



FLETCHER CREEK IMPROVEMENT DISTRICT

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TRUSTEE MEETING MINUTES

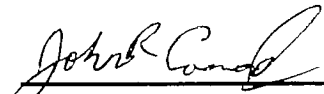
MARCH 4, 2025 7:00 P.M.

ST. ANDREW'S UNITED CHURCH HALL, KASLO

1	Call to Order – 7:02 p.m. In Attendance: John Command, Neil Kelly, Barbara Neelands, Jorg Schreiber, Donna Butt (C.O.)
2	Open Forum - none
3	Approval of Agenda – with the addition of Item 7l) --unauthorized connection to the mainline. N. Kelly/ J. Schreiber. Carried.
4	Approval of AGM Minutes – January 18, 2024. Motion to approve as presented. N. Kelly/B. Neelands. Carried.
5	Approval of Meeting Minutes – January 18, 2024. Motion to approve as presented. N. Kelly/J. Schreiber. Carried.
6	Acceptance of January & February, 2025 Financial Statements – Motion to accept as presented. J. Schreiber/N. Kelly. Carried. ACTION: D. Butt to send an invoice to Diane Peltier for \$30 for water shut-off fee carried out on January 21, 2025.
7	Administration <ul style="list-style-type: none">a) Volunteer Liability Waiver/ Insurance Update - Motion to accept the Volunteer Liability Waiver. B. Neelands/J. Schreiber. Carried.b) Term Deposit Update – Term 21 (\$25,000) matures July 10, 2025 & Term 23 (\$40,000) matures August 8, 2025. Motion that The Finance Committee provide a recommendation about the possibility of purchasing U.S. fixed income financial instruments. N. Kelly/J. Command.c) Signing authority transfer update - completed.d) Release of Claims Update – Bylaw 81 – Email response from Municipal Affairs was read. MOMARH review of Bylaw 81 is in progress. Item forwarded to the June Trustee Meeting Agenda.e) Indemnification Bylaw 80 Update – The Ministry passed Bylaw 80.f) Bylaw 81 Update - see Item 7d.g) Taxation Bylaw update – Taxation Bylaw approved. Notices will be mailed out in mid-Mayh) Code of Ethics Update – Barbara Neelands reported that this item is a work in progress.i) Purchasing Policy – Motion for the Finance Committee to draw a decision tree to approve finances. J. Command/N, Kelly. Carried.j) Website Update – D. Butt reported that Katie McNamara was emailed on Jan. 20, 2025 with a request for the confirmation of IHA contacts to update the Emergency Response Plan. FCID has not received a response. This item will be addressed on the next meeting agenda.k) Bell Welcome Package – Original signed copies of The Release of Claims and Application for Service Forms from Kelly and Michele Bell have been received. John Edwards has emailed his

	<p>forms but FCID is awaiting his mailed forms. ACTION: D. Butt to email John Edwards to request he submit original signed copies of his forms.</p> <p>l) Hawes Connection to main line – J. Schreiber had a phone call with a member of the community, Mr. Hawes. He has admitted to illegally connecting into the FCID main line. He has agreed to make restitution for this infraction. The Trustees will dig up the pipe to make sure it is no longer connected. Reparation options include removal of the curbstop and replacement of the tapped pipe section. It is noted that bylaw 36 provides for a fine of up to \$2,000 for unauthorized modification of FCID facilities. The curb stop has to be removed and the pipe fixed. The investigative and repair costs will be borne by Mr. Hawes. The repair will be made by an approved contractor using approved materials. ACTION: C. Tucker and The Trustees to oversee the repair of the pipe at the end of March. ACTION: J. Schreiber to contact Craig Tucker to see if he is willing to oversee the pipe repair. Motion: to issue Mr. Hawes a fine for interfering with the mainline. N. Kelly/J. Command. Carried. ACTION: the Trustees to meet with Mr. Hawes at the end of March to decide how to proceed.</p>
8	<p>Water System</p> <p>a) Maintenance System Report - the water flow is good at this time. Nothing else to report.</p> <p>b) Leaking hydrant at Peltier Property – ACTION: N Kelly will write a letter to inform Diane Peltier that her hydrant does not comply with Bylaw 36 and should be removed when the leak is repaired.</p> <p>ACTION: J. Schreiber to contact Craig tucker to ask if he is willing to stay on as maintenance person with FCID.</p>
9	<p>New Business</p> <p>a) Dealing with disrupters – Kern & Rutherford – ACTION: Trustees to talk to Ms. Rutherford about her intentions at the 2025 AGM.</p>
10	Correspondence – email from Kelly and Michele Bell were read.
11	Next Meeting – Tuesday, June 10, 2025 7:00 p.m.
12	Adjournment – 8:03 p.m.


 Donna Butt, Corporate Office


 Chair