

MINUTES - BOARD OF TRUSTEES MEETING

Date	May 15, 2024	Time	1:30 pm
Location	Fire Hall upstairs		
In Attendance	Trustees: Ron Smith RS (Chair) Jennifer Moore JM Jane Waterman JW Regrets: John Colongard JC Phillip Tidd PT	Staff: Marianne Segers (Water Operator) MS Trevor Morrison (Operator in Training) TM Sandra Haszard (Admin, Recorder) SH Joseph Scott (Operations Coordinator) JS Mark Robert (Acting Fire Chief) MR (at 4PM) Regrets:	Public:

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 regarding Wall St subdivision	Noted
4. Approve Agenda	RS	Agenda was approved with removal of Election of Chair as 2 Trustees not present.	Moved JM, 2 nd JW
5. Approve Minutes	RS	Last meetings minutes approved with correction of JW to JM in grants discussion.	Moved JW, 2 nd JM
6. Safety Moment	MS	May is mental health month. Be kind, talk to someone if you need help. 20% of workplace disability is mental health issues.	
7. Water Report	MS	<ul style="list-style-type: none"> Plant is struggling. Cartridge filters – waiting for Harmscos to arrive as HS are not performing. Harmsco life expectancy 3 wks vs HS @ 2 days. Harmscos can be washed and reused but need to be washed before PSID is 15. Order more – get quotes again from Bipure and HomePlus. IonEx's offline. Will put one back online tomorrow. Check water quality with online/offline/removing cartridges. Cleaned 25-micron Forstas which will go back in tomorrow (50's in while being cleaned. Columbia St leak repaired – 1 ft away from recently repair. Leak was dime sized, equal to running hose. Daily total at WTP fluctuate so much cannot tell if repair made difference to volume. Columbia St main replacement - AD doesn't have time for this project before summer as it's boating season tho will still respond to emergencies. Planning for parts and temp lines. AD has previously supplied the preferred parts, will check source. AD @ plant to help with line mapping, will make new manifold to replace corroded one. Too much time needed at plant with all these issues. IonEx media is next biggest decision after cartridge issue resolved. Get sand filter online first before new resin to increase lifespan. Waiting for old resin analysis results before purchasing new media as a different type may be better. Sand filter plans in process. New building will be exclusively for this so gets done right away. We do conceptual drawings for Grant Robertson (GR) of HomePlus who takes over to make it certifiable. MS will be away for a few days. She will talk to Ken Soles to ask if TM can get help from him while she is away. GBID operator George would usually be backup but is away. KS willing to help and has done so by 	<p>SH/JS cartridge quote & purchase</p> <p>JS follow up with GR</p> <p>MS ask KS</p>

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		<p>showing meter locations and sharing other knowledge. No interest in Contract Agreement.</p> <ul style="list-style-type: none"> • Generator will be serviced next week as joint call with Imperial's HD mechanic Curtis. • Have engaged Sterling Wilson for WTP equipment, starting with calibration, then adding into maintenance and info storing program. Willing to help even if payment not available. 	
8. Old Business	RS	<ul style="list-style-type: none"> • Wall St engineering – logger installed but fell apart. On its way to be repaired. Emailed Greg about number of new connections in report who replied to wait till we have valid data (this will include readings from newly calibrated meters). • ID funding action – RS & JW wrote to Green party. JW keeping track of replies from original emails to all ID's. 12 have responded with letters to their MLA's. • Vehicle acquisition & fundraising letters – JM waiting for PT who is recovering from health issues. • Andre connection – confirmed there is only one new property from subdivision. VAID to provide letter of support – included CEC. Looked at map – 100 meters from PL Rd to property line. there is property between Priest Lake Rd (which main follows) and property line. Right of way was obtained with installation of 8" main. Service line may have to go along Blubber Bay Rd. • 2 properties in the district titles recently changed to Crown due to Prov taxes owed. Owners have till Dec 2026 to pay before permanently losing ownership. • Grant writing – CWSA creating group for grant writing advice. Will be discussed at meeting this Friday and JS will report. Rob McW of GBFD has good knowledge of grant writing. JM will contact SH for grant resources. Send calls for proposal to all Trustees. One to focus on is an initial grant for study to use in later grant applications for larger amounts for infrastructure. 	<p>SH send data when available</p> <p>SH write letter</p> <p>JS report back on grant help</p>
9. New Business	RS	<ul style="list-style-type: none"> • Express Lines – content for June – level 2 water restrictions, open burn ban, thank Rick and Lindy • Post Office water filling – JW was told by public that people were doing this. There are 2 Bulk Water Agreements in place (one from pumphouse and one from Elks standpipe) and one grandfathered one who is getting water there and pays annually. • Cig butts noted on trails – provide butt pouches? GBFD has them. • Swimming pool owners were sent letters regarding fill up times to avoid maxing out plant production at beginning of summer. 3 pools known of; 2 responded, one will fill slowly and the other not filling this year. • WTP on corner of Wilson property. Look into easement. Was survey done with install of new plant? Utility of private land. Bylaw allows VAID access. Ask LG about easements. • Sturt Bay resident asked MS about credit to account for sample station on property. Letter was mailed Apr 16 and \$150 credit applied. • Internet at WTP – looking into this so plant can be accessed online saving travel time, also for safety (working alone app) and plant/tank status during firefighting. SH ask about expected date of highspeed through landline. Starlink \$115/mth. JS ask Stirling what they use. 	<p>SH submit</p> <p>SH get pouches to distribute</p> <p>SH investigate easements</p> <p>SH ask about highspeed.</p> <p>JS ask Stirling</p>

