

Van Anda Improvement District Annual General Meeting

Tuesday, April 16, 2013 – 7:00 pm

Minutes

Ratepayers in attendance: Phyllis Soles, Georgena Hollingshead, and John Wood

Bob welcomed ratepayers to the annual general meeting and introduced the trustees and staff: Trustees: Walter Gussman, Terry Marshall, Bob Timms, Karen May and Mike Craggs. Staff includes: Ken Soles, Water Operator and Heidi Gable, Administrator. Gord Roberts, Fire Chief was unable to attend as he is still on holidays.

1. Bob asked for any additions, new business or changes to the agenda? There being none, Karen made a motion to accept the agenda as presented, Mike seconded; carried.

2. Copies of the minutes from the 2012 Annual General Meeting were available for perusal. Terry made a motion to waive the reading of the minutes from last year. Karen seconded the motion. All were in favour, carried. Karen made a motion to accept the 2012 Annual General Meeting Minutes as circulated. Mike seconded. All were in favour, carried.

3. Waterworks Report

A bypass was installed at the storage tank. It means if there are repairs or maintenance to be done at the tank, the tank can be bypassed and the village will not be without water.

8 new sample stations were built and installed throughout the village of Van Anda. This means that all samples collected are now taken directly from the pipe – no more false negatives. Testing takes place every 2 weeks at 4 of the 8 locations. Testing sites change each collection – sample stations 1 through 4 for the first set of tests in the month and sample stations 5 through 8 for the second set of tests in the month.

We are still not meeting standards of treatment for *Guardia* and *Cryptosporidium*. UV filtration is a very real possibility. Test results from our preliminary samples are coming back good. We may be okay to treat with UV with minor filtration prior to the UV system. Final results will need to be analyzed by an engineer. The chlorinator would be moved to just before the tank so that water stored in the tank would have chlorine residuals, but not at a high level of concentration. The chlorine is still needed in the water to assist with keeping the lines clean during flushing procedures. If we are able to move forward with UV rather than sand filtration, this would result in a huge cost savings to the ratepayers.

A Wall Street ratepayer inquired about installing larger water lines along Wall Street to increase pressure and fire flows to the hydrants. It was explained that the cost of install would be extremely expensive. Our infrastructure consists of a little bit of iron pipe but mostly different sizes of plastic – 8”, 4”, etc. There is some cement pipe still scattered here and there throughout the village. The ratepayer asked about increasing the size of the pump on Wall Street to increase fire flows at the hydrants. This is something the trustees have not considered and will bring to a regular meeting for discussion.

Regarding the ratepayers letter that went out with the 2012 invoices which indicated there may be issues with ratepayers fire insurance where the hydrants do not meet fire flows, it has now been determined there is a numerical grading system scaled from 1 to 5 to assess the protection available for small buildings such as single-family dwellings and is used by Personal Lines insurers. One (1) is the highest grading possible and 5 indicates little or no fire protection is present. This grading reflects the ability of a community to handle fires in small buildings. These fire insurance grades are currently published within the Canadian Fire Insurance Grading Index for subscribing underwriters to utilize for property and casualty insurance writing purposes. Dwelling Protection Grade 3A – applies to Personal Lines insured properties within 300 m of a hydrant on a recognized water supply system (Van Anda) and within 8 road km of the Van Anda fire station. Dwelling Protection Grade 4 – applies to Personal Lines insured properties not within 300 m of a hydrant on a recognized

water supply system (Van Anda) but within 8 road km of the Van Anda fire station. The ratepayer's letter from 2012 is a moot point. Ratepayers within the improvement district boundaries fall under the rating system and therefore are eligible for fire insurance and are covered, regardless of hydrant flows.

The most cost effective method of increasing pressure on Wall Street is to install a tank at the end of it. Tom Hoehn, our consultant, and Ken have been investigating different tanks that have been available. Tom had two tanks in mind but the cost to move them to Texada was astronomical. Investigations are on-going.

The improvement district has changed back to liquid chlorine from the puck system. The puck system was to be a huge cost saver; however, the system had major problems. Most of the issues lie with the tubes blowing due to residuals from the chlorine pucks. The residuals would wear away at the plastic tubes until they blew. Replacement tubes are very costly. Since switching back to liquid chlorine the system has been much more reliable.

4. Fire Department Report

There are 18 members on the department. 3 are trained to Level 1. 3 members are trained to Basic Fire. The remainder of the members are in training for Basic Fire. We have 6 First Responder members within the department and 5 members are Air Brakes trained.

Members have participated in the following training sessions throughout the year: Vehicle Extrication and Wildfire Management. Members will be attending First Responder training in early 2014.

The department receives approximately 2 first responder calls per month. The last fire call was that out at Shelter Point Park.

Pagers and radios are being updated.

The House Numbering upgrade is still in progress.

The Fire Department Amalgamation is also still under investigation.

5. Financial Report

Walter made a motion to appoint David Duke & Company by resolution to be our auditor for the year ended December 31, 2013; Karen seconded; carried.

The audited financial report for 2012 as prepared by Duke and Company was presented. It was noted by the auditor that the ID has not done a Capital Assets Inventory as required by the government. The third party cost for an inventory is approximately \$8500. An outstanding grant application was made in 2011 through the PRRD and has yet to be granted. The Trustees will continue to wait for this grant or other possibilities of funding. The cost of the audit was \$3,659 (including HST).

A spreadsheet was prepared and presented to the ratepayers to show the course of the Fire Truck Loan.

Bob asked for questions from the floor. There being none, Mike moved to accept the Van Anda Improvement District's financial reports; seconded by Terry; carried.

6. Old Business

- a) Capital Assets Inventory – discussed under the Financial Report.
- b) Hydrant fire flows and insurance coverage – discussed under water report.
- c) 5 Year Capital Works Plan – updated and presented to the ratepayers.
- d) Right-of-Way at the storage tank site – investigated. The improvement district received notification from Lafarge – they are no longer interested in the right-of-way. We can apply to use it for the chlorination building.

e) Website – still under construction.

New Business:

No new business to report.

8. Election of New Trustee

Vacancy caused by term ended – Mike Craggs – 3 year term, 2016

Bob asked for nominations from the floor? Terry nominated Mike for trustee; Mike confirmed he is willing to stand. There being no further nominations from the floor, Mike was elected by acclamation.

Terry put forward his resignation as trustee. Reluctantly, Terry’s resignation was accepted. Walter nominated Georgena Hollingshead to complete Terry’s term. Georgena is willing to stand for the remainder of Terry’s term, 1 year ending April, 2014. There being no further nominations from the floor, Georgena was elected by acclamation. Walter thanked Terry on behalf of the trustees for his service on the Improvement District Board.

9. Bob asked for **any further questions from the floor?** Phyllis wanted to thank the board for their efforts; they are doing a great job. There being no further questions from the floor . . .

10. Karen made a motion to adjourn at 7:40 pm; Mike seconded; carried.

Minutes Approved:

Bob Timms, Chairman

Heidi Gable, Administrator