

MINUTES - BOARD OF TRUSTEES MEETING

Date	Dec 13, 2023	Time	1:30 pm
Location	Fire Hall upstairs		
In Attendance	Trustees: Ron Smith RS (Chair) John Colongard JC Jane Waterman JW Jennifer Moore JM Phillip Tidd PT Regrets:	Staff: Sandra Haszard (Admin, Recorder) SH Joseph Scott (Administrative Assistant) JS Austin Rycroft (Water Operator) AR Marianne Segers (Water Operator Assistant) MS Mark Robert (Acting Fire Chief) MR Regrets:	Public: none

Agenda Item	Lead	Outcome	ACTION
1. Call to Order	RS	RS called the meeting to order at 1.30 PM.	Noted
2. Welcome to Public Guests	RS	none	
3. Declaration of Conflict of Interest	RS	JW declared conflict of interest regarding Wall St subdivision	Noted
4. Approve Agenda	RS	Agenda was approved	Moved JC, 2 nd PT
5. Approve Minutes	RS	Last meetings minutes were approved.	Moved JW, 2 nd PT
6. Safety Moment	AR	Icy road conditions – drive accordingly	
7. Water Report	AR/MS	<ul style="list-style-type: none"> Forsta filters back online after replacement of BW valves. Currently 50 microns every hour Cartridge filters still not performing, partial bypass. Contact both BiPure and manufacturer. Try Harmsco's – test HS 10's, HS 20's, and Harmsco 20's. Ask manufacturer is material has been changed. Leak on Columbia – all houses really old. No service shutoff for Yoga house, shut @ house. Leak is prob from private line. No shut offs to other houses, galv line, replace to property line. Main is at side of road in ditch. Water flowing under road, has been wet there for decades. Nelson boxes full of water. Chlorine detected. Tools all accounted for, to be marked. AR milled cedar with his Alaska mill, photo shared. 2" thick. Doing on own time. Create proposal to cover labor. Worksafe – SH assist Corp stop installed in Moburg line as shutoff couldn't be found. Bulk water station – quick close valve as in hydrant flow test kit. Needs supervision for filling. Mining BWA- Mark has not contacted Ops for water yet (agreed total 4 cubic meters from lake well, their pump, this project only). Sturt Bay Rd repair – new hymax coupling as repair clamp – much easier to use. Sample station property owner proposed to AR decrease in parcel tax in consideration of station on private property. Has not contacted office after letter. AR can pass on that he can attend Court of Revision for this request. Meter at this property. Add to informational reading list. Safety concerns – witnessed at Sturt Bay Rd repair. Is VAID providing gear? Yes, need to ensure being used and if more is needed. Safety must be priority. Tailgate meetings esp. when starting repair. Cumulative effect hearing damage & vision loss. Worksafe fines if inadequate enforcement. Establish eye contact with machine operator. Ops & admins see if more safety gear needed. Blewett – AD overloaded, postponed to early January, weather dependent. Will be bleed-off at end. AR let JS know so he can attend. 	<p>SH order Harmsco's</p> <p>Ops do filter compare</p> <p>Ops mark tools</p> <p>SH assist AR</p> <p>SH add to list</p> <p>Ops & admins discuss</p>

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		<ul style="list-style-type: none"> • Metered water usage discussed. • Resident who wants to wash truck in summer, can store water in non-mobile tank. Provide letter of permission filling up during off season or get plate and fill from lake. • RJ will dig for leak detection etc, also DP. AD will still come right away for emergencies. 	SH write letter
8. Fire Chief Report	MR	<ul style="list-style-type: none"> • Calls: November calls: MVA - 0 Medical - 8 Other agencies - 0 Fire - 0 Lift assist - 1 Duty officer - 2 Total calls - 11 • Number of members is 10 right now with 2 off-island for school and work. Also, one more took 2 months off but is on island if we need them. • TRAINING November practices were: Nov 6 - small tools, check and swap over medical supplies to new bags, Nov 20 - Ropes, knots, and pulleys, Nov-27 – medical. Dec practices planned: Dec 4 – meet with board, repair the lights on rescue, Dec 11 – medical, Dec 18 - put lights on the trucks for Christmas light drive. • Grant application approved for \$26k, forest fire fighting focus. Have started ordering. • Annual truck inspection – 601 going next week, 602 in Jan. • MC redwood plaque MR arrange, send deetz for approval. • AD has offered steel hull/wood boat for fire fighting practice. Consider environmental regulations. • Safety concern reported from RV Park. Wood stove must be WETT. Owner notified and will act. • Fire Chief has Right of Entry anywhere except privately owned and occupied single family dwelling, to inspect and render harmless. • MR will check on RV park fire safety regulations. Superior propane will have safety rules. • Hazmat training coming up for MR. • Xmas gifts purchased for fire fighters. • Tax credit for volunteer fire fighters to be raised to \$10k from \$3k. • GB, VA & Lafarge joint practice – mine rescue team added to emergency response to prevent ff burnout. • One new firefighter today • Fire chief vacancy – MR will stay as acting chief for now. Has requested information to ensure qualification if taking on position. • Inventories complete. Noted that rescue truck has teddy bears and toys. Reported to be a big help. • Computer files received from MC computer. • MR may be on steady days soon – can this part of the meeting happen after 4? Board agrees. 	

