



VAN ANDA IMPROVEMENT DISTRICT
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BOARD OF TRUSTEE'S MEETING

Date	January 16,2018	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)	
	Regrets: Walter Gussman Karen May (Guest)	Guest: Jane Water	

Agenda Item	Lead	Outcome
1. Call to Order	Bob	Bob called the meeting to order at 7:04 pm.
2. Water Workshop Proposal	Jane	<p>Jane Waterman presented the Trustees with a proposal to host a water workshop this year, undertaken by a volunteer committee consisting of Jane Waterman, Karen May, Lin Johnson and Ken Soles.</p> <p>The Committee is asking the ID for funds and support for the workshop. The total budget for the workshop is \$1,000.</p> <p>The workshop outline and agenda is attached.</p> <p>After discussion, it was decided that the VAID supports this workshop, with changes to the agenda to include postponing fire safety presentation to next year, when the water workshop could focus on the Van Anda Fire Department, and with the afternoon being devoted to school children's science projects and next steps for improvements to our water treatment plant</p>

		<p>(this presentation will be finalized after we know the outcome of our grant application). Lafarge will be asked to contribute financially to the cost of the workshop, as well as presenting an outline of what Lafarge is doing to protect Van Anda Watershed.</p> <p><u>Motion</u>: It was moved and seconded that the VAID support a 2018 Water Workshop as amended. Motion Carried.</p>
3. Declaration of Conflict of Interest	Bob	There was no conflict of interest declared.
4. Approval of the Agenda of January 16, 2017	Bob	<p>Under New Business add:</p> <ul style="list-style-type: none"> • Rats • Van Anda Roads <p><u>Motion</u>: It was moved and seconded that the January 16, 2018 agenda be approved as amended. Motion Carried.</p>
5. Approval of the Minutes of December 14, 2017	Bob	<u>Motion</u> : It was moved and seconded that the minutes of December 14, 2017 be approved as circulated. Motion Carried.
6. Water Operators Report	Ken	<p>The Water Operators Report was reviewed and discussed.</p> <ul style="list-style-type: none"> • A leak has been identified near Duker. Parts have been ordered to repair this leak. • Meters have been ordered and received. • A gasket has been replaced on a hydrant near the Cragg residence. • Ken met with a ratepayer in regards to a possible leak on his property. The ratepayer is willing to work with the ID to solve the problem. Discussion. Possible solutions to finding the source of the leak include installing a meter or doing a leak test. Action: Ken will follow up. • Ken met with Kelly’s Radar, who was working on the island. He is in Powell River every 6 weeks, and is able to determine locations of pipes, valves, etc. Discussion about using his services to find water shut off valves. Action: Lin will follow up in regards to cost, services, etc. • The chlorinator appears to be in good working order. • Action: Lin will book a tour of the GBID for the next predicted clear day.
7. Dam Report	Ken	The dam has been checked and appears to be in working order.

		Lin has been in contact with Paul Steffens at Atek Engineering. He is planning a trip to Texada and will contact us for a dam site tour as soon as he has a date.
8. Fire Chief Report	Mike	<p>Mike presented his year end report, which was discussed. The fire hall volunteers are all working toward Level 1 certification, which is expected to be completed this year.</p> <p>Mike is looking at the viability of two other practice burns in Van Anda.</p> <p>The Seacan will not be ordered until the shed has been moved. Mike has decided that he will purchase 2 20' seacans, rather than 1 40 ' Seacan because of our limited space.</p> <p>Criminal record checks and driver abstracts will be completed on all volunteers this year.</p>
9. Administrators Report	Lin	<p>Presented and discussed.</p> <p><u>RES'EAU meeting</u> - Lin has sent an email to Dr. Mohasani in regards to a meeting on February 8. Once Dr. Mohasani has confirmed that meeting, Trustees will work on finalizing the draft agenda.</p> <p><u>Court of Revision Date</u> – February 24, 10 am – 2 pm.</p> <p><u>Strategic Planning Meeting</u> - March 1. Action: Lin and Bob will meet this week to finalize details and agenda for this meeting.</p> <p><u>Annual General Meeting date</u> – Lin will check Letters Patent to find out when this meeting must be held.</p> <p><u>Correspondence</u> – A letter was received from a ratepayer asking that her water tolls be refunded for 2017. She had asked the water operator to turn off her water in November 2016, but he was unable to find the water shut off valve. Discussion.</p> <p><u>Motion:</u> It was moved and seconded that the ratepayer request to refund her water tolls be approved. Motion carried.</p> <p>The ratepayer will be charges a water shut off fee of \$25, but her water tolls for 2017 will be forgiven.</p>
10. Old Business	Bob	Tabled.
11. New Business	Bob	<u>Rats:</u> Rodger Hort asked that the ID take a leadership role in encouraging residents to develop good habits to

		<p>discourage rat populations. Rodger suggested that the ID could include an article in the newsletter, and that they could consider purchasing rat traps for resident's use.</p> <p>Action: After discussion, it was decided that Rodger would contact the appropriate group (TAN, Chamber of Commerce), and the VAID would support that groups efforts to minimize rat populations.</p> <p><u>Centre marking on road</u> – Van Anda roads do not have a centre line, or fog lines, making navigation at night difficult.</p> <p>Action: After discussion, it was decided that Rodger would work on this project, and VAID would support him by writing letters of support to appropriate agencies.</p> <p><u>Insurance</u> – The 2018 insurance quote has been received. Lin and Mike are arranging to meet with the new insurance agent this week to discuss the policy. Action: Once that meeting date is finalized, Lin will send an invitation to Trustees to attend that meeting. The cost of earthquake coverage will be considered.</p>
12. Adjournment	Bob	Meeting adjourned to financial meeting at 8:50 PM
13. Financial Meeting	Bob	<ul style="list-style-type: none"> • Action: Lin will add dates to Excel financial reports. • Action: All owners with overdue 2017 Tolls and Taxes will be issued water cut off notices. • Ratepayer with outstanding taxes of more than 2 years will be advised that the VAID is going to proceed to tax sale. This process will begin in March.
14. Meeting adjourned	Bob	The meeting adjourned at 10.20 pm.