

**REGULAR MEETING OF THE PINEVIEW IMPROVEMENT DISTRICT
BOARD OF TRUSTEES MINUTES
April 1, 2025**

Present: Board Members: B. Heft, K. Yeulet, N Wellburn, Jeremy Larsen
Brenda Heft Chaired Meeting as Greg Poitras is away
Employees: Holly Herzog,
Guests:

Meeting called to order:
Time: 6:58 pm

Motion by: Kathy Yeulet

That the minutes of the March 18, 2025 regular meeting of the Pineview Improvement District board of trustees be adopted.

Seconded by: Jeremy Larsen

Carried

OLD BUSINESS

- Greg away until further notice
- Trustee Terms next year Nancy going to one year then 2026 be posted as 3 year

MAINTENANCE REPORT

- See attached

ACCOUNTS RECEIVABLE/PAYABLE

- Overdue list
- Cash report

NEW BUSINESS

- Working alone panic button/ lifeline see attached – Questions/ Response- Board Approved, Holly to go ahead and order.
- Waiting for final draft from Radloff, Jeremy to reach out to them this week. Once we have final documents, it will need to be sent to Northern Health, and a meeting needs to be set up with the board members and Northern Health. Holly to set up, need to know who will be taking minutes at meeting.
- Radloff will want 25% down after receiving purchase order, 65% payable following factory acceptance testing and arrival at site, 10% is their commission.

- Pineview to do the prep work on the site in accordance with Radloff's specification. Pineview will put out to bid and make sure whoever gets the bid are following the specification properly as it will need to pass an ecological/ environmental inspection, If the site is not prepared properly could result in damage to structure, or not passing inspection.
- Mike had a good point about texting out early morning ie at 1am when he gets an alarm on his phone. Do the designated group want a text that early? Jeremy to be contacted via text (before Mike leaves his home) in the early morning hours, and when Jeremy is unavailable Kathy will be the alternate, but Mike has to call her on land line.
- P/T certified level 1 maintenance worker – how many hours, what work would be entailed, wage are we looking at setting a minimum monthly wage/hours. Holly to gather more info than bring back to board – ongoing.
- Disconnection Notices - reviewed
- Mike said that Johnson Road does not appear to be leaking, may not have been turned off properly. Mike will keep an eye on it, until the ground dries up.
- Holly requesting May 16, 2025 off as Vacation – approved.

Motion by: Jeremy Larsen

To purchase lifeline the on the go Mobile for \$64.95 per month. Plus, the \$10.00 equipment replacement option.

Seconded by: Kathy Yeulet

Carried

CORRESPONDENCE

- Land titles
- Water reports
- Pump house data
- Bank statement
- Fire Department water usage
- Mikes report request P/T maintenance person see above
- Taxation effective April 1, 2025
- AGM notes from Mike
- New Water Card

INVOICES

Motion by: Kathy Yeulet
To pay all incoming invoices

Seconded by: Nancy Wellburn

Carried

Motion by: Nancy Wellburn
To adjourn meeting

Seconded by: Kathy Yeulet

Carried

Meeting adjourned 8:00 pm

Next Regular Board Meeting: **Tuesday May 13, 2025 @ 7 pm**
AGM: Tuesday April 29, 2025 @ 7:30 pm hall booked for 7 pm

- (Reminder for Holly) Bring forward July 2025 account 28 (14 mths non cashable)
- (Reminder for Holly) Keep track of costs for Noratex over the next year.
- (Reminder for Holly) follow up with TD bank changing the contact info on BMO, CIBC, TD faxes and emails
- Reminder for Mike Johnson Road & 6215 /change or add stand pipe.
- (Reminder for Holly) to look into increasing working capital -bylaw

March 20, 2025

Lifeline

Percy 1-800-387-8120 ext. 3606

On the go mobile is

1.5" wide

2.6" high

.62 deep

The cost per month \$64.95

On the go Mini is

1.6" wide

2.0" high

.6" deep

The cost per month \$69.95

They have an equipment Replacement option for \$10.00 per month extra

The device is Rechargeable

When the panic button is pushed it goes to their service center and they ask through the 2-way voice

activated speaker what type of emergency, if they get no response, they immediately call who ever we select as emergency person.

\$35.00 one -time programing fee.

\$29.95 shipping fee 5-7 days delivery.

Sign up for 3 months get 1 month free.

Can cancel at anytime