

**REGULAR MEETING OF THE PINEVIEW IMPROVEMENT DISTRICT  
BOARD OF TRUSTEES MINUTES  
January 6, 2026**

Present: Board Members: B. Heft chair, G. Poitras, K. Yeulet, Nancy Wellburn,  
Employees: Holly Herzog  
Guests: Trish Irwin- No Show

Meeting called to order:  
Time: 7:01 pm

Motion by: Kathy Yeulet

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

Seconded by: Greg Poitras

Carried

**OLD BUSINESS**

- Bi Pure – ongoing

**MAINTENANCE REPORT**

- No report at this time

**ACCOUNTS RECEIVABLE/PAYABLE**

- Overdue list
- Cash report

Motion by: Nancy Wellburn

To redeem GIC that is renewing on January 7, 2026

Seconded by: Kathy Yeulet

Carried

Motion by: Kathy Yeulet

To buy a headset for the office.

Seconded by: Nancy Wellburn

Carried

## **NEW BUSINESS**

- Was decided that we will send out check to Bi Pure by registered mail once funds are available in our account. Sent out January 7, 2026
- Regional District –Brenda to touch base with Kenna and let her know that we are still interested and working on it.
- Trish – Water card user- email response sent out, bcc board members- No Show if she continues voicing her discord, Greg to reach out to her.
- Purchase hands free head set. – can put on speaker but no privacy – approved. Holly to buy.
- GIC coming due in Jan 7/26 made appointment for Brenda to sign documents Jan 7 at 10:30 am see attached – Brenda called the next day Jan 7/26 after signing, money is in account.
- Got invoice from Bi Pure - Holly to reach out to Jeremy as he is familiar with this. I looked up time frame and payment schedule for Bi Pure from one of our older meetings I put as reminder on agenda. I reached out to Jeremy he called and said we should talk to Radloff, I sent David a copy of the timeframe and breakdown that we have, and asked for clarification as this is what we had voted on.
- Dates GIC come up for renewal make sure we have enough in bank for Bi Pure- Holly to do up a rough time frame/ budget that we will need so we can redeem the next investment.
- Tax stuff T4, T4A, GST return, Trail balance ect.- to be sent to account
- Water Card user rules updated. Holly will send out to the water card users to sign and send back to us.

## **CORRESPONDENCE**

- Land titles
- Water reports
- Pump house data
- Bank statement
- Fire Department water usage-
- Tax stuff
- New water card user
- Ministry tax rate 2026

## INVOICES

Motion by Greg Poitras

To pay all incoming invoices

Seconded by Kathy Yeulet

Carried

Motion by Nancy Wellburn

To adjourn meeting

Seconded by Kathy Yeulet

Carried

Meeting adjourned: 8:30 pm

Next Regular Board Meeting: **February 3, 2026 @ 7 pm**

AGM: Tuesday April 28, 2026 @ 7:30 pm

## REMINDERS/ BRING FORWARD

- (Reminder) Trustee Terms 2026 Nancy's position going up for election as a 3-year term.
- TD GIC'S MATURITY DATE

1. So, 25% of that due after vote is done \$111,225.00. Paid January 7, 2026  
\$120,764.00
2. Then 35% \$155,715.00 due March-April 2026 once building is done.  
Radloff figures Apr 1/2026. Then transport to P.G. 2 weeks.
3. After unit is setup and hooked up, we will have to pay the 30%  
\$133,470.00 invoice.
4. Then 60 days after it has been running, we pay the last 10%  
\$44,490.00 of the \$444,900.00.

We would work on site prep while Bi Pure are building the system.

The revised total estimated costs including Contingency **\$895,850.00**