



FLETCHER CREEK IMPROVEMENT DISTRICT

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

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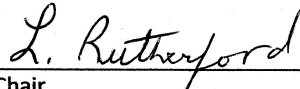
TRUSTEE MEETING MINUTES

June 22, 2021, 4:00 pm
4950 Fletcher Creek Frontage Road

1	Call to Order – 4:03 P.M. In attendance: Joe Kern (guest), Neil Kelly, Laurie Rutherford, Theresa Rutherford (guest), Peter Sonnenberg, Margaret Wanke (guest), Donna Butt (S/T)
2	Election of Chairperson – N. Kelly nominated Laurie Rutherford. Motion: to appoint Laurie Rutherford as Chairperson. Carried.
3	Oaths of Office – D. Butt executed the oaths of office for N. Kelly and L. Rutherford.
4	Approval of Agenda – with the following revisions: items 6b, 7a, and 7g moved just after item 5 in order to let the guests make their presentations before the other business on the agenda.
5	Approval of Minutes a) Motion to approve the Board Meeting Minutes of May 6, 2021. L. Rutherford / N. Kelly. Carried. b) Motion to approve The Annual General Meeting Minutes of June 16, 2021. L. Rutherford / N. Kelly. Carried.
6	Administration a) Transition to new board members – M Wanke passed around a print-out with a list of government contacts, outstanding/current issues, and other information that the new board should be aware of. Of special note are two issues: 1.) the boundary adjustments in progress. ACTION: D. Butt to contact MAH to finalize the boundary adjustments. 2.) One connection is now available because one property owner withdrew from the district. ACTION: N. Kelly to talk to the Schreibers to see if they are still interested in a new connection, as was verbally expressed earlier. If not, Robert Cunliffe submitted a written request for a new connection. b) Acceptance of May 2021 Financial Statement – tabled until the July board meeting. c) Tax Payments Update - \$13,177 received as of June 22, 2021. This is 39.5% of the total due.
7	Water System a) Maintenance Report – J. Kern has purchased pipe caps and will install them in order to secure flushing stations to prevent tampering. The RV Park has a leak of concern. ACTION: J. Kern will check into the leak at the RV Park. J. Kern is concerned about the water upstream and the changes that the creek seems to be undergoing. The channel has widened and the river has narrowed. The channel butts up against trees. If trees and brush fall in, it could block the water flow. L. Rutherford has located a charcoal infused foam fabric for use in water filtering. ACTION: L. Rutherford will send N. Kelly the specifications for the charcoal infused foam fabric. ACTION: N. Kelly to look into the minimum turnaround on the filter material that IHA will allow in our water system. b) Set up a maintenance activity log - ACTION: P. Sonnenberg will set up an activity log and submit it to D. Butt to formalize and return to P. Sonnenberg. The activity log will be used to

	<p>keep track of day-to-day operations in the water system. ACTION: J. Kern will set up a test of the emergency pump on the Dalshaugs' property. ACTION: N. Kelly will contact Bruce Dalshaug to ask permission before testing the emergency pump.</p> <p>c) System Flush follow-up from Saturday, June 5 – P. Sonnenberg reported that the sanitation flush went well. One property owner reported some discoloured water when initially turning on his tap, but the water cleared up quickly.</p> <p>d) CARO Analyticals water test results – ACTION: D. Butt to send L. Rutherford the test results for her information.</p> <p>g) Dates for tank flush and fall sanitation flush – Future sanitation flushes will be scheduled for Tuesdays or Wednesdays since Fletcher Fries is closed on these days and the water shut-off will not affect their business. The tank flush will be done sometime during the summer when J. Kern and P. Sonnenberg are available. Residents will not have to turn their water off for tank flushes, therefore, no notification needs be given.</p>
8	<p>New Business</p> <p>a) Board recruitment – the board is two trustees short. Some recruitment ideas were discussed, including the possibility of reducing the term for trustees down to 1 – 2 years. Further discussion is tabled to the next board meeting.</p> <p>b) Special Meeting – ACTION: N Kelly will take primary responsibility for writing the agenda and organizing the content of the special meeting.</p>
9	<p>Correspondence – Letter from R Cunliffe requesting a new connection. See item 6a.</p>
10	<p>Meetings</p> <p>a) Next Board Meeting: Wednesday, July 14 – 4:00 p.m. At 4950 Fletcher Creek Frontage Road (Sonnenberg Residence).</p> <p>b) Coffee meeting – Wednesday, June 30 – 9:30 am at L. Rutherford's residence – for the three trustees</p> <p>c) Special Meeting: Wednesday, August 4 at 7:00 p.m.</p>
11	<p>Adjournment - 6:15 p.m.</p>


 Donna Butt, Secretary/Treasurer


 Chair