

SATURNA ISLAND FIRE PROTECTION SOCIETY (SIFPS)
DIRECTORS MEETING *following* Special General Meeting

July 14, 2012 at Saturna Recreation Centre

Directors Present: President Bernie Ziegler, Treasurer Ron Hall, Controller Theresa Howard, Tom Johnstone, Wayne Quinn, Dan Thachuk, Lee Middleton, John Money

Fire Chief: Brent Sohier

Recording Secretary: Bev Lowsley

1. Call to Order

The meeting was called to order at 11:25 am.

2. Approval of the Agenda

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

3. Approval of the Minutes of June 24, 2012 Directors Meetings

Motion: Wayne Quinn moved approval of the Directors Meetings prior to and following the June 24 AGM. **Carried**

4. New Business:

4. a. Approval of the SIFPS Code of Conduct and Ethics

In Eva Hage's absence, Bernie Ziegler circulated a draft copy of the document which had also been circulated electronically. Several directors had issues concerning specific areas. As an example, refer to item 3 which would require strict confidence of all items discussed by the Board when in fact only *in camera* discussions need to be kept confidential. It was noted that the objective of producing such a code should be concise, tightly worded and understandable keeping in mind the logistics of implementation. Directors are requested to forward comments to Eva Hage or Ron Hall. This will be brought forward to the next meeting of SIFPS Directors.

4. b. Approval of draft letter to Ken Hancock

Bernie Ziegler and Ron Hall circulated a letter to Ken Hancock concerning the covenant on ESB#2. They had drafted it following the Islands Trust Committee Meeting on June 21, 2012. Specific concerns were identified particularly relating to procedure within the meeting when it appeared that the Staff report as well as neighbours' letters indicated willingness to sign off on the covenant. It was suggested that instead of sending the letter to Ken Hancock that it be used as basis for an appeal to the Islands Trust Committee executive.

Motion: Dan Thachuk moved to prepare an appeal of the process relating to the covenant on ESB#2 to the Islands Trust executive committee. **Carried**

Tom Johnstone noted the need to depersonalize the situation. He and Wayne Quinn will work together to determine an appropriate process for addressing the identified concerns.

4. c. Letter to CRD re: 2012 Taxation

Bernie Ziegler and Tom Johnstone developed a letter which has been sent to Diana Lokken, CRD General Manager of Corporate Services regarding the SIFPS annual tax levy. "As required under CRD bylaw #2734, Section 1, adopted November 24, 1999, we request that you forward to us the greater of the amount requested, \$200,000 or the actual amount collected on our behalf for the 2012 tax year and the PILTS amount from the Government of Canada." They have requested Regional Director, David Howe, to oversee this transaction on behalf of SIPOA and he has agreed to do so.

4. d. Other Business

4. d. i Proposed parking restriction adjacent to ESB#1 driveways

Fire Chief Brent Sohler expressed concerns relating to congestion caused by vehicles parked right up to the driveways on Harris Road and Narvaez Road, particularly on recycle and market days. This could pose a hazard for entrance and egress with the large fire vehicles in an emergency situation. Various approaches to signage were explored. Brent will speak with Pat Ropars regarding possible options.

4. d. ii Responsibility for Landscape Maintenance

Wayne Quinn has agreed to take over responsibility for this function from Eva Hage. He requested clarification relating to the budget allocation for landscape maintenance (cutting grass, raking up debris, watering). This would come under the Operations Committee budget. Wayne will draw up a program of what is needed then will consult with Theresa Howard and/or Ron Hall. Wayne also noted that approximately a yard of gravel is needed between the apron and the side entrance at ESB#2 as it is rough and uneven for walking safely.

4.d.iii Special Resolution Approval Documents

Now that the Special Resolution has been approved, the appropriate documents need to be signed and submitted. The bank documents identify the Board Secretary as the requested signatory, however Secretary Eva Hage is not available at this time.

Motion: John Money moved that Treasurer Ron Hall be authorized as signatory for all documents relating to the Special Resolution approved earlier today. **Carried**

4. d. iv Update on Pumper Truck

The Pumper truck was supposed to be ready by mid-July.

John Money reported that the Tanker truck is close to completion at Derm Carberry's garage. Once that is complete the old East Point truck can be put out for anyone who is interested. Theresa Howard suggested that it be posted on local bulletin boards for interested parties. John Money will post notices.

5. Next Directors Meeting

The next meeting will be on August 18 at 9am at ESB#1.

6. Adjournment

Meeting was adjourned at 12:15 pm.

Bernie Ziegler, President

Bev Lowsley, Recording Secretary