



REGIONAL DISTRICT OF CENTRAL KOOTENAY

ARROW CREEK WATER TREATMENT & SUPPLY COMMISSION OPEN MEETING MINUTES

A meeting of the Arrow Creek Water Treatment & Supply Commission was held at 9:00 am PST / 10:00 MST on Friday, December 1, 2023 through a hybrid model.

Join by Meeting Link:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m2cb254566f6764a8482e7c81147d2620>

Meeting Number (access code): 2774 073 7626

Meeting Password: kpMmNYT4p33 (57666984 from phones)

Join by Phone:

+1-604-449-3026 Canada Toll (Vancouver)

In-person Locations: ⁽¹⁾RDCK Board Room, 202 Lakeside Drive, Nelson, BC
⁽²⁾Council Chambers, Town of Creston, 238 – 10th Ave N., Creston, BC

COMMISSION MEMBERS

Commissioner K. Vandenberghe	Director Electoral Area C (Committee Chair)	⁽²⁾ In-person
Commissioner R. Tierney	Director Electoral Area B	⁽²⁾ In-person
Commissioner D. Dumas	Town of Creston	⁽²⁾ In-person

RDCK STAFF

U. Wolf	General Manager of Environmental Services	⁽¹⁾ In-person
A. Divlakovski	Water Operations Manager	⁽¹⁾ In-person
A. Richardson	Water Operations Supervisor, East	
S. Eckman	Meeting Coordinator	⁽¹⁾ In-person

TOWN OF CRESTON STAFF

S. Klassen	Director of Finance & Corporate Services	⁽²⁾ In-person
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1. CALL TO ORDER & WELCOME

Chair Vandenberghe called the meeting to order at 9:08 am PST 10:08 am MST.

1.1 Traditional Lands Acknowledgement Statement

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

1.2 Adoption of Agenda

Moved and seconded,

And resolved:

The Agenda for the December 1, 2023 Arrow Creek Water Treatment & Supply Commission meeting, be adopted as circulated.

Carried

1.3 Receipt of Minutes

The April 11, 2023 Arrow Creek Water Treatment & Supply Commission minutes, have been received.

2. STAFF REPORTS

2.1 Arrow Creek Water Treatment Plant Operation and Maintenance and Capital Plans Update

Alex Divlakovski, Water Operations Manager provided a verbal update on the operations & maintenance and Capital projects for the Arrow Creek Water Treatment Plan, summarized below.

Operations and Maintenance

- Membrane Filter Trains 1, 2 and 3 are currently passing MITs, Fiber repairs for Train 4 are half completed, now that flow demand is much lower Train 4 will remain off until fiber repairs are completed.
- Older Level sensor in Train 3 tank stopped reading properly and would not hold calibration, it needed to be replaced with a new sensor.
- Replaced 3 train specific pneumatic valves this year, they control the air flows for performing MITs.
- Recovery Cleans of the UF membranes were completed in early October.
- Intake Pond and Johnson Screen Cleaning was completed in October.

Capital

- UV Reactor Replacement:
- UV reactors, controls are ready for shipping, waiting on stainless steel pipe spool sections and fittings being fabricated and delivered.
- Ceramic Filter Concept Study:
- Contract awarded to Associated Engineering Inc.
- Kick-off meeting and site visit completed
- Heating/Energy Upgrades:
- Kick-off meeting completed with consultant (Better Energy Solutions Ltd.)
- Analysis report to be completed in January 2024, design March 2024

2.2 Commission Bylaw Update

Town of Creston staff requested that the Commission Bylaw update *be deferred* to the next Arrow Creek Water Treatment & Supply Commission meeting.

2.3 Environmental Services Fee

- Environmental Services Fee is the for the administration costs to manage the Service.
- Historically inadequacy in calculation of fees and formulas updated to more fairly calculate fees.
- Journal Voucher Entry in Account 59550 Transfer to Other Service – Environmental Services Fee.

3. 2024-2028 FINANCIAL PLAN

A copy of the 2024-2028 Financial Plan for S251 Water Utility-Area B (Arrow Creek) has been received.

