

SATURNA ISLAND FIRE PROTECTION SOCIETY

ANNUAL GENERAL MEETING

NOTICE TO MEMBERS

Date: Saturday – June 4, 2022

Time: 1:00 p.m.

Location: Emergency Services Building #1

THE AGM AGENDA PACKAGE IS AVAILABLE AT SIFPS.CA

YOU MUST BE A MEMBER OF SIFPS TO BE ELIGIBLE TO VOTE ON ISSUES DURING THIS MEETING.

MEMBERSHIP IS FREE AND OPEN TO RESIDENTS AND PROPERTY ELECTORS OF SATURNA ISLAND AS DEFINED BY THE CAPITAL REGIONAL DISTRICT, AS WELL AS OTHER INDIVIDUALS APPROVED BY THE SIFPS BOARD.

MEMBERSHIP APPLICATIONS CAN BE SUMITTED UNTIL 12:45 PM, AT EMERGENCY SERVICES BUILDING #1 SATURDAY, JUNE 4 2022 – AFTER THAT NO FURTHER MEMBERSHIP APPLICATIONS WILL BE PROCESSED.

NOMINATIONS TO THE BOARD OF DIRECTORS OF SIFPS FROM THE MEMBERSHIP ARE WELCOME, AND CAN BE RECEIVED BY THE NOMINATION COMMITTEE AT emhage@mac.com. NOMINATIONS FROM THE FLOOR ON THE MEETING DAY ARE ALSO WELCOMED

SATURNA ISLAND FIRE PROTECTION SOCIETY

AGENDA ANNUAL GENERAL MEETING JUNE 4, 2022

1. CALL TO ORDER/CONFIRM QUORUM
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES OF ANNUAL GENERAL MEETING JUNE 26, 2021
4. BUSINESS ARISING FROM MINUTES
5. PRESIDENT'S REPORT
6. FINANCIAL REPORT AND APPROVAL OF FINANCIAL STATEMENTS JANUARY 1 TO DECEMBER 31, 2021
7. CORPORATE AND ADMINISTRATION COMMITTEE REPORT
8. ASSET MANAGEMENT/OPERATIONS REPORT
9. HUMAN RESOURCES COMMITTEE REPORT
10. NEW BUSINESS
11. APPROVAL OF ACTS OF SIFPS DIRECTORS JUNE 27, 2021 TO JUNE 3, 2022
12. NOMINATION COMMITTEE REPORT
13. RESIGNATION OF 2021-2022 DIRECTORS
14. ELECTION OF 2022-2023 DIRECTORS
15. ADJOURNMENT

SATURNA ISLAND FIRE PROTECTION SOCIETY (SIFPS)

