

MINUTES

Trustee Meeting

June 11, 2018, 10:00 am

On conference.

Attending:

Trustee Chair Dale Gregory, Trustee Bryan Miles, Trustee John Revitt, Operator Courtney Robertson, Administrator Janine Reimer, Environmental Health Officers Darren Molder and Michael Nguyen of Vancouver Coastal Health

Pre-meeting Discussion

Trustees agreed that the meeting agenda would start after a preliminary discussion with D.Molder and M.Nguyen.

D.Molder said he and M.Nguyen had gone through the bylaw draft 8.1, and were supportive of the intent. He said they would respond in writing as well with changes to some wording, and advised that the document be legally reviewed. The Administrator said yes, a lawyer would be reviewing.

D. Molder recommended an educational campaign. Trustee Miles said that SSID is putting together a message.

Chair Gregory said that the final reading would be at the Summer General Meeting on August 5.

There was discussion of pit toilets as to whether SSID could prohibit them. Trustees Revitt and Miles cited historical documents banning pit toilets, and Chair Gregory pointed out that no pit toilet has a permit. He asked D.Molder if the bylaw could require that pit toilets be removed by a specified date, probably August 30. D.Molder and M.Nguyen agreed that it could be added into the bylaw, and reviewed by the lawyer. Trustee Revitt suggested that the specified date be later, so residents have more time to comply.

Chair Gregory suggested subsidized holding tanks where sewerage systems are prohibited, and D.Molder agreed this was a good suggestion for hardship cases, and should be reviewed by the lawyer.

D.Molder made comments on the bylaw draft 8.1. He said he would supply wording for the definition of "Drinking Water Officer" and "farm animals," and would send new text for section 19 regarding the Acts under which penalties are enforced. He said that section 12 regarding farm animals in the Groundwater Protection Zone, should be revised to delete "except as approved in advance by the Drinking Water Officer," as manure is one of the prohibited contaminants. D.Molder questioned whether it was legal to turn the water off as a penalty, and the Administrator said yes that had been approved by SSID's advisor in the BC government.

Chair Gregory asked what SSID should do about the permits and filings missing from Vancouver Coastal Health. D.Molder said that residents could be asked to show their permit or filing. Those without permit or filing would have to retain a ROWP to provide a report on the sewerage system. The Administrator read suggested text requiring a permit or filing by a specified date, and D.Molder agreed. Chair Gregory said that SSID would also send a letter to each of the owners of properties whose records are missing at VCH.

Operator Robertson asked for clarification on who approves or resolves disputes regarding sewerage systems. D.Molder said it would be the ROWP or engineer. The Drinking Water Officer would then permit it. M.Nguyen said that if someone refuses to get an assessment of their system, the Drinking Water Officer has no power to get involved or inspect. The Drinking Water Officer may get involved only if there's a health hazard. It is up to the ROWP to advise the Drinking Water Officer. Chair Gregory asked if SSID must enforce upgrading on illegal systems. D.Molder said that any breach in the bylaw allows for SSID to enforce.

D.Molder congratulated SSID on proactively addressing health concerns about the water.

He said he'd be sending his bylaw edits to the Administrator.

..... Administrator to incorporate edits to come from VCH.

D.Molder and M.Nguyen exited the conference call at 11:00 a.m., at which point the regular Trustee Meeting started.

1. Approval of the agenda..... Moved B.Miles, 2nd J.Revitt. Carried.

2. Approval of the minutes

2a. Minutes of April 13Moved B.Miles, 2nd D.Gregory. Carried.

2b. Approval of the In Camera minutes of April 13.....Moved D.Gregory, 2nd B.Miles. Carried.

2c. Minutes of May 3 Moved J.Revitt, 2nd B.Miles. Carried.

2c. In Camera

Community Charter s.90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment

3a. Motion

THAT the meeting be moved in camera.....Moved D.Gregory, 2nd B.Miles. Carried.

3b. Rise from in camera and report

The Trustees rose from in camera and reported that they had dealt with issues of bylaw enactment.

4. Administrator's Report

The Administrator reviewed the bank balances, and the temporary transfer of funds, as authorized by Trustee Miles, from the operating account to the PowerSaver account for the purpose of collecting interest. She also reported that there was still one outstanding Excess Toll due for \$152.52, and 11 statements outstanding for Taxes totalling \$4,755.00. She said that Lost Discounts totalling \$440 had been collected on 2 properties.

5. Old Business

5a. Signage Status

The Administrator said that the signs would be installed before the Summer General Meeting.

5b. Generator Enclosure Status

Trustee Miles reported that the contractor had to depart for a family emergency, and that the contractor's employee was overseeing the project. Trustee Miles had visited the employee at another job site to re-iterate the importance of a pre-summer delivery schedule for the generator enclosure. The delivery is currently estimated to be end of June.

5c. Grants Policy Correspondence

The Administrator reported that she had written to the Powell River Regional regarding a specific grant, and asked for confirmation, or not, that they now have a policy of not applying for grants on behalf of non-PRRD assets such as SSID. The Chief Administrative Officer had replied that no, it was not true, but that PRRD assets will be preferred, and that if non-PRRD assets were to look after "99.9%" of the administrative tasks, it would be easier for the PRRD. The Chief Financial Officer replied as well, confirming the CAO's comments, and asked if SSID was aware that one of the conditions of the grant was absorption of ownership and assets by the Regional District. The Administrator replied to the CFO that Van Anda Improvement District had not been absorbed after their grant, and SSID would expect the same outcome. The Administrator had also said that SSID's projects are eligible as per the fund's criteria, so disqualifying them because they're a non-asset would not be in keeping with the fund's intention. She had told the CFO that she'd contact the PRRD again in August.

6. New Business

6a. SIVFD Water Use Form

The Administrator said that Trustee Miles had created a form for the SIVFD to fill out when using SSID's water. Operator Robertson agreed it was a good idea to have the form, and that it would be preferable for the fire department to use the hydrants and report on them, because she's in charge of servicing them.

.....Administrator to issue the form to the SIVFD and ask for reports on hydrant use

6b. Summer General Meeting Notice

The Administrator said that SSID's Meter Reader Martha Allen would deliver SGM notices on her meter reading route at the end of July, or if Trustees preferred, at the end of June. Trustees agreed on July. Trustee Miles said it would be unnecessary to mail notices by Canada Post, and that the general email notice and the hand-delivery would be enough.



..... Administrator to get notices to the Meter Reader before her July meter checking.

7. Next meeting

To be determined.

8. Adjournment..... Moved J.Revitt

Adjourned 11:58 a.m.