

DEWDNEY AREA IMPROVEMENT DISTRICT
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TRUSTEES BOARD MEETING
Wednesday February 26, 2014 – 7.00 PM
Hatzic Prairie Community Hall, 19814 Farms Road, Hatzic Prairie

MINUTES

In Attendance:

Doug McNeill (Chair)
Deb McKay (Vice Chair)
Ernest Loewen
Wayne Robertson
Doug Sinitsin
Brett Vander Wyk
Ken Webb

Larry Wiens – project manager
Peter Hanslo – administrator and finance officer
Ron Beck – dike manager
Bruce Edwards – engineering consultant

Absent:

Steve Dimond (out of Province)
Pete Schalkx (on business)

**Ratepayers in
attendance:**

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Call to Order:

Chair 7.05 pm.

- Motion:** To adopt agenda February 26, 2014. D. McKay/W.Robertson
- Motion:** To adopt minutes January 7, 2014. D.Sinitsin/E. Loewen
- Sign minutes:** January 7, 2014 minutes signed by Chair.
- Motion:** To conduct board in-camera meeting immediately after this meeting to discuss contract staff matters. D. McKay/W. Robertson
- Sign Resolution:** February 26, 2014 board in-camera meeting Resolution signed by Chair.

REPORTS

- Dike and pump station maintenance report:** Ron Beck Refer appendix 1.
- Administration and finance report:** P. Hanslo Refer appendix 1.
- Project management report:** L. Wiens Refer appendix 2.

OLD BUSINESS

von Einsiedel v DAID et al litigation

In an email dated February 4, 2014 DAID's legal counsel, James Goulden, advised that the Court of Appeal had placed Mr. Von Einsiedel's appeal on the inactive list and that unless the appellant took steps to have the appeal reactivated it would likely be dismissed by the Court sometime in June 2014. On February 21, 2014 and following on the previous email, Mr. Goulden provided DAID with a copy of a letter from Mr. Von Einsiedel's lawyers once again seeking an extension of time for filing his Factum (reasons for the Appeal).

- Motion:** To oppose Mr. Von Einsiedel's latest request for a further extension of time to file his Appeal Record. D.McKay/E.Loewen
- Vote:** 5 in favour; 1 opposed; 1 abstention
- Motion passed by majority.

Mr. Hanslo was asked to draft a letter to DAID's counsel and circulate the draft to all trustees for prior approval before mailing.

- **Chilqua Creek flooding issues**

On December 27, 2013 project manager Larry Wiens, emailed Remko Rosenboom, Section Head Water Allocations, Department of Forests, Lands and Natural Resources to summarize the work that had been done on Jeanette Steiger's property in the latter half of 2013. Mr. Wiens stressed that the clean-out on Chilqua Creek at that time was only a temporary measure and would not solve the long term problem. Mr. Wiens also mentioned to Remko that Mrs. Steiger had not removed the material she placed in the ditch, and that she had not moved the entire water course as was instructed by Remko in his July 2013 email. Mr. Wiens indicated to Remko the need for working together on the flooding issues in this watershed and that DAID had developed a plan for the Hatzic and Chilqua drainage area for 2014-2015. It was suggested to Remko that DAID meet with him, Ron McLeod of the Agricultural Land Commission (ALC) and DFO early in 2014 to review those plans and permitting requirements. Project manager Larry Wiens reported that the clean out of Chilqua Creek carried out October 10 - 13, 2013 has to-date resulted in no flooding on the Steiger farm or on the neighbouring Vandeburgt farm. Mr. Wiens went on to say that a good test will be when the present snow melts, followed by rain, which could happen later this week. At the November 5, 2013 board meeting, trustees passed a motion to send Jeanette Steiger, the full cost of the clean-out of Chilqua Creek at her property. The motion further stated that DAID would pay Mission Contracting and Letts Environmental Consultants for their work done at the property, and recover through Small Claims Court if not paid in full by Mrs. Steiger. DAID wrote to Ron McLeod, enforcement officer for Agricultural Land Commission in November last enclosing the Mission Contracting invoice for \$6,614.80 and the Letts Environmental Consultants invoice for \$1,989.79, requesting Mr. McLeod to act as intermediary for collecting on these bills. It was Mr. McLeod who reached an agreement with Mrs. Steiger to clean out the vegetation from Chilqua Creek, after Mrs. Steiger insisted that DAID representatives would not attend the property. Neither Mr. McLeod nor Mrs. Steiger have responded to DAID's November request for settlement. Mr. Hanslo suggested he now address a letter direct to Mrs. Steiger requesting reimbursement in the amount of \$8,604.59 for the Chilqua Creek clean-out work at her property, and if necessary, continue to press for payment with the possibility of the matter ending up in Small Claims Court. The board requested that Mr. Wiens also write to Remko Rosenboom, Water Allocations-Dept. of Forests, as a follow-up to our previous conversations with him on the Chilqua Creek issues.

