

# SAVONA IMPROVEMENT DISTRICT

## September 2, 2025 @ 5:30 pm

Present: Trustees Jamie Drozda, Adrienne Teague, Dave Carr, Henry Pejril, Maintenance Supervisor Dallas Embury, Fire Chief Charles Colville, Assistant Fire Chief Blair Drozda, Administrative Officer Yoriko Susanj

Regrets: Trustee Shane Spitman

1. Established Quorum / Meeting Begins 5:31pm

2. Adoption of Agenda

**MOTION** to adopt the agenda as presented – Henry Pejril  
**SECONDED** by Adrienne Teague; **CARRIED**

3. Adoption of the Minutes from June 3, 2025

**MOTION** to accept the June 3, 2025, minutes as circulated – Adrienne Teague  
**SECONDED** by Dave Carr; **CARRIED**

4. Financial Report

- Administrative Officer reported on the bank balances as of August 31, 2025
  - Operating Account \$487,293.12
  - Fire Reserve \$201,946.36
  - Money Market Fund \$579,113.34

**MOTION** to accept the financial report as presented – Dave Carr  
**SECONDED** by Henry Pejril; **CARRIED**

5. Monthly Reports (Summer)

- Savona Fire Department – Fire Chief Colville
  - June Callouts
    - 5 medical
    - 2 false alarm fire
  - July Callouts
    - 4 medical
    - 1 MVI
    - 1 illegal fire
  - August Callouts
    - 6 medical
    - 3 MVI
    - 1 downed powerline
  - New Fire Truck has a problem with pump controls
    - Freightliner is going to look at it this week to figure where the problem is

- It is an RPM issue and once resolved will have to do a pump test before ULC can be done. Once ULC is done, then the truck can be delivered
    - Once the new truck is delivered, members will spend the day training on it with HUB staff
  - UBCM grant purchases are underway
    - Have to submit an amended budget to ask to change the budget for coveralls and gear washing machine
    - Have bought ventilation fan and scene lighting so far
    - Things that have to be purchased are radios, helmets, boots, coveralls, and gear washing machine
- Trustee Drozda wanted to go over outstanding requests from the fire hall that came to the Board table in 2024 and early 2025
  - The purchase of a couple breathing tanks per year, bank of lockers and boots
    - Chief Colville said that the initial quote for the lockers was wrong and that they decided that they will try and get grant money to get the lockers. He also stated that the boots are being covered by the UBCM grant and that the breathing tanks and masks will be purchased through grant applications
    - All outstanding requests can be taken off the Board table
    - Trustee Drozda let the Fire Chief know that if grant applications were not successful, to come back and ask the Board with new quotes
- Trustee Pejril asked the Chief and Asst. Chief if they had old caps, shirts or turn out gear that could be donated to an ex-pat community in Mexico. There is a small community near Puerto Vallarta that is looking for old gear to support their fire department.
  - Asst. Chief Drozda stated that old turn out gear was used for new members but would probably have a couple of sets to donate. The fire hall has done it in the past through Kamloops Fire Rescue where old gear went to Mexico
- Savona Fire Delegation – request to address the Board
  - Chief Colville and Assistant Chief Drozda let the Board know that this year fire hazard letters were sent out and had negative feedback from a couple of residents
    - The letter seemed aggressive; draft a different letter for next year
    - It was signed by “The Savona Fire Department”
    - In the future, the Fire Department would like to review the letters before it goes out
    - The Fire Chief was getting phone calls from angry residents, and he didn’t know what they were talking about because he had not seen their yards
    - The Fire Chief suggested that they could visit the property owners personally before the letter goes out
    - In the future the Fire Chief does not want correspondence to go out without his knowledge

- The Fire Regulation Bylaw was reviewed
  - The Board suggested:
    - to change the wording of the letter to whatever they like
    - to possibly send out 2 warning letters
  - The Board let the Chief and Asst. Chief know that how they want to deal with fire hazards in the community was up to them
    - Trustee Teague said that notices can go up in the community to encourage residents to be FireSmart
    - Trustee Carr said that fire hazards on property does not only threaten the property owner but also their neighbours
    - Trustee Pejril said that to notify people is due diligence
    - Trustee Drozda followed up on Trustee Pejril's statement saying that notifying residents about fire hazard on their property then puts the onus on the property owner and out of the hands of the fire department
  - The Fire Chief stated that he will bring it back to the fire department and discuss with Asst. Fire Chief how they will proceed for next year. Changes will be made; things have to change.
- Maintenance Supervisor
    - The cemetery map signage quote was \$10,000
      - Thought this was expensive and saw the residential address sign for the property across the street from the post office and discussed with Yoriko if something like that would be good for the cemetery map sign
        - Can replicate it for a lot less and can be a winter project; already have the doors and plexiglass from the old sign that can be used
        - Will look into additional materials needed and bring a quote to the next Board meeting
    - Was busy with cemetery this summer – had 7 burials and a couple of headstones go out and in.
    - Dealing with illegal dumping at the cemetery
      - Had a huge dumping with 11 garbage bags dumped
        - The CO has been contacted about this dump and is currently dealing with it
        - Trustee Drozda stated that SID could write a warning letter to the people dumping if necessary
        - Trustee Pejril asked if SID could send a letter and charge for clean-up. Trustee Drozda stated that she was unsure but could see if we have anything in our Bylaws
        - The Board let the Maintenance Supervisor know that they would like to be informed about future illegal dumping and kept up to date

