

**MINUTES**

**Trustee / Operations Meeting**

4:30 pm Wednesday April 5, 2023  
via Zoom

Present: Trustee Chair Emer Dubois, Trustee Bryan Miles, Trustee Lee Davis, Operator Kerby Fisher, Administrator Janine Reimer, Electrical Consultant Neil McLean.

**1. Amended Agenda**

The Chair asked that Neil McLean report first. There were no objections.

**2. Generator frequency..... N.McLean**

Neil said he had considered that the approximate 18-hour run frequency of generator-1 might have been caused by a Magnum issue or low batteries, so he had disconnected the Magnum and replaced the batteries, neither which affected the generator frequency. He proposed that this was possibly due to a valve at the tanks leaking water from the upper tank into the lower tank. The operator added that another possible cause could be a leak somewhere in the upper system, or in the interconnect pipe between the 2 tanks, and that he would check it in the coming week. He said he had visually checked for leaks at every appurtenance in the water system. Trustee Miles said upper system residents had consumed about a third of the first quarter water as metered. He noted the variance of pumped versus consumed water was about 400 cubic meters in March. He said he had read a paper on PVC pipe joins being a possible source of leaks, and suggested that if a number of old PVC joins in the SSID system were now failing, it could account for an accumulated volume of water.

Neil reported that the starting battery for generator-2 had been fractured from sitting on a metal frame, so he had replaced it with the secondary battery that had been sitting outside the generator. He would now install one of the AGM batteries, previously in use in the pumphouse, as generator-2's secondary battery.

The operator said if possible this week, he would install a new float switch in the lower tank.

Neil McLean departed the meeting at 4:50pm.

**3. Approval of the Agenda..... Moved B.Miles, 2nd L.Davis. Carried.**

**4. Approval of the Minutes**

- 4a. Trustee/Operations meeting February 7 ..... Moved B.Miles, 2nd L.Davis. Carried.
- 4b. In Camera meeting February 7 ..... Moved L.Davis, 2nd B.Miles. Carried.

**5. Operations Report .....K.Fisher**

**5a. Emailed report.**

The operator summarized his work of February 11, March 11 and 12. In February he had confirmed that the lower tank wasn't empty, and had cleared the clogged sample port. When checking all

appurtenances, he had exercised the mainline valves and provided a report. Gate valve number-2 was found to be inoperable and would require excavation to repair it.

While completing monthly maintenance on the generators, the operator had again found water in the diesel, probably due to condensation inside the tank. He also noted that generator-2's fuel gauge was not working.

## **5b. Drain-Inspect-Clean**

### **5b (1) Schedule**

The operator had provided a detailed schedule of daily activities to be undertaken in the coming week, including the transport of equipment, investigation and possible replacement of the float switch, the tank drain procedure, and concerns about disrupting the seal on the lower hatch. Trustee Miles asked that the operator take a photo of the water height before draining, so that there would be a record.

The operator said that on Wednesday his colleague would arrive to assist him. The tank would be drained before Acuren arrived on Thursday, and while Acuren was taking tank thickness measurements, the operator would replace the interconnect valve and time permitting, also the drain valve. He noted there could be complications during the valve replacement, due to released pressures on the pipes.

The operator stated that the main reason for this project is the inspection not the cleaning. Cleaning would be done sufficiently, but not too roughly because he had concerns about damaging the lining. Trustee Miles suggested it might be better to clean the tank after Acuren's work.

The operator said the tank refill would start on Friday and finish on Saturday, at which time he would chlorinate and flush water through the Phyllis Road blow-off. Trustee Miles added that the filling process takes about 16 hours.

### **5b (2) Equipment**

The operator presented a list of equipment, gear, and supplies purchased or rented for this project. He advised that suitable scaffolding had been difficult to source, so a ladder would be used instead. In the event that the hatch lining should be damaged, he was bringing pool lining. Trustee Miles asked that a first-aid kit be added. The operator said a wand that hooks to the pressure washer would be \$50 for the week, and that he would buy more sodium hypochlorite, at approximately \$100.

He had spoken with Fire Chief Chris Philpott about getting the gas detector, and would also ask if they had an SCBA. He said the administrator had said fire department approval would be needed to use the hose in the hydrant box, and Trustee Miles said SSID was partial owner so could use the hose.

The operator said he would use a camera to inspect the fill pipe from the upper to lower tank to look for pinholes that could invite E.coli. He would also be flushing pipe in the vacuum chamber, so would be renting a submersible pump with a hose. He would be using the chlorine tester purchased

last year. The administrator said the community had been informed of the chlorination in a MailChimp eblast and leaflets.

**6. Muffler/silencer**..... J.Reimer  
The administrator had been unsuccessful in getting a reply from SSID’s generator-1 seller Frontier Power, as to whether the proposed muffler/silencer replacement from Nett Technologies could cause backpressure issues on the Tier-4 model. She said that Nett Technologies did not see there being a problem. The operator said his assistant arriving on Wednesday had the knowledge to determine whether there could be a backpressure risk, so could provide his opinion to help SSID make an informed decision on the muffler purchase.

**7. Quiet time range** ..... J.Reimer  
The administrator said she had not found in the Minutes any specified quiet-time range for generator-2, but thought it had been set at 10:00 PM to 8:00 AM. She said the Magnum was now set from 9:00 PM to 9:00 AM. The trustees agreed that the generator and Magnum could both be set to not start between 9:00 PM and 8:00 AM. It was noted that quiet time applied to generator-2, and that generator-1 must still come on anytime there is a call for water.

**8. Generator advanced-maintenance quotes** .....K.Fisher  
The operator had received 1 of 3 requested quotes on advanced maintenance work for the two generators, and that the quote had been very high. He said that while the City of Courtenay gets advanced maintenance done, the City of Powell River does not. He had also consulted with mechanics who were undecided as to whether it was necessary. The operator suggested that SSID hold off on the service.

**9. Float switches**..... J.Reimer  
The administrator said that she had not yet purchased the float switches as previously directed, because there were already higher than usual expenses for the year, and the operator had agreed he might not have an opportunity to install them this year anyway. The trustees agreed to table the purchase.

..... Administrator to add to next operations meeting

**10. Task List**..... J.Reimer  
The administrator said that the meter reader had advised of 2 mouse nests found in meter boxes, and a general cleaning needed in all of them.

The Operator departed the meeting.

**11. Motion**  
THAT the meeting move in camera ..... Moved E.Dubois, 2nd B.Miles. Carried.  
The trustees came out of in camera, having discussed an issue.

**12. Next Meeting** .....Admin-Finance 10am Apr 26, 2023  
..... Operations Meeting to be determined

**13. Adjournment**..... Moved E.Dubois.  
Adjourned 6:07 pm