



# WYNNDEL IRRIGATION DISTRICT

5127 A Wynndel Rd.  
Wynndel B.C. V0B 2N2

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

December 6, 2022

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

Call to Order 7:02

Attendance:

Trustees: Bryans, Grant, Ostendorf, Dodge, Cantrell

Staff: A. Steed, Kootenay Water & Wastewater (Contractor), K. Vandenberghe

Public in attendance: none

### 2. Agenda

Additions to the Agenda:

**93-2022 Motion by Trustee Grant to accept the agenda as presented**

### 3. Approval of Previous Minutes

3.1 Approval of November 1, 2022 Minutes

**94-2022 Motion by Trustee Ostendorf that the minutes of the November 1, 2022 meeting be adopted.**

3.2 Approval of November 14, 2022 Special Meeting Minutes

**95-2022 Motion by Trustee Ostendorf that the minutes of the November 14, 2022 meeting be adopted.**

### 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.*

~~**XX-2022 Motion by Trustee xxxxx that public presentations be received as information.**  
Directive: Bob Adams to locate and provide to WID office a key to the gravel pit gate.~~

~~4.2 True Consulting providing draft report update on Channel Road~~

~~Recommendation: Board accept presentation as presented;~~

~~OR Board requests additional information form True Consulting to be brought back by (date).~~

~~**###-2022 Motion by Trustee xxxx that the True Consulting DRAFT report on Chanel Road.....**  
True Consulting unable to attend and present Channel Road Draft plan to the Board meeting due to staffing issues.~~

## 5. Reports

### 5a. Office Administration Reports

- Profit & Loss to November 30
- Profit & Loss Year comparison
- Balance sheet as of November 30
- Bylaw 226 2023 taxation Approved by Inspector of Municipalities
- SCADA Interior Health Engineering Assessment Approval

**96-2022 Motion by Trustee Ostendorf to accept Office Administrator Report [with the following Directives arising from discussion].**

### 5b Operations Report

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

**97-2022 Motion by Trustee Dodge to receive Operations report as Information.**

*Directives: Order Flow Meter transmitter and Portable Gas Detector upon budget verification.*

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

6a Creston Valley Cycling Association has reviewed WID Agreement documents and provided the following to WID approval and Agreement continuance.

- CVCA Insurance
- CVCA Maintenance Agreement
- CVCA Trail Signage Agreement

**98-2022 Motion by Trustee Grant for Wynndel Irrigation District to accept submissions as information and instruct Administration to complete execution of Agreement.**

### 6b WID Watershed Sustainability Planning Committee

- Update and Summary

**99-2022 Motion by Trustee Grant to receive the WID Watershed Sustainability Planning Committee update as information.**

*And to allow sharing of minutes with Wildsight.*

## 7. New Business

### 7a Wynndel Community Hall

- Shared Space Agreement

**100-2022 Motion by Trustee Ostendorf to receive for information.**

*Directive: Set up a meeting with WCC*

### 7b Policy Review

7b i Code of Conduct

- **101-2022** Motion by Trustee **Dodge** to approve Code of Conduct policy as presented.

7b ii Emergency Response Plan

- **102-2022** Motion by Trustee **Cantrell** to approve the Emergency Response Plan policy as presented.

7b iii Bylaw 221 Directive on Overdue Accounts

- **103-2022** Motion by Trustee **Cantrell** to confirm the intention in 'past due' accounts as reflected in Bylaw 221.

7c Meeting with North Canyon Irrigation District

- December 7<sup>th</sup> @ 6PM
- Head count

~~**104-2022** Motion by Trustee **Grant** to confirm the intention in 'past due' accounts as reflected in Bylaw 221.~~

**8. Information items**

- 8a Letter to Creston Dyking District
- 8b Letter to Shopa's Excavating

**105-2022** Motion by Trustee **Ostendorf** to receive letters for information.

**9. Action List**

The November Action List is provided for review and discussion.

**106- 2022** Motion by Trustee **Ostendorf** to receive Action List as information.

**10 In-camera**

- 10a Overdue Accounts
- 10b Staff
- 10c Operations

11.Recommendations arising from in-camera

**107- 2022** Motion by Trustee **Cantrell** to proceed with direction from Bylaw 226 on overdue accounts.

**108 – 2022** Motion by Trustee **Grant** to receive in-camera discussions as information.

Next Meeting Tuesday January10, 2023

Adjournment 10:25 PM

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Kelly Vandenberghe  
Manager of Administration & Operations

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Dean Bryans – Chair