

Van Anda Improvement District Annual General Meeting

Tuesday, April 17, 2012 – 7:00 pm

Minutes

Ratepayers in attendance: Gerald Doherty, Lloyd Grayson, Larry Clarke, Joanel Clarke, Malle Behan and Phyllis Soles.

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 who was unable to attend due to a previous commitment. Staff includes: Gord Roberts, Fire Chief; Ken Soles, Water Maintenance and Heidi Gable, Administrator.

1. Bob asked for any additions, new business or changes to the agenda? There was one item added to the agenda, under section 8 of election of trustees. Walt made a motion to accept the agenda as amended, Gord seconded; carried.

2. Heidi read the minutes from the 2011 Annual General Meeting. Bob asked for any errors or omissions to the minutes. There being none Karen moved to accept the minutes as read; Walter seconded; carried.

3. Waterworks Report

Bob gave an overview of the annual water report received from Vancouver Coastal Health Authorities. Some items to consider are:

- Continue to work on tightening up the chlorination control.
- Move towards treating for or inactivating Giardia and Cryptosporidium.
- Move towards reducing turbidity from silt and organics.

Comments by the Water Officer:

- Difficulties encountered over the year included a change in operator, fluctuations in treated water quality, potential impacts from industrial drainage into the watershed, disinfection equipment issues, and reservoir cleaning.
- A thorough cleaning of the reservoir in 2011 was facilitated by work to enlarge the access. This appears to have improved water quality significantly.
- Issues with the chlorination system and high levels of maintenance are necessary to keep it operational due to the impact of solids in the feed lines. Not an anticipated issue.
- Improvements were made to the design of the pump house and state of the equipment; the residual analyzer has also been calibrated and appears to be reliable at this point.
- Water main flushing has been increased and should be considered a necessary part of maintaining the system.
- Excellent sampling frequency with 305 samples submitted. Water Officer suggested sampling every 2nd week from all sites. Recommends moving away from sampling within residences and towards sampling stations as this can eliminate false positives for total coliforms.
- Working with an experienced water system consultant on an ongoing basis appears to have had positive results in the operation of the water system. Very diligent work by the new operator-in-training also appears to have tightened the chlorine control in the system. Excellent work!
- Drainage from the quarry into the watershed continues to be investigated and actions have begun to address this.

- Raw water analyses and THM testing carried out in 2011 indicate TOC is consistently high and THM's exceed the standard.

The Improvement District has hired on Ken Soles as our new water operator. Ken is on his way to Parksville next week to write his Small Water Operators certification exam.

Bob asked for any questions from the floor. A ratepayer was concerned with the newsletter that was distributed with the annual invoices which stated that in certain areas within the improvement district there are hydrants that do not meet fire flows and ratepayers living in these areas are advised to make their insurance underwriters aware of this situation in order for there to be no surprises in the future if claims were made. The issue in most cases, specifically up on Wall Street, is that there are only 4" water main lines installed. Gord explained there is ample static head in most of the system which is why most households have, or should install reducing valves. The fire flow specification requires that the hydrant flow be measured fully open, with only the flow measuring equipment connected to the hydrant opening. In this condition the hydrant should show a minimum of 20 psi dynamic head and 2 cubic meters per minute flow (2000 litres/min). The 4" line in most cases won't meet dynamic pressure and fire flow.

The fire truck can pump 850 gallons/minute. The pump specifications for the new truck are the exact same as the old truck. Anything the old truck can do, the new truck can also do. The new truck has the added enhancement of foam and it also meets age requirements.

The best solution for the hydrants that do not meet fire flows would be to install 6" water line all along Wall Street. One of the Wall Street ratepayers has brought this issue up several times in past years at previous AGM's with no solutions as yet. Wall Street has at least 20 ratepayers, Blewett Street at least 7. The Wall Street ratepayer was under the impression that with the purchase of the new fire truck this issue would be resolved. Gord explained these are two separate issues. The new fire truck was purchased because of the age of the old truck. The old truck was replaced because it no longer met the age requirement for a front line response vehicle. Without a vehicle meeting the front line response requirements, our insurance rates would be negatively affected.

The issue of low fire flows is a separate problem all together. There is 6" pipe up to the government wharf and 4" line from the wharf to Lafarge. The cost of installing 6" line is anywhere from \$150 to \$200 per meter for new pipe. The pipe itself is approximately \$37 per foot. These are conservative estimates. Just as an example, the improvement district spent between \$20,000 and \$30,000 for the 400' of new pipe that was installed last year behind the hotel. Replacing the 4" line with 6" all up Wall Street requires construction permits that are filed with Vancouver Coast Health Authorities. They would also require engineer studies and reports adding thousands of dollars more to the cost of the install and then substantial water testing studies after the install is complete. This would not be a job that we could undertake without going through the proper channels.

