

BOARD OF TRUSTEES MEETING
September 22, 2021

Date	Sep 22, 2021	Time	1:30pm
Location	Mary Mary's Café inside		
In Attendance	Trustees: Ron Smith RS John Colongard JC George Childress CG Jane Waterman JW Regrets: Neale Berjer NB	Staff: Ken Soles (Senior Water Operator) KS Austin Rycroft (Water Operator) AR Sylvia Praught (Admin Asst) SP Sandra Haszard (Admin Asst, Recorder) SH Mike Craggs (Fire Chief) MC	Public: Alan Mclsaac Sue Comely

Agenda Item	Lead	Outcome	ACTION
1. Public Guests	RS	Alan Mclsaac, Sue Comely. AM stated here to listen only.	
2. Call to Order	RS	Ron called the meeting to order at 1:36 PM.	Noted
3. Declaration of Conflict of Interest	RS	No conflicts.	Noted
4. Approval of the Agenda	RS	Agenda Approved	Moved GC 2 nd JW
5. Approval of the Minutes	RS	Previous meeting minutes were approved	Moved JW 2 nd GC
6. Safety Moment	AR	Drinking and driving. Austin shared his personal experience. Reminded all that everything can be lost from a stupid decision.	
7. Action Plan	All	<u>Leaks</u> – new possible location from Walter: by 2 nd crossing on back trail, a big fir that has roots wrapped around line when past work done. Investigate this at the right season – environmental regulations regarding stream. <u>Residential meters</u> for tracking usage – 4 houses have meters for this. Roger's has a setter, add meter there. Buy one if needed and always keep one for spare. Water Ops to check how many spare meters in stock <u>Mapping</u> – Syl and Wen have been doing this and SP will show Austin. Board stated that priority is new work and recent repairs. <u>Wall St pump</u> – JC wants daily readings; needs peak flow e.g. on the hour. \$680 for totalizer. Past peak time of year. Approve single connection for DV? Not confirmed. <u>Letter to BC Ambulance</u> – hold for now, management under rearrangement; original issue may no longer apply	Water Ops Water Ops SP, AR Revisit in Spring
8. Fire Report	MC	Calls: fire – 0, 1 st responder – 2, rescue – 1 Current members 17, no new members. <ul style="list-style-type: none"> • VAFD has gone into summer water usage mode (drafting only, no hydrant usage) • All 3 VAFD unit's annual mechanical services have been completed, Unit 603 Rescue truck had some turbine issues which cost more than anticipated. Unit 601 is awaiting parts for an equipment door closure, clamp for now. • VAFD did approximately 60 wellness checks on our at-risk citizens, water, ice-pops - general well-being checks done daily during the heat emergency • A weekend of Wildland Fire Protection with S100 Fire Suppression & Fire Line Safety and S185 Fire Entrapment Avoidance and 	

