

MINUTES - BOARD OF TRUSTEES MEETING

Date	Aug 13, 2025	Time	1:30 pm
Location	Fire Hall upstairs		
In Attendance	Trustees: Ron Smith RS (Chair) John Colongard JC Jennifer Moore JM Jane Waterman JW Regrets: Gary Friars, GF	Staff: Sandra Haszard (Admin, Recorder) SH Joseph Scott (Operations Coordinator) JS Marianne Segers (Water Operator) MS Mark Robert (Fire Chief) MR (at 4 pm) Regrets: Trevor Morrison (Water Operator) TM	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	No public	
3. Declaration of Conflict of Interest	RS	JW for Wall St subdivision discussion.	Noted
4. Approve Agenda	RS	Agenda was approved with addition of staff evaluations	Moved JM 2 nd JC
5. Approve Minutes	RS	Last meetings minutes approved .	Moved JW 2 nd JM
6. Residents Speak		No residents present.	
7. Safety Moment	MS	Working in the sun and heat – if possible, work in the shade. Use sun protection, stay dehydrated. Be extra cautious when breezy.	
8. Water, Dam, & Operations Report	MS	<ul style="list-style-type: none"> • Main pump operating about 17 hrs a day, good for this time of year • Leaks: 2 repaired. <ul style="list-style-type: none"> ○ Marble Bay Rd - called in late evening after hearing water running. Line not bedded properly, and heavy truck seen parked there earlier with outriggers down. Difficulties shutting of water to area due to valve locations and some not apparently functioning adequately. All valves need testing – dirt build up can impair full closure. Leak decreased until next day repair. ○ Sturt Bay Rd - residential line previously repaired by owner needed connections tightened. Green grass in area showed leak had been on going. • Valves: - a couple need digging out, need machine time. Others need top nut replaced. Service needed for all. Consider applying cost to Meter Project as important to be done before connections installed. • Ionex - still doing alternate daily backwash. Meeting this morning with Grant Robertson, Stirling Wilson, JC, MS, and JS. GR advised regular testing of water after ionex to track function. • Dam inspected weekly, no issues. • Organics blooming in lake water. Is intake below thermocline? How to measure. Deeper intake will help. Filters getting green daily. • Gracemere leak remains unresolved. Consider repair as part of meter project. JC, JS, & MS to visit site. Tabled for resolution by Operations team. • New brine tank still not filling properly. Ryan has been back twice and suggested convoluted methods that are not an adequate solution and do not 	SH buy testing supplies

Agenda Item	Lead	Outcome	ACTION
		<p>work. He has billed for this time – do not pay until resolved. This morning’s meeting addressed the issue.</p> <ul style="list-style-type: none"> • Also at this morning’s meeting, will be moving equipment around in chlorine building to service and replace more easily. SW not charging VAID. Have offered to pay him twice. Try offering Official Donation Tax Receipt. He always answers questions without delay, excellent resource. • Wall St pumphouse upgrade work planned for Friday. Date decided yesterday afternoon. SH to notify affected residents. • Work Order system being integrated into Diamond Maps, which has a layer for this. This was shown on the screen with the various fields available. • Hydrant by Mary Mary leak now repaired – done during maintenance training MS & Ken Soles • Consider prep of footings for sand filter addition, making them large enough for sand filter to install before sea can is ready as WTP upgrades including this are postponed. • GR has looked for alternative cartridge filters with no success. • Making intake deeper can not be from raft. Needs pumps in well – ops planning. • Aaron Supply concerns – work done at plant by Ryan is not adequate. Recent work had multiple issues. Need to look for alternative. 	
9. Old Business	RS	<ul style="list-style-type: none"> • Meter Project - Requests For Proposals posted on website and BC Bid. Several interested parties have contacted JS. Questions and answers posted on each webpage. Addenda issued & posted. Have confirmations for site visit. Evaluation committee to be JS MS RS SH JC. Start reviews on Aug 30th, meet here at 1 pm. JS will email proposals to committee members evening of 29th. JS away from Sep 11 for 10 days. • Wall St subdivision Statutory Right of Way Agreement. Explained that access is to meters/water connections only. Water line under road is responsibly of strata. SH reply to lawyer office with cc RS. Arnolds have not yet made arrangements for payment of pumphouse upgrades after confirming by email May 22 that they will. • Truck – waiting for parts 	<p>SH email law office</p> <p>SH letter to Arnolds</p>
10. New Business	RS	<ul style="list-style-type: none"> • Express Lines – Meter Project RFPs submitted, give dates, site visit. Sign up for emergency updates qRD. Happy school year. Welcome Bernardo who has been casual, now permanent. 911 for emergencies – not facebook. Fires can double in minutes • Employee evaluations – annual self evaluation forms to go to employees, back by Sep 20. 	<p>SH submit</p> <p>SH ready forms</p>
11. Admin Report	SH	<p>WATER</p> <ul style="list-style-type: none"> • Get UV meter product manual • Cartridge filter quote & order • WTP review <p>FIRE</p> <ul style="list-style-type: none"> • Wildfire reimbursement claim • Purchase boots & gloves <p>METER PROJECT</p> <ul style="list-style-type: none"> • Get MMCD docs 	<p>MEETINGS</p> <ul style="list-style-type: none"> • Water Ops Coordination • Reg board meeting • Ops planning meetings • MPP Board meeting • AD re pumphouse • Jonina re drawings <p>COMMUNICATIONS/ CORRESPONDENCE</p>

