

**WASA LAKE LAND IMPROVEMENT DISTRICT**

**WLLID MEETING MINUTES**

**Date: February 17, 2022**

**Via Zoom**

Recording: Becky Knight, Corporate Officer

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| **Topic** | **Notes** | **Action** |
| **Call to Order** | Nowell called meeting to order at 7:00pm |  |
| **In Attendance** | Trustees: Nowell Berg, Tom Braumandl, Darren Plested, quorum of 3 was met  Guest: Penny Flegel  Absent: Sharon Prinz & Phil Godsave |  |
| **Adoption of Agenda** | Moved that agenda be adopted by Tom  Seconded by Darren  Carried |  |
| **Adoption of Minutes of previous meeting** | Moved to adopt minutes of January 13, 2022 by Darren  Seconded by Tom  Carried |  |
| **Introduction of Late Items** | Lakeshore Restoration Project – Tom (see 4) |  |
| **Business Arising from the minutes and unfinished business;** | | |
| 1. **Trustee Volunteer time** | Oct 28 to Dec 31, 2021 & Jan 1 to today  Nowell 5 hours & 7 hours  Phil 6 hours & 6 hours  Tom 10 hours & 5 hours  Darren 8 hours & 6 hours  Sharon 10 hours & 2 hours |  |
| **2. Taxes** | 1. Taxes - No new payments have been received since last meeting   1. Overdue taxes – Letters will be mailed in March. Reminder in buzz & newsletter went out. 2. Land Titles- There have been no transfers since our last meeting |  |
| **3. Communication** | 1. Buzz – Nowell sent email for March publication.  2. Newsletter – Becky emailed newsletter  3. Website – Conversation about modernizing & simplifying the site to link with water hub link  4. Video – Discussed interest in promo video for WLLID $5,000-6,000 that could also map the foreshore boundary water mark. | Tom to draft something for the April buzz due March 15 & mention foreshore sedge planting process  Darren & Becky to investigate website/software/social media/rebranding options. Nowell with check out GenX for same.  Nowell to investigate what the foreshore water mark measurement is in Wasa as agencies seem to differ in their definition. |
| **4. Water** | 1. Water Hub video and data – Nowell’s effort on Water Hub video were congratulated. Great video & representation.  2. Aerial photo to do the 2nd part of the 5yr comparison. VAST came to Wasa in 2017 and did a drone photo. At that time the plan was to do it again 5 years later (this year) to overlay the two and see the changes. O2 and temperature study this year will require bi-weekly data collection to complete the study we started in 2005.  3. Lakeshore Restoration Project – Tom shared his interest in Sedge planting project. June to pot, summer to grow and plant in Fall. | Nowell to repair water testing equipment.  Darren to see if google or another vendor has imaging data that could serve us.  Tom to contact Living Lakes re: participation and costs involved in joining their programs  Tom will look into “Green Shores” group and report back |
| **6. Corporate Officer Contract** | Becky updated contract according to Local Government Act.  Darren motioned to accept contract as written and posted on Trustees page.  Tom Seconded. Carried  Darren moved to assign Rebecca Knight to both officer positions under the title of Corporate Officer. Tom seconded. | Becky to print and sign with Nowell |
| **7. Kiosk** | Nowell emailed update and photo to board. Next steps are plexi-glass and content. Board had short discussion on vision for kiosk & agreed a separate meeting would be best. | Trustees to share kiosk content ideas over email. |
| **8. Letters Patent Changes** | There have been no responses or comments from the name/mosquito change proposition from the public.  Costs of name change we estimate to be approximately $500 | Becky to find out if we can send info insert with tax notice. |
| **Follow up on action Items** | Phil working on getting answers to the pumping water list of questions & Conflict of Interest Policy still being considered by board, otherwise all action items are complete. |  |
| **Petitions and delegations** | | |
| **Correspondence** | BCLSS email – Clean Drain Dry (CDD) signs. Calvin from Invasive Species Council of BC partnership offered free signs for boat launches, beaches, parks and water access points. WLLID may choose to participate by filling out form & sending back. Complete signage request form with sign version & GPS coordinates. If approved WLLID would be responsible for posts & ensuring location adheres to jurisdiction requirements, installing, completing final signage report & feedback | Tom will order 3 signs. |
| **Financials** | Financial Overview- prepared by Kathy  **1.Account Balances at East Kootenay Community Credit Union**  Operating account: 8,203.07  Capital Works Renewal Reserve: 8,164.53  Contingency Fund: 10,115.53  Equity Shares: 102.00  Cash Holding Account: 0.00  Community Bond 801: 10,337.80 Maturity date 04 April 2022  Community Bond 802:15,000.00 Maturity date 13 Oct 2022  Petty Cash: 36.45  **2.Accounts Receivable (Taxes Owing)**  $3,108.06 (no change from last meeting)  **3.Accounts Payable (New Invoices)**  a. Corporate Officer Jan 2022 payable to Becky Knight 170.00 Ch#345  b. Treasurer/Bkkeeper Jan 2022 payable to Kathy McCauley 95.00 Ch#346  c. Worksafe BC Assessment (based on total amount paid to contractors Becky and Kathy in 2021 X industry rate of 2.12%) 175.80 Ch#347  d. Treasurer/Bkkeeper Feb 2022 payable to Kathy 432.50 Ch#348  2022 Budget - Becky will prepare and present at March meeting  Online banking access – East Kootenay Community Credit Union online access authorization needs to be updated. Kathy McCauley will be removed and Rebecca Knight will be added.  Audit vs Review- Motion to select Toni Lepore to review the 2021 books by Darren. Seconded by Tom. Carried.  Community Bond Maturing on Apr 4, 2022- Currently worth $10,337.80. Will be discussed at next meeting. | Becky to prep budget & 2021 actuals on Trustees page  Becky to change signing authority at bank  Becky will arrange review and put on 2023 agenda to get several quotes for same services. |
| **Reports** |  |  |
| **Bylaws** |  |  |
| **Resolutions** |  |  |
| **New Business** | Project Priorities - Special meeting to discuss vision list and budget allocation | Becky to present budget next meeting. Trustees wanting to pitch a project must have quotes ready.  Nowell to book BCLSS for equipment training session in June. |
| **Question Period** | No comments |  |
| **Adjournment** | Move to adjourn by Tom: 8:31pm | **Date of Next Meeting:** Thursday March 31st @ 7pm |

**Aways**

Phil March 17-28

Darren March 18-28