

DEWDNEY AREA IMPROVEMENT DISTRICT

Box 3005, Mission B.C. V2V 4J3

Phone : 604-826-2713 (messages) Fax : 604-826-0578

Email : admin@daidinfo.com Website : www.daidinfo.com

TRUSTEE BOARD MEETING

November 23, 2016 – 7 PM

Hatzic Prairie Community Hall, 10845 Farms Road, Hatzic Prairie

Minutes

In Attendance:

Doug McNeil (Chairman)
Deb McKay
Brett Vander Wyk
David Scott
Roy Chaplin
Paul Anderson
Rod Shead
Steve Anderson
Jim Loewen

Gwen Zayonce (Administrator/Finance Officer)
Bruce Edwards (Project/Hydro Management)

Call to Order:

7:03 PM

Motion:

To adopt November 23, 2016, meeting agenda
Dave Scott/Deb McKay
Favor: 8 Opposed: None Abstentions: None Motion: Adopted

Motion:

To adopt October 26, 2016 Trustee meeting minutes.
Jim Loewen/Dave Scott
Favor: 7 Opposed: None Abstentions: 1 Motion: Adopted
Signed: Doug McNeil - Chair

Motion:

To adopt a resolution to hold an in-camera meeting immediately following this public meeting to discuss staff matters.
Deb McKay/Brett Vander Wyk
Favor: 8 Opposed: None Abstentions: None Motion: Adopted
Signed: Resolution 38- Doug McNeill - Chair

REPORTS:

- Dike Manager Report:** *See Appendix (1)- Delivered by Bruce Edwards*
Questions raised by trustee's and ratepayers were responded to by Bruce Edwards
- Administrator/Finance Officers Report:** *See Appendix (2)*
Questions raised by trustee's and ratepayers were responded to by Gwen Zayonce (Administrator/Finance Officer)
- Project Manager Report:** *See Appendix (3)*
Hydro Report: Questions raised by trustee's and ratepayers were responded to by Bruce Edwards

OLD BUSINESS:

- District Method of Calculating Taxes:** Trustee McKay reported that the DAID data base, BC Assessment Roll and Zone boundaries review has been completed. Advised Trustees they needed to decide on a creating of a committee of trustees or combination of trustees and ratepayers to review taxes.
- Motion:** I trustee Chaplin motion to strike a committee to review DAID methods of taxation, review alternative options and report to the board. 1 (one) trustee and 1 (one) ratepayer per district.
Roy Chaplin/Brett Vander Wyk
- Motion Amendment:** Motion to strike a committee comprised of 1 DAID trustee and one ratepayer from each zone to review methods of assessing DAID taxes, review alternative options and present recommendations to the board.
Deb McKay/Jim Loewen
Favor: 8 Opposed: None Abstentions: None Motion: Adopted

Motion: Move that Deb McKay be chairman of the taxation committee.
Jim Loewen/ Brett Vander Wyk
Favor: 8 Opposed: None Abstentions: None Motion: Adopted

Motion: Move to strike a taxation committee with the following members.
Brett Vander Wyk (trustee for Dewdney)
Heather Thompson (ratepayer Dewdney)
Steve Anderson (trustee for Hatzic Prairie)
Ray Boucher (ratepayer for Hatzic Prairie)
Jim Loewen (trustee for Hatzic Lake)
Jim Watson (ratepayer for Hatzic Lake)

Deb McKay/Brett Vander Wyk
Favor: 8 Opposed: None Abstentions: None Motion: Adopted

Non-Discloser Statements: Trustees were provided sample copies of non-discloser statements for review from Trustee Shead emailed November 14, 2016 and revised and emailed November 20, 2016.

