

Date	January 20, 2021	Time	9:00am
Location	Van Anda Improvement District Fire Hall training room		
In Attendance	Trustees: Rodger Hort RH Ron Smith RS John Colongard JC Neale Berjer NB Mike Craggs MC	Staff: Ken Soles (Senior Water Operator) KS stayed till 11:05am Austin Rycroft (Water Operator) AR stayed till 11:05am Sylvia Praught (Admin Asst, Recorder) SP Mike Craggs (Fire Chief) MC Regrets:	

Agenda Item	Lead	Outcome	ACTION
1. Call to Order	RS	Ron called the meeting to order at 9:04 AM.	Noted
2. Declaration of Conflict of Interest	RS	No conflicts.	Noted
3. Approval of the Agenda	RS	Agenda was reordered, Action Plan at end if time. Added leak detection update, payroll auto deposit, storage tank low level indicator, and hall chairs.	Motion by JC & 2 nd NB.
4. Approval of the Minutes	RS	December 16th meeting minutes. Discussed that by the time minutes are approved and available on webpage, they are old. Approved posting draft minutes so that folks could be as up to date as possible, ensure note that they have not been approved yet.	Motion by NB & 2 nd JC.
5. Water Operator Report & Update Old Water Operations	RS & KS	<u>Upper and Lower Blewett</u> – Capital Works replacement project has begun. Upper Blewett is completed. Lower Blewett may have to wait as it is, weather dependent to use pipe welder. <u>Bylaw about water leakage</u> on private property and owner must repair shared and to be taken home to review by Trustees. – not discussed <u>Storage tank exposed pipes</u> to be buried – Al Davis is ready to finish off work at tank. Pipe needs to protected from UV and vandalism. Ken to check in with Al. <u>Old storage tank</u> – revisit and determines next steps. Move to action plan. <u>Water meter inventory</u> query – check & report back. Discussion of where to locate water meters to help determine leakage. Move to action plan. <u>Mapping</u> – GIS, summer student discussion. JC has GPS unit, review. Move to action plan. GPS unit provided to KS & AR. <u>Worksafe</u> – discussion, MC our in-house Safety Officer, road signs acquired, monthly item. Safety meetings monthly and documentation for files. Move to action plan. <u>Drawings</u> – water line updates, Meal property, post office, RV park and going forward. Determine base map to use.	Noted Trustees reviewing KS to check in with Al Davis Revisit KS&AR SP MC SP & AR ongoing

<p>Old Water Operations continued</p> <p>New Water Operations</p>		<p><u>Dinghy</u> to be dropped off at Boatyard by KS & AR for repair by Gary.</p> <p><u>Subdivision of properties & water connection approvals</u>, message to community about applying and approval required. Due to the nature of our leaky distribution system and low-pressure areas, not all connections will be approved. Post in Feb Express Lines. Recent applicants need to be reviewed & approved or not. JC to speak to owner on Wall St. Include information at AGM. Once leaks located and repaired, will be in much better position to provide water.</p> <p><u>Leak detection</u> – have been locating valves, mostly 4” – 6” on mainlines and hydrants, ensuring accessible, assessing condition and operation – 50% of town has been done, another week to complete remainder. Few have nut sheared off but stem is ok, added to repair list. Taking daytime notes to be able to compare to nighttime. JC borrowed leak detector from another ID, seems to work well and is helpful. Much discussion including difference between night & day listening, measurements, spacing, concrete & asphalt amplify whilst loamy soil does not, accuracy and reasoning queries.</p> <p><u>UV units</u> – sensors have having problems, changing out sensor fixes temporarily, quartz tubes checked & cleaned, factory lifetime expected 2 yrs. or 18,000 hrs – we are not there yet, warranty query. Reach out to BIPure Jeff or Viqua the manufacturer.</p> <p><u>Water leak on Coleborn</u> – private repaired, minor. Rock was squished into line by EMR vehicle.</p> <p><u>Wall St bleeder valve</u> – checked to ensure minimal flow, but necessary for keeping water fresh at end of line.</p> <p><u>End of Smelter shut off</u> – located for contractor private work.</p>	<p>AR & KS</p> <p>SP post in EXLines JC to talk to Wall St property owner</p> <p>Noted and ongoing KS & AR</p> <p>KS</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
<p>6. Dam Report</p>	<p>KS & SP</p>	<p><u>Dam Classification</u> – Provincial Dam Safety Officer to advise if dam can be reclassified as low hazard risk dam. Site visit this month by Water Operators – all good, water going over spillway.</p>	<p>Waiting to hear from Dam Safety Officer</p> <p>Noted</p>
<p>7. Fire Report & Update</p>	<p>MC</p>	<p><u>VACA/Twin Comm outbuilding</u> VACA reviewing their insurance and what other local cable associations use – Linda Messmer verbally confirmed VACA now has insurance. VAID to get confirmation in writing.</p> <p><u>Chair replacement</u> – Fire requests VAID assistance to replace the fabric chairs, they are taking far longer to dry than expected, and decontamination is incomplete. Cost is approx. \$150-250 per chair – discussed, SP to investigate less expensive option. – Discussion about how to clean and</p>	<p>SP</p>

