

## MINUTES - BOARD OF TRUSTEES MEETING

<b>Date</b>	<b>Sep 13, 2023</b>		<b>Time</b>	<b>1:30 pm</b>
<b>Location</b>	<b>Fire Hall upstairs</b>			
<b>In Attendance</b>	<b>Trustees:</b> Ron Smith RS (Chair) John Colongard JC Jane Waterman JW Jennifer Moore JM  <b>Regrets:</b> Phillip Tidd PT	<b>Staff:</b> Sandra Haszard (Admin, Recorder) SH Joseph Scott (Administrative Assistant) JS Austin Rycroft (Water Operator) AR Mark Robert (Acting Fire Chief) MR  <b>Regrets:</b> Mike Craggs (Fire Chief) MC - on leave Marianne Segers (Water Operator Assistant) MS – called to GBID water emergency	<b>Public:</b>	

Agenda Item	Lead	Outcome	ACTION
• Call to Order	RS	RS called the meeting to order at 1.30 PM.	Noted
• Welcome to Public Guests	RS	Also to new employees Joseph and Marianne	
• Declaration of Conflict of Interest	RS	JW declared conflict of interest regarding Wall St subdivision	Noted
• Approve Agenda	RS	Agenda was approved	Moved JW, 2 <sup>nd</sup> JC
• Approve Minutes	RS	Last meetings minutes were approved	Moved JW, 2 <sup>nd</sup> JM
• Safety Moment	AR	Not included as Austin is arriving later	
• Water Report	SH	<ul style="list-style-type: none"> <li>• Lake level stable at -2"</li> <li>• Water usage 80,000 – 100,000 USG per day</li> <li>• VCH test results showed coliforms lower than usual for this time of year – prob from bypassing 50-year-old intake line that may never have been cleaned.</li> <li>• After cleaning, add cap to intake to protect from sunlight. Clean pipe using “sewer jetting” equipment – PR City has one. BChydro uses similar for “digless” lines. Have diver on-hand to clean out vertical section. Is Al Davis helping?</li> <li>• Is Wall St samples station still trickling water? Prev left on to help balance chlorine. Check with AR</li> <li>• Plant designed to allow for 10% waste for flushing. SH check data to determine waste quantity.</li> <li>• Adding 3<sup>rd</sup> filter system may allow increased quantity of water treated. System designed for small filters and cartridges than what we are using. Ask Res’eau about pre-filter – would be sand. Also ask Grant Robertson Homeplus. Provide collected experience over year to help. Cost benefit per gallon.</li> <li>• Water treatment specialist with mining group @ RD meeting yesterday</li> <li>• JM has friend who may be able to help – send her schematics.</li> <li>• Sinkhole repair completed near end of Smelter, on fence line, likely location in road allowance. Discovered after truck ran over it. Appeared to be caused by old leak that had been fixed. Area needs leak detection. Old mapping sheets will have details; long known problem.</li> <li>• Property new to District at end of Smelter – Little Billy Mine – owner has no plans. Applied for connection last year and was told existing one could not be used as is same as neighboring house. Maybe add loop beck to Loyal area if he does re apply.</li> </ul>	SH ask AR  SH check data  SH query 3 <sup>rd</sup> filter   SH email schematics  Add to suspect leak area list

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		<ul style="list-style-type: none"> <li>Resident sprinkling driveway on Wall St reported. JC spoke to him about this a couple of months ago. No Trustee action taken this time.</li> <li>Need to define how operator's handle these situations – provide handout with contact info they can give; call in Trustee support if required.</li> <li>Projects upcoming – well deepen and line clean; lower Blewett replacement. AD came to office to confirm Blewett job. He is helping Austin with well work.</li> </ul>	SH create handouts
<ul style="list-style-type: none"> <li>Fire Chief Report</li> </ul>	MR/SH	<p>MR is on dayshift and will come after work. From report: Calls for the month of Aug -</p> <ul style="list-style-type: none"> <li>Lift assist: 2</li> <li>First responder medical calls: 2</li> <li>MVA calls: 1</li> <li>Fire calls: 0</li> <li>1 call for a campfire outside the district but RCMP went and dealt with it through forestry.</li> </ul> <p>Active members: 9 - We recently lost two members - one has moved off the island and the other is living in Gillies Bay and is rejoining the GBFD. New gear received:</p> <ul style="list-style-type: none"> <li>safety boots</li> <li>pumpkin tank - we can use this for forest fires and to draft out of with either engine.</li> <li>4 new 4500 psi air tanks and two packs. Everything is now put together, and air tanks are full. They are in 601 &amp; ready to be used. I will look for the old tank logbook and if I can't find it will make a new one and renumber the tanks.</li> </ul> <p>Two members are sign up for RIT training in Powell River - The Responder Intervention Team (RIT) program addresses tactical and strategic operations related to downed firefighters. Program topics include firefighter fatality case studies, RIT tools, staging, RASP, size up, accountability, extrication, and disentanglement. This program delivers training on how to effectively manage a firefighter mayday.</p> <p>Also had a Texada emergency group meeting at the Legion. We are talking about making an island response plan for a major event. This will be a written plan that all emergency departments on the island will be able to follow and have a guideline to work by.</p> <p>Had the big fire fighters BBQ on September 3. We had 3 members helping out with setting up and parking and one member help out through the day doing whatever was needed. Total of 4 members attended.</p> <p>Practice starts again September 11 after taking 5 weeks off for summer.</p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>Fundraiser went well, VAVFA not involved.</li> <li>Number of members a concern</li> <li>MR spoke at yesterday's RD meeting – VA &amp; GB FD's have plans for emergency including forest fires.</li> <li>Grant – SH noted budget surplus may disqualify from grant – financials are included in application. Look to Financial Statements for details. Continue with grant appl</li> <li>Containers contents checked – lots of space. Uniforms in heated container. Fuel prob can't be in heated container. Check with MR</li> </ul> <p>After MR arrived @ 4.05 – 2 new firefighters joining</p>	<p>SH check Fin Stmt</p> <p>SH ask MR about containers</p>

