



HAGENSBOURG WATERWORKS DISTRICT

REGULAR MONTHLY MEETING MINUTES

NOVEMBER 19, 2020 4 PM

Present via Zoom: Trustees Jeremy Baillie, John Morton, Tony Norton
and Kevin O'Neill

Regrets: Trustee Diane Skelly

1.1 The meeting commenced at 4 PM with a review of the agenda and request for late items to be added.

1.2 It was moved/seconded by Baillie/Norton that the agenda be adopted. **Carried**

2.1 It was moved/seconded by Trustees Norton/Baillie that the meeting move in camera at 4:05 PM for consideration of in camera matters, pursuant to Sections 90(1)(a) and 90(1)(c) of the Community Charter: personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; labour relations or other employee relations; and District Policy 2.11, Section 6: matters addressing any part of a personal account.

CARRIED

The regular meeting reconvened at 4:30 PM

3.1 The minutes of the October regular meeting were reviewed, amendments considered and approved, and it was moved/seconded by Norton/Baillie that the minutes be adopted as amended. **Carried**

4.1 An update on conversion was provided by Chair O'Neill, highlighting continued field work by Urban Systems Engineering. Chair O'Neill and Trustee/Fire Chief Norton met with Jacob Scissons of Urban Systems to review assessment of the district's well, possible location(s) of a future reservoir, collaboration with DFO Snootli Hatchery on a joint dam/intake project and upcoming survey work in advance of future infrastructure upgrade work. The Chair also participated in another conference call hosted by the BC Ministry of Municipal Affairs and

Housing on November 18, to discuss progress towards conversion of the water district to a service area of the Central Coast Regional District. All paperwork in preparation of Cabinet approval of an Order In Council has been completed.

4.2 Water sampling test results were received by the board, and will be posted on the district's website.

4.3 An invoicing update was provided by trustee Morton, noting the number of unpaid accounts and confirming the sound financial position of the water district. It was then moved/seconded by Morton/Norton that Second Notices be sent to all accounts remaining in arrears on December 1, along with Water Shut Off Notices. **Carried**

4.4 Accounts payable in the amount of \$42,991.91 were reviewed, and it was moved/seconded by Baillie/Norton that the accounts be paid. **Carried**

5.1 The financial update was provided by trustee Morton, after which it was moved/seconded by Morton/Baillie that electronic payments of invoices be made wherever possible, including those previously made to date as well as any in the future. **Carried**

5.2 The Chair confirmed that the district's 2021 budget and related bylaws had been forwarded to the ministry by the required date of October 31, 2020

6. There were no delegations

7. No correspondence was received by the board.

8. Portfolio reports:

Communications: Chair ONeill reiterated that the CCRD would be assuming the primary role in the communication of information in the lead up to conversion.

Maintenance: An email was received from the secretary-treasurer of School District 49 related to interruption(s) of water service during school hours. The board will respond.

Fire Department: Fire Chief Norton reported that all the district's fire extinguishers had been examined and recharged as needed. The recently purchased breathing apparatus had been installed, as well as the new radio. Bella Coola Townsite Fire

Chief Fred Sorensen has agreed to offer instruction to our volunteer firefighters in the use of the new breathing apparatus.

Financial: Trustee Morton reported that our insurers have been provided with a list of the new firefighting equipment that has been acquired in the past year, so that coverage can be updated. He also noted that the insurance provisions covering injury suffered to firefighters when they are off duty had been activated to provide financial assistance to one of our district volunteers.

9. There were no further questions of the board

10. The next regular meeting was scheduled for December 17 at 4 PM.

The meeting was adjourned at 5:05 PM

Chair

Corporate Administrative Officer