

MINUTES - BOARD OF TRUSTEES MEETING

Date	Aug 12, 2026	Time	1:30 pm
Location	Credit Union meeting room		
In Attendance	Trustees: Ron Smith RS (Chair) Gary Friars GF Jane Waterman JW Jennifer Moore JM Regrets: John Colongard JC	Staff: Joseph Scott (Operations Manager, Recorder) JS Sandra Haszard (Administration) SH Marianne Segers (Senior Water Operator) MS Regrets: Mark Robert (Fire Chief)	Public: none

Agenda Item	Lead	Outcome	Action
1. Call to Order	RS	RS called the meeting to order at 1:27 PM.	Noted
2. Welcome to Public Guests	RS		Info
3. Declaration of Conflict of Interest	RS	None	Info
4. Approve Agenda	RS	Agenda was approved with addition of Fleet Insurance	Moved JM 2 nd JW
5. Approve Minutes	RS	Last meetings minutes approved.	Moved JM 2 nd JW
6. Public	RS	none	
7. Safety Moment	MS	Smoky conditions from fires. Can change quickly. N95 masks were discussed – can make things worse in hot temps.	Info
8. Water, Dam, & Operations Report	MS & JS	- Daily testing and ionX full cycle by BR, SR, and JS as back-up - Regen frequency at four days - JS as backup no longer needed with SR here - Dam last inspected August 6th by BR. Lake level at 16cm - Rainy July halted level drop so now doing ok compared to other years. - Chlorine levels continue within proper range - Manual adjustments continue - SW to clean and check the chlorine monitor. Did not occur – has left again; communication issue? - GR recommended we increase the static volume of salt in the brine tanks while we optimize our salt dosing. UVT tester required for calculations - UVT tester failed for the third time – replacement ordered from HomePlus \$512 plus tax.	

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		- Hydrant maintenance program started with MS and PN. 2 of the 3 leaky hydrants had major service. Reported as being not difficult, but messy. - Diver collected three lake water samples; deepest at 30'. Big difference in water temperature. Samples are currently stored in freezer. Need to find where to send them for testing. Other findings: - Water intake line in lake has no screen. - Should be 2 screens, one spare/one on intake, switched out by diver. - The one screen we have is still on original intake. - Need to make new screens for current intake - Raft pump intake is 8' from surface. Did not say how far from bottom. - Pump hours per day average is 13. Volume lower than previous summers.	SH investigate JS investigate																
9. Old Business and Extended	RS	- Meter Project - Substantial completion on track for the end of August - Duker Rd (Wilson) New antennas on hand. - Vehicle incident at the recycle station. Consider removing the yellow painted rocks. Other barrier? - Meter decision required for the Firehall: Mix of 2" and 4". 4" under road to firehall but not connected; instead, 2" line from main thru 4" under road connects to 4" on firehall property. 2 residences come from 4"; reconfigure so residences come off the 2" then add 2" meter for firehall. - Neptune 360: 117 onboard, 117 to be activated and data prepared for onboarding <table border="1"> <thead> <tr> <th></th><th>Total</th><th>Installed</th><th>Remainder</th></tr> </thead> <tbody> <tr> <td>Davis Ventures</td><td>148</td><td>134</td><td>10*</td></tr> <tr> <td>VAID</td><td>86</td><td>81</td><td>5</td></tr> <tr> <td>Total</td><td>234</td><td>215</td><td>15</td></tr> </tbody> </table> *One more meter may be required at the 2" standpipe in the RV Park. To be checked. Remaining installs mix of simple/complex. - MPP budget good; room for additional work if needed. - SROWS needed for Duker and some other properties with meters - Next COP meeting October. - Info systems query to other orgs came back with none satisfied with the product they have. SH has found app and developing procedure to streamline billing process using existing systems. - Fleet insurance. Will save \$1,300/yr. Board approval required to make the switch. Moved by JW, seconded by GF to proceed.		Total	Installed	Remainder	Davis Ventures	148	134	10*	VAID	86	81	5	Total	234	215	15	JS update AD MS/BR to check SH start SROWS SH switch Moved JW 2nd GF
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10. New Business	RS	Express Lines: 1st yr ever avg pump hrs 13, congrats. Leak/usage notices being sent. MPP physical part completed. Thanks for fire vigilance, also fire trailer info	SH send
11. Admin Report	SH	WATER - Water-use review; high-use & leak notices - WTP testing, backwash, chlorine, salt - Repair clamps; Main St loop - Water-main mapping; IonX cycle review - Electrical permit MPP (Meter Project) - Provincial invoices; quarterly reporting - Kirk MPP Teams re info systems - Smelter connections - Inn & School meter install reviews - Neptune webinar - Assign meters; onboard meters - Work orders; Diamond-maps - Install record updates - Flow meter manual FIRE - Hydrant planning & forms - Boundary confirmation with dispatch - First responder agreement - Texada rescue timeline - Rescue funding info (Tom R) - FD history document for grants - Request BCEHS agreement record First Responder (BCEHS) agreement is standard, we fill in areas of response. Send copy to Board. Has been in place for many years. 911 callout areas changing from GBID request. MEETINGS - Board meeting - Operations meeting - Interview ADMINISTRATION / OTHER - Conveyances, title changes - Admin guide update and procedures - Timesheet policy to employees - Billing system research - Sage payroll research - Resumes accepted - New trustee guidelines document - CMK Teams audit debrief - Boundaries to FUS & Diamond maps - Fleet insurance follow-up - Acera payment timing - Viqua info request - VOIP emergency number setup - BWA Coleborn	Info Agreement to board
12. Financial Review	SH	- Bank, Fire and Water accounts all look good. Move 50k Fire to 90 day redeemable terms. - Fire budget next month – include new line item support for infrastructure. SH find out how other orgs determine amount. If not acceptable to LG, they will notify us in time to modify. - How much does Fire Underwriters Service (FUS) rating affect homeowners insurance? Hard to define as quotes are computerised including access to FUS database – options are unlikely to be changeable. Will see if any info is available from insurers. Check FUS rating to see if auto aid agreement has increased member number above minimum. Without enough members, no	SH terms SH research SH check FUS & rates

