

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

Saturday, January 12, 2013 – 9:15 a.m. ESB#1

Members Present: Bernie Ziegler, Eva Hage, John Money, Ron Hall, Lee Middleton
Crew Chiefs: Brent Sohler (Fire), David Rees-Thomas (SIR)

1. Call to Order

The meeting was called to order by President Bernie Ziegler at 9:18 am.

2. Approval of Agenda

One item to be added under correspondence: response from Sheila Wallace.

Motion: Eva Hage moved approval of the agenda with the one added item.
Carried

3. Approval of Minutes of December 1, 2012 Directors' Meeting

There was one correction to item 6.F i - the size of the tank behind the Recreation Centre is ~9,000 gallons.

Motion: John Money moved approval of the December 1, 2012 minutes as amended.
Carried

4. Correspondence

Email from Sheila Wallace re: emergency access to Saturna Beach in winter:
John Money received an email which he highlighted. He had drafted a response which was discussed. The main question was responsibility of maintaining a pumper truck over at the Saturna Beach area including liability issues if it is not maintained by the Fire Department. It was suggested to send a letter offering to sell it to the winery for \$1.00 as a water truck on the understanding that it could be commandeered for fire response on rare occasions when it is not possible to get a fire truck down to that area. It was also noted that the Trueworthy lots were purchased as water access only.

It was agreed that Eva Hage will redraft the letter as suggested then forward it to Bernie Ziegler for his signature on behalf of the SIFPS Board.

John Wiznuk suggested that SIFPS consider developing a draft policy and public notices relating to circumstances where there may not be access to a property for emergency response. Lee Middleton will be asked to write an article for the Scribbler describing circumstances where that may be an issue.

5. Welcome Guests & Questions from the Floor

John Wiznuk was welcomed. He informed the Board that he is the new commissioner on the SGI Emergency Planning Advisory Commission (SGIEPAC). David Rees-Thomas is also a member

of this Commission. John explained his role and stated his goal of maintaining open communication between the commission and SIFPS. The main project at present is to replace the emergency generator at ESB#2. John Money recommended that consideration be given to purchasing a propane fired generator as they are more reliable and easy to start after sitting for long periods of non-use. If there are any other specific projects identified by SIFPS they can be taken for consideration by the Commission. John also mentioned that BC Hydro is planning to cut off power on January 17 for several hours. The times and areas effected will be posted at the store.

6. Committee Reports

6.A) Fire Chief's Report

Brent Sohler gave his report (attached).

A new tow-piece basket stretcher allows more room so there are two more seats in the Suburban vehicle. This means those volunteers will not need to take their own vehicle to a call. He also described some equipment which is ready for pickup in town and will be installed on arrival.

6.B) SIR Chief's Report

David Rees-Thomas gave his report (attached).

Training has been done regularly by Tony Simmonds. Ryan Dentry indicated that he definitely wants to take the OFA 3 course. Also, Cloe Henry is interested in training. She will be 16 in February, the minimum age for eligibility to take the training. David is working on finding someone to do the training.

Crew strength was down to 50% for the past month but it will be back up to full complement this weekend.

6.C) Financial Report

6.C.i) Monthly Statement Nov/Dec, 2012

Ron Hall reviewed the November 2012 statement. Total cash and term deposits to Nov. 30, 2012 = \$114,435.28

Balance left on the commercial term loan and fixed mortgage= \$ 192,208.83

Motion: Ron Hall moved acceptance of the report. Seconded by Eva Hage.
Carried

The December 2012 year-end report will be presented at the next meeting. There was discussion of recruitment of another board member with bookkeeping or accounting background as Theresa Howard has indicated that this is her last year on the Board.

6.C.ii) Budget

Eva Hage presented a draft budget for fire services. The budget cycle for SIR is at a different time so that is not reflected in this draft.

Still needed are accurate projections for rescue, personal protective equipment occupational health and safety equipment plus items including pumps repairs and replacement. Those

items come to approximately \$10,915 which is noted as reserve contingency funds to be applied for as needed.

There is another \$12, 000 allocated for the training budget. She will review this with Chief Sohier.

Motion: Eva Hage moved approval of the draft budget of \$95,410 presented at the December 12, 2012 meeting, as the final budget for 2013. Second Ron Hall.

Carried

6.D) Operations Committee Report

6.D.i) Tanker Truck Repairs

Wayne Quinn sent a report that he has given the throttle electrical part for ESB#1 tanker to Derm Carberry for installation. The new throttle peddle unit will be returned to P&R for credit.

6.D.ii) Mini-Pumper Repairs

The "Saltspring " pumper needs annual certification in February. It will need a muffler and tail pipe to pass inspection.

6.D.iii) CIS Training Course

David Rees-Thomas reported that neither he nor Jenna Foster was able to attend on the date that the course was offered.

6.D.iv) Clean-up of the area around ESB#1

CRD has confirmed with Wayne Quinn that the damaged plants at ESB#1 have been noted and the contractor advised of this deficiency in the contract. Plants will be provided to SIFPS in the spring.

Bernie noted that there is also some damage to the deer fencing behind and next to the CRD building. It is ripped and needs repair. A general clean-up of the area behind ESB#1 is also needed. Some of this may need to wait until spring when it is drier.

6.E) Corporate & Administration Committee Report

6.E.i) Renewal of MOU with Parks Canada

Eva Hage shared a report from Dan Thachuk. She will email the document to the rest of the board for their perusal. Eva will discuss this further with Dan then will contact Parks Canada to set up a meeting to discuss this.