ANNUAL GENERAL MEETING MINUTES

June 26, 2021 @ 1pm

1. Wayne Quinn declared a quorum with more than 12 members present, and the meeting was called to order at 1 pm.
2. **Moved** by Ron Monk to accept the Agenda as posted on the SIFPS website and also emailed to members. **Carried.**
3. **Moved** by Eva to adopt the minutes from the Annual General Meeting of June 27, 2020. **Carried.**
4. **Business Arising from Minutes:** None.
5. Wayne Quinn thanked all for attending, and suggested a moment of silence in memory of Harvey Janszen. **Moved** to accept President's Report as posted on the SIFPS website. **Carried.**
6. **Eva Hage** thanked the Chiefs for their support during a challenging year. **Moved** to accept the Financial Report by Grant Thornton, and as posted on the SIFPS website. **Carried.**
7. **Moved** to accept the Corporate & Administration Committee Report as reported and posted on the SIFPS website and as explained by Melanie Watson. **Carried.**
8. John Wiznuk gave an update on the solar panel procedure and application for solar for ESB2. **Moved** to accept the Operations and Asset Management Report. **Carried.**
9. Deb reported that she has received a quote for equipment packages and confirmed that it is the maximum amount. Deb thanked Peter and Brent for their assistance in the grant application. **Moved** to accept the Human Resources Committee Report as posted on the SIFPS website. **Carried.**
10. **New Business:** None.
11. **Moved** to approve the acts of the SIFPS Directors for the period from June 28th, 2020 to June 25th 2021. John Hutchison commented on the stellar job being done by volunteers on the SIFPS board and the SIR and Fire Dept **Carried.**
12. **Review of the Report of the Nomination Committee** as posted and amended on the SIFPS website to reflect that Wayne Quinn has stepped down as president. **Moved** by John Wiznuk to accept the Nomination Committee Report for 2021-2022 as amended. **Carried.**
13. **Resignation of 2020-2021 Directors** All members of the 2020-2021 Board of Directors resigned their positions.
14. **Election of 2021-2022 Directors**
 - a. Nominated for **President:** Eva Hage. Call for an additional nomination was made three times and hearing none, Eva Hage is President by acclamation.
 - b. Nominated for **Vice President** Ron Monk. Call for an additional nomination was made three times, and hearing none, Ron Monk is Vice President by acclamation.
 - c. Nominated for **Corporate Secretary:** Melanie Watson. Call for an additional nomination was made three times, and hearing none, Melanie Watson is Corporate Secretary by acclamation.
 - d. Nominated for **Treasurer:** Stephen Hardy. Call for an additional nomination was made three times, and hearing none, Stephen Hardy is Treasurer by acclamation.
 - e. The following have been nominated to the **Board of Directors:** John Wiznuk, Peter Stolting, Ian Gaines, Deb Simpson, Tony Marchigiano, and Doug Hayward. Call for an additional nomination was made three times, and hearing none, all 6 were declared elected as Directors-at-Large for a total of 10 Directors.

Adjournment – Moved to adjourn the meeting. **Carried.** The meeting was adjourned at 1:24 pm.

SIFPS Annual General Meeting 2022

President's Report

After nearly 12 years on the Board - 8 years as Corporate Secretary, 3 years as Treasurer and this last year as President - I have decided not to run for re-election. It's time for new faces, new energy and new ideas. During my tenure I've had the pleasure of working with many dedicated, smart and enthusiastic island residents – as board members, as fire and SIR volunteers and as contractors. I can sincerely say I am proud of the quality of emergency services we have here on Saturna thanks to the hard work by all those who have volunteered their time and energy over the years.

The Board of Directors have a fiduciary role in managing tax payers' money and to ensure the society fulfills all its obligations and to that end I can confirm SIFPS is a well-run society. Over the years processes and policies have been put in place to ensure the society operates effectively, prudently and transparently. All Board and financial reports are posted on the website and the Board meetings are open to the public.

SIFPS is in excellent financial shape and (almost) all our assets are in good condition. The buildings are now a decade old and some ongoing maintenance will be required to keep them that way. Tender 1 needs to be replaced and the Board has approved the replacement of up to a total cost of \$100,000. That will be the largest capital investments – apart from the buildings – the SIFPS has made. The Board also installed an additional water tank at ESB#1. The Board is in the process of looking for the best solution for a permanent cover for Car 2 (Ambulance at ESB#2).

Some investments have been made possible by grants. CRD provided a grant of \$20,000 to install a solar system at ESB#2; the Red Cross/Fire Commissioner of BC provided a grant under the Community Resiliency Grant program to procure a wildfire sprinkler trailer and approximately \$15,000 was received from UBCM for fire training.

Those are all good things that have been achieved, but there are also challenges that must be addressed. Recently, the Board has learnt that it is not in full compliance with respect to Saturna Island Rescue and the provision of medical response services. The Board is now working hard (scrambling!) to get the necessary legal structure in place in order to tackle the challenges ahead.

Just like elsewhere in the province, demand for medical response services on Saturna has literally exploded during the past two years much due to the pandemic and a growing population. Combined with more stringent regulations, expanded scope of services and increasing expectations the strain on Saturna Island Rescue volunteers has increased and the pool of volunteers is shrinking. One of the Board's key priorities is to develop a plan to put

Saturna Island Rescue on a more sustainable footing to ensure we retain our volunteers and are able to recruit new ones.

