

Date	October 13, 2021	Time	1:30pm
Location	Mary Mary Cafe		
In Attendance	Trustees: Jane Waterman JW John Colongard JC (JC acted as Lead) Public – Tom Read, Karen May, and Carolyn Cheers	Regrets: Ron Smith RS Georgean Childress GC Neale Berger	Staff: Ken Soles (Senior Water Operator) Austin Rycroft (Water Operator) Sylvia Praught (Admin Asst, rec) SP Sandra Haszard (Admin Asst) SH Fire Chief: Mike Craggs MC

Agenda Item	Lead	Outcome	ACTION
1. Call – no quorum	JC	John Colongard declared no meeting due to no quorum. Questions or concerns of public to be heard and answered if possible. Water and Fire Operations to give brief update and share anything they thought Trustees might want to know now or Operations wanted Trustee input on.	Noted 1:40pm
2. Public queries	JC	Public CC – queried water service for property that are purchasing in VA and next steps. Administration to email paperwork and note. Public TR – queried Road Rescue contribution from qRD and fees kept by qRD. SP Admin shared past emails and information, to be reshared with the Board and SH Admin, regarding admin fee exemption. Public TR - Queried Fire Protection for properties outside the boundaries – estimated cost, what can VAVFD provide or supply, hydrant distance, multiple property parcels or one parcel. <ul style="list-style-type: none"> ○ Fire Chief MC spoke to provision and supply ○ Admin shared about Petitions to Extend for Fire Protection only ○ Further information and forms to be shared with TR from Admin ○ SH Admin to investigate how Fire protection outside of GBID works with GBVFD. Public - KM asked if there were any VAID or other government rules regulating board member attendance. Staff responded that we were not aware of any and the reason for non attendance were vary varied and needed to be considered	SH Admin SP & SH Admin SH Admin SH Admin
2. Water Operations update	KS	<ul style="list-style-type: none"> ○ Forsta piston issue and rebuild kit discussed, wear and tear maintenance item to be ordered and installed. \$418 plus shipping and taxes. ○ Hydrant flow & pressure test will be borrowed if from GBID if available for Marble Bay Coleborn hydrants. ○ SP Admin shared that G&W A at corner of Main and Coleborn would be having septic service this Friday and could KS ensure that they would have access via J&S C driveway (where services for both are located) – KS confirmed yes, and will keep in mind if things change 	KS Water Ops KS Water Ops KS Water Ops

**BOARD OF TRUSTEES MEETING – no quorum
October 13, 2021**

		<ul style="list-style-type: none"> ○ SP shared that Sensaphone repair has been paid for and Novatech was shipping out today via Canada Post expedited 	Noted
3. Fire Operations update	MC	<ul style="list-style-type: none"> ○ Fire Chief MC requested being notified for hydrant flow & pressure tests when new hydrants and old hydrant along Marble Bay Coleborn in service. ○ Noted upcoming Extrication training and shared info 	
4. Water use concern		Public TR – shared that when at the Hub at the school, there may have been a urinal running on, something for VAID to look into. SP Admin texted School Janitor and requested if he could check into.	SH Admin to follow up
5. Attendance Change		Fire Chief, Water Operators and Public left. SH and SP Admin and JC and JW Trustees discussed further	
6. Admin notes	SP and SH	<ul style="list-style-type: none"> ○ Auditor information shared, to be emailed to other Trustees. Trustee to motion to hire next meeting. ○ Capital Expenditure Charge Bylaw supporting documents have received Local Government Analyst’s feedback that he would recommend the bylaw be approved by the Inspector based on the supporting information. Trustees to reread, approve and Chair sign off on at next meeting. ○ Wood stave tank information from RH in August reshared. JC has spoken with Davis Ventures about removing top and will bring information to next Board meeting. Board to consider next steps. ○ Dam Inspector meet up Oct 26th – SH Admin, JC Trustee, possibly JW Trustee and probably both Water Operators to attend. Noted that KS mentioned that ‘signage’ may have been mentioned at last Dam Inspector meet up. Admin to share Operation, Maintenance & Surveillance Plan from March 2020, and seek ‘signage’ past information to share. ○ Cleaner posting – no interest received. SP shared new approach ad and SH will edit and repost. ○ Board meetings scheduled – Nov 17th previously booked; Dec 8th tentative. SH to review Meetings Bylaw, Board to consider if 2022 calendar of Board meetings can be created (2nd or 3rd week, perhaps different depending, the Wednesday following the 10th of every month or such), Staff need time to prepare for meetings but also don’t want the too far into the month as information is old and not as relevant. ○ Water Stage 2 removed from website and Firehall wall – agreed that Staff could take down (SP texted KS) ○ Admin queried if wages determined enough to work on Water Budget ○ Water Meter Feasibility report shared hard copy – to be emailed out to all Trustees 	<p>Admin & Board</p> <p>Admin & Board</p> <p>Board</p> <p>Admin</p> <p>SH Admin</p> <p>Board and SH Admin to consider</p> <p>SH Admin KS Water Ops Board to advise asap</p> <p>SH</p>
7. In camera		○	
Meeting Adjourned		Meeting Adjourned 3:00pm	