		<p>Structure Protection training was shared with GBFD. 4 VAFD members attended.</p> <ul style="list-style-type: none"> • Focus on this summers training continues to be setting and deploying our Forestry supplies, we need to know how much more equipment we need to get acceptable coverage in the event of a forest fire • Extrication tool updates should be coming in August and Extrication training in September or October • Road Rescue guidelines are being reviewed by Chiefs & Captains with estimated issue June 2022 - It is noted that “We will need to ensure that we have a valid document and one we can actually utilize and adhere to, compliance will be difficult to force as we are dealing with volunteers, we don’t want to get to the point where we have unenforceable rules or having rules just for the rules sake. Remember, if we over regulate our team of volunteers, we will lose them” • with the Forest Fire season upon us, Fire service focus has shifted to structure protection for the next few months • In process of transitioning from COVID19 Safety Plan to Communicable Disease Prevention Plan for September 1st • July and August’s membership growth is our indigenous community and members 	
9. Water Distribution	KS & AR & Board	<p><u>Coleborn repair</u> now underway. Connection to park washroom was discussed: currently tied into Fudge & Berretti – daisy chained. Neither have lines to road. VAID will install new lines from their houses direct to new main. Request qRD pay for their new connection to main. qRD plans on planting trees so wants to know where new line will be.</p> <p><u>Lindstrom</u> – ops need to place meter setter, have all parts.</p> <p><u>Sedlak</u> – owns land around Elks. Parking lot on his property. Currently trying to purchase the crown land that the hall is on.</p>	<p>Admin</p> <p>Water Ops</p>
10. Water & Dam Report	KS & AR	<p>As attached. Discussed:</p> <p><u>Dam</u> - No water going over. Govt may be wanting more info soon due to one collapsing elsewhere. Usually checked every 10 years. Ours classified as risky even tho not. Govt not responding to reclassification request.</p> <p><u>VCH inspection</u> – great report. Inspector said our water is better than Comox.</p> <p><u>Res’eau report</u>: high sulphates 2-3 days after regen. Not getting the most out of plant. Told KWL to follow report. Monitor for disinfection by-products and organic carbon. Ask Res’eau for further steps and if they can do testing. Send report to VCH.</p> <p>Forsta filters – using 25’s till 2 days ago; biofilm issue. Pressure wash doesn’t clean – soaking in bleach. Changed to 50’s. Flow rates discussed. Setting lower flow rate means shutting plant down. Restrictor on main line. Jeff from Bipure here next week – get his input. He’s the one that knows everything – commissioned plant, built it, trained ops.</p> <p><u>Usage</u> staying down. Do peaks and dips in graphs relate to days of week or anything else?</p> <p><u>Lake level</u> up to 2”</p> <p><u>Stage 3</u> changed to Stage 2.</p>	<p>Admin send report</p> <p>Ops and Board get input</p> <p>SH graphs</p> <p>Moved GC, 2nd JC</p>

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		<u>Diver report</u> photos received by email – pics look greenish. Water visibility is such that Ken in boat hardly sees diver. Appears brownish.	
11. Old Business		<u>CEC development charge bylaw</u> . Bylaws compared & charges discussed. 1 st reading done. Version B with revised cost. 2 nd reading at meeting on 29 th . <u>Job Descriptions</u> – water operators done. Admin in process. Compare versions at meeting on 29 th	Moved JW, 2 nd GC Admin prepare
12. New business		<u>Fire budget</u> – increase budget for more capital? qRD contributes for Rescue and doesn't recommend requesting more for Capital. We can do what we want with that 12k. Discussed how to prove we need more. Ask for inflationary raise. What are other FD's asking? Board to prepare questions for Fire budget at meeting on 29 th . <u>Job evaluations</u> – special meeting of Board only, 1 st week of October <u>Water Treatment Plant signoff</u> – plant having issues due to unplanned consumption. Was designed by KWL association with Res'eau. Not likely to get anything more from KWL – who were the only ones who accepted the work. RS & JC consider the plant works well. Wait for Jeff from Bipure's visit to finalise.	SP ask Board
13. Administration Report	SP	As attached. Highlights: data crunching from metering report in progress. Compare to GB. Winter taps run more in winter here, esp. in trailer park. Look at meter history. Get aerial shot for mapping. By new 1" meter for park so all is metered. Currently 61 pads, 75 people. 6 more coming on lower level. VAID can enquire. Continue quarterly meter reading, same dates.	Water ops buy 1" meter
14. Financial review	RS	<u>Cost estimate</u> by AD for Smelter/Blewett development delayed to see how this one (Coleborn/Marble Bay) worked out. Delays planning of involved parties. <u>Admin payroll</u> dropping as SP works less. <u>Auditor</u> – if changing from Duke & Co, need to do soon. Options & quotes discussed. Revisit on 29 th <u>Fire terms</u> – renewals discussed & chosen. 2 trustees to finalise	Admin prepare info Board goto bank
15. Next meeting	All	Thursday Sep 29th 6 pm at Firehall- Special Meeting – closed to public: Parcel Taxes and Water Tolls, Fire Budget, Job descriptions, CEC bylaw, Auditor	
16. Meeting adjourned		Meeting adjourned at 3:50 pm	Motion to adjourn GC
Upcoming Meetings		Monthly Board Meeting Wednesday Oct 13 th at 1:30pm at Mary Mary's Monthly Board Meeting Wednesday Nov 17, 1.30 at Firehall. <ul style="list-style-type: none"> • Move to Mary Mary's if Covid protocols in place. 	All to review schedules and book