

**SATURNA ISLAND FIRE PROTECTION SOCIETY  
(SIFPS)**

**MINUTES OF DIRECTORS' MEETING**

**January 19, 2012 @ 10:45 held at ESB#1**

**DIRECTORS PRESENT:** Bernie Ziegler – President; Ron Hall – Treasurer; John Savage, Ted Syverson, Wayne Quinn, Lee Middleton, Dan Thachuk.

**FIRE CHIEF** – John Wiznuk

**SIR CREW CHIEF** - David Rees-Thomas

**RECORDING SECRETARY** – Bev Lowsley

**1. CALL TO ORDER**

President Bernie Ziegler called the meeting to order at 10:45 am.

**2. APPROVAL OF AGENDA.**

**MOTION:** Ted Syverson moved approval of the agenda. **CARRIED**

**3. APPROVAL OF MINUTES**

Revisions to the last page of December 1, 2011 minutes were circulated.

**MOTION:** Wayne Quinn moved approval of the minutes of December 1, 2011 as amended. **CARRIED**

**4. CORRESPONDENCE .**

One letter has been received and forwarded to the Human Resources Committee.

**5. GUEST**

Hugh Grasswick was welcomed to the meeting. He offered the following information regarding problems with island addresses which are not up-to-date with Langford dispatch data system. Originally Old Point Farm submitted a survey map showing all properties. Hugh described examples of confusion occurred regarding a possible brush

fire with inaccurate address information so only a Chief's call was put out from Langford. Also, in Nov 2011 a call regarding a tree on the hydro line received a "no such address" response from Langford dispatch. Prolonged delays again occurred. Hugh has recently taken another survey map of the Old Point Farm properties and submitted it to CRD. Incorrect civic addresses are in fact not uncommon in rural areas of BC. Travis Whiting was not able to give any assurance of timely resolution. The new CRD Director recommended that islanders deal directly with CRD staff. John Wiznuk explained that as Chief, he allocates house addresses for new construction, submits that information to the Building Inspection who then forwards it to the CRD who should forward this to the various agencies (hydro, Telus, Langford dispatch). Langford uses a private company to manage the address information for the region. John also described various situations where a home faces one road but the driveway awareness for ring access is from an adjacent road or access lane. Possible solutions involve community members assuring that the info held by hydro and telus is accurate. Also, where multiple dwellings off a single driveway residents could post signage indicating all residences accessed along that drive. John Wiznuk also noted that calls are dispatched to a specific address not to an individual's home (Bernie's house). Hugh Grasswick recommended that SIFPS start a formal process with CRD to get our concerns on record.

John Savage will write a letter to the new CRD Director to inform him of our serious concerns and request him to advise us of the process for having this resolved.

## **6. COMMITTEE REPORTS**

### **6. A. FIRE CHIEF'S REPORT (attached)**

Chief Wiznuk presented his report which was circulated by email. The Samuel Island manager has expressed interest in the old mini-pumper but purchase will be dependent upon a decision of the Samuel Island trustees.

**MOTION:** Wayne Quinn moved acceptance of the Fire Chief's report.  
**CARRIED**

### **6. B. SIR CHIEF'S REPORT (attached)**

Two island volunteers are prepared to do the EMR training in March.

**MOTION:** David Rees-Thomas moved acceptance of his report. **CARRIED**

Wayne Quinn indicated that the Lions club has received a gaming grant, although less than they had applied for. They will be reviewing applications which were previously submitted to determine if they are able to make donations for SIR and SIVFD requests.

## **6. C. FINANCIAL REPORT**

This was circulate electronically. Ron Hall has been away so did not feel up-to-date enough to discuss the report in detail. This will be brought forward to the next meeting.

Total Cash and Term Deposits at the end of December 2011 = \$128,460.23

**MOTION:** John Savage moved to accept the financial report as circulated. **CARRIED**

## **6. D. ASSET MANAGEMENT COMMITTEE**

### **6. D. i) Signage**

Bernie read a brief report from Eva Hage regarding the signs. The large signs are ready for pickup. Wayne Quinn will coordinate pick-up. The small signs have arrived and can be mounted by Jerry Pavlatos. Ron Hall will speak with Eva Hage regarding where the signs are to be posted.

### **6. D. ii) Water Catchment at ESB#1**

John Money submitted a brief report which Bernie read. Water catchment has been completed and paid for.

### **6. D. iii) List of Assets**

Principle assets are listed and the listing of remaining smaller items is still in process. There is also a proposed replacement plan for major items over the next 5 years. A report of the anticipated replacement expenditures will be presented at the March 2012 meeting.

### **6. D. iv) Completion of Building Tasks**

Jerry Pavlatos has submitted a quote to do flooring at ESB#2 with floating floor linoleum and baseboards. There was discussion of putting down tile or lino in the washrooms as well as in the radio room. Ron Hall will get another quote from Jerry for including tiles or lino in the washrooms and radio room.

John Wiznuk noted that the landscaping crew at ESB#2 left muddy tracks in the hall from the door to the bathroom. The mess was left for others to clean up and there are still some tools left around at the site. This will be passed on to Eva to address with the crew.

