

MINUTES - BOARD OF TRUSTEES MEETING

Date	Jan 14, 2024	Time	1:30 pm
Location	Fire Hall upstairs		
In Attendance	Trustees: Ron Smith RS (Chair) John Colongard JC Jennifer Moore JM Phillip Tidd PT Regrets: Jane Waterman JW	Staff: Sandra Haszard (Admin, Recorder) SH Joseph Scott (Administrative Assistant) JS Austin Rycroft (Water Operator) AR Mark Robert (Acting Fire Chief) MR Regrets: Marianne Segers (Water Operator Assistant) MS	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	none	Noted
4. Approve Agenda	RS	Agenda was approved with addition of Financial Gifts discussion	Moved PT, 2 nd JM
5. Approve Minutes	RS	Last meetings minutes were approved.	Moved JM, 2 nd PT
6. Safety Moment	AR	Icy road conditions – slow down	
7. Water Report	AR	<ul style="list-style-type: none"> • Cartridge filters are performing ok now, came back to normal a few days after Forsta back online. Perhaps new batch labelled right? • Forsta down again – backup electrician found loose connections. • Industrial engineer moving to Texada to consider for future work. • Cap Hwy’s brine tanks filling up at RV Park • Power outage – generator performed well • Float pump still in place – ice is slushy around intake. Well water not frozen. Can switch to well pump if needed. • Leak on Columbia – what can be done? Corp stops now installed. Pressure test private properties for leaks before replacing line. Main line is new – blue brute - but service lines are old iron. • Tools marking on to do list. • Suspect ionex media for UVT orange & red lights. BiPure supplied resin cleaning procedures. AR not comfortable doing. • See if BiPure experienced rep can come here to explain elements of plant and time visit with media cleanse. SH ask and get costs. • Earl St leak – from resident hose? Different stories from resident. AR to ask KS re line replacement in past. • Leak by wharf needs further investigation. 	SH inform manufacturer Ops continue SH request BiPure AR ask KS
8. Fire Chief Report	MR	Dec calls: <ul style="list-style-type: none"> • 8 medical • 2 assist other agency <ul style="list-style-type: none"> • 601 had yearly inspection and service at Tin Hat; 602 goes in on January 17. • Member signed up for air brakes training in Feb. • New member starting on the 8th of January. • Yearly ladder testing on January 25. Coordinate with 602 service. • Met with GB last week. Will be practicing with them monthly on a Sunday and dropping one Monday eve practice. Not sure if merge is possible with qRD. SH investigate further. 	SH ask LG re LCC

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		<ul style="list-style-type: none"> • MR requested more boundary amendment petitions for property owners outside the ID. • LCC (Local Community Commission) is autonomous. qRD passes on budget to Prov Govt. Ask Saltspring about LCC. • Merge’s major benefit only 1 truck needed every 25 years. How strict is this requirement? New truck does not have to be ladder truck. Can be pumper truck with no tank. • MR input on Bylaws 113 & 63 (provided for info on Fire Chief authority) – no mention of First Responders or Rescue. Rescue as own bylaw created last year. SH see if these bylaws need updating. • MR has some changes for SOG’s if Chief e.g. radio while driving. • MR pricing out nozzle and equip for EV fires. These burn hot and require special treatment. • Recent fire on Nicholas caused by heat from compost reaction in compost next to cedar building. • Level 1 & 2 First Aid training available for Firefighters with grant funding. Enough in bank to go now; don’t have to wait for money to come in. • MR will be on steady days this part of the meeting will happen after 4. 	<p>SH print petitions</p> <p>SH Fire Bylaws</p>
9. Old Business	RS	<ul style="list-style-type: none"> • Wall St engineering – Hydrant logger still not arrived yet, engineer away, most of 2023 engineer fees paid by property owner. • For VAID items purchased from states, contact JM or Debra Gill for shipping to address below the border. • Action regarding ID funding – team had meeting with MLA. NS agreed to approach ministers and other MLAs about 30-year ID policy which has not worked. Send letters to other IDs, cc NS. • Operations coordination by JS <ul style="list-style-type: none"> ○ lists compiled from history and ops. Starting this Tues, weekly meetings, reported to board with what was done as well as what was planned but not done & why. ○ LD suggested lower cl2 reading from sample station on loop may indicated closed valve. Check all valves. ○ Have started binder recording all things needing attention so non-urgent issues do not get missed and better records kept on how issues were handled/investigated/solved. ○ Public notification for water outage. Ensure priority contacts list for operators & protocols. ○ Newport Electric available for electrical work, emergency and planned. One lives on Texada. ○ Location for sand filter identified; new foundation could double for new chlorine bldg. ○ Ops and admin happy with new coordination method 	<p>SH send letters</p> <p>Ops check valves</p> <p>SH update and provide</p>
10. New Business	RS	<ul style="list-style-type: none"> • Express Lines – content for Feb discussed. • Discussion paper regarding acquisition of a vehicle. From PT – will approach businesses for donation towards van or truck. Low capital cost with “sponsored by” signs so public knows not purchased with rates paid. Compare costs vs paying mileage. \$7,000 milage paid for 2023. While asking, provide list of other works needing donation, tailor each letter, CRA tax receipt avail. AR requests input on vehicle before purchase. PT & JM coordinate on letter for next meeting. • Financial gift - Zyrox offered at recent open house. No obligation. 	<p>SH lines</p> <p>SH compare costs</p>

