

**REGULAR MEETING OF THE PINEVIEW IMPROVEMENT DISTRICT
BOARD OF TRUSTEES MINUTES
October 7, 2025**

Present: Board Members: B. Heft chair, K. Yeulet, Nancy Wellburn, Jeremy Larsen, Greg Poitras

Employees: Holly Herzog

Guests:

Meeting called to order:

Time: 7:03pm

Motion by: Jeremy Larsen

That the minutes of the September 9, 2025 regular meeting of the Pineview Improvement District board of trustees be adopted as amended.

Seconded by: Nancy Wellburn

Carried

OLD BUSINESS

- Filtration – ongoing
- Regional District – ongoing
- Hired Richard Herzog as part time Maintenance worker
- Decommissioning the Well 3 estimated \$12,000.00- \$14,000- Mike suggested we defer till next year since there is not a set time frame to do this work.

MAINTENANCE REPORT

- See attached

ACCOUNTS RECEIVABLE/PAYABLE

- Overdue list
- Cash report

Motion by: Kathy Yeulet

To explore/ buy shelving units need for office.

Seconded by Jeremy Larsen

Carried

Motion by: Nancy

To leave Disconnection Notices till mail strike is over and check time of year and weather, to see if feasible to send out.

Seconded by Jeremy Larsen

Carried

Motion by Jeremy Larsen

To go ahead with PID to pay all of the treatment systems as presented October 7, 2025

Discussion held - more info need for clarification, Jeremy rescinded his motion.

NEW BUSINESS

- Brownridge Insurance payment tied up in mail strike. Given to the end of the month to show up. May need to hand deliver another cheque and cancel the one that is in the mail. Call them later this month to see if they have received cheque if not, we will put a stop payment on it and issue a new one and hand deliver it.
- Community meeting notices were stuffed in envelopes by Holly, Kathy, Nancy and Brenda and sent out before mail strike. Have heard from many that they have received their notices.
- Charges for Nortek for 2025- Yearly \$ 240.00, Support \$112.00, Domain Name \$67.00 Total \$419.00- need total at the end of year as well.
- GIC # 40 is reserve Fund \$46, 326.99 current balance. -on cash report- The Government does not require us to have this account. This account was set up years ago for capital projects outlined from the improvement to the Government and we can request funds from there for additional service in the community. –
- Holly to call Joshua at the Ministry find out if we can use part or all of these funds towards the Treatment plant, if it goes through. Received call back from Joshua he said that we can use the funds for the project – can use funds for infrastructure note 5 says for renew or replace of existing infrastructure – in general it could be used for lines, pumps, new directed builds for infrastructure. See e-mail
- We can access all GIC, they may lose their current interest.
- Ministry of water land cost 2023 (\$228.21), 2024 (252.00), 2025 (\$244.23)
- PID Protocol- correspondence with business outside the PID office need to go to a meeting for discussion with the members before asking Holly to send out an E-mail.

It can be put as an email to the board members, for them to have input then once all the board members have had an opportunity to look over and respond (if they choose) so the board can create collectively and agree to said question/ answers, then it needs to be sent out to the business.

- Shelving unit- to be purchased.
- Snow removal posted- one response- closing date November 4, 2025
- Bid submitted from Ray Heft for snow removal
- Meeting with community set up for October 21, 2025@ 6 pm- be down there at 5:30 pm set up early to give people time to vote.
- Mike can't attend this meeting.
- Community meeting procedure- what copies, how many? - waiting to see what Radloff sends and decide on number of copies at that time.
- Jeremy let me know that Radloff will send out documents before our planning meeting on October 14, 2025
- Set up at Hall- was discussed with board and decided to be at hall 5:30 pm on the October 21/15 set up facing east wall, only agenda given at the start of meeting, additional paper work at the back to be picked up (if community member wants) after the meeting. Radloff bring their projector podium will be set up with mic people will have to come up to the podium to ask their questions.
- David from Northern Health is going to attend the community meeting, but he is asking questions that do not pertain to his position. - Brenda will respond to David regarding inappropriate questions. Done
- David & Andrew from Radloff will be at the meeting on Oct 21.
- Some discussion around cost to pump out Manganese and the type of truck needed, not sucker truck Grandview can do. Roughly 300 gallons of solution to be pumped out.
- Monthly N.H. Lifeline checked September 23, 2025
- Disgruntled card customer – Brenda to write up and send out. Done and sent out card to be turned off if no payment by October 14, 2025
- Should we be testing yearly for the ANALYTICAL REPORT by Norlabs Northern laboratories? Last invoice was in 2021- Tabled to next meeting.
- Was asked to bring forward the last time we were billed from Norlabs- 2021
- I did find a water test report that Radloff did in 2024 by element.
- Vote format? – looked at and made changes – bring forward Oct 14/25 Board meeting/ planning meeting.
- Mission statement- Tabled till next regular board meeting.
- Disconnection notices – can we hand deliver ones that have no phone # or email? Wait for mail strike to be over, look at time of year and weather before sending out.
- What should we do regarding Invoices for Oct – Dec/ 25 – hold onto until mail strike

ends.

