

Agenda Item	Lead	Outcome	ACTION
		<p>using. System designed to alternate, is programmable, best way to have one head as master. Find out treatment flow rate. Will function with increased flow but not optimal.</p> <ul style="list-style-type: none"> • Entire system designed for 315 liters per minute (LPM). Currently maxed at 500 LPM in, production of 430 LPM out. Recommended rate of 315 LPM would produce 120,000 USG/day – not enough for current usage of 150k. Max 165k. Ionex is not piped to run parallel. Purolite engineer states water softener not needed. • Brine tank will now use filtered water – was using untreated. Softener would be beneficial for brine tank water but not necessary. • Treatment does not soften water. Test results show water hardness does not vary between treated and untreated water. • Velocity Services completed leak detection – final report to come. JS and TM went around town with them. 3 hydrant leaks found with water suspected to be going straight down. Hotel, log house, and end of Wall St. 2 hydrants were ancient and seen before in field by techs. Can hear water running in hydrant. Gate valve test on one did stop leak. Specialist is coming to train in hydrant maintenance – 12 people signed up – includes GB. Terminal City may come seeing we have all TC hydrants. Truck crane or tripod needed to lift. Ask if PR has trained people. Another leak found was significant, under Smelter. Also a Smelter connection, a Sturt Bay Rd connection, and private property with leak notice given to owner. No leaks found in Main St alley. Property with leak now passing pressure test. New standpipe on private property – VAID check done to standards? • Valve lid on street at Coleborn opened up to find dead valve. How does Main alley tie into Coleborn and where? • Dam – annual formal report completed by MS in December, nothing new. Dam is monitored weekly and logged. • Consider if info released to public could be step to lawsuit – e.g. chlorine test results on private property. • Resident contacted Trustee about neighbour plastic burning. Directed to Fire Chief and office email. She has since talked to RCMP. 	<p>JS get max ionex flow rate</p>
<p>9. Old Business</p>	<p>JC</p>	<ul style="list-style-type: none"> • Vehicle – PT has first refusal on 2008 Dodge Ram at good price – owner upgraded – PT & JC will look closer and get mechanics opinion. Having work ops vehicle will save time with all needed supplies on board. Motion to investigate vehicle and purchase if desirable moved by PT, seconded by JW. 2024 mileage total \$5,200. SH update cost comparison. • Lafarge possible water diversion – letter sent asking for clarification and brief description of issues caused by lower water levels. No reply yet. Paper trail needed for item of this importance. Watershed protection bylaw – ask qRD 	<p>Moved by PT, 2nd JW</p> <p>SH vehicle costs</p> <p>SH ask qRD watershed</p>

