

MINUTES - BOARD OF TRUSTEES MEETING

Date	Mar 12, 2025	Time	1:30 pm		
Location	Fire Hall upstairs				
In Attendance	Trustees:	Staff:		Public:	
	Ron Smith RS (Chair)	Sandra Hasza	ard (Admin, Recorder) SH	Tom Read TR	
	Jennifer Moore JM	Joseph Scott (Operations Coordinator) JS		Jordan JJ	
	Jane Waterman JW	Marianne Se	gers (Water Operator) MS		
	John Colongard JC	Trevor Morri	son (Water Operator) TM		
	Regrets:				
	Phillip Tidd PT	Regrets:			
		Mark Robert	(Fire Chief) MR (at 4 pm)		

Agenda Item Lead		Lead	Outcome	
1.	Call to Order	RS	RS called the meeting to order at 1.20 PM.	Noted
2.	Welcome to Public Guests	RS		
3.	Declaration of Conflict of Interest	RS	None	Noted
4.	Approve Agenda	RS	Agenda was approved with addition	Moved PT 2 nd JM
5.	Approve Minutes	RS	Last meetings minutes approved with minor edit	Moved PT, 2 nd JM
6.	Safety Moment	MS		
7.	Residents Speak		 JJ looking at property/s for sale with no water connection. Would like cost of new connection/s. Discussed placement of existing mains, previous connection to house abandoned due to poor condition, which lots might be purchased, how many connections, possibility of one 2" line (would need to be strata development), cannot apply until owner. Will provide request for cost in writing for 2 scenarios, showing connection locations and use. TR enquired status of Fire Protection from Boundary Amendment – this is still in progress, waiting for BC Govt action. Meanwhile, Fire Underwriters and 911 have info for fire response/insurance rates. 	
8.	Water, Dam, &Operations Report	MS/JS	 Ion exchangers – backwashing on alternate days as recommended while waiting for test results Dam inspected weekly, no issues. Work orders being auto generated leading to better organisation and tracking. Generator issue resolved in time for power outage. Scheduling twice a year tech visit. Starts but has error codes which do not clear on reset. Solar powered trickle charger coming. Pressure testing – about 25% have leaks, info provided to owners. 	

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		 Leaks – Sturt Bay Rd repaired, new line to house replaced old steel line. 3 hydrants have water off and bagged to visibility – can be opened for firefighting. Copper Queen service from behind cutoff by Columbia/Midas repair has new service from Copper Queen. Smelter leak at service connection being repaired today. Much less water being used huge dip on graph and reflected in pump hours. Diamond maps working well. Has app for when offline, changes update when back online. Photo records being added to mapped items. New chlorine analyser expected to arrive soon. Have 2 chlorine pumps – one needs small repair to have on hand as spare. RV park checked for reported leak, but none found. Likely repaired – report from previous resident. Water is shut off to Coleborn house where big leak started first thaw. Wall St very high water use on several occasions during cold snap. Much time spent looking for leaks that spontaneously resolved. One anonymous admission but otherwise no notice of what happened. Listening device needs new headphones; does not need to be sent away for repair. JM may have suitable connectors. Hydrant maintenance/teardown training – no longer trying to organise local training after lack of response from trainers. MS will attend Terminal City training when in city. KS has offered to help. 12 people want to attend if 	SH invoice
9. Old Business	RS	 training held here. VAID vehicle – PT brought in transfer papers and sent odo & vin pics. JC will insure tomorrow. Repairs to be done once purchased. Benefits – will start Apr 1 then calc backpay for 1st 3 months of 2025. 	SH calc backpay
10. New Business	RS	 Policy – water operator to carry phone at all times if on duty. Amendment for approval at next meeting. Smartball for leak detection – incredibly expensive. Provider recommended we do what we just did with Velocity. Satellite phones – Marine VHF handheld radios are an option – work by line of sight. Website – hard to find info – prominent search boxes added lately, also phone number reportedly didn't work – SH will test Emergency notification for town such as siren when water needs to be conserved (GB has "siren on, water off".) Check with RD Emergency notification. Could have firetruck go round with announcement. Future capital project. Meeting time – starting later so working people can attend? Have asked for public requests several times with no response. Meeting times must suit employees and trustees. Could ask again at AGM. 	SH amend policy SH test website