**ACTION ITEM: Yoriko to look through SID Bylaws to see if there is anything about illegal dumping and clean-up costs**

- 2 yards cleaned up this summer after property owners received their warning letter from the fire department
- Leaky roof at post office is fixed and looking good
- Will be installing a new toilet at the post office
  - Current one is a used kindergarten-sized toilet that was donated many years ago; leaking and not sealing

#### 6. Old Business:

- SCA and Beach Access Opening
  - Trustee Drozda was curious of where SCA is at with the Beach Accesses and asked to put the item on the agenda
  - Trustee Pejril said that Mike Grenier suggested that a committee be formed with the TNRD, MOTI and SCA so that the committee can go to Fisheries together
    - They have the winter to form the committee and discuss
    - Maintenance of the public beach accesses in the community should be done at high water where everything can be pushed out
  - Trustee Drozda asked what SID's maintenance would look like; doesn't want SID to be doing garbage pick up along the beach
  - Trustee Pejril stated that the TNRD is big on their Parks & Trails Initiative
    - With this initiative there would be a service agreement between SCA and TNRD about beach clean up when the public access open up
  - The plan is that by next Spring, everything should all be in place and then SCA can come back to SID to discuss what "maintenance" will look like
  - Trustee Drozda asked Trustee Pejril if on the SCA website if the mention of SID could be reworded so that the office did not get so many phone calls regarding boat launch passes; Trustee Pejril said he would change the wording
    - SCA is working with TNRD and the City of Kamloops to open Cooney Bay so that Kamloops residents can launch from there instead of coming out to Savona

#### 7. New Business

- Carol Baker – Email Request
  - Administrative Officer presented the Trustees with Carol Baker's email
    - She emailed a request for a bench on her plots because by the time she walks to her plots she is tired and there is nowhere to rest
  - The Trustees discussed:
    - If you allow one person to place a bench in the cemetery, it opens it up for anyone to place a bench in the cemetery
    - There is nowhere to rest except for under the pergola
    - Bench for everyone to use would be best – could be a bench to match the bench under the pergola; could be a cement bench; could reuse the blue bench that was there and stored in the maintenance building
    - Consultation with Dallas regarding placement of a bench in the cemetery where it would not impede future burials

**ACTION ITEM: Yoriko to ask Dallas if it is possible to put a bench for everyone to use and where it could be placed**

**ACTION ITEM: Yoriko to email Dallas' response to the Board**

- HVAC Replacement Quote
  - Yoriko presented the Board with 4 quotes from different companies for HVAC replacement for the firehall
  - Board discussed that the HVAC unit can run for a few more years and keep the quotes for information
    - Custom Air's pricing was very fair compared to the other quotes (\$9000 cheaper); have been dealing with them for many years, customer service is great, they do maintenance on 5 buildings in the community already
    - When the Board's opinion changes and decides to replace the unit then we will go with Custom Air
- 2026 Fire Protection & Street Lighting Budget and Bylaw No. 205
  - The Board of Trustees discussed and agreed to the 2026 budget for fire protection and street lighting be \$265,047.00
  - The Board of Trustees had a first and second reading of the 2026 Fire Protection and Street Lighting Bylaw No. 205

**MOTION** to accept 2026 Fire Protection and Street Lighting Budget and Bylaw No. 205 for \$265,047.00 – Jamie Drozda

**SECONDED** by Henry Pejril; **CARRIED**

**ACTION ITEM: Yoriko to forward 2026 Fire Protection and Street Lighting budget and Bylaw No. 205 to the Ministry for registration**

- Annual Wage Review
  - The Board of Trustees asked Yoriko to leave the room to discuss annual wage review for SID employees
  - The Board reviewed current wage, discussed and agreed on wage increase of all staff of 2%

**MOTION** to give 2% wage increase to all SID staff – Adrienne Teague

**SECONDED** by Jamie Drozda; **CARRIED**

8. Motions Adopted by Email

- **MOTION** to pay for 50% of the dress blues quote (\$4712.50 + taxes) – Jamie Drozda on June 5, 2025 (1:22pm)  
**SECONDED** by Adrienne Teague on June 5, 2025 (1:37pm); **CARRIED** on June 5, 2025
- **MOTION** to pay for wildland fire training, purchase of wildland fire tools for quote of \$5800.00 – Adrienne Teague on June 16, 2025 (11:24am)  
**SECONDED** by Jamie Drozda on June 16, 2025 (1:39pm); **CARRIED** on June 16, 2025

9. Next Meeting Date: October 7, 2025 @ 5:30pm

10. Meeting closed for in-camera meeting at 7:28pm

11. Meeting back on table at 7:33pm

Trustees discussed how they would like to be kept in the loop of issues that arise in the office that staff must deal with and recommends:

- That issues that are elevated to outside agencies (IE TNRD, Conservation Officers, ARGO, MOTI, etc.) be communicated to the Board immediately
- That future requests from the fire department to SID staff must go through the Board. Once requests are received, the Board will direct staff of what to do.

12. Meeting Adjourned at 7:40pm

**MOTION** to adjourn the meeting – Adrienne Teague

**SECONDED** by Dave Carr; **CARRIED**

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Jamie Drozda  
Board Chair

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Yoriko Susanj  
Administrative Officer