

MINUTES - BOARD OF TRUSTEES MEETING

Date	Oct 14, 2026	Time	1:30 pm
Location	Credit Union meeting room		
In Attendance	Trustees: Ron Smith RS (Chair) John Colongard JC Gary Friars GF Jane Waterman JW Jennifer Moore JM Regrets:	Staff: Sandra Haszard (Administration, Recorder) SH Joseph Scott (Operations Manager) JS Marianne Segers (Senior Water Operator) MS Mark Robert (Fire Chief) Regrets:	Public: Curt & Christine Hollinshead

Agenda Item	Lead	Outcome	Action
1. Call to Order	RS	RS called the meeting to order at 1:33 PM.	Noted
2. Welcome to Public	RS		Info
3. Declaration of Conflict of Interest	RS	None	Info
4. Approve Agenda	RS	Agenda was approved	Moved JC 2 nd GF
5. Approve Minutes	RS	Last meetings minutes approved.	Moved JW 2 nd JM
6. Public	RS	Curt spoke about potential plans for his 2 properties, one of which is outside the District Boundaries. His Petition to Amend Boundaries has been submitted. New connection application cannot be approved until property in in District. Discussed location of service and whether to cross the road or come up from Inn driveway. Curt has equipment and can work with AD to keep his costs down. Asked what business or amenity Texada needs.	SH get time estimate from LG
7. Safety Moment	MS	October is fire safety month. Burn ban lifts tomorrow; still need rain to fully saturate everything.	Info
8. Water, Dam, & Operations Report	MR/JS	- Daily testing and Ionex full cycle every 4 days by BR, SR - GR recommended we increase the static volume of salt in the brine tanks while we optimize our salt dosing. UVT tester required for calculations – order is delayed. - Dam last inspected by BR. Lake level at 5cm above marker. - Manual adjustments continue to keep chlorine levels within proper range - SW came to clean and check the chlorine monitor. Could not complete this as sensor fluid no longer viable. Replacement fluid ordered. - Generator operated monthly; new Finning technician contacted for semi-annual maintenance	
9. Fire Report	MR	Medical Calls: VAFD: 3, Texada Rescue: 1 Motor Vehicle Accidents (MVA): 0	

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		Fire: 0 Duty Officer Calls: 2 • Training & Preparedness: Three members completed a two-day “first-in alone” course with Gillies Bay Fire Department in Gillies Bay. Regular Monday night practices resumed after the August pause • Equipment: New hand tools purchased with grant funding have arrived. All tools are currently stored in the Chief’s office and will be placed in the units they are assigned to. The tank rack for full and empty bottles behind 601 is now complete. All purchasing for the CEPF grant is complete with final reporting submitted • Other Notes: Gillies Bay Fire Department experienced the loss of a long-standing member due to a medical emergency. VAFD will send a condolence message or gesture of support to their department. CISM being held for members who attended the scene. • VAFD members enjoyed social arranged by Board to express appreciation. • Insurance replacement values: update to be provided to insurer for firehall contents and gear after request to confirm values. Asset list created from previous inventories and audit valuations. • Amrize has new environmental contact – SH will contact their office for details	SH get new contact																
10. Old Business and Extended	RS	• Meter Project ○ Substantial complete. Final end of October ○ Inventory of meter parts required and RMA request from Andrew Sheret <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>140</td><td>8</td></tr> <tr> <td>VAID</td><td>86</td><td>84</td><td>2*</td></tr> <tr> <td>Total</td><td>234</td><td>224</td><td>10</td></tr> </tbody> </table> ○ *end point only, one on order ○ Neptune 360: 166 onboard, 224 activated, remaining data to be prepared for onboarding ○ SR powered thru backlogged activations ○ Next step – analyze non-compliant service lines from install records. ○ Copper Queen new line rock has washed away ○ Ensure all operators know how to do all tasks, train SR for installs ○ Project must be completed by Nov 30 to access remaining funds for zone meters. Meeting with engineer tomorrow to discuss locations. • Temp water line at end of Para still in place.		Total	Installed	Remainder	Davis Ventures	148	140	8	VAID	86	84	2*	Total	234	224	10	SH/JS meet w/engineer JS arrange removal
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11. New Business	RS	• Express Lines: condolences, community meeting Nov 26 legion, fire ban over, meter project updates and appreciate positive feedback, fire budget <1% incr • Performance review: Trustees and dates arranged. What is CRA recommended inflationary increase? • Coleborn loop – est 20k to join dead ends from new Coleborn section to Main spur from Sellentin; cannot join from Coleborn to Main St alley due to large	SH send SH send docs & notify																

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		drainage culvert under Main/Coleborn intersection. Add hydrant. JW moved and JC seconded to complete this using capital reserve finds.	JW moved, JC 2nd
12. Admin Report	SH	WATER • Ionex salt program planning • Meeting with MS re plant alarms • PSID issue (Ionex) • BYDP plans • Water main mapping and loop review • Nicholas St leak • Water mains and system review • Water pressure check on Wall St • Leak notices & tracking MPP (Meter Project) • Meter activation delays • Meter on-boards • Budget update • MPP financial reporting - receipts to LG with explanations FIRE • Fire budget • FUS Fire Underwriters Service report & portal updates • NSC carrier name update • Clarify webpage on campfires during ban • BCEHS agreement finalised ○ Garbage bags of dog poop left at firehall after one time disposal as favor. JS put notice up at park; hasn't happened again. No garbage removal service exists for park. Park users put garbage can there – they need to empty it. ○ Fleet insurance complete ○ SH now has authority to apply for SROW directly to LTSA; no lawyer needed. MEETINGS • Board meeting (general) • Operations meetings • AD at office updates ADMINISTRATION / OTHER • Dog poop issue • Water survey (costs and planning) • Update planning docs (watershed protection, etc.) • LTSA enquiries & application re SROW • Boundary petition submission • Fleet insurance planning • Benefits dependent change • Title changes (4) • Welcome letters • SROW sketches & info • Overdues – reminders, 1 final notice • Update docs for source protection, source assessment, climate adaptation • 3 new water connection applications • ALS sample testing requests	Info
13. Financial Review	SH	• Bank, Fire and Water accounts all look good. • FD already has general capital reserve bylaw. Moved by JW and seconded by JM to move 13k for hydrants and 6.5k from fire operating account to FD reserve funds, as discussed last month. • Will be out of salt next week due to local shortage; need to keep more in stock to be prepared for occasional shortages. Room in budget to do so. • Fire budget – no changes to draft since last meetings discussion. JM moved and JW seconded to approve as presented.	Moved JW, 2nd JM SH move funds JS arrange Moved JM, 2nd JW
14. Policy & Bylaw	RS	• Bylaw 196 Fire Protection Taxation 2027 – moved by JM and seconded by JW to approve as presented.	Moved JM 2nd JW SH submit to LG

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15. Meeting adjourned	RS	Meeting adjourned to closed meeting – in camera at 3.56	Info
16. Next meeting	RS	Monthly Board Meeting – Wednesday, Nov 18 at 1:30 pm. Location FCU mtg room	Info
17. Adjourned	RS	Meeting adjourned 4.41 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			