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		<ul style="list-style-type: none"> AR request for higher milage rate when using his truck for shorts trips during repairs etc. CRA mileage rate is up from 0.61 to 0.80 per km. Request for trolling motor with battery as backup for generator. 	
11. Admin Report	SH	<ul style="list-style-type: none"> Wall St property with more trailers – no response to letter. Renting one pad, not just family. Ops will visit property. Send letter contractor about adding water services contrary to bylaw. BC1C mapping – Prov Govt mappers to convert paper to electronic maps Plant review – hold back of 20% until inspected for future contactor work Error in vendor invoicing corrected for \$2500 credit. Forsta not working on 25 microns. AR try again tomorrow. Better value supplies found for FD purchases 	<p>Ops inspect</p> <p>SH letter</p> <p>AR Forsta 25</p>
12. Financial review	RS	<p>Insurance invoice received - \$27,700. Due in one week. Property increase is \$1,000; liability up by \$1,500 due to lawyer claim to deal with legal threat. Review items covered.</p> <p>Both water and fire came in under budget for 2023 – water by very little, fire funds will go to truck savings. Items that went over budget where explained e.g. plant components that failed unexpectedly; extra use of salt, chlorine, and cartridge filters; freight esp. for free ionex tank. \$43k annual invoices paid already as of Jan 11.</p>	SH review insurance again
13. Policy & Bylaw	RS	<ul style="list-style-type: none"> Agreement on-call operator – small edits, PT moved to accept as presented, 2nd by JC. Policy for emergency Response contractor – small edits, PT moved to accept as presented, 2nd by JC. Tool Rental agreement – small edits, JC moved to accept as presented, 2nd by PT. Policy for working safely with asbestos underway, from WorkSafe standards. Working with AC pipe doesn't require certification. Policy Agreement form with new policies added. Include with new hire info. 	<p>PT moved, JC 2nd</p> <p>PT moved, JC 2nd</p> <p>JC move, PT 2nd</p> <p>SH finish asbestos Policy</p>
14. Next meeting	RS	Court of Revision Sat Feb 10, 10am – noon, admin office. JM, PT, JC Monthly Board Meeting – Wednesday, Feb 14 at 1:30 pm Firehall	SH email reminder Information
15. Public meeting adjourned	RS	Public meeting adjourned at 4.25 pm	Information
16. In camera	RS		
		Monthly Board Meeting Wednesdays at 1:30pm, Firehall 2024: Jan 17, Feb 14, Mar 13, Apr 17, May 15, June 12, July 17, Aug 14, Sept 11, Oct 16, Nov 13, Dec 11	Information