- It was made clear that if the public want to come to a board meeting, they have the right to do so as long as they call ahead of time and put their name on as a guest, typically we put them in the front of the meeting so they do not have to sit and listen or watch the board members sign papers. If they wish to stay for the whole meeting they have the right. Information regarding specific personal accounts will be discussed “in camera” session
- Nancy spent time going through the files – please see attached info she gathered.
- Radloff mentioned putting a water treatment plant outside Frazer Lake, was suggested to send Mike out to look at.
- Need an agenda for the meeting on October 21, 2025 – Jeremy to create. Done and prepared for October 14 meeting.

CORRESPONDENCE

- Land titles
- Water reports
- Pump house data
- Bank statement
- Fire Department water usage
- Brownridge insurance – ongoing
- Email from Mike re Pumps
- Emails -Kathy, Ministry, Statistics Canada
- Richard’s Hire letter

INVOICES

Motion by Kathy Yeulet

To pay all incoming invoices

Seconded by Nancy Wellburn

Carried

Motion by Nancy Wellburn

To adjourn meeting

Seconded by Jeremy Larsen

Carried

Meeting adjourned: 9:35 pm

Next Regular Board Meeting: **November 4, 2025 @ 7 pm**

AGM: Tuesday April 28, 2026 @ 730 pm

REMINDERS/ BRING FORWARD

- (Reminder for Holly) Keep track of costs for Noratek over the next year.
- (Reminder) Trustee Terms 2026 Nancy's position going up for election as a 3-year term.

PID Maintenance Notes for Sept/Oct 2025

- Pipe system require some retrofitting by GAP in order to accommodate new pump to make it easier to service in the future – in progress
- New sensors not in yet, internal miss communication with suppliers
- RE/Re 4620 Holmes Rd, emergency call to 9525 Sutley – water leak in house, blow out residential line 6200 Bendixon Rd
- EOCP 2025 Conference

Day 1; toured Iona Island Wastewater Treatment Facility Monday attended trade show.

Day 2; Key note speaker topic on various Safety concerns – proper excavation procedures, waterline pressures concerning older large diameter pipe steal banded (36” to 60”) works.

- Water treatment and the science involved with proper treatment. Improving treatment processes at municipal water treatment plants.
- New technology in water service connection and maintaining air release valves.
- Basics of hydrant maintenance demonstration.

Day 3; post-natural disaster water system restoration efforts. Topics on Ft McMurray and Jasper after fire water restoration and treatments involved.

- Machine learning to optimize drinking water chemistry.

NOTE:

A&B Pumps notified me that the cost for decommissioning the Well3 is estimated at \$12,000 to \$14,000. Please let me know if the Board wishes to proceed. My thought is we could defer this until next year since there isn't a set time frame to do this work.

Flushing starting next week. October 13/25

To be continued 2. 1



design - WSP

Don. - Jan 13/20

Sept 28/20

20 sept 8/20

Aug 4/20 Filtration system project

July 14/20 Golder - WSP

June 9/20 - Final Report from Golder - WSP

April 27/20 AGM - Filtration system mentioned.

* March 10th 2020 letter from Norther Health - Re Drinking water in Exceedance ~~of~~ for Manganese.

Feb 20/20 - talk @ filtration system

Feb 20/20 - called E. H. Miller on system
Jan 13/20 - Received - talked to Rick Senger & Radloff

Jan 13/80 Interview Martin Vogel Fine 1000 ft

Aug 13th - talked to Rick Senger - Filtration system
Health Newsletter.

July 9/9 - Northern Health Newsletter.

June 19/19 - Golden & Associates - regarding H.H. & A.A. system.

April 29/19 - AGM - filtration system

April 16/19 - Golder design - filtration

March 20/19 - Golder - Filtration conversation

March 20/19 - Golden - Filtration
Feb 13/19 - Filtration consultation

Feb 12/19 - Filtration consultant - a
Jan 13/19 - Rick Senger - consultation @ Filtration system

Nov 13/58 - ~~to~~ Greg located original Northern Health - implementing filtration

~~Oct 9/15~~ - system-filtration system update

2/9/18 - filtration system estimate from Ingersoll

Sept 5/17 - Water tower & filtration

20/8/16 - looking into filtration system - 5 years.

Sept 13/16 - quote from Ingram well & Pump service

July 19/16 - Quote from Ingram

Line to check with MLA office to research ^{access} ~~access~~ with to government funding.

May 12/16 Talked to Lloyd Ingram pricing

Feb 8/16 - Mike talked to Lloyd Ingram @ information & pricing

Feb 9/16 - subject of filtration system raised types & costs
will be researched.

Nov 10/15 Manganese treatment - Lloyd Ingram - article from
Environmental Science & Engineering.

Nov 12/14 Trustee eligibility - letters of patent state that trustees
must be property owners in the PID.

Dec 10/13 Lind Meise became office manager

Aug 12/13 - Talked to Mike regarding letter to customers
installing filter systems.

July 9/13 Mike met with J. Green from Northern Health
discussed the water sample + lower amount of Manganese

May 14/13 Northern Health regarding 2012 Annual Report

April 29/13 Discussion of Water Treatment - not easy, expensive.

April 9/13 Email from B. Gaunt Northern Health regarding
training issues (Mike's courses)

Feb 12/13 - email to Mike regarding gathering info on Manganese.

Dec 11/12 - look into the cost of dealing with manganese - make available
for AGM.

Nov 13/12 - Mike to look into if there is any way to manage Manganese

Oct 9/12 - Discussed manganese in our water being a problem

April 30/12 - AGM - Discussion of water treatment plant.

May 2019.

After April 30/12 - Nancy went on water board.