

Union Bay Improvement District
Regular Board Meeting
September 22, 2010
4:30 p.m.
Union Bay Improvement District

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

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

1. Review of Agenda

MOTION: 2010-09-01

RMS

To accept the agenda as circulated.

CARRIED

2. Request about late items - Additional agenda items suggested by Bruce Livesey under new business – Question period and Information for the landowners' meeting for November 6, 2010.

MOTION: 2010-09-02

RMS

To rescind motion 2010-09-01.

CARRIED

MOTION: 2010-09-03

To adopt the agenda as amended with the addition of Question Period and Information for landowners' meeting November 6, 2010.

3. Review of minutes of August 18, 2010.

MOTION: 2010-09-04

RMS

To accept the minutes of August 18, 2010 as circulated.

CARRIED

4. Business arising from the minutes:

- There were 12 applications received for the fire chief's position. Shortlist to five applicants, interviews will take place September 29, 30 and October 3. Meeting at 4:30 p.m. on September 29 to discuss interview process.
- Cleve reported on the progress on the pictorial display for the 75th Anniversary.
- 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

- Emergency and Health Services Commission – First Responder Agreement – Bylaw #225
- Edda Grant, UBRA – donation of \$500 to Fire Department toward First Responder Bag and equipment.
- Ministry of Community and Rural Development – advise of interest rate – 5.75% to be charged effective September 1, 2010
- Ministry of Community and Rural Development – request for 2011 Fire Protection and/or Street Lighting Operating Tax Advance required by October 29, 2010 – Bylaw #229
- Royal Canadian Legion – 2010 Poppy Campaign – Wreath laying.

MOTION: 2010-09-05

RMS

To purchase three wreaths – 1 wreath to be laid by Fire Rescue Service in Cumberland, 1 wreath to be laid by Fire Rescue Service in Union Bay and 1 wreath to be laid by UBID trustee.

CARRIED

- UBCM Group Benefits Plan Renewal – advise of rates effective October 2, 2010 – discussion of lower rate for 2011.
- Ministry of Community and Rural Development – registration of Bylaw #226, Water Use and Distribution Regulation Bylaw.
- Brent Johnson, CGA Ltd. – letter of agreement and confirmation of audit for 2010.
- VIHA issued revised Operating Permit which including operating conditions that includes the installation of water treatment by 2015.

MOTION: 2010-09-06

To accept and file the correspondence as presented.

CARRIED

6. Operational Reports

- Fire Rescue Service Committee report – Denis read the report and brought forward the bylaws for board consideration.

MOTION: 2010-09-07

RMS

Introduction and given first reading of First Responder Agreement (Consent and Indemnity) Bylaw #225.

CARRIED

MOTION: 2010-09-08

RMS

Reconsidered and finally passed the First Responder Agreement (Consent and Indemnity) Bylaw #225.

CARRIED

MOTION: 2010-09-09

RMS

Introduction and give the first reading of Fire Protection and Street Lighting 2011, Bylaw #229.

CARRIED

MOTION: 2010-09-10

RMS

Reconsidered and finally pass the Fire Protection and Street Lighting 2011, Bylaw #229.

CARRIED

- Fire Chief's Report – Denis Royer read the report. Discussion of appreciation for the Fire Chief. Plaque to be purchased and awarded at the 75th Anniversary. Brenda will arrange purchase. Bruce Livesey will speak at the 75th Anniversary on behalf of the Fire Rescue Committee.
- Public Works Committee Report – Dave Godfrey reviewed the report and highlighted the suggested capital project for 2011 was the completion of the Nelson Loop upgrade. McElhanney letter detailed costs related to the preparation of the project. Discussion of replacing altitude valve. Review of reduced water use and impact on budget. Tour of system will be set for a Friday when Dan is back to work.

MOTION: 2010-09-11

RMS

To authorize McElhanney to proceed with the design phase, tendering process and construction phase to complete the Nelson Loop water system upgrade. Estimated cost \$8,600. Estimated costs for the upgrade are \$100,000.

Carried

- Administration Report – Brenda read the report. Financial Information for 2011 – Public Works Budget 64% spent, Fire Rescue 57% spent, Waterworks Capital Reserve \$129,435.15, Waterworks Renewal and Replacement Reserve \$102,465.83; Fire Rescue Renewal and Replacement Reserve \$99,547.66, Total unrestricted funds \$290,259.28, Accounts Receivable \$31,032.44 (Figures as of September 1, 2010). Review of CAVI (Convening for Action for Vancouver Island) workshop regarding price setting for conservation. Planning meeting date and preparation for November 6 meeting scheduled for October 20, 2010 after the regular board meeting. Discussion of accounts receivable balance. Bylaw #228 brought forward for consideration. Discussion on application of penalties and late payments. Discussion of rationale supporting the bylaw.

MOTION: 2010-09-12

RMS

To accept the financial report as of September 1, 2010 as circulated.

CARRIED

MOTION: 2010-09-13

RMS

Introduction and give first reading of Bylaw #228, Taxation Bylaw 2011.

CARRIED

MOTION: 2010-09-14

RMS

Reconsideration and finally pass Bylaw #228, Taxation Bylaw 2011.

CARRIED

MOTION: 2010-09-15

RMS

To accept the operational reports as presented.

CARRIED

7. New Business

- Discussion regarding one-half hour question period at the end of the board meeting prior to adjournment. Questions would be limited to one question per land owner addressed to the chair. Questions would only pertain to questions about the board meeting and would be time period would be limited to one-half hour.

MOTION: 2010-09-16

RMS

To allow a one-half hour question period at the end of the board meeting prior to adjournment for questions pertaining to the board meeting. Questions would be limited to one question per land owner addressed to the chair. Questions would only pertain to questions about the board meeting. Answers could be supplied in the next landowners' update. This would be initiated at the next board meeting (October).

CARRIED

- Discussion of format for landowner meeting for November 6, 2010. Questions to be submitted by October 15, 2010. This meeting will represent a half-year report for the landowners and will be an opportunity to present the proposed budget for 2011. Questions may be taken from the floor and answers may be supplied at a later date. Decision on location yet to be determined.

Next meetings:

- Fire Rescue Committee, October 5, 2010 6:30 p.m., Union Bay Fire Hall
- Public Works Committee, October 7, 2010 10 a.m., UBID Boardroom
- Regular Board Meeting, October 20, 2010 4:30 p.m., UBID Boardroom, planning meeting to follow.

Meeting adjourned at 6:48 p.m.

Alan de Jersey, Chair

Brenda Fisher, Administrator