



VAN ANDA IMPROVEMENT DISTRICT
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BOARD OF TRUSTEE'S MEETING

Date	July 18, 2017	Time	7:00 PM
Location	Van Anda Improvement District Office		
In Attendance	Trustees: Bob Timms (chair) Walter Gussman Mike Craggs Rodger Hort Ron Smith	Staff: Ken Soles (Water Operator) Mike Craggs (Fire Chief) Lin Johnson (Administrator, Recorder)	

Agenda Item	Lead	Outcome
• Call to Order	Bob	Bob called the meeting to order at 7:03 PM.
• Declaration of Conflict of Interest	Bob	There was no conflict on interest declared.
• Approval of the Agenda	Bob	Additions to the Agenda: <ul style="list-style-type: none"> • Waterworks report – add accurate distribution map • Fire Report – add identifiable fire risk in Van Anda
• Approval of the minutes of June 20, 2017	Bob	Motion: It was moved and seconded that the minutes of June 20, 2017 be adopted as circulated. Motion Carried.
• Waterworks Report	Ken	Graphs should read the actual month of the data. Action: To the strategic planning meeting agenda, add graphing of data. Weed eating has been done around hydrants. Sample sites were discussed. A Boil Water Advisory was issued from June 17- July 4.

		<p>Action: Lin will contact Linda Greenham to ask about forwarding additional information in regards to our grant. It was suggested that we inform UBCM of the difficulties we have in getting water samples to the lab.</p> <p>A meter has been ordered for the Wall St. pumphouse. Ken is looking for suppliers and cost of electronic meters and electronic meter readers. Cost for the electronic meter readers will be between \$2-3,000.</p> <p>Repairs have been made to the water lines on Main St and Legion Road.</p> <p>Action: Walter will work with Ken to get a load of sand & gravel.</p> <p>Accurate map of the water system is needed, including shut off valves and what they control. Could this be digitized so that this could be put on phones. Action: Lin will find the maps that were created by the summer student, and Ken will review this and present his findings at the next meeting.</p> <p>Discussion about digitizing maps. Action: Bob will research grants to map and digitize the Van Anda water system.</p>
<ul style="list-style-type: none"> • Dam Report 	Ken	<p>There is 2" of water flowing over the dam.</p> <p>Patrick Devereau, Ministry of Highways advised that a diver has entered the Priest Lake culvert, and found it clogged with debris (branches, etc), which have been removed. Patrick asked for and was granted permission to remove the old water line from the culvert. No functionality to the system will be lost by removing the old steel water line.</p>
<ul style="list-style-type: none"> • Fire Dept Report 	Mike	<p>The Fire Chief report was read and discussed. To date, there have been no calls for either equipment or manpower to assist with forest fires outside the region.</p> <p>An action plan for fighting fire at the Boat Club is being developed. Questions will be compiled for VABC. Mike is hopeful that this action plan will be completed by August 31. A fire hydrant for the boat club is feasible.</p> <p>Bob informed the Trustees that the Boat Club executive was very impressed with Mike's presentation in regards to a fire at the boat harbour.</p> <p>Van Anda Fire Department will be hosting a pancake breakfast at the Gillies Bay Community Hall on Sandcastle</p>

		<p>Sunday. The Fire Rescue truck and Fire Truck 601 will be in the parade.</p> <p>Expansion plans for Van Anda First Responders – Mike is waiting for Gillies Bay Fire Department to respond to his proposal for financial support to implement this expanded service.</p> <p>Identifiable fire hazards – Rick Jones is cutting tall grass in Van Anda. The Department of Highways has shut down grass cutting, to avoid a potential fire caused by a spark from equipment. Action: A letter will be drafted to the Ministry of Highways asking that grass cutting along the highway begin earlier in the season.</p> <p>Discussion in regards to home owners with tall grass and other flammable debris on their property. Our by-laws do not allow us to take any action. Action: Mike will draft a letter from the Fire Department to address this issue with the homeowner. Discussion.</p>
<ul style="list-style-type: none"> Administrators Report 	<p>Lin</p>	<p>A letter was received from a ratepayer asking for forgiveness for late payment of water tolls and taxes. <u>Motion:</u> It was moved and seconded that the ratepayer be forgiven late penalty for 2017. Motion carried.</p> <p>An email was received from a ratepayer asking about emergency evacuation from Van Anda. Discussion. Action: Mike will contact the rate payer in regards to the VAID Emergency Response Plan.</p>
<ul style="list-style-type: none"> Old Business/Action Plan 	<p>Bob</p>	<ul style="list-style-type: none"> <u>Strategic Planning Meeting</u> – Bob will research facilitators and report back to the next meeting. Mike needs to be informed of the meeting date by August 15. Ken will contact Newport Electric in regards to working on Texada. <u>Financial Statement meeting</u> – tabled. <u>UBCM grant application</u> – Bob has talked to UBCM, and they advised him that it could take up to a year before they decide which grants will be funded. <u>Expansion</u> – this project will proceed, independent of whether funding is received. <u>Jack Cook Scholarship</u> – Action: Lin will run the ad in the August Express Lines. Action: Continuing to offer the scholarship will be discussed next year. <u>Dam trail</u> – grading the trail to the dam has been tabled.

<ul style="list-style-type: none"> • New Business 	Bob	<p>Action: Lin will forward the letter from BC Timber Sales to Trustees in regards to public review in regards to logging in the Van Anda watershed.</p>
<ul style="list-style-type: none"> • Meeting Adjourned 	Bob	
<ul style="list-style-type: none"> • Financial Statements 	Bob	<p>Discussion in regards to Financial Statements. Action: Lin will arrange for a speaker to attend a meeting to discuss reading financial statements. Action: Lin will send statements and cut off notices to ratepayers with overdue accounts.</p> <p><u>Motion:</u> It was moved and seconded that \$20,000 be moved from the Tolls and Taxes account to the current account. Motion carried. <u>Motion:</u> It was moved and seconded that \$15,000. Be moved from the Powersaver account to a 1-year cashable Term Deposit. Motion carried.</p> <p>Action: Lin will follow up in regards to the transfer of funds from the Fire Dept account to the Truck Loan account.</p>
<ul style="list-style-type: none"> • Adjournment 	Bob	<p>The meeting was adjourned at 9:45 PM.</p>

