

## **DEWDNEY AREA IMPROVEMENT DISTRICT**

**Box 3005, Mission B.C. V2V 4J3**

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### **TRUSTEE BOARD MEETING**

**May 29, 2017, 2017 – 7 PM**

**Hatzic Prairie Community Hall, 10845 Farms Road, Hatzic Prairie**

### **Minutes**

**In Attendance:**

Ray Boucher (Chairman)  
Deb McKay  
Richard Shelley  
Rick Dekker  
Jim Loewen  
Richard Astell  
Steve Anderson

**Absent**

Brett Vander Wyk  
David Scott

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

**Call to Order:**

7:01 PM

**Motion:**

To adopt May 29, 2017, Trustee meeting agenda  
Deb McKay/Steve Anderson  
Favor: 7 Opposed: None Abstentions: None Motion: Adopted

**Motion:**

To adopt March 29, 2017 Trustee meeting minutes.  
Deb McKay/Jim Loewen  
Favor: 7 Opposed: None Abstentions: None Motion: Adopted  
**Signed:** Ray Boucher - Chair

**Motion:**

To Adopt April 24 AGM meeting minutes  
Jim Loewen/Richard Shelley  
Favor: 7 Opposed: None Abstentions: None Motion: Adopted  
**Signed:** Ray Boucher - Chair

- Motion:** To Adopt April 24 Post AGM meeting minutes  
Deb McKay/Richard Shelley  
Favor: 7 Opposed: None Abstentions: None Motion: Adopted  
**Signed:** Ray Boucher - Chair
- Motion:** To adopt a resolution to hold an in-camera meeting immediately following this public meeting to discuss staff matters.  
Deb McKay/ Richard Shelley  
Favor: 7 Opposed: None Abstentions: None Motion: Adopted  
**Signed:** Resolution 43- Ray Boucher - Chair
- Project Manager Report:** See Appendix (1)  
**Hydro Report:** Questions raised by trustee's and ratepayers were responded to by Bruce Edwards
- Dike Manager Report:** *See Appendix (2)-*  
Questions raised by trustee's and ratepayers were responded to by Ron Beck
- Mr. Edwards was excused from the meeting
- AGM Final Report** See Appendix (3)  
Questions raised by trustee's and ratepayers were responded to by Gwen Zayonce (Administrator/Finance Officer)
- Administrator/Finance Officers Report:** *See Appendix (4)*  
Questions raised by trustee's and ratepayers were responded to by Gwen Zayonce (Administrator/Finance Officer)
- Motion:** Move to hire Ann Harper Inc. as the 2017 auditors for DAID  
Deb McKay/Richard Shelley  
Favor: 7 Opposed: None Abstentions: None Motion: Adopted

**OLD BUSINESS:**

**District Method of  
Calculating Taxes:**

Trustee McKay reported that the committee has not set the first meeting and will now proceed with the new board in place. Trustee McKay advised that current DAID chairman Ray Boucher was the representative for the ratepayers from Hatzic Prairie. Chairman Ray Boucher invited ratepayer Donna Dulewich to join this committee to fill the ratepayers role for Hatzic Prairie.

**Bylaw Committee**

Trustee Scott was not in attendance committee update moved to next trustee meeting

**NEW BUSINESS:**

**Zone Representation  
Survey Results**

Trustee McKay presented the results from the survey taken at the AGM (see appendix 5)

**Trustee Tour of  
Pump/Station/Area**

Trustees will look into arranging a tour of the pump station and area.

**Public Questions**

Questions presented by ratepayers were answered by DAID trustee's and staff.

**Date for next  
Trustee Board  
Meeting:**

June 26/17 Hatzic Prairie Hall

**Meeting Adjourned:**

8:37 PM

X. Ray Bouch



# Dewdney Area Improvement District

## Operations Management Report to the Board 2017 May 29

### Notes:

1. For a full report since Larry Wiens declined to renew his contract which ended last January 31, please see his January 18 Project Manager's Final Report and my reports prepared for the January 18, February 22, March 29 and April 24 Board meetings, including suggested Board action, and our emails to the Board.
2. Items which the Board may wish to consider for action are in **bold** in the **serif text** below.
3. At the Board's request via email, I am turning over DAID paper records to the Administrator.
4. My contract expires on June 30, and is now on a month-by-month basis. Since only a few hours are left for work in June, **the Board may wish to offer me a contract extension until July 31.**

