**VAN ANDA IMPROVEMENT DISTRICT**

**2036 Marble Bay Road, Box 115**

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**TRUSTEE MEETING**

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| **Date** | **February 19, 2019** | **Time** | **9:30 AM** |
| **Location** | **Van Anda Improvement District Office** |
| **In Attendance** | **Trustees:**Bob Timms (chair) Ron SmithRodger Hort Mike CraggsWalter Gussman | **Staff:**Lin Johnson (Administrator, Recorder)Ken Soles (Water Operator)Mike Craggs (Fire Chief) |

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| **Agenda Item** | **Lead** | **Outcome** |
| * 1. Call to Order
 | Bob | Bob called the meeting to order at 9:37 am. |
| 2. Declaration of Conflict of Interest | Bob | There was no conflict of interest declared.  |
| 3. Approval of the Agenda | Bob | Motion: It was moved and seconded that the February 19, 2019 agenda be approved as circulated. Motion carried.  |
| 4. Approval of the Minutes of January 15, 2019 | Bob | Motion: It was moved and seconded that the minutes of January 15, 2019 be approved as circulated. Motion carried.  |
| 5. Financial Statements | Bob | **Action:** The fire truck savings account and the fire truck term deposit will be removed from the water account reconciliation and placed below a subtotal in order to identify funds available. **Action:** The truck loan account will be changed to Truck Savings Account. Action: Lin will take the 2018 financials to the accountant by the end of the month.  |
| 6. Water Operator Report | Bob | The water operator report was reviewed and discussed. **Action:** It was suggested that Ron Arnold be invited to a VAID Trustee meeting to discuss water use at the trailer park. Discussion regarding ratepayers running water in the winter to prevent water lines from freezing. This may be a good water workshop discussion. **Action:** Lin will put a blurb in the Texada Express Lines advising ratepayers of the increased use, and to refrain from using running taps and hoses to prevent water lines freezing. The Flexpro is changed every 200 hours. Discussion. **Action:** Ken will get help to fix the roof on the water tank, and will ensure that workers have proper equipment. The Fire hall pays for snow clearing at the fire hall. Discussion about freight. **Action:** Staff will talk to suppliers and ask that orders be shipped complete to reduce shipping costs.  |
| 7. Dam Report | Ken | The dam appears to be functional and in working order.  |
| 8. Fire Chief Report | Mike | In January, there has been 5 first responder calls and 1 fire call. Discussion.A new vehicle stabilization kit has been purchased, and will be added to the Rescue truck once volunteers are trained to use it. Two volunteers completed air brake training. All fire personnel now have air brake training.Discussion regarding providing first responder assist in the snow. **Action:** Bob will talk to the Boat Club regarding keeping the road clear so that the ambulance and rescue can drive to the boat club in case of a Coast Guard call out. **Action:** Mike will talk to the RD regarding keeping the public wharf cleared of snow.  |
| 9. Administrators Report | Lin | **Action:** Lin will work with Rodger to revise the grant spreadsheet. Reza Rezaei, RES’EAU – would like VAID to be involved in a research project he is conducting, and he would like to see our 2019 Water Budge. **Action:** Lin will set up teleconference with trustees and Reza. **Action:** Lin will forward a copy of our 2019 budget to Reza, and ask him for more details about his project.Discussion about surveying – KWL needs our final elevation number by March 15. Discussion. **Action:** Ken will ask Dan to reshoot the elevations with Ron and Walter. **Action:** Walter will talk to Charlie Boulet about taking elevations. **Action:** Lin will talk to Joshua Craig at the about a ratepayer who wants out of the ID before the Court of Revision on Saturday.Lafarge email – Discussion. **Action:** Lin will draft a letter to Tim Knoop and circulate for trustee input. This letter will state that VAID would like to meet as soon as possible to discuss the Lafarge Environmental Report and t the settling pond. Freedom of Information request discussion.  |
| 10. Action Items | Bob | United Church letter regarding sand storage - sent.Longer laster valve – remove. **Action:** Ken will do an inventory of valves and parts.Meters at Arnolds – will be installed after snow leaves the ground.Seacans – waiting for weather to improve to get sites prepped. A timeline for Seacan installation will be developed. **Action**: Mike will talk to Seacan people about delivery. Mike will also confirm that VAID Seacans are on order, and find out if a deposit is required to secure pricing. Meters at trustees homes - in progressWater leaks in Van Anda - tabled to July.Earthquake proofing – Association is able to apply for a grant to earthquake proof the fire hall. Mike is working with Bill Kristofferson on a cost estimate. Discussion. Bylaw review - in progressEconics -tabled until after infrastructure upgrades.**Action:** Lin will research whether water can be turned off if a ratepayer makes a small payment after the cut off notice is received. **Action:** Lin and Ken will set up a work flow process when requests for work are received. A process will also be developed for emergency call out by ratepayers for work on their own property. |
| 11. New Business | Bob | No new business. |
| 12. Meeting adjourned | Bob | Meeting adjourned at 11:50 am.  |