

MINUTES - BOARD OF TRUSTEES MEETING

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| Date | May 18, 2022 | Time | 1:30pm |
| Location | Fire Hall upstairs | | |
| In Attendance | Trustees: Ron Smith RS (Chair) John Colongard JC Jane Waterman JW Neale Berjer NB Regrets: George Childress CG | Staff: Ken Soles (Senior Water Operator) KS Sandra Haszard (Admin, Recorder) SH Mike Craggs (Fire Chief) MC Regrets: Austin Rycroft (Water Operator) AR - covid | Public: Tom Read |

| Agenda Item | Lead | Outcome | ACTION |
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| 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 | None | Noted |
| 4. Approve Agenda | RS | Agenda Approved | Moved JW, 2 nd JC |
| 5. Approve Minutes | RS | March meeting minutes were approved. (April was not quorum) | Moved JW, 2 nd NB |
| 6. Safety Moment | RS | Covid – continue precautions | |
| 7. Leaks & Distribution | KS | <ul style="list-style-type: none"> All of May (18 days) average 11.8 hrs pump, & not creeping up yet. Wall St pumphouse – no further issues with switch even though not replaced yet. Part is on order. Low pressure resident has AR as neighbour who can more closely monitor and respond to concerns. | |
| 8. Dam & Lake | KS | Dam water flowing around side. Large tree here with big roots for strength. Monitor and check closer during inspection once dried up. | KS inspect late summer |
| 9. Water Treatment Plant | KS | <ul style="list-style-type: none"> UV lights – one alarm on constantly – time to replace (ELS 2 years). Ken to order Forstas needing pressure wash every day – spring pollen. Last year, Teflon were suggested – but expensive. Ken to ask Jeff @ Bipure & idea that Res’eau provide as part of study. VCH DWO visited with his boss from Vancouver and reported boss very impressed. VCH Water Facility Inspection Report received – excellent results. Flow rate 410/min, possible reduction seeing pump hours are low. Not a simple task – must disassemble, add plug, reassemble, check rate & repeat until desired rate attained. | KS order UV KS ask Bipure/Res’eau |
| 10. Fire Report | MC | <ul style="list-style-type: none"> 10 units purchased of wildfire protection gutter mounted sprinkler system. Covers 3000 sq. ft. roof. Selling to residents Bunker bags ordered for Firefighters who keep FF gear in their vehicles. Like a gym bag specially made to fit and protect all gear. BC Ambulance (BCAS) has seen huge surge of Covid, with the unexpected being hit. Be careful and wear mask to store Worksafe rep coming in June to talk to firefighters One firefighter injured on callout – sever sprain. Forms submitted with copies for admin. Wall stub knocked out – part of this months training of hazard awareness New bay doors ordered – existing are very old and patched to the point of being too heavy to be safe. Firefighters driving ambulance as needed when not enough BCAS employees. There are 4 potential drivers to be hired by BCAS. | |