Motion: To table the review and implementation of a non-discloser statement for trustees and staff.
Roy Chaplin/Paul Anderson

Motion: To proceed with the implementation of the non-discloser statement.
Deb McKay/Dave Scott
Favor: 5 Opposed: 3 Abstentions: None Motion: Adopted

Motion: To adopt Resolution #39 Implementation of Confidential Agreement as was read by Administration/Finance Officer.
Deb McKay/Dave Scott

Amendment: To add to the Resolution #39 Confidentiality Agreement in paragraph 2 the word "confidential" in front of word "information" and to add to point one Proceeding DAID "as required in the exercise of my duties"
Deb McKay/Dave Scott

9. Interim reports to the Board on Fraser Basin flow rate predictions, rainfall forecasts, pump operation and Hydro costs.

My report on work done since the October 26 Board meetings is in **bold text** below.

PROJECTS

A. New Federal/Provincial Disaster Mitigation funding

New Building Canada Fund

- Provincial-Territorial Infrastructure Component-Small Communities Fund (PTIC-SCF)

The Board passed a motion authorizing me to apply for the grant before other agencies get it, as there is only \$1 billion budgeted federally. As suggested by Federal Minister of Infrastructure staff, I asked Simon Gibson, our MLA, to facilitate the provincial component by approaching Todd Stone MLA, Minister of Transportation & Infrastructure (MoTI). **I should follow this up.**

DAID should only be required to provide 17% in matching funding. Infrastructure projects have been held off to see if this funding is available, thereby leaving more Tier 3 funding available for work on Hatzic Lake & tributaries.

The new federal infrastructure grant program, which will also cover disaster mitigation, is expected to be announced in a few weeks. **I should follow this up.**

B. Intake 2010 Tier 3 completion

1. **The contract ends 2016 December 31. EMBC should therefore be contacted, preferably by Larry Wiens, to negotiate extension to the contract until the end of 2017.**
2. **I attended the November 4 Ministry of Agriculture FVRD workshop on reducing obstacles to improved farm drainage. It was advertised that FLNRO staff would be present, but none attended, much to the annoyance of attending farmers and municipal staff. The consensus was that the greatest obstacle to improving drainage is obtaining FLNRO permits. Obtaining DFO permits is now less difficult.**
3. Chilqua Slough vegetation choking drainage;
 - a. DFO cleaned out the vegetation all the way from downstream of Sylvester Road bridge to the Steiger property to allow Chilqua to drain properly; Paid by DFO.
 - b. After purchase was approval by the Board, a new 2 x 9 m culvert was installed by DFO at the monastery causeway to eliminate that as a chokepoint. To defray the \$6,392 cost (which should be charged to Tier 3),

Ken Vandeburg committed \$2,000 and FV Watershed Coalition committed ~ \$900 for shipping so the cost to DAID will be ~ \$1,100

- c. **Installing gauge stations to evaluate Chilqua drainage performance and guide future Chilqua work.**

4. Hatzic Lake: I met with DFO on site to confirm DFO support for:

1. Phase 1: Create a large sand trap at the outlet of Lagace Slough to prevent further sand aggradation in the lake,
2. Phase 2: Trench a deep connection between Hatzic Lake East and West. **A Water level recording station was built and installed at Ernie Loewen's dock, to confirm that west lake water levels won't be impacted adversely,** and
3. Phase 3: Trench on east side south from the sand trap to deep water south of the sandbar east of Hatzic Island.

5. Pumping station upgrade NB: Future work may be paid from the new Federal Infrastructure grant program, to increase the funds available for dredging Hatzic Lake. Other work is on hold until we determine if more funds are available.

6. Sand Removal Stations (SRS)

- a. FLNRO's suction dredging trial of flowering rush removal is being investigated to determine feasibility for SRS sand clearing.

7. DFO site visit to discuss impact on fish of vegetation removal from Hatzic Valley waterways so boating and farming can coexist without flooding

C. **Suction dredging trial** of Flowering Rush & Eurasian Milfoil in Lower Hatzic Slough; Two week trial ending October 28 - Facilitated by DAID & funded by FLNRO. **I was unable to get production-rate figures to assess cost-effectiveness. I should persevere.**

D. **Long range plan being developed with MoTI** for Road ditching; MoTI to pay
1. **Brad Grunberg retired, so I met with the new acting manager.**

E. **Long range plan with DFO** to identify and enhance spawning streams within DAID boundaries - DAID to benefit through reduced waterway obstruction; DFO to pay. I met with DFO on site.

