

Van Anda Improvement District April 12, 2016 Meeting Minutes

In Attendance:

Trustees: Karen May
Bob Timms
Mike Craggs
Walter Gussman

Employees: Ken Soles, Water Operator
Heidi Gable, Administrator

Guests: Alan Maclsaac

Trustee Terry Hollo sent her regrets that she was not able to attend.

Declaration of Conflict of Interest: No trustees had any conflicts of interest to declare.

Additions / Approval of Agenda: It was moved by to accept the agenda as ammended, seconded, all were in favour; carried.

Fire Department Report

The department responded to 2 **First Responder calls**; all were lift assists.

Training – 3 members have completed the extrication training; 3 members completed the flagging course (use of barriers, cones and directing traffic for safety). There is an Incident Command Structure course in Powell River coming up. The department is looking to send some of our members over to participate. The department is looking at a new format for training – people driven rather than hall driven.

New batteries were purchased for the pagers. The pagers are working much better. These particular batteries are more expensive but they don't have a memory and they have twice as much signal strength. The department may look at purchasing new pagers; the current type are no longer supported.

We have one set of bunker gear on order for our newest member. Have also ordered 5 pairs of new gloves.

The **radio license** is up for renewal this month. The bill has just been submitted for payment.

2016 AGM for the Volunteer Fire Department Association is coming up. The trend is to move the AGM's into the year they fall.

Rescue budget has been approved but we are waiting for the grant-in-kind to be released from the Powell River Regional District. There was another opportunity to for an upgrade to the Rescue truck but at a cost of \$40,000. This is out of the department's price range. Powell River still hasn't released their truck up for bids as yet. The department will continue looking.

Fire Chief and Medical officer will participate in a **Naxalone training** (narcotic antidote for drug overdoses). Medical officer will come back and train more members.

Waterworks Report

Pump hours at the lake over the past month have been averaging 5.76 hours/day. This translates to an average of 62,685 gallons/day. The Wall St. Pump house hours have been averaging 1.51 hours/day.

A large leak was located on Smelter. Since the leak has been fixed the **pump hours** at the lake have been averaging 3.88 hours per day or 41,660 gallons per day.

Work completed over the past month:

- on March 7 an electrician was called out **to install a new GFI at the spit receptacle** for UBC research student to install a new pump.
- **Sampled sites #1 to #4** on March 8. All results came back good.
- Electrician was called out to **look at the pump in the trailer** which wasn't working. He took apart the pump and checked the wiring. When he put the cover back on and reconnected the contacts in the box, the pump worked again. It was determined that contacts were not fully engaged.
- Completed the **water survey** on March 17.
- **Replaced the cracked eyewash bottle** at the chlorinator with a new one on March 19.
- **Shut off the water** at 801 Sellentin St. on March 21 so the owner could complete some repairs.
- On March 21 went to Powell River to **pick up a pallet of chlorine**. Aaron Service is offering a reduced price.
- Attended the **"Taking Care of your Water System" workshop** in Powell River on March 22. While at the workshop, received a call from a rate payer reporting a leak below the property at 4104 Gracemere St. Called out our back-up operator to check out the report.
- on March 23 worked on **repairing the leak below 4104 Gracemere St.** Called out our back-up operator and Fudge Contracting. After digging out, located a 4" AC line about 6' below the surface. Installed 2 robar clamps as a temporary fix. The line already had 2 robars from previous repairs. The pipe was way out of alignment. Secured the site and left open to continue with the permanent repairs the next day.
- On March 24 cut **out 8' of AC pipe and replaced it with 4" C-900 and 2 robar transition couplings**. Removed the old, leaking unused saddle and repaired with a robar clamp. Back filled the area with sand and gravel.
- Returned to the Gracemere St. on March 26 to **repair and redo the valve box** with the assistance of our back-up operator. Recorded the repairs on a map. Also dug out and redid the shut off with a new pipe and cover at 5110 Wall St.
- **Sampled sites #5 to #8** on March 29. All results came back good.
- **Read the meters** on April 6.
- Attended the **"Acoustic Leak Detection" course in Nanaimo** on April 7 offered by the Coastal Water Suppliers Association. Attended the **Coastal Water Suppliers Association conference** on April 8.

