

**Fletcher Creek Improvement District ("FCID")**  
**Board Meeting 10 SEPTEMBER 2019 Minutes**  
**Webb-Jersey Residence, 4950 Fletcher Creek Frontage Road**

Present : Kevin Jersey  
Steve Julien  
Diane Schreiber  
Aliske Webb  
Absent : Michael Walker  
Guest : Margaret Wanke  
Joe Kern (joined meeting at 7:15 pm)

1. CALL TO ORDER: The meeting was called to order at 7:03 pm.

2. APPROVAL OF MINUTES – August 2019

**Motion** to approve the August 12, 2019, Board Minutes. The Board voted: 4 in favour

3. FINANCIAL STATEMENTS

i. July 2019 Financials – The Board reviewed the July 2019 financials

**Motion** to approve the July 2019 Financials. The Board voted: 4 in favour

ii. Accounts Payable – Tucker the Plumber (\$225 stand-by fee), McCarthy Enterprises (\$367.50 excavation back-fill), Ace Building Center (\$20.10 caution tape), Minichiello & Company (\$716.63 accounting services), Tucker the Plumber back filling an excavation (\$73.50), Kaslo Senior Hall (\$35.00)

**Motion** to pay the above noted Accounts Payable. The Board voted: 4 in favour

iii. Accounts Receivable – write off \$206.04 for Hazelwood, \$30 for Mealing.

**Motion** to write-off the above noted arrears. The Board voted: 4 in favour

iv. September 2019 GICs Maturity – The Board confirmed instructions were given to KSCU to renew.

v. August 2019 Financials – The Board reviewed the August financials

**Motion** that the August, 2019, financials be approved. The Board voted: 4 in favour

vi. Bank Signing Authority – The Board reported that Diane Schreiber has not been added as a Signing Authority at this time.

4. MAINTENANCE REPORT

i. Procedures Manual – Steve had indicated he will follow through for the October meeting as a volunteer co-ordinator. There was a suggestion to create a Log Book to be kept in the Maintenance Shed to record activity.

ii. Emergency Pump Review –

The Board reported that Tucker the Plumber and Kaslo Electric inspected the emergency pump which sits on the Gibbings property. An electric contact problem was discovered; a part has been ordered and will be installed.

Joe Kern joined the meeting at 7:15 pm.

iii. Call Out to close culvert from intake pool to creek –

The Board received a message from Don Scarlett that no water was flowing through the overflow culvert suggesting that the reservoir tanks were not filling. Tucker and Kevin attended to clear the debris, close the gate to the culvert for the pond bypass. The reserve tanks filled and the water again flowed through the overflow culvert.

5. WATER METER PROJECT

- i. The test pits that were needed to assess the water lines in order to obtain an accurate quote for the cost of meters have now been filled in with one exception.
- ii. The test pit on Greg Warkentin’s property is still open pending his decision whether to stay within the FCID water system to supply his house and commercial operation. Greg has now drilled a well and he may choose to leave the FCID water supply in which case the curb stop would need to be disabled and the open pit would allow that to happen. He has not applied to the Ministry to have the FCID boundary changed to exclude his property. The Board will have the hole re-filled. It was noted that a second interconnection had been completed at some time in the past but has not been approved or paid for.

**Motion** to complete the back fill at Greg Warkentin’s property. The Board voted : 4 in favour

6. FUTURE PROJECTS and BUDGET 2020 SURVEY

- i. The Board received 30 individual responses from the potential 74 owners of FCID. Some owners did not answer every part of the survey; some responded that they would not answer the survey (!), or complained about the survey itself. Since the previous projects that the Board initiated have met with extremely negative responses from a small number of owners, the Board had asked what the owners wanted to direct the Board to undertake. The results of Survey – are as follows:

Future Project Suggestions

None - Stay the same	6
Upgrade intake/infrastructure	3
Install one Flow meter	2
Use reserves for repairs only	5
Centralized water as per IHA	6
Add storage and sand filters	1
Add Fire hydrants	2
Emergency only	3
Possible relocation of emergency pump	1
Chlorinate water	1
Add meters	1

