

MAYNE ISLAND IMPROVEMENT DISTRICT
MINUTES – BOARD MEETING – DECEMBER 9th, 2009

The December meeting of the Mayne Island Improvement District was held at the Mayne Island Health Centre, on Wednesday, December 9th 2009 commencing at 19:07. Jim Marlon-Lambert chaired the meeting.

Present: Jim Marlon-Lambert, Aaron Somerville; Peter Waddell;
Jeff Francis, Fire Chief;
Moir McCulloch: Administrator;
Renate Morell: Recording Secretary;

Regrets: Paddy Lambert; Gary Rowe; Dr. Cilla Brooke, Chair, MIHCA;

Guests: David Maude, Chair, MIRRA; Tracey DeRousie, 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 NOVEMBER 5th 2009: to be approved at January 21st 2010 meeting

3) APPROVAL OF MINUTES FOR PREVIOUS BOARD MEETING (In-Camera) OF NOVEMBER 5th 2009: to be approved at January 21st 2010 meeting

4) BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:

- a) **Strategic Planning** – ongoing.
- b) **Mayne Island Health Centre Management:**
 - i) **Billing** – Levies outstanding: 2007 = \$1,414; 2008 = \$4,029; 2009 = \$12,468. Total = \$17,911. Lawyer to send final demand letter which will include penalty and interest owing. If no response, lien to be applied.
 - ii) **Renovation and Grant Application:** Aaron Somerville will donate his labor replace the single pane windows in the lower level meeting room. Discussion about the installation of the new generator transfer switch and how to accommodate it into the renovations took place.

MOTION: “Moved by Peter Waddell and seconded by Aaron Somerville to expend up to two thousand dollars (\$2,000) for the replacement of three (3) ground floor meeting room windows in the Health Centre.” Carried.

ACTION: *Aaron Somerville to cost new windows and co-ordinate installation of windows and new transfer switch with the electrician.*

iii) **Health Centre Water** – lab results 000. This item to be removed from the agenda unless an issue arises.

iv) **Health Centre Security** – Draft policies and procedures presented to MIHCA Board. Alternative solutions discussed and installation of panic bars approved.

ACTION: *MIHCA Chair coordinate installation of panic bars with Brian Crumblehulme.*

- v) **MIHCA Liaison:** First responders were re-certified in First Aid and trained in the use of Automatic External Defibrillator (AED). Flu clinics now complete. Dr. Brooke will be away mid January – mid February 2010 and will assign a representative to attend MIID meetings during her absence.
- c) **MIID Land:**
 - i) **Heliport** – see Fire Chief's report attached
 - ii) **Landscaping** – ongoing.
- d) **New Emergency Services Complex (aka "Fire Hall"):** tabled
- e) **Building Review Committee – Volunteer Task Force:** - Application received from Al Wood.
- f) **Wildfire Protection Plan** – ongoing
- g) **Fire Department History** – ongoing.
- h) **Review of Health Centre Manager** – Review complete.
- i) **WorkSafe BC Inspection Report:** - In compliance with orders - see Fire Chief's report attached. Total cost to date = \$14,699.51. Fire Fighter Ron Willick donated his labor and provided the materials to put a roof over the storage containers; electric heat to be connected to the containers.
- j) **Recording Secretary:** - no applications have been received
- k) **Performance Appraisal (Fire Chief, Deputy Fire Chief & Administrator** – in camera
- l) **Fire Fighters Year end Payroll** – in camera
- m) **Royal Bank** – in camera

5) CORRESPONDENCE:

- a) MIID letter to AON Reed Stenhouse Travelers "Wrap" Policy – November 27th 2009 – Re GI Insurance Errors & Omissions policy due for renewal;
- b) Email from Dr. Cilla Brooke – November 20th 2009 - re Health Centre Security;
- c) Email from Brian Crumblehulme - November 17th 2009 – re MIIWSS emails about certification of water technicians;
- d) Email from Al Wood – November 30th 2009 – Re Barney Campbell;
- e) MIID response to Doug Flynn re travel trailer – December 9th 2009.

6) ADMINISTRATOR'S REPORT – Canada Revenue Agency have ruled that MIID must not deduct CPP or EI because while Fire Fighters' are deemed employees, they work irregular hours and do not have to respond to calls.

MOTION: "Moved by Peter Waddell and seconded by Aaron Somerville that the Administrator's Report be accepted as presented". Carried

7) FIRE CHIEF'S REPORT: See Fire Chief's report attached.

Fire Chief recommended that MIID extend a temporary loan to the Fire Fighters' Association for the purchase of rescue extrication equipment equivalent to Jaws of Life. Loan to be paid back as soon as donations have been received.

MOTION: “Moved by Aaron Somerville and seconded by Peter Waddell to authorize temporary expenditure of funds up to \$10,000 for the purchase of rescue extrication equipment from KGC Rescue to ensure immediate availability to Mayne Island Fire/Rescue Services”. Carried

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

8) NEW BUSINESS:

- a) **Bylaw 99: Bylaw 99 cited as “2009 Capital Works Renewal Reserve Fund (Communications)”** was read three times. Carried.
- b) **David Maude, Chair of MIRRA:** was asked if he had any questions or comments. He replied ‘none’.
- c) **RCMP** - David Maude, Chair of MIRRA, reported on the RCMP Town Hall Meeting held on December 6th 2009: Mayne Islanders are in unanimous agreement to retain police officers on the island; Provincial political representatives are making the case in Ottawa; Mr. Maude suggested that MIID send letters to Gary Lunn and Murray Coell, MLA; he informed the Board that representatives from MIRRA are meeting with Gary Lunn in January 2010.

9) IN CAMERA MEETING.

The Board came out of the In-Camera Session temporarily to record additional correspondence:

- Letter from the Office of the Information & Privacy Commissioner dated November 16th 2009 enclosing a fax from a property owner dated September 23rd 2009;
- Letter from the Office of the Information and Privacy Commissioner dated November 19th 2009.

This matter is now with a MIID lawyer.

10) ADJOURNMENT: Meeting adjourned at 21:45

NEXT MEETING/S:

Regular Board Meetings: January 21st 2010 – Health Centre
February 11th 2010 – Health Centre

Jim Marlon-Lambert, Chair

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