



# FLETCHER CREEK IMPROVEMENT DISTRICT

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

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## TRUSTEE MEETING MINUTES

January 11, 2022, 7:00 p.m.

Via Google Meet platform

1	<b>Call to Order</b> – at 7:00 p.m. In Attendance: Heather Kelly, Neil Kelly, Barbara Lawrence, Laurie Rutherford, Peter Sonnenberg, Donna Butt (S-T)
2	<b>Approval of Agenda</b> – two items were labeled as 5(g). Moved items (g), (h), & (l) to items (h), (l), & (j). Motion to approve the Agenda as amended. N. Kelly / H. Kelly. Carried.
3	<b>Approval of November 9, 2021 Minutes</b> – Item 7d) B. Lawrence did not receive a copy of the shed keys. This item should read “P. Sonnenberg made two copies and gave them to L. Rutherford and H. Kelly.” Motion to approve as amended. L. Rutherford/P. Sonnenberg. Carried.
4	<b>Open Forum</b> –None
5	<p><b>Administration</b></p> <p>a) <b>Acceptance of November 2021 and December 2021 Financial Statements</b> – Accepted as presented.</p> <p>b) <b>Contract Renewal</b> – D. Butt's contract has been renewed and signed for 2022. ACTION: P. Sonnenberg to talk to J. Kern about the terms of his 2022 contract.</p> <p>c) <b>Treatment Committee Update</b> – N. Kelly phoned the entire list and had one volunteer. L. Rutherford and P. Sonnenberg had previously volunteered. ACTION: N. Kelly to schedule the first Treatment Committee meeting next week. The Treatment Committee details have been posted on the website. If a treatment system were built, continuous monitoring would probably be done using fibre optics. A visit to a neighbouring facility illustrated that fibre optics is a viable option.</p> <p>d) <b>Trustee Remuneration</b> – N. Kelly proposed that all trustees including the Chair be paid the same annual honorarium of \$250. The \$250 left from the usual Chair remuneration would be added to the maintenance honorarium, with a contract put in place. At present, there is just a verbal contract in place for maintenance. Barbara suggested deducting Trustee honorariums from water taxes, minimizing paperwork. This would not be the case for J. Kern who is paid as a contract worker. Motion: Trustee annual honorariums will be deducted from the Trustee's water bill instead of issuing an honorarium payment. B. Lawrence / N. Kelly. Carried.</p> <p>e) <b>Boundary Adjustments Update</b> – D. Butt has emailed/mailed the adjusted map to all FCID members and put the adjusted map on the website for one month, as required by the government. ACTION: D. Butt to begin work on two additional boundary reductions.</p> <p>f) <b>Draft Bylaw from Motion #3 from SGM</b> – the draft of Bylaw 73 has been circulated among the trustees. The bylaw will be registered with The Ministry after the next in-person Trustee Meeting when it can be signed by the trustees.</p> <p>g) <b>Draft Resolutions #1, 2, &amp; 4 from SGM</b> - the drafts of Resolutions 1,2, &amp; 4 from the SGM have been circulated among the trustees. The resolutions will be filed after the next in-person Trustee Meeting when it can be signed by the trustees.</p> <p>h) <b>Ramtech U.V. Proposal Summary for website</b> – the U.V. Proposal has been posted on FCID's website</p> <p>i) <b>Membership Survey Update</b> – ACTION: N. Kelly to send out a document to the membership that outlines the difference between a water quality advisory and a boil water notice before sending out a survey. This allows the membership to make a more informed choice about future water treatment. If a centralized water treatment system is put in place, liability insurance will be necessary to protect the trustees and maintenance person. N. Kelly is waiting on quotes for liability</p>

	<p>insurance from two different companies.</p> <p>j) <b>Finance Committee's Participation in 2022 Budget</b> – ACTION: B. Lawrence and D. Butt to meet on Jan. 20 to draft a preliminary 2022 budget. ACTION: B. Lawrence to schedule a Finance Committee meeting to review the draft 2022 budget which will then be shared with the board at the February Trustee Meeting. The budget will depend on the Treatment Committee's recommendations. Some of the budget calculations will not be available until The Treatment Committee meets. A long-term budget will not be calculated since it would not be accurate without a treatment action plan in place. ACTION: B. Lawrence to check into the possibility of changing the FCID year end from December 31 to April 30. A January – December fiscal year doesn't make practical sense since the new tax season begins in May.</p>
6	<p><b>Water System</b></p> <p>a) <b>Maintenance Update</b> – leftover filter cloth will be used to build a better screen surrounding the intake. Another pipe may be put into place where the intake comes out of the creek in order to bypass the culvert. A lid may be constructed to cover the intake using existing materials. Windows in the shed were covered with plywood going into winter.</p> <p>b) <b>Tucker's spare filter cartridges</b> – FCID should keep a set of spare filter cartridges. FCID has paid for three complete sets of cartridges but C. Tucker can't find the third set. ACTION: N. Kelly to approach C. Tucker to inquire further into the purchased third set of filters.</p> <p>c) <b>Pilot Study Phase 2</b> - All the materials for the Pilot Study Phase 2 have been received. ACTION: N. Kelly and P. Sonnenberg to assemble the pieces.</p>
7	<p><b>New Business</b></p> <p>a) <b>New Connection Request</b> – C. Tucker has requested a new connection for a greenhouse on his property. Bylaw 36 states that no new connections are permitted.</p>
8	<p><b>Correspondence</b> – none</p>
9	<p><b>Next Meeting</b> – Thursday, February 10 at 7:00 p.m. Location TBA.</p>
10	<p><b>Adjournment</b> – at 8:00 p.m. L. Rutherford. Carried.</p>

  
 Donna Butt, Secretary/Treasurer

Approved by The Board of Trustees  
 February 10, 2022