

## MINUTES - BOARD OF TRUSTEES MEETING

<b>Date</b>	<b>Feb 14, 2024</b>	<b>Time</b>	<b>1:30 pm</b>
<b>Location</b>	<b>Fire Hall upstairs</b>		
<b>In Attendance</b>	<b>Trustees:</b> John Colongard JC - Acting Chair Jennifer Moore JM Phillip Tidd PT <b>Regrets:</b> Jane Waterman JW Ron Smith RS (Chair)	<b>Staff:</b> Marianne Segers (Water Operator) MS Sandra Haszard (Admin, Recorder) SH Joseph Scott (Operations Coordinator) JS Mark Robert (Acting Fire Chief) MR  <b>Regrets:</b>	<b>Public:</b> none

Agenda Item	Lead	Outcome	ACTION
1. Call to Order	JC	JC called the meeting to order at 1.32 PM.	Noted
2. Welcome to Public Guests	JC	none	
3. Declaration of Conflict of Interest	JC	none	Noted
4. Approve Agenda	JC	Agenda was approved with additions	Moved PT, 2 <sup>nd</sup> JM
5. Approve Minutes	JC	Last meetings minutes were approved after some discussion	Moved PT, 2 <sup>nd</sup> JM
6. Safety Moment	MS	Using PPE – handling chlorine, also in field. Protects employer too. Trustees to wear PPE when at job site.	
7. Water Report	MS	<ul style="list-style-type: none"> <li>Earl St ditch water level is lower lately. Hose no longer running?</li> <li>Hydrant data logger still not delivered. Being regularly checked on.</li> <li>Plant stable but still has issues – ionex not working well, UV inadequate.</li> <li>Forsta strainer close-up pic showed blockages. JC will pick up muriatic acid for cleaning on Friday (muriatic advised by Forsta). CLR didn't work – prob needs replacing.</li> <li>Jeff S visit to sanitise plant and provide other support on Feb 25</li> <li>Water use 78,000 yesterday – back to normal after very high use in cold mid Jan.</li> <li>Lake level high and slow to drop. Suspect culvert blockage. It was RD who sent diver last time level too high. Keep highwater in mind with plant work planning.</li> <li>Sand filter – design connection to plant with Grant Robertson. Motion to create capital budget account for design and planning of install of sand filter and upgrade electrical of \$5k to conceptual design. JC to pick up next week.</li> <li>Lower Blewett replacement of steel line done in good time, tidied up, professional, good cost. Old pipe left in ground.</li> <li>Next job, MS will talk with AD first to ensure all needed parts will be on hand. Stock up on Nelson boxes.</li> <li>Shutdown request from for Para St as house needing work does not have shutoff. Postpone until more info on who will be affected, and notice given – requested time of 9 am not a good time for water outage. Operations issue.</li> <li>Meter reads showed leak at market, now repaired.</li> </ul>	Moved JW 2 <sup>nd</sup> PT
8. Old Business	JC	<ul style="list-style-type: none"> <li>Wall St engineering –engineer report received today, forward to board.</li> <li>Action regarding ID funding – emails to all IDs with water bringing responses which are forwarded to RS, JW, and Roger Kimmerly</li> <li>Operations coordination by JS is going very well. MS &amp; JS good team.</li> </ul>	

## MINUTES - BOARD OF TRUSTEES MEETING

Agenda Item	Lead	Outcome	ACTION
		<ul style="list-style-type: none"> <li>Vehicle acquisition – letter by PT to donors presented, small changes, will email for approval before sending out. PT &amp; JW to create mailing list.</li> </ul>	
9. New Business	JC	<ul style="list-style-type: none"> <li>Express Lines – content for Mar – meter installation, water quality advisory, leak info gratitude. discussed.</li> <li>Meter installation – 11 meters in stock – install at various properties for info collecting, starting with Trustees. To be done when time permits.</li> <li>Court of Revision Feb 10               <ul style="list-style-type: none"> <li>Minutes approved.</li> <li>One ratepayer attended – more info to be collected before a decision is made, discuss next meeting.</li> </ul> </li> <li>Offer of leak detection assistance from property owner who has experience &amp; patents in water &amp; gas leak detection. Will be back on Texada in Spring.</li> <li>Imperial/Arcosa project of dam clearing and safety, including culvert, as restoration work for mining regulations. Had conference call today with SB and consultant. Specialists for turtles and sticklebacks will be contacted by consultant.</li> <li>Letter to contractors re new connections – reminder that new connections to existing services need board approval and operator inspection.</li> <li>Valve on new road off Wall St appears to have been moved from centre to side of road, MS to investigate and check not turned on. Waterline is under road and has dead ends without flush points. VAID should have been consulted before construction.</li> <li>Infrastructure planning grant program – free money, no planning recently. PT &amp; JM will discuss.</li> <li>Hiring water operator – post around town, PR Peak, Xpress Lines, FB</li> <li>GB meter purchase – George will contact MS with more info on batteries and reader.</li> <li>Developer application – Print large size for review. Concern about many dead ends. Get MR input on hydrant locations. Discuss further when JW is back.</li> <li>Bulk water to highways and others – discuss when JW &amp; RS are back</li> </ul>	<p>JS lines</p> <p>MS get info for decision</p> <p>JS post job</p>
10. Admin Report	SH	<ul style="list-style-type: none"> <li>SH last day today till late March.</li> <li>Heidi to do bookkeeping evenings or weekends till mid-March.</li> <li>Investigating chlorine options prices after huge price increase</li> </ul>	
11. Financial review	JC	Growing Communities Fund – one time funding by Prov by population & growth rate. qRD received in 2023 includes \$200,000 for Texada – how will Texadans benefit? – JS to ask Regional Director	JS ask SM \$\$
12. Policy & Bylaw	JC	<ul style="list-style-type: none"> <li>Policy for AC handling safety – approved</li> </ul>	Moved PT, 2 <sup>nd</sup> JM
13. Fire Report	MR	<ul style="list-style-type: none"> <li>Live Fire Training – several events - PR, barn, boat</li> <li>Dynamic Training coming, share with GB.</li> <li>Forestry training in PR every weekend in March.</li> <li>MR to attend electric battery training for Jaws of Life</li> <li>Dep Chief PR coming to do electric battery fire fighting.</li> <li>Fire hydrant by school hit by vehicle hard enough to tilt. Was tested and appeared ok. Straightened up by pulling with chain. Labor hours to be charged to ICBC, police notified of damage and witnesses.</li> <li>Extra tanks moved out of Rescue Truck to fit more gear.</li> </ul>	

## MINUTES - BOARD OF TRUSTEES MEETING

Agenda Item	Lead	Outcome	ACTION
		<ul style="list-style-type: none"> <li>• Government focus on forest fire fighting</li> <li>• Merging VA &amp; GB – no answer yet about how ownership if LCC.</li> <li>• More petitions to be received for Fire Protection Boundary Amendment.</li> <li>• Lawyer request how to obtain records for 2019 incident. OFC advised FR Reports are property of BC Ambulance and not ours to release.</li> </ul>	
14. Next meeting	JC	Monthly Board Meeting – Wednesday, Mar 13 at 1:30 pm Firehall	Information
15. Public meeting adjourned	JC	Public meeting adjourned at 4.29 pm.	Information
		Monthly Board Meeting Wednesdays at 1:30pm, Firehall 2024: <i>Jan 17, Feb 14, Mar 13, Apr 17, May 15, June 12, July 17, Aug 14, Sept 11, Oct 16, Nov 13, Dec 11</i>	Information