### A. Federal/Provincial and Provincial grants

#### 1. EMBC Intake 2010 project completion

Since no other grants are forthcoming, all work in 2017 will have to be paid out of Intake 2010 funds unless DAID wants to pay the full amount, rather than 33% of the cost. Because of the May 9 election, consideration of my request to include flap gate replacement, relief-well work (See C. below) and improvements to the 2014 pump system - including sump & security & milfoil catwalk - will be deferred until early June. **If GMW's invoice for flap gate replacement is dated after approval is received** it may be paid from Intake 2010 to save DAID about \$6,000.

#### 2. Fraser Basin Council

FBC agreed to add the needs of Dewdney Dike to the list of flood mitigation requirements requested by the Province to aid eventual allocation of future funding.

### B. Dike Pressure relief wells

Please see my previous report.

### C. FLNRO Water Authorizations - Permits

Outstanding permits that I am working on include:

1. Slide gate permit; Remko Rosenboom (FLNRO Manager, Water Authorizations) wants another ~ \$100,000 study but a third "Short Term Use Approval" is inexpensive to apply for and can serve for two years. My May 15 reply to Mr Rosenboom's May 2 email to Doug McNeill hasn't been answered. As directed by a Board resolution last March 29, I am drafting a "Short Term Use Approval" application for operation of the slide gates. **Submission awaits a Board decision** on how to pay for permits.
2. The EAD was submitted ca 2013 for the Hatzic Lake work which is to be paid from Intake 2010 funds. **The Board may wish to decide if this is to proceed.**
3. SRS sand removal permit (sand removal can be paid from Intake 2010 funds). The work **requires hiring SGEs** and its biologist for preparation of the efficient new system & monitoring.
4. Unified long-term permit for all DAID's operations; Although Mr Rosenboom suggested it, he seems unlikely to actually implement it.

### D. Countering exorbitant BC Hydro (BCH) rate increases

1. Until the Module 2 pilot project is implemented (next autumn?), the best strategy for minimizing Hydro costs is to run the minimum number of pumps for the maximum time within each billing period, scrupulously avoiding encroaching onto a new billing period.

2. During the pilot project, if Time Of Use (TOU) billing is evaluated, a larger number of pumps would be run for only 8 to 19 hours per day, requiring that, to reduce hydro billing, anti-vortex works be added to the 1949 pumps so that they can be safely run below 2.4 mASL (Target 1.9 mASL). This could be charged to EMBC Intake 2010.

#### **E. Hydro bills since the last freshet;**

See Appendix A below. Of the estimated \$16,417 billed on May 23, only \$8,052 was for electricity consumed. The demand charge was \$6,255. For winter pumping, another \$34,403 would have been charged. I am working with BC Hydro to eliminate these punitive charges in the pilot project next autumn.

#### **F. Power outages on DAID's Right-Of-Way**

1. There was an outage on DAID's SRW on May 8 probably due to the telephone line being snagged by heavy equipment, then snapping up to touch the 25 KV overhead line.
2. Fault causes:
  1. Single phase
    1. See above
    2. Bird bits found twice under wires in mid-span
    3. Bird bits found twice at PT/CT mounting bracket B
    4. Twice, no bird bits were found. This doesn't rule out birds.
  2. Two phases: December 22; Probable contact by a large bird

#### **G. Freshet pumping**

My strategy was to drain farmers' fields while minimizing Hydro demand charges by pumping down the lake until just before the demand meter was reset on May 23. Negligible rain was forecast for the next billing period, so pumping might not have been required during the new billing period. The lake would then rise to meet the Fraser as the freshet ends, thereby eliminating more freshet Hydro charges. The peak of 9900 CMS at Hope may occur next Sunday.

#### **H. Pump faults**

##### **A. Pumps 2 and 3 intermittent "motor winding over-temperature" trip**

The high motor temperature indication appears to be spurious. The Pump Condition Monitor installation seems to be at fault, so disabling the trip will permit Pumps 2 and 3 to be run if required until the fault is confirmed and corrected. I will proceed as contract time permits unless directed otherwise by the Board.