Regulations for volunteer fire departments have also increased over the past few years, requiring more training and adding to the administrative burden of the fire chief. The Board has taken some steps – investing in live fire training containers, seeking grants for additional training and developing travel policies to compensate for SIFPS related travel and training - but more needs to be done to ease the burden on the volunteers.

I want to thank my fellow board members for their dedication and support over this past year. You have been done a great job and it was a pleasure working with you.

Respectfully submitted

Eva Hage
President
May 15, 2022

Saturna Island Fire Protection Society (SIFPS)

Annual General Meeting

Financial Report for the Year Ending December 31, 2021

I was appointed SIFPS Treasurer at the Annual Meeting held in late June 2021. There were lots of things to be learned about the Society and its operations and I would like to express my sincere thanks to Eva Hage, the previous SIFPS treasurer and the current year's President, for ensuring the handover of duties went as seamlessly as possible and for her continued sharing of knowledge, expertise and guidance. It was invaluable to me then and continues to be so.

Grant Thornton, Chartered Professional Accountants, were hired to perform a compilation engagement which is, essentially, helping management with the preparation of the annual financial statements.

The following are the key highlights with respect to the SIFPS financial statements for the year ending December 31, 2021.

Revenues in 2021 were \$196,440 as compared to \$221,473 in 2020, a decrease of \$25,033 or 11.3%. The decrease was mainly attributed to \$13,204 less revenue from the FireSmart program which ended in early 2021 and a \$8,559 decrease in donations. The higher donations amount in the previous year resulted from a specific campaign to fund the SIR vehicle located at ESB2 which was not repeated.

The source of revenues in 2021 was \$168,232 (85.6%) from property taxes and PILT, \$11,500 (5.9%) from Island Health, \$4,096 (2.1%) from donations, \$3,642 (1.9%) from FireSmart, and \$8,970 (4.5%) from various other sources including a Parks Canada lease and interest income.

Total expenses were \$220,620 as compared to \$247,032 in 2020, a decrease of \$26,412 or 10.7% which was closely aligned with the decrease in revenues in the current year. Total expenses consisted of the non-cash amortization cost relating to buildings, equipment and vehicles (referred to as property, plant and equipment) in the amount of \$58,576 (2020 - \$62,349) and operating expenses of \$162,044 (2020 - \$184,683).

The operating cost break down was as follows: \$34,156 for SIR (2020 was \$44,421); \$76,580 for Fire (2020 was \$83,675); and \$51,308 combined for operating the two buildings, administration activities, and FireSmart (2020 was \$58,776).

Despite an overall decrease in operating expenses there were some notable cost increases. Insurance premiums increased by \$6,874 or 39.1% primarily for property and liability coverages, and repairs and maintenance expenses of buildings and equipment increased by \$5,462 or 24.6%. The main areas of cost decrease were in FireSmart expenses (a decrease of \$14,294 or -83.2%) as the program ended in early 2021, training expenses (a decrease of \$7,806 or -46.2%), and vehicle expenses (a decrease of \$7,124 or -29.5%). Training expenses typically fluctuate year-over-year depending on actual requirements but identifying suitable courses in 2021 was particularly challenging with COVID restrictions featuring once again. Vehicle expenses in 2020 were unusually high as they included a large repair cost.

Amortization expenses for buildings, equipment and vehicles amounted to \$58,576, a decrease of \$3,773 or 6.1% as compared to 2020.

The deficiency of revenues over expenditures or loss in the current year was \$24,180, marginally lower than a loss of \$25,559 reported in 2020. Amortization expense, which is the writing down of capital assets (buildings, equipment & vehicles) over their estimated useful life, is a significant cost contributor to the reported loss.

However, the Society generated positive cash flows in the current year of \$26,102 (2020 - \$9,407) which boosted total cash and term deposits from \$274,495 at the beginning of the year to \$300,597 as at December 31, 2021. Approximately, one third of the cash at year end was held in a term deposit account earning a little bit of interest.

