

MINUTES - BOARD OF TRUSTEES MEETING

Date	Jun 14, 2023	Time	1:30 pm
Location	Fire Hall upstairs		
In Attendance	Trustees: Ron Smith RS (Chair) John Colongard JC Jane Waterman JW Phillip Tidd PT Jennifer Moore JM Regrets:	Staff: Sandra Haszard (Admin, Recorder) SH Austin Rycroft (Water Operator) AR Regrets: Mark Robert (Acting Fire Chief) MR – working Mike Craggs (Fire Chief) MC - on leave Michael Smith (Water Operator) MS - training	Public: Rob Villani and his son Karen May

Agenda Item	Lead	Outcome	ACTION
1. Call to Order	RS	RS called the meeting to order at 1.30 PM.	Noted
2. Welcome to Public Guests	RS		
3. Declaration of Conflict of Interest	RS	JW declared conflict of interest regarding Wall St subdivision	Noted
4. Approve Agenda	RS	Agenda Approved with additions – Developer inquiry, Low water plan	Moved JC, 2 nd PT
5. Approve Minutes	RS	Last meetings minutes were approved	Moved JC, 2 nd PT
6. Safety Moment	AR	Caution and reparations (if possible) when working on uneven ground. Steps to storage tank.	
7. Water Report	AR	<ul style="list-style-type: none"> • AR to add tank steps and other projects to office list. • AR did EOCP Level 1 exam but did not quite pass. Too much going on. Will review answers and ensure no scheduling conflicts next exam. • IONEX tanks were getting plugged, and this has been sorted out. • Genset coolant changed. • Flushing at dead ends – Far end of Earl St needed more, all others good. • Dam is good. • Rain added ¾” to lake level, now back to 11” and losing ¼ to ½” daily. • Chlorinator line clamp repair. Make this an annual replacement. • Flow increased during hot dry spell. Water usage dropped to 11 hrs pump time during rains. SH will get accurate data from WTP data stick for express lines. • Leak detection on private property: have done most of Wall St. Needs two operators to perform so delayed while MS away. • Leak detected at creek by Para & Earl – being investigated. • Meter readings on back page of monthly report need rechecking – very low for Boat Yard & Boat Club. • Leak on lower Blewett? Not likely. Spring under Gayles house. Will listed with device 	AR update list SH get data AR investigate SH check AR listen
8. Rob Villani properties	RS	RV is long time PR resident. Bought 3 VA properties as package. Originally planned to have guest house as cabin for retirement project but building was too deteriorated and not salvageable. Exterior was 2x2's. Group of 12 adjacent lots at Main/Coleborn have 7 house sites. These lots will be for sale soon and RV would like water to be available. Historically, parcel taxes have been paid on each individual lot so CEC may not be applicable, unless increased density. Existing water main on Coleborn from MB Rd ends before Main St. From other direction, a water line from Sellentin ends after a short distance along Main. Create a loop by joining these, or from the Coleborn main to Main St alley.	

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		<p>VAID to investigate configurations regarding servicing lots. At least one of the lots is waterlogged. Is this fish bearing wetland? Blewett properties – 2 blocks of 22 lots each. Can these be connected of the 2” upper Blewett line? May not have capacity on that line, or 4” Smelter main, or WTP production. 2 other neighbouring blocks of 22 lots have also been enquired about water connections for. Lake capacity – only 5% of the lake is 50 ft deep according to 1970’s survey. Discuss later with Low Water Plan. As in AGM Chair report, leaks improvement in last 2 years (from 160,000 USG/day to 70,000), will continue to improve in future. Block connections are longer term when there may be enough processing capacity. For now, consider new services to Coleborn/Main St properties only. Determine what is needed to service these lots. RV was asked for his legal opinion on VAIDs development Policy & Bylaw, and suggested we get Municipal lawyer – PR City recommended. Villani & son left the meeting at 2.30. If engineering study is required, developer pays for this. Very approximate cost of \$100k for new mains along road. Main St services would cross the road and could not reach property line due to rock face rising in the middle of road allowance. Alternative is one pipe into properties up Coleborn road allowance with all lots connecting to there but how to handle for future separate owners. Loop to Main Alley more important than loop to Main St. Cost analysis for these 2 scenarios using previous estimates.</p>	
9. Fire Chief Report	MR/SH	<p>MR report read by SH – MR is only blaster on site so must work day shifts.</p> <ul style="list-style-type: none"> • Fire calls: 1 joint call with GBFD small structure fire. The fire at the pump house was inside Gillies Bay Fire Protection area and we responded as our auto mutual aid with GBFD. The quick actions of both fire departments stop the fire spreading into the forest. 601 and 3 VAFD members responded. • First responder calls: 10 • MVA: 0 • 1 burning complaint • Joint structural protection practice/training with GB May 28 • Will have joint MVA training on June 18 with Gillies Bay. • Small door repair on 603 • Contacted by homeowner in Crescent Bay to talk about getting fire protection out there. We are allowed up to 8 km from any hall. The Van Anda hall does cover that area from 8 km. Will get hold of the Fire Commissioner for BC to see what it would take to move the fire district out that far. There is other homeowners out there that want it. • June fire practice schedule provided. <p>Regarding Fire Protection, a boundary amendment would be necessary and property owners must be the ones to apply to become part of the ID. An alternative may be to have a Local Community Commission, such as Saltspring has under CRD. If done here, would include Rescue. Would take Fire Protection out of ID’s into separate structure.</p>	
10. Old Business	RS	<ul style="list-style-type: none"> - Wall St Engineer – no report received yet. Send letter from RS with contact dates. - Trustee number increase - Email from LG stated there must be proof of sufficient candidates. VAID does not have this. Opinions expressed at the AGM requested input from more diverse group of people. To 	SH write letter

