

# Van Anda Improvement District December 8, 2015 Meeting Minutes

## In Attendance:

Trustees: Bob Timms  
Walter Gussman  
Karen May  
Mike Craggs  
Terry Hollo

Employees: Mike Craggs, Fire Chief  
Ken Soles, Water Maintenance  
Heidi Gable, Administrator

Guest: David Chan

**Declarations of Conflict of Interest:** There were no conflicts to declare.

**Additions and Approval of Additions to Agenda:** A motion was made to adopt the agenda as amended; all were in favour, carried.

**RES'EAU WaterNET Report:** RES'EAU research scientist, David Chan reported on the latest findings from the water treatment testing taking place at the lake. David has focused his testing over the last month on the ion exchange treatment system to see its ability to remove natural organic matter from the raw water. Where the natural organic matter is too high and chlorine is used for disinfection, disinfection by-products will form. The ion exchange treatment will lessen this affect. During the week of the 16<sup>th</sup> to the 20<sup>th</sup> David prepared the ion exchange system and conducted an initial organic removal experiment with the ion exchange process. During the week of the 23<sup>rd</sup> to the 27<sup>th</sup> David conducted a breakthrough test to determine the level of natural organic matter removed within a full cycle with the ion exchange process. The initial organic removal experiment along with a 25 um self-cleaning filter as pre-treatment for larger particles shows that the ion exchange process is able to effectively remove organic matter from the raw water with a percentage removal of 84%. This level of treatment will bring the quality of the water to the level suitable for effective and safe application of UV and chlorine as disinfection processes. The breakthrough experiment using a nominal 1 um cartridge filter as a pre-treatment to remove large particles from the water started with a 70% organic removal for over 10 hours of operation, gradually decreasing to 33% organic removal after 40 hours of operation. It is estimated the ion exchange process starts to show signs of breakthrough after 25 hours, or 30,000 litres of water. At this point, the system would likely require regeneration. Further testing is required to better determine this phenomenon. David was asked about the irons that are collected in the filter when using electrocoagulation – the system tested in October. Are the irons a pollutant? What is the process for the used filters? As this was a test performed by Shawn McBeath, a UBC graduate student, David was not able to respond for sure but will report back. David would like to continue with breakthrough testing the week of December 7 to 11 and then again December 14 to 18. David will return in the new year January 4<sup>th</sup>.

The **pilot trailer will be moved** from the spit to its original site later in the week. The lake level is rising. As the issues with the culvert at the head of the lake have not been dealt with by Highways, the chlorination building will need to be sandbagged in order to prepare for the possibility of another year of unusual flooding events.

Chair will inquire with Gerry Childress about **installing telephone lines** down to the spit.

For safety purposes, David will begin a **2 hour check in procedure** with Administrator. David will text every 2 hours. If Admin has not heard from David within 3 hours, she will contact Operator first or a trustee to drive to the lake to check on David's whereabouts and personal safety.

## Fire Report

**Lockers** are installed and in place. They still require some minor renovations to incorporate overhead storage.

**4 First Responder calls** in the past month.

Require an electrician to **install lights in Bay 2 above the row of lockers**. Also, replacing fluorescent lights when they go with LED lights. One bank has been replaced to date.

**Rescue truck requires a tune up.** Chief will contact a mechanic.

**Calendars** – not all sold as yet. Have deposited \$2,000 into the gaming account from the sales of the calendars. There is approximately \$5,000 in total in the gaming account at this time. Proceeds from the calendar sales are being considered for the purchase of a weighted dummy for rescue training. Also considering the purchase of the AED outright – at a cost of \$1,000. \$500 has been set aside from the budget each year for the past two years.

There have been recent **deposits made to the fire dept.** account in the amount of \$200 and \$50 to pay for boots purchased by a member.

The fire department has been asked to **drive Santa Claus** to the Legion on December 20 for Breakfast with Santa.

**Commercial vehicle inspections** have been completed for both fire trucks – inspection reports received and filed.

**Volunteer Fire Fighter's Insurance Policy** – received and filed.

### Water Report:

**Pump hours** – distributed for perusal. Pump hours are averaging at the lake at 10.65 hours/day. This translates to about 111,750 gallons/day. Since the repair of the 4" main on Smelter the pump hours at the lake average 6.79 hours/day which translates to 71,570 gallons/day. The Wall Street pump hours averaged 1.58 hours per day.

