

**SATURNA ISLAND FIRE PROTECTION SOCIETY  
(SIFPS)  
MINUTES OF DIRECTORS' MEETING**

**Saturday, November 3, 2012 @ 9:15 a.m. ESB#1**

**DIRECTORS PRESENT:** Bernie Ziegler, Ron Hall, John Money, Wayne Quinn, Dan Thachuk, Ted Syverson

**Fire Chief:** Brent Sohier

**SIR Chief:** David Rees-Thomas

**Recording Secretary:** Bev Lowsley

**1. Call to Order**

President Bernie Ziegler called the meeting to order at 9:15 am.

**2. Approval of Agenda**

Wayne Quinn requested that an item relating to Toby Snelgrove be added. It will be addressed under Human Resources Reports.

**Motion:** Dan Thachuk moved approval of the agenda as amended. **Carried**

**3. Approval of Previous Minutes**

**Motion:** Ted Syverson moved that minutes of September 29, 2012 Directors Meeting be accepted as circulated. **Carried**

**4. Business Arising from previous minutes**

**4.A) Follow-up on MOU with CRD**

Ron Hall reported that Diana Locken has not yet responded to SIFPS question relating to CRD charges for legal services.

**5. Correspondence**

None

**6. Welcome Guests & Questions from the Floor**

There were no guests present.

**7. Committee Reports**

**7.A) Fire Chief's Report**

Chief Brent Sohier's presented his report (attached).

He raised an issue relating to challenges of access to Saturna Beach Estates as access is over a private road, especially challenging in winter getting down the steep grade. There are also some other areas which SIVFD may be unable to service in severe weather. As the legal obligation is to provide service, the terms of service for specific areas may need to be

reviewed. Several options were discussed. At one time there was a trailer with a tank and hose stationed down on Campbell farm property. One option might be to return it to that area. Brent Sohier will include information on the challenges of access to some properties particularly during winter weather in his Scribbler submission for December. It was suggested to invite the president of Saturna Beach Estates to the next meeting of SIFPS to discuss the issue and explore possible options.

A second issue was presented relating to the role of the Fire Chief in allocation of property numbers for new property construction. Chief Sohier does not feel that this allocation of civic address street numbers should be his responsibility especially if there is a wide expanse of property. He does not have the information available to project how many potential building sites could possibly be developed on a property in the future. Brent has spoken with Paul Brent regarding whether this might be an Islands Trust role. John Money suggested that the final approval comes from the Improvement Officer so he should be the one making these judgments.

### **7.B) SIR Chief's Report**

David Rees-Thomas presented his report (attached).

The ambulance is due for its annual inspection and will need new ball joints as well as new tires. David Rees-Thomas asked whether the Lions may be willing to contribute toward purchase of new tires. It was noted that SIR is not funded from the tax rolls although SIFPS oversees operation of emergency services. Wayne Quinn offered to draft a letter from SIFPS making this request which he will forward to Bernie Ziegler for his signature.

### **7.C) Financial Report**

#### **7. C. i) Monthly Statement September 2012**

Ron Hall presented the September financial statement for discussion.  
Total cash and term deposits = \$202,607.35

**Motion:** Ron Hall moved acceptance of the September 2012 financial report.  
**Carried**

#### **7.C.ii) Budget**

This is in development and should be finalized by the middle of the month for consideration at the next meeting. There was also discussion of concerns relating to the equipment van. The Asset Committee will consider what vehicles/equipment may need to be replaced within the next several years.

### **7.D) Operations Committee Report**

#### **7.D.i) East Point Mini Pumper**

Ted Syverson reported that this vehicle has been inspected and certified. There are some repairs required which have occurred since the original agreement to purchase. Saltspring Fire Department will contribute \$750 toward those repairs.

#### **7.D.ii) New Tanker Truck**

Wayne Quinn reported that the tanker truck has arrived and it needs a new throttle harness. This has been ordered and Derm Carberry will do the installation.

#### **7.D. iii) Training of Drivers for Class 3 License**

Two volunteers (Jerry Pavlatos and Terry Danyliw) are being trained to take on this role and will be licensed by next week. They each already have certification for air brakes. The cost of the class 3 license training is \$2000 each plus out of pocket expenses, which has been allocated from the training budget. The training has involved them leaving the island and missing work. John Money suggested that the previously mentioned request to Lions should also include a request for partial support of lost wages. Wayne Quinn agreed to include this in his draft letter to the Lions.

There was also some discussion about inclusion in the next year's budget of training more drivers to get class 4 licenses. This would be especially advantageous for potential SIR volunteers.

#### **7.E) Corporate & Administration Committee Report**

##### **7.E.i) Renewal of MOU with Parks Canada**

Eva Hage was not present. Dan Thachuk has perused the MOU and identified some issues. He reported that the MOU states that responsibility for wildfire suppression training "to Parks Canada standards" falls to the responding agency but this standard is unclear. What is relevant is what we can supply during a wildfire. Various other issues were identified concerning the state of repair and maintenance of local Parks Canada equipment which may be needed in an emergency.

