



# Mayne Island Improvement District

## Minutes of the 55<sup>th</sup> Annual General Meeting

### Saturday, April 13<sup>th</sup>, 2019

### Mayne Island Fire Hall

The 55<sup>th</sup> Annual General Meeting of the Mayne Island Improvement District (MIID) was held at the Fire Hall, Mayne Island, on Saturday, April 13, 2019 commencing at 1:03 PM. Trustee David Maude chaired the meeting.

#### **PRESENT:**

Trustees: David Maude, Doug Hill, Wayne Peace, Sean Skiffington and Brian Dearden  
Staff: Corporate Administrative Officer: Katherine Somerville;  
Administrative Assistant: Hailey Flynn; Recording Secretary: Gerrie Wise;  
Deputy Fire Chief: Eric Walker  
Auditor: Sheila Henn, CPA, CA of Paterson, Henn CPA

Approximately 12 Mayne Island property owners and/or members of the public

**ABSENT with Notice:** Fire Chief: Kyle Stobart

#### **1) MEETING CALLED TO ORDER:**

The meeting was called to order at 1:03 PM by the Chair, Trustee Maude.

#### **2) ADDITIONS TO/APPROVAL OF THE AGENDA**

**MOTION:** Moved by Pam Wilkins and seconded by Jan Peace that the Agenda for the 55<sup>th</sup> Annual General Meeting of Saturday, April 13<sup>th</sup>, 2019 be adopted.

**Motion was carried by show of hands.**

#### **3) APPROVAL OF MINUTES OF PAST ANNUAL GENERAL MEETING HELD ON APRIL 21<sup>st</sup>, 2018:**

**MOTION:** Moved by Jon Hoff and seconded by Christine Pearson that the Minutes of the 54<sup>rd</sup> Annual General Meeting held on Saturday, April 21<sup>st</sup>, 2018 be adopted.

**Motion was carried by show of hands.**

#### **4) ANNUAL REPORT OF THE BOARD OF TRUSTEES:**

The Chair presented the report<sup>1</sup>, a copy of which is attached. He thanked Trustee Skiffington for his efforts to complete the fire hall and obtaining the final occupancy certificate. Trustee Maude emphasized the fact that it was a difficult and complex job and that Trustee Skiffington completed the job as a volunteer. A round of applause followed. Trustee Maude then asked for questions.

**None were asked**

---

<sup>1</sup> Report from the Board of Trustees

**MOTION:** Moved by Rick Milne and seconded by Ron Willlick that the Annual Report of the Board of Trustees be accepted as circulated.

**Motion was carried by show of hands.**

**5) ANNUAL REPORT OF THE CORPORATE ADMINISTRATIVE OFFICER:**

The Report<sup>2</sup>, a copy of which is attached to these minutes, was reviewed by Katherine Somerville and she asked for questions.

**None were asked**

**MOTION:** Moved by Jan Peace and seconded by Christine Pearson to accept the Corporate Administrative Officer's Report. **Motion was carried by show of hands.**

**6) ANNUAL REPORT OF THE FIRE CHIEF:**

The Fire Chief's Report, a copy<sup>3</sup> of which is attached to these minutes, was reviewed by Deputy Chief Eric Walker. He highlighted the following:

- I. We currently have 28 firefighters, including 3 off-island "work experience" volunteer firefighters;
- II. We have a new vehicle: Rescue 1, which is our primary Medical Response and Rope Rescue vehicle;
- III. We can now train our firefighters to level 2 in-house utilizing an online training program which is more cost effective for our Department since members no longer have to be trained off-island.

The Deputy Chief then asked for questions.

**Q.** Deb Foote: Please explain the terms: Exterior, FR only and FF1 and FF2

**A.** Deputy Chief Walker explained the designations and explained that the level of training requirements are actually the ruling definition for each term:

- I. Exterior: The 1<sup>st</sup> level of firefighter- trained to fight fires only from exterior; may not enter a structure.
- II. FF1: Trained to fight fires including entering structures may not lead a team.
- III. FF2: Trained to fight fires including entering structures and to lead a team.
- IV. FR – First Responders – medical response only.

**Q.** D.F. You show 12 "Fire Fighter 2" members and 9 others training. Does that include the FR?

**A.** Nine of our current exterior members are training to Fire Fighter 2 level. FR members are First Responders and are not taking that training.