Work completed over the past month:

- Went to Powell River on November 5 and picked up a **pallet of chlorine** from Aaron Service. Also **took garbage including chlorine jugs and dropped them off at the dump.**
- **Changed the tube on the Flex Pro B** and switched over on November 6. Ordered tubes from Corix.
- **Sampled sites #1 to #4** on November 9. Results came back good.
- **Ran the Gen Set** for ½ an hour on November 11.
- **Cleared out trees** at the corner by the chlorinator with back-up operator on November 19 to prepare for pilot trailer move. Also performed the **maintenance on the chlorinator.** Changed the tubing, rotometers and injectors and cleaned the flow meter chlorine cell and turbidity meter.
- **Installed a light bulb in the pump box at the tank and turned on the heater at Wall St and the trailer.** The heater circuit at the chlorinator is being used to power the trailer. There are no working plugs to power a portable heater in the chlorinator building.
- **Sampled sites #5 to #8** on November 24. Results came back good. Also **changed the tube on the Flex Pro A** and switched over.
- **A leak was reported on Smelter** at 8:30 pm on November 26. Water was pouring out from the road at 2466 Smelter Avenue running down towards 4104 Gracemere St. Shut off the main at the wharf and phoned the ratepayers. Phoned Highways voicing concerns there may be water freezing on the road. Organized the highways back hoe for the next morning. Put up cones at the sink hole on the road.
- Dug up and **repaired the leak on Smelter** on November 27. There was a 4" AC main broken in half. Cut out the broken section with an axe and repaired with 2 transition couplings and 10' of C-900. Replaced the corp stop for the service at 2466 Smelter with a ¾" comp. and 10' of ¾" municipal tubing to existing ½" PVC. Covered the repairs with sand and gravel.
- Went to Powell River on December 1 to pick up a **pallet of chlorine** from Aaron Service. Took empty bleach jugs to the dump.
- Went to **Drought workshop** at the Coast Bastion Inn in Nanaimo on December 3. There were presentations on how others are dealing with drought. SSI and Cowichan Valley had good presentations on how they have been dealing with water use during this last summer. They have water restriction bylaws in place and also have awareness campaigns. Both of these districts are fully metered so they can monitor high users. They both said the best way to control usage is by way of a user pay system – the more you use the more you pay. This works for a fully metered system. Also they have an active leak detection and repair program in place which is easier with a metered system. SSI is an improvement district and obviously has a larger tax base. They charge higher rates as they are proposing a new water treatment plant and raising a dam to the tune of \$8 million.
- **The lake has risen 1' 8"** from December 1 to December 8. At this point it is starting to come onto the spit around the edges. The level today is 3' 1" on the stick.

### Safety

As discussed in RES'EAU WaterNET Report – **David to check in with Administrator every two hours.** After three hours she will contact Operator or a trustee to check on David's whereabouts and personal safety.

Chair will contact Gerry Childress with regards to **installing a phone line to the chlorination building** – possible security system.

### **Secretary's Report:**

**November 2, 2015 Minutes** – Chair asked for errors or omissions to the November 2, 2015 minutes as distributed. There being no errors or omissions, it was moved to accept the minutes as distributed, seconded, all were in favour; carried.

Note: **Special Meeting Notes from the November 25, 2015** meeting with Gillies Bay Improvement District and Sandy McCormick have been revised.

### **Correspondence:**

- **Rosemary Smart and the Smart Team** – newsletter updating where they are at to date. There is a possibility of a database system for preparing our Asset Management Plan. Trustees have requested a copy of the letters.

### **Old Business:**

**Taxation Bylaw #138** – has been returned registered. The waterboard will roll the budget amounts from 2015 over to 2016. Because there were no changes in water toll amounts, invoices for the new taxation year can be prepared.

- **Work Safe BC** – follow up on letter of rate increase – because the rates are determined by the activity of claims over the past 3 years, we still have claims from that time frame on the books. Also, the basic rate for our industry has gone up.

- **Internship** – Chair found a template off the internet but the content is from the States. He has contacted Career Link in Powell River for possible Canadian content internship templates. Career Link is excited to help with the project and will get back to us. Questions to think about – will VAID participate in the internship program even if GBID decides not to? What age group would we consider for suitable candidates? Need to follow a step-by-step process. Advertise for applications. Would Employment Insurance, Services Canada, have information on internships or Youth Training? Tabled to a special meeting in January.

