



Mayne Island Improvement District

Board of Trustees

Meeting Minutes

Date: Tuesday, May 19, 2020 @ 1:00 pm
Location: Meeting Room, Fire Hall, 520 Felix Jack Rd via ZOOM application

Present: Trustees Brian Dearden, Doug Hill, Debra Milne & Wayne Peace
Katherine Somerville, Corporate Administrative Officer
Kyle Stobart, Fire Chief
Eric Walker, Deputy Fire Chief
Gerrie Wise, Recording Secretary

Absent: Trustee David Maude

1. CALL TO ORDER

The meeting was called to order at 1:09 pm by Deputy Chair, Doug Hill.

This meeting was held electronically via Zoom video conference with the authorization of the Ministry of Municipal Affairs and Housing, Province of BC.

<https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/covid-19>

2. REQUEST FOR ADDITIONS AND MOTION TO APPROVE AGENDA

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

3. APPROVAL OF MINUTES¹ OF PREVIOUS BOARD MEETING

MOTION: Trustee Peace moved and Trustee Dearden seconded the motion to approve the minutes from the board meeting held on April 12, 2020. CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

4.1 Garbage Collection & Disposal - Trustee Dearden

The Trustees discussed the situation regarding garbage collection at this time. CAO Somerville will connect with the Island Trust to communicate the current position of the MIID and ask for an update related to garbage collection.

4.2 Addition of Church Property to Tax Exemption List

CAO Somerville explained that the church property on Georgina Point Rd. is comprised of two folios which have been previously exempted from paying taxes by the Province. The Province is no longer exempting church properties that do not have a place of worship on the property.

¹ MIID Board Meeting Minutes – April 12, 2020

CAO Somerville asked, on behalf of the church, to add the church property which has the parking lot to the 2020 Mayne Island Tax exemptions list.

After discussion about exemptions and the change of taxation by the Province, the Board agreed that this exemption be granted for the current year with re-consideration annually. Trustee Hill asked CAO Somerville to notify the church of the decision.

MOTION: Trustee Dearden moved and Trustee Peace seconded the motion to approve the exemption of the church property from the 2020 Mayne Island Tax. CARRIED

4.3 Bylaw 202² - Mayne Island Tax Bylaw 2020

CAO Somerville presented the bylaw and explained the changes. The Mayne Island Tax Bylaw 2020 was introduced, reconsidered and finally passed.

MOTION: Trustee Peace moved and Trustee Dearden seconded the motion to pass Bylaw 202 – Mayne Island Tax Bylaw 2020. CARRIED

5. CORRESPONDENCE

5.1 Letter from Paterson/Aitken family

Trustee Milne expressed concern that property owners do not seem to have a clear understanding of why the MIID is negotiating an agreement to secure properly zoned land. CAO Somerville suggested she will phone Ms. Paterson and clarify her concerns and answer questions. Trustee Milne asked CAO Somerville to explain that the MIID is focused primarily on acquiring the area on the properly zoned land for a contractor to work from.

6. REPORTS

6.1 Administrative & Finance Report³

CAO Somerville presented the Administrative & Finance Report and added an explanation of the lien to be placed on McKenzie's property for recovery of court awarded costs.

MOTION: Trustee Wayne Peace moved and Trustee Brian Dearden seconded the motion to approve the Administrative & Finance Report. CARRIED

6.2 Fire Department Report⁴

Chief Stobart presented the Fire Department Report and asked for questions. Trustee Hill asked about COVID-19 protocols that are in place for members responding to calls and the use of ready room. Chief Stobart explained that the members are directed to wait for the officer on duty who will determine the needs of the particular call.

² Bylaw No. 202 – Mayne Island Tax Bylaw 2020

³ Administrative & Finance Report

⁴ Fire Department Report

MOTION: Trustee Milne moved and Trustee Peace seconded the motion to accept the Fire Department Report. CARRIED

6.3 Occupational Health and Safety Committee Report

Chief Stobart reported that the Officers have been holding weekly virtual meetings where OH&S matters are discussed. Trustee Dearden asked if the Fire Department is required to post department protocols of WorkSafe guidelines for resuming operations. He recommended Chief Stobart visit the WorkSafe website for further information.

