

Union Bay Improvement District  
Regular Board Meeting Minutes  
November 17, 2010  
4:30 p.m.  
Union Bay Improvement District Boardroom

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

Meeting called to order at 4:35 p.m.

1. The agenda was amended with the addition to rescind the motion 2010-08-06 under new business.

MOTION: 2010-11-01

RMS

To adopt the agenda for November 17, 2010 as amended.

CARRIED

2. Delegations and Petitions – none
3. Review Minutes of the Board meeting and the “In-Camera” meeting of October 20, 2010 and notes from November 6, 2010 Interim Landowners’ meeting.

MOTION: 2010-11-02

RMS

To accept the Board meeting minutes of October 20, 2010 as circulated.

CARRIED

MOTION: 2010-11-03

RMS

To accept the “In-Camera” meeting minutes of October 20, 2010 as presented.

CARRIED

Bruce Livesey OPPOSED

MOTION: 2010-11-04

RMS

To accept the notes of the Interim Landowners Meeting of November 6, 2010

Discussion about operational costs; subject referred to Financial & Administration Committee.

CARRIED

4. Business arising from the minutes

Brenda reviewed answers

- Motion: “The head shall be a majority of the Board of Trustees for the purposes of the Freedom of Information and Privacy Protection Act” will be carried forward. Discussion about having an independent person/body being the head of FIPPA. Administrator directed to research contract with outside person(s).
- Emergency Response Procedures and Critical Service – will be postponed until the new Fire Chief assumes his position on November 29, 2010.
- Consideration of sale of McLeod property – tabled until alternate training property is located.

5. Correspondence - none

6. Operational Reports

- Fire Committee Report – Denis Royer read the report.

Motion: 2010-11-05

RSM

To sell 75<sup>th</sup> Anniversary T-Shirts to staff and Fire/Rescue Volunteers for \$10 each.

CARRIED

Administrator to write a letter of appreciation on behalf of the Board to Mr. Ian Ham for his diligent service as interim Fire Chief.

- Fire Chief's Report – Denis read the interim Fire Chief's Report.
- Public Works Committee Report – Dave Godfrey read his report. Dan McGill will conduct an indoctrination tour of the lake and water system on Friday November 19, 2010 at 10 a.m. for Trustees Livesey, Goldswain and de Jersey and the new Fire Chief Mark Jackson.

Contract for the completion of the Nelson Loop Project was discussed. Board requests two tender documents – one for just labour and one with labour and supplies. Administrator to advise engineering consultants.

- Administration and Financial Report – Brenda Fisher read her reports. Assignment of signing authority for Quick Access account.

Motion: 2010-11-06

RSM

To assign Brenda Fisher, Dan McGill, Keith McKay, Mark Jackson, Ian Ham and Mark Veness as signing Officers for the Quick Access Account.

CARRIED

Revision of vacation policy # 08-P0013. Discussion. Referred to Financial & Administration Committee.

Motion: 2010-11-07

RSM

To refer the revision of policy # 08-P0013 to Financial & Administration Committee.

CARRIED

Motion: 2010-11-08

RSM

To accept the Operational Reports as presented.

CARRIED

#### 7. New Business

- Upon referral of review to the Financial & Administration Committee Bruce Livesey withdrew his motion to rescind Motion 2010-08-06.
- Denis Royer declared conflict of interest and removed himself from discussion.
- Refer review of Office hours to Financial & Administration Committee.

#### 8. Question Period

Meeting adjourned at 5:50 p.m.

Next Meetings:

Tuesday, December 7, 2010 Fire Committee Meeting 6:30 p.m. Union Bay Fire Hall

Friday, December 10, 2010 Public Works Meeting 10 a.m. Union Bay ID Boardroom

Friday, December 10, 2010 Finance & Administration Committee 1:30 p.m. Union Bay ID Boardroom

Wednesday, December 15, 2010 Regular Board Meeting 4:30 p.m. Union Bay ID Boardroom

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Alan de Jersey, Chair

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Anne Fischer, Administrative Assistant

Guests: Dave Davidson, John Whitman, Mary Reynolds, David Molstad, Ron & Esther Wheatley, Anne Fischer, Del Reynolds, Linda Cousins, Susan Hargreaves, Noni Godfrey, Gloria Royer.