4. NEXT ASSEMBLY

The next assembly of Arrow Creek Water Treatment & Supply Commission will be at the call of the Chair.

Meeting will be scheduled in February or March 2024. Staff will review the various meeting calendars and canvass Commission members for a mutual date.

5. PUBLIC TIME

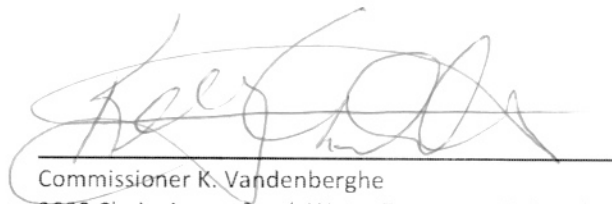
The Chair called for questions from the public at 10:48 am PST / 11:48 MST.

6. ADJOURNMENT

Moved and seconded,
And resolved:

The Arrow Creek Water Treatment & Supply Commission meeting adjourn at 10:48 am PST / 11:48 MST.

APPROVED



Commissioner K. Vandenberghe
2023 Chair, Arrow Creek Water Treatment & Supply Commission
December 1, 2023 meeting

Regional District of Central Kootenay

V-P2

Version P2 - Issued for COM meeting

S251 Water Utility-Area B (Arrow Creek)

2024 to 2028 Financial Plan

SYSTEM INFORMATION AND RATES

Table with columns for No., 2023, 2024, 2025, 2026, 2027, 2028. Rows include Town of Creston Cost %, Town of Creston Cost Share, Erickson Cost %, etc.

REVENUE

Table with columns for Account, 2020, 2021, 2022, Average, 2023 Budget, 2023 YTD Actual, 2023 Est Year End, 2024 Budget, 2025 Budget, 2026 Budget, 2027 Budget, 2028 Budget. Rows include Sale of Services - Specified, User Fees, Grants - Specified, etc.

OPERATING EXPENSES

Table with columns for Account, 2020, 2021, 2022, Average, 2023 Budget, 2023 YTD Actual, 2023 Est Year End, 2024 Budget, 2025 Budget, 2026 Budget, 2027 Budget, 2028 Budget. Rows include Salaries, Overtime, Benefits, Employee Health & Safety, etc.

CAPITAL EXPENSES

Table with columns for Account, 2020, 2021, 2022, Average, 2023 Budget, 2023 YTD Actual, 2023 Est Year End, 2024 Budget, 2025 Budget, 2026 Budget, 2027 Budget, 2028 Budget. Rows include ACK W - 2024 Arrow Creek - Membrane Replacement, etc.

NON-OPERATING EXPENSES

Table with columns for Account, 2020, 2021, 2022, Average, 2023 Budget, 2023 YTD Actual, 2023 Est Year End, 2024 Budget, 2025 Budget, 2026 Budget, 2027 Budget, 2028 Budget. Rows include Debenture Interest, Debenture Principal, etc.

Summary row for Total Service with values: 77,869, 82,285, 276,490, 1,049,537, (0), (151,688), 111,643, (0), (0), (0), (0), (0).

59500 TRANSFER TO OTHER SERVICE

Table with columns for Account, Work Order, 2020, 2021, 2022, Average, 2023 Budget, 2023 YTD Actual, 2023 Est Year End, 2024 Budget, 2025 Budget, 2026 Budget, 2027 Budget, 2028 Budget. Rows include Arrow Creek Water Utility-Distribution - General, etc.

RESERVES

Table with columns for RES178, RES179, 2023, 2024, 2025, 2026, 2027, 2028. Rows include Arrow Creek Membrane, Arrow Creek Water Capital Utility, etc.

2022 Asset Management Plan Identified Contribution to Reserves (Revised pipe replacement Costs)

Table with columns for 25 Year (Utility), 25 Year (Membrane), 100 Year (Utility), 100 Year (Membrane), 2023, 2024, 2025, 2026, 2027, 2028. Values: 240,873, 180,000, 469,722, 180,000.