

MINUTES

Trustee / Operations Meeting

4:30 pm Thursday November 24, 2022

via Zoom

Present: Trustee Chair Emer Dubois, Trustee Bryan Miles, Trustee Lee Davis, Operator Kerby Fisher, Administrator Janine Reimer

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

2. Approval of the Minutes

2a. Trustee/Operations meeting September 6 Moved L.Davis, 2nd B.Miles. Carried.

3. Trustee Report B.Miles

Trustee Miles had attended the Coastal Water Suppliers Association conference and course in Nanaimo. He reported that the course on hydrology and groundwater management had been exceptional, and that the conference speakers had also presented groundwater topics. He said types of water treatment had been reviewed, and manganese identified as a concern in Vancouver Island groundwater systems. Emergency preparedness was also presented.

Trustee Miles said he was now a director on the CWSA board. He said the CWSA continues to pursue water district access to grant funds.

3. Operations ReportK.Fisher

(i) Emailed Report September 27 attached

(ii) Emailed Report November 11-13 attached

3a. Connections

The operator reviewed the work identified in his reports. He had completed connections to Lot-B on Cedar Way and Lot-44 on Campbell Way. The lot-44 installation had been missing a connection part, so the operator had installed a temporary substitute which he replaced with the correct part in November.

3b. Test for residual chlorine

As a followup to the chlorine flush earlier in September, he had tested for residual chlorine at sample station 1, and found none, which confirmed that recent clear tests had not been the result of chlorine.

3c. Hydrants, standpipes, and ARV servicing

The operator had also completed the fall B-service on hydrants, and dead-end flushing at the 4 standpipes. There had been only one deficiency of the hydrants, which he'd identify in his report, to be issued later. He reported that generator-2 had been running for the full day during the flush and hydrant maintenance, and that the system went through 80 cubic metres of water in the process. He had also serviced the air relief valves, and noted they were working but showing their age.

3d. Tank maintenance

The operator reported that the lower tank hatch was now fitted with a gasket of 1/4-inch weather stripping, secured with wingnuts. He said the upper tank gasket was not as much a priority, and would be of a different material.

3e. Leaks

The operator said all previously reported meter box leaks were not leaking while curbstops were closed, and said that the leaks would be fixed if/when they got any worse. The trustees agreed. He asked the administrator which of those meter boxes might be used during this winter.

..... Administrator to check files and reply

3f. Drainbox parts

The operator said the existing drainbox at lot-B's Cedar Way connection is old and non-conforming to SSID requirements. He noted that Bylaw 102 didn't specify the parts. The administrator said the bylaw referenced the Application for Connection in which drainbox parts were identified.

.....Administrator to identify referenced section to trustees

3g. Tank cleaning and coating J.Reimer

The administrator presented ballpark costs of draining, cleaning, inspecting, and re-coating both tanks, and the safety team overseeing the procedures. The ballpark sum was roughly half the price of buying a new tank. The operator suggested that instead of both tanks, only the lower tank be cleaned and inspected at this time, as that was the tank of greater concern having shown contamination in August. He noted that AWWA industry standards prescribe a drain-inspect every 6 years.

The administrator said the steel tower is non-conforming to current seismic code. If SSID were ever to purchase a new upper tank, it would first require a seismically sound steel tower. The sum for tower and tank could be significant. It might be more feasible to dismantle the tank and tower when they're at the end of useful life, and instead use only the lower tank for the whole District, assisted with a booster pump or other engineered method to maintain water pressure in the upper system.

There was discussion as to what the actual longevity of the tanks might be, as estimates ranged from 25 to 99 years. The tanks are currently at 52 years since installation. Trustee Miles said that the aquifer water being pristine would have less effect on steel tanks than treated water might.

3c. Float switches purchase

The operator said he had not purchased float switches, and recommended they not be changed until the spring.

3d. Generator-2

The operator said electrical consultant Neil McLean had checked the timer again, and that all was functioning correctly. The operator recommended that in January, generator-1 be set to the

preferred generator, rather than alternating, because gen-1 charges its own batteries, the pumphouse batteries, and the gen-2 batteries.

3f. Hydrant quotes

The operator said if the trustees still want to replace 2 hydrants in 2023, it would be done in the fall, and he would get estimates nearer that time.

4. Task List - Maintenance update J.Reimer

The administrator had listed work orders completed by maintenance person Jake Banting, including vacuuming hydrant valve stems, cleaning out specific meter boxes, and fixing broken meter box lids. She said the golf cart and Honda generator had both been looked at by contractor Paul Leighton, and he had not found them needing work.

..... Administrator to send to the operator notes from P.Leighton re golf cart and Honda

The operator noted that a maintenance priority would be cleaning the skylights in the storage shed, and the trustees agreed. Also the pressure washing and the new valve box were on the list of items to be done.

..... Administrator to get status of outstanding workorders

5. Next Meeting Admin-Finance Meeting January 4 2023

..... Operations Meeting February 7 2023

6. Adjournment Moved E.Dubois 5:57 pm