

MAYNE ISLAND IMPROVEMENT DISTRICT  
AMENDED MINUTES – BOARD MEETING – SEPTEMBER 17<sup>th</sup> 2009

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The September meeting of the Mayne Island Improvement District was held at the Mayne Island Fire Hall, on Thursday, September 17<sup>th</sup> 2009 commencing at 19:00. Jim Marlon-Lambert chaired the meeting.

**Present:** Jim Marlon-Lambert, Aaron Somerville; Peter Waddell;  
Steve deRousie, Deputy Fire Chief;  
Dr. Cilla Brooke, MIHCA;  
Moir McCulloch: Administrator.  
Renate Morell: Recording Secretary.

**Regrets:** Paddy Lambert; Gary Rowe; Fire Chief Jeff Francis;

**Guest:** David Maude, Property Owner

**1) ADOPTION OF AGENDA:**

**MOTION:** “Moved by Peter Waddell and seconded by Aaron Somerville that the agenda be adopted”. Carried.

**2) APPROVAL OF MINUTES FOR PREVIOUS BOARD MEETING OF AUGUST 20<sup>th</sup> 2009:**

**MOTION:** “Moved by Peter Waddell and seconded by Aaron Somerville that the minutes of the Board Meeting of August 20<sup>th</sup> 2009 be approved as written”. Carried.

**3) APPROVAL OF MINUTES FOR PREVIOUS BOARD MEETING (In-camera) OF AUGUST 20<sup>th</sup> 2009:**

**MOTION:** “Moved by Aaron Somerville and seconded by Peter Waddell that the minutes of the Board Meeting (In-camera) of August 20<sup>th</sup> 2009 be approved as written”. Carried.

**4) APPROVAL OF MINUTES FOR SPECIAL BOARD MEETING (2010 Budget) OF AUGUST 27<sup>th</sup> 2009:**

**MOTION:** “Moved by Aaron Somerville and seconded by Peter Waddell that the minutes of the Special Board Meeting (2010 Budget) of August 27<sup>th</sup> 2009 be approved as written”. Carried.

**5) APPROVAL OF MINUTES FOR SPECIAL BOARD MEETING OF SEPTEMBER 4<sup>th</sup> 2009 – to be approved at October 15<sup>th</sup> 2009 meeting**

**6) BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:**

- a) **Equipment Restriction Bylaw** – tabled
- b) **Strategic Planning** – ongoing.
- c) **Mayne Island Health Centre Management:**

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i) **Billing** – Levies outstanding: 2007 \$1,414; 2008 \$4,293; 2009 \$13,505 – total of \$19,211 - which represents money required to proceed with the planned improvements of the Health Centre. Administrator is presently reissuing invoices with the 5% interest plus back interest applied. Administrator to verify posted government interest rates. Dr. Brooke noted that the need to upgrade the Health Centre be mentioned in the letter to delinquent property owners.

**ACTION:** *Administrator to verify posted government interest rates*

ii) **Registration of Liens to Delinquent Taxpayers** – Administrator to research a sample of 3 legal firms in Sidney to deal with aspects of this issue.

**ACTION:** *Administrator to research 3 legal firms*

ii) **Renovation and Grant Application:** Aaron Somerville reported that all federal and provincial grants have been halted.

iii) **Health Centre Water** – lab results 000. Water consumption doubled in July. Water to be monitored weekly during July – August 2010. If consumption rises again, locking mechanism/s to be attached to outside taps.

iv) **Health Centre Security** - ongoing

v) **MIHCA Liaison:** hand sanitizer units have been installed; Lobby to be painted in the fall. Wellness Fair scheduled for September 19<sup>th</sup> 2009 at the Mayne Island Community Centre; lecture series to start October 3<sup>rd</sup> 2009 at 14:30 at the Ag Hall; Flu Shots scheduled for November 6<sup>th</sup> & December 9<sup>th</sup> 2009 for people over 65 years of age.

**d) MIID Land:**

i) **Heliport** – Lines will be repainted

ii) **Landscaping** – ongoing

e) **Emergency Generator** – annual service scheduled for week of September 14<sup>th</sup> 2009.

f) **New Emergency Services Complex** – Referendum has been cancelled. Chair met with David Maude, Chair of MIRRA. Discussion regarding the RBC letter of April 7<sup>th</sup> 2009 ensued. Letter sent to WorkSafe BC requesting inspection, which will be done when Fire Chief Jeff Francis returns to Mayne. MIID expect some improvements may require immediate implementation, and electrical and ventilation engineering reports may have to be commissioned. The Board foresees three possible referenda:

- Funds for improvements ordered by WorkSafe BC;
- Detail Design funds;
- Construction funds.