Ted Syverson will remind John Money about necessary repairs to the damaged corner of the concrete pad at ESB#2.

## **6. E. OPERATIONS COMMITTEE**

Saltspring Island fire department will be picking up their mini pumper the second week of March.

Visibility for vehicles leaving ESB#1 is not good with the fence blocking the view. This will be explored with the landscaping committee.

Lee is working on the Superior Tanker Shuttle Assessment process and anticipated potential costs. He will try to have this information prior to budget projection in March.

JIBC has changed the certificates for successful completing on courses. Previously they provided the certificate free but now there is a cost for certificates. John Wiznuk noted that for those who have completed the Justice Institute Firefighter level 1 and 2 courses the certificates will be purchased by SIFPS, a copy made for the recipient, one for their personnel file at the hall and the original certificate mounted on the wall at the ESB.

**MOTION:** Ted Syverson moved acceptance of his report.

**CARRIED**

## **6. F. CORPORATE & ADMINISTRATION COMMITTEE**

### **6. F i) Meeting with EHSC & BCAS representatives**

The meeting of this committee and both unit Chief's with Randy Shaw, Emergency Health Services Commission and David Balentine, BC Ambulance Services, took place the second week in January. It was noted that a key factor is to maintain a high standard of the emergency medical care on Saturna Island. John Savage mentioned that the EHSC is offering pilot projects in various rural areas, written details of which have not been received as yet. He also noted that these are early discussions and a process of research and investigation is necessary.

Dan Thachuk briefly highlighted the issues relating to delivery of emergency services, including legal and insurance issues. We have been operating with the implied consent of the Commission, BCAS, VIHA and CRD for the current "enhanced" level of function. John Wiznuk briefly outlined specific emergency services currently offered on Saturna with teams of EMR and OFA3s.

David Rees-Thomas pointed out that SIR is already operating at a basic level equivalent to Mayne Island which has a BCAS station. None of the responders there have higher than EMR level training and their drivers do not have first aid training.

John Savage stated that the intention of the committee is not to lose any of the levels of service currently available. This is a process of research and investigation and information will be brought back to the board. There will not be any entry into an agreement without prior discussion. Dan recommended that Murray Rankin be requested to explore the EHSC documents once they are available and offer input particularly regarding how they compare to what we already have.

Wayne Quinn questioned whether there is any pressure to join the EHSC and their pilot project. There is a written agreement with VIHA the wording of which implies support of the current delivery model but nothing official with EHSC. The service at EMR level which has been providing for 6 years on Saturna needs to be "regularized" as a way to protect volunteers and the board from possible liability issues.

The committee will continue researching this and will report back to the Board.

#### **6. F. ii) ESB#1 Site Preliminary Layout Approval**

Wayne Quinn reviewed the process and the current MOU with Saturna Island Recreation Centre Society. There are several steps necessary for completion which Wayne will follow up on and collect the relevant documents. Wayne requested approval of the board for him to move ahead with arrangements to consult with a surveyor to create a final survey plan. This was approved. Tom Johnstone was dealing with the MOU between the two organizations. Ron Hall will follow up on that.

#### **6.F. iv) Insurance Claim - ICBC**

Generally with only one claim insurance rates do not go up. Ron Hall is following up on this to determine if insurance rates will go up following the recent claim and if so, why.

#### **6. F v) Insurance on Building and Contents**

The cost of replacement of turn-out gear has been questioned. Asset Management Committee will provide this information to determine replacement projected costs.

### **6. G. COMMUNICATIONS COMMITTEE**

Lee Middleton will try again to contact Denise Kuzyk regarding removal of the outdated SIFPS information from the SaturnaCan site and will request a link to the SIFPS website.

Bernie Ziegler has spoken to Brian Lewis and has given him approval to move ahead with publication of his article about SIFPS.

### **6. H. FINANCIAL REPORTING COMMITTEE - No Report**

## 7. NEW BUSINESS

### 7. A. i) White House

Wayne Quinn asked about whether a policy exists regarding consumption of alcohol on the property. The Lions has addressed the issue regarding their members' use of the White House following wood chopping. At this time, is there a policy regarding alcohol on SIFPS property, especially from the perspective of potential liability?

### 7. B. ii) Flag Pole

Wayne Quinn raised the idea of having a flag pole, especially in view of the death of a volunteer firefighter in Enderby. A flag at half mast could recognize such events. The SIVFD has responded to their colleagues in Enderby. Wayne will explore costs of a pole and possible installation and will bring that to the next meeting. It was noted that this is a symbolic gesture and there are flag protocols to be recognized.

## 8. DATE OF NEXT MEETING

The next meeting will be on March 15, 2012 at 10:45 at ESB#1.

Both Chiefs left the meeting at this point.

## 9. HUMAN RESOURCES COMMITTEE

**12:55** The remainder of the meeting continued *In Camera* with a separate agenda.

**1: 58 MOTION:** Bernie Zeigler moved the meeting come out of *In Camera* mode. **CARRIED**

## 10. MEETING ADJOURNED

The meeting adjourned at 2pm.