- **Fire Protection Taxation Bylaw #137** – has been returned registered.

- **Reschedule RES'EAU Open House** – UBC professor emailed for a possible date between January 23 and January 30. Admin to email back to try for January 23.

- **Darren Brown** – emailed with regards to the 5 Year Mine and Reclamation Plan – still no report submitted. Admin will email Darren for an update.

- **Map Rack** – cost including tax and shipping and the clamps \$730. Administrator asked for approval to order. A motion was made to purchase the map rack and clamps at a cost of \$730, seconded; all were in favour; carried.

- **Chlorine Costs** – more quotes coming in.

- **Future Water Storage Tank Site** – Chair has been in contact with Paul Steffens from A Tech Hydrographics for an engineered drawing for a cement slab for the future site of a water storage tank. Will get an estimate for a slab to hold a 60,000 to 100,000 gallon storage tank and plans. Need to consider the possibility of a new subdivision from the sale of the 50 acres of property along Blubber Bay Highway. Would the drinking water be sourced directly from the storage tank? Will we have enough water to offer a new subdivision?

### **New Business:**

**Insurance Policies** – up for renewal. Paperwork has been submitted. Waiting to hear back on premium costs.

**RES'EAU WaterNET Invoice** – It was resolved to withdraw \$25,000 from the Capital Reserve fund to pay for the RES'EAU WaterNET invoice for year 3 of 5 to be a member of their community network, seconded, all were in favour; carried.

**Dam Safety Inspections** – after some research with regards to the improvement districts obligations for the safety of our ratepayers with respect to our dam, classified as significant, the improvement district is obligated to prepare a manual that describes our operation, maintenance and surveillance procedures for the dam; submit a copy of the manual to a dam safety officer; provide signage; prepare an emergency plan for the dam; review the emergency plan annually; hold monthly site inspections; hold a formal inspection annually; and annually conduct a review of the conditions downstream of the dam. In discussions with the trustees and the operator it was determined in the event the dam were to fail, the lake water would only drop in the winter months. The highway itself acts as a dam. There is no possibility of a catastrophic

consequence if the dam fails; therefore, it is not necessary to prepare an emergency response plan. If the dam were to fail, the water behind the dam would flow down the creek about 1 km, towards Van Anda into a swamp, then back into Turtle Lake. From Turtle Lake the water flows into another wetland area, down Van Anda creek about 1 km through Van Anda to the ocean. There are no residential areas in the area of Van Anda creek that would be put in any kind of jeopardy. The water operator would monitor the flow of water for the possibility of a higher volume of water passing through the Van Anda Creek culvert under the roadway between the Texada Food Market and the garage at 2142 Van Anda Avenue. There would be an ever so slight possibility of needing to close the Turtle Lake trail due to a higher volume of water flowing down Van Anda Creek.

The operator will be instructed to perform monthly visual inspections of the dam and check off the visual inspection sheet. The operator and back up operator will be asked to clear a path in towards the dam off the gas pipeline.

**Asset Management Plan/Master Water Plan** – GBID administrator's email/UBC professor's email – in corresponding with the UBC professor, Administrator inquired about future projects that can be explored, including an Asset Management Plan. He agreed this could be a project to consider in the New Year. When questioning the GBID administrator regarding their Water Master Plan project they are preparing in the New Year, it was discovered the engineering company who is leading the project for GBID is in fact a partner of the RES'EAU WaterNet Community Network. As the Water Master Plan is an all encompassing plan this may be the project to consider working on with UBC in the New Year.

**Networking Conference** – Karen – tabled.

**Finance Report:**

- **Financial spreadsheets** distributed for perusal.

- **Invoices already signed and needing signing perused**, cheques signed.

- **Outstanding Ratepayer Accounts** – Two ratepayers will be issued 24-hour shut off notices. Administrator will prepare and leave on the office table for trustees to hand out. One copy to ratepayer (fill in dates) second copy is ours (fill in dates).

**Meeting Adjourned:** 10:00 pm

**Next Meeting Date:** January 12, 2016  
**RES'EAU Open House:** January 23, 2016  
**Internship/Drought Conference:** January 26

**Minutes Approved:**

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Bob Timms, Chair

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Heidi Gable, Administrator