



VAN ANDA IMPROVEMENT DISTRICT
2036 Marble Bay Road, Box 115
Van Anda, BC V0N 3K0
C: 604.414.3508
E: contact@vananda-id.ca

TRUSTEE MEETING

Date	January 15, 2019	Time	9:30 AM
Location	Van Anda Improvement District Office		
In Attendance	Trustees: Bob Timms (chair) Ron Smith Rodger Hort Mike Craggs Walter Gussman	Staff: Lin Johnson (Administrator, Recorder) Ken Soles (Water Operator) Mike Craggs (Fire Chief)	

Agenda Item	Lead	Outcome
1. Call to Order	Bob	Bob called the meeting to order at 9:37 am.
2. Declaration of Conflict of Interest	Bob	There was no conflict of interest declared.
3. Approval of the Agenda	Bob	<u>Motion:</u> It was moved and seconded that the January 15, 2019 agenda be approved as circulated. Motion carried.
4. Approval of the Minutes of December 4, 2018 Approval of the Minutes of January 10, 2019	Bob	<p>The date and time of the meeting should be December 4, 2018 at 9:30 am.</p> <p><u>Motion:</u> It was moved and seconded that the minutes of December 4, 2018 be approved as amended. Motion carried.</p> <p><u>Motion:</u> It was moved and seconded that the minutes of January 10, 2019 be approved as circulated. Motion carried.</p>
5. Financial Statements	Bob	<p>Financial statements for October 1-December 31, 2018 were reviewed and discussed. Action: Lin will add a revenue column for UBCM grant on the Chart of Accounts. Action: Lin and Ron will develop an invoice for 2019 water tolls and taxes.</p> <p>The tax table for the last 10 years was discussed. Bob will speak to this at the ratepayer engagement meeting.</p>

<p>6. Water Operator Report</p>	<p>Ken</p>	<p>The December 2018 Water Operator Report was reviewed and discussed Action: Lin will prepare an invoice for the trailer park water shut off/turn on. Water shut offs were discussed. Ken makes a cement box whenever he locates a shut off valve.</p> <p>Action: VAID will apply for a BC 1 permit for the water storage tower before the end of February. Walter and Ken will be present for that call. When the water storage tank arrives, Fortis wants to be present.</p> <p>Action: Walter will talk to Rick Jones about getting diesel.</p> <p>The roof on the water storage tank was damaged in the last windstorm. Ken will get supplies for repair this week.</p> <p>Container for the lake – Bob is working on drawings for the container for the lake. The site preparation for the container should begin as soon as possible. Action: Walter will arrange for tree removal. Action: Bob and Ken will work to prepare a site plan. The container for the fire department needs to have a light placed near the vehicle door so that a truck can safely be backed into the container.</p>
<p>7. Dam Report</p>	<p>Ken</p>	<p>The dam was inspected and is functioning and appears to be in working order. Approximately 8” of water is flowing over the dam.</p>
<p>8. Fire Chief Report</p>	<p>Mike</p>	<p>One new member has joined the department.</p> <p>Discussion about cones near hazard scenes. Barrier tape will be used whenever feasible. New traffic cones will be ordered as soon as the traffic scene management course is complete.</p> <p>First Responder Instructor has been recertified, not decertified.</p> <p>Leadership training is ongoing (violence prevention and OCP). GBID and VAID will collaborating on training. One member is going for air brake training this month. Nine members are air brake certified.</p> <p>Action: Boat Club fire plan will be developed this year, and will include all three docks. Monitor acquisition is with the Volunteer Fire Fighters Association to consider funding. Forest fire fighting equipment purchased includes additional nozzles and other equipment to make existing equipment more useful for forest fire fighting. It was suggested that Mike talk to a commercial irrigation supplier to see if some</p>

		of their equipment could be used. qRD will be offering a forest fire course in Powell River that VAFD members will attend.
9. Administrator's Report	Lin	<u>Dam Restoration project</u> invoice was discussed. <u>Water Workshop</u> – tabled. There may be an event after the infrastructure upgrades are complete. Discussion about <u>watershed protection</u> . Action: Lin will try to set up a meeting with Tim Knoop with his assistant.
10. Action Items/Old Business	Bob	<u>Meter at Arnolds</u> – on order. Action: Lin will contact Arnolds to find out how many hook ups they have. Action: Ken will install 3 new meters at the Arnold trailer park. <u>Water Distribution Project</u> – Action: Lin will arrange a teleconference with Haroon. <u>Storing sand at the United Church lots</u> – Bob has talked to Dale Rinehard. They need more information including how much space we need and how long we intend to store the sand. Action: Lin will prepare a letter for the United Church, which will include a sketch of where we propose to store the sand. <u>Motion:</u> It was moved and seconded that we offer the United Church one free property tax for 2019 in exchange for storing sand on one of their vacant lots. Motion carried.
11. Adjourn to Closed Meeting	Bob	Meeting adjourned to closed meeting at 11:45 am.
12. Meeting Adjourned	Bob	The meeting adjourned at 12:05 pm.

--