



FLETCHER CREEK IMPROVEMENT DISTRICT

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

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Minutes Annual General Meeting Wednesday Apr 25, 2018 – 7:00 pm Seniors Hall, Kaslo

Members: Kevin Jersey, Aliske Webb, Cynthia Kehoe, Michael Walker, Graham Gilbert, Brad Hartland, George Wilson

Guests: Craig Tucker

Trustees: Laurie Hartland, Lance McLaren, Tina McLaren, David Sheppard, Steve Julien

Secretary Treasurer: Dan Knight

1. **Call to order** at 7:00 pm. (Lance McLaren, Chair)

2. **Report on the condition of the Improvement District's works** (Lance McLaren)
 - a. As presented in the AGM Meeting Package:
 - i. The Year Ahead:
 1. We continue to work with Interior Health and our suppliers to determine the best treatment path forward for our water system.
 2. We've increased 2018 taxes by 10%, in anticipation of larger expenses for a flow-meter this year, as well as to continue to increase our capital reserves.
 3. We've budgeted for the installation of a flow-meter for 2018, to acquire important data that will be used in the designing of an appropriate solution.
 - a. 2018 will be primarily focused on data gathering and system design
 - b. 2019 will be focused on cost estimating and budgeting
 - c. 2020 is foreseen as the earliest we'd be constructing a solution to get the Boil Water Notice lifted.
 - ii. Volunteers and Staff:
 1. Dan Knight has replaced Tammy Horick as our Secretary Treasurer
 2. Steve Julien was elected to our Board at a Special General Meeting in September 2017
 3. Aliske Webb volunteered to be a second Phoner.
 4. We continue to rely on volunteers to perform our maintenance, however, we have also recently approved a part-time employee relationship, whereby these volunteers get paid for their hours working on the system. This is primarily to ensure that they are covered under WorkBC protection when they are working on our system.

- b. Also discussed during the meeting:
 - i. Location of the flow-meter needs to be near a power source and ideally at the top end of our distribution system to capture all the flow data.
 - ii. It was suggested that we also look into solar as a potential power source, since the power demand is not excessive and solar could be used to charge a battery power source for the flow-meter.
 - iii. There was discussion also about the location of a building for the centralized distribution system. The final decision on location would be contingent upon cost of installation and power requirements.
 - iv. A request was received for copies of the maps to be made available on our website.

- c. Maintenance Report:
 - i. Brad Hartland reported on the system maintenance performed in the past year:
 - 1. A standpipe repair was done in the fall, costing about \$4,000, including materials and labour.
 - 2. A full system flush was performed in September 2017, with another anticipated for this spring.
 - 3. An intake barrier was also recently installed.

 - ii. Steve Julien reported on the system procedure review conducted this fall.

 - iii. There was general discussion regarding the following:
 - 1. Why is FCID under a Boil Water Notice?
 - a. Laurie reported that until recently we tested our water monthly, and while the results were low, they were still above Interior Health's standards.
 - b. Lance stated that with filtration & UV we could be moved from a Boil Water Notice to a Water Quality Advisory. And that without chlorination it appears we won't be able to get the Boil Water Notice lifted.
 - c. Interior Health wants all public water to be treated, as this covers their liability risk
 - d. FCID covers its liability risk by publishing the Boil Water Notice and continuing to do our due diligence moving forward on a water treatment solution.
 - e. It's the responsibility of each resident to advise their guests of the Boil Water Notice situation
 - f. Laurie stated that a centralized systems and design will be a minimal of a filtration system, with potentially a UV treatment, but we're unsure at this stage whether there would be a chlorination component as well.
 - g. With only filtration we would likely be moved to a Water Quality Advisory, whereas with chlorination we would likely have the entire Boil Water lifted.
 - h. It was noted, however, that chlorination is a contentious topic in the community.

2. A question was raised about the water quantity: Is there a potential that we'd run out of water?
 - a. There are 58 properties in District, with 6 being vacant lots.
 - b. Every summer we implement a water restriction, with watering happening on odd days for odd addresses.
 - c. Last fall we had to impose a water restriction due to extremely low water flow

3. **Annual financial reports presented** (Dan Knight)
 - a. Copies of the 2017 unaudited financial report were available at the meeting.

 - b. Dan Knight reviewed the highlights as follows:
 - i. FCID had a net income of \$14,533 in 2017.
 - ii. Cash Reserves are \$171,209, roughly a 9% increase over the previous year
 - iii. Overall Equity increased 5% to \$252,303
 - iv. The 2018 Operating Budget was passed by the Board at its Mar 15, 2018 meeting and has received approval by BC Municipal Affairs. This budget increased taxes by 10%
 - v. A 15 year Analysis of the Tax rate compared to Inflation rate shows a significantly larger increase in taxes over inflation, but when compared against the increase in capital reserves and equity over the same period the discrepancy amounts to roughly \$17 per property per year

 - c. Moved by Kevin Jersey, seconded by Cynthia Kehoe, to accept financial reports as present in AGM package. **Carried.**

4. **Board Honorarium:** (Dan Knight)
 - a. Dan Knight presented a 15 year historical review of board honorarium:
 - i. The current \$500/year for the Chair has not been increased in the past 15 years
 - ii. The current \$250/year for Trustees was last increased 4 years ago with its previous increase being 10 years ago at which time it was noted that the intent of the honorarium at that time was to reflect the average tax bill.
 - iii. Dan also report that the 2018 budget did not include an increase in board honorarium.

 - b. Moved by Kevin Jersey, seconded by Cynthia Kehoe, to retain the existing rates of honorarium for the board at:
 - i. \$500/year for the Chair
 - ii. \$250/year for each Trustee
 - iii. **CARRIED**

5. Election of Trustees (Dan Knight)

- a. Dan Knight, acting as Returning Officer, declared that the terms for Laurie Hartland and David Sheppard expired at this AGM meeting, and call for nominations from the floor for trustees to stand for the two vacant positions.
- b. Aliske Webb nominated Kevin Jersey
 - i. Kevin agreed that he was willing to serve as a trustee for the three year term.
- c. Michael Walker nominated Laurie Hartland
 - i. Laurie agreed that she was willing to serve as a trustee for the three year term.
- d. Dan Knight called for additional nominations
 - i. There were no additional nominations
- e. Dan Knight declared both Kevin Jersey and Laurie Hartland elected by acclamation to the board of Fletcher Creek Improvement District for three year terms expiring at the 2021 AGM.

6. Adjourned at 8:25 pm.

*Please note: Minutes of the 2018 AGM were reviewed and adopted by the Board as per Bylaw #58, at the Board Meeting May 9, 2018.

Original signed by:

Lance McLaren
Co-Chair
Fletcher Creek Improvement District

Dan Knight
Secretary Treasurer
Fletcher Creek Improvement District