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		<ul style="list-style-type: none"> • Wall St property – new owner possibly developing as RV Park. Still in previous owner’s name tho reported by them as sold. New owner is cleaning up and says new trailers are for family and friends. Letter already sent to them about other property regarding connections and local system overload, with no response. Wait and see what happens. • Strata information shared. According to ID Manual, parcel taxes applied to each property and water bill to Strata Council. CEC for each strata lot. Who maintains water line within strata? Does Strata approval require VAID support? Consider number of lots plus property in common, which could include an office. Definition of residence includes trailer in our documents. • AGM attendance was low. Assume residents must be satisfied. • Resident’s concerns – long list of questions emailed from one resident to Trustees and Admin. RS has replied. Next time, schedule ½ hr at office to answer. 	SH further investigate strata handling
10. Admin Report	SH	<ul style="list-style-type: none"> • Overdue letters and Final Notices sent. Usual suspects to receive 24-hr cutoff by end of May. • Request from resident for additional connection. Info provided regarding high cost due to distance and direction of main. Will wait for application submission. 	
11. Financial review	RS	<ul style="list-style-type: none"> • Fire running under budget. Some expenses are from grant funds. Building expenses over budget, work was necessary to bring building to code. Nealy completed, just need fire door at bays, est. \$1,500. • Water over budget due to plant troubles. Some admin costs can come from capital for plant upgrade. <p>Highest annual cost is paid (insurance).</p>	
12. Policy & Bylaw	RS	<ul style="list-style-type: none"> • Strata bylaw – considered if maximum residences per lot could be stated. Need to fill out construction standards which are referenced. Bylaw approved – moved by JW, seconded by JM 	SH work on standards, submit bylaw.
13. Fire Report	SH	<p>Calls in April - Medical 7, MVA 0, Fire 0</p> <p>Practices - average of 4-5 people on Monday nights.</p> <ul style="list-style-type: none"> • Live burn of 2 boats with Gillies Bay Fire Department at the Texada boat yard. Old wooden fish boat and the old steel hull sailboat with wooden cabin. 6 members present. Practiced relay pumping to the GB engine- one engine off a hydrant, pumping to the other engine. Would use this configuration if fire was too far from a hydrant but too close to use tankers. • Wildfire and structure protection training with Gillies Bay. • One member completed a course to renew their first responder certification. • More forestry gear received and a car fire blanket. • Suggest May 1st for start of open burn ban in future years due to climate change. SH check if date referred to by bylaw. MR will talk to GB Chief Rob. • Prov burn ban for Categories 2 & 3 starting May 17th. GB follows forestry guidelines because of campground. • 3 people did Chainsaw course. Showed need for some new parts which have been ordered. • Wildfire on Crescent Bay Rd recently. Paul on scene quickly. Big thanks from Selkirk and forestry. Signs on scene of frequent use – campfire, shells, beer cans. Bad communication due to poor cell service. Will see 	SH check bylaw MR ask RM

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		<p>if can switch to Comox tower. Coast Guard can patch through if future difficulties. Will be reimbursed by forestry for 602 and 5 firefighters.</p> <ul style="list-style-type: none"> • Looking into bringing in a F-100 wildfire training instructor (from Powell River) for the members that haven't had this training yet. May include GB or other regional fire fighters or even open a spot or two to the public. With this training, you can fire wildfires anywhere in the province. • CISM course offered at Harrison (Critical Incident Stress Management). \$500 plus \$130/night. MR can't go. • Inventory taken of gear in 602 – adding some hoses and 3-way gate valve. Replacing first aid kit and O2 bottle. The kit is very out of date and O2 bottle can no longer be used - would like to donate to museum. Has dial on mask. • Chiefs meeting soon – last meeting cancelled for Heat Stress Management. • Heat Stress is becoming a big problem for firefighters. Better with fire resistant overalls instead of full gear. Will be measuring for sizes in the next couple of weeks. • Notice in RM's Xpress lines Fire article about petition to extend boundaries. • Blocks at Legion – need to be moved for fire fighting access to house. Prefer gate with padlock that can be cut in emergency. Send letter to Legion, cc Barb. Include distance – MR will measure. Current situation will cause much time wasted for repositioning fire truck and setting up connections. Next step if no action agreed to - cc qRD and MOTI. • New map made for RV park site numbers. Will have Arnolds confirm and add direction signs. Difficulty in locating addresses in recent responses. • Possible fire hazard at RV Park with so many propane tanks. Ask Dan Woods OFC again, and if other RV Park regulations. DW has already worked with MR about woodstoves with concerns resolved. • Slash pile danger – can catch fire spontaneously in certain conditions. Usually sit for a year as per forestry act. Private land has different regulations. • 602 leak from seal into PTO – not major – repair can be left till annual inspection, unless it gets worse before then. 	<p>MR check out switching</p> <p>JS order</p> <p>SH write letter</p>
14. Next meeting	RS	AGM Apr 20 Monthly Board Meeting – Wednesday, Jun 12 at 1:30 pm Firehall	Information
15. Public meeting adjourned	RS	Meeting adjourned at 4.30 pm.	Information
		Monthly Board Meeting Wednesdays at 1:30pm, Firehall 2024: Jan 17, Feb 14, Mar 13, Apr 10, May 15, June 12, July 17, Aug 14, Sept 11, Oct 16, Nov 13, Dec 11	Information