

**Mayne Island Improvement District
Special Meeting of the Board of Trustees
Date: Friday, Oct 14, 2011
Location: MIFRS Fire hall Meeting room**

CALL TO ORDER:

The meeting was called to order at 9:03 AM by Chair David Maude

PRESENT:

Trustees: Tracey DeRousie, David Maude; Gary Akey, Bob McKinnon,
Staff: Recording Secretary: Gerrie Wise, Bookkeeper: Katherine Somerville; Fire Chief:
Jeff Francis

ABSENT WITH NOTICE:

Trustee Dean MacKay: Notice of approval of meeting date with short notice received.

GUESTS, MEMBERS OF PUBLIC PRESENT: None

MINUTES FROM PREVIOUS MEETINGS:

MOTION: Moved by Trustee Tracey DeRousie and seconded by Trustee Gary Akey to table minutes from previous meetings to regular meeting Oct 21/11.

CARRIED UNANIMOUSLY

REQUEST FOR ADDITIONS TO AGENDA:

Chair Maude requested the following agenda items for discussion:

1. 2012 MI Fire Rescue Service/Governance Budget
2. Bylaw 115 Fire Protection Taxation Bylaw 2012
3. 2012 MI Health Centre Budget
4. Canada Parks Agreement: Trustee Akey would prefer to discuss this at the Regular Board meeting but agreed to its addition to today's agenda.
5. Develop Policy Re: Fixed office Hours, Signage, Flex work hours, Employee Emergency: Trustee Akey and Trustee DeRousie would prefer to cover this at the Regular Board meeting.
6. Hiring of Administrator: to be covered under in camera
7. Chair added a second Item under in camera

MOTION: Moved by Trustee Bob McKinnon and seconded by Trustee Gary Akey to approve the agenda as discussed. **CARRIED With Trustee DeRousie opposed**

1. 2012 MI Fire Rescue Service/Governance Budget

A discussion was held regarding the Capital costs vs Expenses for Fire Fighter Turnout Gear, Coveralls, various clothing and various equipment, such as hoses, pagers, etc.

Question regarding Reserve Funds Trustee DeRousie: why are we not taking advantage of using the loan payments which are paid off in March 2012 to make payments into reserve funds without increasing the budget?

Chair Maude stated that the Fire Chief did not request any increases to reserve when he prepared the budget. The Fire Chief explained he only made provision for Equipment and vehicle reserves, not the building reserve.

Trustee McKinnon believes that demonstrating the Board has trimmed the budget will build trust in the community for when a new building referendum is required.

Trustee Akey suggested that the Bylaws be reviewed for surplus funds to be placed in Equipment or vehicles reserve rather than the building reserve.

Trustee DeRousie was asked to look into the present Bylaws to determine what reserves any surplus may be funded into.

Trustee Akey would like to hold the budget and tax bylaw as presented

MOTION Moved by Trustee Bob McKinnon and seconded by Trustee Gary Akey to pass the Fire Rescue service/Governance Budget as prepared and presented.

CARRIED UNANIMOUSLY

2. Bylaw 115 Fire Protection Taxation Bylaw 2012 was introduced, reconsidered and passed:

MOTION moved by Trustee Bob McKinnon seconded by Trustee Tracey DeRousie

CARRIED UNANIMOUSLY

3. 2012 MI Health Centre Budget The budget was presented and discussed briefly

MOTION Moved by Trustee Tracey DeRousie and seconded by Trustee Bob McKinnon to pass the Health Centre Budget as prepared and presented.

CARRIED UNANIMOUSLY

4. Canada Parks Agreement

Trustee McKinnon presented the agreement. He has reviewed the document with the Fire Chief. This document allows the Fire Dept to bill for Rescues on Parks Canada property in addition to Fire fighting which is already covered under the present agreement.

Q. Trustee DeRousie asked where funds recovered would be credited. Katherine Somerville explained that such recoveries are credited under "other Income" with explanatory notes.

MOTION Moved by Trustee Bob McKinnon and seconded by Trustee Gary Akey that the Improvement District accept and sign the Agreement. **CARRIED UNANIMOUSLY**

5. Policy Re: Fixed office Hours, Signage, Flex work hours, Employee Emergency Volunteers. A discussion was held and Staff will prepare a proposed policy for the Trustees.

NEXT MEETING DATES:

Oct 15, 2011	9:00 AM	Board meet with Glen Sanders, FireWise
Oct 15, 2011	1:00 PM	Ag Hall – Town hall meeting
Oct 21, 2011	9:00 AM	Regular Board Meeting

IN CAMERA:

MOTION It was moved by Trustee Tracey DeRousie and seconded by Trustee Gary Akey to enter the in camera portion of the meeting at 10:06 AM

Fire Chief and Gerrie Wise left the meeting

NEW BUSINESS:

Following the In Camera Portion of the meeting, the regular meeting was re-convened:

MOTION Moved by Trustee Bob McKinnon and seconded by Trustee Gary Akey to lift the following item out of the in camera portion of the meeting:

CARRIED UNANIMOUSLY

“Item 1. Hiring the Administrator

Trustee Gary Akey recommended hiring Gerrie Wise as MIID Administrator, which would be amalgamating the positions of Recording Secretary and Administrator, at \$21/hour. She will not be requiring Extended Medical or Dental Coverage. The anticipated days of work would be 2 days per week with the flexibility of added days as required and approved by the Board.

MOTION Moved by Trustee Gary Akey and seconded by Trustee Tracey DeRousie to hire Gerrie Wise as Administrator. **CARRIED UNANIMOUSLY”**

ADJOURNMENT:

The Meeting was adjourned at 10:40 AM by motion made by Trustee Bob McKinnon

Approved:

David Maude, Chair

Date:

Recorded and presented by:
Gerrie Wise, Recording Secretary