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		other FUS info matters including age of fire truck. Possibility to use minimum no. of members to decrease insurance rates as incentive for people to join FD.	
13. Policy & Bylaw	RS	• Timesheet & Timekeeping – one employee has issues – tabled to enable further discussion.	
14. Fire Report	MR	• MR in PR today, could not attend • Medical Calls: ○ VAFD: 2 ○ Texada Rescue: 3 • Motor Vehicle Accidents (MVA): 0 • Fire: 0 • Duty Officer Calls: 0 • Texada Rescue responded to three medical calls this month. Gillies Bay Fire Department may begin taking some Texada Rescue medical calls in areas close to their boundary when the incident is strictly an EMS call. All other call types will continue to be handled by Texada Rescue as usual. This adjustment is supported, as major medical emergencies would result in Texada Rescue requesting dispatch to page Gillies Bay Fire Department regardless. • Ongoing coordination with Gillies Bay Fire Department regarding medical response boundaries. • Regular training and readiness activities continued throughout the month. • Several CEPF-funded items remain in transit or pending purchase. • Members would like to hold the Board hosted BBQ sometime in mid to late September. Date to be confirmed. MS will text group • Shelving coming for trailer including brackets and hooks made for this. • 604 going to Courtenay Dodge dealer for fobs and check up.	Info
15. Meeting adjourned	RS	Meeting adjourned to closed meeting – in camera at 3.06	Info
16. Next meeting	RS	Monthly Board Meeting – Wednesday, Sep 16 at 1:30 pm. Location FCU mtg room	Info
17. Meeting adjourned	RS	Meeting adjourned 3.30 pm	Info
Monthly Board Meeting Wednesdays at 1:30pm, Credit Union (2 nd Wednesday unless before 11 th , otherwise 3 rd Wed) 2026: Jan 14, Feb 11, Mar 11, Apr 15, May 13, June 17, July 15, Aug 12, Sept 16, Oct 14, Nov 18, Dec 16; AGM April 28			