*Very few ideas were put forward and there was very little consistency in the support for any idea except to “do nothing” but regular maintenance.*

Would you Volunteer?                      NO - 13                      YES - 3                      MAYBE - 2

*Many of the responses were from owners who don’t live on site and are unable.*

Budget 2020

Stay the same	7
\$500/yr (with \$16,000 to Reserves)	2
\$450/yr (with \$13,000 to Reserves)	0
\$400/yr (with \$11,000 to Reserves)	1
\$350/yr (with \$8,500 to Reserves)	11
Other -decrease to \$300	2
Other/increase	2

A Question was asked :            “With \$200,000 reserves why are we saving more money?”

*The most number of owners want to significantly decrease their annual tax assessment. That would require reducing the annual budget by either reducing expenses or reducing the amount of money saved into the Reserve.*

## 7. BUSINESS ARISING FROM PREVIOUS MINUTES

- i. Emergency Response Plan – Awaiting response from IHA
- ii. Tristen Barret Communication – Kevin spoke to Tristan who reported he had no current issues to be dealt with.
- iii. Leak Detection System – No communication was made with Black Mountain Irrigation District, further investigation on hold.
- iv. “Boil Water” Road Signage Legal Opinion – Both local lawyers advised that they cannot be engaged by FCID due to possible conflicts; no details were provided.
- v. Website Review and Update – The Board reported that August Board Minutes and July Financials have been given to MelB to upload.
- vi. Corey Baker Curb Stop – The Board reported that an Application for Work Permit was forwarded to IHA; an MOT Application to cross Twin Bay Road will need to be processed; it appears to be a complicated processed; YRB may be able to assist.
- vii. Water testing – The Board reported that ensuring the water tests are properly processed requires that a volunteer transport sample to RDCK by 2:00 p.m. on a Tuesday. No further action at this Time.
- viii. Bylaw 68 and 36 – Tabled until future Board meeting. The Board noted that bylaw 68 has been rejected by the Ministry for a number of items and will need to be revised and re-submitted. As a result bylaw 66 is still in effect.
- ix. Review of Board Projects and Priorities – Tabled to a future Board review.

## 8. CORRESPONDENCE

- i. Robert Cunliffe – Email advising that the survey post was moved during the meter pit excavation.
- ii. Numerous owners regarding meters and moratorium on connections.
- iii. PennyWise – Auto-renew of Boil Water Notice.
- iv. Don Scarlet – Alert that the overflow culvert was dry – as noted above.
- v. Neil Kelly – Requested info on Winter curb stop shutdown – answered by email.
- vi. Keith Mathers – Registered Mail – on behalf of various unnamed owners concerned with Board operations and criticisms specifically directed at Kevin Jersey. The Board will not be responding to the inaccuracies and allegations contained therein.
- vii. Margaret Wanke – Concerned about the owner survey.
- viii. Pat Gibbings had requested that the Board add a question to the owner survey regarding the Moratorium. The survey had already been finalized and the Board felt the question was premature at that time and raised a complication beyond what the Board wanted to consider at this time, but one that would be raised at a later, more appropriate date. The Board was also waiting for a legal opinion regarding the Moratorium.

Pat decided to conduct her own survey and asked owners to respond either to the Board or herself directly. She reported the results of her survey question regarding the Moratorium. Of the 74 owners on title, 25 individuals indicated they did not want the Moratorium lifted or any further “development” to be allowed. (3 individuals were in favour of lifting the Moratorium.) The Board has not actually seen those surveys. Some owners may have sent their survey directly to Pat rather than to the Board so the above survey response analysis may not be fully accurate or complete.

The Board noted that despite several re-iterations to owners, the Board had no intention of arbitrarily lifting the Moratorium at this time. The Board had merely attempted to determine water usage, future supply and various other factors (including possible required bylaw changes) that would need to be considered in order to determine IF at some point in the future the Moratorium could realistically be revised, provided various safeguards and conditions (eg. bylaws) were put in effect. The question and all the related data would have been presented to the owners for a decision about the Moratorium at a later date.