Ratepayers are concerned if their underwriters are made aware of the situation their insurance rates will go up significantly. The questions that are asked when obtaining insurance do not cover for fire flow rates. However, on the flip side, the improvement district felt it prudent on their part to acknowledge the shortfall on fire flows in order to protect the improvement district from any kind of liability. The thought is that perhaps insurance underwriters will take into consideration the fact there are hydrants available to the fire department to tap into, that there is a fire truck and department that will attend to the fire and perhaps categorize these ratepayers in a separate category where they pay a higher rate than where the hydrants meet flows but pay less than where there are no hydrants or no department available to attend the fire.

The Wall Street ratepayer inquired whether an install of a tank at the top end of Wall Street would benefit the rest of Van Anda. The problem isn't how much water is available; it lies with the pressure that is available to the fire department to use while fighting fire. Gord responded that the fire department will respond to any fire call it receives. The department will work to the best of its ability with what it has to work with. The fire truck can pump 2 cu meters/minute which equals 530 gallons/minute. The older fire truck can still respond to a fire, not as the primary fire fighter but as a secondary and has 500 gallons of water available to fight with. Van Anda has the mutual aid agreement in place also with the Gillies Bay Fire Department. Gord feels there wouldn't be any difficulties in containing a family home fire. The house may not be saved but the surrounding buildings would be. Gord's fear lies in containing a bush fire and all the other issues surrounding it.

Ratepayers questioned the M & M Hardware building fire and the things that went wrong with fighting it. The M & M building was a huge fuel load, the building itself was all wooden construction with oil soaked floor boards. The fire was in the heat of the summer, the system itself ran out of water, it didn't have anything to do with the trucks responding to the fire. At the time of the fire the pump wasn't working properly – it was cavitating. Tankers were brought in from the quarry and also the logging companies. Since then, a second pump has been purchased for the water system.

A ratepayer from Blewett Street asked what the solution is – what is the plan to correct the problem. It can't be ignored. There isn't any way to increase the pressure from the 4" lines to bring the fire flows to 2 cubic meters per minute (2,000 litres per minute). It seems the consensus of the ratepayers is to have proper fire flows to hydrant versus filtration and disinfection for Guardia and cryptosporidium.

Another ratepayer inquired as to why they should report the fire flows to their underwriters. The response to that is the fire flows are documented. It is the obligation of the improvement district to keep the ratepayers informed. Gord reminded the ratepayers – the fire truck will respond to a fire. There are enough hydrants situated around the village where most all households are within 1,000 feet of a hydrant. Gord's focus has been with response time; from the time he receives the page to the time the members are on scene ready to go to work in an effort to ensure that the Fire Department is on scene before the structure is fully involved. By arriving before full structure involvement, the 1,000 gallons on the truck, when combined with the foam system, is more than enough to extinguish a house fire. If the house is fully involved, our focus shifts to protecting exposed areas from the fire (neighbouring properties, brush, etc). His aim has been to be at the scene within 10 to 15 minutes, but in fact has arrived and been ready in as little as 7 or 8 minutes.

Another concern was if one ratepayer contacts their insurance underwriter, this would cause a ripple effect with the insurance companies looking at the whole of Van Anda. The ratepayer would have preferred the annual newsletter to inform them of the fire flows rather than suggesting the ratepayers inform their underwriters. The trustees noted the fire underwriters are already reviewing different improvement districts for fire flow pressures. Savoury Island and Powell River area have already been reviewed.

Blewett Street ratepayer inquired if leaks in the system would be cause for inadequate fire flow pressures. It's line size that is the issue and head when tank is empty. Wall Street needs a tank at the upper end of it. The trustees have been investigating this possibility for the past 6 months. Our consultant had a tip on 2 free tanks in Powell River but the cost to have them moved was \$50,000 each. On top of this would be the cost of installation, laying a foundation, etc.

Government standards are continuously changing. They are moving to get rid of improvement districts all together. Revisions to the capital works plan are needed. A cost estimate to install a 6" line to Blewett and Wall Street will be prepared. The trustees will also investigate the size of the tank needed at the end of Wall Street, the cost of it and the cost of installing it. The new fire truck will be paid for in approximately 3 years. The cost to each household for the fire truck has been approximately \$1,000 over the 5 year time frame. The ratepayers would like to see the improvement district work on replacing the 4" lines after the fire truck is paid and would prefer to pay the increased taxes for several years longer if it means the problems with low fire flows can be resolved. Approximately 20% of the ratepayers within the district are affected by the low pressures – about 40 households out of the 230. This should be considered a priority of the improvement district. Filtration is a Vancouver Coastal Health priority but as long as we are moving forward in some way they should be satisfied with what we are doing.

