

# Saturna Island Fire Protection Society (SIFPS) Directors' Meeting Minutes

Saturday, March 23, 2019, 9:15 am ESB#1

**Present:** John Hutchinson, Brent Sohler, Wayne Quinn, Eva Hage, Bill Schermbrucker, John Wiznuk, Kate Vigneault, Priscilla Zimmerman, Ian Gaines, Sandy Nelson.

**Regrets:** Harvey Janszen, Deb Simpson,

**Guests:** David Osborne, Peter Clark, Darren Gilmore, David McCabe

1. Meeting called to order at 9:14 a.m.
2. Approval of agenda as circulated and corrected: #5: add the word power instead of heating, #8: new item added: 'New Member Application' and #12 added: review request from neighbor of ESB #2, #11 (j): off island transport, as circulated. **Moved:** to approve agenda as corrected. **Carried.**
3. Moved to approve regular Director's board meeting minutes from Jan 5th, 2019. **Carried.**
4. John H. welcomed guests David Osborne, Darren Gilmore and Peter Clark.
5. Received presentation from David Osborne regarding ESB #1 to utilize solar power. **Moved** to follow the process as outlined to obtain the tax money from CRD for solar and/or heat pump. Wayne Quinn has volunteered to represent the board, and all agreed email communication is acceptable. **Carried.** Received presentation from Darren Gilmore regarding Engine #2. **Moved** to accept Darren's report regarding Engine #2 and it's location at Saturna Beach and ask that he email a summary to the Asset Management Committee. **Carried.**
6. **Business arising from previous meeting:**
  - a. VIHA agreed to \$1000 increase effective April 1, 2019. Annual amount now \$11,500. Amended agreement has been submitted to VIHA. **Completed.**
  - b. Discussion regarding "Recognition Clothing". **Tabled.**
  - c. New "No Public Parking" signs have been installed by Brent. **Completed.**
  - d. Progress reports regarding renewal of Parks Canada Wildfire & SIR agreements (2): \$1,000 extra per year for SIR agreement. No change to Wildfire Agreement.
  - e. Progress report regarding discussion with Tsawout First Nation Band Manager about fire protection on IR7. John has sent an email, waiting for response. **Ongoing.**
  - f. New policy for "in camera" meetings. John & Eva sent out drafts for the purpose of discussions. **Tabled.**
  - g. Chiefs to provide list of active members to Eva for VHIS Insurance Coverage. **Completed.**

- h. Report of repairs needed to mini pumpers #1 & #2. Water pump replaced on #2.
- i. Report regarding BC traffic cones from BC Hydro. **Tabled.**
- j. Report regarding “Policies” heading on website. **Tabled.**
- k. Progress report regarding “new look” website. **Tabled.**
- l. New door opener for ambulance bay roll-up door has been installed.  
Kate will follow up on having required new wall outlet installed.
- m. New entry door codes for ESB#1 & #2. John Wiznuk will follow up.
- n. Status update on new Crest radios and financial implications. **Moved** to accept John Hutchinson’s report regarding Crest Radios and financial implications. Email has been sent to CRD Director David Howe for assistance. **Carried.**

**7. Correspondence:**

New member application from Kevin Leslie. **Moved** to accept Kevin as a member of SIFPS. **Carried.**

**8. Fire Chief’s report:**

Wayne expressed appreciation to Priscilla Zimmerman for her work on updating SCBA units. John mentioned that Parks Canada is going to re-install the water tank this summer at East Point. New fire rating signs have arrived. John, Brent, David (Saturna Winery) and Ester had teleconference regarding pumper to Saturna Beach. **Moved** to approve Brent's written report as circulated. **Carried.**

**9. SIR Chief’s Report:**

Kate thanked the team for excellent emergency response. BC Ambulance & BC Ferries were also very helpful during recent events. After discussions with BCEHS. Kate mentioned that SIFPS has been offered an ambulance, free of charge, as well as ongoing, on site training. Discussions with BCEHS continuing. **Moved** to accept Kate's written report as circulated. **Carried.**

**10. Financial Committee Report:**

- a. **Moved** to increase the budget for rescue equipment from \$1,600 to \$3,200. **Carried.**
- b. **Moved** to add \$1,000 the budget for legal expenses. **Carried.**
- c. **Moved** to approve the financial report as amended (Actual to Budget) from Jan 1st to Feb 28th 2019 and for it to be posted on the SIFPS website. **Carried.**
- d. **Moved** to donate \$50 to Saturna Island Parks Liaison Committee for a minute taker **Carried.**

**11. Asset Management and Operation Committee Report:**

- a. Maintenance doors at ESB #1 and #2. New lower panel for ambulance bay door required, regular maintenance required. **Ongoing.**

- b. 2019 landscape/maintenance contractor hired, Delaine Fisher.
- c. Disposal of Suburban. **Completed.**
- d. Budget considerations for establishing dry hydrants and water storage units. \$10,000 per year starting in 2020. **Ongoing.**
- e. Policy considerations for off-island transport of vehicles was distributed by Wayne. **Moved** that this policy be accepted and attached to the minutes. **Carried.**
- f. Budget considerations for ongoing site upgrades at ESB #1 and #2. It was suggested to add \$2,000 per year, per building, to the 2020 budget. **Ongoing.**
- g. Upgrading SCBA units as old ones become outdated. **Ongoing.**
- h. Discussion regarding purchase of a gas detection unit. Brent will follow up. **Ongoing.**
- i. Engine 11 Annual Pump Certification. Brent mentioned that it was certified in North Vancouver in 2018 and plans will be made to take the engine to Victoria, preferably on a Saturday, for re-certification.
- h. Managing diesel exhaust in ESB #1 and #2. Consensus required re: costs for three units will be done by email. **Ongoing.**
- i. Managing hydro efficiency. Discussion regarding placing reminders near switches. **Ongoing.**
- j. Discussion regarding a neighbor's request to access the driveway at ESB #2 to move a house. **Moved** to consider Mr. Dol's request to use the property at ESB #2 to move a house on to 644 Tumbo, subject to further information and details. **Carried.**

**12. Corporate and Administration Committee Report:**

None.

**13. Communication Committee Report:**

Prepare Scribbler article re: house numbers & firefighters training photos. SIFPS website is still experiencing problems. Saturna Island Women's Service Club will accept additional information brochure about SIFPS within their welcome package. Bill working on it. **Ongoing.**

**14. Human Resources Committee Report:**

Five and ten year SIR pin presentation to be given to volunteers at May Pig BBQ.

**15. New Business:**

**Moved** that John Hutchinson and John Wiznuk be appointed to 2019/2020 Nominating Committee. **Carried.**

**16. President's Report:**

John reported that there is no SGI meeting scheduled at present.

**17. Next Board meeting:** May 11th, 2019 @ 9:15 am at ESB#1.

**18. Moved** to set AGM date for June 15th at 1 pm. **Carried.**

19. **In Camera Session: Moved** to go *In Camera* at 11:40 am **Carried.**

20. **Moved** to return to regular director's board meeting at 11:45 pm. **Carried.**

21. **Meeting adjourned at 11:46 pm.**

President, John Hutchinson

---

Recording Secretary, Sandy Nelson

---