

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

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

Members Present: Bernie Ziegler, Eva Hage, Ron Hall, Theresa Howard, John Money, Wayne Quinn, Dan Thachuk, Tom Johnstone, Lee Middleton

Chiefs: Brent Sohier, Fire Chief; David Rees Thomas, SIR Chief

Recording Secretary: Bev Lowsley

1. Call to Order

The meeting was called to order at 9:15 am.

2. Approval of Agenda

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

3. Approval of Minutes of April 20, 2013 Directors Meeting

Motion: Eva Hage moved approval of the April 20 minutes. **Carried**

4. Correspondence

There was no correspondence.

5. Welcome Guests & Questions from the Floor

There were no guests present.

6. Committee Reports

6.A) Fire Chief's Report

Brent Sohier reported the one Chief's page relating to smoke at Narvaez Bay. There were no Parks Canada staff on island at the time so Brent and one other member attended the campsite area where several campers had a fire which they were required to extinguish. That was the May long weekend and it was noted that there were more than 6 tents in that area. Brent had contacted Jasper dispatch prior to attending and will be billing Parks Canada for their time responding to this call. Parks Canada officer Scott Giroux reported to Brent that on the following day they issued a ticket to another group who had a fire at the point of Echo Bay.

6.B) SIR Chief's Report

David Rees-Thomas presented his report (attached).
John Money shared that he had received a glowing report from a person who was attended by the SIR crew, describing them as very efficient, professional and caring.

6.C) Financial Report

Theresa Howard reviewed the financial report.

She has submitted the documents for GST rebate. She also noted that the Credit Union now requires two signatures on all cheques, not just those over \$500.

6.C.i) Monthly Statements April, 2013

The short term loan will be paid off in August. It is expected that the mortgage will be paid off in 2016.

Motion: Ron Hall moved acceptance of the financial report. **Carried**

6.D) Operations Committee Report

Ted Syverson was not present. Wayne Quinn was not aware of any outstanding issues.

6.E) Corporate & Admin. Committee Report

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

Eva Hage has not had any response to her attempts to discuss the proposed MOU presented by Parks Canada. This needs to be discussed personally. Eva will draft a written statement of what changes are required in a new MOU (rope rescue, increased expectations of local responders attending to issues on Parks Canada land, potential danger to our responders when confronting groups of campers on Parks Canada land) . There is a need to take this discussion to a higher level. Dan suggested an exchange of email outlining what needs to be in place to at least carry us through the summer season. John Money suggested that it is our understanding that the old MOU is still in place until a new one can be agreed upon. Please confirm. Also state that we will be billing for all services provided on the Parks Canada lands. Eva will meet with Chief Sohler to discuss the key points to be included.

Aside, regarding the July 1 Lamb BBQ: there seems to be an assumption that firefighters will be performing security service as per last year. There has been no official request for this service. Dan Thachuk will discuss this with Dawn Wood.

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

The current agreement is still in effect.

6.F) Asset Management Committee Report

6.F.i) Sale of old fire truck

John Money reported that the truck is not wanted by Samuel Island. Someone from Pender Island is coming over to view and is considering purchase.

6.F.ii) Outside Maintenance

Some equipment has been purchased, with half the cost being shared by the Recreation Centre. Both groups will be using the same two contractors to do the maintenance and the tools will always be stored at ESB#1.

6.F.iii) Water Catchment Maintenance

Wayne Quinn reported that Ivy Deavy and Sarra have been retained to clear the roofs at both buildings. Also, it needs to be reiterated to those doing yard maintenance at ESB#2 that the drain must be kept clear of debris, including grass clippings.

6.F.iv) Planning for Vehicle Purchase

Wayne Quinn suggested that since the plan is to purchase a new rescue vehicle in 2015, perhaps an email listing specifications should be sent out now to alert other departments who may be replacing their vehicle.

6.G) Communications Committee Report

6.G.i) Notice to Members of AGM

Bernie Ziegler has put a notice of the AGM on SIPOA, SIFPS website and they will also be posted on local bulletin boards as well.

6.G.ii) Preparation of Member Information Package for AGM

Bernie is putting together an information package for the AGM. He requested that all committees submit a report for this year including any plans for the coming year such as specific training needs or anticipated expenditures.

