

## MINUTES - BOARD OF TRUSTEES MEETING

<b>Date</b>	<b>June 15, 2022</b>	<b>Time</b>	<b>1:30pm</b>
<b>Location</b>	<b>Fire Hall upstairs</b>		
<b>In Attendance</b>	<b>Trustees:</b> Ron Smith RS (Chair) John Colongard JC Jane Waterman JW Neale Berjer NB <b>Regrets:</b> George Childress CG	<b>Staff:</b> Ken Soles (Senior Water Operator) KS Austin Rycroft (Water Operator) AR Sandra Haszard (Admin, Recorder) SH <b>Regrets:</b> Mike Craggs (Fire Chief) MC	<b>Public:</b>

<b>Agenda Item</b>	<b>Lead</b>	<b>Outcome</b>	<b>ACTION</b>
1. Call to Order	RS	RS called the meeting to order at 1:30 PM.	Noted
2. Welcome to Public Guests	RS	No public guests today	
3. Declaration of Conflict of Interest	RS	None	Noted
4. Approve Agenda	RS	Agenda Approved, 4 additions: Old Business: Grant status New Business: Cleaner, Admin Asst, FD Policy	Moved JW, 2 <sup>nd</sup> JC
5. Approve Minutes	RS	Last meetings minutes were approved.	Moved JW, 2 <sup>nd</sup> JC
6. Safety Moment	AR	Hidden wasp nests – use caution when working around hedges & bush	
7. Leaks & Distribution	AR	<ul style="list-style-type: none"> <li>Couple of suspect leaks – Copper Queen above PO &amp; on Sellentin. Being investigated, AR to night listen. No chlorine present, but it can disappear quickly</li> <li>Leak above Prospect/Marble Rd fixed by resident, no more water on road</li> <li>AD has lots of plumbing parts available after buying out plumbers stored items</li> <li>Prospect graded area – not leaks found, water comes thru rock face during rain, possibly contributed to by Legion refrigeration usage, now limited</li> <li>Another potential leak near wharf has decreased sound after repair at Erickson Beach road. Continue to monitor.</li> <li>KS had call about leak today from resident near FCU. Need to determine shutoff location.</li> <li>Easements &amp; ROW's need attention for mains on private property.</li> <li>If a property owner wants to move the main off their property it is their expense.</li> <li>Ops priorities: first find shut off for resident's leak, then the new connections on Gracemere &amp; Legion Rd</li> </ul>	KS find shutoff  SH find existing ROW/easements
8. Dam & Lake	KS	Dam is good	
9. Water Treatment Plant	KS	<ul style="list-style-type: none"> <li>Still at 10-13 hrs per day</li> <li>Pollen season over. Not as bad as last year even though more pollen. Possible washed to ground by rain rather than spreading on lake.</li> </ul>	

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		<ul style="list-style-type: none"> <li>THM samples taken at all sample points as supplied by Lafarge</li> <li>Residential water usage from informational meters</li> </ul>	SH get Lafarge test results
10. Old Business & extended	RS	<ul style="list-style-type: none"> <li>Grant status – many thanks to Sandy McCormick for speaking strongly on behalf of Texada’s applications to qRD. Much help by qRD’s Linda Greenan to RS &amp; JW. Grant now submitted to UCBM. Deadline is end of June and should hear by September</li> <li>Wall St terminus resident – water still improving but still slightly discolored. Operators are gathering parts to install flush point.</li> <li>Pumphouse – pressure switch still on order</li> <li>Configuration to be changed on pumphouse so faucet is not available for public use. Will be available for those who sign Bulk Water Agreement</li> <li>Expendables – AR project cost for landing pad for delivery at WTP. A 10x12’ 8” thick concrete pad \$2200 includes helper labor. AR to build. Pad can be turned to shed at later point. Used wood planks may be available from dismantle project. JC will provide long trailer if needed.</li> <li>Old Lafarge main to be capped during Gracemere new connection work</li> </ul>	<p>Move to Ops list</p> <p>SH contact qRD re dismantle</p> <p>Move to Ops list</p>
11. New business	RS	<ul style="list-style-type: none"> <li>Admin assistant – 10-12 hrs a week. Put in Express Lines &amp; contact previous applicants.</li> <li>Cleaner – find out if new cleaner necessary or not.</li> <li>Express Lines – job opportunity; burn ban and water restrictions.</li> <li>Passed on compliment from resident who appreciated consideration re payment plan flexibility, other compliments have been received.</li> <li>Burning complaint from out of district. We have no authority. Noxious fumes from burning within district; nothing can be done about as being burnt in wood stove. Authority over open fires only.</li> <li>EOCP conference in Sep in Vancouver. Both Ops willing to Zoom for credits. Previous conferences in Nanaimo useful for networking. Find out if their will be one and which are best</li> <li>CRA account – DMD request for updating needs Trustee with existing CRA account to link to VAIDS. RS will attempt</li> <li>Boundary draft map provided by Local Govt for Boundary Extensions. Copies request by Trustees. Old quarry part of district, keep.</li> </ul>	<p>SH make ad</p> <p>SH inquire SH submit</p> <p>SH get conference info</p> <p>RS link CRA</p> <p>SH print &amp; send maps</p>
12. Admin Report	SH	<ul style="list-style-type: none"> <li>Submitted list of PIDs to LG for LTA re VAID as tax auth on title</li> </ul>	
13. Financial review	SH	<ul style="list-style-type: none"> <li>JW sorted FCU signing authority</li> <li>Water budget – tank pipe work <u>may</u> be considered Capital, same with new pad at WTP</li> <li>Fire budget – over in two areas, due to new doors required and fire kits for resale. Sales of fire kits will bring budget back for that account.</li> <li>Hydrant – 2<sup>nd</sup> bottom coming reordered after no action on original order.</li> </ul>	

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		<ul style="list-style-type: none"> <li>Filters – confirmed with Ops the amount delivered. Compare will other pricing provided.</li> </ul>	SH compare
14. Fire Report	SH	<p>Read as reported by MC: Fires – zero Rescue – 3 First Responders - 11</p> <ul style="list-style-type: none"> <li>Forestry roof mounts have arrived, being offered for sale to homeowners, four water extinguisher backpacks are here, will be mounted into Engine 602</li> <li>Rescue tire puncture repair completed</li> <li>SCBA training was done this month</li> <li>Training night attendance is dropping off again, we may be going on hiatus while vacations and training are keeping attendance low</li> <li>Main tripping hazard in the rear of Bay 2/3 has been removed and the gap has been filled in</li> <li>Two new Duty Officer duty pagers have arrived and are in service</li> <li>Scene camera has been placed in Rescue, members are being discouraged from using their cell phone cameras to take pictures of incidents, RCMP can seize any device they suspect may help them in their investigation</li> </ul> <p>Check with MC about ads for Express Lines. Include not having to live in district to be volunteer firefighter, and tax credit</p>	SH check
15. Next meeting	All	<p>Special – Bylaws &amp; polices – June 22 1.30 at Firehall Regular – July 13 1:30 pm at Firehall</p>	
16. Public meeting adjourned	RS	Public meeting adjourned at 3.10 pm	
17. In camera			
18. Meeting adjourned	RS	Meeting adjourned at 4.50 pm	
Upcoming Meetings		Monthly Board Meeting Wednesdays at 1:30pm, Firehall June 15, Jul 13, Aug 17, Sep 14, Oct 12, Nov 16, Dec 14	