

MINUTES - BOARD OF TRUSTEES MEETING

Date	Jun 12, 2024	Time	1:30 pm
Location	Fire Hall upstairs		
In Attendance	Trustees: Ron Smith RS (Chair) Jennifer Moore JM Jane Waterman JW John Colongard JC Regrets: Phillip Tidd PT	Staff: Marianne Segers (Water Operator) MS Sandra Haszard (Admin, Recorder) SH Joseph Scott (Operations Coordinator) JS Mark Robert (Acting Fire Chief) MR (at 4PM) Regrets:	Public: Sylvia Praught SP

Agenda Item	Lead	Outcome	ACTION
1. Call to Order	RS	RS called the meeting to order at 1.28 PM.	Noted
2. Welcome to Public Guests	RS	Welcome to SP	
3. Declaration of Conflict of Interest	RS	JW regarding Wall St subdivision	Noted
4. Approve Agenda	RS	Agenda was approved with additions	Moved JC, 2 nd JM
5. Approve Minutes	RS	Last meetings minutes approved	Moved JW, 2 nd JM
6. Safety Moment	MS	June is national safety month. Remember to consider ergonomics incl. office staff. Be aware of movement to avoid muscular & long term injuries.	
7. Residents Speak	RS	SP had questions unanswered from the AGM. Previous emails partly answered by RS. The 17k available for new Rescue vehicle is combination of savings (10k) and unspent 2023 allocated funds (7k). unknown life span expected for suspended lake pump setup. SP suggested next years AGM provide documents in advance such as North Cedar does, with specifics incl. # of repairs, leaks fixed (both public & private), and other item from the email. Others share more info esp. on how money spent. Will put more on website. Auditor presentation does not provide those details.	SH add to calendar
8. Election of Chair	JC	JC nominated RS, JM seconded, all in favor.	
9. Water Report	MS	<ul style="list-style-type: none"> • Lake level good for this time of year • Plant volume fluctuates widely day-to-day but seasonal increase noted • Plant issues continue • Plans are to simultaneously add sand filter and replace ionex media. Media samples unable to be analysed as too fouled. • Ionex's offline again as regens needed after only 24 hrs and no difference made to water quality. Slight increase in UV with these offline. • Recent chlorinator problems – needing to bump up % of cl2. Current stock nearly 3 mths old so could be degraded. Also leak from connection that was corroded from the inside. • JS in discussion with HomePlus regarding plant upgrades. • Hand digging done to locate lines at plant was futile; need machine to dig. Dig at foundation locations to be sure. • Discussion of plans on how to clean Ionex tanks and replace media. New tank needs internal plumbing. Media can be paid from capital savings. Speed of production may have affected media life span, also salt level variations. Would like to attempt to clean in place. Damaged tank (cracks at neck repaired by epoxy in 2023) is closest to door for replacement. Vessel is fairly light • All 4 components must be online as part of license 	

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		<ul style="list-style-type: none"> • Harmsco filter now in 4th week of use and only 2 PSID; will clean at 14psi to reuse and clean housing at same time. • UV sleeves cleaned or replaced – SH check old timesheets for last time done • Consider using lower micron cartridge – there are 2x 5-micron cartridges to try from the original setup. Source water seems cleaner with raft pump – intake further from lake bed. • Church water tastes bad but only used once per week. Others of that line have reported no issues. Let water run before using. • Generator serviced – losing battery voltage with no power source, recommended trickle charger. Sensor replaced but caused error – faulty tip noted. Cleaned and reused old sensor which works. Fan belt needed tightening. Alert history cleared and alarm volume restored. Genny is not auto start. Have to wait till fully running before adding load. • High water usage at Market from last meter reading – leak was repaired previously but last reading included water from before leak. Contact them with details if still high at next reading (July). 	Sh check
10. Old Business	RS	<ul style="list-style-type: none"> • Vehicle acquisition & fundraising letters –waiting for PT who is recovering from health issues. • Grant writing –JM will contact CWSA & meet with Admin. CWSA new Chair is Brian from Savary who is still very interested in panel at CWSA conference for ID Funding Action. • ID Funding Action – Good time to lobby. Invite new candidate to Texada. Suggest COC organise. JS will notify. 	JS contact COC
11. New Business	RS	<ul style="list-style-type: none"> • Express Lines – content for June – floating pump discussed – ask Al depth of intake. With Water Quality Advisory – installing sand filter – maintenance – media replacement. Water conservation – sprinkler volume – did you know? Stage 3 begins Sat Jun 29 (to avoid long weekend maxing out plant). • Water conservation on website needs to be easier found • Insurance coverage for firefighter – 24hr as opposed to current on duty – get costs for 2025 budget – staff included as related to FD • WTP property line – noted during WTP upgrade plans that corner of Wilson property intrudes plant site at road to lake. Possibly also chlorine injection which will be moved in the next few years with chlorinator upgrade. Easement costs thousands of dollars. Leave for now. • Telus agreement – replaces agreement with Twincomm for tower. JW moved and JM seconded to accept agreement as presented. What about tower power usage – is this significant? JC to talk to Gerry about wiring and towers. • Payroll to be every 2 weeks. Last day worked Friday, timesheets in Monday, paid Tuesday. Look at last payroll for starting dates. • Direct deposit for Payroll – Interac limits reached last few months; FCU needs letter to set up EFT which will cost \$225/yr including transaction fees. • JC moved to use EFT for payroll and to pay employees every 2 weeks, JW seconded. • GBID invited Board for networking meeting. SH respond with dates of Jul 24 or 31st – Wed afternoons. 	<p>SH submit</p> <p>SH website</p> <p>SH get quote & ask TB GBID</p> <p>JC ask GC</p> <p>SH setup payroll changes & EFT</p> <p>SH contact GBID</p>