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9. Old Business	RS	<ul style="list-style-type: none"> Wall St engineering – Hydrant logger not arrived yet, interim invoice for new properties. Subdivision valve is buried in middle of road – cannot stay there, must be moved. When owner contacts us, invite for meeting to ensure VAIDs standards are met. Ensure communications and moving forward. Action regarding ID funding meeting with MLA this Monday, 30 minutes meeting with RS, JW, RK; will report back to board. Letter to swimming pool owners. Couple of edits. Approved with addition of cost \$2 m3 + \$100 admin fee, moved by PT, 2nd JC Job description Operators Coordinator – communication is key and working as team. Moved by PT to approve as presented, 2nd JW 	<p>Moved PT 2nd JC</p> <p>Moved PT 2nd JW</p>
10. New Business	RS	<ul style="list-style-type: none"> Express Lines – content for Jan discussed. Wall St property with more trailers – water line inadequacy, summer peak use. Write letter invitation to discuss. Intentions regarding development. Bylaw re additional residences. BC1C mapping – will convert VAIDs maps to shape files. Final project before retiring, in conjunction with ParcelMapBC Community input on water system history & components – crowdsourcing – after AGM – check enough time at Legion. Layout photos and provide sticky notes and pens. Photo slide show. Consider plant tour – KM would help. WG memorial 	<p>SH lines</p> <p>SH letter to owner</p> <p>Admin arrange with AGM</p> <p>MR check into</p>
11. Admin Report	SH	<ul style="list-style-type: none"> Free sand filter. Get it anyway. Capacity & specs before treatment plant 0.5 microns. Put between Forsta & cartridges. Slow or rapid? On 4x4 skid, will fit on p/u. JC will get it. Generator trouble shot by Mark Rousseau. Part ordered. Get full technician inspection by Cat tech – 10 years old. 	
12. Financial review	JW	<p>Fire Purchases for Grant – go ahead.</p> <p>Income stmt vs spreadsheet explained. Income vs budget.</p> <p>Consulting bill to owners of properties new to district.</p> <p>Capital expense – prepare in case needed, 2 projects total \$13,600.</p> <p>Enough in bank to make it</p>	<p>SH provide details</p> <p>SH invoice</p> <p>SH prep bylaw</p>
13. Policy & Bylaw	RS	<p>Policy for safe chlorine handling – approved as presented - moved by JW, seconded JC</p> <p>Policy for working in confined spaces – approved as presented – moved by JW, seconded PT</p> <p>Agreement on-call operator – RCMP receive one hour pay for 8 hours on call</p> <p>Tool Rental agreement – MS will provide list with rate</p>	<p>JW moved, JC 2nd</p> <p>JW move, PT 2nd</p> <p>SH finish agreements and create Policy</p>
14. Next meeting	RS	Monthly Board Meeting – Wednesday, Jan 17 at 1:30 pm Firehall	Information
15. Public meeting adjourned	RS	Public meeting adjourned at 4.05 pm	Information
16. In camera	RS	Not held – no items	
		<p>Monthly Board Meeting Wednesdays at 1:30pm, Firehall</p> <p>2023: Dec 13. 2024: Jan 17, Feb 14, Mar 13, Apr 10, May 15, June 12, July 10, Aug 14, Sept 11, Oct 16, Nov 13, Dec 11</p>	Information