

**WASA LAKE LAND IMPROVEMENT DISTRICT**

**WLLID MEETING MINUTES**

**Date: January 13, 2022**

**Via Zoom**

Recorder: Becky Knight

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| **Topic** | **Notes** | **Action** |
| **Call to Order** | Sharon called meeting to order at 7:03hrs |  |
| **In Attendance** | Sharon, Tom Phil, Nowell & Penny. Darren joined later. |  |
| **Addition of Late Items** |  |  |
| **Adoption of Agenda** | Move that agenda be adopted by Tom  Seconded by Phil  Carried by all |  |
| **Adoption of Minutes** | Move to adopt minutes of December 2, 2021 by Nowell  Seconded by Phil  Carried by all |  |
| **Correspondence** | Nothing to report. |  |
| **Financial Reports** | **FINANCIAL REPORT as of January 10 2022**  **1.Account Balances at East Kootenay Community Credit Union**  Operating account: 8,222.30  Capital Works Renewal Reserve: 8,164.18  Contingency Fund: 10,115.07  Equity Shares: 102.00  Cash Holding Account: 399.72  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  **3.Accounts Payable (New Invoices)**  a. Life Roots Consulting (Sage consult re year-end) 47.25 Ch#341  b.Corporate Officer Dec 2021 145.00 Payable to Becky Knight Ch#342  c. Kootenay Computer managed services 70.56 Ch#343  d. Treasurer for December 2021 290.00 Payable to Kathy McCauley Ch#344  Reports under Accounts Payable 3(d) was missing amount. Phil made a motion to accept the financials as amended to include the $290 and pay invoices. Tom seconded. Carried. | Kathy will be completing 2021 financials with tentative completion date of February. Once they are complete, Kathy will hand the bookkeeping tasks over to Becky. |
| **Business From Previous Meeting** | | |
| 1. **Land Title Transfers** | 5 title transfers since last meeting  BC Assessment 2022 Completed Roll is now available. This will populate the data for the new tax year invoice statements. |  |
| **2. Taxes** | Overdue tax letters have not been sent. | Kathy & Becky to send out overdue letters in Feb/Mar |
| **3. Communication** | Buzz – Nowell will work on buzz article for February publication.  Newsletter- emailed out with ice on date of December 5, 2021 and same images and messages of Jan Buzz |  |
| **4.New Policies/Bylaws:** | **Taxation Bylaw 2022**  Nowell moved 2022 tax rate be set at $50/parcel, overdue penalty of 10% for unpaid taxes after July 15th, 2022 and the interest rate set by the government after the following March 1st, 2022 is 5.45%.  Becky gave 1st and 2nd readings of the bylaw stipulating rates will remain the same as last year and interest rate set by the province.  Phil seconded.  Carried.  **Conflict of Interest**  Discussion continues. There still seems to be interest to pursue creating a policy. | Becky to send Taxation Bylaw to Province for approval.  Trustee to work towards drafting a policy. |
| **5. Corporate Officer Contract** | Tom noticed there is no real description for the bookkeeping part of the job contained within the contract as written. | Becky & Kathy to meet in February and update the contract to include the bookkeeping description. Becky to post on the trustees page when complete. |
| **6. Kiosk** | The physical structure is still under construction. | Nowell and Tom to start on material for messaging. |
| **7. Long term planning** | Emailed list of ideas was communicated to all and resides on the trustees page.  Darren suggested a robust flood risk study be done.  Sharon asked Phil to look into questions regarding the idea around pumping.  Nowell suggests making the long-term planning items separate meetings onto themselves. | Visioning list added to New Trustees Package page on website.  Sharon suggested all trustees read the Baker Report & Columbia Basin Treaty. Both links Becky to add to New Trustees page on website.  Phil to look into Sharon’s list of questions that she will email out to board. |
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| **New Business** |  |  |
| 1. **Action List** 2. **Public Hearing** 3. **Ministry** 4. **Meetings in person or Zoom** | 1. All items on list were addressed and completed. 2. Sharon reported on the Public hearing approval. 3. Nowell reported on conversation with Ministry and motioned to remove the mosquito reference from the Letters Patent.   Phil seconded it.  Carried.   1. Meetings via zoom work well. Darren offered to personally pay for zoom membership so the board is not limited to 40 minute sessions. | 1.April action item list add log removal & flap gate handle   1. 3. Letters patent update needs RDEK & community approval in order to update. Becky & Kathy to look up cost of changing the name. Nowell to do tri-village buzz article stating the details of change. 2. 4. Darren to work with Becky to set WLLID up with Zoom membership. |
| **Date of Next Meeting:** | **Thursday February 17th 7:00pm MST** |  |
| **Adjournment** | Move to adjourn by Tom at 8:32pm |  |

Aways: Sharon away from January 24th to May 3, 2022