OPERATIONS

F. **Hydro bill overcharging**; The last bill for \$1564 overcharged by about \$300 IMO. It would have cost more than that to fight it, with no certainty of success so I recommended that it be paid. Previous billing errors, costing tens of thousands of dollars, have been caught and reversed.

G. Countering exorbitant BC Hydro rate increases; Running all 5 pumps even for a few hours in an emergency would cost DAID $\$12K + 11 \times \$6K = \$78,000$ + energy cost

1. As a result of Simon Gibson's kind intervention, senior BC Hydro regulatory staff met with me here on November 15. Hydro agreed to work out a fair Rate Schedule which could save DAID over \$100,000 per year in Demand and Monthly Minimum Charges. I am working toward a win-win-win situation by;

- 1. Reducing unfair demand charges,**
- 2. Increasing Hydro revenue from energy since now, to avoid paying the above charges, DAID doesn't pump as much as it should, and**
- 3. Improving flood protection**

2. I am now working on design of a new flood-control pilot-project Rate Schedule and a computer model to demonstrate how it would work.

3. My previous work included:

1. Attending two full-day hearings to present DAID's case for fairness and proposed an equitable Rate Schedule for flood-control pumping
2. Forming an alliance with Commercial Energy Consumers Association
3. Forming the BC Flood Pumping Coalition so municipalities and IDs can present a united front with CEC before BCUC
4. Analyzing demand and energy of the MGS & LGS pumping stations in the lower mainland and submitted to BCUC as evidence
5. Analyzing and proposed a pilot non-firm interruptible Rate Schedule trial
6. Specifying and estimating the costs and benefits of diesel and Natural Gas back up and/or primary gensets for above

4. BCH implied, during the recent oral hearings, that

1. It's reluctant to introduce a Rate Schedule for flood pumping,
2. It doesn't have time for the proposed flood pumping pilot project this year, so it's delaying until 2017 autumn, and
3. It wants to keep the current punitive rate schedule

5. The above meant that gov't pressure on BCH was needed. Simon Gibson MLA effectively pressured BCH to reconsider. I want to eliminate the Monthly Minimum Charge and provide incentives for avoiding pumping during sub-zero winter peak and super-peak times to cut BCH & DAID costs.

6. As a result of Dr Gibson's intervention, BCH phoned Mr Edwards on November 26 to set up a meeting to begin direct negotiations early next month as ordered by BCUC. BCH informally agreed to using DAID as a small-scale pre-pilot project beginning this autumn. This could save DAID \$100,000, but will require very careful calculation and management of pumping to avoid penalties.

7. The Process will continue into "Module 2" and will unfortunately last at least until the end of 2018.

H. Winter pumping:

1. El Nino has ended, and la Nina conditions are strengthening. This portends a cold winter with lots of precipitation. Careful calculation of pump operation will be required to minimize Hydro costs. For example, runoff from the recent storms raised Hatzic Lake from 0.65 to 2.04 mASL from Oct 11 to 17. It jumped from 0.78 to 1.62

mASL from Oct 12 to 14 - almost 3 feet in two days because heavy rainfall in the watershed downstream of Hope raised the Fraser, thereby reducing Hatzic Lake outflow. Rainfall in the interior contributed only about 10% to the Fraser rise. Calculations predicted that pumping would not be required, thereby saving DAID exorbitant Hydro charges.

