

<b>Date</b>	<b>September 14, 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 Neale Berjer NB Jane Waterman JW <b>Regrets:</b> George Childress CG	<b>Staff:</b> Ken Soles (Senior Water Operator) KS Austin Rycroft (Water Operator) AR Sandra Haszard (Admin) SH Heidi Sorichta (Admin Assist, Recorder) HS Mike Craggs (Fire Chief) MC <b>Regrets:</b>	<b>Public:</b> Tom Read	

<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	Welcome	
3. Declaration of Conflict of Interest	RS	None	Noted
4. Approve Agenda	RS	Agenda Approved	Moved JW, 2 <sup>nd</sup> JC
5. Approve Minutes	RS	Last meetings minutes were approved.	Moved JC, 2 <sup>nd</sup> JW
6. Safety Moment	KS	Reminder to wear proper safety gear when doing jobs that require it e.g. Visy-vests, safety boots, gloves and eye protection.	Information
7. Leaks & Distribution	KS, AR	<ul style="list-style-type: none"> <li>13.3 pump hours today; 78,000 gallons this morning.</li> <li>Leaks – no major leaks right now to report. One residence by the bank had a leak in the crawl space of the basement. It was a steady leak. Austin replaced the shut-off valve. In searching for the shut-off valve for this repair a box was found hidden in the trees that housed 3 shut-offs, supplying 3 separate houses. We were not aware this box was there in the trees.</li> <li>There was a new leak reported yesterday at the school. Will check in with the school to make sure they are looking after the repairs.</li> <li>Leak under one house has been temporarily repaired. The leak was where the old line connected to the new line. Owner has been warned this is only a temporary fix and he will need to make permanent repairs.</li> <li>Barricades at Erickson’s Beach have been taken down. Highways have completed the road repairs.</li> <li>Hydrant servicing is ongoing.</li> <li>Having problems with the pump shutting down at the Wall St. pump house. After adjusting the settings numerous times, the problem seems to have resolved itself.</li> <li>Meter, flush point, other jobs: Al Davis still hasn’t been available for all the different jobs we have lined up for him. Hoping for next week.</li> </ul>	
8a. Dam & Lake	KS	There is still no water going over the spillway. The lake level is down to about 6” on the stick which is about a foot higher than this time last year.	
8b. Water Treatment Plant	KS	<ul style="list-style-type: none"> <li>The air scourer worked well during the back flushing. We’ll continue to do this. If the process proves to have a positive affect, we’ll need to look at purchasing a new oilless air compressor, one with a capacity of 120 lbs pressure. Jeff from Bi Pure will looking into the air compressor turning on automatically when the system Re-Gens.</li> <li>We just received the parts for maintenance on the 3 UV units, and will order another set for spares once they are in place– lamps, sleeves, and sensors</li> </ul>	

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9. Fire Chief Report	MC	<p>Fires - one, 1st Responder – four, Rescue – none, New Members – one</p> <ul style="list-style-type: none"> <li>- The fire was located at a residence. Their compost pile was located against a structure and spontaneously combusted.</li> <li>- Five members will be taking the first responders' medical course on October 15/16 and 29/30, weekends. Once completed close to 75% of our members will be trained in Rescue.</li> <li>- Approximately 160 Heat wellness checks have been completed for this year. Cold checks will commence if needed this winter.</li> <li>- New bunker gear has shipped; arrival expected shortly.</li> <li>- Focus is still on practical skills, pumper operation, traffic control, radio use.</li> <li>- Two members have qualified to operate Truck 603 and Engine 602; one member has qualified to operate Engine 601 (air brakes). These members will now work on pumper operation training.</li> <li>- Grant work is ongoing.</li> <li>- Someone from outside the department has created a Texada Island Emergency information page on Facebook, included on the page is a picture of Van Anda's Firetruck. This person has nothing to do with our Fire Department and will be asked to remove anything to do with the department from his page including photos of the truck.</li> <li>- Chief inquired as to the feasibility of once again starting up hydrant training considering the water levels are as healthy as they are. The board agreed hydrant training could resume whereby members train on hydrant hook up and pressurizing the truck. Regular practices will resume after the one-time stat this coming Monday.</li> <li>- In the process of submitting 11 Rescue Task # Reports to Ryan Thoms from the qRD. There is a potential to be reimbursed up to \$1,000 per approved Task Report. Chief was asked about attending the qRD Grant-In-Aid meeting on November 16</li> <li>- Chief was asked if there were Smoke checks being performed at this time due to the smoke and haze in the air. The chief confirmed the Ambulance crew is looking after those people with breathing concerns (COPD).</li> <li>- The trustees would like to host a meet and greet/barbecue one or two times a year. They feel there is a disconnect between the Board and members of the fire department. Chief suggested to hold such an event on a practice night, Monday's, as department members already keep this night available.</li> <li>- Chief was asked if the department has incurred any additional costs due to provincial mandates. To date, none have come through yet but those that are expected will be fought as they put added strain to the members.</li> </ul>	HS to submit
10. Resident Speaks	TR	<ul style="list-style-type: none"> <li>- Tom asked with regards to the 8 lot subdivision on Wall Street, have they been approved for water connections? This is an in-camera item but the Board can confirm we are in discussion with the owner.</li> <li>- Tom asked if there has been any word back yet from the UBCM grant request. At this time, we have no news to report</li> </ul>	
11. Old Business & extended	RS	<ul style="list-style-type: none"> <li>• Policies and Bylaws – Sandra will be distributing policy and bylaw packages to trustees. There will be two policy packages, one with policies that have already been discussed and edited, another with those that have not as yet been reviews. The package with the bylaws will include those that need to be repealed, reviews and replaced. This package is more refined then the previous.</li> <li>• Mapping – work is continuing.</li> </ul>	SH to distribute

