



# WYNNDEL IRRIGATION DISTRICT

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Office Hours Tuesday & Thursday 10:00am – 2:00pm

May 3, 2022

## **Wynndel Irrigation District Meeting Minutes** (Wynndel Community Hall – Gymnasium 7PM)

Call to Order 7:00 PM by Chair Vandenberghe

### Attendance:

Trustees: R. Krul, H. Grant, L. Ostendorf, D. Bryans, K. Vandenberghe Chair

Staff: J. Rafuse, B. Adams

Public in attendance: Barry Timpany, Jim Daniels, Stefan Feldmann, Jon Delcaro, Rainer Munte, Maureen Munte-Anderson, Brendan Christenson, Fred & Mimi Lennox, Lloyd Shopa, Jonathan Bartsch

### Adoption of the Agenda

- Fred Lennox added to Open to Public presentation.
- Jon Declaro from the Kitchener Improvement District moved from New Business to Open to Public presentation.

**#09-2022 Motion by Trustee Krul seconded by Trustee Grant to adopt Agenda.**

carried unanimously

### Approval of April 5, 2022 Minutes

**#10-2022 Motion by Trustee Grant that the minutes of the April 5, 2022 meeting be adopted.**

carried unanimously

### Open to Public presentation (5 minutes per Presenter, received as information)

- a) Lloyd Shopa from Shopa's Excavating
  - Asked about status of letter to mines. Gravel pit will be discussed In-camera. Board will approve letter today.
- b) Jim Daniels
  - Wynndel Community Centre Board preparing annual written contract to be emailed to Julie Rafuse. WID will be invoiced once a year starting January 1, 2023. Rent will be \$1,800 per year (increase of \$240). WID responsible for cleaning, maintenance, garbage, etc.
- c) Fred Lennox
  - Fred Lennox and Jonathan Bartsch live on top of Elsie Holmes Road and talked about the mess that Selkirk Forestry District made up the mountainside. WID Board informed them that we have zero jurisdiction there as it's not in our area.
  - Concerned about logging on Elsie Holmes Road (no sidewalks, increase of traffic).
- d) Jon Declaro from Kitchener Improvement District
  - Wants to get Kitchener back on water system. Would like to tap into our Service Operator, Bob Adams.

**Directive: Board will respond to Kitchener Improvement District by letter or email.**

**#11-2022 Motion by Trustee Bryans to receive as information.**

carried unanimously

Reports

- a) Office Administration Report
- Put together Payroll
  - Updated new ownership information
  - Answered emails and phone calls
  - Collected and processed payments
  - Deposit payments at the bank
  - Updated assessment roll
  - Training
  - Website changes
  - Reviewed insurance with Dean Bryans
  - Callouts for Bob Adams
  - Sent out late payment letters
  - Typing minutes from AGM
  - Put together agenda and agenda package for board meeting
  - Processed invoices for payment

b) Financial Report

CIBC Current Account Operating		Reservoir
Opening Balance	\$126,009.60	\$118,927.67
Debits	\$53,517.82	\$52,623.15
Credits	\$28,668.38	\$21.67
Closing Balance	<b>\$101,160.16</b>	<b>\$66,326.19</b>

CIBC GIC Renewal & Reserve	Amount	Date
	\$9,888.69	28-Mar-21
	\$9,281.49	09-Mar-21
	\$9,795.98	30-Apr-21
	\$11,609.71	19-Apr-21
	\$9,322.04	19-Apr-21
	\$9,684.00	19-Apr-21
	\$9,923.75	17-May-21
	\$9,818.38	24-May-21
	\$8,435.38	24-May-21
	\$17,540.20	05-Jun-21
	\$5,990.62	11-Jun-21
	\$5,443.71	11-Jun-21
	<b>\$116,733.95</b>	

**CURRENT ACCOUNTS PAYABLE**

**Operation:**

**VISA:**

Adobe Subscription	\$22.39
Zoom	\$22.40
Total	<b>\$44.79</b>

**Accounts Payable**

Hi-Way Express Ltd.	\$54.26
Wynndel Community Centre	\$120.00
True Consulting Ltd.	\$1,455.31
Guest Automation Inc.	\$519.75
A.C.E. Courier Services	\$465.58
Creston Card & Stationery	\$32.44
BI Purewater	\$5,488.85
Creston Home Hardware	\$262.87
Integra Tire	\$11.87
Passmore Laboratory	\$225.00
Hach	\$324.80
Kootenay River Waste Water	\$4,185.52
Canadian Pacific Railway Company	\$210.00
<b>Total</b>	<b>\$13,356.25</b>