##### **B. Pump 2 intermittent fault trip - isolated to the starter;**

Siemens starter logging/diagnostic software was upgraded to be compatible with Windows 10 on May 12 and a computer interface cable was procured. Troubleshooting with a remote Siemens technician can now proceed as contract time permits.

#### **I. 2014 Pumping station sump inspection, repair if required, and anti-vortex measures**

I have received anti-vortex recommendations from Bedford Pumps, and so can prepare a specification prior to calling for the three quotes requested by the Board. Quotes are normally valid for only 30 days, so they should be requested shortly before the work is to be done. The lake should be below 0.7 mASL while working in the confined space of the sumps. This is unlikely until after the freshet. These improvements should reduce pump noise and increase pump lifespan & reliability. I will seek permission in June after the election to use EMBC Intake 2010 funds.

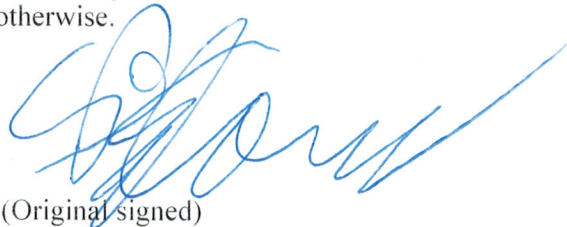
#### **J. Insurance**

DAID's property insurance is up for renewal of May 31. It appears that some replacement costs are seriously underestimated, low-risk items are covered at high cost and items at risk such as the overhead power line and transformers are not covered. Under-insuring incurs a penalty. My suggestion, worked out with HUB Insurance, is that DAID pay the premium based on the existing Statement Of Values by the



due date, and that coverage be amended subsequently since that will incur no penalty. Substantial savings could thereby be achieved. I will continue to optimize insurance cost-effectiveness and present my suggestions to the Board unless directed otherwise.

Respectfully submitted,



(Original signed)  
Bruce Edwards  
Operations Manager and Engineering Consultant

#### Appendix A; Hydro costs since 2016 February 20

Reset Date	Estimate	\$ Billed	KWh	Demand KW	Energy \$	Demand \$	\$/KWh
16-3-21		\$387	6,000	8			\$0.064
16-4-21		\$330	6,000	7			\$0.055
16-5-19		\$3,566	36,000	193			\$0.099
16-6-20		\$6,451	93,600	193			\$0.069
16-7-20			30,000	334			
16-8-19		\$918	31,200	7			\$0.015
16-9-20		\$196	4,800	8			\$0.041
16-10-20			6,000	8			
16-11-21		\$9,477	58,800	484			\$0.161
16-12-20		\$196	4,800	8			\$0.041
17-1-20		\$392	6,000	8			\$0.065
17-2-22		\$686	7,200	9			\$0.095
17-3-22		\$530	6,000	8			\$0.088
17-4-24		\$461	6,000	8		\$65	\$0.077
17-5-23	YES	\$16,417	146,400	558	\$8,052	\$6,255	\$0.112
TOTAL/Avg		\$23,129					\$0.076

**Dewdney Are Improvement District**

**Dike Manager Report**

**May 29, 2017**

May 4 <sup>th</sup>	winches removed
May 7 <sup>th</sup>	power outage
May 8 <sup>th</sup> -	started pump3
May 10 <sup>th</sup>	stated pump 1
May 12 <sup>th</sup>	started pump 2
May 15- 22	pump #3 tripping
May 22	pumps off
May 23-27	no pumping lake level 2.5
May 24 <sup>th</sup>	call for mowing
May 27	pump #2 tripping

Ron advised that since the 7<sup>th</sup> he has gone to the pumps twice a day.

## **AGM Final Report**

**May 29, 2017**

The 2017 AGM had quite a turn out of apx 270 people compared to the 2016 attendance of apx. 80

This large increase made it difficult to get the registration done in a timely manner. Adding to the problem was that there were a number of people who were not in the daid area whom attended slowed the line ups as we tried to locate them.

Also we had an issue with people whom showed up at 7:15 and were turned away by the Electoral Officer. I would like to thank the ratepayers who assisted myself and Dorothy as they became quite argumentative. The registration time is stated and latecomers to closing will be unable to obtain a ballot.