**MOTION:** Moved by Deb Foote and seconded by Deb Milne to accept the Fire Chief's Report. **Motion was carried by show of hands.**

**7) PRESENTATION OF THE AUDITED FINANCIAL STATEMENTS:**

The Financial Statements<sup>4</sup>, copy of which is attached to these minutes, were presented by Sheila Henn, the Auditor for the Improvement District. She reviewed the Financial Statements and asked for any questions.

**None were asked.**

---

<sup>2</sup> Corporate Administrative Officer's Report

<sup>3</sup> Fire Chief's Report

<sup>4</sup> Audited Financial Statements



The Auditor then suggested that any questions could be emailed to Katherine (CAO) and she will answer them or refer to the Auditor for response.

#### **8) MOTION TO ACCEPT THE AUDITED FINANCIAL STATEMENTS:**

**MOTION:** Moved by Jon Hoff and seconded by Aaron Reith that the Auditor's Financial Report be accepted as presented. **Motion was carried by show of hands.**

#### **9) MOTION TO APPOINT THE AUDITOR:**

Trustee Maude made a recommendation to appoint our present Auditor.

**MOTION:** Moved by Rick Milne and seconded by Jan Peace that the firm of Patterson Henn be appointed as Auditor for the year 2019.

**Motion was carried by show of hands.**

#### **10) OTHER BUSINESS: Questions and comments:**

**Q.** Aaron Reith: After complementing the Improvement District on providing the Fire Service and Health Centre as stated in the Letters patent, he asked since Garbage Collection is in our Letters Patent, is the Improvement District going to create a Garbage Collection Service?

**A.** The Chair deferred to Trustee Dearden, Chair of Garbage Committee to avoid the appearance of conflict of interest. Trustee Dearden explained that the Letters Patent give the Improvement District the authority to tax for garbage services. It does not commit the District to operating a service, only provides the ability to tax.

**Q.** A.R. Was there a feasibility study done? I'd like to know how much would be added to my taxes?

**A.** There have been several surveys and previous committees have investigated costs. The last survey indicated that a large majority of the taxpayers and residents did not support a garbage service operated by the Improvement District. The survey was published at the time. (June 2012)

**Q.** Rick Milne: Would that mean that all property owners would pay, even part-timers who pack their garbage home?

**A.** Trustee Dearden explained: Yes, all taxpayers would pay, probably a "parcel tax".

**Question from the floor:** Would it require a referendum?

**A.** The Administrator explained the Improvement District has the authority to tax now, a referendum is not required for that, however should Capital assets be required a referendum to borrow funds in order to purchase land, trucks, etc. would be required.

**Comment:** Sean Skiffington stated that in his opinion, we now have "user pay" – a much better system for Mayne Island, its residents and tax-payers.

**Q.** A.R. I would like to have a feasibility study done. Can you publish the survey results again?

**A.** Trustee Dearden: That would be a question you can put to your new Board at a regular Board meeting. We will put it on the agenda for our next Board meeting.

#### **11) ELECTION OF TRUSTEES**

The Chair turned the meeting over to Jon Hoff, acting as Elections/Returning Officer, for the election of two Trustees for a 3-year term. Nominations for the 3-year position, received prior to the meeting were presented:

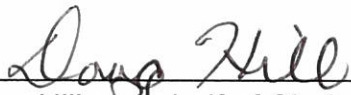
Doug Hill, nominated by Gillian Hansche-Penny, seconded by K. Peter Hansche.

Deb Milne, nominated by Wayne Peace, seconded by Jan Peace.

A call was made for nominations from the floor.  
A second call was made for further nominations from the floor.  
A third call was made for further nominations from the floor.  
There being none further, nominations were closed and Doug Hill and Deb Milne were declared elected as Trustees by acclamation.  
The Chair thanked Jon Hoff for acting as Elections Officer.  
He then asked for a motion to adjourn.

**12) ADJOURNMENT:**

**MOTION:** Christine Pearson moved to adjourn the meeting at 1:25 PM. **Carried.**

  
\_\_\_\_\_  
Doug Hill on behalf of Chair

  
\_\_\_\_\_  
Katherine Somerville,  
Corporate Administrative Officer

Transcribed by Recording Secretary: Gerrie Wise

cc: Ministry, Trustees, Staff, Website, file