

Van Anda Improvement District Annual General Meeting

Tuesday, April 26, 2016 – 7:00 pm

Minutes

Ratepayers in attendance: Phyllis Soles, Gena Hollingshead, Al McIsaac, Terry Waterman, Jane Waterman, Cindy Babin, Jack Wilson, and Bob Duker

Karen welcomed ratepayers to the annual general meeting and introduced the trustees and staff: Trustees: Walter Gussman, Mike Craggs and Karen May, acting Chair. Staff includes: Ken Soles, Water Operator, Mike Craggs, Fire Chief and Heidi Gable, Administrator.

Trustees, Bob Timms and Terry Hollo were not able to attend.

Karen asked ratepayer Phyllis Soles to stand as returning officer. Phyllis accepted.

1. Karen asked for any additions, new business or changes to the agenda? There being none, Walter made a motion to accept the agenda as presented, Mike seconded; carried.
2. Karen asked for a motion to wave the reading of the minutes from the 2015 Annual General Meeting. Jack so moved; Terry seconded; carried. Minutes accepted as distributed.

3. Waterworks Report

In January, new signage was put up around the lake and watershed and met with consultant Tom Hoehn to discuss looping the distribution system.

In February, met with Professor Madjid Mohseni from UBC to talk about the Living Lab Pilot and other possible projects, if Van Anda Improvement District become a partner of the RES'EAU Community Network. Fixed a leak on the Legion Road in the 6" main.

In March, a meeting was held with Darren Brown and Lafarge reps regarding the settling ponds. Replaced the check valve on the inlet at the Wall St. pump house and checked the bladder pressures in the tanks.

In April, took the Confined Space Awareness course in Duncan. Also started taking water samples and forwarding to UBC for the water pilot project.

In May, ordered and received the new check valve for the Wall St. pump house and replaced the step and top of the valve at the tank standpipe.

In June, work started on the Para St. upgrade. Found all connections, laid pipe, installed valves, restraints, standpipe and service saddles. Tested the main at 110 PSI and hyperchlorinated. Finished the new connections and capped the road with Terminal 18. Also in June, changed out the check valve at the Wall St. pump house which resulted in a dramatical decrease in pump hours. Installed a new connection for a new house on Marble Bay Rd.

In July, started clearing the road to the chlorinator to prepare for the arrival of the pilot trailer from UBC. Along with Walter, constructed a pad for the trailer to sit on. Tightened the two lower bands on the storage tank with resulted in noticeably less leakage. A diver was brought in to change the screen and do an inspection of the intake out at the lake. All looked good.

The UBC pilot trailer arrived in August. There was a leak at the end of the line on Wall St. Old 2" iron fittings were replaced.

In September the diver was brought in again to inspect the culvert at the road at the bottom of Priest Lake hill. Both ends of the culvert were clear as far as the diver could see but he could not see daylight from either end. He would not enter the culvert as it was a safety issue. Repaired a leak on Smelter, there was a saddle leaking. Repaired a leak on Main St. alley; a curb stop was replaced. The Stage 2 water restrictions sign was taken down.

In October, the burning ban sign was taken down. Collected samples from the Lake and Gem Creek for the Total Metals testing. Took samples from the tank inlet and outlet for THM sampling. All results came back below the provincial guidelines.

In November, a large leak was discovered on Smelter. A 4" main was broken in half. The water was shut off overnight and fixed the next day. Pump hours dropped from 10.6 to 6.7 as a result. Attended a workshop on Drought Management in Nanaimo. Rain events have caused the level of the lake to rise over the spit.

In December the water pilot trailer was moved from the spit to the pad as the lake levels continue to rise.

Found 2 more substantial leaks early in the new year, one at Colborne and the other at the end of Smelter. Fixing them resulted in the pump hours at the lake falling below 4 hours per day. Attended a "Taking Care of your Water System" workshop in Powell River in March and an Acoustic Leak Detection course before the Coastal Water Suppliers Association AGM and Tradeshow in Nanaimo in April.

Ratepayer commented the new signage for the watershed has been noticed and is effective. The water pilot project was clarified to the new member of the community. Another ratepayer noted that 5,000 alders within the watershed that had already died had been cleared from within the watershed boundaries. The trustees thanked the ratepayer for this undertaking as the alders are the prime contributor to the turbidity in the water. A ratepayer inquired if there were issues with rodents in the storage tank. There have never been rodents noticed in the storage tank. However, this year there seems to be a higher number than normal within the village of Van Anda.

4. Fire Department Report from Chief, Mike Craggs

2015 turned out to be a busy year for Van Anda Fire/Rescue with twenty-two 1st Responder calls to either assist BC Ambulance Service or as medical responders first on scene. There were no Fire Service calls received

The department ended the year with approx 18 members on the roll, this varied throughout the year as work commitments conflicted with Fire training

Hall renovations are nearing completion, the main meeting room Reno's are complete, two offices and the exercise area are awaiting flooring to be completed. In the fire bays, the equipment has been rearranged to maximize available space.

All lockers were replaced with models that meet Work Safe requirements, they seem to be a vast improvement over the old wooden lockers.

The change-out of Fire helmets has begun, we ordered and received 10 new helmets with thanks going to the gaming account for supplying approx 3/4 of the funds required (\$3000). Used bunker gear is now being stored properly and will be replaced on an as-needed basis, one new set of black bunker gear is now on order to supply a firefighter who did not have their size in stock. Bunker Gear gloves are being replaced as the budget allow, 4 pairs are on order.

A portable tank – bladder (capacity 500 Gal) was purchased and will be fitted onto the existing Engine #2 hose bed as this truck becomes more of a resource back-up to the main engine.