Agenda Item	Lead	Outcome	ACTION
		<ul style="list-style-type: none"> • Look at traffic control • Mapping • RFPs • Meter suppliers Teams meetings • Arrange drawings for RFPs <p>FINANCIAL</p> <ul style="list-style-type: none"> • FCU online approval issues fixed • Etransfer limits increased finally <p>LEGAL</p> <ul style="list-style-type: none"> • Answer queries Smelter lot • Answer queries subdivision • Letter to new owners updated • Letters to contractors sent re standards • One conveyance • SRW Wall St subdivision 	
12. Financial review	SH	<ul style="list-style-type: none"> • SH expressed concern about costs so far this year. WTP gobbling up money. Resolving issues toward better efficiency. Maintenance costs save money in the long run. • Fire checking account – consider terms for better interest. JW moved and JM seconded to get 3 x \$20k redeemable terms 	SH letter to bank
13. Fire Report	MR	<p>Calls for the month:</p> <ul style="list-style-type: none"> • Fire -1 • Medical - 3 • Texada Rescue medical - 2 <ul style="list-style-type: none"> ○ For one, we paged Gillies Bay for back up. It was just outside their district. That call was a breathing emergency. ○ The other Texada Rescue call was for bike fall where the rider broke their hip in Eagle Creek area - hard to reach the person. New rescue truck was able to make it down and MR reversed back up. Patient then shipped by water taxi. • Avg responders to calls is 3 • Avg members to practice is 4 • Some of our calls we had up to 5 people. • Seems like we are having a steady 3 to 4 members to a medical call. • The fire call we had 5, plus 2 from GBFD with their tanker. • Also, the Chief found a small beach fire at Anderson bay. Put it out with 15 coolers of water. Called it in to wildfire. Was at beach with boat access only. • GB just paged (today) for smoke – it is from the 2 fires on Van Is. • Considering sending a couple of members to Forestry Command next year. • CEPF annual grant opening soon – pumps, trailer (12 x 7). SH print list for MR of items covered by grant. • No news from Wildfire about how last month’s fire by RCMP house started. Suspect compost. • Fireworks at Shelter Pt last night. • China Creek fire now at 653 hectares. • Spoke to Crescent Bay resident about their concerns from fire a couple of months back. • GBFD had call from PR a couple of days ago as China Creek fire smoke looked like it was from Texada. 	SH print grant

MINUTES - BOARD OF TRUSTEES MEETING

Agenda Item	Lead	Outcome	ACTION
		<ul style="list-style-type: none"> Siren – board asked about setting up a community siren. Considered how to use to get message across. RCMP already go door to door if fire concern. Cell alerts also available from qRD Emergency – can sign up online. MR doesn't see need for tsunami warning. Dispatch – North Island 911 currently too busy for doing the regular test pages; this has been taken over by Prince George. Lights replacement for 601 – one of each would be ok but pairs recommended. Bagged hydrant status – the one at Mary Mary is repaired and bag removed. Other 3 to be done. Hydrant maintenance course arranged for October. SH invite GBID by email for course even tho they declined verbally. Ryan Thoms qRD Emerg working on bringing Scott Pack trainer to area. 	SH order lights
14. Policy & Bylaw	RS	<ul style="list-style-type: none"> None 	
15. Regular meeting adjourned	RS	<ul style="list-style-type: none"> At 3.30 	
16. In camera		<ul style="list-style-type: none"> Minutes in separate document 	
17. Next meeting	RS	Meter Project Proposal Evaluation Committee – Sat Aug 30 1pm Firehall Monthly Board Meeting – Wednesday, Sep 17 at 1:30 pm Firehall GBID Trustees meeting - Wed Sep 24 1 pm GBID	Info
18. Meeting adjourned	RS	Meeting adjourned 4.20 pm	
Monthly Board Meeting Wednesdays at 1:30pm, Firehall 2025: Jan 15, Feb 12, Mar 12, Apr 16, May 14, June 11, July 16, Aug 13, Sept 17, Oct 15, Nov 12, Dec 17, AGM April 26			