

DEWDNEY AREA IMPROVEMENT DISTRICT

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TRUSTEES BOARD MEETING

Wednesday September 9, 2015 – 7.00 PM

Hatzic Prairie Community Hall, 10845 Farms Road, Hatzic Prairie

MINUTES

In Attendance:

Doug McNeill (Chair)
Gus Derewenko
Christian Leuzinger
Ernest Loewen
Deb McKay
David Scott
Doug Sinitsin

Peter Hanslo – administrator and finance officer
Larry Wiens – project manager
Darrell McDonald – assistant dike manager
Bruce Edwards – engineering consultant

Absent:

Brett Vander Wyk (work related)
Peter Schalkx (work related)
Ron Beck – facilities operations manager

Ratepayers:

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Call to Order:

Chair 7.05 pm.

- **Motion** to adopt September 9, 2015 meeting agenda
D. Sinitsin/D. McKay Vote: unanimous in favour. Motion passed.
- **Motion** to adopt July 29, 2015 meeting minutes.
D. McKay/E. Loewen Vote: unanimous in favour. Motion passed.
- July 29, 2015 meeting minutes signed.

REPORTS:

- **Dike maintenance manager report:** Ron Beck – appendix 1
- **Administration and finance officer report:** P. Hanslo – appendix 1
- **Project manager report:** L. Wiens – appendix 2

OLD BUSINESSSelect committee to review election procedures

A select committee to review DAID's election procedures convened on February 5, 2015 and at the request of the committee, the administrator addressed a letter to Cathy Bickford, Advisory Officer for the Ministry of Community Development, on the matter of district trustee candidates being nominated for board positions at the upcoming AGM. In the past all candidates were nominated by ratepayers "at large". Permission was now being sought that candidates be nominated by ratepayers limited to their own specific zones only. As at date of this board meeting no reply had been received back from the Ministry to DAID's letter of February 6, 2015 nor to a follow-up letter dated March 4, 2015. An extract from section B (page 19) of the Improvement Districts' manual reads as follows: "*For the majority of improvement districts, the only election rules that are outlined in legislation are the eligibility requirements, notice provisions, the ability to use statutory declarations, the time when the election is to be held and the method for challenging an election. **The board of trustees has discretion to decide all other election procedures.***" In the light of this directive it would appear as if the Ministry is leaving DAID to decide on this particular issue. Nominations for candidates at the district's 2015 AGM proceeded on an "at large" basis.

Select committee Chair Deb McKay mentioned that no timeline has been set to report back to the DAID board of trustees but that she planned to have a recommendation for DAID election procedures ready for submission to the board by January 2016.

Motion: For the select committee to re-convene meeting in October 2015 and have recommendations for presentation to the DAID trustees no later than the end of January 2016.

D.Mckay/D. Scott. Vote: unanimous if favour. Motion passed.

NEW BUSINESS

Method of calculating diking taxes

Peter Hanslo, administrator

At the last board meeting on July 29, a ratepayer questioned the fairness of the method employed for calculating DAID diking taxes – that being an annual mill rate applied to a property's current year assessed value. She referenced Improvement District Manual section C page 28 paragraph 3 and Local Government Act section 757 (1) (9) as a starting point for a possible review of the DAID diking tax system. The administrator has studied that material and the district's past meeting minutes and bylaws going back to April 1973 and his report includes the following references which hopefully will provide the basis for further discussion:

- The administrators report on DAID's past and present diking tax systems
- B.C. Assessment Authority (BCAA) "Fact Sheet")
- DAID diking tax bylaw summary schedules (6 pages)
- Local Government Act section 757
- Ministry of Community Services improvement district manual section C page 28
- DAID June 10, 1986 meeting minutes
- DAID June 10, 1986 bylaw number 27
- DAID June 10, 1986 bylaw number 28
- DAID July 18, 1974 bylaw number 3
- DAID July 18, 1974 bylaw number 4

The board requested that all the above printed material be posted on the DAID website and that the following motion be passed. **Motion:** That board members take time to study the administrator's report and reference material and to have this matter tabled for discussion at the next board meeting. D. McKay/G. Derewenko. Vote: unanimous in favour. Motion passed.

Auditor Ann Harper Inc. request for a DAID testimonial to place on her website:

Peter Hanslo

Subject to review, editing and board approval the following text is suggested: " Ann Harper Inc. was appointed as auditor for Dewdney Area Improvement District on April 24, 2013 after having purchased the accounting firm of Ann Senae Inc. who had provided our district with audit services for almost 18 years. As a client, the transition was seamless and we have found the audit services provided us by Ann Harper and her staff over the last two years to be as professional, efficient and friendly as we enjoyed in the past."

Motion: To approve the above text subject to the insertion of the word "continued" between the words "years" and "to" on the fifth line. E.Loewen/D.McKay. Vote: unanimous in favour. Motion passed.

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.

Next board meeting scheduled for Wednesday October 28, 2015 starting 7.00 pm held at the Hatzic Prairie Community Hall, 10845 Farms Road, Hatzic Prairie. B.C. followed by a board in-camera meeting to discuss property acquisition, personnel and a legal matter.

