

Landowners Update - September, 2011

From the Chair – Carol Molstad



Each time the members on a team change a period of adjustment follows and the UBID Board team has had its share of changes and transitions. In the 4 months since the AGM our team has had four changes, and we have one more change to adjust to after the by-election. These changes also affect the staff as we get used to working with each other. The community's continued patience is appreciated.

The main issues that the Board has focused on over the summer have been:

- Financial status of UBID
- Recruiting a new administrator
- Legal issues and complaints being dealt with by other government bodies
- Getting the Standing Committees of the Board up and running.

It's been a busy time.

New Administrator Joins UBID



The Board is very pleased to announce that it has hired a new Administrator who started work on August 15th. Ruth Sauder brings a comprehensive array of education, skills and experience to her new role. She has a legal background and has reached level 3 of the CGA accounting program. Ruth's solid financial background includes preparation of financial records to the audit stage, a signatory and manager of trust funds, manager of fund and business accounts. Over the last 12 years the three organizations that she has managed provided a more complex array of services and programs than UBID. Please join us in welcoming her to UBID and Union Bay.

Ruth is working four days per week at an annual salary of \$54,000, and with the benefits offered to those employees who work more than 60% time. She can be contacted at the UBID office at 250-335-2511 or by email at: ruth.admin@union-bay.ca .

The UBID office continues to be open to the public on Monday, Tuesday and Friday from 9-12 and 1-4. The extra day that Ruth is working will be flexible to accommodate meetings and to allow her quiet time to do detailed or reflective work.

By-Election

**Landowners are invited to attend a Special General Meeting
on Wednesday, October 19th
in the Union Bay Community Hall
Voter Registration starts at 5:00 pm, Meeting starts at 6:00 PM**

The purpose of the meeting is to elect a trustee to complete the remaining six months of Alan deJersey's former position. Mr. deJersey resigned in July 2011.

A G E N D A

- Voter registration will take place from 5:00 to 6:00 PM and eligible voters will be given a ballot.
- The meeting starts at 6 PM, no further ballots will be issued after 6 PM.
- The Elections Officer will manage the election process and provide instructions regarding voting.
- After the results are announced the meeting will end.
- There will be a brief intermission then the regular monthly board meeting will begin.

Persons interested in being a trustee must meet all of the following requirements:

- a Canadian citizen,
- eighteen (18) years or older,
- a registered owner of land on title in the Union Bay Improvement district, or designated representative.
- a resident of the Province of BC for the previous six months, and
- entitled to be registered as a voter under the Elections Act.

Interested individuals are encouraged to contact the UBID office at 250-335-2511 for more information. Nominations are requested by October 7th to allow time for printed ballots. Nominations will be accepted from the floor. Nominees will be given two minutes to address the landowners prior to voting.

Individuals eligible to vote must meet all of the same requirements as persons who wish to run for office.

Please plan to attend. Bring identification.

If you are not sure that you are on the voters list from the April AGM, please call the office.

Fire Bans in Effect

Fire bans continue to be in effect .The ban prohibits burning any material, piled or unplied that is smaller than 2 meters high and 3 meters wide, including burning barrels and prohibits burning stubble or grass over an area of less than 2000 square meters. Campfires under a half-meter high by a half meter wide, and cooking stoves that use gas, propane or briquettes are allowed. For fires larger than 2 meters high and 3 meters wide or fire fires larger than 2000 square meters a fire permit is required. For complete information go to: www.bcwildfire.ca or call UB Fire Hall at 250-335- 2345.

Legal Issues



The Board continues to address legal issues and we are able to report the following:

Through the insurance company's lawyer we have negotiated a resolution to the small claims case with Doug Bams. This issue was about a disagreement over capital expenditure charges (CEC). UBID has agreed to provide the water line and meter up to the property line and Mr. Bams has paid the water connection fee. As the CEC was in dispute and our legal counsel advised that UBID had a degree of responsibility, UBID has foregone the CEC in this matter. This dispute had been ongoing for over a year.