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Bernie Ziegler, President

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Eve Hage, Secretary

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Bev Lowsley, Recording Secretary

SIFPS Monthly Board Meeting  
January 19, 2012  
Fire Chief's Report

**Operations:**

I have one callout to report; Dec. 25, Christmas Day, a tree on live wires.

**Financial:**

**Training:** none except regular training nights

**Other Business:**

Doug Pearce, Caretaker of Samuel Island, was made aware of the availability of the East Point Mini-Pumper by John Money. I was contacted by Mr. Pearce and we made a trip out to ESB #2 to view the vehicle. He will approach the Samuel Island trustees to see what interest there is and the Board will need to set a price and list what equipment will go with the vehicle.

An email from Chief Bremner, Salt Spring Fire Rescue, indicated that their new vehicle should be delivered around the first week of March and once they have accepted it the Mini-Pumper we are interested in will be available.

I had the opportunity to meet the new CRD Director, David Howe, when he was on island last Saturday. A pleasant and interesting man. I would suggest that members of the SIFPS Board might want to have a meeting with him one Saturday, the only day when it is easy to get from Pender to Saturna and back, and discuss the relationship of the Society and Fire Dept to the CRD. His contact info is: 7915 Swanson View Drive, Pender Island, BC, V0N 2M2, 250 732 5780, [dhowe@greenangels.com](mailto:dhowe@greenangels.com)

As a beginning to the New Year I want to list some of the highlights of 2011. SIVFD moved into, settled into two new buildings and hosted a grand opening, acquired and trained with Jaws of Life, two more firefighters have completed NFPA 1001 training at Pender Fire/Rescue with honours, continued with the rope rescue team and established a specific training night, contributed to the SIFPS web page, sponsored open houses and a fire prevention information table during the summer, School and SEEC visits to ESB#1 with games and awards, installation of a quick water refill setup at ESB #2, John Money has put in place a rainwater collection system and truck refill point at ESB #1, landscaping at both buildings, installation of and training for a turn out gear washing machine and SCBA filling system which gives a firm footing to an Occupational Health and Safety Plan for SIVFD, a legislated responsibility. And this is only a cursory list. More progress is hoped for in 2012.

**Saturna Island Rescue  
Unit Chief's Report  
December 31, 2011**

**Incidents**

SIR crews responded to a four calls in December for a total of 43 in the calendar year and 35 in the VIHA fiscal year. One call in January (to 18th).

**Training**

All six SIR and SIVFD members successfully completed OFA3 certification in December. As originally intended, Brent and Shannon will proceed to complete their EMR training and obtain their EMALB licenses. I am delighted to report that Tony Simmonds also has registered and will commence EMR training in Victoria January 30th.

With a most members involved in the OFA3 course, a separate December SIR training session did not occur. In the January session we did detailed ambulance familiarization and discussed how to make training sessions more effective.

On January 14th I attended BCAS courses at Ganges: Patient Consent and CPR/AED update.

**Equipment**

Nothing to report beyond the fact that our Annie doll seems to have wandered off to Victoria after the OFA3 class. We are attempting to locate her.

**Ambulance**

The dashboard light switch is malfunctioning; Wes Foster will be replacing it in the new year; indeed, between them Wes and Derm have completed the repair

I will be purchasing chains for the car on Friday 20th.

David Rees-Thomas  
Unit Chief  
Saturna Island Rescue



**Eva Hage's Report** (electronic submission)  
**Subject:** Items for SIFPS Board Meeting Jan 19

Action items from last meeting:

Letters of recognition were sent to volunteers that had completed the courses

Correspondence:

I have received none.

Asset Mgt Committee:

Signage - The small signs have been made and are downstairs on top of filing cabinet waiting to be installed beside the doors. There are two signs for each firehall.

The large signs are ready to be picked up. A truck is required as the signs are big and heavy (8'x4' and 6'x 3' on 1" MDF). Warren Langley will meet in Sidney to hand over the signs. Any volunteers?

Corp & Admin Committee report:

First Responders Agreement: John Savage will report

Insurance claim ICBC: Ron Hall? to report

Insurance on building contents: I have attached the email correspondence FYI. The additional premium for \$100,000 in content is \$300. However, Ron's view is that we may already be over insured, and until we have a better grip on the value of our assets we should leave as is.

Eva

**John Money's Report for January 19, 2012** (submitted electronically)

Here is my report for the SIFPS Meeting on January 19, 2012:

Base Boards at ESB #1: Installed and Painted

Water Catchment at ESB #1: Completed and Functioning

Floor Cover for Radio Room at ESB #2, prices given to me by Jerry Pavlatos:

Tile in a similar colour of ESB #1 \$ 950.00 installed

Floating Lino in similar colours to tile \$ 850.00 installed

Neither price includes any taxes.

If the SIFPS Board wants to go ahead, could someone please contact Jerry Pavlatos and give him the go ahead as I won't be here.

Regards, John