MINUTES - BOARD OF TRUSTEES MEETING

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10. New Business	JC	<ul style="list-style-type: none"> Express Lines – leak detection results, media exchange underway, should have received invoice, court of revision. Court of Revision 10 am Sat Feb 8 – 3 signed up already – trustees to attend are JC, JM, and PT, with SH. Decision can be made immediately if 3 Trustees present (after owner has left.) Provincial Grant for Meter installation being worked on by SH. Board approval needed to apply for grant moved by JM seconded by PT. Generator received with donated sand filter is too big for VAID use. Discussion whether to sell or give to other org. Find out if GB has use for it (VA & GB ops discuss) then discuss further at coming meeting with GB Trustees. Imperial Quarry sometimes has sand. Recent sand purchase came from PR. SH check if sand avail from Imperial. 	<p>SH submit</p> <p>Moved by JM, 2nd PT</p> <p>SH check sand avail</p>	
11. Admin Report	SH	<p>WATER</p> <ul style="list-style-type: none"> Duker Rd culvert w/Capilano WTP design to Grant R Organize files and maps Water main map review BYDP Ticket info fan heater for WTP Cl leak checks Columbia+Duker+Main St WTP media change w/Aaron Pressure tank quotes Management program review first crossing/Van Anda trail <p>FIRE</p> <ul style="list-style-type: none"> Reimburse training expenses Fire fighter honorariums & tax credit letters FUS map with temp agreements in place <p>FINANCIAL</p> <ul style="list-style-type: none"> Benefits Capital funds transfer DMD inventory check Update inventory values Xmas bonuses Interac limit request to FCU Annual invoices 	<p>MEETINGS</p> <ul style="list-style-type: none"> Water Ops Coordination Reg board meeting Ops planning meetings AD planning Aaron re media <p>COMMUNICATIONS/CORRESPONDENCE</p> <ul style="list-style-type: none"> Create annual newsletters New owners letter & invoices <p>OTHER</p> <ul style="list-style-type: none"> Shipping arrangements during strike TD FEF grant Create contact info update form for invoices Meter grant door card for pressure testing notice water theft from log house hearing test install light and switch <p>LEGAL</p> <ul style="list-style-type: none"> Water tolls bylaw Capital spend bylaw & resolutions conveyance 	
12. Financial review	JC	<ul style="list-style-type: none"> Water expenses for 2024 100% of budget, Fire 78% (25k unspent). 		
13. Policy & Bylaw	JC	<ul style="list-style-type: none"> Bylaw 188 Development Water Regulations – changed from previous with addition of reference to FUS hydrant documents and BC gov water systems document for standards. Development procedure checklist added to Schedule Form. Approval moved by JM and seconded by PT. 	<p>Moved JM, 2nd PT</p> <p>SH submit to LG</p>	

MINUTES - BOARD OF TRUSTEES MEETING

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14. Fire Report		<p>Calls for the month:</p> <ul style="list-style-type: none"> • Medical calls – 7; MVA -0; Fire - 0 • New gear to be ordered: <ul style="list-style-type: none"> ○ Attack hoses for 601 with the older ones used for back up. ○ There was 6 new 4.5 tanks (for SCBA) ordered (should be here by end of month)- these will fill up all the new packs we have. Then the department will have all new carbon tanks with double the air capacity compared to the old steel tanks we had. ○ Some new medical gear. • Set up auto reminder to purchase when medical expiry dates reached. SH will set up – MR to provide list. Check if “best before” or “expires”. • 601 had annual inspection. • Jaws of Life for women only in Qualicum – one firefighter might attend • Two member’s first responder tickets to be updated - one day in PR. • Ladder test coming in February. • Something we should look into is a satellite phone. There were two calls in January with no cell service on scene. Calling the coast guard with out service won’t work. Suggest both VAFD and GBFD have a satellite phones. Maybe we can get one plan with two different phones and share the cost. BCAS carries a sat phone with them. Also needed in summer when local towers overloaded. • Dodge 5500 avail for a great price. Has14-foot deck. Might fit the rescue box off 603 or we could make it into another response truck and put the wildfire unit on it in the summer and other wild fire gear. Will discuss further with Tin Hat • Qualicum Beach has truck4 sale but chassis too small for rescue truck box • Sunday’s call has issue with quick release auto eject – needs reconfiguration – Tin Hat job • More people responding to calls and coming to practice. • Officers meeting with GBFD last week - agreed not to purchase dual equipment. • Most member have full uniforms, a few pieces needed to complete for all. • MR sorted old log sheets – will be on new office shelf being built by him. • Emerg management BC only reimburses Rescue for MVA calls. • Working on mutual aid auto agreement with GB for out of ID medical calls. 	<p>SH set up reminders</p> <p>SH check into sat phone</p>
15. Next meeting	JC	Monthly Board Meeting – Wednesday, Feb 12 at 1:30 pm Firehall	Info
16. Public meeting adjourned	JC	Public meeting adjourned at 4.40 pm.	Information
17. In camera	JC	Separate minutes	
18. Meeting adjourned	JC	Meeting adjourned 4.45 pm	
<p>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 19</p>			