Safety Report: The leaking bottle from the eyewash station at the chlorinator building was replaced.

Secretary's Report: The chair asked for any errors or omissions from the February 20, 2016 minutes as distributed and also from the March 8, 2016 regular meeting minutes. There being none, it was moved to accept the minutes as distributed, seconded, all were in favour; carried.

Correspondence:

Austin Engineering – received correspondence from Austin Engineering advertising their services. They specialize in seismic design and retrofit, structural analysis, hydraulics, and geotechnical assessments. They provide dam safety reviews; emergency preparedness plans; emergency planning guides; operation, maintenance and surveillance manuals; seismic analysis; slope assessments; capital planning; structural inspections; design and repair detailing; reporting and condition assessments; remediation of concrete and earth dams; and foundation designs. Administrator will file for future reference.

New Local Government Act – Administrator will make 3 more copies for distribution and the office.

Mike Wall from the Powell River Regional District – received an email indicating that Van Anda had inquired about including the cemetery in the improvement district boundaries. This is not the case. Administrator will respond correcting the information. The I.D. does not campaign for properties to be included in to the I.D. boundaries. Administrator will explain the previous arrangement with regards to water usage at the cemetery and include an application for inclusion into the I.D.'s boundaries should the Regional District wish to have the cemetery included.

Old Business/Follow-Up from previous meeting:

RES'EAU WaterNET AGM at Whistler – Administrator and one trustee still on track to attend.

Culvert at the bottom of Priest Lake Hill – arrange for a meeting with all stakeholders. Administrator will contact the Highways department, MLA - Nicholas Simons and PRRD Area D Rep - Sandy McCormick to arrange a meeting to discuss the issues of the compromised culvert at the bottom of Priest Lake Hill. It was moved to initiate a meeting with a Capilano Highways representative, our MLA and PRRD Area 3 rep to discuss the situation at the culvert, seconded, all were in favour; carried. Chair will contact the engineer to ask for their input.

New Business:

Drought Management Conference – was attended by a trustee and the operator. The following concerns were raised for Van Anda

- 1) Reduce water loss thru leaks: ie aggressive leak detection and remediation.
- 2) Lower position of the pump at Priest Lake (in anticipation of projected drought events).
- 3) Clear culvert at Priest Lake Road and investigate re: gate system to control the flow, raise the dam.
- 4) Promote, educate, re: water conservation – water restrictions, rain water harvesting (incentive program? Workshop?)
- 5) Plan for 100% metering by stages starting ASAP – no charge to begin with, use for information purposes.
- 6) Initiate Watershed Management Plan: involve all stakeholders (other license holders), develop drought emergency plan. Cowichan has a Watershed Management Plan.
- 7) Research and establish clearly how much water we have, who is using our water and how much and for what purpose.

A suggested read: *“Dealing with Drought: A Handbook for Water Suppliers in British Columbia”*, June 2004. Items 1 thru 3 are considered priorities based on information obtained from two Coastal Water Suppliers Association workshops and experiences of other districts re: drought management. Also, our operator has been dealing with several major leaks, correction of which has demonstrably lowered pump hours. We are coping with aging and deteriorating distribution infrastructure. Sources of funding must be found to upgrade the distribution system.

Administrator will contact RES'EAU for assistance in obtaining information on the lake – measuring the volume of water in the lake, the water flow into the lake, what does it “mean” to the system and the community when the water level drops 3” or 1 foot, etc. on the ruler stick, how much water is lost in Priest Lake/Spectacle Lake evaporation.

Plan to set a date for the drought management meeting at our next regular meeting.

Planning Grant – we have received confirmation that our application for an infrastructure planning grant for up to \$10,000 has been approved. The grant is to complete an Integrated Assessment of future needs for a sustainable water system for the Van Anda I.D.

Financial Reports:

Financial spreadsheets were not available due to a computer virus.

Invoices already signed and needing signing perused, cheques signed.

Meeting adjourned: 9:20pm

Next Regular Meeting Date: May 17, 2016

Audited Financials Review Mtg: April 19, 2016

Annual General Meeting: April 26, 2016

Minutes Approved:

Bob Timms, Chair

Heidi Gable, Administrator