Brent Sohier noted he had received information about additional money from Parks Canada for fire prevention but it's not clear whether any will apply to fire suppression. Brent plans to meet with Rob Walker to discuss this. He also noted that this should include Glenn Poffenroth, Fire Protection Officer for South Island, as well because they have to take over what Parks Canada is not covering. They are also at a point where they are needing to renew their contract with Parks Canada as well. Brent suggested a meeting between Rob Walker and whoever he sees fit, a SIFPS board representative as well as Chief

Brent Sohier and Glenn Poffenroth to discuss shared issues to avoid creating conflict between their separate MOU submissions.

Action: Eva Hage will contact Parks Canada, to set up a meeting. Local representatives may include Eva, Dan Thachuk, Chief Sohler, SIR Chief Rees-Thomas and John Wiznuk. Brent offered to contact Glenn Poffenroth as well once a date is set.

John Wiznuk pointed out that there is also an MOU with CRD related to response within their parkland on Saturna (the wooded area to the south of East Point as well as Thompson Park). John will look for a copy to that MOU for Eva. There was also some discussion regarding rope rescue, as a separate issue.

6.E.ii) MOU between. SIR and Parks Canada

Eva has still not been able to find the signed copy of this agreement.

6.E.iii) Civic Address issue

At present the assignment of house numbers falls to the fire department on Saturna, Mayne and Galiano Islands, while on Pender and Saltspring it is handled by the building inspectors. Brent commented that on Mayne Island they get paid for this service.

Eva will call CRD building inspection to see if CRD is willing to pay for this function on Saturna.

6.F) Asset Management Committee Report

6.F.i) Additional Water Storage at ESB#2

Wayne Quinn sent an email stating that bid packages for ESB#2 water system are out and to be received by January 16th. He suggested opening the bids on Jan. 17. The work is to be completed by February 15, 2013.

6.F.ii) CRD Damage to Landscaping at ESB#1

CRD has informed Wayne Quinn that they will provide plants to remediate the area in the spring. John Money suggested that a letter be sent suggesting a cash settlement and SIFPS will deal with purchase and planting .

6.F.iii) Replacement of equipment van

This item will be discussed when Wayne Quinn is back.

6.G) Communications Committee Report

Lee Middleton will write an article in the Scribble relating to potential issues of access when there is ice and snow. There may be delays or conditions when access cannot be accomplished without danger to responders. Lee will consult with Brent and David.

6.H) Human Resources Committee Report

6.H.i) Pictures of Firefighters

Some photos have been taken but this is still ongoing.

6.H.ii) Commemoration of John Savage

Nancy Angermeyer has done the photo and framed it. She will get it to Ron next week then a plaque will be purchased for it.

6.H.iii) Toby Snelgrove

Brent Sohler and David Rees-Thomas will coordinate timing for Toby Snelgrove to come and speak to volunteers about the services he can offer.

6.H.iv) Medical/dental benefits for volunteers

Eva Hage has contacted Pheonix Insurance . She reported on a number of services available. For full coverage including dental, the cost of premiums for single person would be \$70 per month; families \$190 per month. For this to work all members would need to sign up and premiums must cover the claims. Volunteers are already covered for Accidental Death & Disability so would only need extended medical and dental. If dental coverage is not included the premiums would be lower.

Another alternative is for SIFPS to set up a trust fund based on so much per person per year of service as a volunteer. This can then be draw on when needed. It would be important to have external management (eg Pacific Blue Cross) so SIFPS is not directly involved with individual member claims. This is a tax free benefit for members

There are various issues. Currently there are ~20 volunteers but some already have coverage through their work. Eva needs to know from Brent the number of individuals not currently covered by some medical benefit packages.

John Wiznuk will speak with Chief Boyd regarding what they offer to their volunteers on Pender Island. Eva will take this away and submit a summary for the next meeting.

7. New Business

VIHA agreement for SIR services expires in the end of March. Ron Hall and Eva Hage will contact VIHA regarding renewal of that agreement.

8. Date of next Directors Meeting

There will not be a meeting in February. The next meeting will be Saturday, March 16, 2013 at 9:15 a.m. in ESB#1.

9. Adjournment

The meeting was adjourned at 10:50

Bernie Ziegler, President

Eva Hage, Secretary

Bev Lowsley, Recording Secretary

**January 12, 2013
Fire Chief's Report**

Operations:

There has been one chief page and two general page outs since the last meeting for a total of 24 this calendar year. We have a new two-piece basket stretcher to go in the suburban, which will allow room for two more people. We have a set of vehicle stabilization struts coming that will allow us to make more space in the rescue van as well as reduce some of the weight.

Financial:

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

Training:

In-house training is all that is planed for now

Other Business:

No other business

Brent Sohier
Fire Chief

**Saturna Island Rescue
Unit Chief's Report
December 2012**

Incidents

NO calls in December; 50 in calendar 2012, and 43 in the VIHA fiscal year..

Training

BCAS will be offering an International Trauma Life Support course at some future date (unknown even to the Regional Training Officer). The course requires extensive pre-reading and includes an on-line component which can be done in advance.

Equipment

The second Lifepak 1000 AED, purchased with Lions Club funds (topped up with additional donations) has been ordered and should be on-island by the date of the SIFPS meeting. A second Pulse Oximeter has been purchased; both instruments are intended for ESB2.

Ambulance

Appears to be starting relatively easily in spite of the cold weather. Sidney Tire recommended the use of an injector cleaning fuel additive, which confirms what we have been doing since last winter. So far we have had no need to employ the block heater.

Station

No issues.

Crew

No issues, but it will be a relief to be back at full strength.

David Rees-Thomas
Unit Chief, Saturna Island Rescue