	Van Anda
	Improvement District
2	Safe Water for Everybody

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		• Express Lines – AGM mostly. JC	now wants to continue with progress being	
		made Only RS term is up – willin	ng to run. Also include progress in leaks, new	SH submit
		VAID truck, leaks found on priva	ate property, chlorinator coming.	
		 AGM planning – don't need nor 	minating committee/officer. Ask Terry Hollo	
			ion booked. Using newsletters as start for	SH
			financials on website one week ahead.	arrange
			r historic info. Let DMD know date. Can Heidi	
		-	m and website. Ask if tour interest.	5
		 Joint meeting with GBID Truste 		
		-		
			ine Installation – amended to include Repair	
			hat types of repairs and changes should be	SH edit
			ave on hand for when needed, not everyone	and bring
			d for record of inspection – copy to be given	back
		to owner (add to form).	7774	
11. Admin Report	SH	WATER	MEETINGS	
		Annual water survey	Water Ops Coordination	
		(StatsCan)	Reg board meeting	
		Review garbage @ WTP	Ops planning meetings	
		Sturt Bay Rd leak	Al Davis planning Count of Davisien	
		Leak reportEarl St capital	Court of Revision COMMUNICATIONS/CORRESPONDENCE	
		Nicholas leak	Bulk text re high chlorine	
		Mapping	 Court of Revision info for each case 	
		Capital plans	 Court of Revision letters to owners 	
		Coleborn leak	 Request qRD for street numbers for 	
		Emergency contact list	mapping	
		Arrange generator service	Lafarge Mat K re Priest Lake	
		Ionex backwash	Pheonix re benefits	
		Chlorine leak	Bipure re WTP software	
		FIRE	FINANCIAL	
		• Rescue funds for new vehicle	 Worksafe annual premium report 	
		FSWBC membership info	 Payment plan setup 	
		 Purchase hoses & boots 	 Aaron invoice adjust 	
		LEGAL	Capital spend calcs	
		Capital disbursement bylaw	• T4s	
		1 conveyance	Credit application	
		Bylaw 188 Development	Vehicle cost vs mileage	
		OTHER Motor grant	Insurance quote for VAID truck	
		Meter grantOrder generator starter	 Info to DMD for audit Transfer fire funds to savings accounts 	
12. Financial	RS		Transfer fire funds to savings accounts	
	5		ncl. \$22k payment plan) on Mar 12	
review		 Operating funds (check account 	t + tolls & taxes account) = \$176k.	

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		 Fire account for truck supplies very high due to 8 new hoses. Is there a better account? None bought for several years but has always been budgeted for some (not all) to be replaced each year. Water account cartridges budget limit close. One set now last a month so the pallet full bought in Feb should last the full year. Sand filter will save on cartridges – was scheduled to be in place this summer but now looking more like end of year. Need to break plant upgrade project into parts. Will tendering make it quicker? JS & JC to discuss further. 5012 WTP waste pump in Feb can be considered capital. Make note for end of year when budget gets tight. 	SH consider
13. Policy & Bylaw	RS	• none	
14. Fire Report		 Calls for Jan - Fire – 0, MVA – 1, F/R medical – 5, Duty officer – 0 Had an average of 5 members for practice. We have had an average of 4 people responding to calls in Feb. New bunker gear received for 3 members. Also received 400 feet (8 x 50') of 1.75-inch attack hoses and some other equipment. The new rescue truck from Qualicum is locked down for us. On my way home from my trip, I'm going to try to stop by QBFD and pick up the transfer papers then get the truck insured in Powell River and have QBFD fire bring it up to Comox. They have already offered to bring it there. Check is ready but will pay online if possible, so paid for when Mark goes there if he doesn't come here first. Have an email from qRD re new Fire Act that I will talk to Ryan Thoms about. I believe I have the same one already from the fire Commissioner. He just wants to talk about it, so we are both on the same page. It's just about fire reporting. New member transferred from GBFD – willing and young 	SH pay online
15. Next meeting	RS	Meet with GBID Trustees – Tues Mar 18, 1.30 at VA Firehall Monthly Board Meeting – Wednesday, Apr 16 at 1:30 pm Firehall	Info
16. Public meeting adjourned	RS	Public meeting adjourned 3.25 pm	
17. In camera		Minutes in separate document	
	1	Public meeting adjourned 4.30 pm	