

<b>Date</b>	<b>March 17, 2021</b>	<b>Time</b>	<b>9:30am</b>
<b>Location</b>	<b>Van Anda Improvement District Fire Hall training room</b>		
<b>In Attendance</b>	<b>Trustees:</b> Rodger Hort RH Ron Smith RS John Colongard JC Mike Craggs MC <b>Regrets:</b> Neale Berjer NB	<b>Staff:</b> Ken Soles (Senior Water Operator) KS stayed till 10:35am Austin Rycroft (Water Operator) AR stayed till 10:35am Sylvia Praught (Admin Asst, Recorder) SP Mike Craggs (Fire Chief) MC stayed till 11:20am <b>Regrets:</b>	

<b>Agenda Item</b>	<b>Lead</b>	<b>Outcome</b>	<b>ACTION</b>
1. Call to Order	RS	Ron called the meeting to order at 9:32 AM.	Noted
2. Declaration of Conflict of Interest	RS	No conflicts.	Noted
3. Approval of the Agenda	RS	Agenda was approved.	Motion by MC & 2 <sup>nd</sup> JC.
4. Approval of the Minutes	RS	February 25 <sup>th</sup> , 2021 meeting minutes were approved.	Motion by MC & 2 <sup>nd</sup> RH.
5. Leak Detection	KS & AR & Board	<p><u>Leak detection</u> – Feb 25<sup>th</sup> – Columbia has been investigated and is on the ‘watch &amp; test’ list, suspected drainage issue. Elks Hall to be visited next – have been focused on Columbia and Smelter.</p> <p>Discussed where the old feed line runs – bush to trailer park. Residents have walked waterline from tank to town, nothing to note. This line was replaced in the 70s with blue brute. Will walk with listening device.</p> <p>Remainder of town listen due to complete by March 20<sup>th</sup> majority completed. Few services and valves to locate, few residents to notify of night visits on/near their property.</p> <p><u>Echologics</u> computerized leak detection benefits and costs. RH to contact Sechelt to discuss their interests. If purchasing could our Operator join the training?</p> <p><u>Bannick property</u> has temporary service connection until private leak can be repaired.</p> <p>Discussed testing services with pressure test hose bib. Day and night comparisons could share good information. Services are a big issue.</p> <p><u>Green property</u> on Nicholas added to suspect leak locations.</p> <p>Wall St between Alladin &amp; pumphouse suspected leak.</p> <p><u>Econics report</u> – need to chip away at waterline replacement, costs increase annually.</p>	<p>AR to do</p> <p>RH to do</p> <p>Noted</p>
6. Water Operator Report & Update	KS & AR	<u>Water Treatment Plant</u> – Forsta using 50-micron filters for approximately 10 days, working better. Forsta filters soaking in solution. Both ion regens running okay. 20-	

