

**BEAVER FALLS WATERWORKS DISTRICT  
ANNUAL GENERAL MEETING  
Minutes  
April 10, 2013**

**Call Meeting to Order: 7:00 p.m.**

**Attendance:** Present: Bruce Winterburn, Ellen Vallie, Garrett Vandermeer, Vicky Poulsen and Shirley Fletcher.  
Guests: M.N. Wolff, Len Vallie, Richard and Linda Kurulok, Donna Henschell, Muriel Smith, Barbara Stang, Leo Pelletier, Pauline and Jack Jablonsky, Vera Penner, Lawana Adie, Eva O'Rourke, Cheryl Vandermeer, Johanna Verbeek, Kim and Melanie Vance, Ken, Aaron and Matt McLean.

**WELCOMING:** Chair, Board of Trustees, BFWD

**READING OF PREVIOUS MINUTES:**

Motion by Donna Henschell to accept April 17, 2012 minutes as amended.  
Seconded by Linda Kurulok. Carried.

**BUSINESS:**

**1. Chair Report**

Bruce Winterburn

- In early December our past Administrator resigned, and we placed an ad for a Secretary Treasurer. Shirley Fletcher was hired as Secretary Treasurer. In November, Angelica de Groot of ABC Bookkeeping was hired as the bookkeeper.
- Would like to direct our ratepayer to our webpage [www.bfwd.org](http://www.bfwd.org) it is a good source of information and more information is being added.
- The water charts show that the water usage in the winter came down nicely. These charts will help us keep track and look at how to save money and water over the year.
- The draw down test of winter 2011 suggested we look for leaks; there is a leak detection course in May in Creston BC that our operator Ken Anderson will be attending.
- Last spring we asked for proposals and tenders to deal with the issue of the Forsythia subdivision bank erosion. Over the last two years high flows of Beaver Creek have contributed to the bank erosion. True Consulting had given us a proposal with three options to look at for the bank in the Forsythia subdivision.
  1. Drill under the creek with a new line Cost :\$140, 000
  2. Join into pipe after it comes out of the creek and re-route it to protect pipe from future erosion. Cost: \$ 170,000.
  3. Join into the mainline where Scout Road breaks by Bluebird and run a line across the bridge from Bloor's property to Columbia Gardens Road. Cost: \$ 280,000
- We are looking at different options to help the bank that are less costly such as working with Columbia Basin Trust for funding that involves getting the Scouts and RDKB involved in the process.

**Old Business**

Recommendations from the Urban Systems Ltd. Assessment Management Report were

- An aggressive leak detection program needs to be implemented.

- Winter and spring nighttime monitoring needs to be done to establish a baseline flow for unaccounted water usage.
- Reduce outdoor residential and commercial use by making sure irrigation systems are properly maintained and installed.
- Build awareness around water consumption and conservation with ratepayers.
- Columbia Basins Trust Water Smart Ambassador Program
- Collaborate with other communities to deliver a summer irrigation program.

## **New Business**

- There is nothing certain yet for anticipated Capital Upgrades.
- Pump #2 needs rehabilitating. It has been running since 2007 and hasn't had a rest with many thousands of hours on it. Over time wells also encrust and we have to get a company in that will fix this. When the well screen encrusts, it causes loss of productivity over time and can lead to a coliform count. We need to bring it back to a good production level. The pump is pretty worn out and it is a good idea to refurbish the motor.
- Ratepayers asked questions about the rates for the Tolls and Taxes are what the money is used for. Taxes are used for capital upgrades and Tolls are used for operating costs.
- Ratepayers asked about money for grants for upgrades to BFWD system but grants are only available to upgrade to chlorination systems.
- Several ratepayers asked questions about the previous administrator and if there were going to be any repercussions and Garrett Vandermeer told them that we are still dealing with it.
- Johanna Verbeek asked when the repairs were going to start and Bruce Winterburn replied by saying that we have to determine when because of the financial cost of replacement and we want to get the most life out of the system before replacement.
- Leo Pelletier asked if we knew about the Fortis BC connection agreement to get a cheaper rate for our electricity use, this will be looked into.
- Mrs. Wolff notified us that there is a pump on Christie Road installed to pump out of the water main, she complained about the fluctuation of pressures and as well as the noise in the pipes when this is operating. This could cause a potential problem that allows bacteria to enter the system. The Trustees will pass a bylaw to correct this problem.
- Garrett Vandermeer discussed the water break in the main line on April 9, 2013. Montrose went to hook-up to our system for water sharing as they install their new system, they saw water coming out on the highway and the mainline on Hwy 3B had a strip of pipe blown out. The Montrose Operators were on site and our operator, Ken Anderson was called immediately. The pipe was old and the way it was installed years ago is that there was no sand at the base only shale on top and with the vibration of the vehicles on the highway it contributed to years of rubbing and it weakened the line. Our system is aging and will need upgrades.
- There was discussion of neighborhood phone trees Linda Kurulok, Johanna Verbeek, Cheryl Vandermeer and Barb Stang said they would help.
- Linda Kurulok wants to be notified first when there are breaks or any other emergencies with our water system as she runs a hotel business and it affects her customers. It would also give her time to prepare and put water aside. Commercial businesses and the Nursery School will be notified first of any major water breaks. There are currently 5 businesses and one nursery school in the BFWD.

**Financial Statements:**

Draft financial statements were presented and copies were available for Ratepayers that were completed by Angelica de Groot of ABC Bookkeeping Company.

Ratepayers questioned the amounts for the accounting costs. Bruce Winterburn said that we are government mandated that audits be done and they start at \$10,000.

A budget for the year was also presented.

Yule Anderson is currently auditing our financial files and they should be available by July 2013 for the years 2009-2012. A special meeting will be announced for all the ratepayers when the audit is done so they may review the financial statements.

**Trustees Honorarium:**

M/S Linda Kurulok/Johanna Verbeek that all Trustees, with at least one year of service, be provided with an honorarium equivalent to the Water Tolls for 2013 (\$350.00). Carried.

**Election of Officers:**

Election of Trustees for 2013.

Jim Phillipzyk resigned from the board April 6, 2013 leaving a 2 year term to be filled. M/S Donna Henschell/Johanna Verbeek to nominate Leo Pelletier. Leo Pelletier was elected by acclamation.

Bruce Winterburn's term expired. M/S Donna Henschell/Johanna Verbeek to re-elect Bruce Winterburn. Bruce Winterburn was elected by acclamation for a 3 year term as Trustee.

Motion by Kim Vance to adjourn meeting at 8:25 pm.  
Seconded by Muriel Smith. Carried.

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Shirley Fletcher  
Secretary Treasurer