



VAN ANDA IMPROVEMENT DISTRICT
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TRUSTEE MEETING

Date	July 24, 2018	Time	3:00 AM
Location	Van Anda Improvement District Office		
In Attendance	Trustees: Bob Timms (chair) Ron Smith Rodger Hort Walter Gussman	Staff: Lin Johnson (Administrator, Recorder) Ken Soles (Water Operator)	Guest: John Colongard
	Regrets: Mike Craggs		

Agenda Item	Lead	Outcome
1. Call to Order	Bob	Bob called the meeting to order at 3:10 PM.
2. Declaration of Conflict of Interest	Bob	There was no conflict of interest declared.
3. Approval of the Agenda	Bob	To New Business add: Linda Roddan, PRRD map and VAID Grant subcommittee. <u>Motion:</u> It was moved and seconded that the Agenda for July 24, 2018 be approved as amended. Motion Carried.
4. Approval of Minutes of: <ul style="list-style-type: none"> • June 28, 2018 • July 19, 2018 • July 3, 2018 	Bob	<u>Motion:</u> It was moved and seconded that the Minutes of June 28, 2018 were accepted as circulated. Motion Carried. <u>Motion:</u> It was moved and seconded that the Minutes of July 19, 2018 were accepted as circulated. Motion Carried. <u>Motion:</u> It was moved and seconded that the Minutes of July 3, 2018 were accepted as circulated. Motion Carried.

<p>4. Financial Report</p>	<p>Lin</p>	<p>Transferring Truck Loan Account to a two-year term deposit. Discussion. Action: Lin will investigate the term rate at RBC. Decision to invest Fire Truck savings in a term deposit was tabled until interest rate at RBC is determined.</p> <p>UBCM Operating Account will be created at RBC. Action: Lin and Bob will arrange a conference call with Robert Brilhante, RBC to determine next steps.</p> <p><u>Motion:</u> It was moved and seconded that \$51,000 be transferred from First CU to RBC to establish a VAID – Grant Operating account. Motion Carried.</p> <p><u>Motion:</u> It was moved and seconded that the First CU Operating account be changed to a Business Classic account. Motion carried.</p>
<p>5. Water Operator Report</p>	<p>Ken</p>	<p>Discussed and reviewed. Wall Street has 23 connections. Water Restriction Level 2 has been posted today. The sign at Spectacle Lake has been installed.</p> <p>Ken is willing to take the training necessary to upgrade his certificate. A second operator will be hired as soon as possible. Ken is flexible in the time/days he works, but he would like to work 4-5 days per week. Action: Lin will pursue having Water Operator Level 1 training offered in Powell River.</p> <p>Discussion about the classification of the system. The DWO will classify the system. Action: VAID needs to ensure that the RFP for the builder of the water treatment system includes water operator training.</p> <p>It was decided to begin searching for a second water operator as soon as possible.</p>
<p>6. Dam Report</p>	<p>Ken</p>	<p>The work at the dam has been arranged. Currently, we are waiting on a permit from Fortis before the work will proceed.</p>
<p>7. Fire Dept Report</p>	<p>Mike</p>	<p>Tabled.</p> <p>Action: Lin will transfer \$17,484. From the Fire Dept operating account to the Truck Loan account. <u>Motion:</u> It was moved and seconded that \$1,500. be transferred from Fire Dept operating account to a Maximizer Saving</p>

		Account entitled Contingency. Motion Carried. Motion: It was moved and seconded that \$5,000. be transferred from Fire Dept operating account to a two-year Term Deposit for Ventilation. Motion Carried.
8. Administrator's Report	Lin	Brew Bay Improvement District – would like to visit VAID to review our policies and procedures, bylaws and tour our water facility. This will be scheduled in September. Grant Sign – tabled to August meeting.
9. Action Items/Old Business	Bob	Reviewed. See Action Plan.
10. New Business	Bob	PRRD map of VAID – it is incorrect. Action: Lin will contact Laura with corrections. Water Tank – discussion. Action: Lin will find tank documentation. UBCM Subcommittee – discussion in regards to forming a subcommittee to work on the grant projects. Motion: It was moved and seconded that a VAID – UBCM Grant Committee composed of VAID Trustees, Ken Soles and John Colongard be formed. Motion Carried. Lin will provide administrative support to that committee. Action: Lin will schedule a meeting of the sub-committee as soon as possible. Agenda items will be to develop a Terms of Reference and to review and complete the RFP. SSP discussion. Action: There will be notification of the AAP on the website, on the Texada Facebook page and posters placed in the community. Action: Lin will phone Joshua at the Ministry of Community and Housing to determine if ratepayers get a single vote, or per property.
Meeting Adjourned	Bob	Meeting adjourned at 4:50 PM.

Approved by:

Bob Timms, Chair