**Monthly bills auto-debited**

Telus	\$85.02
Pacific Blue Cross	\$203.80
<b>Total</b>	<b>\$288.82</b>

*#12-2022 Motion by Trustee Bryans to receive Office Administration and Financial Reports for information.*

carried unanimously

## c) Operations Report

**Bob Adams**

- Chlorinator Skid Work.
  - Took Chlorine Pumps apart/cleaned
  - Cleaned out Chlorine Puck Hopper
  - Adjusted Backpressure Valve
  - Cleaned Chlorine Fill Flow gauge
- Duck Creek Rd. Water Service
  - Turned on new service
- SCADA Quote
  - Meet with Mayday Electric to get a quote on new SCADA system
  - Waiting on Quote
- 930 Packing Shed Rd
  - Service Locate (Buried)
  - According to Mel service is buried with 2 to 3 feet of fill from previous owner
- 5440 Elsie Holmes Rd
  - Repaired Water Service
- 1033 Monroe Rd.
  - Located existing Water Service

- Turn on water to new service connection
- 5049 Lower Wynndel Rd.
  - Tried to locate water shut-off
  - Suspect water service was disconnected during previous main line replacement.
  - Parts on order
- 955 Monroe Rd
  - Installed new water service
- 5010 Lower Wynndel Rd
  - Curb stop not accessible
  - Need to dig up and repair
  - Not urgent, approx. 12 ft deep service
- Changed out Pressure Tank in Chlorine Room
- Water sampling

**Brent Despot**

- 5440 Elsie Holmes Rd
  - Water service Repair
- 955 Monroe Rd
  - Water service install
- 930 Packing Shed Rd.
  - Water service Locate
- Filter Gallery Maintenance

**Directive: Get second quote and references for SCADA system to Board for approval next meeting.**

**Directive: Provide severity and cost for Elsie Holmes Road to Board for next meeting.**

**Directive: Mearl's Machine Works to assess our PRVs. Motioned by Trustee Grant.**

**#13-2022** Motion by Trustee Ostendorf to receive report as Information.

carried unanimously

Old Business / Business arising out of Minutes

- a) Insurance update
- b) Board minutes on website update

**Directive: Trustee Bryans having Hub International look at our current insurance (assessment and rates) for next meeting.**

**Directive: Office Administration to get signatures on all our 2022 minutes and post on our website.**

**#14-2022** Motion by Trustee Grant to receive the Hub International quote and minutes on website as information.

carried unanimously

New Business

- a) Clean BC Communities Fund

**#15-2022** Motion by Trustee Bryans that Wynndel Irrigation District Chairperson send a letter to RDCK for grant fund.

b) WID Land Registry Act

**#16-2022** Motion by Kelly Vandenberghe that Dean Bryans look into legal advice on statutory right of way for next meeting.

carried unanimously

c) FCM infrastructure investment and grant writing

**...be deferred to June Board meeting.**

d) Wynndel Community Centre

**#17-2022** Motion by Trustee Bryans that Administration contact Creston Valley Mall and inquire about rental space (space \$/sq. ft.) to see if it's comparable to Wynndel Community Centre's increase to \$1,800 per year.

carried unanimously

Information Items

a) Operators logs

**#18-2022** Motion by Trustee Ostendorf that Information Items be received as information.

carried unanimously

In-camera

a) Rainer Muentner – Blue Mountain Forest Land Ltd.

**#19-2022** Motion by Trustee Bryans to accept Monticola Forestry presentation to the Board as information.

b) Mel Tissington

c) Blue Mountain Road and Wildfires Report

**#20-2022** Motion by Trustee Ostendorf to accept Blue Mountain Road and Wildfires report as information.

d) Gravel pit

e) Late payments

Directives arising from in-camera

- Motion by Trustee Krul to prepare letter to Mr. Tissington on behalf of WID Trustees in response to request to return to work.
- Motion by Trustee Grant to prepare a letter of response to Lloyd Shopa in regards to Wynndel Irrigation position on the gravel pit closure request.
- Motion by Trustee Grant to inquire into past WID procedures in managing late water service payments and to seek Legal advice on interrupting water services to unpaid tolls and taxes.

Action by Chair Vandenberghe

Next Meeting June 1, 2022

The May 3, 2022, meeting of the Wynndel Irrigation District was adjourned at 8:43 pm.



Kelly Vandenberghe Chairperson



Julie Rafuse Office Administrator