MOTION: Trustee Peace moved and Trustee Dearden seconded the motion to accept the Occupational Health and Safety report. CARRIED

7. TRUSTEE & COMMITTEE REPORTS

7.1 Fire Hall Operations Delegate

Trustee Hill had nothing to report.

7.2 Finance Delegate

Trustee Peace had nothing to report.

7.3 Health Centre Operations Delegate

Trustee Milne had nothing to report.

7.4 Human Resources Delegate

Trustee Maude was absent.

7.5 Garbage Committee

Trustee Dearden and CAO Somerville reviewed the recent activities undertaken relating to garbage collection. He suggested publishing the MayneLiner article on the MIID website immediately. Trustee Hill asked about arrangements of the land lease and discussions with the landowner. CAO Somerville explained she has been in contact with the landowner and contractor and they have agreed to leave the matter in abeyance for now. The Trustees agreed that further actions by the MIID will be deferred until the Island Trust clarifies their commitment to finding a long-term solution and enforces the land use bylaw. CAO Somerville will contact Dan Rogers of the Local Trust Committee to discuss.

MOTION: Trustee Milne moved and Trustee Peace seconded the motion to accept the Trustee & Committee Reports. CARRIED

8. NEW BUSINESS

Trustee Dearden asked if the Trustees terms are automatically extended since the AGM must be postponed due to COVID-19 public gathering guidelines. CAO Somerville confirmed the Trustees will hold office until the AGM can be held.

Trustee Dearden asked when the water tank is going to be painted. Chief Stobart explained that pressure washing and priming will be done and the department will invite community members to decorate it. Trustee Milne added that the new flagpole looks nice.

Chief Stobart reminded the Trustees that burning has been closed by the Ministry of Environment for concerns that smoke will exacerbate COVID-19 respiratory conditions. Due to this, there is potential for wildfire hazards. The SGI fire chiefs have requested funding from the CRD for a community chipper to provide a burning alternative. Reply from the CRD has not yet been received.

9. COMMUNICATIONS

CAO Somerville explained that she would be publishing the minutes of this meeting and the article written for the MayneLiner on the website. The Trustees approved the article and determined that it should be posted on the website promptly.

MOTION: Trustee Dearden moved and Trustee Peace seconded the motion to approve the article for the June edition of the MayneLiner as presented. CARRIED

10. NEXT BOARD MEETING DATES

June 16, 2020 at 1:00 pm – MIID Regular Board Meeting

11. IN CAMERA

The Chair asked for any requests for items to be covered in camera. Trustee Milne requested time in camera to discuss a topic of concern. Chief Stobart and Deputy Chief Walker left the meeting at 1:47 pm.

MOTION: Trustee Peace moved and Trustee Dearden seconded the motion to go into the in camera session. CARRIED

At 1:52 pm the in camera session was adjourned and the Trustees returned to the regular meeting.

12. ADJOURNMENT

There being no further business, the Chair asked for a motion to adjourn. The board meeting was adjourned at 1:53 pm by motion made by Trustee Peace.

Approved:

Doug Hill, Deputy Chair

Date:

Recorded and Transcribed by G. Wise & H. Flynn

**MAYNE ISLAND IMPROVEMENT DISTRICT
BYLAW NO. 202**

A bylaw for imposing taxes upon land and improvements in the improvement district, and to provide for imposing a percentage addition to encourage prompt payment thereof.