As previously reported the Board made the decision to discontinue funding the litigation against Mary Reynolds and to no longer pay the costs of the plaintiffs. However, we continue to address issues arising out of this action. The Board is currently dealing with the carefully worded resolution from Feb 28th. It contains a clause that states UBID will continue to fund the 8 plaintiffs for their action through to a successful conclusion. This has implications for UBID retrieving the remaining retainer from Ganipathi and Company and for future costs that the plaintiffs may incur. At this point the Board is considering its options.

Financial Picture



The Board reviewed the Auditor's Management Report for the 2010 audit. It included a large number of adjusting entries and issues including:

- numerous accounting errors,
- a need to reconstruct the reserve and capital fund accounts, and
- a variety of inadequate internal controls.

The Auditor charged UBID an additional \$4,300 to reconstruct accounts. Despite the Auditor agreeing to reduce the fee by \$4000, the audit cost UBID \$21,000. Although the previous Board had increased the budget because of new rules that made the audit more costly than previous years, the final bill for 2010 is \$5,000 over budget. The Board accepted the recommendations of the Auditor and directed the administration to take corrective action.

Once all of the adjustments from 2010 were made, the Board was able to see how much money is in our renewal and replacement and capital accounts. The balance in these fund accounts as of July 31/11 are as follows.

- Public Works Capital Fund \$ 81,307
- Public Works Renewal and Replacement Fund \$ 112,470
- Fire Department Renewal and Replacement Fund \$ 71,156
- The Board is concerned about the ability to add to capital reserves this year.

On the operations side:

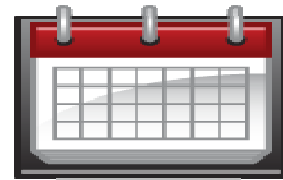
- Audit and Legal Fees of \$150,114 continue to be of concern.
- The Public Works and Fire departments have identified cost saving measures.

Bits 'n Pieces

- ☺ The Board of Trustees has waived its honoraria for the remainder of this year in support of cost saving measures.
- ☺ The By-Laws, Policies and Procedures Standing Committee of the Board has appointed Jack Stevens, John Whitman and June Haner as its community representatives. Welcome on board!
- ☺ The Board is working with Brian McMahon and the CVRD to address issues in order to move the water agreement forward. The UBID-KIP Water Agreement is in place. The CVRD is required by the MDA to endorse the agreement and that is expected to happen shortly. Once the CVRD has signed off on the agreement the UBID is required to have its own engineers sign off on the water treatment plant plans.
- ☺ Commencing with the December water bills, a 10% late fee will be charged to all overdue water toll accounts. This charge will help to offset the costs UBID incurs in managing overdue accounts.
- ☺ Fire Prevention Week is Oct. 9-15th. The Fire/Rescue Dept. is putting on a pancake breakfast on Saturday, Oct. 15th, 8:00-11:00 AM at the Fire Hall. Everyone is welcome!
- ☺ UBID will be working with the CVRD to look for funding to do a final water study of Langley Lake as recommended in a number of engineering reports (CH2MHill, Stantec and Summit). This study does not impact upon the current UBID-KIP water agreement or the planned first phase of KIP development. It will give the Board information regarding the quantity and quality of water in the lake for future phases.

UBID Meetings

UBID Board meetings are open to the public. They are held the third Wednesday of each month at **7 PM**.



Question of the Month



Q. Why is there water overflowing the McKay reservoir?

A. The McKay cistern is overflowing because the altitude control valve is not sensitive to the small amount of pressure exerted from the tank water level (engineered at the wrong elevation). The check valve is letting water pass through the outlet pipe. The overflow also helps in maintaining chlorine residuals and will be reduced when the isolation valve is fixed upstream of the manhole. A quote for the work has been submitted.