

Saturna Island Fire Protection Society (SIFPS)
DIRECTORS MEETING
Saturday, May 24, 2014 – 9:15 a.m. ESB#1

Members Present: Bernie Ziegler, John Robertson, Al DeJoseph, Debbie Fry, Lee Middleton, John Money, Ron Lewis

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

Recording Secretary: Bev Lowsley

1. Call to Order at 11:15

2. Approval of Agenda

One item was added under 6.F. Asset Management: acquisition of blinds.

Motion: Moved and seconded (Al DeJoseph /Debbie Fry) to approve the agenda as amended. **Carried**

3. Approval of Minutes of April 19, 2014 Directors Meeting

Motion: Moved and seconded (Debbie Fry/Al DeJoseph) to approve minutes of April 19, 2014. **Carried**

4. Correspondence

Bernie Zeigler reported receipt of a thank you card and \$200 donation

5. Welcome Guests & Questions from the Floor

No Guests present.

6. Committee Reports

6.A) Fire Chief's Report

Brent Sohier presented his report (attache). John Money suggested that the battery charging system be checked to determine the source of the drain on power.

Cost of the new set of turnout gear purchased from Rocky Mountain Phoenix from \$1600.

Chief Sohier noted that a Mutual Aid agreement is needed with South Gulf Islands as they are not covered by their insurance if leaving their home island. Brent has had discussions about this with Pender Chief Charley Boyd. John Robertson will contact CRD regarding this issue.

At the end of May Scott Giroux will no longer be working with Parks Canada. He has been involved with the Parks Canada MOU. Lee will provide further information on the status of MOU's later in the meeting.

Community Wildfire Prevention Plan: throughout the summer Pender Island organizes displays and demonstrations every Friday afternoon at the Swartz Bay ferry terminal. All islands benefit from this public awareness program so all donate varying amounts to support it based on the size of their island.

Motion: Moved and seconded (John Money/ Ron Lewis) that SIFPS make their usual donation of \$500 to support the Community Wildfire Prevention Plan.
Carried.

6.B) SIR Chief's Report

David Rees-Thomas presented his report (attached). SIR people benefitted from participation in the auto extrication exercise at the May 20 practice. David has been in contact with Mike Billingham who is willing to come to Saturna to do some training which will give a good boost to the volunteers required Continuing Education (CE) credits.

6.C) Financial Report

In Chantelle Grolway's absence Ron Lewis presented the financial report based on documents circulated.

6.C.i) Profit & Loss Budget vs Actuals for January through April were reviewed. There was discussion that some of the terminology used on the new financial reporting system needs clarification. John Money, Al DeJoseph and Brent Sohier will work with the finance committee to assure that the assets are accurately identified. John Money will contact Wayne Quinn regarding accessing the Asset Management list which was developed when projecting the budget. Ron will consult with David Rees-Thomas about tracking the SIR separate from the SIFPS budget as their funding is from a different source.

6.C.ii) Review of 2013 Financial Statements

Bernie has reviewed the accountants draft report . Ron will also review it this week. Once the accountant has any feedback, the report needs to be completed for the AGM.

6.C.iii) Disposition of 2013 Charity Return

SIFPS has charitable status so needs to file a tax return by the end of June showing donations received. Chantelle would have these receipts and the report documents.

6.C.iv) Future Funding Requirements

A new equipment truck would be the first priority. Wayne Quinn and Brent had worked on a schedule of anticipated equipment replacement. John Money will request this as well.

6.D) Operations Committee Report

6.D.i) New Landscaping Contract

Al DeJoseph reported that Dave Obade has been hired to do building maintenance. John

Wisnuk will go over the requirements with him.

6.E) Corporate & Administration Committee Report

6.E.i) Renewal of MOU with Parks Canada, effective 2014

Lee Middleton reported that he has been told Parks Canada "has every intention to sign the MOU" but there have been staff changes and several of the people involved have been off on leave. There is some urgency as the fire fighting season is coming soon. Lee will pursue this further this week. Alternatives were discussed if there is no progress on this matter.

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

Parks Canada has suggested that the MOU for Pender Island could be used as a draft. This will be reviewed.

6.F) Asset Management Committee Report

The windows in both training rooms need blinds. John Money will look into this.

