

SATURNA ISLAND FIRE PROTECTION SOCIETY (SIFPS)

Director's Meeting Minutes, Saturday, Mar 14 2020, 9:15am @ ESB#1

PRESENT: John Hutchinson, Harvey Janszen, John Wiznuk, Eva Hage, Priscilla Zimmerman, Vanessa Verbitsky, Brent Sohler, Ian Gaines,

GUESTS: Peter Clark

ABSENT: Dan Thachuk, Deb Simpson, Peter Stolting

1. The meeting was called to order at 9:15 am. John welcomed guest Peter Clark.
2. **Moved** to approve the agenda as circulated. **Carried.**
3. **Moved** to approve Regular Director's board meeting minutes from Jan 11, 2020 as circulated and corrected to add 'actual' and 'Field & Co.' to item a and b under #8 Financial Report. **Carried.**
4. **Business arising from January 11, 2020 Director's Meeting Minutes.**
 - a. Solar PV panels install will be in March 2020.
 - b. Landscape & maintenance contract for 2020 awarded to Patrick Dahl. Contract needs signing.
 - c. Moved to accept John Wiznuk's Fire Smart 2020 committee report as circulated. **Carried.**
 - d. John Hutchinson reported that regarding the use of ESB #2 driveway to move Mr. & Mrs. Dol's house onto their property, the agreement has been signed.
5. **Correspondence- none.**
6. **Fire Chief's Report**
 - a. **Moved:** to accept Brent's report as circulated and discussed. **Carried.**
 - b. Discussed progress report regarding ladders/pumps recertification.
 - c. **Moved** to remove group of three trees from Harris Road access on right side entrance to ESB #1 after discussion. Wood to be donated to the Lion's Club. **Tabled** until Eva arrives.
 - d. Brent reported that 7 new Crest hand held radios have been ordered and new replacement pagers will be coming March 19th.
7. **SIR Chief's Report.**
 - a. **Moved:** to accept SIR Chief Vanessa's report as circulated and discussed. **Carried.**
 - b. Discussion regarding COVID-19 virus.
 - c. Report regarding new SIR computer. Given current virus situation, nothing has been heard.
 - d. No report regarding BCEHS Transportation Agreement.
 - e. Regarding SIR pagers, John Hutchinson will contact Gord Horth (CREST) for return of old fire department pagers.
 - f. Ongoing discussion regarding ambulance BULA, stationed at ESB #2. More details are needed.
8. **Financial Report.**

Eva reviewed Actual to Budget for January 1, 2020 to February 29, 2020.

Moved to accept Eva's actual-to budget report as circulated and to be posted on website. **Carried.**

9. Asset Management & Operations Committee Report.

- a. **Moved** to lift earlier tabled motion: Remove group of three trees from Harris Road access on right side entrance to ESB #1; wood to be donated to Lions Club. **Moved** to hire Capital Tree Service. **Carried.**
- b. Jerry Pavlatos will be cleaning windows and gutters at both halls.
- c. It was discussed and all agreed to add extra hours, until further notice, so Harbour Maid Services can sanitize light switches, handrails, door handles etc. at both halls.
- d. Ian Gaines suggested getting all CVI inspections done by having mechanic come to Saturna. All agreed.

10. Corporate/Administration Committee Report

- a. Accepted report that SIFPS has received approval for \$15,175.00 for Fire Fighters 2020 from Community Emergency Preparedness fund.
- b. Deb to prepare draft regarding changes to the "Personal Information Protection Policy" for SIFPS.

11. Communications Committee Report.

Draft brochure for Women's Club 'Welcome to Saturna' bag will be referred to Lorne Bolton for his input.

12. Human Resources Committee Report. None.

13. New Business

- a. Guest Peter Clark, (new Fire Chief, April 1st, 2020), discussed shipping containers for fire practices. Discussion will continue with Operations Committee and be reported back.

14. President's Report.

- a. Next Parks Canada Liaison Committee Meeting to be held April 28, 2020.
- b. John asked Directors if they would serve another term.

15. Next Board Meeting will be held on May 16, 2020 at 9:15 am @ ESB#1

16. AGM meeting date set as May 30, 2020 at 1pm, at Rec Centre lounge.

17. Moved to go in to 'In Camera' meeting at 10:50 am. **Carried.**

- a. **Moved** to approve January 11th, 2020 "In Camera" meeting minutes as read. **Carried.**

18. Returned to regular director's meeting at 11:15 am.

19. Moved to adjourn meeting. Adjourned at 11:20 am. **Carried.**

President John Hutchinson

Recording Secretary Sandy Nelson