An amount of \$19,960 was spent on capital purchases which included adding two tanks new for strategically placed water reserve (an additional one at ESB1 and one located at Fiddlers near East Point), a 40 foot metal container which will be modified and used for live fire training, and a defibrillator for the fire department which was part funded by generous community donations.

The Society's financial position remained strong in 2021 and its cash and term deposit balances are expected to be enough to fund the Society's anticipated operating expenses and capital purchase plans in 2022 prior to receiving the 2022 property tax assessment revenues in September.

Finally, a big vote of thanks to my fellow directors and especially the numerous volunteers who selflessly dedicate their personal time to learn, train and provide vital emergency services to all islanders, the property owners of Saturna, and those who have very kindly chosen to donate in support of the volunteer emergency services programs. Our community benefits greatly from these acts of kindness.

Thank you.

Stephen Hardy
SIFPS Treasurer
May 15, 2022



Financial Information

Saturna Island Fire Protection Society

December 31, 2021

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Compilation Engagement Report

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To the Board of Directors of
Saturna Island Fire Protection Society

On the basis of information provided by Management, we have compiled the statement of financial position of Saturna Island Fire Protection Society as at December 31, 2021, the statements of operations, changes in net assets, and cash flows for the year then ended, and Note 2, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, Compilation Engagements, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Victoria, Canada
May 14, 2022

Grant Thornton LLP

Chartered Professional Accountants

Saturna Island Fire Protection Society

Statement of Operations

Year ended December 31	2021	2020
Revenues		
Property tax assessments	\$ 157,672	\$ 162,741
Donations - VFD	700	1,275
Donations - SIR	3,396	11,380
FireSmart	3,642	16,846
Grant - VIHA	11,500	11,500
Grant - PILT	10,560	7,181
Grant - CRD	667	667
Lease	6,943	6,661
Interest and miscellaneous	1,360	2,722
Gain on sale of property, plant and equipment	-	500
	196,440	221,473
Expenditures		
Amortization	58,576	62,349
Facility service fee and rental	5,000	5,000
FireSmart	2,878	17,182
Honorarium and benefits	39,516	35,180
Insurance	24,460	17,586
Office	9,582	6,936
Professional fees	3,995	2,894
Protective gear and uniforms	5,452	17,789
Repairs and maintenance	27,697	22,235
Supplies	7,340	8,887
Tax collection	3,267	3,002
Training	9,089	16,895
Travel	200	-
Utilities	5,416	5,821
Vehicle	17,043	24,167
Worksafe BC	1,109	1,109
	220,620	247,032
Deficiency of revenues over expenditures	\$ (24,180)	\$ (25,559)

Saturna Island Fire Protection Society

Statement of Changes in Net Assets

Year ended December 31

	Net assets invested in property, plant and equipment	Unrestricted	Internally restricted capital reserve	Total 2021	Total 2020
Balance, beginning of year	\$ 822,475	\$ 87,311	\$ 100,000	\$ 1,009,786	\$ 1,035,345
(Deficiency) excess of revenues over expenditures	667	(24,847)	-	(24,180)	(25,559)
Purchase of property, plant and equipment (net of capital contribution)	19,960	(19,960)	-	-	-
Amortization on property, plant and equipment	<u>(58,576)</u>	<u>58,576</u>	<u>-</u>	<u>-</u>	<u>-</u>
Balance, end of year	<u>\$ 784,526</u>	<u>\$ 101,080</u>	<u>\$ 100,000</u>	<u>\$ 985,606</u>	<u>\$ 1,009,786</u>

