

ANNUAL GENERAL MEETING MINUTES

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| Date | April 20, 2024 | Time | 9:30 am |
| Location | Van Anda Legion | | |
| In Attendance | <p>Trustees: Ron Smith, Chair RS John Colongard JC Jennifer Moore JM Phillip Tidd PT Jane Waterman JW</p> <p>Public: Elizabeth Hazlette Dave Ritchie Sylvia Praught Roger Hort Terry Waterman Bruce MacGee Larry Dawe Tom Read Roger Kimmerly</p> | | |
| | <p>Staff: Marianne Segers (Water Operator) Trevor Morrison (Operator in Training) Sandra Haszard (Administrator, Recorder) SH Joseph Scott (Admin Asst, Water Ops Coordinator)</p> <p>Auditor: Dwayne Dunn DD, Accountant DMD</p> <p>Elections Officer: Bob Timms BT</p> <p>Fire Department: Paul Nilsen PN</p> | | |

| Agenda Item | Lead | Outcome | Action |
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| | | Photos and maps on display for help in identification | |
| 1. Welcome | RS | Meeting called to order at 9.41 | |
| 2. Adoption of the Agenda | RS | It was moved by PT and seconded by BT that the 2024 Annual General Meeting agenda be adopted. Motion carried. | Moved PT 2 nd BT |
| 3. Adoption of 2022 AGM Minutes | RS | It was moved by JW and seconded by JC to waive the reading of the 2023 AGM minutes. Motion carried. It was moved by PT and seconded by BT that the 2023 Annual General Meeting Minutes be adopted. Motion carried. | Moved JW 2 nd JC Moved GC 2 nd BT |
| 4. Financial Report | RS & DD | <p>Ron introduced Dwayne Dunn, a partner with DMD Chartered Professional Accountants, the firm hired to prepare the year-end audit. DD reported on key points within the audited financial statements:</p> <ul style="list-style-type: none"> Many figures have not changed significantly since 2022 audit. “Qualified” is the highest rating but has “except” due to the uncertainty of the pipes’ remaining life, approx. 47 yrs left. DD is not an engineer hence the uncertainty. “Emphasis of Matter” – funding not available as planned on most recent system engineers report (2016). There are changes in the system since this report so maybe the reserves specified are not accurate. Surplus is net assets both cash and non-cash. Most is assets, most of the rest is savings. Cannot determine if these are adequate for future. Instruments – very little risk due to number of ratepayers and ID can seize property. Interest Rate Risk is from fixed interest rates. Going Concern – no reason to believe VAID cannot continue, however annual reserve target not met in previous years. It was met for 2023. <p>Q. Was the annual amount set aside? A. Yes, Capital Reserve explained with transfer from operations.</p> | |

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| | | <p>Q. Is there a report from the installation of the new plants?</p> <p>A. Installation was done with professional studies, but a new report for the entire system was not created at that time.</p> <p>Q. When were hydrant flow tests last done?</p> <p>A. 2023</p> <p>Q. is the new plant and tank included in the assets?</p> <p>A. Yes</p> <ul style="list-style-type: none"> • DD on Expenses: <ul style="list-style-type: none"> ○ Water – disposal of assets in 2022 was old tank that still had financial value for accounting purposes. Professional fees – last audit costs were high as it was the first year by DMD. Wages are up from staff changes – loss of experience - and cost of living increases. ○ Fire – insurance up as seen everywhere, large number for supplies is SCBA. ○ Rescue – nothing of consequence. <p>Q. RDs and Municipalities are required to have asset management programs, do ID's?</p> <p>A. Mandates are not specific.</p> <p>Q. Building lifespans of 75 yrs – why can't they be indefinite if maintained well?</p> <p>A. Lifespans as used here are an accounting tool and standard. Nothing lasts forever. Asset value based on initial cost and depreciation rate, needed to keep statements useful.</p> <p>Lifespan may be relevant to Firefighting Provincial Standards.</p> <p>Motion: It was moved by TW and seconded by PT that the 2023 Audited Financial Statements be accepted as presented. Motion carried.</p> <p>Motion: DD left room for discussion. It was moved by TW and seconded by JC to appoint DMD Chartered Professional Accountants to perform the Financial Audit for 2024. Motion carried.</p> | <p>Moved TW 2nd PT</p> <p>Moved TW 2nd JC</p> |
| 5. Report from the Chair - Questions included as they were asked | RS | <p>RS opened his report thanking entire community for making this work. Interesting times in the last year.</p> <p>Special thanks to Dan Fudge, Ken Soles, Sylvia Praught (applause).</p> <p>There are challenges but holding ground, quality is same.</p> <ul style="list-style-type: none"> • Previous operator Austin Rycroft has left VAID. MS has been marvelous. Second operator is needed due to 24/7 nature of job, so TM hired and started 2 weeks ago. Welcome. • For the Fire Dept, Mark is still acting Chief and Mike Craggs has retired. • Intake – lower lake levels caused possibility that intake pump could suck air so pump moved to raft. Maintenance on well showed crack in casing. Replacement of well needed – deciding how best to do this. • Water Treatment Plant <ul style="list-style-type: none"> ○ Self cleaning Forsta filters not as self cleaning as expected. ○ Cartridge filters not performing to specifications. ○ Addition of sand filter will help – can filter to 1 micron. Sand filter donated by CRD. Planning this addition now. | |