The TRUSTEES of Mayne Island Improvement District ENACT AS FOLLOWS:

1. Bylaw No. 201 is hereby repealed.
2. The following taxes (Rates) for the Health Centre and Heliport are hereby imposed and levied for the year 2020:

Property Class	Class Ratio	Tax Rate (dollars of tax per \$1000 taxable value)
1 - Residential	1.0 :1	\$0.1225400
2 - Utility	3.5 :1	\$0.4288900
3 - Supportive Housing	1.0 :1	\$0.1225400
4 - Major Industry	3.4 :1	\$0.4166360
5 - Light Industry	3.4 :1	\$0.4166360
6 - Business or Other	2.45 :1	\$0.3002230
7 - Managed Forest	3.0 : 1	\$0.3676200
8 - Rec/Non Profit	1.0 : 1	\$0.1225400
9 - Farm	1.0 : 1	\$0.1225400

2. The minimum amount of taxation upon a parcel of real property will be fifteen dollars (\$15.00).
3. The aforementioned taxes are due and payable on or before the 2nd day of July, 2020 and a late penalty consisting of percentage addition of fifteen percent (15%) of the amount thereof will be added to all taxes remaining unpaid after the said date.
4. Taxes payable to the Improvement District will bear interest at the rate prescribed by the Lieutenant Governor in Council under the *Taxation (Rural Area) Act* from March 1 next following the date on which they are levied, until paid or recovered as set out under Section 717 of the *Local Government Act*.
5. This bylaw may be cited as the "Mayne Island Tax Bylaw 2020".

INTRODUCED and given first reading by the Trustees on the 19th day of May, 2020.

RECONSIDERED and finally passed by the Trustees on the 19th day of May, 2020.

Deputy Chair of the Trustees

I hereby certify under that this is a true copy of Bylaw No. 202.

Corporate Administrative Officer

May 1, 2020

Dear Mayor Is. Improvement District

Re: Tax for garbage service

My question is what if one does not need this service and has alternative way to handle garbage or someone who has a vacation property and does not use the service either. Do we not have a choice. For those I am not online. Can we refuse to pay this tax?? Can we not use the NEW service at \$7.50/bag.

Sincerely,

J. J. Paterson / Attkin family
4348 481 Freshville Rd.
250-539-3726

RECEIVED

MAY 05 2020

RECEIVED

MAY 05 2020

Mayne Island Improvement District

ADMINISTRATIVE REPORT – MAY 19TH, 2020

Due to COVID-19 the Province of BC has allowed Improvement Districts to temporarily hold meetings electronically in order to make necessary or essential decisions during this state of emergency. Usually this is not an option for Improvement Districts. Being unable to hold public meetings was hindering the business of the District. Communication is vital to the successful operation of the Improvement District.

On the advice from the Province of BC, our AGM is postponed until such time as the Provincial Health Officer deems it safe for public gatherings over 50. However, the complete AGM package is posted on the District's website (miidonline.com) for public review prior to the meeting.

Health Centre Tax Summary 2020		
Arrears, Delinquent and Credit Balances at May 14th		
	# of Prop's	Amount
Current Yrs	0	0
Current Arrears Interest and penalties incl.	279	9,022.20
Delinquent Arrears Interest and penalties incl.	57	1,681.56
Credit Balances	58	(923.71)
Net Owing		<u>\$9,780.05</u>

The Mayne Island Tax Levy is being prepared for mailing shortly. Due to the economic hardship many taxpayers are facing related to the COVID-19 pandemic, the 15% penalty for late payment of property taxes is moved to September 1st, although those who can meet the current property tax due date of July 2nd are urged to do so.

In relation to Mackenzie v MIID, the Registrar has ordered Mackenzie pay costs to the District of \$3,688.66. Although Mackenzie's request for a payment plan was denied she has submitted cheques to our lawyer which have been subsequently returned. The fees related to the administration of a payment plan are too high to warrant acceptance of such a payment plan. In the interest of simplicity and cost our lawyer has been directed to apply a lien to the property that will be paid upon its sale.

The office of the Improvement District and the Fire Hall are closed to the public for now. Staff are available by telephone or email to respond. Stay safe, stay home.

Respectfully,

Katherine Somerville
Corporate Administrative Officer

Attachments:

FD & HC Budget vs. Actual (Prd. 4, 2020) + Balance Sheet April 30th, 2020

Action Items:

- Motion/Approval –
- Motion/Approval –
- Motion/Approval –



Fire Department Report

To: **Board of Trustees**
 CAO K.Somerville
 From: Fire Chief Kyle Stobart
 CC: File
 Date: MIID Board Meeting, May 19th 2020
 Fire Department Activity Summary to date.