Saturna Island Fire Protection Society

Statement of Financial Position

December 31	2021	2020
Assets		
Current		
Cash	\$ 100,217	\$ 71,812
Term deposits	200,380	202,683
Accounts receivable	-	2,700
Prepaid expenses	18,519	17,985
Goods and services tax receivable	<u>4,400</u>	<u>3,425</u>
	323,516	298,605
Long-term		
Property, plant and equipment (Note 4)	<u>803,193</u>	<u>841,810</u>
	<u>\$ 1,126,709</u>	<u>\$ 1,140,415</u>
<hr/>		
Liabilities		
Current		
Accounts payable and accrued liabilities	\$ 3,129	\$ 3,130
Deferred income (Note 5)	91,951	96,594
Current portion of long-term debt (Note 6)	<u>2,893</u>	<u>2,893</u>
	<u>97,973</u>	<u>102,617</u>
Long-term debt (Note 6)		
Deferred capital contribution	5,786	8,679
	<u>37,344</u>	<u>19,333</u>
	<u>43,130</u>	<u>28,012</u>
	<u>141,103</u>	<u>130,629</u>
 Net Assets		
Net assets invested in property, plant and equipment	784,526	822,475
Unrestricted	101,080	87,311
Internally restricted capital reserve	<u>100,000</u>	<u>100,000</u>
	<u>985,606</u>	<u>1,009,786</u>
	<u>\$ 1,126,709</u>	<u>\$ 1,140,415</u>

Saturna Island Fire Protection Society

Statement of Cash Flows

Year ended December 31

2021

2020

Increase (decrease) in cash

Operating

Deficiency of revenues over expenditures	\$ (24,180)	\$ (25,559)
Items not affecting cash		
Amortization	58,576	62,349
Gain on sale of property, plant and equipment	-	(500)
	<u>34,396</u>	<u>36,290</u>
Change in non-cash working capital items		
Accounts receivable	2,700	(2,700)
Inventory	-	132
Prepaid expenses	(534)	11,035
Goods and services tax	(975)	(1,268)
Accounts payable and accrued liabilities	-	(2)
Deferred income	(4,643)	(24,643)
	<u>30,944</u>	<u>18,844</u>

Financing

Repayment of long-term debt	(2,893)	(2,892)
Deferred capital contribution	18,011	19,333
	<u>15,118</u>	<u>16,441</u>

Investing

Purchase of property, plant and equipment	(19,960)	(26,378)
Proceeds on disposal of property, plant and equipment	-	500
	<u>(19,960)</u>	<u>(25,878)</u>

Increase in cash

26,102 9,407

Cash

Beginning of year 274,495 265,088

End of year \$ 300,597 \$ 274,495

Cash consists of:

Cash	\$ 100,217	\$ 71,812
Term deposits	<u>200,380</u>	<u>202,683</u>
	<u>\$ 300,597</u>	<u>\$ 274,495</u>

Saturna Island Fire Protection Society

Notes to the Financial Information

December 31, 2021

1. General information

Saturna Island Fire Protection Society was incorporated under the Society Act of the Province of British Columbia on January 14, 1994. The purposes of the Society are to provide fire protection and emergency response services to the inhabitants of Saturna Island. The majority of the funds raised by the Society come from the taxation of real property on Saturna Island.

2. Basis of accounting

The basis of accounting applied in the preparation of the statement of financial position of Saturna Island Fire Protection Society as at December 31, 2021, the statements of operations, changes in net assets, and cash flows for the year then ended is on the cash basis of accounting with the addition of the following:

- (a) accounts receivable are accrued as at the reporting date
 - (b) property, plant and equipment are recorded at historical cost and are amortized over their expected useful life
 - (c) accounts payable and accrued liabilities are accrued as at the reporting date
 - (d) unrestricted contributions are recognized as revenue when received. Contributions that are restricted by third parties are recognized as revenue when the related expenses have been incurred. When the related expenses have not yet been incurred, contributions that are restricted by third parties are recorded as deferred revenue.
-

3. Significant accounting policy

Property, plant and equipment

Each class of property, plant and equipment is carried at cost less, where applicable, any accumulated amortization and impairment losses.