Both Engine #1 and #2 have passed this year's vehicle inspections. Rescue went through a major mechanical servicing and is now functioning normally. The department is still looking to replace the Rescue pick-up.

The Departments ordered and received duty uniforms this year. All Rescue coveralls were ordered and received. Those members meeting the hourly minimum received their department jackets.

Rescue now has it's own portable generator and scene lighting to illuminate any night occurrences. Rescue will be purchasing a replacement AED, an AED-1000 model, as the current AED is no longer supported and cannot be tested. (Our current AED can be used as a trade-in on the new model.) The new model is expected to have a user life span of approximately 15 years. The AED-1000 will still be compatible with the BC Ambulance Service units and offers some features such as downloading of events that the present model does not support.

Van Anda Fire commissioned a photographer to assist us with the production of a calendar. The same photographer took formal pictures of our members which are now hanging upstairs in the training room.

Our Medical Captain trained the 1st Responders through their "1st Responders license renewals/training". We now have eight first responders. Naloxone (opiate inhibitor) will become a skill for all first responders as soon as the training is completed and our agreement is updated.

All members are now working through the newly issued FireFighter Playbook to determine their training needs and requirements.

In 2015, the Daily Order book (Policy and Procedure manual) became a living department resource, it resides in the Chief's office and all members are encouraged to make themselves familiar with it.

For the most part, all department radios functioned as expected, the pagers are becoming problematic and before replacing, new rechargeable batteries will be sourced.

Department wide training is ongoing, recently the department completed the annual SCBA refresher/training course. Completion requires a fit test which will be done before the first quarter ends. This is a Work Safe requirement.

Next year's wish list is being developed, with Safety items and then Work Safe compliance items receiving priority. Each of the Captains will be compiling their own micro budgets which will then be combined with the Chief's budget.

The proposed budget for 2016 was approx \$1500 less than last year's budget. Presently, there is money set aside for replacing the Rescue Defibrillator with an updated model.

The department is saving approx \$35 K per year to go towards a pumper which will replace of Engine #2 Engine #2 is over the first line age requirement and Engine #1 has 20 years left before it needs replacing. Van Anda Fire/Rescue will be moving into compliance with the province wide Fire Department numbering system, our hall will now be identified as Van Anda Fire Hall 600, all equipment will be numbered as a 600 series, personnel will be numbered from 610 and up. The numbering system for personnel conforms with the province's privacy policy.

As the pagers are aging, we are replacing them on a as-they-fail basis. This year, all rechargeable batteries were replaced with upgraded models and an increased power output to minimize the pagers not functioning correctly. Budget plans will include the replacement of these units with Minitor 6 units at \$350 each starting with 2 units in the next budget year.

5. Financial Report

Walter made a motion to appoint David Duke & Company by resolution to be our auditor for the year ended December 31, 2016; Mike seconded; carried.

The audited financial report for 2015 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. The cost of the audit was \$4,184.25 (including GST).

Karen asked for questions from the floor. There being no questions, Gena moved to accept the Van Anda Improvement District's financial reports; seconded by Jane; carried.

6. Old Business

a) Capital Assets Inventory – the Improvement District has just received confirmation from the Powell River Regional District that we have been awarded the Infrastructure Planning Grant. The I.D. is currently in negotiations with Econics to provide us with our Tangible Capital Assets Inventory and Asset Replacement Schedule.

b) 5 Year Capital Works Plan – as a result of our up and coming Tangible Capital Assets Inventory, Econics will provide the I.D. with a 20 year Capital Works plan.

c) Public Awareness – Annual Texada Water Works workshop – Van Anda Improvement District held another workshop this past Fall, 2015. The topic was timely, Water Conservation in Changing Times. The workshop discussed the effects of environmental and climate changes to our water

d) Communications with Lafarge – have continued. We have met with Darren Brown of Lafarge and a team from Dillon Consulting discussing the progress of Phase 1 of the new detention system upstream from the existing settling pond. There was discussion to divert the surface water run-off south-east away from Priest Lake and toward Rum Bottle watershed. Or, it may be more viable to create a potential detention system. Lafarge has committed to a design decision by mid spring and expect to be shovel in ground by summer.

New Business:

a) Res'Eau Waternet update – background of Van Anda's water was given to the ratepayers. Our water is basically clean. With regards to turbidity the guidelines dictate we go with the 4-3-2-1-0 approach. The 4 refers to the treatment system; the 3 to 99.99% removal of parasites; the 2 to two treatments (barriers) – chloring being one form of treatment; the 1 refers to the turbidity level and the 0 to the amount of E.Coli allowed in the distribution system. Our system is lacking in the #3 area – removal of the parasites and in the #2 area – we are not equipped with two treatment barriers. We also have an issue with high tannins and colour or Dissolved Organic Coliforms which lead to the bi-product THM's. Disinfection needs to be designed to meet the 2 barrier guideline. E.Coli can be removed. UV can remove parasites. Filters can be designed to remove the organics. RES'EAU WaterNET have completed their pilot testing at the lake. They are now compiling their results into a report along with their recommendations and the capital costs for each which they hope to present by the end of the summer. The Van Anda Improvement District has been invited to send representatives to this year's RES'EAU WaterNET AGM in Whistler, April 30th and May 1st.

8. Election of New Trustees

Vacancy caused by term ended – Mike Craggs – 3 year term, 2019. Phyllis asked Mike if he would stand for re-election, and he agreed. Phyllis called for nominations from the floor, 3 times, for Mike's term. There being no further nominations, Phyllis declared Mike elected by acclamation.

9. Karen asked for **any further questions from the floor?**

There being no further questions . . .

10. Mike made a motion to adjourn the meeting at 8:30 pm; Walter seconded; carried.

Minutes Approved:

Karen May, Acting Chair

Heidi Gable, Administrator