2. The Fraser River began to rise dangerously ca November 10 because of heavy rainfall in the BC interior and downstream of Hope. The Super-Moon tide (peaking at Point Atkinson on November 17 at 11:30 AM) inhibited drainage. Heavy rainfall in the Hatzic drainage began to fill the lake. To avoid incurring punitive BCH demand charges, pumping was delayed in the hope that rain would abate. Ca November 14 Pump 3 was started (Pump 2's intermittent thermal trip hasn't yet been resolved.) Milfoil rafts worked their way under the log boom and began plugging the pump intakes ca November 6. After receiving emergency Board authorization, Mission Contractors' long-reach excavator was hired on November 18. It has cleared the milfoil daily as required. Pump 2 was started on November 16 when the lake reached 2.85 mASL, as otherwise it could have reached 3.2 mASL. I stopped pumping at 10:33 PM, to pump as much water as possible from the lake, hopefully before the Hydro demand meter was reset.

I. Power line outages

- 1. There have been no outages since September 22** when the fault at the metering pole was cleared, a burned insulator replaced & improved insulation installed.
- 2. Fault causes:**
 1. Bird bits found twice under wires in mid-span
 2. Bird bits found twice at PT/CT mounting bracket B
 3. Twice, no bird bits were found. This doesn't rule out birds.

J. Pump 2 intermittent trip - isolated to starter;

If the Board authorizes purchase of a computer interface, I will work with Siemens to complete troubleshooting during winter or freshet pumping to save Hydro demand charges (~\$10,000).

K. Hatzic Lake slide gates for water level control: Improved self-regulation designed. Will seek federal infrastructure funding for upgrade.

L. 2014 Pumping station

- 1. WorkSafe BC confirmed that Confined Space Entry procedures are required and that I am a "Qualified Person" to conduct a formal Hazard Assessment (the first step), thereby saving DAID the cost of hiring an Industrial Hygiene Consultant**

2. Ray Butterfield of Mission Contracting indicated that he has confined space entry experience.

3. Ensure that entry and backup teams have confined entry training.

4. Replace trash racks with stop logs

5. Drain pump bays when Hatzic Lake is below 0.6 mASL

6. Inspect concrete (dividing wall porosity)

7. Bring deficient flow dividers to specification; Westport is almost defunct and is unable to pay. This was therefore included in the Federal infrastructure program funding request.

L. Drainage workshop for FVRD municipalities to present a common front to FLNRO; The consensus was that the greatest impediment to proper drainage is delays in obtaining permits from FLNRO.

M. Landowner's issues: Met with two landowners to discuss resolving their issues

Respectfully submitted,

Bruce Edwards
Operations Manager & Engineering Consultant

FLNRO TASKS TO BE COMPLETED

A. WATER ACT PERMITS

1. Slide gates

Long-term slide-gate operating permit to prevent Hatzic Lake East from draining dry after the freshet ends (Best to include it in 4., below)

2. Vegetation

Long-term permit for clearing vegetation from the waterways, which is required to prevent flooding of Hatzic Prairie while keeping Hatzic Lake high enough for boating, thereby reducing the cause of contention between farmers and boaters.

3. Sand Removal Stations

Short-term Water Act permit for SRS operation trying a much less expensive method than Letts Environmental required last year, then a long-term permit.

4. Unified long-term permit

A single long-term permit covering all DAID operations so that we don't have to go through this every year. Remko Rosenboom made this excellent suggestion ca 2014 but there has been no further progress.

B. FLNRO ACTION REQUIRED

1. Lagace Dike repair

Ca 2014 December a section of the Lagace Creek dike, constructed by the Province, overtopped and was washed away. EMBC allotted ~\$8,000 via Task ENV154195 to repair it. Machine time cost roughly \$3,000 but EMBC insisted on an unnecessary formal engineering report which cost \$5,000, leaving insufficient funds for revegetation to prevent another blow-out. DAID even offered to pay for it, but this was refused apparently so FLNRO could somehow claim that the dike is not a dike, thereby evading responsibility. Repairs should be completed to prevent further flood damage and embarrassment to the Province.