The amortization rates used for each class of property, plant and equipment are:

Buildings	4%
Equipment	20%
Fire and support vehicles	20%
Radios	20%
Solar equipment	30 years
Emergency transportation vehicle	20%

Saturna Island Fire Protection Society

Notes to the Financial Information

December 31, 2021

4. Property, plant and equipment

			<u>2021</u>	<u>2020</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Land	\$ 115,651	\$ -	\$ 115,651	\$ 115,651
Buildings	1,116,410	486,576	629,834	668,672
Equipment	60,459	47,629	12,830	-
Fire and support vehicles	303,307	286,150	17,157	27,821
Radios	14,257	14,257	-	-
Solar equipment	26,378	1,319	25,059	25,939
Emergency transportation vehicle	<u>9,324</u>	<u>6,662</u>	<u>2,662</u>	<u>3,727</u>
	<u>\$ 1,645,786</u>	<u>\$ 842,593</u>	<u>\$ 803,193</u>	<u>\$ 841,810</u>

Saturna Island Fire Protection Society

Notes to the Financial Information

December 31, 2021

5. Deferred income	<u>2021</u>	<u>2020</u>
Grant - VIHA	\$ 2,875	\$ 2,875
Deferred lease - CRD	13,125	14,625
Deferred lease - Parks Canada	<u>75,951</u>	<u>79,094</u>
	<u>\$ 91,951</u>	<u>\$ 96,594</u>

The Society received a grant during the year from the Vancouver Island Health Authority (VIHA) in support of Saturna Island Rescue of which \$2,875 is deferred.

The Society entered into a 20 year prepaid lease with the Southern Gulf Islands Emergency Management Commission (CRD) effective September 14, 2010 for the use of both Emergency Services Buildings. The prepaid deposit on the lease is amortized into income over the 20 year lease period.

The Society entered into a 35 year prepaid lease with Parks Canada effective February 29, 2011 for the use of a portion of Emergency Services Building #1. The prepaid deposit on the lease is amortized into income over the 35 year lease period.

6. Long-term debt	<u>2021</u>	<u>2020</u>
Financing arrangement with Crest for the purchase of 25 pagers and chargers at a total cost of \$20,250. Amount is non-interest bearing and is payable in equal annual payments over a 7 year term.	\$ 8,679	\$ 11,572
Less current portion	<u>2,893</u>	<u>2,893</u>
Due beyond one year	<u>\$ 5,786</u>	<u>\$ 8,679</u>

CORPORATE SECRETARY REPORT FOR AGM June 3, 2022 for Year End 2021

1. Vehicle Insurance. Amanda Gunn of Gulf Islands Insurance has renewed the vehicle insurance for 2021. \$3,786.00 for all vehicles including ambulances. This is diarized in my calendar for October. Two refunds from ICBC for \$541.00 and \$288.00.
2. The CGL policy was \$9844.00, renewed Nov. 2021. Increase in Premium \$1,344.00 from 2020. This covers mishaps that occur by our volunteers. Unfortunately, this continues to increase as insurers do not like to cover this type of loss and there are more and more claims by others each year.
3. Directors' Liability Insurance \$1128.00, renewed June 2021. Increase of \$28.00
4. Property Insurance \$6,217.00 Increase of \$717.00 from 2020.
5. Accident and Sickness Insurance \$2,820.00. Paid for by the CRD directly.
6. Medical Malpractice Insurance \$1,610.00. Renewed April 2021. Up \$610.00 from 2020.
7. VIHA (Victoria Island Health Assoc.) Contract has been renewed and monies received.
8. Insurance for Fire Department Events is covered by the CRD and is free. We just have to notify them when we have an event. We are covered for the Pig Roast Event.

Submitted by:
Melanie Watson
Corporate Secretary
May 15, 2022

Asset, Operations and Management Committee, Annual General Meeting, 2022

The Asset, Operations and Management Committee's work is, in concert with the Crew Chiefs and members of both services, to take care of SIFPS permanent assets ie: buildings, rain water collection systems, solar panel arrays, long term assets ie: emergency vehicles, fire hose and pumps, personal protective equipment, necessary tools and appliances, and short term expendable supplies. Also to liaise with SIVFD and SIR to support them with operational needs for inspections and maintenance and eventual replacement of emergency vehicles, protective clothing, specialized tools, and necessary stores to be able to operate safely and effectively.

