

MINUTES

Trustee / Operations Meeting

4:30 pm Tuesday September 6, 2022
via Zoom

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

- 1. **Approval of the Agenda**..... Moved E.Dubois, 2nd B.Miles. Carried.
- 2. **Approval of the Minutes**
 - 2a. Trustee/Operations meeting June 16 Moved E.Dubois, 2nd B.Miles. Carried.
- 3. **Operations Report**K.Fisher

3a. Chlorine Flush

The operator reported on activities taken to complete the chlorine flush. After receiving notice of contamination on Wednesday August 31, he purchased the chlorine (sodium hypochlorite 12%), and travelled to Savary on Thursday September 1, to dose both water tanks that night with enough solution roughly calculated to result in 5 parts per million in the system. He left the chlorine to sit in the tanks overnight to kill any e.coli present, and in the morning of Friday September 2, pulled the chlorinated water through the pipes. At the west standpipe on Phyllis Road, residual chlorine measured 2 ppm. Multiple testing sites showed chlorine still in the system. On Sunday September 3, he considered re-dousing, but there was still residual chlorine.

The operator reported that the cause of contamination was unknown, but may have entered under the large tank hatch seal. He cleaned around the hatch seal with chlorine, and plans to make a better seal on both tank hatches.

..... Operator to install seal on tank hatches

3b. Float Switches

The operator said the floats in both tanks can be extended a maximum of 36 inches. Trustee Miles noted this represented only 10-15 percent of the large tank volume, and that a longer float line would reduce frequency of filling and be better for the health of the generators. The operator suggested that the float switches be replaced, and the trustees agreed. Trustee Miles said there was no rush because with summer now ending, the pumping frequency would drop.

3c. Motion to move in camera

..... Moved E.Dubois, 2nd B.Miles.Carried.

The trustees rose from in camera.

3d. Service Connections

The operator said that he was scheduled to connect to Lot-B on Cedar Way on Friday September 23 with excavation by Matt How Construction, and at Lot-44 on Campbell Way on

Saturday September 25 with excavation by Eric Ferreira, to be confirmed. The Chair advised that resident Tony Tuba also has an excavator.

3e. Leak Repair

The operator had checked on the leak reported at Lot-27, and found that it dripped steadily, but not when the curbstop was off, and not requiring immediate attention. He suggested that all reported leaks be repaired in the spring (lots-27, -107, -120/-121, -124). The administrator said the meter reader had reported a leak at lot-219. The operator said he'd review it when on Savary in September, and asked the administrator to advise the meter reader.

..... Administrator to send work order for leak at lot-219 to operator, and note to meter reader.

3f. Sampling after tank contamination

The operator said that if future water tests show contamination at a tank, the re-sampling to confirm results should be done at that tank as well as at the first sample station in the tank's distribution line.

3g. Hydrants

The operator said he had purchased paint, and had painted hydrant-8 beside the storage shed. He would tend to painting the other hydrants when he had time to do so. He would be purchasing 2 new hydrants in Courtenay, transport to Savary in his truck, and install in spring 2023.

..... Operator to get quotes on 2 new hydrants in Courtenay

3h. Tank Cleaning

The operator advised that the tanks and out-fill pipe be drained, cleaned, and inspected in spring 2023. He would get quotes for the process. Trustee Miles added that the results of the inspection would determine next steps for repairs and/or painting. He said that if SSID were to get another bad test, the inspection should be done sooner.

..... Operator to get quotes for drain, clean, inspect of tanks and out-fill pipe

4. Task List

The administrator noted the new work order for meter box maintenance, as requested by the meter reader.

- 5. **Next Meeting**Trustee Meeting October 12
-Operations Meeting date to be determined
- 2022 Asset Management Meeting date to be determined

- 6. **Adjournment** Moved E.Dubois 6:00 pm