



# Mayne Island Improvement District

## Meeting of the Board of Trustees

### Minutes

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**Date:** Tuesday, October 25th, 2024@ 1:00 pm  
**Location:** Meeting Room, Fire Hall, 520 Felix Jack Rd

**Present:** Trustees Doug Hill, Bob McKinnon, Debra Milne, Brian Dearden  
Katherine Somerville, Corporate Administrative Officer  
Janelle Lawson, Administrative Assistant  
Eric Walker, Deputy Fire Chief

**Absent with Notice:** Trustee, Joey Hartman  
Kyle Stobart, Fire Chief

#### 1. CALL TO ORDER

The meeting was called to order at 1:00pm by Chairperson, Doug Hill.

#### 2. REQUEST FOR ADDITIONS AND MOTION TO APPROVE AGENDA

MOTION: Trustee Milne moved and Trustee Dearden seconded the motion to approve the agenda as presented.

CARRIED

#### 3. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING

To be presented next month.

#### 4. REPORTS

##### 6.1 Administrative & Finance Report<sup>1</sup>

MOTION: Trustee Milne moved and Trustee Dearden seconded the motion to approve the 2025 Health Centre and Heliport Budget as presented.

CARRIED

MOTION: Trustee McKinnon moved and Trustee Dearden seconded the motion to approve the 2025 Fire Rescue Services Budget as presented.

CARRIED

MOTION: Trustee McKinnon moved and Trustee Dearden seconded the motion to pass Bylaw #220– Fire Protection Taxation Bylaw 2025.

CARRIED

#### 5. NEXT BOARD MEETING DATES

November 19<sup>th</sup>, 2024

#### 6. IN CAMERA

None


#### 7. ADJOURNMENT

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<sup>1</sup> Administrative & Finance Report

There being no further business, Chairperson Hill asked for a motion to adjourn. The board meeting was adjourned at 1:12 pm by motion made by Trustee McKinnon .

Approved:

  
Doug Hill, Chair, Bob McKinnon

19-11-2024  
Date

Recorded and Transcribed by J.Lawson



# Mayne Island Improvement District

## Agenda – Special Meeting of the Board of Trustees

**Date:** Wednesday, October 25<sup>th</sup> 2024 @ 1:00 pm

**Location:** Meeting Room, Fire Hall, 520 Felix Jack Rd

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### 1. CALL TO ORDER

### 2. REQUEST FOR ADDITIONS AND MOTION TO APPROVE AGENDA

### 3. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING

To be presented next month.

### 4. REPORTS

#### 6.1 Administrative & Finance – Katherine Somerville, CAO

- 2025 Health Centre Budget
- 2025 Fire Department Budget
- Bylaw 220 – Fire Protection Taxation

### 5. NEXT BOARD MEETING DATES

November 19th, 2024- Regular Board Meeting

### 6. IN CAMERA

None.

### 7. ADJOURNMENT

**MAYNE ISLAND IMPROVEMENT DISTRICT  
FIRE RESCUE SERVICES  
2025 BUDGET**

<b>OPERATING EXPENSES</b>	<b>GOVERNANCE</b>	Accounting & Audit Fees	8,350	
		Administration	99,294	
		Bank Charges	2,000	
		Professional Fees	2,000	
		Insurance - MIID Board	1,235	
		I.T. Maintenance, Security, Software, Hardware	23,950	
		Office Supplies	3,789	
		Telecommunications	7,576	
		Advertising	500	
		Travel Expense	200	
			\$ 148,894	
	<b>BUILDING</b>	Building & Property Maintenance	30,763	
		Insurance	21,175	
Utilities		8,000		
		\$ 59,938		
<b>FIRE DEPARTMENT</b>	Equipment, Maintenance & Repair	45,082		
	Fire Prevention	2,500		
	FD Personnel	388,999		
	FD Training	28,175		
	FD Vehicle Maintenance & Fuel	28,100		
		\$ 492,856		
<b>TOTAL OPERATING EXPENSES</b>			<b>\$ 701,688</b>	
<b>CAPITAL EXPENSES</b>	Capital Works - FD	-		
	Capital Reserve	124,000		
		\$ 124,000		
<b>TOTAL EXPENDITURES</b>			<b>\$ 825,688</b>	
	Less Other Income	(28,000)		
<b>TOTAL BYLAW #220 (FIRE PROTECTION) TAX LEVY REQUIRED</b>			<b>\$ 797,688</b>	

**MAYNE ISLAND IMPROVEMENT DISTRICT  
Mayne Island Health Centre & Heliport  
2025 BUDGET**

<b>OPERATING EXPENSES</b>	<b>HEALTH CENTRE</b>	Accounting & Audit Fees	4,550	
		Administration	53,904	
		Office Supplies	5,957	
		Building & Property Maintenance	47,356	
		Heliport Operation	1,000	
		Insurance	13,915	
		Legal	1,000	
		Utilities	5,191	
		Water	1,000	
		I.T. Maintenance, Security, Software, Hardware	11,550	
				\$
<b>CAPITAL EXPENSES</b>	<b>HEALTH CENTRE</b>	Health Centre Building Reserve Fund	13,300	
				\$
<b>TOTAL EXPENDITURES</b>				<b>\$ 158,722</b>
	Less			
	Rental Income	(37,728)		
	Income from Interest & Penalties	(8,400)		
			\$	(46,128)
<b>TOTAL BYLAW #2XX (Health Center) TAX LEVY REQUIRED</b>				<b>\$ 112,594</b>

**MAYNE ISLAND IMPROVEMENT DISTRICT**

**BYLAW NO. 220**


A bylaw for levying taxes on the land and improvements within the Mayne Island Improvement District, hereinafter referred to as the "Improvement District", for fire protection purposes.

The Trustees of Mayne Island Improvement District in open meeting assembled ENACTS AS FOLLOWS:

1. The sum of Seven Hundred and Ninety-Seven Thousand Six Hundred and Eighty-Eight Dollars (\$797,688) is required by the Improvement District for fire protection in the year of 2025.
2. A tax at a rate determined to be necessary to raise the aforesaid sum is hereby levied for the year 2025 on all land and improvements as defined in the *School Act*, within the Improvement District in accordance with Section 711 of the *Local Government Act*.
3. The said taxes shall be due and payable as provided in the *Taxation (Rural Area) Act* and if delinquent shall bear interest at the rate set out under the *Taxation (Rural Area) Act* until paid or recovered.
4. This bylaw may be cited as the "Fire Protection Taxation Bylaw 2025".

INTRODUCED and given first reading by the Trustees on the 25<sup>th</sup> day of October, 2024.

RECONSIDERED and finally passed by the Trustees on the 25<sup>th</sup> day of October, 2024.

  
Chair of the Trustees

I hereby certify that this is a true copy of Bylaw No. 220.

  
Corporate Administrative Officer