2. Chilqua Slough

The unauthorized structure that was erected by the land owner to restrict access to Chilqua creek diverted the water course into undersized culverts that will not handle the volume of water needed to prevent flooding upstream. The structure was built without engineering or permits. FLNRO Water Branch, MoTI, FVRD & ALC were notified of this structure and Ron McCloud from ALC placed a stop work order on the construction. Remko Rosenboom contacted Larry Wiens to ask for DAID assistance to remove the structure, but then failed to follow-up. A few months later the landowners property was flooding. Ron McCloud obtained a permit to clean out the vegetation at DAID's expense, but this did not happen. This structure is now overgrown with Canary Grass and will cause major problems in a future heavy rain event.

3. Dewdney Dike at Lower Hatzic Slough

There is a real public safety issue in that the part of the dike primarily owned by the Crown should be faced with impervious silty material and the relief wells should be serviced to prevent catastrophic failure during a high freshet. This is a Provincial responsibility. DAID informed FLNRO ca 2014, but apparently no action has been taken.

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*COPY OF ORIGINAL
APPENDIX 4*

RESOLUTION #39

WHEREAS the question of whether to: Implement a Confidentiality Agreement for all appointed members of the board for Dewdney Area Improvement District including trustees, staff and contract positions was put before the Board of Trustees at a meeting Oct 26, 2016 and followed by an emailed draft copy to all trustees November 15, 2016.

AND WHEREAS the Trustees deem it advisable to: Implement a Confidentiality Agreement

THEREFORE, BE IT RESOLVED that: All members appointed to the Dewdney Area Improvement District Board, including trustees and all appointed officers and staff sign and adhere to the below Confidentiality Agreement as stated:

CONFIDENTIALITY AGREEMENT

DEWDNEY AREA IMPROVEMENT DISTRICT Box 3005 | Mission, BC | V2V 4J3 | daidinfo.ca

I, _____ as an Elected Trustee ("Trustee") for the Dewdney Area Improvement District ("DAID"), a member of a DAID committee ("Committee Member"), Appointed Officers, Employee/Staff, or in consideration of DAID agreeing to employ me or engage me as an independent contractor agree as follows:

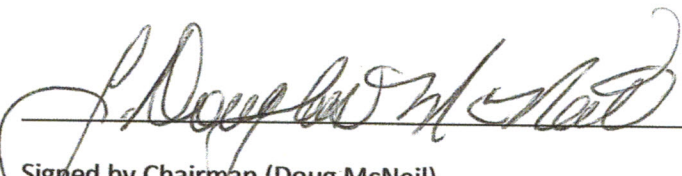
I understand that as a TRUSTEE or COMMITTEE MEMBER, or during the course of my duties with DAID, I will gain knowledge of, or have access to, information relating to the business and affairs of DAID (such information herein collectively, "INFORMATION"). The INFORMATION, regardless of the form in which it is recorded, transmitted, observed or expressed, or to which it may be converted or transcribed, shall include, without limitation, written and electronically stored or accessible information and data, and includes the name and identity of rate payers, third parties, property information and financial information.

1. I acknowledge that all INFORMATION is strictly confidential and I agree that I shall not reveal to any person or entity, or use any INFORMATION at any time, except as expressly directed by DAID or as may be required by law.

AS REQUIRED IN THE EXERCISE OF MY DUTIES

2. I acknowledge and agree that my obligation of confidentiality under paragraph 2 is of indefinite duration and that I will never disclose any INFORMATION to any person or entity, except as expressly directed by DAID, or as may be required by law.
3. I undertake and agree that INFORMATION will not be distributed, altered, copied, interfered with or destroyed, except in accordance with the instructions of DAID.
4. I agree to use extreme caution with, and take all steps to safeguard, the confidentiality of any part of the INFORMATION that may come into my possession at any time or in any place, and in particular when using any type of electronic device when performing my duties.

Certified a true copy of the resolution adopted by the Trustees of the Dewdney Area Improvement District on the 23rd day of November, 2016


Signed by Chairman (Doug McNeil)

Dated Nov. 23, 2016


Signed by Administration/Finance Officer (Gwen Zayonce)

Dated: Nov 23, 2016