



# FLETCHER CREEK IMPROVEMENT DISTRICT

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

Website: [www.fletchercreekwater.com](http://www.fletchercreekwater.com)  
Email: [fletchercreekwater@gmail.com](mailto:fletchercreekwater@gmail.com)

## MINUTES

March 25, 2021 4:00 P.M., Zoom Meeting Platform

1	<b>Call to Order</b> at 4:00 pm. In Attendance: Robert Cunliffe, Neil Kelly, Joe Kern, Peter Sonnenberg, M Wanke (Chair), D Butt (S-T).
2	<b>Approval of Agenda</b> – MOTION to approve the agenda. J Kern/ R Cunliffe. Carried.
3	<b>Approval of Minutes of February 25, 2021</b> – MOTION to approve. P Sonnenberg/ R Cunliffe. Carried.
4	<p><b>Administration</b></p> <p>a) <b>Acceptance of the February 2021 Income/Expense Report.</b> Accepted as presented.</p> <p>b) <b>Approval of the 2020 Year End Financial Reports.</b> MOTION to approve. M Wanke/ P Sonnenberg. Carried.</p> <p>c) <b>Draft 2021 Budget</b> – M Wanke presented the draft 2021 budget. Approval is tabled to the April board meeting pending decisions on 2021 goals for the water treatment system.</p> <p>d) <b>2021 Tax Bylaw 72.</b> MOTION to pass the First Reading of the 2021 Taxation Bylaw 72: R Cunliffe/P Sonnenberg. Carried. MOTION to pass the Second Reading of the 2021 Taxation Bylaw 72: M Wanke/ N Kelly. Carried.</p> <p>e) <b>Finance Committee Meeting March 18, 2021</b> – Committee members offered suggestions on the 2020 year-end financial statements, draft 2021 budget, and long-term planning considerations. ACTION: M Wanke to work on long term budget projections.</p>
5	<p><b>Water System</b></p> <p>a) <b>Maintenance Report</b> – Stand pipe repair is targeted for the second week of April. R Doucette and G Hallett have agreed to collect turbidity data again at 3 locations – raw creek, trough in building, and outdoor tap at home. In addition to regular turbidity monitoring, these data will help assess how the recent prefiltration upgrades are affecting turbidity. J Kern will resume temperature testing shortly and continue throughout the summer and early fall. ACTION: D Butt to send last year’s temperature reading table to all of the trustees, for information. ACTION: J Kern to alert the trustees when the freshet begins so that water quality testing can be timed accordingly. ACTION: M Wanke to contact Caro labs to obtain the appropriate kit for the samples recommended by KWL.</p> <p>b) <b>Business Arising</b></p> <p><b>Meeting with Ian Bourne</b> (March 19) – I Bourne provided FCID with contact information for sourcing filter cloth for prefiltration. ACTION: P Sonnenberg to follow up with this supplier, get a quote, and send this information on to all the trustees. I Bourne also provided information on a second-hand turbidity meter with photos. ACTION: N Kelly to ask I Bourne to provide an operating manual for this turbidity meter.</p> <p><b>Meeting with Don Scarlett</b> (March 21) – D Scarlett demonstrated a possible route for underground wiring from a pole at the top of his property through to our facility. He will provide a cost estimate for the wiring and transformer.</p> <p><b>RDCK Granting Opportunities</b> – Director A Watson suggested two granting possibilities through RDCK: The Infrastructure Planning Grant is a \$10,000 matching provincial grant with a deadline at</p>

the end of May or early June. This grant may be useful to cover the costs of the water engineer for the design, drawing and permit application for the water treatment system. The second grant is federally funded Community Works grant. FCID has already accessed \$30,000 to replace the two storage tanks in 2014. This leaves up to \$45,000 in possible available grant money. ACTION: M Wanke to follow up with RDCK representatives on these granting opportunities.

**c) System Flushes.** A spring sanitation flush is scheduled for Saturday, June 5 with first notice going out on May 22. These dates will be confirmed at the April board meeting. The plan is to have three tank flushes during the year, as well as two sanitation flushes. The tank flushes are planned for early April, August, and mid-winter. Residents are not affected by tank flushes and don't need to be notified. The second sanitation flush will take place in late October.

**d) Emergency Back-up.** There is a standpipe that could be accessed on Don Scarlett's property in the event of an emergency such as limited creek flow. D Scarlett reports having fire hose that could reach our intake. Depending on the emergency, this could serve as an alternative to the lake pump. The emergency pump near the lake needs to be accessed sometime this year because the starter (switch gear) needs to be relocated. The current residents of this property are not regularly in the area. ACTION: D Butt to bring forward this item on the June agenda.

**e) 2021 Goals and Next Steps**

**Flow & Turbidity meters** – N Kelly is waiting on a quote from Simark Controls for a flow meter (a pitot tube which will give us maximum flow). Water loss could be measured using a positive displacement meter that could be installed when the tanks are being cleaned. I Bourne identified a possible source for a used turbidity meter, and will provide contact information for the owner. A turbidity meter could be used for the pilot and subsequently relocated to the main water system

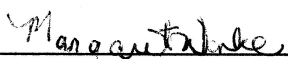
**Residential Pilot** – the KWL report recommended two concurrent residential pilots, one with a backwashable filter and the other with a cartridge system. N Kelly is considering a reusable bag filtration system which may eliminate the need for a backwashable filter, thus does not recommend undertaking this component of the pilot study at this time. The question of whether reusable bag filters are accepted by Interior Health was raised and should be investigated. A decision was made to begin with the cartridge system pilot before the 2021 spring freshet, with a view to adding the backwashable filtration component at a later date, possibly to capture the 2022 freshet season. P Sonnenberg's residence already has a POE system in place. With some upgrading and the addition of a volumetric meter, members decided this would be less costly than purchasing a new system.

ACTION: N Kelly to continue obtaining cost estimates for the meters and residential pilot, for inclusion in the 2021 budget.

**Electricity Cost Estimate** – Board members agreed that the current facility is preferable to the Triangle site if access to electricity is affordable. FCID is waiting for a quote from Don Scarlett. Quotes for trenching and from Fortis will also be needed.

<b>6</b>	<b>New Business - none</b>
<b>7</b>	<b>Correspondence - none</b>
<b>8</b>	<b>Meetings - Next Board Meeting: Wednesday, April 28 at 4:00 p.m.</b> AGM date: Monday, June 7. Details to be determined at the next Board meeting. Special Meeting of membership in summer – to be determined.
<b>9</b>	<b>Adjournment at 6:00 p.m. N Kelly. Carried</b>

  
Donna Butt, Secretary Treasurer

  
Margaret Wanke, Chair