

Date	Dec 8, 2021	Time	1:30pm
Location	Firehall upstairs		
In Attendance	Trustees: Ron Smith RS (left at 3.35) John Colongard JC Jane Waterman JW Neale Berjer NB Regrets: George Childress CG	Staff: Ken Soles (Senior Water Operator) KS Austin Rycroft (Water Operator) AR Sandra Haszard (Admin, Recorder) SH Mike Craggs (Fire Chief) MC Regrets: Sylvia Praught (Admin Asst)	Public: Al Davis Ron Arnold (3.15-4:00) Anar Lalani (3.15-4:00) Dave Vanzella 3:30-4:15)

Agenda Item	Lead	Outcome	ACTION
1. Public Guests	RS	Welcome to our esteemed guest AD. RS explained leaving early for qRD finance committee meeting to request reconsideration of grant	
2. Call to Order	RS	Ron called the meeting to order at 1:30 PM.	Noted
3. Declaration of Conflict of Interest	RS	JW stated conflict of interest regarding Arnold water application/subdivision	Noted
4. Approve Agenda	RS	Agenda Approved with additions of Water Tower License & Conservation edits.	Moved JC, 2 nd JW
5. Approve Minutes	RS	Previous meeting minutes (Nov 17) were approved.	Moved JW, 2 nd JC
6. Safety Moment	AR	Road conditions: leave 10 mins early. Be extra careful while new road crew learns local quirks	
7. Leaks	KS, AR	Leaks – Alladin still to fix; waiting for dry weather to glue. Meanwhile, rubber sleeves are working. Para St property service work has begun, existing line abandoned. Resident to be supplied with line for his part, which is expected to have leaks that will become apparent after our part is done. and need replacement. Old poor quality lines like this are often connected with hose clamps that are rated 75 psi and our water pressure is >125 psi	Water Ops
8. Dam & Lake	KS	Dam good. Safety notice from FLNR has been sent to Board members. Dam emergency plan in progress. KS & AR as main contacts.	Admin continue
9. Water Treatment Plant	KS, AR	Water use down, below last years in the last month. People may not have started running taps to avoid freezing. Ken has learned from Jeff that parts for Forsta repair are in. 20 10mic filters ordered. Filters are much less clogged. Pump for chlorinator analyser failed. Pump appears to be unnecessary to no plans to replace it. Ken to monitor.	KS monitor
10. Fire Report	MC	Annual report: Fires – 2, First Responder -22, New members – 6 As attached, including: Welcome back to Firehall for public meeting. Future meetings still may have to be held elsewhere depending on Covid developments. 1 fire recently, hydro line. Mike kept people away until repair done. EMA changes coming increase scope. Wall St fire protection will be improved with Tanker Shuttle Service plan being updated - working with Northside who have just done theirs (they have no hydrants). Means less pressure to upgrade pump. They will fill at Post Office, or Creek. Parade coming – firetrucks to be decorated for 14 th . Membership numbers maintained over the year. 80% qualified for exterior FF. Letter of support for Paramedics no longer necessary. Enough hours of pay are received to keep them from leaving. When Scheduled On Call, they must be	