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		<p>get this, Ad hoc committees can be created for more complex issues. The concern was that same 3 Trustees at many meetings. Situation is now changed – more than quorum at recent meetings. Present at next AGM and/or VA PO box mailout. Opportunities for diverse opinions from public at any meeting. JC motioned that “VAID Trustees have determined that increasing number of Trustees is not feasible and will communicate this in a quarterly newsletter.” For future, when Trustees are unable to attend, pass on comments to RS.</p> <ul style="list-style-type: none"> - Express Lines quarterly summary – limited to 300 words. Create for VA PO mailout. JM as agreed to do this tho not officially PR skilled. - In camera definitions – extracts from ID Manual, Trustee Manual, LG Act, & Community Charter. At what point are preliminary development discussions no longer considered necessary to be in camera? Minutes of in camera meetings may be available by request if the reason for withholding them no longer exists and the board of trustees agrees to release them. Contact GBID for relevant policy/bylaw. Extra monthly meetings that are not Special Meetings to have Minutes added to prev Reg meeting. - Drilling application – Watershed map variation explained by qRD Planning. Consider drill depth to aquifer – can this cause contamination? What is in drilling compounds? Application was for samples only. Further applications will be necessary for the actual mining if proceeding that far. - Watershed resident being supplied with VA water by resident without permission causing concern regarding septic. French drain not acceptable. Find out location and report to qRD. Water being supplied not permissible as in Bylaw 169 Water Distribution Regulation Item 24 and penalties 30 & 31. Express Lines if room. 	<p>JC moved, JW 2nd</p> <p>JM add to newsletter</p> <p>JM create</p> <p>SH ask GB</p> <p>SH Ex lines</p>
11. New Business	RS	<ul style="list-style-type: none"> - Trustee terms – not determined at AGM election. 2 x 3 year and 1 x 1 year (remainder of GC term). PT will take 1 yr. SH update document and send to board. - Express Lines – info from bylaw 169 - Mike not working with GBID yet. - Bulk Water Agreement (BWA) for Wall St subdivision resident approved by email. Neighbour has existing BWA will water connected. Set up so no-one else can get water from pump house. AR has seen no-one else getting water from there. Other locations could be used for filling up. Remove handles. - Low water plan – pump information coming for new pump style. Much info requested. SH is not engineer. Necessary specs are GPM and total dynamic head. Raft pump can be built if necessary; do prep. Decide at next meeting how to proceed. Phone pump suppliers. Print pump specs for AR to ask AD. - Developer query – prospective buyer of blocks 35 & 39 phoned querying process of getting water to these. Has Development Bylaw and Policy and related info. Let him know engineer report will be needed and possible Smelter main upgrade. He will contact VAID again after walking property and considering. 	<p>SH update & send</p> <p>SH Express Lines</p> <p>SH phone</p> <p>SH print specs</p>
12. Admin Report	SH	<ul style="list-style-type: none"> • Heidi has resigned due to family priorities. Advertise for assistant – Express Lines, FB, web. 	SH advertise

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		<ul style="list-style-type: none"> No news on summer student funding (mapping). One resume received. Have budget for summer student anyway, just less hours. Consider person to do combo admin/field work. Resident reported low pressure, along with neighbour's long-time pressure issue. Neighbour has had situation explained previously; does not accept. This house not leak tested yet. JC support offered. Info for TINSHS – responded that more info is needed to provide any possible cost estimate. 	AR/JC visit
13. Financial review	RS	Water – no comments Fire – talk to Paul about need for door motors & cost. Capital plan – postponed due to lack of time. Trustees to be added for online banking by existing online signer.	SH ask Paul
14. Policy & Bylaw	RS	Policy – Taxes and Tolls – updated by SH for dealing with overdues. Provide with next meeting docs.	
15. Next meeting	RS	Monthly Board Meeting – Wednesday, July 12 at 1:30 pm Firehall	Information
16. In Camera Meeting	RS		
17. Public meeting adjourned	RS	Public meeting adjourned at 5.50 pm	Information
		Monthly Board Meeting Wednesdays at 1:30pm, Firehall 2023: May 17, Jun 14, Jul 12, Aug 16, Sep 13, Oct 18, Nov 15, Dec 13	Information