

Van Anda Improvement District

May 14, 2015 Meeting Minutes

In Attendance:

Trustees: Bob Timms
Karen May
Mike Craggs
Walter Gussman

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

Trustee Terry Hollo out of the country and unavailable to attend

Chair called for any **declarations of conflict of interest** – there were none.

Chair asked for any **additions to and/or approval of the agenda**. It was moved to accept the agenda as prepared, then seconded; carried.

Res'Eau Waternet – Chair spoke to a representative from the Cowichan Valley with regards to their experience with the Res'Eau Waternet organization. Cowichan Valley are happy with the results, have found them to be an excellent resource and the Pilot Trailer program to be a great machine. Chair also left a message with Lytton Indian Band but have not heard back from them to date. Res'Eau Waternet is holding their AGM in Kelowna at the end of the month. V.A.I.D. has been invited to attend but none of the trustees are available at that time. Administrator will respond to Res'EAU sending our regrets. Chair feels it would be beneficial to send someone to Shawnigan Lake, where the Pilot Trailer is now, to find out more information on how the pilot runs. Operator would be willing to go. Chair will contact the Shawnigan Lake group to see how they would feel about Operator stopping in to observe. Administrator should proceed with preparing our letter and application.

Fire Report

There is one new member to the department.

Chief inquired as to the status of the **pipng to the storage tank**. Operator is to add this to his list of jobs to do. The department requires a connection to draw from directly out of the storage tank to the fire truck in the event of a fire up on Duker's Road.

Fundraiser – Calendar. The initial steps to put together the Emergency Services Calendar are complete. There have been only two photographers step forward to apply to take the photos for the calendar. The department will make their decision as to who to award the contract to very soon.

Uniforms have arrived. 9 sets have arrived for core members. 2 more members are working on their hours in order to be eligible for a uniform.

Training - There will be a Forestry Fire-Fighting Course happening on May 30 in Gillies Bay. Van Anda Dept. will have 3 members attending. The department will also be sending Engine #2. There will be a First Responder course on May 27 and 28. 7 members will be attending bringing the group back to full strength.

9 SCBA Bottles sent for hydro-testing. 7 bottles have been approved; we are waiting to hear back on the other 2.

There are **minor renovations taking place in the Fire Chief's office**. Shelving is being installed.

The department required to **purchase some basic tools** for the tool box on the fire truck.

Rescue Bylaw – Ryan Thoms has returned from holidays. The Rescue Bylaw has been approved on the Regional District's end. Chief has requested a copy so he can bring it to our next meeting for perusal.

Water Report:

Pump hours – distributed for perusal. Pump hours at the lake are averaging 9.13 hours daily or 8140.97 gallons daily. We are still running on pump #1. Wall Street pump house were averaging 15.87 hours per day.

Work completed since last meeting:

- Flushed Wall St. second and end hydrants on April 10 and April 12. Flushed Wall St. end hydrant again on April 13.
- Sampled sites #6 to #8 and Wall St. End Hydrant #9 and sent to Powell River. All samples results came back good on April 14.
- Walter picked up 100' of 3/4" municipal tubing for Texada Storage building site on April 14.
- Operator participated in the Confined Space Awareness Course on April 17 in Duncan.
- Received a cooler from UBC on April 20. Took water samples on April 21 and sent the samples back to UBC. Samples are sent two bottles at a time. They were not delivered by Purolator but instead by Priority Post. We will need to keep track of postage paid.
- Flushed Wall St. second and end hydrants on April 21 and April 22.
- Participated in the meeting with Area D Representative from the Powell River Regional District, on April 21.
- Did a chlorine test in the yard at 519 Nicholas Ave. as there was a wet spot. The result came back positive for chlorine. Shut off was buried in Main St. Alley. Turned off and then back on after repairs were completed – April 22.
- Gen Set alarm was on in the morning for many days in a row. No faults showing on the screen. Operator ran the Gen Set for ½ an hour on April 23.
- Chlorine level tests throughout Van Anda on April 26 and prepared report for AGM.
- Flushed Wall St. second and end hydrants April 27 and sampled sites #1 to #4 and Wall St. end hydrant #9 on April 28. Samples came back good. Reported at AGM meeting.
- Picked up pallet of chlorine from Aaron Service on April 29.
- On May 2 received a call that the sawmill site had low water flow. Tried turning valve on/off several times but the pressure did not improve. Checked at Ceasar Cove. They also had low flow. Did a pressure check at the mill and Ceasar Cove. Both had 125 PSI static pressure but low flows. Still investigating.
- Changed the tub on the Flex Pro A and switched over to Flex Pro B on May 4. The tube had 202 hours.
- Read the meters on May 6.
- Shut off the water at 519 Nicholas Avenue on May 11 to fix the leak in the yard. On the property side they used 1/2" thin wall poly for the line. Supplied a 1" plastic union and 4 clamps. Installed 6" concrete box and metal cover over shut off to expose it.
- Flushed Wall St. second and end hydrants on May 11 and sampled sites #5 to #8 and Wall St. end hydrant #9 on May 12.
- Operator talked to local Highways Dept. representative on May 12 regarding the Para St. project. No permit is required. Also inquired about the Priest Lake Culvert and the possibility of having the diver inspect the culvert at the same time we change the screen at the intake. We would need to obtain a purchase order from Highways.
- Measured Wall St check valve and gave specs to Fred Surrudge. They have a valve in stock in Richmond. Operator ordered the valve at a cost of \$1,650.25. Expected to arrive in a week.
- Operator talked to consultant Tom Hoehn. He will be in Powell River for a week or so from June 2nd and will help on Para St. and Wall St. jobs. Operator will organize machines and manpower for that time frame. Fudge Contracting is available the last week of May and the first week of June for the Para St. upgrade.
- Received a call on May 12 from property owner next to the post office. He wants water connection for new building on the vacant lot. He was given an application for connection to complete. The trustees would like the new connection to be a 1" hook-up and reduced on the other side.

Operator was asked to also proceed with the new connection at 1974 Marble Bay Rd.

The trustees would like the operator to make the Sawmill and Ceasar Cove low pressure issue a priority. Repair the waterline to Ceasar Cove Boat Club and the sawmill. Check for a blockage in the line. May need to run a new line.

Safety Report:

No concerns were raised.

Secretary's Report:

April 9, 2015 Minutes – Chair asked for errors or omissions to the April 9 minutes as distributed. There being none, it was moved to accept the minutes as distributed, seconded, all were in favour; carried.

AGM Minutes from April 28, 2015 were distributed for perusal and discussion. All appears correct.

Correspondence:

Ministry of Community, Sport and Cultural Development – Interest Rates on Taxes in Arrears.

Stats Canada – information about employees – hourly and monthly – survey.

Old Business & Follow-up From Previous Meetings:

Res'Eau Waternet – follow up. See above.

Report from Coastal Water Suppliers Association Conference – attached.

New Business:

No new business.

Finance Report:

- **Financial spreadsheets** – were distributed by email. Chair asked for any questions with regards to the finances reported on the spreadsheet, there were none.

- **Invoices** already paid were perused. Cheques for invoices to be paid were signed.

- Transfer of funds – fire department low on operating funds. Will transfer from one account to cover operating expenses until Tax Acquisition is received and then will put those funds back. Approved.

Meeting Adjourned: 9:10 pm

Next Regular Meeting:
TUESDAY, June 9, 2015

Minutes Approved:

Bob Timms, Chair

Heidi Gable, Administrator