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		Northside has live fire training but no instructors “fire boss” course next spring – can then fight fire anywhere. Adding properties to Fire Protection area – different method if more than 20 want to join. Applications so far given to SH. Create map and mark if appl received.	SH map and procedures for MR
• Old Business	RS	<ul style="list-style-type: none"> <li>Wall St Engineer – no word from Greg on pressure logger – SH got quotes &amp; info from suppliers. Recommended logger needs hydrant live – risks having valve opened. Could have locked box over. Other loggers are available that can go in service box. Ask AR opinion. Pressure needs manual rechecking – 12 psi does not make sense. If still 12, check house next door to see if prob with hydrant. Test the following times/days – 8.30 am, 2 pm and 6 pm, one weekday and one weekend. AR &amp; MS</li> <li>Plaster meter setters are not cheaper. Short setters are about \$300. Short ones will do.</li> <li>Low water plan – discussed in Water Report</li> <li>Open letter ID funding – being discussed today in GBID meeting.</li> </ul>	<p>SH ask Ops to retest</p> <p>SH discuss with AR</p>
• New Business	RS	<ul style="list-style-type: none"> <li>Express Lines – send after edits. Next one maybe add bit about treating employees with respect.</li> <li>Ask Prov Govt to request VAID’s input for new watershed water licences. Trustees agree.</li> <li>Weekly water usage - add to front page of website and add posts. Water data already available but is graph or monthly.</li> <li>Jen from Saltspring does Water Conservation presentations. Seen in Sechelt, city truck watering flowers “this is not drinking water”. Offer to fill watering tanks with non-treated lake water.</li> <li>Ron contacted by SMc last week after complaint from person whose water connection is not being completed.</li> </ul>	<p>SH update &amp; send</p> <p>SH ask Prov</p>
• Admin Report	SH	<ul style="list-style-type: none"> <li>Joseph is working out well and an asset to VAID</li> <li>Watershed licenses list found and shared with board</li> <li>George K from GBID came to office to set up payroll for when he works for us - TD1s</li> <li>Watershed - VCH will check records against address list to be provided.</li> </ul>	SH send list to VCH officer
• Financial review	RS	<p>Term deposits – 2.25% and can cash after 30 days. Set up CEC and turnover existing (expiring sep/oct).</p> <p>Insurance – have asked for next years estimate. Ask “Tell me everything that is possible to bring the rate down”.</p> <p>Fire Budget – continue with Rescue Expenses separate, deduct from Fire. \$1,000 only for this year so far from EMBC rescue imbursement. Add capital for Rescue Truck. Have till late Oct for Bylaw for next years budget. Rescue savings – rename Rescue Truck.</p>	<p>SH term deposits</p> <p>SH insurance query</p> <p>SH Fire budget continue</p>
• Policy & Bylaw	RS	Development Policy motion JW to approve as presented, seconded by JC	JW moved, JC 2nd
• Next meeting	RS	Monthly Board Meeting – Wednesday, Oct 18 at 1:30 pm Firehall	Information
• Public meeting adjourned	RS	Public meeting adjourned at 4.25 pm	Information
• In camera	RS		
		Monthly Board Meeting Wednesdays at 1:30pm, Firehall 2023: Sep 13, Oct 18, Nov 15, Dec 13	Information