



# FLETCHER CREEK IMPROVEMENT DISTRICT

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Kaslo, BC V0G 1M0

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## MINUTES

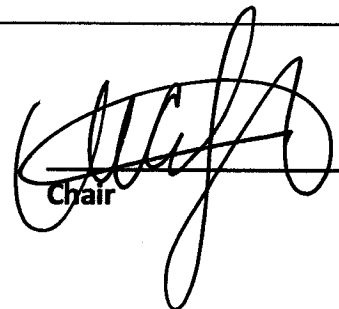
December 13, 2022 7:00 P.M.  
United Church Hall, Kaslo

1	<b>Call to Order – 7:00 p.m. In Attendance:</b> Alan Davidson, , Heather Kelly, Neil Kelly, Peter Sonnenberg, Douglas Kalman (guest), Laurie Rutherford (guest), Warren Pashkowich (guest), Don Scarlett (guest), Donna Butt (S/T)
2	<b>Open Forum</b> – summarized in the December Newsletter
3	<b>Approval of Agenda</b> – Motion to approve the Agenda. H. Kelly/ N. Kelly. Carried.
4	<b>Approval of the September 13, 2022 AGM Minutes</b> – MOTION to approve. N. Kelly/ H. Kelly. Carried.
5	<p><b>Administration</b></p> <p>a) <b>September, October, and November 2022 Income/Expense Reports</b>- Accepted as presented. N. Kelly requests that future financial statements include only the current month's figures and year-to-date .</p> <p>b) <b>Emergency Response Plan</b> – in the case of an emergency, contact P. Sonnenberg except during his planned absence: Dec. 21 – 26 in which case the contact will be N. Kelly. The emergency contact information will be updated on the website whenever necessary. ACTION: D. Butt to keep emergency contact information updated on the website.</p> <p>c) <b>Boundary Revisions</b> – Motion: All FCID boundary adjustments are to be suspended going forward. The boundary adjustments are not relevant to the functioning of the improvement district. A. Davidson/N. Kelly. Carried.</p> <p>d) <b>On-line Banking Update</b> – Online banking has been set up for the three signers of the FCID account (D. Butt, H. Kelly, P. Sonnenberg).</p> <p>e) <b>Finance Committee</b> – Chairperson N. Kelly will call the next Finance Committee Meeting when necessary.</p> <p>f) <b>Tax Review</b> – one member continues to ignore their 2022 tax invoice. It would not be in FCID's best interest to shut off water to this property because the pipes on this leg of the district would not be chlorinated during a shock &amp; rinse because there is a hydrant on this property. ACTION: N. Kelly to send a letter to this member informing that a lien will be put on the property if the taxes plus 20% penalty remain unpaid.</p> <p>g) <b>Proposed 2023 Budget</b> – A. Davidson asked about the large increase in the amount budgeted for maintenance contract labour. It was explained that this is a contingency amount which may not be used. N. Kelly suggests wiping the FCID computer clean and</p>

	<p>donating it to the school. It is not being used by FCID because the battery is not working well and the software is outdated.</p> <p>Motion: FCID's computer will be emptied of files and donated to the school . N. Kelly/ H. Kelly. Carried.</p> <p>ACTION: N. Kelly to clear files from FCID computer and donate it to the school.</p> <p>Motion: The Proposed 2023 Budget will be presented to the membership at the 2023 AGM as presented. N. Kelly/ H. Kelly. Carried.</p> <p><b>h) Increase credit limit at ACE Hardware</b> – the credit limit at ACE Hardware has been increased to \$3,000.</p> <p><b>i) Renewal of Secretary/ Treasurer Contract</b> – approved.</p> <p><b>j) Transfer funds from Summit Savings to a Term Deposit</b> – wait until after the Bank of Canada Interest Rate announcement on January 8, 2023 and then move \$40,000 from Summit Savings to a Term Deposit. ACTION: D. Butt to wait until Kootenay Savings Credit Union raises interest rates following the Bank of Canada Interest Rate announcement in January 2023 to reinvest \$40,000 from Summit Savings to a Term Deposit with higher interest.</p>
7	<p><b>Water System</b></p> <p><b>a) Maintenance Report</b> – N. Kelly purchased a pipe and valves for future emergency repairs.</p> <p><b>b) Recruitment of Volunteers for Emergency Response</b> – P. Sonnenberg and N. Kelly are currently taking care of Emergency Response. N. Kelly will no longer be volunteering to do this. The Recruitment of Volunteers for Emergency Response will be added as a 2023 AGM Agenda item.</p> <p><b>c) Recruitment of Volunteers for Routine Maintenance</b> – A. Davidson, W. Pashkowich, and B. Lee will help with Shock &amp; Rinse procedures as long as they are given four-month's advance notice. ACTION: P. Sonnenberg to send out schedule for 2023 Shock &amp; Rinse.</p> <p><b>d) Review of Recent Water Outage</b> – see December Newsletter</p> <p><b>e) Emergency Pump Test Update</b> – this was done in September. Pump and appurtenances found to be in good working order.</p> <p><b>f) Communications with Interior Health</b> – ACTION: N. Kelly to send a letter in response to the letter received from Interior Health on November 14, 2022 regarding water testing and other matters of interest including :frequency of shock &amp; rinse procedures, ongoing requirement for flow metering and turbidity monitoring. Draft proposed by N. Kelly was approved by all trustees present.</p> <p><b>g) Pashkowich/Lee Curb stop Update</b> – the bylaw to charge \$30 to turn the water off or on at the curb will be waived in this instance.</p>
8	<p><b>New Business</b></p> <p><b>a) Personal Auto Use Policy</b> – a bylaw is required to reimburse the user for personal auto costs. ACTION: D. Butt to draft a Personal Auto Use Policy Bylaw. This bylaw will reimburse the driver of a personal vehicle used for FCID business the amount that Canada Revenue Agency allows without the fee becoming taxable income.</p> <p><b>b) PST Account</b> - ACTION: D. Butt to contact CRA to set up a PST account for FCID to reclaim PST paid on purchases.</p>

	<p><b>c) AGM Planning</b> – the recruitment of volunteers for emergency response and routine maintenance will be added to the 2023 AGM Agenda. ACTION: N. Kelly will present a summary of water use by non-FCID licensees at the AGM.</p>
9	<p><b>Correspondence</b></p> <p>a) <b>Phone call from P. Walsof</b> –Mr. Walsof was dissatisfied with the way that N. Kelly was responding to the recent water outage. N. Kelly explained his strategy going forward.</p> <p>b) <b>Email from W. Pashkowich</b> – N. Kelly provided a response to this letter</p> <p>c) <b>Email from C. Tucker</b> – read to the Trustees</p> <p>d) <b>Letter from J. Kern</b> – read to the Trustees</p>
10	<p><b>Next Meeting:</b> Saturday, January 28, 2023 immediately following AGM. Kaslo United Church Hall.</p>
11	<p><b>Adjournment</b> – 8:46 p.m. H. Kelly / P. Sonnenberg. Carried.</p>

  
 Donna Butt, Secretary/Treasurer

  
 Chair