



Hagensborg Waterworks and Fire Protection District Regular Monthly Meeting MINUTES

Location: District Office, Hagensborg Fire Hall

Date: May 14, 2019

Meeting time: 1:00 pm

Trustees in Attendance: Chair Kevin O'Neill
Trustee Diane Skelly
Trustee Tony Norton

Regrets: Trustee Jeremy Baillie

Staff: Sina Elrick, Bookkeeper
Caitlin Thompson, CAO
Maintenance, Chris Matthews

Chair O'Neill called the meeting to order at 1:05 pm.

1. **Agenda:**
 - 1.1. **Call for late items to be added to the Agenda**

Trustee Skelly indicated that she would like water restrictions discussed.

- 1.2. **Approval of Agenda**

2019-05-01 M/S Trustees Skelly/Norton that the Agenda be adopted as amended. **MOTION CARRIED**

2. **Minutes – Approval of Previous Meeting Minutes:**
 - 2.1. **April 18, 2019 Regular Monthly Meeting**

2019-05-02 M/S Trustees Skelly/Norton that the regular meeting minutes be adopted. **MOTION CARRIED**

3. **POE Update**

Trustee Norton confirms there are four POE's still left. Suggestion for Robbie Tippie to assist in determining next steps.

4. **AGM Update**

Trustee O'Neill confirms NES space is not available for May 23 or 30.
Reports from Board Members to be presented at AGM

2019-05-03 M/S Trustees Skelly/Norton moves to have AGM May 30 – Fire Hall **MOTION CARRIED**

5. Grant Application Update

O'Neill called into CCRD meeting to meet new board. CAO Kirk said everything looks good with application and is ongoing. O'Neill will let trustees know if anything comes up.

6. 2017 Incomplete Minutes

Tabled until next meeting

7. Financial Report

O'Neill confirms just under \$1.3 million in account – presents bank statement to board for payment approval

Total accounts payables:

IdeaLever: \$57.75

VCH (permit): \$150

Tony Norton (firefighting supplies): \$489.54

BC Volunteer FireFighters Associations: \$140

Bella Coola BackHoe (system repairs): \$1099.42

CCCS: \$67.20

Mecham Sales (gasoline for fire truck: \$109

Telus: \$512.82

Columbia Fuels \$1117.64

TOTAL: \$3743.37

2019-05-04 O'Neill motions to approve financial report
M/S Trustees Skelly/Norton

MOTION CARRIED

8. Maintenance Report: Chris Matthews

Chris Matthews:

Matthews noted several items:

- More screen cleanings are needed, as there is a lot of debris.
- Removed a leaky standpipe at Heritage House
- Matthews and O'Neill met with NDC CAO Keith Hamilton and confirmed old Interfor property is receiving water from District. The hydrant will be removed from Interfor's bill.
- Next project is to replace hydrant at fire hall and replace hydrant at airport

8.1 Water Restrictions

Trustee Skelly reported that due to a lower than normal snow pack and dry conditions locally, the board should consider water restrictions on a voluntary basis. She stated restrictions were imposed this same time last year because of similar conditions

Motion: M/S Trustee Skelly/Norton that the HWD request rate payers to self-impose watering restrictions to a single sprinkler per property on a voluntary basis. Watering is only allowed between the hours of 10 pm - 6 am effective immediately until further notice.

2019-05-05 M/S Trustee Skelly/Norton that motion is adopted

MOTION CARRIED

9. Fire Hall

2019-05-06 M/S Trustees Skelly/Norton approve in principal to upgrade Fire Hall entrance

MOTION CARRIED

10. New Directions

Trustee Skelly determines nothing to report

11. Next Meeting Date

Set for June 27, 2019

2019-05-07 Trustee O'Neill moves to have next meeting June 27, 2019
M/S Trustees Norton/Skelly

MOTION CARRIED

12. In-Camera

2019-05-08 Trustee O'Neill moves to in-camera meeting
M/S Trustees Norton/Skelly

MOTION CARRIED

Adjournment:

The regular meeting was adjourned at 2:00 pm.
The in-camera meeting was adjourned at 2:56 pm.

Chair of the Board of Trustees

Corporate Administrative Officer