Mayne Island Fire Rescue
 Serving our community with pride.

Alarms: 24

Date	Time	Type	ToS	Responders
Feb 2	9:33	First Responder	:12	5
Feb 2	18:14	First Responder	:18	3
Feb 8	11:41	DO- Kite on hydro lines	:06	2
Feb 8	11:50	DO-Tree on hydro lines	:05	7
Feb 10	19:43	First Responder	:09	7
Feb 17	18:32	First Responder	:18	6
Mar 7	23:54	Commercial alarm bells	:21	6
Mar 12	10:42	First Responder	:23	3
Mar 18	10:10	First Responder	:08	7
Mar 20	5:55	First Responder	:20	2
Mar 22	18:30	Chimney Fire	:14	10
Mar 22	15:30	Chimney Fire	:15	8
Mar 23	23:54	First Responder	:16	2
Mar 28	15:08	DO-Open burn	:07	1
Mar 30	10:34	DO-Open burn	:07	1
Apr 3	15:43	DO-Open burn	:08	1
Apr 4	17:09	BCAS assist	:06	2
Apr 5	14:26	DO-Open burn	:09	1
Apr 6	18:44	DO-Open burn	:26	1
Apr 9	14:36	DO-Open burn	:09	1
Apr 14	15:39	DO-Open burn	:10	1
Apr 21	8:39	Residential alarm bells	:11	1
Apr 22	17:47	DO-Open burn	:11	1
Apr 28	9:06	DO-Open burn	:09	1

Response:

First Responder calls are down due to BCAS dispatch protocols combined with the Covid-19 pandemic. Residents seem to be calling 911 less frequently.

Member Attendance:

Pager Responses: 156 hrs. Fire Practice: 488 hrs.

Practice and Education:

Fire practice February through April focussed on apparatus and equipment, water supplies driving ropes and knots and fire attack. FR practice addressed chest and abdominal injuries and burn management.

Training has been delivered via virtual meetings and “tailgate” sessions, in which we maintain social distancing by staying with our vehicles. Both methods have been well attended.
 Our training regimen is designed to touch on competencies learned in our initial certification, at least once per year.
 Recruit class has been temporarily halted due to the Covid-19 pandemic, however Deputy Fire Chief Walker has been distributing training materials to keep the recruits engaged.

One firefighter has resigned for personal reasons.

Total Active Personnel	Firefighter 1&2 and Exterior	First Responder	FF in Training:
24	22	2	13

OH&S

In lieu of Occupational health and Safety meetings, Our officers have been meeting virtually every week. Discussions center on new response protocols, equipment, training, personnel, morale and safety.

Recruiting

We are not recruiting at this time, however there is still interest in joining our team in the community.

News

The Covid-19 pandemic continues to represent challenges for our fire department and our community. The senior officers continue to seek out innovative ways to interact with our membership and also have been attending virtual Mayne Island Community Emergency Planning meetings and virtual Pandemic Planning meetings.

Kyle Stobart
 Fire Chief

To the residents and taxpayers of Mayne Island:

As we continued in our negotiations with the successful candidate of the most recent RFP it became apparent that they had genuine concerns about moving forward given the current situation of garbage collection on our Island. It is our understanding Mayne Island Garbage Services intends to continue operating as an independent operator despite their notification to residents of the cancellation of service last year.

We therefore cannot in good faith raise taxes to secure a contractor and the only available appropriately zoned property on Mayne Island for garbage collection and transfer. A parcel tax for the provision of garbage collection and disposal **will not** be levied at this time.

We continue to endeavour to ensure a sustainable long-term solution to garbage collection and disposal in compliance with all local land use bylaws. We will be ready to enter back into negotiations with the property owner as well as the successful garbage collection contractor when the time is appropriate. We will keep you up to date with changes as they unfold.

This has been a demanding and arduous task for this volunteer Board as well as staff. We appreciate your understanding as we try to make sure we are good stewards for Mayne Island. If you have any questions or would like further information please email miid@shaw.ca or call 250-539-5116.

Sincerely,

Mayne Island Improvement District