



VAN ANDA IMPROVEMENT DISTRICT
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TRUSTEE MEETING

Date	August 27, 2018	Time	2:15 PM
Location	Van Anda Improvement District Office		
In Attendance	Trustees: Bob Timms (chair) Ron Smith Rodger Hort Mike Craggs Regrets: Walter Gussman	Staff: Lin Johnson (Administrator, Recorder) Ken Soles (Water Operator)	

Agenda Item	Lead	Outcome
1. Call to Order	Bob	Bob called the meeting to order at 2:15 PM.
2. Meeting with Al Davis	Bob	The meeting with Al Davis was held on August 24, 2018.
3. Declaration of Conflict of Interest and Code of Conduct	Bob	Motion: It was moved and seconded that the Conflict of Interest be approved as circulated. Motion carried. Action: Mike will research Code of Conduct with WCB and make recommendations to the Board.
4. Approval of the Agenda	Bob	Under New Business add: Newsletter Motion: It was moved and seconded that the August 27, 2018 agenda be approved as amended. Motion carried.
5. Approval of the Minutes of July 24, 2018	Bob	Motion: It was moved and seconded that the minutes of July 24, 2018 be approved as circulated. Action: Bob will sign approved minutes at the end of each meeting. The notes from the July 12, 2018 teleconference with RES EAU were duly noted and filed.
6. Financial Reports	Bob	Motion: It was moved and seconded to transfer \$70,000 to a two year term deposit. Motion carried.

		RBC signature cards were completed. Action: Lin will forward to RBC as soon as Walter signs the cards.
7. Water Operator Report	Ken	Presented and discussed. The Water Distribution report prepared by Haroon Mian was discussed. Action: Action on this report was tabled until the September board meeting.
8. Dam Report	Lin	Permits have been obtained from Fortis and a log salvage permit will be granted at no charge. Ken will meet with the Forestry representative on September 13 to view the dam and the fallen logs. Once the fire ban is lifted, Walter will remove the logs with equipment rented from Rick Jones. After that work is complete, Ken and Walter will decide if a trail needs to be constructed to the dam site. The initial phase of this project will be completed under budget.
9. Fire Chief Report	Mike	<u>Motion:</u> It was moved and seconded that \$5000 be transferred to a contingency savings account with 2017 surplus funds. Motion carried. <u>Motion:</u> It was moved and seconded that \$1,500 be transferred to a two-year term deposit for ventilation. Motion carried. An OHS Update and Leadership Development course was conducted in August. Julie Clarke will attend an instructor first aid training course in September. Texada Rescue truck is being repaired at a cost of approximately \$4,000. The fire department budget is being prepared, and will be presented to Captain's on September 12.
8. Administrators Report	Lin	The next VAID board meeting will be held on September 18 at 1:00 pm. Bylaw 146 was given first and second reading. Discussion. <u>Motion:</u> It was moved and seconded that Borrowing Bylaw No. 146 be adopted as amended. Motion

		carried. Action: Lin will file bylaw no 146 as soon as possible.
9. Action Items/Old Business	Bob	Reviewed and discussed.
10. New Business	Bob	<p>Newsletter – Lin will prepare a newsletter for ratepayers as soon as possible. This will be distributed in the Express Lines, on the Texada Message board and copies will be left at local businesses.</p> <p>Scholarship applications – Applications were reviewed and discussed. The scholarship will be awarded at the next board meeting.</p> <p>Right of way for water storage tank – Bob met with Polaris Land Surveyors and Land Titles has accepted our request to be granted a right of way for the new water storage tank. The cost is expected to be approximately \$1,000.</p>
11. Meeting Adjourned	Bob	Meeting adjourned at 4:00 PM.

Bob Timms, Chair