

**RAYLEIGH WATERWORKS DISTRICT
TRUSTEES' MEETING MINUTES
Dec 6, 2023, 5:30 pm
RWWD Office**

In attendance: Glen, Ben, Brian, Joe, Heidi

1) **CALL TO ORDER & INTRODUCTION AT** 5:33 p.m.

2) **MINUTES** – (Trustees to read their own copy)
Approve Aug 30, 2023, Minutes

Motion:

To approve the Minutes form Aug 30, 2023, as presented.

Moved: Ben Pregent

Second: Brian Samila

Carried

3) **INTRODUCTION OF LATE ITEMS**

In Camera Financial , next steps

4) **PUBLIC FORUM (Three residents)**

Public Inquiry on whether 50 percent reduction with the water Restrictions in summer 2023 was Effective.

- ❖ The Utility Manger indicated the resident's reduction in water consumption met with the water restrictions.
- ❖ Drought conditions still exist in Raleigh and water levels are critically low.
- ❖ Drought condition guidelines are in the process of being implemented and the residents will be updated.

Public Inquiry on whether penalties are upheld during water restrictions.

- ❖ The Utility Manger indicated that penalties are enforced.
- ❖ It was also mentioned new developments require water meters over 1, but water will not be metered at this point in time

Public Suggestion

- ❖ Multi directional and brighter sandwich board signs for better signage has been suggested.
- ❖ A drought level board has been proposed (indicating drought levels).

5) **BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

Oct 25, 2023, AGM debrief- Revenue and Finance

6) **CORRESPONDENCE**

Termination of Syncrity Contract - Tech Services

New Contract Kamloops Computer Centre - Tech Services

- The changeover to Kamloops Computer Centre for technology services was complete November 30, 2023, with the exception of a few subscriptions.

7) **REPORTS/MAINTENANCE**

November Monthly Reports

- The Utility Manager presented the November monthly report including monthly reports to Interior Health.
- An inquiry was made on if Field 2 is being monitored, Field 2 is monitored until saturation.

True Consulting analyses discussions

- The Utility Manager is proposing a river intake feasible study by True Consulting which is part of the requirement to apply for a grant to avoid resident taxpayer costs for the river intake.
- No structural changes to the river will be required

Inquire with the City of Kamloops for the grant for the river intake study.

Action

- True Consulting Analysis of 2019 is an outdated study and should not be posted on the website.
- Current portions of the study may be posted on the website.

8) REVENUE & FINANCE

- Draft Budget 2024

Motion:

To approve the 2024 Budget with the following amendments

Moved: Ben Pregent

Second: Brain Samila

Carried

- Muniware update

- Estimated invoices on Jan 2024, updates will be provided

- Update on 2022 audit

- Estimated Mar 2024 to Auditor

9) NEW BUSINESS

- Review – bylaws

Motion

Motion:

To approve a general increase of tolls and Water tax for 2024 of 4 %

Moved: Glen Desjardine

Second: Brain Samila

Carried

10) ADJOURNMENT 6:37 P.M.

Motion:

Motion to adjourn the meeting at 6:37 p.m.

Moved: Ben Pregent

Second: Brian Samila

Carried