Meeting adjourned: 9.14 pm

D. McKay/D. Scott.



APPENDIX 1

Dike maintenance manager report: D. McDonald (assistant) for R. Beck (absent)

- Current measurements showed a difference of around two feet between lake and river levels.
- The recent severe windstorm has left several downed trees on and around the dike. These will be removed shortly.
- Will soon contact Wes McKimmon to schedule for the Fall mowing of the dike.
- No problems to report with pump house operations

End of report.

Administrator and finance officer report: P. Hanslo

- Intake 2013 update report (Hatzic Slough Sediment Management project) for July submitted to EMBC August 25, 2015.
- January to July 2015 financial statements completed and circulated to all trustees August 14, 2015.
- Diking taxes collected for year to-date: \$203,375.
Outstandings due and payable by September 30, 2015: \$221,574.
- On August 11, 2015 at the request of the project manager we mailed out notices that DAID must lower the Hatzic Lake water level starting August 11, 2015 until August 24, 2015 when a level of 2.3 meters above sea-level to be maintained until after Labour Day. Notices mailed to all PID numbered property owners on DAID's diking tax roll.
- Researched and prepared a report in response to a ratepayer's comments at the last board meeting on July 29, when she questioned the fairness of the way in which diking taxes were being levied – that being an annual mill rate applied to a property's current year assessed value. She referenced Improvement District Manual section C page 28 paragraph 3 and Local Government Act section 757 (1) (9) as a starting point for a possible review of the DAID diking tax system. I have studied that material and the district's past meeting minutes and bylaws going back to April 1973 and my report will be presented at this evening's meeting for discussion.

End of report.

APPENDIX 2

Operations and project manager report: L. Wiens

- As author of the August 10, 2015 "Notice to all landowners" circulated letter, apologies where due are extended to Hatzic Lake residents who were inconvenienced by the lowering of the Hatzic Lake water levels during August 2015.
- The anticipated run-off at flood box #4 (the fish ladder flood box) was minimal.
- Better controls would be to keep the lake level at 2.3 masl.
- Weed growth on in the lake was also a contributing factor to an early closure of the season.
- Intake 2013 project: Pauline Peters was introduced as being hired to assist Bruce Edwards and also to provide a measure of security services and to monitor for artifacts.
- Intake 2013 permitting: All permitting for the project, including the Water License, was completed during August.
- Construction work on the eleven sand recovery stations (SRS's) started August 31, 2015 and as of today (September 9, 2015) work on four (38%) of those stations (C,D,E,F) has been completed.
- Work on the six stations on Mr. Jhulley's farmland will start September 10, 2015.
- Progress photographic images of the SRS construction work were sent to Government agencies including EMBC. No concerns expressed by any of those agencies.
- Due to the location of proposed SRS #12 (A) being on a berm in the Slough situated north of the Dale Road bridge, which is also Crown Land, the project construction and spending plan has been amended to provide for 11 SRS's instead of the intended 12.
- The agency's official dates for fisheries window are August 15 through September 15 annually.
- DAID has requested an extension until October 15, 2015 to complete the Intake 2013 project.
- At the end of the project a professional horticulturist will be brought in for sites restoration.
- When in operation it is planned to have the 11 SRS's cleaned out once-a year.
- It is anticipated that construction and operation of the newly constructed SRS's will significantly reduce past problems of having 52% of the farmland in Hatzic Prairie subjected to seasonal flooding.
- As matters progress it looks as if the project will be completed ahead of schedule and under budget.
- Will shortly schedule a meeting with Gary Letts to discuss:
 - silt removal on the Lake
 - proposed time-frame: start Labour Day with completion within 30 days
 - problems with flowering rush
 - other issues on the Lake
- In 2016 DAID will apply for, and expects to receive, a permanent Water License.

- Sand recovery from Hatzic Slough: The quality is 98% pure sand. Decision to be made next winter for recovery of revenue from sale of sand to offset cost of removal of sand from the Slough. Expected volume of sand removal: 12,000 cubic meters per year.
- There has already been lots of interest for disposal of the sand from Hatzic Slough.
- We believe that we can have sand removed from site by customers who will cover the cost of trucking.
- In reply to a question as to whether DAID will tender for the sale of sand removed from the Slough, the response was that that was a possibility subject to a study being done on how to handle the process.
- Expected costs for DAID to remove sand from the Slough include:
 - longreach backhoe (equipment plus labour)
 - environmental monitoring
 - storage of sand to allow water runoff before loading

End of report.

Bruce Edwards' report

B.C. Hydro have introduced a new Electric Tariff which sees DAID being charged a monthly minimum charge of \$4,721 (excluding taxes) whether the pumps are being used or not.

I contacted engineers in municipalities that pump flood water to inform them of the exorbitant increase in hydro charges and to suggest that we all present a common front to Hydro in the hope that my action would get back to Hydro. This resulted in a concerned phone call from a senior account manager who promised to investigate.

This matter will be pursued.

End of report.,