

Union Bay Improvement District  
Regular Board Meeting Minutes  
October 20, 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 4:31 p.m.

1. Agenda reviewed.

MOTION: 2010-10-01

RMS

To adopt the agenda as circulated.

CARRIED

2. Delegations and Petitions – none

3. Minutes of September 22, 2010 reviewed

MOTION: 2010-10-02

RMS

To accept the minutes of September 22, 2010 as circulated.

CARRIED

4. Business arising from the minutes

- Pictorial display at framers. Bruce Livesey will present at the 75<sup>th</sup> Celebration. Thanks for Darcy Rainey and Mary Reynolds for their contributions.
- Emergency Response Procedures and Critical Service – will be postponed until a replacement Fire Chief has been obtained.
- Consideration of sale of McLeod property – Tabled till alternate training property located.

5. Correspondence

- Ministry of Community and Rural Development – registration of Bylaw #227, 228 and 229 Amending Bylaw
- Email Ministry of Community and Rural Development – filing of Bylaw #225 – First Responder Agreement – no need to register as per Circular NO. 08:24

MOTION: 2010-10-03

RMS

To receive and file the correspondence as reviewed.

CARRIED

6. Operational Reports

- Fire Committee Report – Denis Royer read the report. Fire Prevention Activity. Pancake Breakfast Donations \$451.75; Building Fund Donations \$425.00; and First Responder Donations \$225.00. Denis introduced the motion to appoint Mark Jackson as Fire Chief and Local Assistant to the Fire Commissioner. Bruce Livesey requested clarification on the Fire Chief's contract. Motion to go into 'In-camera' to discuss personnel issue.

MOTION: 2010-10-04

RMS

To appoint Mark Jackson as Fire Chief and Local Assistant to the Fire Commissioner as of November 29, 2010.

CARRIED

OPPOSED BRUCE LIVESEY

MOTION: 2010-10-05  
RMS  
To move to 'in-camera' to discuss personnel issue.

CARRIED

Moved into In-Camera at 4:35 p.m.

MOTION: 2010-10-06  
RMS  
To return to the regular board meeting.

CARRIED

Returned to Regular Board Meeting at 4:57 p.m.

Vote called on appointment motion #2010-10-04

- Fire Chief's Report – Denis Royer read the report.
- Public Works Committee Report – Dave Godfrey read report. Dave Godfrey brought forward the Bulk Water Permit Procedure for adoption. Discussion on changes to the policy. Brenda will follow-up on Island Timberland concern.

MOTION: 2010-10-07  
RMS

To adopt the Bulk Water Permit Procedure as revised at the August 14, 2010 planning session.

CARRIED

- Administration Report – Brenda Fisher read the report. The amount in the Waterworks Capital Development is \$129,435.15; Waterworks Renewal and Replacement \$102,465.83; Fire Department Renewal and Replacement \$99,547.66. Cash on Hand \$329.35; General Operational \$245,009.26; Waterworks Contingency \$40,000.00, Accounts Receivable \$16,863.22. Bruce Livesey discussed principle payments shown the budget.

MOTION: 2010-10-08  
RMS

To accept the 2010 Financial Statements as of September 30, 2010 as circulated.

CARRIED

OPPOSED Bruce Livesey

- Discussion on Freedom of Information and Privacy Protection Act appointment – Bruce brought forward discussion on the appointment of the head for the purposes of the FIPPA. Motion will be tabled until further review is completed.

MOTION:  
RMS

The head shall be a majority of the Board of Trustees for the purposes of the Freedom of Information and Privacy Protection Act.

MOTION: 2010-10-09  
RMS

To accept the operational reports as presented.

CARRIED

#### 7. New Business

- Alan de Jersey reviewed the hiring process for the fire chief and thanked the board for their time and commitment and a good selection was made.
- Bruce Livesey introduced a motion to close nomination for trustees two weeks prior to election. Discussion occurred.

MOTION: 2010-10-10

RMS

To close the date for the nominations for trustees 14 days prior to the Annual General Meeting.

DEFEATED

8. Question Period

- Clarification requested on loan interest for 2009 per landowner.
- Further discussion on changes to nomination procedures.

Regular meeting be adjourned. Motion to move into 'in-camera' to discuss outstanding personnel issues and legal matters.

MOTION: 2010-10-11

RMS

To move into 'in-camera' to discuss personnel and legal matters.

CARRIED

Meeting adjourned at 5:25 p.m.

Next Meetings:

November 2, 2010 Fire Committee Meeting 6:30 p.m. Union Bay Fire Hall

November 4, 2010 Public Works Meeting 10 a.m. Union Bay ID Boardroom

November 6, 2010 Landowners Meeting 2 p.m. Union Bay ID Activity Room

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

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Alan de Jersey, Chair

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Brenda Fisher, Administrator

Business arising from the minutes of October 20, 2010

Information for next board meeting

- *Clarification of information at the meeting regarding the principle payments – A \$15,000 bulk payment took place in February (part of the \$75,000 pay down) that is why the principle payment is larger than projected on the 2009 Financial Statement. Weekly payments will also increase the amount of principle paid in 2010. There is a slight shifting between interest and principle budget lines in the change from monthly to weekly payment that results in less interest being paid during the length of the mortgage.*

Question Period

- *Clarification requested on loan interest for 2009 per landowner. Interest paid for 2009 was \$26,100. This represents \$.0001/thousand of your rural property taxes. Expenses related to fire are based on property assessment. The total fire protection and street lighting budget represents .0013% of most rural property taxes. The assessed tax base for Union Bay Improvement District for 2010 is \$316,906,977.*