

RAYLEIGH WATERWORKS DISTRICT
Sept 18, 2024, 5:30 pm
RWWD office

Minutes

1) CALL TO ORDER & INTRODUCTION 5:31 P.M.

2) MINUTES – June 12, 2024 (Trustees to read their own copy)

Motion: To Approve June 12, 2024, Minutes as presented.

Moved: Brian Samila

Second: Ben Pregent

Carried:

3) INTRODUCTION OF LATE ITEMS

No late items

4) PUBLIC FORUM

Q) How are water restrictions decided in Rayleigh?

A) Rayleigh works with the City of Kamloops and follows the Provincial Emergency Drought provisions. Rayleigh Waterworks communicated regularly with the City of Kamloops with the Drought Response Plan.

5) BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

- **In stage 2 (design) of the 3-stage corrosion control for the water treatment plant tanks as per recommendation under the Conditional Assessment.**
 - Completed
- **The new variable frequency drives on train #1 for the WTP Siemens Trident system.**
 - Completed Mar 4, 2024
- **Water Restriction signs**
 - Installed and completed
- **Obtaining and resourcing a dewatering and solids separation system for the backwash tank to cut down operational costs associated with hauling sludge.**
 - The Utility Manager has been pricing options for RWWD, this is an ongoing process and cost is a huge consideration for RWWD.

6) CORRESPONDENCE

- Zoning inquiries (attachment)

RWWD has contacted Cok with regards to 4605 Spurraway ongoing construction, updates will be provided as they are received.

7) REPORTS/MAINTENANCE

➤ Aug Monthly report (attachment)

- Aug Monthly report was presented by the Utility Manager.

8) REVENUE & FINANCE

➤ Financial Statements (attachment).

- A bank reconciliation was presented.
- Financial statements will be available when errors are corrected with Muniware software.

➤ Update on 2022 audit.

- 2022 Audit is close to completion, the AGM will be end of 2022 or the of beginning of 2023.

➤ Update on software changeover/Muniware challenges.

- Multiple software issues have hindered the software changeover with Muniware, the largest being, Muniware did not delete all of 2020 prior to 2024 being posting and had created AR/Control issues.

➤ Toll increase 2025

- Toll increase to be deferred until at the Dec 11, 2024, meeting.

9) NEW BUSINESS

➤ Bylaw 224- Redevelopment bylaw

Motion:

Submit Redevelopment bylaw to BC Ministry for approval.

Moved: Glen Desjardine

Second: Ben Pregent

Carried:

➤ Anti bullying/Antiharassment

Motion:

To Develop anti bully/anti-harassment bylaw for review.

Moved: Russ Hay

Second: Brian Samila

Carried:

➤ Septic Field flow totalizer meters- Capital project- Septic Field

- Ongoing

➤ Train #2 VFD upgrade, installation, and programming update.

- Train #2 VFD is almost completed and should be completed by end of Oct /early Nov 2024.

➤ **Stage 3 Corrosion Control for approval to purchase anodes.**

- A quote for the anodes was provided for review from Corrosion Technologies.

Motion:

To proceed with the purchase of the Anodes.

Motion: To approve purchase of anodes as per quote from Corrosion Technologies.

Moved: Ben Pregent

Second: Glen Desjardine

Carried:

ADJOURNMENT at 6:57

Motion: To adjourn meeting

Moved: Ben Pregent

Second: Brain Samila

Carried

