

Van Anda Improvement District December 11, 2014 Meeting Minutes

In Attendance:

Trustees: Bob Timms
Karen May
Mike Craggs
Walter Gussman
Terry Hollo

Employees: Ken Soles, Water Maintenance
Heidi Gable, Administrator
Mike Craggs, Fire Chief

Fire Report

Fire Hall Electrical Upgrades Complete – except for one motion sensor that is still to be installed on the side of the hall by the shop. All outlets are now working. The main yard outside light is now hard wired in. The washer and dryer circuit is complete and have its own breaker. The fridges are also on their own circuits. One of the hall lights has been decommissioned as it was never used. The outside plug is now working with no more live wires hanging out. All cover plates on electrical outlets are now installed. Still need to perform a flip circuit check to determine what circuit breaker is attached to what area and then mark it on the breaker panel.

All bathroom renovations are complete. The shower unit has been installed - a Work Safe BC requirement - the toilet has been moved and the bathroom vanity has been upgraded. Still need to install a toilet paper holder, towel bars and coat hooks.

The main meeting room upstairs has been cleaned out for the **new carpet installation**. The **exercise room flooring** will more than likely be linoleum. The **large maps have been posted** in the main hall with flags indicating where the hydrants are located.

There were **no new members** to the hall this month.

2 members qualified for **SCBA Maintenance and Repair**.

Honorariums –Members who have met attendance requirements have been issued their honorarium cheques for 2014.

Volunteer Fire Fighter Tax Credit – members need to meet income tax credit requirement to qualify.

Tire chains for Engine #1 are ready should they be required to respond to a call. Members have been practicing putting the chains on in a timely manner.

The **AED (defibulator) pads** have been replaced on the AED unit in Engine #1.

Movement has begun on **assigning Texada Rescue to the Van Anda Fire Hall**. The reasoning behind attaching Rescue to the Fire Hall is so it can be officially funded by the EMBC (Emergency Management of British Columbia). Funding will come from the Powell River Regional District through a Grant-In-Aid for the operation and maintenance of Texada Rescue including the purchasing of new equipment. See Regional District Minutes – attached.

Mutual Aid Agreement with Gillies Bay Fire Department is being re-vamped. There will be 2 contacts from both departments to determine what is needed at an incident and when the call for mutual aid is made.

The **Fire Department Association netted \$400** from Craft Fair sales. Sold out on all the teddy bears and sold 22 t-shirts.

The department received **10 new-to-us SCBA masks and parts to service them** from the Powell River Regional District thanks to upgrades to their fire departments.

There will be **no practices or training over the Christmas break** – December 15 through to January 4.

Water Report:

Pump hours – distributed for perusal. Pump hours at the lake are averaging 7.43 hours daily or 8,256.9 gallons daily. Wall Street pump house were averaging 17.95 hours per day.

Work completed over the last month:

- picked up chlorine in Powell River on November 13th.
- checked boat club shut-off on November 14th. The valve is off and there is no sign of water at the clubhouse or at the dock where the line has been taken apart at the gangway. It's unclear why the boat club is complaining of no shut-off – there is a shut-off in the building at the ramp.
- took total metals sample at the lake intake and THM samples at the tank outlet and sent them off to Exova on November 18th, along with a total metals sample from the Gem Creek on October 31st.
- took samples from 5 sample stations and sent in on November 18th. Results came back on November 22nd – all good.
- met with Corix engineer, Ian, at chlorinator and discussed resetting microchem password. He did not have time on this trip but said he could come back in January. The charge out rate is \$1,000 per day.
- ran the Gen Set on November 29th for the monthly check. All was ok. Noticed the block heater was cold before start up.
- replaced the tube on the Flex Pro on November 30th after 204 hours.
- sampled 5 sites on December 2nd and sent to Powell River for testing. All results came back good.
- received chlorine reagents from Corix on December 5th and read meters.
- checked the standpipe at the tank. The valve has been broken off the shaft. There may be parts in the shop to repair the valve. Changed out the tubing and the rotometers at the chlorinator and cleaned the CL2 cell and the turbidity meter with Doug. Also picked up lumber to start making the frames for the new signs. The lumber was donated by Stump Rairie.
- finished building the frames for the new signs on December 9th.
- power outage on December 10 at 9:00 am. Switched over to the Gen Set.

Safety Report:

Eyewash bottle fluid in the fire hall washroom has been refreshed – good for another year. Mike will get more for the eye wash station at the chlorination building.

The **new fire extinguisher** that kept losing its charge was replaced by Wick's at no charge.

Secretary's Report:

November 12, 2014 Minutes – Bob asked for errors or omissions to the November 12 minutes as distributed. There being none, Mike moved to accept the minutes as distributed, Walter seconded, all were in favour; carried.

Correspondence:

Email from Sandy McCormack, new Area D Regional District representative for Texada Island, requesting a meeting to discuss water issues, fire issues, etc. Administrator will respond with two possible meeting dates – January 8th or January 20th.

Work Safe rate information for 2015 - Our rate was raised. Why? Administrator to contact Work Safe to inquire into the rate increase and possibly appeal. We have only had one claim with no substantial pay out. Administrator will also inquire about getting two separate numbers – one for the fire department and one for the improvement district. Will we be re-evaluated for next year's rate?

New street number for the fire hall – should we order an address sign from Van Anda Custom Works?

Taxation Bylaw for 2015 was received, registered from the Ministry. Administrator can proceed with invoicing for 2015.

Old Business & Follow-up From Previous Meetings:

Woodland Cemetery – final discussion. There were a couple of points raised from the Regional District meeting held in Gillies Bay; the columbarium will be constructed on the old shed foundation which is on the downward slope away from the lake, and the comment made by a previous caretaker of the cemetery regarding the amount of water that flows into a gravesite when it is first dug out.

Fire Chief as trustee – Mike recused himself from the discussion. Joshua Craig from the Ministry responded to our inquiry. The trustees have taken his comments under advisement. The board will continue operations, status quo, with the chief recusing himself from any decision making voting in regards to the fire department, specifically budget approvals.

Follow up discussion from **Darren Brown's workshop** –Administrator has received the MSDS sheets on the blasting materials, Lafarge's clean-up procedures when there is a hole that has misfired and copies of slide show in PDF format. The slide show will be posted to our website in PDF. Administrator to inquire with the Safety Supervisor at Lafarge as to how many misfires they log on average in a month.

Internet / Wi-Fi – there seems to be some issues with the internet at the fire hall. It is either that the router we were trying to connect didn't have enough strength to it or there are issues with the cable coming in to the building.

New Business:

Insurance Renewals – questionnaires for the insurance renewals have been completed and submitted to Aon Reed Stenhouse. We are waiting to hear back as to costs for the different policies. Once received, they will be forwarded to the trustees for perusal and discussion as to accept or not.

Shelving in the office – will be completed in the New Year by Gavyne Rycroft.

Sandy McCormack has forwarded information with regards to **funding opportunities** – through a Federal Gas Tax Fund as well as an Asset Management Program.

Finance Report:

- **Financial spreadsheets** – were distributed by email. There were no questions with regards to the finances reported on the spreadsheet.

- **Invoices** already paid and cheques needing to be signed.

A list of **outstanding accounts** was discussed. The list is minimal.

A request to **transfer funds was made** in the amount of \$900 from the Plan 24 to the Fire Department Maximizer account, the improvement district's contribution to the building renovations.

Meeting Adjourned: 9:40 pm

**Next Regular Meeting:
THURSDAY, Jan. 15, 2015**

Planning Meeting: January 29, 2015

Minutes Approved:

Bob Timms, Chair

Heidi Gable, Administrator