



VAN ANDA IMPROVEMENT DISTRICT
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VAN ANDA IMPROVEMENT DISTRICT
2019 ANNUAL GENERAL MEETING

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| Date | April 24, 2019 | Time | 7:00 PM |
| Location | Mary Mary's Café, Van Anda BC | | |
| In Attendance | Trustees: Robert Timms (chair) (2020) Ron Smith (2020) Rodger Hort (2021) Walter Gussman (2021) Mike Craggs (2022) | Staff: Ken Soles (Water Operator) Mike Craggs (Fire Chief) Lin Johnson (Administrator, Recorder) | Guests: El |
| | Ratepayers: Karen May Jane Waterman Phyllis Soles Terry Waterman Ryk Allen Karen Rasmussen Gerry Childress Ann Selfie Gayle Chouinard Diane Marshall Dan Fudge Al MacIsaac Angela Beaumont | | |

| Agenda Item | Lead | Outcome |
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| 1. Welcome | Bob | Robert called the Van Anda Improvement District Annual General Meeting to order at 7:03 pm. Bob introduced the trustees and staff members. |
| 2. Adoption of the Agenda | Bob | Motion: It was moved by Karen May and seconded by Terry Waterman that the April 24, 2019 Annual General Meeting agenda be adopted as circulated. Motion carried. |
| 3. Adoption of the Minutes of the 2018 AGM | Bob | Motion: It was moved by Ryk Allen and seconded by Ann Selfie that the Annual General Meeting minutes of April 21, 2018 be adopted as circulated. Motion carried. |

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| | | <p>In the minutes of April 21, 2018 and further to agenda item #5, qRD is not charging an administrative fee to oversee the UBCM grant.</p> <p>Minor adjustments to the 2018 April 21, 2018 AGM minutes were made to satisfy the line of credit requirements of RBC. Bob Timms was changed to Robert Timms in those minutes.</p> <p>Motion: It was moved by Walter Gussman and seconded by Ann Selfie to waive the reading of the April 21, 2018 minutes. Motion carried.</p> |
| 4. Report from the Chair | Bob | <p>Bob Timms presented a summary of the work that VAID has undertaken in 2018. This work included:</p> <ul style="list-style-type: none"> • Upgrades to the dam as required by the Dam Safety Inspector • Successful water workshop held in April 2018 with over 40 people in attendance • UBCM grant of \$864,000 was awarded to VAID. Ron Smith will give a report on the project to date. • Insurance policy was reviewed. • Invoicing and accounting system were updated as required by Central 1 Credit Union. • Trustees met with David Duke, auditor to review financial statements. David advised VAID that in the future, we may want to consider a review, rather than a full audit. This would save approximately \$1,000 annually. • No Boil Water Advisories in 2018. Ken Soles, water operator was thanked for his diligence and hard work. • Bylaws are all being reviewed as time allows. • Water Distribution Project with RES EAU WaterNET. This project will allow VAID to optimize water distribution and pressure throughout the community. The data has been compiled, but the report will not be analyzed until after the infrastructure upgrades are complete. • In 2019 and beyond, priorities for VAID include revising our 5-year capital works plan, again offer water workshops, identify and repair leaks in our system, and revise our capital infrastructure inventory. |
| 5. UBCM Grant Update | Ron | <p>Ron updated the ratepayers on the status of the UBCM grant including a time line, financial summary and photos and schematics of the water tank and the water treatment plant. Ron also presented maps showing the location of the new</p> |

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| | | <p>infrastructure and the location of the second water line into Van Anda.</p> <p>Ratepayers thanked the Van Anda Improvement District trustees for their work on the infrastructure upgrades.</p> <p>There was discussion about the chlorination system. There are no plans to replace it. It is functional and parts and supplies are readily available.</p> <p>There was discussion regarding water being mixed in the water tank. The water will enter the tank through a nozzle placed at a 45' angle. That should ensure that the water is constantly being mixed. If necessary, a pump will be placed into the tank to mix the water.</p> <p>The project should be completed on time and cost over runs are not expected.</p> <p>Everything that is designed and developed has to be approved by VCH engineers.</p> <p>The water system that we are purchasing comes as a complete unit designed and tested on site. These systems are currently in use throughout BC.</p> <p>Trustees were asked about disposal of the old water tank. There has been discussion, but no decision has been made.</p> |
| <p>6. Financial Report</p> | <p>Robert</p> | <p>The 2018 Auditor's Report was presented. There were no issues or items of concern noted by the auditor.</p> <p>In the 2019 audited financial statements Capital Reserve funds will indicate funds in savings for a new fire truck.</p> <p>Motion: It was moved by Jane Waterman and seconded by Ann Selbie that the 2018 Audited Financial Statements be accepted as presented. Motion carried.</p> <p>Motion: It was moved by Terry Waterman and seconded by Ryk Allen that David Duke be appointed to perform the 2019 audit for Van Anda Improvement District. Motion carried.</p> |
| <p>7. Fire Chief Report</p> | <p>Mike</p> | <p>The Fire Chief Report for 2018 was presented by Mike Craggs.</p> <ul style="list-style-type: none"> • Two twenty-foot seacans have been purchased for the fire hall to alleviate storage problems, and to comply with WCB regulations. These containers will form part of an addition to the fire hall in the future. |

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| | | <ul style="list-style-type: none"> • VAFD has completed all requirements for Worksafe and WHMIS. • Volunteers have completed training in air brakes, forestry, and training is being offered on respectful workplaces and vehicle extrication. Emergency Scene Traffic Management has been completed by all rescue personnel. • Fire hall kitchen will be completed this month. • Engines 601 and 602 have passed annual inspections. Ladders have passed annual inspections. • VAFD continues to work to become fully compliant with its designation as an Exterior Attack Firehall. • More training exercise are being conducted collaboratively with GBFD. • Mitigation Task Force is being developed on Texada to encourage homeowners to fire proof their homes and property as much as possible. • Discussion about electric cars, and how the VAFD would respond to an electric car fire. |
| 8. Call for Nomination Officer | Bob | Phyllis Soles agreed to act as Nomination Officer for the 2019 Van Anda Improvement District AGM. |
| 9. Election of Trustees | Bob | <p>Mike Cragg term as a Van Anda Improvement District trustee expires in 2019. Mike Craggs has agreed to allow his name to stand for another three-year term.</p> <p>Phyllis Soles asked for nominations from the floor.</p> <p>Hearing none, Phyllis soles asked for nominations from the floor a second time.</p> <p>Finally, Phyllis Soles asked for nominations from the floor a third time.</p> <p>As no other name was put forward, Mike Craggs was acclaimed to a three-year term as trustee of the Van Anda Improvement District.</p> |
| 10. Motion to Adjourn | Bob | It was moved and seconded that the VAID AGM adjourn at 8:15 pm. |

Robert Timms
Chair

Lin Johnson
Administrator