

KEREMEOS IRRIGATION DISTRICT

MINUTES OF TRUSTEES REGULAR MEETING HELD FEBRUARY 13, 2019 at 7:00 P.M. at the District Office.

IN ATTENDANCE: Chair, Roger Mayer, Trustees, Ian Walters, Bill Sparkes & Tim Cottrill; Superintendent, Jo Cottrill and Financial Administrator, Cheryl Halla. Absent from meeting: Trustee, Aaron Beauchamp and Management Consultant, Kevin Huey.

The meeting was called to order by the Chair at 7:03 P.M.

MINUTES:

The minutes from the regular meeting of January 9, 2019 were adopted on motion of Bill Sparkes, seconded by Tim Cottrill.

Carried.

BUSINESS ARISING FROM MINUTES:

1. **Water Project: (7th Ave. & Sparkes Drive upgrades)** A list of project deficiencies was identified by the Village, the KID, and T.R.U.E. noting that the cost of resolving the deficiencies may come out of the project holdback funds. The final KID portion for the Sparkes Ave. project was proposed by T.R.U. E. / Village to be \$137,981, and after our first progress payment of \$67,230, the amount outstanding would be \$70,751. After discussion, moved by Bill Sparkes, seconded by Ian Walters to accept the final cost amount. An invoice will be forthcoming from the Village.

Carried.

2. **CIBC Document for Signature:** A document required by CIBC was signed by Roger & Ian.
3. **Budget 2019:** Moved to the end of the meeting.
4. **2019 Water Restriction Review: See attached proposal:** Jo Cottrill presented a proposed revised Water Conservation / Restriction plan. After discussion it was generally agreed by Trustees to proceed and present a new resolution at the next meeting.

ACCOUNTS FOR APPROVAL: (see separate listing)

After discussion on the possibility of eliminating our separate fax line to save money, it was moved by Bill Sparkes, seconded by Tim Cottrill, to accept the accounts as presented.

Total Operating:	12,254.75
Total Capital:	.00
Payroll for December 2018	10,476.74

Carried.

SUBDIVISIONS:

1. Village of Keremeos- Bylaw Referral for a mapping amendment to the OCP Bylaw, and Zoning Bylaw to change the zoning at 619-7th Ave. from Gen. Comm. (C1) to Parks & Recreation (P2) – KID to respond that our interests are unaffected by the proposed mapping amendment.
2. Village of Keremeos- Amendment to Bylaw 807, 2013 & 778, 2011 to prohibit cannabis production – KID to respond that our interests are unaffected by the proposed amendment.

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Subdivisions Cont'd:

3. Village of Keremeos- Subdivision Proposal: Lot 3, Plan 8275, 1116-4th St. to create seven lots- After review of the subdivision proposal which will create six additional lots, it was moved by Ian Walters, seconded by Tim Cottrill that the following fees and levies will be required on deposit prior to registration of the subdivision:

Six Capital Levy Fees @ \$1,900 ea.	11,400.00
Deposit for six connections @ \$1,200 ea.	7,200.00
Six administration fees @ \$150 ea.	<u>\$900.00</u>

TOTAL FEES AND LEVIES REQUIRED: \$19,500.00

It was further noted that the irrigation connection for the parent lot will be removed during installation as the proposed size of the lot will no longer qualify for a District irrigation connection.

Carried.

4. Raven View Properties Ltd. 1118 Middle Bench Rd., Parcel Z, Plan KAP4964
Connection Application to develop an 11 pad Mobile Home Park – requesting a 4" Service – After review of current watermain sizes and necessary works to service the proposed mobile home park, it was moved by Ian Walters, seconded by Bill Sparkes that the following fees and levies will be required upon deposit prior to scheduling of the service installation:

Ten Capital Levy Fees at \$1,200 ea.	\$12,000.00
Deposit for the cost of materials and labour for the installation	
Of one fire hydrant and one 4" service connection.	To be determined.
One administration fee at \$150.00 ea.	\$150.00

Jo Cottrill is currently awaiting a quote for the above works.