		<p>present in their building (with no water or bathroom!), perform scheduled duties and cannot be doing anything else. The system is setup for larger organisations.</p> <p>GBFD has 4 members who are also First Responders which takes the pressure of Van Anda.</p>	
11. Action List	SH	<ul style="list-style-type: none"> Banking – login problems resolved, JC still to be setup. BG connection – provide letter to Bob that he commits to easement then we will continue. AD will do it, cost doesn't change. Service connection box installed on road allowance, add valve to property by gate. Motion to write letter stating no water till easement started. Easement process estimated to take a month. Surveyor not needed. WTP power surge – response from Jeff to check USP at main connection. Ken will have DV do this. Wall St property where culvert removal caused leak to be billed for labor. Add to annual invoice. Facilitator items – postpone until response from VAVFD. RS emailed AB requesting status. Wall St pump house – need recording machine to measure peak flow. Pressure good for all properties – no complaints received. Res-eau report action – disinfection by-products to be tested. Ask Lafarge if they will include with their other testing. Job evaluations – will be held annually in September. Add to calendar Bylaws – special meeting March. Admin prepare Old water storage tank – dismantle first. AD would use lift. Wood drying out – rings are getting loose. Cannot leave too long. Could to core sample for wood quality. Discussed advertising. VAID to recommend contractor for taking apart. Safety paramount – verify insurance, liability, worksafe. Is it redwood or cedar? JW will ask Walt. Also ask Walt about previously planned alternative Wall St loop route. Discussion later in meeting: look into AD dissemble and profit sharing. Will be dealt with faster this way. Rescue funding – sent to GBID for approval, will be presented at their next meeting Commercial meters – still to add: PO, store. Trailer park has 3 trailers not metered – 1" meter necessary – not cost effective. Ken to get info for next meeting re meter availability/cost. Meter feasibility report – summary edits suggested. Make changes and email for board approval to included in annual package 	<p>JC, Admin</p> <p>Admin letter Moved RS, 2nd JW</p> <p>KS ask DV</p> <p>Admin bill</p> <p>KS ask Lafarge</p> <p>Admin sched Admin prep</p> <p>JW ask Walt</p> <p>Admin notify Board – RS had left & GC not present</p> <p>KS get meter info</p> <p>Admin edit</p>
12. Old Business & extended	RS	<p>See action list, above. Also:</p> <ul style="list-style-type: none"> Motion for DMD as auditor. Previously approved by email. Meetings for year – agreed as proposed in agenda. Add to newsletter. Bylaw 162 Parcel Taxes 2022 – received reply to submission Nov 18 by LG requesting amendment & explanation – paragraph repealing previous year rate removed as requested by LG. Explanation for increase discussed & accepted for sending. Water restrictions updates – offered by JW, discuss later 	<p>Moved JC, 2nd JW Admin publish</p> <p>Admin resubmit</p> <p>Admin, JW</p>
13. New business	RS	<ul style="list-style-type: none"> Express Lines paragraph minimal tap opening only to avoid freezing. Reminder of insulation & ruins septic too, find last years' piece. Add septic field ruin to metering report as motivation. AR noted RA at park helping folks with insulation and will charge them for rupture repair. Pool noodle seems to work well as insulation, and is cheap. AD water delivery – not needed 	<p>Admin Lines</p> <p>Admin add to meter report</p>

		<ul style="list-style-type: none"> • Newsletter & explanation - LG explanation for increase not suitable for annual package. Newsletter explains enough. Edits, dates for Court of Revision & AGM being Feb 12 & Apr 9. Update and email to board • Rate increase inquiries are expected – let individuals know we are prepared for this and will hold a special meeting if required. • Application for Utility Licence proceeding: Management Plan Cover and Licence of Occupation signed: admin perform remaining steps & arrange survey. Ask Bob Timms for info if necessary 	Admin edit & resend Admin action
14. Administration Report	SH	As attached. <ul style="list-style-type: none"> • All this and much time on Parcel tax. Some new properties on BC Assess 	
15. Financial review	RS	Water bank accounts will be ok if careful, transfer remaining capital to checking for MB/Coleborn payment & from tolls & taxes too Visit from DMD accounting tech very helpful, will be able to clear up stragglers from books	Admin xfer online, Board approve
16. Arnold subdivision plans, with neighbour DV		Ron Arnold updated the board on their plans and needs. AD suggests 2" line should work. Arnolds state they will cover all costs for line installation and contribute to pump house. Ron has interviewed all neighbors to be careful not to disturb. Admin enquiries on Petition status have not been responded to. Important to find out if they are being considered. DV asked for bulk water. Cannot provide service to him being outside boundaries, does this include bulk water? Others buy bulk water. Investigate if this is acceptable.	Admin investigate petition Admin investigate bulk water
17. Next meeting	All	Wed Jan 12 th 1:30 pm at Firehall	
18. Public meeting adjourned	JC	Public meeting adjourned at 4:15 pm	
19. In camera			
20. Meeting adjourned	JC	Meeting adjourned at 4:30 pm	
Upcoming Meetings		Monthly Board Meeting Wednesdays at 1:30pm, Firehall Jan 12, Feb 16, Mar 16, Apr 13, May 18, June 15, Jul 13, Aug 17, Sep 14, Oct 12, Nov 16, Dec 14	Admin book