The Board reminded everyone that at the July 9, 2019, Board meeting, the Board clearly explained its list of intended projects/priorities and intentions:

- 1. Water Usage Metering Project** – 1) installation to be completed in three phases commencing immediately in order to begin capturing reliable usage data; 2) establishment of a fair and equitable tax assessment based on each property sharing equally for the annual budget, rather than being based on the number of connections and regardless of usage (for the time being); 3) once actual water usage data has been received and analyzed, initiate a usage-based charge for properties who use an excess of water over a set base amount (to be determined based on average usage and system capacity). The excess usage charges will become excess Revenue over the budget requirement which will contribute to surplus reserves.
- 2. Sustainability** – 1) water conservation efforts, 2) ensure reliability of backup system, 3) formalize an agreement with Scarlett for emergency access
- 3. Infrastructure** – 1) leak assessment capacity, 2) investigate possible larger tanks (storage), 3) improve intake and distribution system
- 4. Moratorium** – remove moratorium as irrelevant **once the tax assessment has changed and water capacity has been determined**
- 5. Best practises** – encourage owners to 1) conserve water, 2) install potable water safety systems

## 9. NEW BUSINESS

- i. Board Resignation –  
Although many owners have been personally supportive of the Board's intentions and endeavours, the negative nature of the FCID atmosphere has resulted in the entire Board tendering their resignations with effect from the end of this Board meeting or the SGM. This was not an easy decision and has been building for a period of time. The Board worked well together and felt they were sincerely trying to help FCID move forward into the future. Everyone felt they were on the Board in order to serve the entire community but it became apparent that was no longer possible. For some Trustees, the gross criticism that has been received was inappropriate, ill-informed, excessive, personally stressful and time-consuming. Particularly offensive was the repeated allegation of "personal gain" levelled at individual Board members.
- ii. Kevin Jersey will remain in office until the end of the SGM to facilitate the election of a new Board and Aliske Webb will remain as Recording Secretary to take the SGM Minutes.  
Kevin and Aliske will be available to facilitate the transfer of documents and outstanding items to the new Board in an orderly and professional manner.
- iii. Without a fully active Board, a Special General Meeting of owners must be held to elect a new Board of Trustees. The Board set the Date of SGM to be held on Thursday, September, 26, 2019, at 7:00 pm at the Kaslo Seniors Centre.

**Motion** that an SGM be held on September 26, 2019, at 7:00 pm at the Kaslo Senio Centre to elect a new Board of Trustees. The elected Trustees will serve out the remaining “terms of service” of the resigning Trustees: One will serve until the AGM in 2020; Two will serve until the AGM in 2021; Two will serve until the AGM in 2022. The Board voted : 4 in favour.

It is hoped that some of the owners who expressed criticism will step up and stand for election and will then return the FCID community to its previous operational status. It was noted that despite some opinions to the contrary, the Ministry confirmed that immediately upon election a Trustee is fully in effect and authorized. There is NO waiting period until they swear an Oath of Office. Although FCID has a bylaw requiring an Oath of Office it is contrary to the Act.

- iv. A Notice of Meeting will be sent to all current owners of FCID.
- v. The Board noted that if a new Board is not elected at the SGM, the Ministry will have to be notified that there is no Board and that the Ministry should take over the governance of FCID.
- vi. On a personal note, Kevin and Aliske indicated that they will be listing their property for sale and moving away because they wish to be closer to full hospital facilities. They wish the new Board well and that everyone will be satisfied with its future endeavours.

10. NEXT MEETING: To be set by the new Board of Trustees

11. Termination: The meeting was terminated at 8:02 pm.

## **Boil Water Notice**

(since 2003)

Please be diligent with your water as it is collected from a surface water source and is known to contain some pathogens.

FCID recommends that all water to be consumed be brought to a full rolling boil for at least one minute. Use boiled water for: drinking, brushing teeth, making baby formula and cleaning food. This is especially important for the elderly, young children, and immunocompromised individuals.

Please advise guests and renters.

Kevin Jersey  
Chairman  
Fletcher Creek Improvement District

Suzan Hewat  
Secretary/Treasurer  
Fletcher Creek Improvement District