6.G.iii) Scribbler Requests for Support Volunteers

Eva Hage reported that the requests for community volunteers have been successful. A number of individuals have come forward.

6.H) Human Resources Committee Report

6.H.i) John Savage Picture

The picture has been framed and the plaque is being mounted.

6.H.ii) Firefighter Group Picture

John Wiznuk has provided a framed group photo of the Volunteer firefighters.

6.I) Nominations Committee

6.I.i) Search for potential new board members

Tom Johnstone will conduct the election of officers at the AGM.

John Robertson and Debora Simpson have agreed to let their names stand and also possibly Sara Clark.

If a person who has agreed to stand for office cannot be in attendance at the AGM they should be reminded to submit a note stating their agreement to do so. At this point current board members willing to continue in the Executive roles are Bernie Ziegler (President), Eva Hage (Secretary), Ron Hall (Treasurer). John Money stated that it may be wise for someone else to act as Vice President. Wayne Quinn indicated that he is willing to do this.

7. New Business

7.A) Preparation for AGM – Preparation of Committee Reports

This was addressed in item 6.G.ii (above)

7.B) Motion to Change Quorum Numbers

At the present time a quorum for the AGM is only 3 members. This was established when SIFPS was established and there were few members. Now, in spite of the fact that all members are notified, the attendance has continued to be low (barely more than the number of directors). The issue of an acceptable quorum will be brought forward for discussion at the AGM.

There will be a Directors meeting at 1:30 on June 22 to consider acceptance of new member applications. The AGM is scheduled to start at 2pm.

7.C) BC Hydro consumption tracking

Wayne Quinn noted that it is possible to go on line for a daily check on power consumption for residential usage. Theresa will provide Wayne with a copy of the SIFPS Hydro bill which shows the breakdown of rates. It was also questioned whether the fire dept should be paid for calls relating to downed wires. Wayne will draft an email with these questions including suggestion of a lower rate category for these community buildings. If one does not exist, perhaps it should. He will copy this to the new MLA for Saanich and the Islands as well.

8. Date of next Meeting

The next meeting will be on Saturday, June 22, 2013 at 1:30 pm, prior to the AGM.

9. Adjournment

The meeting was adjourned at 10:30am.

Bernie Ziegler, President

Eva Hage, Secretary

Bev Lowsley, Recording Secretary

SIFPS Monthly Board Meeting
May 25, 2013
Fire Chief's Report

Operations:

There has been one chief page and one general page out since the last meeting. Toby Snelgrove attended our last practice and gave a talk on critical incident stress. 25 people attend it from the fire dept, ambulance, and clinic.

Financial:

There is a charge at speed pro signs.

Training:

In-house training is all that is planned for now

Other Business:

Parks Canada Bill

Brent Sohler

Saturna Island Rescue
Unit Chief's Report
May 2013

Incidents

One two *three* calls in April. None in March, but 52 for the VIHA fiscal year ended March 31 (slightly above average for the last few years). Five calls in May so far (29th), with the Fire Department a *big* help with lift assist on the third one.

Training

SIR training is now on two Tuesday evenings (second and fourth); anatomy is discussed on the first and third. We hosted an OFA1 basic first aid course for SIR recruits (+ one SIVFD) and community members on April 26th. A total of 16 attended. SIR members attended Toby Snelgrove's CIS presentation on the 21st. We plan to offer an OFA3 course in the fall for SIR and SIVFD.

Equipment

No issues. VIHA has agreed to supply glucometers and supplies for SIR as well as the clinic. The glucometers have arrived, but not the supplies

Ambulance

Still a bit hesitant in the cold, but starting without the SureStart or the block heater. Otherwise no issues.

Station

No issues.

Crew

We now have four licensed EMRs. Kevin O'Hara is back, so we also have four OFA3s in our driver pool. Better yet, we have five potential recruits who have been attending Anatomy classes and SIR practice on a regular basis.

And out of the blue, yet another EMR has arrived on island. Jean-Luc is scheduled to do his EMALB license exams this month or next. He has prior experience as an EMT in the US.

David Rees-Thomas
Unit Chief
Saturna Island Rescue