



FLETCHER CREEK IMPROVEMENT DISTRICT

RR2, Site 3, Comp 38
Kaslo, BC V0G 1M0

Website: www.fletchercreekwater.com
Email: fletchercreekwater@gmail.com

Minutes

Jan 09, 2018 – 6:30 pm

McLaren's Residence, 4761 Highway 31

Trustees present: Laurie Hartland, Lance McLaren, Tina McLaren, Steven Julien (via phone)

Trustees Absent: David Sheppard

Secretary Treasurer: Dan Knight

Guests:

- 1) Meeting called to order at 6:31 pm (Laurie Hartland, Chair)
- 2) Approval of agenda
 - a) MOTION to approve agenda, as amended:
Moved by Lance McLaren, second by Tina McLaren. Passed Unanimously.
- 3) Approval of Minutes (Dec 4, 2017)
 - a) MOTION to approve Dec 04, 2017 Board Meeting minutes as amended:
 - Moved by Laurie Hartland, seconded by Steve Julien. Passed Unanimously
- 4) Approval of Financial Report (Dan Knight)
 - a) Balance and Income Statements to Dec 31, 2017:
 - \$171,209 in Cash.
 - \$252,884 in Total Liabilities and Equity, including capital assets and accounts receivable.
 - Unrestricted cash available: \$40,189
 - b) The Budget Comparison shows that we finished 2017 \$1,765 under budget; This includes all the expenses for wages, honorariums and the standpipe repair. While we were over budget in a couple of items, most notably the standpipe repair, we were well under budget on the Wages and the Treatment System.
 - c) MOTION to accept Dec 31, 2017 financials:
 - Moved by Tina McLaren, second by Steve Julien. Passed Unanimously.
- 5) Maintenance Report
 - a) Standpipe Repair:
 - Lance reported that Standpipe has been repaired.

b) TELUS Telephone Pole / Herreshoff:

- Lance reported that his attempt to move the shut-off valve was unsuccessful.
- Should be an item for consideration for repair next year.

c) Other:

- Lance reported that an incident occurred regarding our barricades protecting our shut-off valves at the corner of Twin Bays Rd and the Frontage Rd. There was no damage
- David stated that the binder in the intake bldg. should be up-dated and include the ERP, etc.

Maintenance report accepted.

OLD BUSINESS

6) Action items from previous Trustee minutes

a) Local Government Infrastructure Planning Grant program Guide:

- Dan reported that he's got a copy of the application and the Program Guide, and will begin preparing the application.

b) Flowmeter:

- Lance reported that there is no existing power for the flowmeter; however there is a pole in place that a transformer can be installed, at an estimate cost of \$6,000.

c) New Phoner:

- Nothing to report.

7) Water Line Disinfection (Cleaning In Place Procedures):

- a) Steve is finalising the procedures and should have them for presentation at the next meeting.

8) Multi-Dwelling Properties:

- a) The issue of multi-dwelling properties was discussed.
- b) The concern is that FCID needs to clarify what the expectation is for water use. How much water a property draws and how many residences can a single hook-up support.
 - We need to reassess both our policies on what is considered a temporary dwelling, as well as possibly looking at reassessing the specific property.

NEW BUSINESS

9) Correspondence

a) Mirror Lake Water User Assoc:

- Dan reported that the Chair of the Mirror Lake Improvement District has corresponded with FCID requesting a presentation RE: FCID proposed system at their next board meeting in April

10) 2018 Budget:

- a) Dan circulated a DRAFT of the 2018 Budget for discussion.
 - The estimated costs for:
 - Flowmeter & it's power installation is \$12,000
 - 2 Curb stops at \$1500 each
 - To cover these extra-ordinary costs without dipping into reserves will require a 10% increase in the taxes.
 - With a 10% increase, the proposed 2018 budget will result in an estimated \$1500 Net Income

Moved by Lance McLaren, seconded by Laurie Hartland, to increase the tax rate by 10% for all groups for 2018, plus increase Group 10 rate to equal Group 1. Passed Unanimously

11) 2018 AGM:

- a) Dan reported that the 2018 AGM should be held before the end of April. Given that the 2017 AGM was April 26, 2017, he proposed that we consider scheduling the 2018 AGM for the later half of April.

12) Next Board Meeting:

- a) The next Board Meeting will be Tuesday, Feb 13, 2018 at 6:30 PM at McLaren's, 4761 Highway 31.

13) Adjournment at 8:15 pm.

Co-Chair
Fletcher Creek Improvement District

Secretary Treasurer
Fletcher Creek Improvement District