

**Union Bay Improvement District
Regular Board Meeting Minutes
April 21, 2010 7 p.m.
Union Bay Improvement District Office**

Attendants: Alan de Jersey (Chair), Denis Royer, David Godfrey, Cleve Goldswain, Bruce Livesey, Brenda Fisher

Guests: John Edwards, Anne Fischer, Susan Hargreaves, Edda Grant, Del Reynolds, Rick Alcock, Jen White, Ann Alcock, Mary Reynolds, Dave Davidson, May MacKenzie, Gord Hood, Linda Cousins, Dolores Livesey, Carol Molstad, Steph Buijs, Rik Buijs, Joist Buijs, David Molstad, Ester Wheatley, Leo Juffersman

Meeting called to order at 7 p.m.

1. Alan welcomed Bruce and Cleve and thanked them for their commitment of 3 years. Guests were also welcomed.

2. Agenda was amended to add an 'In-camera' under new business

MOTION: 2010-04-01

RMS

To adopt the agenda with the addition of the 'In-Camera' session.

CARRIED

MOTION: 2010-04-02

RMS

To accept the minutes for March 17, 2010 Board Meeting and April 14, 2010 AGM and April 14, 2010 Board Meeting 'In-Camera' minutes as circulated.

CARRIED

3. Business arising from the minutes and unfinished business

- Emergency Response Procedures and Critical Service currently under review.
- Consideration of sale of McLeod property – discussion regarding sale of the property.

MOTION: 2010-04-03

To table the consideration of the McLeod Road property to the next meeting.

CARRIED

- Motion brought forward from 'In-Camera' meeting.

MOTION: 2010-04-04

RMS

To appoint Alan de Jersey as Chair for the Union Bay Improvement District for 2010, commencing April 15, 2010 to the next Annual General Meeting date.

CARRIED

4. Correspondence – Brenda Fisher

- McElhanney Report request – Gerry Sando. Discussion regarding the report.

MOTION: 2010-04-05

RMS

To release McElhanney report for public information and post on the website. A copy will be sent to Mr. Sando.

CARRIED

- Request from CVRD for Activity Room for June 17, 2010 – Regional Growth Strategy – fee to be billed.

5. Reports:

- Fire Committee Report – Denis Royer read the fire committee report.
- Fire Chief's Report – Denis read Fire Chief's report

- Public Works Committee Report – David Godfrey read the Public Works Report. Discussion of watershed work.
- Fire Hall and Fire Truck Committee Report – Denis Royer – meeting to be scheduled
- Administration and Financial Report – Brenda read report.
- Review of financial reports and annual general meeting. Consolidated financial report will be provided for board meetings, detailed reports and point of sale purchases will be referred to committees. Discussion about signing authorities.
- Review and discussion of Annual General Meeting. Survey to gather input regarding the annual general meeting will be prepared for the next billing. Discussion of September Landowner meeting.
- Requests to be sent to local audit firms for a quote on financial statement preparation for 2011.
- Dave Godfrey addressed the remuneration report and pointed out that administration did provide financial information for the committees' consideration.
- VIHA letter to be prepared and submitted to meet deadline.

MOTION: 2010-04-06

RMS

To appoint Alan de Jersey, Brenda Fisher, Cleve Goldswain and David Godfrey as signing authorities for the Union Bay Improvement District financial accounts Numbers 6494, 578724, 36772, and 36764 at the Union Bay Credit Union. Any two signatures required for cheques. Brenda Fisher, Administrator, has internet banking payment access.

CARRIED

MOTION: 2010-04-07

RMS

To accept the operational reports as presented.

CARRIED

MOTION: 2010-04-08

RMS

To move the meeting into an 'In-Camera' session with trustees only to discuss a personnel issue.

CARRIED

Board moved into 'In-camera' at 7:45 p.m. Guests and administrator left the meeting.

Adjournment of 'In-camera' meeting at 8:40 p.m.

Next Meetings

Tuesday, May 4, 2010 6:30 p.m. Fire Committee – UB Fire Hall

Thursday, May 6, 2010 1 p.m. Public Works Committee – UBID Boardroom

Wednesday, May 19, 2010 7 p.m. Regular Board Meeting

Alan de Jersey, Chair

Brenda Fisher, Administrator

Accepted as circulated May 19, 2010