![SSID - Savary Shores Improvement District logo]

MINUTES
Trustee Meeting
4:30 PM Wednesday June 29, 2023
via Zoom

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

1. **Approval of the Agenda**.. Moved B.Miles, 2nd E.Dubois. Carried.

2. **Approval of the Minutes**
2a. Operations Meeting May 25 .... Moved B.Miles, 2nd E.Dubois. Carried.

3. **AGM Planning**
3a. Chair Resignation
The Chair stated for the record that she would be resigning at conclusion of the AGM, with one year remaining in her term. It was decided she would chair the AGM until after she'd presented the Chair's Report, then would ask Trustee Miles to chair the balance.

3b. Asset Management Report.. J.Reimer
The administrator shared the Waterworth screen to show the long-term graph for display at the AGM, with attention to the 2043 tank replacement costs and the tax cashflow line.

A painting cost had been added as previously recommended by the operator and the tank inspection report. The operator suggested the lower tank roof be painted this year while it was clean from recent pressure washing. Safety procedures were discussed, with the Chair and Trustee Miles offering to attend on the painting days.

The placeholder figure of $6000 in the asset management plan was a for additional float switches and wiring, but needed further estimating to cover electrical installation and trench excavation from the tank farm to the pumphouse. She would review with the electrical consultant for an all-inclusive figure.

The operator said that the air release valve replacement in the asset management plan was necessary, as the ones in use were old and might snap when handled.

3c. Operations Report..K.Fisher
The trustees were in agreement with the draft AGM report that had been circulated by the operator in advance. His final report would be sent to the trustees before the AGM.

3d. Affect of Fixed Leak on Water Data...B.Miles
Water use figures for June were not yet available, so Trustee Miles could comment only on May's numbers. He noted that the variance of water pumped versus water used was about 400 cubic meters less in May than April, even after a lot of May flushing by the operator, so it was apparent that the water loss question had been solved by fixing the leak on Brian's Way.

3e. Five-Year Plan..B.Miles
Trustee Miles outlined the main capital expenditures for each year of five years, starting 2023.

There was discussion of replacing the 10,000-gallon tank with a pressure tank when the large tank is replaced, possibly in 2043.

Trustee Miles said that the well driller had advised not to replace the pumps until they fail, and that the failure date is unpredictable. The operator asked how long it might take to source a suitable pump, as it could be helpful to purchase one in advance to keep on hand.
        .... administrator to ask well driller how long to source a replacement pump for SSID

Trustee Miles said the golf cart would need replacing at some point, and had been roughly scheduled for 2026.

3f. Asset Management continued
It was suggested that the administrator could output a 4-foot wide graph from the online asset management program, for use in describing the asset management plan.
        .... administrator to get printout of asset management graph

The administrator asked the operator if he thought SSID should budget for a lithium battery and inverter to maintain the pumphouse controls. The operator advised that the current lead acid battery setup be left as is at this time. The trustees agreed.

4. Generator Run Times
The Chair asked for an update on the running time of generator-2, as SSID had received a complaint from the neighbouring property. The operator advised that the system was running correctly with the generators alternating, but that generator-2 happened to turn on 1 minute before the programmed quiet time, so ran past 10 PM. Trustee Miles suggested this could be prevented by resetting the timer to restrict generator-2 to an earlier start time, so that a full pump run would end before 10 PM. The operator said it would also be acceptable to take generator-2 out of rotation, and keep it on standby as a backup only, in the event of a generator-1 failure. The operator said he would still have to exercise generator-2 under load on a regular basis for maintenance, and that he would have to keep treating the existing fuel tank with biocide to prevent algae from developing in the aging fuel. The trustees agreed with this change to generator operations, and the monthly exercise run under load. The administrator said she had switched the automation to "generator-1 preferred" on June 24.

The operator said SSID should continue to review run times and frequency. The administrator said that electrical consultant Neil Mclean now had the ability to download data from the Thomson, and had offered to show the administrator how to do so.
        .... administrator to download data and forward to operator

5. Next Meeting ....AGM 10:30 July 30 2023

6. Adjournment...Moved E.Dubois
5:50 pm