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		<ul style="list-style-type: none"> <li>Capital Works Plan – waiting to hear back on the UBCM grant application as this directly impacts how we move forward with our budget for 2023.</li> <li>Scope and guidelines for contractors – draft will be distributed. PDF drawings of specs will be brought out for review, copies to trustees.</li> <li>TV/Internet - need to contact Linda Messmer to see if she has an understanding of what the agreement entails. No money exchanges hands at this point. Colleen at Twincomm has been very helpful in the past. Reach out to Colleen asap before Telus takes over.</li> <li>Metering at Trustee’s homes – this was started as a means to see what kind of usage there is in varied residences. We currently have 5 residential houses with meters which provides that variety of situations. Due to the high cost of the meter setters, we won’t continue with this program.</li> <li>Lafarge Guesthouse – currently in limbo. Water is still not connected. There may be a potential buyer for the property. We won’t continue with investigation of this water service until such time as we received an application for reconnection.</li> <li>Road to WTP – coming to the rainy season at which time the road down into the WTP becomes undriveable. This is another job on Al’s list. When Al is ready to do the work, John will arrange for a load of gravel. Sandra will confirm our job list we have with Al.</li> <li>Ken Becotte has dropped off patch to Al’s yard. Sellentin patch work has been completed.</li> </ul>	<p>SH to distribute</p> <p>SH to make contact</p> <p>SH to contact Al</p>
12. New business	RS	<ul style="list-style-type: none"> <li>Express Lines – put a call out to contractors who would like to be added to our list. “VAID is looking to update our contractors list. All interested please contact VAID”. Forward a scope and guidelines page once we have received expressed interest. Sandra to give Al Davis a heads up of the ad so he understands our reasoning for doing so.</li> <li>Leak at school – School was contacted and a plumber was being brought in to make the repairs</li> <li>Property owner just above the boat club currently has one of our sample stations located on his property. He feels it is infringing on his usage. He has not approached the Board formally but spoke directly to our operator about having the sample station moved. John will have a look as to where exactly the station is situated on the property and speak to the property owner to get an idea as to what his concern is.</li> </ul>	<p>SH make ad</p> <p>SH to contact Al</p> <p>JC to see Property Owner</p>
13. Admin Report	SH	<ul style="list-style-type: none"> <li>Boundary Amendment notification published in Peak Paper</li> <li>Rescue expense amounts split out of Fire expense accounts.</li> <li>Statutory Right of Ways on two properties are in process.</li> <li>Fire Department support increased – Heidi is liaising with the department.</li> </ul>	
14. Financial review	SH	<ul style="list-style-type: none"> <li>After splitting out Rescue expenses, the Fire Dept budget is on track.</li> <li>VAID budget also on track. Wages are lower then expected. Operators and admin hours were expected to be higher.</li> <li>Can expect \$600 office expense next month. A lap top computer was purchased to replace the older one. Needed a second for Heidi to work with.</li> </ul>	
15. Next meeting	All	<p>Special – GBID/VAID Mtg re Rescue Funding or Bylaws &amp; Polices Mtg – Sept. 27 or Sept. 28</p> <p>Regular – October 12 1:30 pm at Firehall</p> <p>Special Meeting – Performance Evaluations – October 14 – 1:30</p>	

## MINUTES - BOARD OF TRUSTEES MEETING

Agenda Item	Lead	Outcome	ACTION
		Special Meeting Policies & Bylaws Cont'd - TBA	
16. Public meeting adjourned	RS SH	Public meeting adjourned at 2.40 pm Documents taken home for Board review – remaining Policies and Bylaw changes	Information
17. In camera			
18. Meeting adjourned	RS	Meeting adjourned at 3.30 pm	
Upcoming Meetings		Monthly Board Meeting Wednesdays at 1:30pm, Firehall Oct 12, Nov 16, Dec 14	