		<p>dry chairs, already being done that way. VAID not interested in sharing in replacement purchase.</p> <p><u>Road Rescue grant</u> application completed and submitted.</p> <p>Query from FCABC about our inventory and age of equipment, information shared.</p> <p><u>Fire Chief term</u> – noted that MC’s term ends in 3 years. Mike is training, mentoring and considering retiring at that time.</p>	<p>On hold till Budget review</p> <p>Noted</p> <p>Noted</p>
8. Financial	SP	<p><u>Capital Reserve Fund and Disbursement</u> – 2020 Capital Reserve Fund Disbursement Bylaw # 157 reconsidered and passed. This includes adjustments for Capital Expenses from 2018 and 2019 plus Capital Expenses from 2020.</p> <p>2021 Capital Works Reserve Fund Contributions Resolution reconsidered and passed. 10% of water tolls and parcel taxes from 2021 will be set aside in a Capital Reserve Fund. This resolution will be reviewed annually and the goal is to return to 20% to set aside in 2022.</p>	<p>Motion by JC & 2nd NB, all in favour.</p> <p>Motion by RH & 2nd JC, all in favour.</p>
9. Administration Report & Update	SP	<p><u>Property</u> - Crown properties awaiting reply. LTSA no title updates escalated to next tier. Water service connection queries for 3 properties, 2 applications. 1 application requires in depth review by Board & Water Operations.</p> <p><u>Road Rescue grant</u> application – inventory and equipment age query, answered and await awarding.</p> <p><u>Electronic Document Management (EDMS)</u> research</p> <p><u>Facebook</u> for local government – page in progress</p> <p><u>Low water alarm</u> for storage tank quote, Board reviewing, move to new business and water operations.</p> <p><u>Mapping</u> – research, best base map to build waterline book on – LTSA, qRD, BCeID, ICI, and more – ongoing.</p> <p><u>Newsletter & Annual invoices prep</u> – completed newsletter, invoice form set up, and payment plan insert.</p>	<p>SP</p> <p>JC to meet property owner</p> <p>Noted</p> <p>SP ongoing</p> <p>SP ongoing</p> <p>Noted</p> <p>SP</p>
10. New Business	RS	<p><u>Statue of Limitations</u> on Crown property monies owing query. SP to investigate.</p> <p><u>Yellow Bar warning outside account</u> in email replies, why. SP to investigate.</p> <p><u>Lots being developed near Marble Bay Bluff Park and Blubber Bay Rd</u> – no requests for water service as of yet. Access roads have been put in. Board trustee to visit and suggest to owner to apply and that we have water service limitations.</p> <p><u>Discussion about water lines requiring replacement</u> and which could be added to grant applications such as Van Anda Ave to Main St alongside the creek. Can we add a ‘catch all’ if we find more leaks? Discussed AC pipe and if any health concern, no (only when</p>	<p>SP</p> <p>SP</p> <p>JC will look into further</p>
New Business (continued)			

<p>New Business (continued)</p>	<p>working on it and cutting it dry, risk to worker). List to be finalized with leak detection survey report input. <u>CVRIS Grant application</u> - qRD owner asset discussion, Ron Zoom meeting 4pm to day with qRD to request they apply on our behalf for grant, VAID submit, Electoral Area D submit, \$500,000 to \$600,000 worth of work, qRD waiving owning part of infrastructure, conditions and approval, not accepting conditions of qRD ownership, Ministry loopholes, allowing for more population and subdividing, timeframe for a community referendum, how has qRD responded so far, penalties for grant refusal, request SP attend Zoom as well and take notes for VAID, on the record NB against transfer of any assets in part or whole of VAID to qRD, RH conditional approval – sold or leased back to VAID \$1, RS no one likes transfer of government or ownership, residents before any acceptance of any kind. Vancouver Coastal Health Drinking Officers involvement. There could be fast growth on Texada, massive influx is not supported, could be problematic, subdivision fees and capital charges to be reviewed, KS does not want VAID assets to go to qRD.</p> <p>Motion to apply for CVRIS grant only and work out details as we go forward, grant application closes January 27th. With provision of referendum if application accepted, 4 in favour and 1 opposed (Neale Berjer).</p> <p><u>Water service applications discussion</u> – is it legal to refuse water service? What if we cannot supply due to availability?</p> <p><u>Property Development Applications & Charges</u> – money for infrastructure can come from development. Bylaws, applications, & fee structure to be reviewed. SP to share sample.</p> <p><u>More on leak detection</u> – discussed criticality of leakage and water line replacement. Need to exhaust possibility of finding leaks before next steps. Leak detection tools discussed, two borrowed tools and how they operate, efficiency and ease. Echologics ST leak detector unit described, add an instrument purchase of this kind to grant applications. Discussed sharing leak detector tool with other IDs,</p>	<p>ONGOING ALL</p> <p>RS Zoom qRD</p> <p>SP Zoom notes</p> <p>MUCH FOR ALL TO CONSIDER & PREPARE FOR FUTURE GRANT OPPORTUNITIES</p> <p>Motion by RH & 2nd MC, 4 in favour & NB opposed.</p> <p>SP</p> <p>SP</p>
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11. In Camera/Closed	RS	Delinquent – no discussion.	Noted
12. Meeting Adjourned	RS	Meeting adjourned at 12:37pm.	RS