- **Motion:** Mr. Hanslo write to Mrs. Steiger and Mr. Wiens to write to Remko Rosenboom K.Webb/W. Robertson
Vote: Passed unanimously.

NEW BUSINESS

- **DAID 2014 annual general meeting**

At the previous board meeting it was agreed that the DAID 2014 annual general meeting be held Wednesday April 9, 2014, starting 7.00 pm, at the Hatzic Prairie Community Hall, 10814 Farms Road, Hatzic. A draft of the proposed 2014 AGM meeting mail-out notice is submitted for review, in order to finalize the wording of the notice before going to print. Chair Doug McNeill requested that the word "must" be added between be words "Landowners" and "check-in" on the mail-out notice.

Motion: To accept wording of mail-out notice subject to the inclusion of the word "must" as requested by the Chair. D.McKay/W.Robertson.

Vote: Passed unanimously.

Due to term expiry three trustee positions are up for election this year:

Hatzic Prairie (1) – trustee K. Webb (term expired)

Dewdney (1) – trustee W. Robertson (term expired)

Hatzic Lake (1) – trustee D. McKay (term expired)

Board approval was requested to engage an electoral officer and 2 polling clerks for the AGM. Last year's remuneration for the electoral officer was \$25 hour to supervise the election and the 2 polling clerks were each paid \$20 hour for voter registration work.

Motion: To engage an electoral officer and two polling clerks for the AGM at \$25 hour for electoral officer and \$20 hour for each of the polling clerks. E.Loewen/B. Vander Wyk

Vote: Passed unanimously.

Trustee Deb McKay agreed to assist in drawing up the DAID voters' list for the AGM.

Mr. Bruce Edwards agreed to provide his P.A system for the AGM.

- **2014 Budget**

A draft of DAID's 2014 budget was provided each board member for review, prior to the February 26, 2014 meeting. In referring to the budget document Mr. Hanslo commented on all the items earmarked in his February 22, 2014 email to trustees. The Chair invited questions from trustees and those landowners present at the meeting. Except for Mr. Hanslo defining to trustee Robertson the total 2014 expenditures used for calculating the district's 2014 mill rate, no other questions were forthcoming.

Motion: To accept the district's 2014 budget without amendment. D.McKay/W. Robertson.

Vote: Passed unanimously.

First and second readings of the 2014 Mill Rate ByLaw #71 were given.

Motion: To accept 2014 Mill Rate ByLaw #71 as delivered at the introductory and reconsideration readings. K. Webb/W. Robertson.

Vote: Passed unanimously.

- **DAID website**

In early January trustee Steve Dimond was asked whether he would consider working on DAID's website for updating and general all-round improvement. Mr. Dimond replied by saying that "he could do something" and provided several suggestions for the board to examine. Mr. Dimond's January 10 email was circulated to all board members. The Chair requested that trustees provide any/all suggestion in this matter to Mr. Hanslo, who was asked to collate that information for discussion at the next board meeting.

Ratepayers' question period

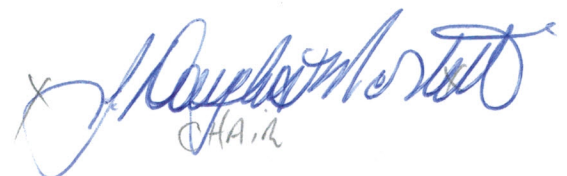
All questions raised by district property owners during the course of the evening's meeting, were responded to by DAID board members and staff.

Set date, time and location of next board meeting.