		<p>micron filters in the cartridge filters. UVT up to 80 – good – UV working better. UV parts prices for Ken and John. Flow meter physically on pipe in water treatment seems to be most accurate. Datalogger/HMI screen flow meter read out seems to creep up, possibly rounding error. All meters are within ballpark of each other.</p> <p><u>Upper and Lower Blewett</u> – Capital Works replacement project has begun. Upper Blewett is completed, Upper Blewett was newer pipe than expected. Lower Blewett is waiting, weather dependent for welding and crew &amp; contractor availability dependent and leak detection is high priority right now.</p> <p><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</p> <p><u>Storage tank exposed pipes</u> to be buried – Al Davis is ready to finish off work at tank. Pipe needs to be protected from UV and vandalism. Ken to check in with Al.</p> <p><u>Old storage tank</u> – revisit and determines next steps. Move to action plan.</p> <p><u>Mapping/Drawings updates</u> – Feb 18 - Casey Richards uses Avenza and will help VAID set up using this kind of mapping. Tablet on purchase list.</p> <p><u>Dinghy</u> to be dropped off at Boatyard by KS &amp; AR for repair by Gary.</p> <p><u>Subdivision of properties &amp; water connection approvals</u> – Petition to join District forms provided to two property owners outside &amp; alongside the District. Other water service requests have been received but qRD &amp; Provincial subdivision approval to be completed first. Gordon &amp; Soles water service connections on the list, possibly will be combined with Lower Blewett works. Bennett property awaiting survey map and information to share with Board so letter to provide water can be approved. Lindstrom property has temporary connection, permanent to be installed asap.</p> <p><u>Residential/Private Property service lines</u> – VAID to define acceptable standard and request owners to use. Review Bylaws for service standards, have our Operators inspect before backfill.</p> <p><u>Waterline location marking &amp; requests discussion</u> – operators to do courtesy locates, usually waterline within 1m either side, depth generally unknown but share what VAID might know, if owner breaks it, owner fixes or pays to fix.</p> <p><u>Wall St pumphouse</u> – leak was reported and shut off by public, pump hours back to normal. Calculate pumphouse</p>	<p>Noted</p> <p>Trustees reviewing</p> <p>KS to check in with Al Davis</p> <p>Revisit</p> <p>SP to do KS &amp; AR to do</p> <p>KS &amp; AR to do</p> <p>Trustees to do SP to do</p> <p>Noted</p>
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		ability and Wall St future needs – compile data. Wall St pumphouse upgrades could be grant eligible? <u>Lake pump hours</u> have come down significantly, approximately 15 hours per day.	Trustees to review SP to do  Noted
7. Dam Report	KS & SP	<u>Dam Classification</u> – Provincial Dam Safety Officer to advise if dam can be reclassified as low hazard risk dam. Site visit – all good, water going over spillway.	Waiting to hear from Dam Safety Officer
8. Fire Report	MC	<p><u>Community</u> – Easter Bunny Drive by in the works, VCH to approve Covid plan. Saturday April 3<sup>rd</sup>. Requesting funding from community to support and tax donation receipts will be given out.</p> <p><u>Membership</u> - One new member has joined; one previous member has rejoined.</p> <p><u>Training</u> - Work on Exterior Operations Firefighting online course is ongoing. Members have successfully completed air brakes and road test of Engine 601 and is now qualified to operate all VAFD equipment. Three members have successfully recertified or Initially certified as 1st Responders. GBID has been sharing their training grant funds, when room in a course, VA firefighters are offered spot. OFA 2 and Transportation Endorsement discussed.</p> <p><u>Road Rescue Grant</u> - FCABC has confirmed that Van Anda Fire has been successful in our Rescue grant application, there will be approx. 20-25 thousand available to purchase two new battery powered pieces of extrication gear, a cutter and a spreader, also a weekend training course similar to the weekend that was done last year to get the members up to speed in the use and operation of the new tools.</p> <p><u>Road Rescue truck</u> needs replacing, could cost over \$200,000. Volunteer Firefighters Association can/will apply for grants to find funding. VAID owns the truck.</p> <p><u>Road Rescue clarification</u>, road rescue is island wide and coverage is by Van Anda Fire Department. Texada Rescue has 8 members and Van Anda Fire has 14 members. Rescue membership is open to any Texadan. Road rescue does not do steep bank rescue, Powell River Search and Rescue would be called. 6 – 12 calls received per year for Road Rescue. Road Rescue is funded by qRD and is separate from Fire finances. qRD does 5 yr. plan, projections, etc. Funding hasn't changed for 6 yrs., query qRD.</p> <p><u>Fire Chief</u> may retire in 3 yrs., firefighters are aware.</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>	SP to do

