

**Union Bay Improvement District
Regular Board Meeting Agenda
February 17, 2010 7 p.m.
Union Bay Improvement District Office**

Attendants: David McDowell (Chair), Denis Royer, David Godfrey, Alan de Jersey, Doug Geidt, Brenda Fisher

Guests: Ian Whitehead, McElhanney Consultants
Cleave Goldswain, Sandra Carruthers, Linda Cousins, Bruce Livesey, John Edwards, Susan Hargreaves and Edda Grant.

Meeting called to order at 7:05 p.m.

1. Introduction of late items and adoption of the agenda

MOTION: 2010-02-01

RMS

To adopt the agenda as presented.

CARRIED

2. Petitions and delegations

- Bathymetric Survey Review – McElhanney – Ian Whitehead reviewed the bathymetric survey. Additional calculations to completed the survey should be complete by the end of February, 2010.

3. Review minutes of January 20, 2010 Board Meeting and January 20, 2010 'In-Camera' minutes.

MOTION: 2010-02-02

RMS

To accept the minutes of the 'In-Camera' January 20, 2010 and the Regular Board Meeting January 20, 2010 as circulated.

CARRIED

4. Business arising from the minutes and unfinished business:

- Emergency Response Procedures and Critical Service currently under review.
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5. Correspondence – Brenda Fisher

- Grant – email regarding grants – received and filed
- OIPC compliant F09-40715 to be sent to portfolio officer – received and filed
- Release from Freedom of Information request – Bullock Baur – received and filed
- Western Economic Diversification Canada – No grant awarded – received and filed
- MacDonald – change date of AGM - received and filed
- Comox Valley Water Supply Service – Strategic Planning Session – Brenda will attend session and has responded accordingly.
- Landowner item – response letter sent regarding payment
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6. Reports:

- Fire Committee Report – Denis Royer reviewed the report and discussed the replacement of SCBA's and leasing options. Item to be returned to the committee to compile more detailed information. Incentive package for the fire rescue personnel to be reviewed by the trustees for comment. Comments should be submitted to the fire committee for further consideration. The 2010 Fire Rescue Budget was reviewed by the committee and the committee recommends adoption for presentation at the AGM. The 75th celebration planning

was discussed and a request for an operating budget be allowed (\$5,000).
These monies would be returned to the operations budget following the event.

MOTION: 2010-02-03

RMS

To authorize a temporary operational budget of \$5,000 for the 2010 celebration of 75 years of service for the fire department.

CARRIED

MOTION: 2010-02-04

RMS

To accept the Fire Committee Report as presented.

CARRIED

- Fire Chief's Report - attached
- Public Works Committee Report – David Godfrey reviewed the report outlining the lake and water conditions as well as the work being conducted. The 2010 Public Works Budget was reviewed by the committee and recommended for adoption for presentation at the AGM.

MOTION: 2010-02-05

RMS

To accept the Public Works Report as presented.

CARRIED

- Fire Hall and Fire Truck Committee Report – no report
- Administration Report – Brenda Fisher reviewed the report. Financial statements are being prepared, no further information regarding Kensington from Regional District or Kensington. Discussed AGM preparation and presentation of budget. No changes in nomination process. Nominations may be taken from the floor. Consideration of changing process may occur at the discretion of the trustees for the future. Administrator will receive nomination applications. Dave Davidson will be asked to be the returning officer for the election. He will ensure that candidates meet the qualifications and that the ballots are gathered and counted. He will then report the results to the landowners at the meeting.

MOTION: 2010-02-06

RMS

To adopt the 2010 Budget as reviewed and trustees recommended for presentation at the Annual General Meeting, April 14, 2010.

CARRIED

MOTION: 2010-02-07

RMS

To accept the Administrator's Report as presented.

CARRIED

7. New Business – no new business

Next Board Meeting March 17, 2010
Meeting adjourned at 8:30 p.m.

David McDowell, Chair

Brenda Fisher, Administrator