe, and  
Raymond Krul  
Staff: Brittney Boehmer, Bob Adams  
Members of the public: Debby & Lee Johnson, Scott Wallace, Jim &  
Noreen Schaefer

Meeting called to order at 7:11pm hrs.

### Introduction of late items

#### Adoption of Agenda

**009-2022 Moved by** Trustee Krul seconded by Trustee Ostendorf AND RESOLVED  
that the agenda be adopted as presented.

**0010-2022 Moved by** Trustee Grant seconded by Trustee Vandenberghe AND  
RESOLVED that the minutes of the February 1, 2022 meeting be  
adopted as amended.

### Matters arising from minutes:

### FINANCIAL REPORT

CIBC Current Account	Operating	Reservoir
Opening Balance	\$ 66,890.62	\$47,348.21
Debits	\$ 19,678.28	28.50
Credits	\$ 68,416.80	7.26
Closing Balance	<u>\$ 115,629.14</u>	<u>\$47,326.97</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: 979.81	
Adobe Subscription	22.39
Zoom	22.40
Land Title	99.49
WorkSafeBC	847.93

**Duck Creek Project:**

**Accounts Payable**

Passmore Jan	180.00
Interior Health	150.00
Brandt- Backhoe	5,602.70
HACH -water sampling chlorine	255.83
ACE	30.67
Kootenay River Waste Water	4095.00

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\$ 10,314.20

Monthly bills auto-debited

Telus	84.88
Pacific Blue Cross	203.80

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\$10,602.88

**Adoption of Financial Report**

**011-2022 Moved by** Trustee Vandenberghe 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
- Updated assessment roll
- Reconciled accounts for year end
- Focused on queries for the audit
- Drafted and sent a letter to Blue Mountain Logging in regards to public forum
- Filled out worksafe bc information and paid yearly amount
- Started paperwork for Water licenses.

## **OPERATIONS REPORT**

- WID information booklet
- Water Sampling
- Leak on Elsie Holmes Rd. Consisted of 4 separate ¼” holes on mainline
- Located Wynndel Store’s water shut off, Turn on/off for water leak in residence
- Met with Brent to discuss known issues/leaks for future jobs
- Got quote on de-chlorinating diffuser for flushing. \$2563.47
- Quote on pipe de-scaler. \$275.36
- Quote on socket set for robar clamps, saddles, etc. \$1106.21
- Cleaned Turbidity probe
- Hydrant Maintenance Form
- Loader backhoe Log
- WID System overview.
- Wynndel System overview
- Utilizing the format provided by RDCK’s reporting of the water systems under RDCK's direction, Bob has assisted me in producing an overview of the Wynndel system that provides operational and asset description of the Wynndel system.
- This becomes a reference document to Trustees, staff and the public and highlights at a glance the system that serves the Wynndel irrigation district.

### Brent

- Maintenance of Filter Gallery
- Water Leak on Elsie Holmes Rd.
- Greased hydro electric generator

**NEW BUSINESS:**

Spoke with Wildsight and Ryan MacDonald. If we were to get our own Hydrologist study it would include all riparian land that would affect the watershed and not just the properties owned by Wynndel Irrigation District. The need to have our own professional is important as it would help us understand the the risk report put together by Blue Mountain Logging as well our own report would look at other issues that are important to the water district that may not be important to the logging company.

**012-2022 Moved by Trustee Krul and seconded by Trustee Ostendorf that the two GIC's that are up for renewal will be renewed in flexible 1 year term GIC's including any accrued interest. All were in favor.**

**BYLAWS:**

Scott Wallace from True Consulting gave an update on the engineering studies. They are getting close to having the conservation/ water loss management study completed. Something the board needs to focus on is leak protection. We have a 10% greater water usage in the winter compared to other similar sized systems. There is some more information needed for Scott to finish up the reports. They will hopefully be done soon so that we can discuss them at the AGM.

**DIRECTIVES:**

Brittney will put together a letter of direction for the GIC's for March and will put together a template for April, May and June.

Bob will put together the other information needed for the PRV's as high pressure is an issue in the lower lines.

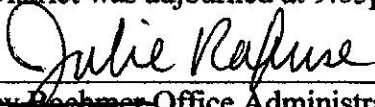
Brittney will find out when the financials will be finished as the board would like time to review them before the AGM.

Brittney will send a rough draft of the AGM minutes for this year, and last year's minutes, the agenda for this year and the Chair person's agenda to the board.

The March 1, 2022 meeting of the Wynndel Irrigation District was adjourned at 9:05pm

  
Jessica Piccinni Chairperson

Kelly Vandenberghe

  
Brittney Boehmer Office Administrator

Julie Rafuse