A highlight for 2022 has been the installation of a solar panel array on the roof of Emergency Service Building (ESB) 2 this winter. It follows the solar panel array installed on the roof of ESB 1 in September 2020 over seen by former SIFPS President Wayne Quinn, both paid for with CRD grants sponsored by Director David Howe in cooperation with the Salish Sea Solar Coop. These additions reduce, significantly, the amount paid by SIFPS to B.C. Hydro, and may, in time and with other grants, provide an enhanced resiliency to the buildings combining solar, battery and diesel powered generator to be operational in a long term disaster.

Two more projects have been started this year; a training facility using a divided sea container to replicate a house for fire attack drills, using full stream water and forcible entry techniques. Also a trailer, provided by a Community Resilience Grant to be fitted out as a wildland sprinkler trailer to deploy that vary useful means of fighting wild fires; especially in urban/forest interface areas.

Due to the fact that a municipal style hydrant system is not a possibility on Saturna, provision of accessible non-potable water for firefighting is a long term project of the committee and the Board. This is provided by rainwater collection and storage in large poly-tanks at both buildings, "dry hydrants" at accessible bodies of standing water, and cooperation with property owners to access saltwater through their property or use stored freshwater on the property in practice drills and in time of emergency. A great example of this is at the winery where a 20,000 gallon tank of rainwater collected from the roof of the main building, is fitted with connections for SIVFD use. This year Fire Captain Michel Chaisson, ESB 2, financed by SIFPS, has completed his project of fitting fire dept. connections to private water tanks in the East Point area with cooperation from the owners and agreements to access them and salt water for the fire crews to familiarize with and practice pumping evolutions.

Buildings and grounds are cared for by local contractors providing interior cleaning, grass cutting and landscape work, and specialized cleaning such as roofs and gutters, solar panels and windows. Other contractors are brought on island for commercial

vehicle inspections, testing of pumps and ladders, or servicing the roll up vehicle bay doors. Along with this instructors for various courses are brought in for both Saturna Fire and Saturna Island Rescue to get new information and techniques or review necessary skills.

After some discussion it has been decided to go ahead with the scheduled purchase of a replacement water tender for ESB 1. The current water tender was assembled on Saturna, is complicated to drive and is not designed as an efficient fire vehicle. Chief Clark will be leading this and though he has certain specifications in mind he is given discretion to make the best choice possible at the time.

In case you should wonder what happens to protective equipment, hose, tools and other fire equipment that through Work Safe B.C. regulations or wear and tear needs to be disposed of, I have a connection with Firefighters Without Borders, a volunteer organization of working and retired firefighters who supply used equipment to fire departments in third world countries. Each year I box up gear no longer useful to Saturna Island and take it to a collection point where it is containerized and shipped to a needy rural fire service, usually in South America. Other volunteers follow the shipped gear providing instruction and support for the receiving fire service. Truly a win-win.

Respectfully submitted
John Wiznuk

HUMAN RESOURCES COMMITTEE Report to AGM, 2022

This past year the Human Resources Committee developed a Strategy Document addressing recruitment, retention and training for both SIR and Fire. The document outlined various strategies and included role descriptions for both the Fire and SIR chiefs. Recruitment and retention of volunteers is a prime focus of the SIFPS Board.

In March 2022, the Board was presented with a document entitled "SIR FUTURES" from members of Saturna Island Rescue that outlines pressing difficulties within the service. The Human Resources Committee has been expending considerable time addressing the issues identified. This encompasses a complete examination of SIR's role, its operating procedures, relationship to Fire, funding, recruitment and nearly all aspects of the service. It is clear that in order for Saturna to continue to have a medical rescue service, vital changes need to be addressed now. One of the first initiatives is to rework the CRD Bylaw that funds our emergency services to allow more scope in funding medical response.

Respectfully submitted,

Deb Simpson

Ron Monk

HR Committee

May 15, 2022