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		<ul style="list-style-type: none"> Feasibility of small digging machine (kubota) seen available for \$6,000. Need heavier machine with scoop and digger, and road licensed. Discuss after getting ops vehicle and budget for future – 20k? 40k spent last 5 years for contractor digging. Include in costs for proposal – insurance, repairs, etc. Fortis integrity dig currently in process by water tank. VAID was notified and connected ops with fortis crew. Notify Trustees for these types of situations. Andres subdivision – possibly already approved with 2 new lots. Letter of support was for one new lot. As asked by SP earlier, AD has VAID letter of Aug 2022 waiving CEC charges due to his expenses in installing the second water main from the storage tank to Van Anda during 2019. Operations Meetings seem to be having a positive effect on Regular Board Meetings. 	
12. Admin Report	SH	<ul style="list-style-type: none"> LG meeting about LCCs – they seemed to think we wanted more services. Level of authority depends on RD – discussion needed. Culvert report – no action planned. Was the report requested by MOT or RD? Van Anda culvert critical access for emergency vehicles and water main. Contact MOT. 	SH letter to MOTI
13. Financial review	RS	<ul style="list-style-type: none"> Blewett costs from capital – include labor. Plant planning from Capital – create log. Fire transfers to water for VISA purchases, incl mileage when p/u by MS. JS will move to doing more fire hrs in fall. Memo to usual late payers in December for monthly payments for full year 	SH calc costs & prep resolutions SH add to calendar
14. Policy & Bylaw	RS	<ul style="list-style-type: none"> No items for todays meeting 	
15. Fire Report	SH	<p>Calls in May: Fire - one wildfire, MVA – 0, Medical – 2, Duty officer - 1</p> <ul style="list-style-type: none"> Training - 3 members did chain saw training with GBFD Future training - pumper training - couple of our members are signed up for this with GBFD. Also, there is OFA 1 first aid training program at GBFD that our members are welcome to take though no one has signed up yet. Jaws of Life practice day with both halls soon - date set is July 28. S-100 wildfire training with a trainer is planned for 12 participants, share with GBFD. Avg personal coming to training or practice is 3.5 right now. MR will become Chief, PN Dep Chief, other member to be Captain or Safety. Recruitment drive planned for September For last major callout, GB offered destressing. Members who needed more help are getting it, with their families also supported. Firefighters of both department willing to merge depts if it is possible. Poor communications coverage on Texada – check out satellite phones and mobile internet. *16 from any cell phone connects to Coast Guard who can patch through. More CG towers than other cell towers. Check *16 next time in dead zones. 	
16. Next meeting	RS	Monthly Board Meeting – Wednesday, Jul 17 at 1:30 pm Firehall (JC not available)	Information
17. Public meeting adjourned	RS	Public meeting adjourned at 4.30 pm.	Information

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18. In camera	RS	See separate minutes	
19. Meeting adjourned	RS	Meeting adjourned 4.50	
		Monthly Board Meeting Wednesdays at 1:30pm, Firehall 2024: <i>Jan 17, Feb 14, Mar 13, Apr 10, May 15, June 12, July 17, Aug 14, Sept 11, Oct 16, Nov 13, Dec 11</i>	Information