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| | | <ul style="list-style-type: none"> ○ Ion exchange resin at end of usable life. This is in place to remove dissolved organic carbons. Info being gathered to decide whether to replace resin or replace with another device. ○ UVT not strong enough to deal with the extra particles and dissolved carbons so Water Quality Advisory in place after consultation with VCH. Quality seeming unchanged – all VCH samples passed with no E. Coli or Coliforms detected. <ul style="list-style-type: none"> • Leaky system is not worse but still losing at least a third of treated water. <p>Q. Is more chlorine being used?</p> <p>A. No</p> <ul style="list-style-type: none"> • Blewett steel line replaced. Next major pipe project is Columbia. • Some pressure tests have been done for leaks on private property. Owners must fix leaks. These likely are a large part of the water loss. • Reduce water use by not running water in winter (insulate) and being careful about watering in summer. Drip systems encouraged and use of rainwater. VAID discount for drip system parts. More details on discount rate to be provided. • New connections vs water restrictions to existing connections – development connections are approved if developer contributes to cost of increasing plant capacity. <p>Q. Will Priest lake always have enough water?</p> <p>A. Study underway by Ministry of Water, Land and Resource Stewardship includes Priest Lake - results expected in fall.</p> <ul style="list-style-type: none"> • First weekend of summer always maxes out water production capacity – please let us know if you are aware of any activity that contributes to this, e.g. pool filling, summer residents. • Initiative started for ID funding. Local MLA support. Communications with other IDs, their MLA's. Coast Water Supplier Assoc to host panel with govt reps in fall. <p>Q. Major capital costs for intake and treatment.</p> <p>A. Intake well may also include extending intake pipe to increase intake depth. More important to add sand filter and filter for dissolved carbons (ionex media or alternative) to improve water quality and remove advisory. New sand filter will decrease costs of WTP consumables (cartridge filters, salt if continuing with ionex).</p> <p>Q. What is the cost of treating one gallon of water?</p> <p>A. Estimated cost in 2023 was 39c per gallon or \$1.67 per cubic meter (1,000 litres). To be updated.</p> <p>Q. Last year there were large amounts of water – 10,000 USG – jumps in daily use which may have been unauthorised use. Is this still happening?</p> <p>A. That amount can be the difference between the tank being filled one extra time per day. Individuals that were filling tanks without permission were spoken to about the issue. 3 people have Bulk Water Agreements. They take one cubic meter (264 USG) at a time and pay in advance.</p> <p>Q. Will there be meters for residents?</p> <p>A. Feasibility has been studied and there are no plans to do this after residents voted not to. Very expensive to set up with much labor and parts costs.</p> | |
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| 6. Fire Report | PN | <p>Acting Fire Chief Mark Robert at First Aid training today so was not able to attend.</p> <p>Paul Nilsen provided a quick overview of the Fire Report as submitted.</p> <ul style="list-style-type: none"> • Had live fire practice with Gilles Bay FD. Not only fire fighting but also observing the fire progress was a good learning experience. • New Firefighters Association formed for all of Texada for fundraising for Fire Departments, who cannot access some grants that FF Association can. • Provincial grant received for forest fire equipment and training. • Plans for indoor fire fighting training and upgrade of Dept from Exterior only to Exterior and Interior. Trainer coming from Vancouver for Northside fire training facility. • New fire suppression blanket is for electric vehicles. We did have an electric car go off the road but luckily did not catch fire. • Volunteer numbers are low – this is a problem across Canada. • Coming soon is another live fire practice – old wooden boat in Boatyard. Lighting it on fire is also instructional for the burn rate. Will be using heat detectors. <p>Q. New purchase of pump and bladder – can these be used for Wall St?</p> <p>A. Yes, and we have another coming. Shuttle water to tank – can have line length of ¼ to ½ mile. Can be used in various configurations. Pump stand-alone and is same as used for forestry.</p> <p>Q. Can sea water be used?</p> <p>A. Yes, and other water bodies too except Priest or Cranby Lakes.</p> <p>Q. Eaves fire protection systems available through GBID</p> <p>A. Van Anda has some for purchase as well. Needles in gutters very risky.</p> <p>Training night in near future will be used to clean area around water supply for fire protection.</p> | |
| 7. Business | RS | <ul style="list-style-type: none"> • The board was requested at last years AGM to investigate increasing the number of trustees. Enquiries were made to Governance and Structure Branch at Ministry of Municipal Affairs. It was determined that we did not meet the requirements to make the request. • RS asked if there was any further business from the floor. <p>Q. Is there a report comparing costs VAID vs qRD?</p> <p>A. We have not produced one but can use Lund as an example of increased costs, as well as Saltspring.</p> <p>A. (from the audience) There are case studies of 2 systems on Van Is from 10 yrs ago that showed an increase of 30%.</p> <p>Q. Regarding the 2016 Econics report, will there be a newer one?</p> <p>A. Planning in progress for new report accessing Provincial grant funds.</p> <p>Q. Are new connections setup to have a water meter?</p> <p>A. Yes, this has been standard for several years to include a meter setter so a meter can be easily added if needed.</p> <p>Q. Support given for expanding ID for extended Fire Protection.</p> <p>A. Contact SH later for more information.</p> <p>Q. is there training being provided for the operators to operate WTP?</p> <p>A. Yes, starting shortly.</p> | |