Carried.

SUPER'S REPORT: (see written report for full details)

Main St./ Sparkes Ave. Project - Reported above under business arising.

Cold Weather: Several call outs for frozen water lines have resulted all on the private side.

Year End: Inventory for the year ending 12/31/18 has been completed for the year end audit.

UPDATE OF V OF K / KID COMMITTEE MEETINGS: Next Water Advisory Committee meeting: April 2, 2019.

NEW BUSINESS:

1. **Letter from Similkameen Elementary Secondary School** – The school has asked the KID for consideration of donating funds to a scholarship or bursary. After discussion, it was agreed that this request does not comply with our service authority, which is the delivery of water. A letter will be drafted and signed by Roger with respect to their request.

2019 Budget from above:

After review of the budget proposal, item by item, it was moved by Ian Walters, seconded by Tim Cottrill that the tax and toll rates will be increased overall by 3.25%. The tax and toll bylaws will be presented at the next meeting.

Carried.

NEXT MEETING DATE: The next regular Board meeting was scheduled for Wednesday, March 20th, 2019.

ADJOURNMENT: The regular meeting was adjourned at 8:25 P.M. on motion of Ian Walters

Roger Mayer, Chair

Cheryl Halla, Admin.

Keremeos Irrigation District

ACCOUNTS FOR APPROVAL - MEETING HELD on FEBRUARY 13, 2019

JANUARY 2019

Collabria Mastercard (Staples 51.96 / Postage 1,071.00)	1,122.96 (Jo's)
Telus	160.95 (Office ph.)
Telus	125.11 (Fax.)
Telus	72.75 (Internet @ kiosk)
Telus Mobility	170.06

FEBRUARY 2019

Worker's Compensation Board	1,702.19
A.C.E. Courier Services	43.28
BC One Call Ltd.	47.25
Bett's Electric	2,934.75
Caro Analytical Services	260.19
Cheryl Halla	165.97 (Staples)
Cheryl Halla (04/04 – 02/15/19)	1,294.13
Fas Gas Oil Ltd.	174.70
Fortis BC Inc.	2,426.82
Fortis BC Gas	198.42
Interior Health Authority	150.00 (Annual Permit Fee)
K.R. Huey	139.80 (January services)
Keremeos Home Building Centre	143.87
Mearl's / Northwest Valve Systems	173.80
Receiver General (KID %)	747.75

Total Operating: 12,254.75

Capital / Renewal Projects

Total Capital/ Renewal: .00

Payroll for January 2019: 10,476.74

Proposed Watering Regulations

General Rules for Stages 1 to 3

- Irrigating is not permitted from October 15th to April 15th
- Irrigating of crops including vegetable gardens is exempt from stages 1 to 3.
- Hand watering is always permitted.
- Leaving an open free flowing pipe, outlet or hose is never permitted.
- Wasting water is never permitted. (E.g. allowing water from sprinkler to flow down a roadway.)
- Users are encouraged to avoid watering during the hottest periods of the day.
- Automatic sprinkler systems are only permitted to water between midnight and 6 a.m. on days described below.
- The number of manually controlled sprinklers that may operate are restricted based on size of property and are as follows:

0 - .25 acres	1 sprinkler	.51 - .75	3 sprinklers
.26 - .50 acres	2 sprinklers	.76 - 1.0	4 sprinklers

Stage 1 (In affect from April 15th to October 15th)

- Even number addresses may only water on even numbered days.
- Odd number addresses may only water on odd numbered days.

Stage 2 (In addition to stage 1)

- Users may not water between the hours of 10 a.m. to 7 p.m.

Stage 3 (In addition to stages 1 and 2)

- No filling of swimming pools, hot tubs, garden ponds or decorative ponds is permitted.
- No washing of RVs, boats or Vehicles motorized or otherwise is allowed.
- No washing of driveways, sidewalks, Patios or eaves can occur.

Stage 4

- No outside use of water for any purpose.