As a result the meeting started almost an hour late.

We had 250 people register to vote. To break down the percentage an estimate was determined. Please note that the totals do not take in account the multiple ownerships of land by one person and is based on the overall land entitled to vote.

Dewdney	65 of 290 = 22%
Hatzic Prairie	27 of 234 = 12%
Hatzic Lake	158 of 1239 = 13%

Total based on 250 of 1763 = 14%

Only 245 votes of the 250 given out were cast, and the results were announced at the end of the meeting. The results were also put on the webpage and a copy will be attached to the minutes.

There was some concern by the Electoral staff as to the location they had for counting as a number of people entered this area for the vending machines causing disruption to the process. I will be looking at a secure location for the ladies for next year.

The survey slips for Zone representation were tabulated and sent to all trustees. These results will be presented later in this meeting.



# RESULTS SHEET

Final number of votes per candidate (most votes to fewest votes):

**a) Dewdney Zone Candidates (3 year term):**

1.	SHELLEY, RICHARD	=	1	4	5
2.	THOMPSON, HEATHER	=	9	1	
3.		=			
4.		=			
5.		=			

**a) Dewdney Zone Candidates (1 year term):**

1.	DEKKER, RICK	=	ACCLAMATION		
2.		=			
3.		=			
4.		=			
5.		=			

**a) Hatzic Lake Zone Candidates (3 year term):**

1.	MCKAY, DEB	=	1	4	6
2.	DULEWICH, DONNA	=	9	1	
3.		=			
4.		=			
5.		=			

**a) Hatzic Prairie Zone Candidates (3 year term):**

1.	ASTELL, RICHARD	=	1	7	7
2.	JHULLEY, NACHHATER	=	4	3	
3.		=			
4.		=			
5.		=			

**a) Hatzic Prairie Zone Candidates (2 year term):**

1.	BOUCHER, RAY	=	9	8	
2.	TUPPER, DANA	=	7	6	
3.	SIDHU, PARMINDER	=	1	9	
4.		=			
5.		=			

## **Administration and Finance Report**

**May 29/ 2017**

May had the completion of the AGM reporting which was submitted to the government by the 15<sup>th</sup> due date, including the AGM minutes, staff and trustee lists and the 2016 audited financials.

We have received back the mil rate submitted so that tax preparation can proceed

Jan- April 2017 monthly accounting was also caught up as was held during the audit process. There is still more work to complete on the Sage program assist was not set up correct which made closing of the 2016 year difficult. I will be working towards further set ups as time permits.

Jan- April we have collected \$18,400.00 of the tax arrears. May has been also busy with payments as I have received so far this month \$16,357.38. Total funds received \$ 34,757.38

This total represents 33% of the outstanding balance.

All of the payments received and property status changes still need to be posted on the data base, which was just rebuilt and I will be working over the month of June to process along with trustee McKay to have all data, payments posted and accuracy verified. Then the taxes will be processed and mailed by the end of June.

## Dewdney Area Improvement District (DAID)

### Zone Representation Survey – 2017 DAID AGM - April 24, 2017

#### RESULTS

At the 2017 DAID AGM April 24, 2017 the ratepayers were asked to participate in a survey on Zone Representation.

I have counted and recounted, also had a second person count twice the survey slips, to ensure accuracy.

Option 1      3 - Zones:      Hatzic Lake      4 trustees  
                                 Dewdney      3 trustees  
                                 Hatzic Prairie      2 trustees

RESULT- 5      2.1%

2%

Option 2      3 - Zones:      3 trustees from each zone      (Current status)

RESULT - 94      40.1%

40%  
STATUS Quo

Option 3      2 - Zones:      Hatzic Lake      5 trustees      (2012 Voting Eligibility Committee)  
                                 Dewdney/Hatzic Prairie      4 trustees

RESULT- 66      28.2%

COMBINED  
57.6      58%

Option 4      No Zones      9 Trustees      (Original 1972 Letters Patent)

RESULT - 69      39.4%

TOTAL SURVEYS 234.

The survey slips will be retained to be reviewed by trustees if ever required.

60% WANT CHANGE  
40% STATUS Quo