



MINUTES

Trustee / Operations Meeting

4:30 pm Tuesday February 7, 2023
via Zoom

Present: Trustee Chair Emer Dubois, Trustee Bryan Miles, Trustee Lee Davis, Operator Kerby Fisher, Administrator Janine Reimer

- 1. **Approval of the Agenda**..... Moved B.Miles, 2nd L.Davis. Carried.
- 2. **Approval of the Minutes**
 - 2a. Trustee/Operations meeting November 24..... Moved L.Davis, 2nd B.Miles. Carried.
- 3. **Operations Report**K.Fisher
 - (i) Emailed Report February 7

3a. Gate valve exercising

The operator said he had picked up the gas detector from the main fire hall for the purpose of entering the valve chamber, and returned it after exercising valves at the tank farm on Saturday January 21. He said that mostly there had been no issues with the valves, except the interconnect valve between the upper and lower systems, and the lower tank drain valve. Both were stiff, so were opened only a quarter turn then closed. The operator’s report onscreen included photos identifying those valves. He advised that they be replaced. His photo record also showed the rusty water that was flushed out of the drain valves, and recommended a yearly flushing. He reported having completed monthly generator maintenance, and having flushed three standpipes.

3b. Lower tank storage

The operator said he would be on site the coming weekend to explore possible explanations for there being no 2-hour tank fill in some time, and the notable variance in volumes pumped versus consumed. He said that if he were to find the lower tank empty, the cause could be a faulty or stuck float switch, and he could replace it with a temporary one that he had asked the administrator to order. He said the permanent float switch replacements as recommended by electrical consultant Neil McLean would take longer to get, but are for potable water. He suggested that the administrator purchase them.

.....Administrator to purchase float switches

3c. Generator maintenance quotes

The operator had requested quotes from Frontier, Custom Power, and Total Power (formerly Discovery Diesel) for the advanced maintenance on the generators. He said the quotes would take a couple of weeks.

3d. Generator and electrical decisions

The administrator referred to a chart showing previously discussed possibilities for extending the runtime of generator-1 so that it runs less frequently; for preventing generator-1 from running at

night, and; reducing the sound of generator-1. The operator said we should first determine whether the lower tank is empty before either of the 2 options for replacing the batteries in the pumphouse.

3d(i) Motion

THAT the meeting move in cameraMoved E.Dubois, 2nd L.Davis. Carried.
The meeting was moved out of in-camera after having discussed an issue.

4. Drainbox J.Reimer

The administrator showed on screen the property owners’ requirements as agreed in writing when applying for a water connection, and noted the Application for Water Connection is already referenced in the water use bylaw, so does not require reiteration of its 3 pages of requirements. The administrator also showed onscreen the operator’s photo of existing drainbox parts installed many years ago at a property before the recent new connection to the watermain. The trustees discussed whether the existing drainbox might be grandfathered, or would have to be considered non-compliant. Trustee Miles noted there may be many drainbox connections that would not meet today’s requirements. Trustee Davis said a drainbox upgrade would be preferable to reduce chance of parts failure. The operator said he had not seen indication that this particular drainbox might break down. He also noted that SSID had already stipulated the drainbox requirements so was covered for liability. The Chair agreed no further action was required of SSID at this time.

5. Adoption of Bylaw 102.1

The Chair concluded the 3 readings, and called for a motion to adopt.

5(i) Motion

THAT bylaw 102.1 be adopted as read Moved B.Miles, 2nd Lee Davis. Carried.

6. Next Meeting Admin-Finance Meeting to be determined

..... Operations Meeting to be determined

7. Adjournment..... Moved E.Dubois 5:45 pm