

<b>Date</b>	<b>December 16, 2020.</b>	<b>Time</b>	<b>9:00am</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 Neale Berjer NB Mike Craggs MC	<b>Staff:</b> Ken Soles (Senior Water Operator) KS – for Water Section Austin Rycroft (Water Operator) AR – for Water Section Sylvia Praught (Admin Asst, Recorder) SP <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 9:05 AM.	Noted
2. Declaration of Conflict of Interest	RS	No conflicts.	Noted
3. Approval of the Agenda	RS		Motion by RH & 2 <sup>nd</sup> MC.
4. Approval of the Minutes	RS	November 16th meeting minutes	Motion by MC & 2 <sup>nd</sup> JC.
5. Water Operator Report & Update	RS & KS	<u>Zoom with RES'EAU, KWL, &amp; BIPure Water 11am – Noon –</u> RES'EAU shared and discussed particle data. Ion regeneration backwash discussion, PSID ok 301 and PSID increases rapidly 311. Inhibit biofilm at prefilter query. Resin samples to be taken and sent to UBC and Purlite/BIPure for biofilm analysis. Flow rate is too high discussion. Request to reinvestigate leaks. Treatment expenses could be cut by % of % of water not used if leaks found and repaired. Chlorination not allowed to mix with ion resin. BIPure JS looking into 'cleaning' products. Peracetic acid (light volume Hydrogen Peroxide), warm water, CIP tank discussion. Discussed plant parallel ops. <u>Water Treatment Plant</u> – Ion regeneration backwashes for 30 minutes from 10 minutes, flow controls from 15 – 20, PSID decreasing, down to 32 from 40 PSID. Brine discussion. Biofilm in filter and cartridge housing discussion of how best to remove. Discussion about quartz tubes, UVT reading and cleaning. <u>Upper and Lower Blewett</u> – Capital Works replacement project has begun. Upper Blewett is completed. Lower Blewett may have to wait till New Year, 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. <u>Access to Water Treatment Plant (WTP)</u> – Gravel for road way from Imperial Quarry and Al Davis to spread when burying pipes at storage tank. No word from LaFarge	Noted  KS & AR for Dec  JS will advise  Noted  Davis Ventures & VAID staff  Trustees reviewing  KS and Davis Ventures

Water Operations continued		<p><u>Leak detection</u> tool battery discussed. Seem unavailable.  <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>Wall St chamber</u> – valve chamber box pumped out, chlorine test negative this time and hand dug to expose pipes on pumphouse side of road, dry.  <u>Old storage tank</u> – revisit and determines next steps.  <u>Water Operator Certified</u> – AR EOCP certified.  <u>Water meter inventory</u> query – check &amp; report back.  Discussion of where to locate water meters to help determine leakage.  <u>Mapping</u> – GIS, summer student discussion. JC has GIS unit, review.  <u>Worksafe</u> – discussion, MC our in-house Safety Officer, road signs acquired, monthly item. Safety meetings monthly and documentation for files.  <u>New water service connections</u> – discussed properties either side of Erickson Beach combining road crossing expense. JC to speak to property owner.</p>	<p>SP  KS to check in with Al Davis  Noted  Revisit  Congrats AR  KS&amp;AR    SP  MC &amp; all    JC</p>
6. Dam Report	KS & SP	<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  Noted</p>
7. Fire Report & Update	MC	<p><u>VACA/Twin Comm outbuilding</u> VACA reviewing their insurance and what other local cable associations use.  <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.  <u>Training</u> - Canadian Red Cross is supplying online Exterior Level Firefighter course for our FF volunteers and Train the Trainer courses for our Officers.  <u>Interior Firefighter</u> discussion- mutual aid with GB, between both departments there are a few qualified for entry inside buildings. Entry depends on situation and risk to team and public and having 20 firefighters on scene.  <u>Christmas</u> – Fire department will be driving Santa around and assisting with COVID friendly Santa visits (truck window to car window) and Light the Night drive in Gillies Bay and Van Anda.  <u>Road Rescue grant</u> application completed and submitted with SP.  <u>COVID19</u> – restrictions mean all staff/trustees to wear masks at Firehall, Firehall not open to public.</p>	<p>Wait to hear from Linda Messmer    On hold till Budget review    Noted  Volunteers studying    Noted    Noted and thanked  Action by  Volunteers    Noted    Noted</p>

8. Financial	SP	<p><u>Bylaws</u> – Water tolls Bylaw # 155 from November 25<sup>th</sup> rescinded. Amended Bylaw # 155 with correct LG section and % late penalty. Repealed Water Connections Bylaw # 109 and approved Water Connections Bylaw # 154.</p> <p><u>Sage training</u> – SP met with C from GBID and reviewed Sage for year end preparations. <u>Capital Reserve Fund</u> adjustments and Bylaws – ongoing, awaiting word from Auditor to finalize. Christmas Bonus for staff \$150 each. BT Retirement \$750 and \$250 towards water tolls.</p>	<p>Motion by JC &amp; 2<sup>nd</sup> MC. Motion by MC &amp; 2<sup>nd</sup> NB, Final reading motion MC &amp; 2<sup>nd</sup> NB. Motion by JC &amp; 2<sup>nd</sup> NB. Motion by JC &amp; 2<sup>nd</sup> NB, Final reading motion JC &amp; 2<sup>nd</sup> NB. Noted</p> <p>SP</p> <p>Motion JC &amp; 2<sup>nd</sup> RH. Motion JC &amp; 2<sup>nd</sup> RH.</p>
9. Administration Report & Update	SP	<p><u>Property</u> - Crown properties awaiting reply, 2 lawyer real estate queries. <u>Road Rescue grant</u> application – completed &amp; submitted with MC. Registration EMBC clarified. <u>Electronic Document Management (EDMS)</u> research <u>Facebook</u> for local government – page in progress <u>BC Hydro ROW</u> compatibility review Blewett for Gordon property <u>Low water alarm</u> for storage tank quote, Board reviewing <u>Mapping</u> – research, best base map to build waterline book on – LTSA, qRD, BCeID, ICI, and more – ongoing <u>Safety Equipment</u> – road signs – 2 donated and Fire providing bases.</p>	<p>SP</p> <p>Noted</p> <p>SP</p> <p>Noted RH &amp; JC to contact contractor</p> <p>SP</p> <p>Noted &amp; SP thank donator</p>
10. New Business	RS	<p><u>Staff time</u> – create timesheets to better account where time spent for 2021, working alone review, assigning work discussed. <u>Drawings</u> – water line updates, Meal property, post office, RV park and going forward. Determine base map to use. Dinghy to be repaired and dropped off at Boatyard by Gary.</p>	<p>SP timesheet Dec Trustees to review</p> <p>AR &amp; KS SP</p> <p>AR &amp; KS</p>
11. In Camera/Closed	RS	Delinquent – no discussion.	Noted
12. Meeting Adjourned	RS	Meeting adjourned at 1:35pm.	RS