



VAN ANDA IMPROVEMENT DISTRICT
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BOARD OF TRUSTEE'S MEETING

Date	December 14, 2017	Time	7:00 PM
Location	Van Anda Improvement District Office		
In Attendance	Trustees: Bob Timms (chair) Mike Craggs Rodger Hort Ron Smith Walter Gussman	Staff: Ken Soles (Water Operator) Mike Craggs (Fire Chief) Lin Johnson (Administrator, Recorder)	

Agenda Item	Lead	Outcome
1. Call to Order	Bob	Bob called the meeting to order at 7:00 PM.
2. Declaration of Conflict of Interest	Bob	There was no conflict on interest declared.
3. Approval of the Agenda	Bob	Under Old Business add: Cleaning of the building Under New Business add: 2018 Newsletter and Insurance - Water Operator. <u>Motion:</u> It was moved and seconded that the Agenda for the December 14, 2017 VAID Trustee meeting be approved as amended. Motion Carried.
4. Approval of the minutes of November 26, 2017	Bob	<u>Motion:</u> It was moved and seconded that VAID Trustee meeting minutes of November 26, 2017 be approved as circulated. Motion Carried. Notes from the meeting with Mike Beeney November 27, 2017 were reviewed and discussed. Chlorine pucks and back flushing will be discussed with the RES'EAU team. Action: Lin will ask Madjid if the RES'EAU Living Lab could return to Priest Lake to test the membrane system.

<p>5. Waterworks Report</p>	<p>Ken</p>	<p>Reviewed and discussed.</p> <ul style="list-style-type: none"> • Discussion about <u>chlorination at the Wall St.</u> • The <u>hydrant near the Cragg residence</u> has been repaired. • Ken has ordered 10 <u>meters</u>, which will be installed on Trustees residences. • <u>Arnold property</u> – Ken will measure for a new meter for this location. Discussion about water use at the trailer court, and the habit of leaving taps open to prevent frozen lines to the trailers.
<p>6. Dam Report</p>	<p>Ken</p>	<p>The dam was inspected on November 23, and appears to be functioning normally.</p> <p>The letter from Mike Bristol, Regional Dam Safety Officer was discussed. Mr. Bristol needs to be informed that what he believes to be an intake water valve is actually a capped pipe, that is no longer in use. Action: Lin will contact Atek Hydrographic Surveys in regards to a quote for a reassessment of hazard classification of the Priest Lake dam. Action: Lin will draft a letter to Mike Bristol in regards to the actions the VAID will take to comply with his requirements.</p>
<p>7. Fire Dept Report</p>	<p>Mike</p>	<p>Reviewed and discussed.</p> <ul style="list-style-type: none"> • <u>Electrical/sparking fire</u> (Prospect St). The fire from the transformer burned approximately 1/3 of the power pole. Plans are in place to replace the pole. • There will be an <u>SOG review</u> in January. This will make SOG's relevant to the Van Anda Fire Hall. • The contractor will finish <u>renovations</u> to the hall soon. Lin will leave the upstairs storage room open and move boxes tomorrow. Lin will leave the upstairs storage room open and move boxes on Friday. Mike and Lin will arrange to have the file cabinets removed from the storage room while the contractor completes work in that room. • Mike will postpone ordering the <u>Seacan</u> until the shed is moved, and the Seacan location is ready for installation. • Discussion about <u>term deposit</u> coming due January 29. • The <u>burn exercise</u> Dec 2 was discussed. This was

		<p>a collaboration between VAFD and GBFD. Training was organized and supervised by VAFD Deputy Chief and Captains.</p> <ul style="list-style-type: none"> • <u>Hydrant locations</u> at Boat Yard and Boat Club locations are unknown. • Action: Mike will contact Bill Kristopherson in January regarding <u>earthquake proofing</u> the firehall.
8. Administrators Report	Lin	<ul style="list-style-type: none"> • Trustees are available the first two weeks in February 2018. Action: Lin will arrange a meeting with the RES'EAU team in early February. • Agenda for Strategic Planning Meeting – Standards of Operation will be included in Policies and Procedures.
9. Old Business/Action Plan	Bob	<ul style="list-style-type: none"> • Cleaning - Action: Lin and Mike will meet with Diane to discuss additions to her cleaning duties, and how much time she would need to do that. <p><u>Motion:</u> It was moved and seconded that Diane Coupland be contracted to clean the VAID building at a cost not to exceed \$100/month. Motion carried.</p> <ul style="list-style-type: none"> • Action Plan attached.
10. New Business	Bob	<ul style="list-style-type: none"> • Newsletter – Action: Rodger and Lin will develop a 2018 Newsletter to go out with the Tolls and Taxes invoice. • Insurance – Action: Ken will get business insurance for his vehicle.
11. Meeting Adjourned	Bob	Meeting adjourned to Financial meeting at 8:35 PM.
12. Financial Statements	Bob	<p><u>Motion:</u> It was moved and seconded that \$10,465 from GST Capital Acquisition funds be used to purchase a modified Seacan for the VAFD. Motion carried. Action: Lin will add a note to the financials that the VAID gave these funds to the fire dept.</p> <p>Action: Lin will contact Joshua Craig, our government representative, in regards to what can be included in tax sales and bankruptcy.</p>
13. Adjournment	Bob	The meeting adjourned at 9:30 PM.