Another capital expenditure item is the replacement of our current storage tank. It should still last another 5 to 10 years; however, this too needs to be considered. A liner could be installed as a short term solution. The improvement district is currently trying to acquire more land around the tank for the time when a new one is purchased and the chlorination building is moved to after the tank.

The five-year capital plan will be revisited in June to revise our priorities. The improvement district's mandate as prescribed by the improvement district manual is to provide potable water, fire protection and water to the system. It does not say how much water we have to provide or the rate of fire flows to the hydrants. When it comes time to spend larger sums of money, costs for large capital expenditures will be estimated; a proposal will be prepared and then brought forward to the ratepayers for approval.

4. Fire Department Report

Further to what has already been reported in the Water Department report Gord noted that he, too, receives calls from Insurance Companies asking insurance related questions for properties within the improvement district's boundaries.

2011 had a total of 8 calls for the fire department – 3 first responder call, 2 motor vehicle accidents, 2 false alarms specifically at the school. So far in 2012 the departments has attended to 3 first responder calls, 1 motor vehicle accident and to 1 vehicle fire. The consensus amongst the department is that it was a good decision to move to First Responder status. There are 5 members, soon to be 6 who are medically trained to attend before the ambulance arrives on scene. When dispatch pages out, both the ambulance and first responders are paged at the same time. The first responders will almost always arrive on scene prior to the ambulance's arrival. There can be up to 6 first responder members respond on top of the ambulance attendants. Gord carries a BC Level 2 first aid kit in his truck at all time.

Attendance at practices remains high as is morale. Membership is solid.

5. Financial Report

Malle Behan made a motion to appoint David Duke & Company by resolution to be our auditor for the year ended December 31, 2012; Gord seconded; carried.

The audited financial report for 2011 as prepared by Duke and Company was presented. The cost of the audit was \$3,634 (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, Lloyd moved to accept the Van Anda Improvement District's financial reports; seconded by Gerald; carried.

6. Old Business

a) Capital Assets Inventory – was noted in the auditor's report as still not having been completed. A grant application to the province has been submitted via the Powell River Regional District but we are still waiting on the provincial government to make a decision. The application was submitted in February of 2011. The capital Assets Inventory is a document that is continuously added to as changes are made in infrastructure. For example if a section of water main is replaced, that information is incorporated into the Capital Assets Inventory noting the costs for the replacement and the date, etc.

b) Wilson/Duker Boundary expansion – approval for the expansion was received in August of 2011. A fire hydrant still needs to be installed but at the expense of the ratepayer.

7. New Business

a) In the process of acquiring more right-of-way at the storage tank site. The right-of-way already in place belongs to Lafarge. The improvement district paid to have a survey prepared of the land area around the storage tank. A copy of the survey was taken to Lafarge. A meeting was held with Lafarge to discuss the intentions of the improvement district to acquire more land for expansion for a future replacement of the storage tank and also the moving of the chlorination building. Lafarge's land management team will be looking at the improvement district's proposals and will get back to the trustees next week. The improvement district has already had a pole and power installed on site. The plan is to also move the chlorination building at the storage tank site in order to have chlorination happen after the tank. There is no cell service at the lake site. In the event the chlorination system goes high tech the system needs to be moved to an area where a cell phone signal can be transmitted from.

b) The generator was purchased and is stationed at the pump house. When the power goes out Ken makes his way to the pump house site to turn the generator on. The generator has proven very effective this past winter.

c) Website – an improvement district website is in the beginning stages of construction. This is another form of communication with the ratepayers where information can be posted. Sandwich board signs are also being considered.

8. Election of New Trustee

Vacancy caused by term ended – Walter Gussman – 3 year term, 2015

Karen May announced her resignation due to family responsibilities. Karen noted as resigning trustee it has been a pleasure to work with the group.

Bob asked for nominations from the floor? Malle nominated Walter, Gord seconded. Karen nominated Joanell, Larry seconded. There being no further nominations, both Walter and Joanell were elected by acclamation.

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. Larry also wanted to thank the fire department. There being no further questions from the floor . . .

10. Phyllis made a motion to adjourn at 8:30 pm; Malle seconded; carried.

Minutes Approved:

Bob Timms, Chairman

Heidi Gable, Administrator