		<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 dry chairs, already being done that way. VAID not interested in sharing in replacement purchase.</p> <p><u>Firehall septic</u> – was pumped out approximately 5 yrs. ago.</p>	On hold till Budget review
9. Financial	SP	<p><u>Capital Reserve</u> - would like to transfer funds, waiting for auditor report to confirm amount.</p>	SP to do
10. Administration Report & Update	SP	<p><u>Property</u> - Crown properties awaiting reply. LTSA no title updates escalated to next tier.</p> <p><u>Firehall bay door</u> – ongoing requests for Modern to visit and adjust spring or give estimate to repair/replace.</p> <p><u>Water Operations</u> – assisted in the field to ensure staff have days off. Completed Annual Water System Return. VCH water test results and sample station locations map to LaFarge, Dillon Consulting. Water service connection application discovered to be outside ID boundaries. Acoustic leak detection numbers on map. Smelter Columbia valves map review and shared. Highway permit for water service connection near Wall St pumphouse. Review lake pump and Wall St pump numbers. Little Billie Mine property queries x 2, outside ID boundaries. Samsung tablet review for mapping with Avenza &amp; Casey.</p> <p><u>Financial</u> - Auditor preparations and box delivered. T4s finalized and summary for CRA. Water meter billing. Purchased new printer.</p> <p><u>Correspondence and Communication</u> - Court of Revision responses. Poverty Law Office ratepayer query. Transfer of ownership lawyer queries. Local Government Boundaries petition clarification. Review employee work standards, WorkSafeBC, staff scheduling and overtime and share with Board. BIPure and RES’EAU internet discussions and leak detection updates. Invoiced for repairs. Administration Assistant applications review and subsidy discussions.</p> <p><u>Meetings</u> - Court of Revision, leak detection, Avenza mapping, Board Meeting.</p> <p><u>Routine</u> – banking, post, payroll, vendor invoices, ratepayer pay process, monthly totals, bank recons, Express lines, web page updates, water test results, administration &amp; water monthly reports, office supplies from PR, meeting preparations and post minutes.</p>	<p>SP ongoing</p> <p>SP ongoing</p>
11. New Business	RS	<p><u>Statue of Limitations</u> on Crown property monies owing query.</p>	SP to do

		<p><u>Community Works Fund Grant</u> – application to be done and submitted to qRD as soon as ready. Possibly AI to provide or help with budget estimate, JC’s earlier budget estimate to be reviewed. Unknowns are extra cost. Waterline</p> <p><u>Office help</u> – offering applicant position and probationary begins. Experience Matters subsidizing wage. All staff wages, probationary periods, and job offer. Motion to hire SH for office. RS to contact applicants.</p> <p><u>Trustee recruitment</u> – 1 no longer eligible, 2 up for re-election (1 not standing). Recruit 2. Post Express Lines in May as AGM in July due to Covid, website and talk about town.</p> <p><u>Website</u> –FAQs, procedures for new connections, leak problems, etc. All to review website and share notes.</p> <p><u>WorkSafeBC BC</u> – PPE hi vis, day &amp; night especially, on street, work alone risks. Night work alone check in? Tailgate meetings to be logged and filed.</p> <p><u>Further discussions</u> about waterline cost to be brought to new developments. Development cost charge bylaw to be developed. Infrastructure should be priority.</p> <p><u>April Express Lines</u> – AGM postponed, leak detection update, and post for trustee election in May. LaFarge lagoon, satellite map, appears to be in NE corner of quarry. Discussed pump and settling. Query Dillon consulting report.</p> <p><u>Septic systems</u> near lake discussed. Covenants, protection for watershed query. To be investigated for future protection. Possibly via Natural Resources.</p>	<p>RS &amp; SP to do</p> <p>Moved JC, 2<sup>nd</sup> RH. RS to do</p> <p>SP to do SP to do Trustees to share notes</p> <p>Not resolved KS &amp; AR to do</p> <p>SP to do</p> <p>SP to do</p> <p>SP to do</p>
12. In Camera/Closed	RS		Noted
13. Meeting Adjourned	RS	Meeting adjourned at 13:00pm.	Motion to adjourn RH, 2 <sup>nd</sup> JC.