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| | | <ul style="list-style-type: none"> There is a lack of confidence in drawings, but background work is ongoing to improve these. JS working with Operators has brought massive improvement. | |
| 8. Introduction of Election Officer | RS | Bob Timms agreed to act as Election Officer for the 2024 Van Anda Improvement District AGM. | |
| 9. Election of Trustees | BT | <p>2 positions open, both are 3-year terms.</p> <p>JW position ending and she is prepared to stand again with conditions.</p> <p>PT position ending and he is prepared to stand again.</p> <p>BT asked for any nominations from the floor three times with no replies. Nominations were closed.</p> <p>Trustee positions filled by Jane Waterman and Philip Tidd, elected by acclamation. Congratulations.</p> | |
| 10. Questions from the Floor | RS | <p>RS asked for any further questions from the floor.</p> <p>Q. Are the Fire Depts merging?</p> <p>A. Not so necessary now with joint training. May be financial benefit.</p> <p>Q. Cost of water treatment in Chair report is too low.</p> <p>A. Various methods of calculation.</p> <p>Q. How much savings for new Rescue Truck?</p> <p>A. \$17,000</p> <ul style="list-style-type: none"> Source of Rescue Funds explained – PRRD (now qRD) Bylaw provides \$15,000 Operating Costs annually, collected through Rural Taxes. Rescue incident reimbursements from EMBC. Nothing available from BC Ambulance for lift assist calls. <p>Q. What engineer being used for WTP plans?</p> <p>A. Grant Robertson at HomePlus – distributor and expert in small water systems.</p> <p>Q. What are the alternatives to resin?</p> <p>A. Activated carbon, others being investigated. Sand filter will benefit all parts of system. Addition of custom designed chlorination bldg. with existing CL2 building (shack) will become electrical supply building. Flood risk part of considerations.</p> | |
| 11. Meeting adjourned | RS | PT moved the meeting adjourn at 11:30 | |