



HAGENSBOURG WATERWORKS DISTRICT

Regular Monthly Meeting Minutes

Location: District Office, Hagensborg Fire Hall

Date: Thursday, March 21, 2019

Meeting time: 1:00 pm

HAGENSBOURG WATERWORKS DISTRICT

REGULAR MONTHLY MEETING, MARCH 21, 2019

Present: Trustees Jeremy Baillie, Tony Norton, Kevin O'Neill (via Skype) and Diane Skelly.
Maintenance contractor : Chris Matthews
Gallery: Donald Mikkelson.

The meeting was called to order by Chair O'Neill at 1 PM.

- 1) It was moved/seconded by Norton/Baillie that the agenda be adopted as presented. **Carried**
- 2) After review and one minor change, it was moved/seconded by Norton/Skelly that the minutes of the February 21, 2019 be adopted. **Carried**
- 3) A verbal administration report was presented jointly by trustee Skelly and Chair O'Neill. No further news regarding the district's grant application was available, and Chair O'Neill will again make inquiries of the engineers at Urban Systems as to when a decision might be expected.

Discussions continue with DFO Snootli Hatchery regarding a collaborative agreement and attendant memorandum of understanding in relation to upgrades to the district's dam and intake infrastructure.

No responses to recent ads seeking a CAO have been received by the trustees; recruitment efforts will continue.

- 4) Arrangements have been made to remove the few remaining P.O.E. pilot project treatment units.
- 5) The bookkeeper has forwarded final statements for the district's financial activities in 2018 to the auditors. Chair O'Neill will inquire when that audit will be completed.
- 6) The district's Annual General Meeting is scheduled for April 25, 2019 pending completion of the audit. Requests for assistance will be made of Joan Sawicki (trustee elections), Lynn Nelson (sign in table) and Caitlin Thompson (minutes)



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7) Office Equipment; Trustee Skelly informed trustees of continuing difficulties with the office computer and shredder. The trustees decided to wait for input from a new CAO before purchasing replacements.

8) Water Testing; results show nothing of concern.

9) A written monthly financial report was presented by Chair O'Neill

10) A list of accounts payable in the amount of \$3510.08 was presented by trustee Skelly. It was moved/seconded by Baillie/Norton that the financial report be accepted, and the following invoices be paid. **Carried**

Columbia Fuels 884.74

IdeaLEVER Solutions 86.63

CCCS 67.20

Alberts Repair 207.20

Black Press 200.02

Telus 358.11

Receiver General 118.60

CCRD 26.25

Sina Elrick 1335.00

D. Skelly (office) 226.33

11) The district's Fire Protection GIC in the amount of \$392,170.72 was renewed for one year at an interest rate of 2.75%.

12) Portfolio reports;

Maintenance; Chris Matthews reported the successful repairs done to a residential water line, and advised of another repair that is pending.



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Fire Department; Trustee Norton advised of district fire extinguisher servicing, the need for an updated First Aid Kit and consideration of installing new hydrants at the fire hall and airport with the advent of warmer weather.

New Directions; Trustee Skelly advised of considerable success in completing updates to the district's website, including long-awaited posting of minutes from 2018. The trustees thanked her for her efforts.

13) It was moved/seconded by Norton/ONeill that the meeting move in camera at 1:48 PM.
Carried

14) The regular meeting reconvened at 2:03 PM.

15) The next regular monthly meeting was scheduled for April 18, 2019

16) It was moved/seconded by Norton/Skelly that the meeting adjourn at 2:05 PM **Carried**

Chair

Corporate Administrative Officer