



FLETCHER CREEK IMPROVEMENT DISTRICT

RR2, Site 3, Comp 38
Kaslo, BC V0G 1M0

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Minutes Annual General Meeting 7 pm, Wednesday April 26, 2017 Seniors Hall, Kaslo

Members: Robert Cunliffe, Alan Davidson, Pat Gibbings, Stu Gibbings, Graham Gilbert, Brad Hartland, Jacqueline Mealing Sheppard, Barbara Neelands, Joerg Schreiber, Steve Scott, Anne Tellam, Margaret Wanke, Michael Walker, George Wilson

Guests: Mike Thornbery (Mirror Lake Water Users Community)

Trustees: Laurie Hartland, Ron McKilligan, Lance McLaren, Tina McLaren, David Sheppard

Secretary Treasurer: Tammy Horick

Call to order at 7:10 pm. (Lance McLaren, Chair)

1. Report on the condition of the Improvement District's works (Laurie Hartland)

As presented in the AGM package:

- a. The Board is back to evaluating both POE and centralized water treatment. Interior Health (IHA) has said that the proposed POE unit will allow the Boil Water Notice to be lifted, but FCID will stay on a Water Quality Advisory unless it implements a level of disinfection which typically requires chlorine. A Water Quality Advisory means that FCID would still not be meeting its requirement to provide potable water, and there is no guarantee that Interior Health won't insist on FCID taking steps to have the Water Quality Advisory lifted in the future as well. IHA also wants a 12 to 18 month trial of 2 or 3 POE units before approving a rollout.
- b. A centralized treatment system and building may be possible for less than \$200,000 using scaled-down equipment that is adequate for a small water supplier like FCID.

Also discussed during the meeting:

- c. The Board hasn't given up on POE, but disinfection with chlorine requires large holding tanks. High dose UV (ultraviolet) is slowly being accepted as an alternative to chlorine, but is very expensive. Either method would approximately double the cost of each POE unit from \$3,000 to \$6,000. FCID has 58 connections, and this requirement brings POE costs much closer to estimates for centralized water treatment.
- d. The prospective centralized treatment system for less than \$200,000 was discussed. A wholesaler in Kamloops designs "water treatment in a box" for remote mining camps, and has extended this to small water suppliers. Several large POE units are installed in a shipping container that is insulated and wired. This approach is cheaper and more scalable than using higher grade and higher capacity equipment certified for light municipal systems that meet requirements beyond what FCID will ever need. The shipping container serves as the water treatment building and connections are made on site for water in, water out, and electricity, which simplifies construction.
- e. FCID would still have to prepare the treatment building site for road access and electricity, pour a foundation and possibly provide pumps to ensure sufficient water pressure. It was stressed that volunteers are needed to maintain the system because hiring an outside professional would be very expensive.
- f. A likely location for a centralized treatment building would be on Fletcher Creek's panhandle near the intersection of Highway 31 and Thompson Rd, but the foundation would have to be specially engineered because this is on a flood plain. One member noted that there's an easement on his property that may offer a better location for a centralized treatment building. The Board thanked the member and will investigate.
- g. At this time it appears there's no way around using some level of chlorine. Interior Health has approved non-chlorinated and homeowner maintained POE systems in other communities, but these have been discretionary approvals for smaller water systems. This flexibility by IHA can be helpful, but is also confusing when determining what they will approve.

A centralized treatment system using chlorine requires a much larger holding tank (about 30,000 gallons) than FCID's current water storage (3,500 gallons). IHA may instead accept an implementation using high-dose UV with residual chlorination, which uses less chlorine, requires less maintenance and doesn't require holding tanks. Both methods should cost about the same, as using high-dose UV adds about as much to the cost as the holding tank.

Members indicated that they would like the Board to ask Interior Health to accept the high dose UV with residual chlorination implementation of centralized water treatment. This was not an expression of support for centralized over POE as there isn't enough information to choose between the two treatment options at this time, but it may make centralized more attractive to members if IHA allows this.

- h. FCID now has its own phone number: 250-509-4215. This is a local call that goes immediately to voice mail and is checked daily, except weekends and holidays. The number ensures continuity when the Secretary Treasurer changes, and provides a professional response to inquiries from lawyers, Interior Health, etc. Members should contact a Maintenance volunteer or Trustee directly for urgent matters.

2. Annual financial reports presented (Tammy Horick)

- a. FCID had a net income of \$15,823 in 2016.
- b. FCID had \$241,373 in total assets on Dec 31, 2016, including \$156,791 in cash.
- c. An amortization period of 35 years is used for waterworks, and 40 years for the intake building in accordance with guidelines provided in "Guide to the Amortization of Tangible Capital Assets" provided by BC's Local Government Infrastructure and Finance Division (May, 2008). This information was requested by a member at the 2016 AGM.
- d. \$30,000 was transferred from the operating account into the Capital Works Renewal Reserve Fund governed by Bylaw 60 (i.e. to be spent on capital works, like water treatment).
- e. A member asked about FCID's Statement of Source and Application of Funds. It was noted that this had not been provided in past years and is not required by the provincial Local Government Branch, but the Secretary Treasurer would look into its relevance to FCID.
- f. Motion to accept financial reports as presented in AGM package by Steve Scott, second by Anne Tellam. Carried.

3. Current year's budget (Tammy Horick)

- a. FCID may want to install up to 3 pilot POE units in 2017, and \$9,000 of a projected \$30,000 Capital Reserves contribution is earmarked for that. Two members expressed a willingness to have a pilot POE unit installed, but were cautioned that a POE unit design must be approved by IHA before FCID can proceed.
- b. Another \$3,000 has been explicitly set aside for water treatment (non-capital) and can be used to obtain more information on centralized treatment costs.
- c. Motion to accept budget as presented in AGM package by Anne Tellam, second by Brad Hartland. Carried.

4. Trustees' honorarium

- a. No motion, honoraria level unchanged.
- b. Trustee honorarium at \$250/year.
- c. Chair honorarium at \$500/year, currently split between 2 co-chairs.
- d. The approved 2015 AGM minutes were amended, as noted in the 2016 AGM minutes, to state that the trustees honorarium is \$250/year (instead of \$150/year). The amended 2015 AGM minutes were filed with the provincial Local Government Branch on May 22, 2016.

5. Election of Trustees

- a. A member questioned the trustee eligibility requirements (e.g. must be an FCID landowner and eligible to vote in BC, or married to someone who is) and was advised that this is set out in FCID's Letters Patent.
- b. Ron McKilligan ends a 3 year term, and is thanked for his service to FCID.
- c. **Laurie Hartland** continues for 1 more year.
- d. **Lance McLaren, Tina McLaren, and David Sheppard** continue for 2 more years.
- e. One vacancy for a 3 year term.
- f. No nominations were received.
- g. Turbidity testing volunteer: Rick Doucette to be trained by Graham Gilbert.
- h. Phoner volunteers: Pat Gibbings and Anne Tellam
- i. Maintenance volunteers: Alan Davidson and Brad Hartland

6. Adjourned at 9:07 pm.

*Please note: Minutes of the 2016 AGM were reviewed and adopted by the Board as per Bylaw #58, at the Board Meeting May 11, 2016.

Signed by

Laurie Hartland (co-chair)	<u>June 1, 2017</u>	Tammy Horick	<u>June 1, 2017</u>
Lance McLaren (co-chair)			
Trustee	Date	Secretary Treasurer	Date