



## MINUTES

### Annual General Meeting

Sunday, August 1, 2021 1:37 pm

Hacienda, 2778 Vancouver Blvd, Savary Island, BC

Present: Trustee Chair Dale Gregory, Trustee Bryan Miles, Trustee John Revitt, Administrator Janine Reimer, and 29 others, for a total of 33 attendees.

**1. Opening Remarks**..... Chair Dale Gregory  
The Chair welcomed guests to the first summertime Annual General Meeting, and introduced the trustees, administrator, and operator.

**2. Approval of the Agenda**.....Moved Reed Ferber, 2nd Sherry Miles. Carried.

**3. Approval of AGM Minutes of 2020 as amended.**  
..... Moved Alain Bouffard, 2nd Emer Dubois. Carried.

**4. Chair’s Report**..... Chair Dale Gregory  
The Chair announced his retirement with a summary of his history with SSID, including notable events such as the 21-day water pumping test, the 2009 boil-water period, and the system redundancy program. He discussed the water test stations, banking, accountant, EOCP operator, and administrator as beneficial changes to the District. He made special thanks to several individuals who had made an impact on his experience and the successes of the Improvement District.

**5. Second Quarter 2021 and Financial Report 2020** ..... Administrator Janine Reimer  
The administrator had provided a hardcopy spreadsheet showing reserves, revenue, and expenses for the half-year ending June 30 2021, and comparative figures for 2020. She said that reserves were down \$9,815 this year, due mainly to more spent on capital projects. Revenues from all sources were \$3,050 higher this June, and expenses were higher by \$5,526 due to the increased subcontractor hours, the maintenance of the new generator, and the diesel fuel increase.

The spreadsheet also showed financial statement figures for the years ending 2020 and 2019. The administrator noted reserves in 2020 were \$2,844 lower due to increased capital purchases. Revenues from all sources were higher in 2020 by \$1,527. Expenses were \$6,054 less overall due to less or none spent on travel costs, trustee expenses, painters, extra water tests, and signage.

**6. Five-Year Plan** .....Trustee Bryan Miles  
Trustee Miles had provided a hardcopy list of annual projects for 2021 through 2025 with their estimated costs and completion dates.

He commented on some of the items, such as the secondary access portal to the upper tank being under review, and the upcoming Official Community Plan review possibly affecting SSID. He

described the structure of the asset management plan. He noted that the well-1 pump and screen may have to be replaced soon. He explained that six of the most heavily used residential meters have been removed and tested, and that their accuracy remains at almost 100%, thereby making a meter replacement program unnecessary at this time.

**7. Operator’s Report**..... Trustee John Revitt  
Trustee Revitt reviewed the report that had been submitted to the trustees by SSID Operator Courtney Robertson. Starting with projects already completed, Trustee Revitt discussed the purpose of the transfer switch being to alternate the two generators, and to switch generators, should one of them fail. He explained that the transfer switch has a controller that has been programmed to run each generator within a range of hours. He explained the safety reasons and process of the standpipe lid project, the new generator purchase and installation, and the storage shed upgrades.

Trustee Revitt also discussed upcoming operations projects for the balance of 2021, including three meter installations, and two fire hydrant replacements. He said that the hydrants had been ordered, and are custom-made to each final location.

He also reviewed figures of the Consumption Report, including the increase from 1.29 million imperial gallons in 2019 to 1.5 million in 2020.

**7b. Additional comments**

Trustee Miles said that the number of properties using water has increased from 2019 which was pre-COVID, and added that the system is doing well. The administrator responded to a question as to how many lots (216) and how many current connections (168).

Chair Gregory commented that SSID’s water is untreated. He said there is always a concern of future saltwater incursion, increased nitrates, and droughts reducing replenishment of the aquifer. He talked about the Ministry of Environment’s observation wells tracking water levels. In answer to a question as to the origin of the aquifer, Chair Gregory explained the geological process of glacial deposits of impermeable clay layers and other soil types, as demonstrated in well-driller logs. He said LiDAR data was now available which may help SSID understand the sub-terrain, so that we may have a more accurate picture of the flow of nitrates within the well catchment area.

**8. Election of a Trustee** .....Janine Reimer

The administrator had earlier provided hardcopies of the bio of one of the two candidates, and now handed out hardcopies of the second candidate’s bio. The second candidate was not in attendance. The administrator called for nominations from the floor, and there were none. She explained that, as per current Improvement District regulation, only persons on title may vote, whereas candidates for the trustee position could be persons on title or their spouses/common law partners. She invited candidate Emer Dubois to speak. The candidate outlined her reasons for taking an interest in the trusteeship.

Trustee Miles and Trustee Revitt distributed ballots to eligible voters. The administrator clarified that only BC residents could vote. Voters dropped their folded ballots into a clear voting box. The

ballots were then counted by the administrator twice. She announced the winner as Emer Dubois. The results were 23 for Emer Dubois, and 2 for Douglas Guest.

**9. Farewell Gift to Dale Gregory**

Trustee Miles thanked Dale Gregory for his years of service to the Improvement District, recounting some of the many accomplishments Dale helped achieve, and presented him with a gift of a sandstone carving.

**10. Trustee Remuneration**

Chair Gregory called for a Motion:

THAT the remuneration to trustees remain at nil.

..... Moved Emer Dubois, 2nd Rick Thaddeus. Carried.

**11. Appointment of a Review Accountant**

The administrator called for a Motion:

THAT SSID re-appoint Del Mistro Dunn as the review accountant.

..... Moved Rebecca Lutz, 2nd Robin Simpson. Carried.

**12. Motion to Adjourn**

Chair Gregory called for a Motion to Adjourn ..... Moved Alain Bouffard.  
Adjourned 2:50pm.