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| | | <ul style="list-style-type: none"> • New BCAS station (trailer @ legion) to be here in about 3 weeks. • Currently 11 firefighters with 2 not coming to practice due to Covid. One year of no practice means no more firefighting, so will be down to 9. Some left island for work, others due to Covid. • One member retesting for EMA licence • Fire ban sign to be put up and published • One member received CISM (Crisis Incident Stress Management) training & certification • CISM in place for recent incident • Pushing BC Ferries to discover why they left before ambulance arrived. No reply yet. • BCF do not have to respond to emergency travel – up to the individual captain. Union maybe. • Over the last 3 weeks, Coastguard (last resort) was needed on 4 occasions. Can VAID have input about BCF response to emergencies, e.g. as part of Mutual Aid Agreement? More info from BCF mean better procedures. | |
| 11. Old Business & extended | RS | <ul style="list-style-type: none"> • Election of Chair. JW nominated Ron Smith continue as chair, NB second. No other nominations, RS elected by acclamation. • Motion to appoint Auditor for 2022 – JC moved DMD, JW seconded <p>From action list:</p> <ul style="list-style-type: none"> • WTP Surge Protection – complete. Breakers were backwards. • Wall St last house – monitoring. Water staying ok but still tinted. Plan to add 2” flush – approx. \$2,000. Will flush every 3 months or as needed. Will benefit all residents near end. • Commercial metering – need to buy meter for one more commercial connection and have one in stock • Bulk water sales – JW moved that agreement be approved , seconded by NB • Bylaws & remaining policies – meeting next week • Water system mapping – info. Need bigger map for background. Ask Casey. Check that data so far is good. • Dam updates – complete. Annual inspection to be performed by KS late summer. DSO approved this with use of online checklist. • Dismantle old water storage tank – continuing. Underway now that exposed pipes reconfigured. More complex than expected – will keep at it. Beautiful clear redwood - our part of profit should be at least \$40k • Storage tank exposed pipes – reconfiguration & bury complete. Box to be built for below ground valves to Duker Rd residents – use 4x4s. • Monitoring Report from RES’EAU – next steps? THM sample was sent but wrong additive provided. Will include in next Lafarge sampling. Lafarge contact to provide sample kit. • WTP expendables – unloading area needed at WTP for safety. AR to provide info. Need to remove trees for turn around. Find boundaries. Check with Texada Transport for their needs. • Texada RV Park – easement/ROW needed for VAID access to mains. Consider “blanket” easement – no surveyor needed. | <p>JW move, NB 2nd</p> <p>Ops to install flush</p> <p>Ops to purchase meters</p> <p>JW moved, NB 2nd Meeting May 25 SH ask Casey & check data KS inspect dam</p> <p>KS/AR build box</p> <p>KS sample in next batch</p> <p>AR provide info. SH contact Tex trans</p> <p>SH investigate ROW</p> |
| 12. New business | RS | <ul style="list-style-type: none"> • Express Lines – burn ban and water restrictions. “see website for deetz” • Water Conservation bylaw – keep odd/even in place. No restrictions on drip systems to encourage use. Edits to bylaw & chart approved – moved by JC, seconded by NB | <p>SH submit</p> <p>SH finalize</p> |

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| | | <ul style="list-style-type: none"> Forsta – Teflon - as in WTP section. JC will ask his supplier for info on pollen issue | JC get info |
| 13. Administration Report | SH | <ul style="list-style-type: none"> Meter reading done – billing and info underway Dam and water emergency plans to be distributed VAID not always listed as Tax Authority on title. Still waiting for reply on how to ensure VAID is included. Ask for update Overdues billing brought several payments | |
| 14. Financial review | SH | <ul style="list-style-type: none"> On track, good so far Capital transfer complete. Noted that one Trustee is delegate, not signer. Payroll online? Can be done easily using Sage. Less delays for check signing Fire hydro is at 72% of budget – cold spell early in year. Should be very small from now on. Hydrants are FD cost now, after audit. Tom Read delegate at today's qRD Finance Committee meeting to support VAID & GBID Grant applications | <p>JW check with FCU</p> <p>SH research online pay</p> |
| 15. Next meeting | All | <p>Special – Bylaws & polices – May 28 1.30 at Firehall</p> <p>Regular – June 15 1:30 pm at Firehall</p> | |
| 16. Public meeting adjourned | RS | Public meeting adjourned at 2.46 pm | |
| 17. In camera | | | |
| 18. Meeting adjourned | RS | Meeting adjourned at 3.50 pm | |
| Upcoming Meetings | | <p>qRD Finance Committee 4pm today by Zoom</p> <p>Special – Bylaws & polices – Wed May 28 1.30 at Firehall</p> <p>Monthly Board Meeting Wednesdays at 1:30pm, Firehall</p> <p>June 15, Jul 13, Aug 17, Sep 14, Oct 12, Nov 16, Dec 14</p> | |