



WASA LAKE LAND IMPROVEMENT DISTRICT

WLLID MEETING MINUTES

Date: October 28, 2021

Recorder: Becky Pearson

| Topic                                 | Notes  | Action   |
|---------------------------------------|--|--|
| <b>Call to Order</b>                  | Sharon called meeting to order at 7:00   |  |
| <b>In Attendance</b>                  | Sharon, Nowell, Phil, Darren (by phone)<br>Guest – Penny Flegel<br>Absent - Tom  |  |
| <b>Addition of Late Items</b>         |  |  |
| <b>Adoption of Agenda</b>             | Move to adopt agenda made by Nowell<br>Seconded by Phil<br>Carried unanimously   |  |
| <b>Adoption of Minutes</b>            | Move to adopt minutes of September 22/21 made by Nowell. Seconded by Phil.<br>Carried unanimously<br>Move to adopt minutes of September 30/21 with amendment made by Nowell<br>Seconded by Phil. Carried unanimously | Update September 30/21 minutes item #5 name from Sharon to Nowell  |
| <b>Correspondence</b>                 | Nothing to report.   |  |
| <b>Financial</b>                      | <b>1.Reports</b> – Sharon read aloud all invoices.<br>Move to accept Financial report and pay bills by Phil. Seconded by Nowell. Carried unanimously.<br><br>Sharon, Nowell & Phil all have bank signing authority.  | <ol style="list-style-type: none"> <li>1. Kathy to add maturity dates to the bonds on the Financial page.</li> <li>2. Kathy to apply for reimbursement of shoreline clean up from Parks.</li> <li>3. Becky to remove Ged from signing authority</li> </ol> |
| <b>Business From Previous Meeting</b> |  |  |
| <b>1. Trustee volunteer time</b>      | 57 hours   |  |
| <b>2. Taxes</b>                       | <ol style="list-style-type: none"> <li>1. Land Title transfers – there have been 3 since August 2021</li> <li>2. Taxes – discussed the process involved in invoicing and collecting annual taxes</li> </ol>          |  |

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| <p><b>3. Water</b></p>   | <p>1. New O2 monitor - Nowell presented the new metre equipment which will help measure the water level in 1M intervals. The unit itself and accessories are stored in a protective carrying case. Nowell suggested WLLID produce an educational video on how we do our water testing.</p> <p>Lazy Lake Stewardship group requested to borrow WLLID's used depth and O2 water quality unit as they are liaising with Living Lakes and are interested in obtaining data. Motion to order and repair the old metre to be used as a back up metre in the future by Phil. Seconded by Nowell. Carried unanimously.</p> | <p>Tentatively schedule all WLLID trustees to be trained by BCLSS in May/June 2022.</p> <p>Phil to contact Norma Williams with Lazy Lake Stewardship to share WLLID's plans to repair the old unit so that it might be available to lend out.</p> <p>Nowell to organize the repair of the old unit. Approximate cost being \$285 + taxes and shipping.</p> |
| <p><b>4. Communication</b></p>   | <p>Buzz – had article on our AGM Newsletter – Nothing this month<br/>Website - Link to water hub page added which shows years of water level data and projections for peak water level. Nowell suggested re-designing the website to be more user friendly and focused on education and communication.</p>   | <p>Becky to draft a buzz article and include an introduction of herself as new Corporate Officer.</p> <p>Kathy to add Darren to Trustees page and add bio.<br/>Darren to forward photo for page.</p> <p>Nowell to contact Ministry (Laura Smith) re: Mosquito control on Letter of Patent.</p>   |
| <p><b>5. New Policies/Bylaws: Bullying &amp; Harrassment, Conflict of Interest</b></p> | <p>Motion to accept the Bullying, Harassment and Discrimination Policy by Nowell. Seconded by Phil. Carried.</p> <p>Conflict of Interest Policy was touched on. More work to do here.</p>  | <p>Becky to add the Bullying, Harassment and Discrimination Policy to the Trustee Orientation package then send new Trustees package to Darren.</p> <p>Phil to send out "Conflict of Interest Policy" to WLLID</p>   |
| <p><b>6. Annual General Meeting</b></p>  | <p>3 Trustees and 4 residents present at the AGM.</p> <p>Motion to donate \$35 to the Arm Chair Travellers for use of the projector at the AGM by Nowell. Seconded by Darren. Carried.</p>   | <p>Phil to email Kathy report from the AGM so it can be added to the AGM minutes</p> <p>Becky to ask Kathy to prepare \$35 cheque.</p>   |
| <p><b>7. Shoreline Cleanup Oct 2</b></p>   | <p>A group that included trustees and community volunteers collected a small amount of waste during shoreline cleanup. Timing might have been a factor as well as</p>  |  |

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|                                  | locals doing their part in keeping the shoreline clean.  |   |
| <b>8. New Corporate Officer</b>  | <p>A few adjustments need to be done to finalize the contract. Becky requested WLLID's support to take Sage 50 level one accounting course \$360+tax.</p> <p>Motion to award the contract of Corporate Officer to Becky Pearson by Nowell. Seconded by Phil. Carried.</p>  | <p>Becky to update contract and send to Trustees for approval.</p> <p>Becky to register for Sage 50 level one accounting course and have it completed by December 31, 2021.</p> |
| <b>9. Trustee Qualifications</b> | Discussion about whether the Ministry has information on who is eligible to run as a trustee.  | Becky to look into this before next election.   |
| <b>10. Kiosk</b>                 | Installation of the kiosk foundation, frame and door will happen before freeze up this year. Throughout the winter we'll come up with educational material to display.   |   |
| <b>New Business</b>              |  |   |
| <b>1. Long Term Planning</b>     | <p>Phil expressed his interest in creating a strategic plan for WLLID with actionable items and timelines. Community involvement and feedback was discussed and using the kiosk as a communication tool.</p> <p>Sharon suggested twinning the education and communication pieces with Living Lakes and BCLSS as they may have expertise that can help guide WLLID.</p> <p>Nowell shared a desire for a new aerial photo, foreshore inventory and aquifer study, bathymetric map update and upgrading the website to better serve the Trustees in document sharing and the community with information and data communication.</p> | Sharon to send out the project list from the last brain storm session.  |
| <b>Date of Next Meeting:</b>     | <b>December 2, 2021 at 7pm</b>   | Sharon, Nowell, Phil, Tom and Becky expected in person and Darren over phone at next meeting.   |
| <b>Adjournment</b>               | Motion to adjourn at 8:31pm by Nowell  |   |