Bernie Ziegler noted that this is only a draft MOU. John Money suggested that as a starting point SIFPS should counter with specific elements that need to be addressed. Dan will work with Eva Hage to develop a list of issues which they will bring to the next meeting.

#### **7.F) Asset Management Committee Report**

##### **7.F.i) Sale of Mini Pumper**

John Money indicated that Barry Crooks has purchased the vehicle. Brent Sohler noted that there are some items still to be removed before the mini pumper is released to him. He will let Barry know when that is done.

##### **7.F.ii) Additional Water Storage at ESB#2**

There was discussion of size of pipe and valves (4" versus 6") for gravity feed from the storage tanks to fill the tankers. There is currently one 4,000 gallon tank. The goal is to have 12,000 gallons (3 large tanks). The Operations and Asset Management Committee

will consult and come back to the board with a specific plan and estimated costs. This will impact on the current budget development.

**7.F.iii) Repair of Concrete Apron at ESB#2**

This is in process.

**7.F.iv) Landscaping at ESB#1 & ESB#2**

CRD water plant activities have created damage to the landscaping at ESB#1. Wayne Quinn will deal with CRD on this.

**7.G) Communications Committee Report**

Lee Middleton was not present. The November Scribbler has an item identifying roles of volunteers in support of SIFPS. So far no responses have been received.

**7.H) Human Resources Committee Report**

**7.H.i) Renewal of MOA with SIVFD**

The current MOU with the Volunteer Fire Department expired in mid-April. Brent will take a copy with minor wording changes to the volunteer fire fighters association for their consideration.

**7.H.ii) Pictures of Firefighters Follow-up**

Photos will be taken at the Pig BBQ of firefighters and SIR volunteers. Ron Hall will follow up on how best to mount and display the photos. Brent Sohier suggested also obtaining a plaque which could list past chiefs. Ron Hall will look into this as well.

**7.H.iii) Commemoration of John Savage**

Ron Hall will follow-up on this.

**7.H.iv) Toby Snelgrove Meeting**

Bernie Ziegler, Ron Hall, Brent Sohier, David Rees-Thomas and Lorna Archer Quinn met with Toby Snelgrove regarding post incident counseling access for emergency volunteers. Toby is a psychologist with expertise in post traumatic stress issues. He runs a consulting service on Mayne Island and is willing to come over and speak with volunteers regarding what he can offer. He also pointed out that WCB will pay for this service. David Rees-Thomas noted that there are various levels of support, from immediate debrief sessions of those involved to more formal levels of support. It was also suggested that the Human Resources Committee draft a Board protocol relating to levels of support provided following traumatic events. Brent will speak with the SIVFD members to see if they may be interested in having Toby Snelgrove come over to talk about what he can offer.

## **8. New Business**

There was no new business.

## **9. Date of next Directors Meeting**

The next meeting will be on Saturday, December 1, 2012 at 9:15 a.m. in ESB#1 fire training room.

## **10. Adjournment**

The meeting was adjourned at 11:15 am

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Bernie Ziegler, President

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Eva Hage, Secretary

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Bev Lowsley, Recording Secretary

## **SIFPS Monthly Board Meeting November 03, 2012 Fire Chief's Report**

### **Operations:**

There have been four fire dept. paged out calls since the last meeting. Two Hydro related calls one of which started two separate fires. Hubertus Surm and myself travelled to Saltspring to pick up the new truck. Ten fire fighters put in four hours last Sunday getting the two new trucks outfitted and into service. The crest radio still needs to be installed in the new tender. There are a couple things left to come off the truck that was purchased by Barry.

### **Financial:**

There are some receipts that have been paid from the petty cash.

### **Training:**

Saltspring training officer Jamie Holmes expressed interest in coming to Saturna to do pump training on the new truck.

### **Other Business:**

Saturna Beach Estates  
Property numbers

### **Brent Sohler**

**Saturna Island Rescue  
Unit Chief's Report  
End of Summer 2012**

**Incidents**

SIR attended 8 calls in September and 4 in October, all in the first week of the month (and then of course we had one more on the 30th). Overall, 2012 has been busier than past years with a total of 47 calls to date (41 in the VIHA fiscal year).

**Training**

Tony and I attended two BCAS courses at Ganges on October 18th. The first course was aimed at preventing musculo-skeletal injuries in attendants. The second, Dealing with Death and Dying, dealt with call management, specifically in the case of cardiac arrest, as well as support for colleagues and surviving family. These courses will be repeated on Mayne in 2013. The Death and Dying course was written up in this month's *Canadian Paramedicine*.

**Equipment**

No issues.

**Ambulance**

No issues, but it is time for the annual inspection. From last year the car will need 4 ball-joints and new tires all around, so it won't be a cheap trip.

**Station**

No issues.

**Crew**

Tony Simmonds has registered for EMALB exams in December.

Katie and Ryan Dentry have been attending SIR training and riding third on calls; we have had an expression of interest from another (young) member of the community. All of the potential new crew require first aid training at the most basic level (OFA1).

**David Rees-Thomas  
Unit Chief  
Saturna Island Rescue**