



Mayne Island Improvement District

59th Annual General Meeting

Meeting Minutes

Date: Saturday, June 17, 2023 @ 1:00 pm
Location: Meeting Room, Fire Hall, 520 Felix Jack Rd

Present: Trustees Doug Hill, Debra Milne, Bob McKinnon & Wayne Peace
Katherine Somerville, Corporate Administrative Officer
Kyle Stobart, Fire Chief
Janelle Lawson, Administrative Assistant
Absent with Notice: Trustee Brian Dearden

Guests: Three members of the public

1. CALL TO ORDER

The meeting was called to order at 1:03pm by Chairperson, Doug Hill. Trustee Hill acknowledged that the meeting was taking place on the traditional territory of the Coast Salish people, specifically the Tsartlip First Nation.

2. REQUEST FOR ADDITIONS AND MOTION TO APPROVE AGENDA

MOTION: Trustee Peace moved and Trustee Milne seconded the motion to approve the agenda as circulated. CARRIED

3. APPROVAL OF MINUTES¹ OF PREVIOUS AGM

MOTION: Trustee McKinnon moved and Trustee Peace seconded the motion to approve the minutes from the Annual General Meeting held on June 27th, 2022. CARRIED

4. ANNUAL REPORT² FROM THE CORPORATE ADMINISTRATIVE OFFICER

MOTION: Trustee Milne moved and Trustee Peace seconded the motion to accept the annual report from the Corporate Administrative Officer. CARRIED

5. ANNUAL REPORT³ FROM THE FIRE CHIEF

MOTION: Trustee McKinnon moved and Trustee Peace seconded the motion to accept the annual report from the Fire Chief. CARRIED

6. ANNUAL REPORT⁴ FROM THE AUDITOR & 2022 FINANCIAL STATEMENTS

Sheila Henn, CPA, CA, submitted her Auditor's Summary Report in lieu of her attendance to the meeting in person.

A brief discussion was held on the terms remaining on the twenty-year loan from the Province for the new Fire Hall build.

¹ AGM Meeting Minutes – June 27, 2022

² Corporate Administrative Officer's Annual Report 2023

³ Fire Chief's Annual Report 2023

⁴ Auditor's Annual Report & Audited Financial Statements

MOTION: Trustee Peace moved and Trustee Milne seconded the motion to accept the auditor’s report and 2022 financial statements as submitted. CARRIED

7. APPOINTMENT OF THE AUDITOR FOR 2023

Trustee Hill made a recommendation to appoint the current accounting firm, Paterson Henn CPA, as auditor for 2023.

MOTION: Trustee McKinnon moved and Trustee Milne seconded the motion that Paterson Henn CPA be appointed as auditor for 2023. CARRIED

8. TRUSTEE CANDIDATE ACCLAMATION

Two nominations were received. They were Bob McKinnon and Brian Dearden. Therefore, they were elected as trustees for the 3-year term by acclamation.

9. OTHER BUSINESS / TOWN HALL

- Bill Jamieson thanked the Board on behalf of the MIVFFA for their support for counselling and Critical Incident Stress Management following the recent accident.
- Bernadette Ponsford inquired about a Board policy on acute Critical Incident Stress Management. Trustee McKinnon explained that a Policy is being drafted. Trustee Milne explained how the Policy will be created and implemented with consultation from the Fire Chief.

10. ADJOURNMENT

There being no further business, the Chair asked for a motion to adjourn. The Annual General Meeting was adjourned at 1:13pm by motion made by Trustee Peace.

Approved:

Doug Hill, Chair

Date:

Katherine Somerville, CAO

Date:

Recorded and Transcribed by J. Lawson