DAID annual general meeting scheduled for Wednesday April 9, 2014 starting 7.00 pm to be held at the Hatzic Prairie Community Hall, 19814 Farms Road, Hatzic Prairie. B.C. immediately followed by an in-camera meeting for the purpose of welcoming new board members and to discuss staff matters.

Meeting adjourned.

9.50 pm


CHAIR

APPENDIX 1

Dike maintenance manager report: R. Beck

- Both pumps (old system) remain inactive.
- Manager will clean up trees behind the Stevens' properties when weather improves.
- All padlocks and keys which are part of the dike integrated security system require upgrading.
Larry Wiens and Bruce Edwards responded by saying that they continue to work on those issues.

End of report.

Administration and finance officer report: P. Hanslo

- Again thanks to Mrs. Brenda Koop for her work in distributing DAID's meeting notices for display on community notice boards;
- DAID's tiers 2 and 3 January update reports submitted to EMBC on time;
- DAID's 2013 year-end books, files and records were delivered to CPA Ann Harper on February 3, 2014 for the district's annual audit.
- We recently received the district's 2014 property assessment roll from B.C. Assessment Authority. This latest assessment roll allows us to update our computer records with the current year assessed values for all the properties in our district.
- After that work has been completed, current year property assessment notices will be mailed to all district property owners and that will be followed by the scheduling of a Court of Review later this year.
- Completed work on the district's 2014 budget in preparation for setting the current year diking tax mill rate.
- Started preparatory work for the district's annual general meeting scheduled for April 9, 2014.

End of report.

APPENDIX 2

Project manager report: L. Wiens

New Hatzic pump station construction update:

- Mr. Wiens said that he was pleased to inform the board that construction of the new Hatzic pump station has been completed with the exception of some site clean-up and grass seeding.
- Mr. Wiens expressed his thanks to a lot of help from all DAID staff and the construction crew.
- The cost of the project will come in at well under budget with a savings to DAID taxpayers and because of federal and provincial grant funding assistance, a savings also to taxpayers in the Province of B.C. and across Canada.
- Mr. Wiens thanked trustee Wayne Robertson for his work which will provide the means for holding the flood box gates open and an extension to the new lifting beam which will make it possible to remove the trash racks quickly and install the new steel stop logs making it possible for pump bay dewatering.
- Representatives from Bedford Pump Company in England will arrive on Monday March 3, 2014 and will be on-site at 9.00 am Tuesday March 4 along with Westport Construction, the electrical contractor and a number of engineers to start the commissioning of the new pumps.
- The new pump station "Grand Opening" scheduled for late April or early May will be announced at the district AGM on April 9. All members of the public are cordially invited to attend.

EMBC Intake 2013 application for funding:

- In May 2013 DAID submitted an application to EMBC for the 2013 Flood Protection Intake Program. Funding is required to finance a \$625,000 capital infrastructure project which will include the construction of a series of sediment traps on Hatzic Slough north and south of the Dale Road bridge. This two-year project is scheduled to run from April 1, 2014 to March 31, 2016. Financing: 2/3rds federal/provincial; DAID 1/3rd.
- No news yet from EMBC on DAID's funding application. We assume funding decisions will be made after announcements of the provincial and federal budgets.

Hatzic Slough clean out south of Dale Road bridge:

- In early February the district experienced fairly heavy rain which provided the opportunity to see how the removal of 90 truck loads of sand from the Slough would impact water levels in the Dale Road bridge area. The island which the contractor removed and the three sand traps which he excavated have since all filled up with sand from the north side of the Dale Road bridge. This provided a good indicator that a series of sand retrieval stations in the Slough north and south of Dale Road will bring down the water level in the centre of the Hatzic Valley.

Tamihi Logging Co. Ltd.

- Mr. Wiens reported that he had received a notification from Tamihi Logging Co Ltd that they planned to do cut block logging at 5 locations above Chilqua Creek.
- Mr. Wiens made contact with Tamihi's Len Blackstock and he (Mr. Wiens) was able to identify the sites on a Google Earth map at elevations from 150-300m above sea level.
- Apparently the cut blocks will be connected by a road connecting up with a log sort area at Scory Creek. The cut blocks are fairly small and only one cut block (#87b) is close to a water course that drains into Chilqua Creek.
- Mr. Wiens said that at this point he has no opinion on the potential for run off into Chilqua Creek.

End of report.