



VAN ANDA IMPROVEMENT DISTRICT

MINUTES OF VAN ANDA IMPROVEMENT DISTRICT TRUSTEES

Date	January 12, 2017	Time	7:00 PM
Location	Van Anda Improvement District Office		
In Attendance	<u>Trustees:</u> Bob Timms, Chair Karen May Mike Craggs Walter Gussman Terry Hollo	<u>Staff:</u> Ken Soles, Water Operator Mike Craggs, Fire Chief Lin Johnson, Administrator	

Action Items:

See attached Action Plan

Agenda Item	Lead	Discussion
1. Approval of the Agenda of January 12, 2017	Bob	Bob Timms called the meeting to order at 6:59 PM. <u>Under New Business add:</u> Risks to Watershed. Motion: It was moved and seconded that the agenda for January 12, 2017 be adopted as amended. Motion carried.
2. Declaration of Conflict of Interest	Bob	There were no conflicts of interest to declare.
3. Approval of Minutes of December 6, 2016	Bob	Motion: It was moved and seconded that the minutes of December 6, 2016 be adopted as circulated. Motion carried.
4. Fire Department Report	Mike	The Fire Department report was reviewed. <ul style="list-style-type: none"> • Mike has purchased 3 sets of bunker gear. • Mike is going to take training to become a first responder medical instructor. This means that all the instruction and testing can be done in house. • The Who's Who App is up and running.

		<ul style="list-style-type: none"> • SOG update 2017 is now being done as part of weekly training. • First responder course will be starting soon. • Mike may attend Effective Fire Service Administration Training being offered in Victoria in April, so long as it does not interfere with the first responder medical training. • Powell River is offering training to Level II (certification to enter burning buildings). If there are spaces, VFD will send 2 people for this training. The community will then have sufficient trained volunteers to enter burning buildings. • Mike is asking the team to take on more responsibility. The current Deputy Chief is Dave Carberry.
5. Waterworks Report	Ken	<p>The waterworks report was presented and reviewed.</p> <ul style="list-style-type: none"> • Ken’s data was presented in a graph form, in addition to his regular report. Action: Lin and Ken will meet to refine the graphs. All measurements will be imperial. • Water has been shut off to the hotel. • Aaron Services is looking at our Lake System in regards to the RES’EAU report. • Earl Street - Clayton property repaired and billed. Hoyt property repaired and billed. Action: Lin will contact Dan Glover re samples/testing.
6. Dam Report	Ken	<p>The Priest Lake dam was inspected. There are no issues to report. Approximately 8” of water flowing over the dam. Ken has cleared the trail in preparation for the site visit.</p>
7. Administrative Report	Lin	<p><u>Priest Lake Site Visit</u> – Action: Walter will pick up guests from the ferry and drive them to the site. If he is unable to do this, he will let Lin know and she will pick them up. Action: Trustees will meet at the office and meet Walter and guests at the Priest Lake culvert at approximately 9:15 am. Action: Lin will be prepared to take notes. Action: Terry and Ken will drive.</p> <p>Key Messages to present to Dept. of Transport and MLA:</p> <ul style="list-style-type: none"> • Road is failing. • The culvert needs to be inspected. • Water is boiling away from the culvert • Water is not level on both sides of the culvert. <p>Action: Bob and Walter will meet to measure the difference in the lake height on either side of the culvert.</p>

		<p>Bob will contact Walter to arrange this. Ken is also available.</p> <p><u>AGM</u> – Karen May will be resigning as Trustee at the AGM. Terry Hollo will be resigning as Trustee at the AGM. Bob Timms is up for re-election at the AGM. Discussion about potential candidates for Trustee. All Trustees will work to recruit Trustees. Action: Lin will prepare an article for the Express Lines and the website.</p> <p><u>Date of AGM:</u> April 11, 7:00 pm. Action: Lin will ensure that the audited financial statements are received by March 14 2017.</p> <p><u>Court of Revision date:</u> March 4, 2017 10:00 – 12:00.</p> <p>Newsletter reviewed and discussed.</p> <p>Message from the President – Bob Water Report – Ken Fire Report – Mike Goodbye Heidi/Hello Lin- Terry Water Workshop – Karen Website - Lin AGM/Trustee Recruitment – Lin 2017 Rates – Lin</p> <p><u>Insurance</u> – The survey was reviewed and approved. SIS access to information was approved and signed.</p> <p><u>ID Association</u> – discussed. Motion: It was moved and seconded that the VAID supports the formation of an ID association. Motion Carried. Action: Lin will forward this information to the Smart Team.</p>
<p>8. Old Business/ Action Plan</p>	<p>Bob</p>	<p><u>Strategic Planning</u> – tabled to after the final RES’EAU Report and the new directors are in place.</p> <p><u>Photos</u> – Lin has been in touch with Lorrie and will arrange to get photos.</p> <p><u>Boat Club water leak</u> has been repaired.</p> <p><u>Chart of Accounts</u> will be modified in January.</p> <p><u>Lin will resend the link</u> to the Coastal Water Suppliers conference.</p> <p><u>Water Workshop</u> – Action: Terry will work with Karen on this. Karen will contact Dave Murphy about obtaining</p>

		barrels. The workshop could be held in the parking lot with information/video presentation upstairs.
9. New Business	Bob	<p>Possible new subdivision discussed. Policy is that water hook up costs are 100 % the responsibility of the developer.</p> <p><u>Easement for the Davis subdivision</u> – Lin will research.</p> <p><u>Potential Risks to Watershed</u> power point presentation discussed. Action: decided to create a link on the website where all reports would be stored.</p>
10. Financial	Lin	<p>Motion: It was moved and seconded that the November 2016 Financial Reports be approved as circulated. Motion carried.</p> <p><u>Cleaning of the VAID building.</u> It was decided that this cost would be split between the VAID and the Fire Dept.</p> <p><u>Payment Policy</u> – Anyone wishing to set up a payment schedule for tolls and taxes must inform the VAID in advance of the payment deadline and a) provide postdated cheques or b) arrange with financial institution for automatic deposit to the VAID account. Payments must be received in full by December 31.</p>
11. Meeting Adjourned		<p>8:35 PM</p> <p>Date of Next Meeting: Thursday, February 16, 2017</p>

X

Bob Timms
Chair