Fire Chief to obtain quotes for trailers and apparatus covers for interim housing/shelters for immediate use as well as during construction.

**ACTION:** *Fire Chief to obtain quotes for interim housing/shelter and apparatus covers*

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- g) **Wildfire Protection Plan** – ongoing.
- h) **Fire Department History** – ongoing. Aaron is collecting photos.
- i) **Letter to Ministry of Community Development re Taxation** – tabled.
- j) **Review of Health Centre Manager** – Dr. Brooke to be included in review process. Hope to complete review by end October 2009.

**ACTION: Chair, Dr. Brooke and Administrator to review HC Operations Manager**

- k) **Referendum** - cancelled
- l) **Release of RBC Letter of April 7<sup>th</sup> to MIRRA (David Maude)** – see 6f)

**7) CORRESPONDENCE:**

- a) Disclosure of personal information
- b) Work Place Safety authored by Fire Chief and Administrator
- c) Letters from residents requesting salary information
- d) Letter from Pamela Stanton thanking MIID
- e) Letter to Mary Cooper re cancellation of referendum
- f) MIID letter to property owners re cancellation of referendum
- g) Letter to RBC dated September 15<sup>th</sup>, 2009

**8) ADMINISTRATOR’S REPORT** - Administrator reported that the archival filing has been completed.

**MOTION: “Moved by Aaron Somerville and seconded by Peter Waddell that in view of the enhanced archival review and that MIID received value for money, the additional cost of \$697.50 be authorized”.** Carried.

MIID auditors McLean, Lizotte, Wheadon and Company will be conducting an interim audit October 7<sup>th</sup> and 8<sup>th</sup>.

Administrator to draft letter to RBC regarding communication protocols – Administrator to be focal point of any and all communications, irrespective of initial source of contact.

**ACTION: Administrator to draft letter to RBC.**

**ACTION: Administrator to provide Dr. Brooke with a copy of the new Health Centre insurance policy.**

**MOTION: “Moved by Peter Waddell and seconded by Aaron Somerville that the Administrator’s Report be accepted as presented”.** Carried

**9) FIRE CHIEF’S REPORT:** See Fire Chief’s report attached.

**MOTION: “Moved by Aaron Somerville and seconded by Peter Waddell that the Fire Chief’s report be accepted as presented.”** Carried

**10) NEW BUSINESS:**

- a) **David Maude, Chair of Mayne Island Residents and Ratepayers Association – Municipal Incorporation:** David Maude said he was not representing MIRRA but was there in his capacity as a land owner and resident of Mayne Island. David Maude presented his perspective of Mayne Island becoming a municipality. He referenced the “A Guide to Municipal Incorporation” published by the Ministry of Community, Aboriginal and Women’s Services (September 2003) that had been distributed to the Board. Discussion regarding various communities who became incorporated took place. Jim Marlon-Lambert expressed concern about the future of the Heliport & Health Centre under an incorporation scenario. Jim Marlon-Lambert suggested that the board would support, in principle, the survey as outlined in the guide, but would need formal consent from the full board. David Maude confirmed that he would be the primary contact in the survey initiative. The matter to be discussed further at the October 15<sup>th</sup> 2009 Board Meeting.
- b) **First Responder Agreement (Consent) & (Consent and Indemnity) –** the Board recommended to select the First Responder Agreement (Consent and Indemnity) contract.

**MOTION: “Moved by Peter Waddell and seconded by Aaron Somerville that the First Responder Agreement (Consent and Indemnity) contract, dated July 28<sup>th</sup>, 2009 be selected”. Carried.**

b) **Workplace Safety Issues** – to be reviewed at October 15<sup>th</sup> 2009 Board Meeting with input from WorkSafe BC Inspection Report.

**11) ADJOURNMENT:** Meeting adjourned at 22:45

**NEXT MEETING/S:**

Regular Board Meeting: October 15<sup>th</sup> 2009 @ 7:00PM – Health Centre

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Jim Marlon-Lambert, Chair

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Renate Morell, Recording Secretary  
cc: Trustees, Administrator, Fire Chief, Library, file