



A regular meeting of the Gillies Bay Improvement District held on the 14th of June, 2016 at the Gillies Bay Firehall.

Trustees Present: Jim Mason (Chair), Audrey Atkins, Jan Armstrong.

Staff Present: Bridget Andrews (secretary), Ken Taylor (Water Operator) Doug Paton (Fire Chief).

Trustees Excused: Linda Holmes, Mave Leclair.

Meeting called to order at 7:00 p.m.

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

A MOTION to approve the agenda was made and seconded by the Board of Trustees.

CARRIED

3. ADOPTION OF MINUTES

A MOTION to adopt the minutes of the 9th of Feb, 2016 regular meeting was made and seconded by the Board of Trustees.

CARRIED

A MOTION to adopt the minutes of the 31st of May, 2016 special meeting was made and seconded by the Board of Trustees.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

A. Our Water Master Plan has run over budget for the following reasons:

1. Extra work items including groundwater investigation (study of old reports);
2. Demands of project communication (additional meetings and creation of recent documents, fire department concerns and discussion of *Fire Safety Act*);
3. GIS work (above scope of original proposal).

A MOTION to approve additional spending of \$6,837.00 on the completion of the water master plan was made and seconded by the Board of Trustees.

CARRIED

B. Land Acquisition Capital Cost Estimate and Procurement (BV Land Corp)

A MOTION to accept Brian Vermeulen's email proposal of June 6, 2016 was made and seconded by the Board of Trustees.

CARRIED

C. Accounting Software

After consultation with our auditor, David Duke, points were raised that show Sage 50 to be the preferred application for our accounting requirements, in spite of the substantial annual increase in cost. It was agreed that cloud-based products will continue to improve, but are not yet as robust as the Sage desktop application.

A MOTION to amend the decision to migrate to cloud-based bookkeeping previously adopted at the December 8, 2015 meeting, to a motion to remain with Sage 50 and purchase an annual subscription for both accounting and payroll functions was moved and seconded by the Board of Trustees.

CARRIED

5. REPORTS

A. Water Operator Report

The recent boil water advisory was due to a tube failure in the peristaltic pump. These are changed regularly to prevent failure, but it can still happen. The boil water advisory was lifted in 8 days. Samples can go in on Monday, Tuesday and Wednesday, which allows the advisory to be lifted as quickly as possible.

The water level at the dam is currently two inches below the top of the weir. Conditions are looking good, as we move into summer.

Sample sheets are still going to Box 237. K. Taylor will, again, submit the change of address sheet that is included with his samples.

K. Taylor is requesting an alert for attendance at fires. The Board of Trustees has directed the Fire Chief to request that dispatch alert the water operator when water will be used for fire suppression purposes, so that a boil water advisory can be avoided.

B. Fire Chief Report

Fire practices are well-attended, with membership at 17 + chief.

Total calls since the last report: 1 structure fire, 1 mutual aid, 1 MVI, 3 Ambulance assists, 1 alarm activation at the caretaker's residence at Shelter Point Park.

Maintenance and equipment:

- The compressed air storage upgrade is complete;
- Annual truck service completed by Hub Fire Engines;
- 6 portable radios received at no cost, from Texada Search & Rescue.

The service level policy deadline is June 2016. Departments need to have a training plan in place by the end of June and be actively working to implement it. Powell River is arranging group training for team leaders.

Suggested guidelines have been presented regarding the personal use of communication devices during fire department activities, for example: cell phone cameras. A policy should be drafted to address this.

PRRD has implemented a new 1-800 number that residents can register with to receive emergency messages. GBID has been waiting for this over the years, in hopes of using it to announce boil water advisories.

Helijet has been suspended at night on Texada Island. PRRD is investigating this. Four sites have been dropped from night landings: Boston Bar, Hope, Gillies Bay and Lund.

BC Ambulance has submitted a work order requesting upgrades to our emergency lighting.

A MOTION to accept the quote from Arron Rairie to proceed with the emergency lighting upgrade was made and seconded by the Board of Trustees.

CARRIED

6. NEW BUSINESS

A. PPRD Regional Service Agreement

PRRD has proposed a Regional Services Agreement that would replace a number of mutual aid agreements. They will proceed if there is support for the concept. They are currently working on a draft. GBID/VFD will submit any concerns with the current language and revisit the agreement at our September meeting.

B. GBVFD Alarm System Response

The GBVFD has experienced a substantial increase in nuisance alarm call-outs over the years. These calls happen at all hours and are not specifically fire-related. The department is requesting that a bylaw be put in place to address approval for alarms with the possibility of providing permits, where alarm calls will not be answered without a valid permit. Penalties for nuisance alarms will also need to be included in the bylaw. B. Andrews has presented example

bylaws for alarm systems, but requires guidance from the Board of Trustees. There are concerns about enforcement and staff resources. A suggestion was made that the RCMP should be responding to all alarms, in case there is a criminal element, and that the GBVFD should not respond unless a fire is reported by the police. This discussion will be continued at a future meeting, after more research is done.

C. BC Ambulance Lift Assist and GBVFD

There are concerns about the risks involved if the GBVFD continues to provide lift assists. Of greatest concern is the physical well-being of our volunteer members, who are not trained to lift patients safely. Additionally, without receiving a task number to respond to life assists, there are concerns about Worksafe coverage. Finally, damage to our trucks is possible given the inaccessibility of many places that BC Ambulance is called to respond to, which are located outside of our fire protection boundary. While supporting the community is very important to both the Board of Trustees and members of the fire department, lift assists are not a service that has been authorized by bylaw, and continuing to do so presents unreasonable risks. Texada Road Rescue has indicated their interest in providing this service, and given the training they receive, this is a much better solution.

A MOTION to send BC EHS and dispatch a letter informing them that the Gillies Bay Volunteer Fire Department will not be responding to ambulance lift assists as of July 1, 2016 was made and seconded by the Board of Trustees.

CARRIED

D. Next Meeting: October 11, 2016 at 7:00 PM at the Gillies Bay Firehall.

7. MEETING ADJOURNED at 9:00 PM

8. IN-CAMERA MEETING

Approved By: _____(Chair)

_____(Officer)