



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

## BOARD OF TRUSTEE'S MEETING

<b>Date</b>	<b>February 20, 2018</b>	<b>Time</b>	<b>7:00 PM</b>
<b>Location</b>	<b>Van Anda Improvement District Office</b>		
<b>In Attendance</b>	<b>Trustees:</b> <b>Bob Timms (chair)</b> <b>Mike Craggs</b> <b>Rodger Hort</b> <b>Ron Smith</b> <b>Walter Gussman</b>	<b>Staff:</b> <b>Ken Soles (Water Operator)</b> <b>Mike Craggs (Fire Chief)</b> <b>Lin Johnson (Administrator, Recorder)</b>	

<b>Agenda Item</b>	<b>Lead</b>	<b>Outcome</b>
1. Call to Order	Bob	Bob called the meeting to order at 7:04 pm.
2. Declaration of Conflict of Interest	Bob	There was no conflict of interest declared.
3. Approval of the Agenda of February 20, 1028	Bob	<u>Motion:</u> It was moved and seconded that the Agenda for the February 20, 2018 Trustee meeting be approved as circulated. Motion carried.
4. Approval of the minutes of January 16, 2018	Bob	<u>Motion:</u> It was moved and seconded that the minutes of January 16, 2018 be approved as circulated. Motion carried.
5. Review of the notes from the RES'EAU/VAID meeting of February 8, 2018	Bob	<u>Motion:</u> It was moved and seconded that VAID continue with the RES'EAU Network for 2018, at a cost of \$25,000. Motion carried.  The notes from the February 8, 2018 were reviewed and deemed to be complete and accurate.
6. Financial Report	Bob	The financial report was reviewed. Discussion about quarterly financial meetings. Discussion about inviting our accountant to come to a meeting to review financial statements.  <u>Motion:</u> It was moved and seconded that \$17,000 be transferred from the Tolls & Taxes account to the chequing account. Motion carried.

		<b>Action:</b> Lin will head titles and dates to financial reports.
7. Waterworks Report	Ken	Presented and discussed. Discussion about enclosed space. <b>Action:</b> Ken will purchase a WCB approved respirator and use it when working with chlorine. <b>Action:</b> Ken will install meters on Trustees home by March 31, 2018.
8. Dam Inspection	Ken	Ken attended the dam with Paul Steffans from Atek Engineering. The Ministry of Mines has granted an extension to complete the work outlined in the letter of December 12, 2017 to July 31, 2018. The dam appears to be functional and in working order.
9. Fire Department Report	Mike	Texada Rescue personnel were successful in resuscitating a person using CPR.
10. Administrators Report	Lin	A property sale was discussed. <b>Action:</b> Lin will follow up with a Land Titles search and Walter will speak to the owner of the property.  <u>Davis invoice</u> – <b>Action:</b> Lin will send Mr. Davis an invoice for water tolls at the residential rate, along with a letter advising that once his boat yard is functioning, a meter will be installed, and he will be billed at the metered rate.  <u>CWSA Conference</u> – Lin, Bob and Rodger will attend. <b>Action:</b> Lin will register for the conference.  <u>By-laws</u> – <b>Action:</b> Should be reviewed to see if we are missing any important by-laws.  <u>Court of Revision</u> – Bob, Mike, Ron and Rodger will attend.  <b>Action:</b> Lin will contact the Ministry to ask if a by-election needs to be called if a Trustee resigns prior to the next AGM. Lin will also ask if a letter can be sent to a homeowner advising that their property is going to tax sale prior to the letter being sent from the Ministry.
11. Old Business/Action Items	Bob	<b>Action:</b> Lin will ask RES'EAU if they are able to digitize our maps. <b>Action:</b> Lin will talk to Sandy about the RD and if it is part of their mandate to assist ID's with tasks such as scanning maps.

		<p><b>Action:</b> Lin will send a letter to the Ministry of Highways in regards to grass cutting along roads in April.</p> <p><b>Action:</b> Mike is working on the Seacan purchase.</p> <p>Ken upgraded the insurance on his van.</p>
12. New Business	Bob	<b>Action:</b> Lin will respond to the invitation from GBID.
13. Adjourn to Closed Meeting	Bob	<b>Action:</b> The actions and dates to respond to delinquent ratepayers will be added to the Strategic Planning meeting.
14. Meeting Adjourned	Bob	The meeting adjourned at 10:00 pm