Currently there are four Class 3 drivers plus 2 community members with this classification who are capable of driving the fire emergency vehicles. It was suggested that attention be given to increasing this number.

6.G) Communications Committee Report

John Robertson put an item in the Scribbler relating to the issue of explaining how the reduced property tax assessments for this year may impact CRD funding available to SIFPS for fire protection services. So far he has had two responses to the item. This may come up for further discussion at the AGM.

It was suggested that the next submission to the Scribbler might be an item on the state of the SIFPS equipment.

6.H) Human Resources Committee Report

6.H.i) Set-up of Emergency Medical & Dental Donation Fund

Lee Middleton presented a proposal to consider setting up a benefit program for medical and dental. Confidentiality issues arise if done by a local fund. Lee has explored commercial coverage. The Volunteer Firefighters Association does offer some insurance. Based on his research Lee estimates a cost of approximately \$15,000. He will draft a formal proposal which might be to a point for presentation to the membership at the AGM. Criteria of qualification could be worked on with the volunteer firefighters association. A proposed program could be either fully funded or partially funded.

Motion: By Ron Lewis/ John Robertson, to develop a brief introductory package for the AGM with a proposal to provide a benefits package for volunteers.

Carried

7. New Business

7.i) Preparation for AGM - June 28, 2014 at 12:00 noon

It was suggested to have another meeting on Saturday, June 14 to plan the AGM.

Nominations: John Money reported that all other current members are willing to run, plus there are two others who may be willing to let their names stand (John Sewell and John Hutchison). This would provide a full slate of 9 members. Nominations will also be taken from the floor. It was suggested that Tom Johnstone will be asked to run election of officers.

Jodi Gilmore has indicated that she is not on Saturna enough to continue as Treasurer.

Motion: Moved and seconded (Lee Middleton/ John Robertson) to appoint Ron Lewis as Treasurer to the SIFPS Board. **Carried**

Motion: Moved and seconded (Debbie Fry / John Money) to appoint Lee Middleton as Vice President. **Carried**

8. Dates of next Meetings: Saturday, June 14, 2014 ESB#1 at 9:15 am to plan the AGM.

SIFPS AGM: Saturday, June 28, 2014, 12:00 noon

9. Meeting Adjourned at 11:40

President, Bernie Ziegler

Secretary, Debby Fry

Recording Secretary, Bev Lowsley

**SIFPS Board Meeting
May 24 2014
Fire Chiefs Report**

Operations:

There is still an issue with the tanker not starting. We may need to install a second night

switch for the other bank of batteries. The rope team was called upon to do a high angle rope rescue on Brown Ridge above Taylor Bay.

Financial:

Invoice from Rocky Mountain Phoenix

Training:

The fire dept. Did a joint training exercise with the ambulance last Tue. There will be an emergency scene traffic control course here on June 07th. We are in the final planning stages for an auto extrication and vehicle stabilization course to be held here in early Sept.

Other Business:

Mutual aid agreement
CWFPP - Community Wildfire Prevention Plan
Parks radio frequency

Brent Sohier

Saturna Island Rescue

May 2014

Incidents

From April 1 to mid-May we have had no fewer than _12_ BCAS calls, 9 of them, plus two significant local first-aid jobs, having occurred in April. In the equivalent period last year we had only 4-5 calls, although things got busier in the last two weeks of May 2013.

Training

Vanessa's "Paramedic in Industry" short course was cancelled for lack of interest (not hers!) Ryan (who has his OFA3 and the EMR course) still has to schedule his EMALB license exams.

The AED/CPR session ran (!) on May 11th with 5 attending. The second session is scheduled for the 25th; 5 have registered, entirely to the credit of Judith.

May 20th training is to be a vehicle extrication exercise with fire department, with limited participation on the part of SIR. Our regular training May 13 involved call review and practice with the Kendrick Extrication Device.

Equipment

No issues.

Ambulance

No issues.

Station

Daytime offering of the CPR/AED video showed the need for blinds of some sort for the station windows. The same problem exists in the fire training area. It is hoped to address the matter at the next SIFPS meeting.

I am in the process of preparing the annual report for VIHA; however, given a certain degree of confusion with the SIFPS books and the approach of their AGM, there will be some delay.

Crew

Kevin O'Hara has decided not to participate with SIR for the time being.

David Rees-Thomas
Unit Chief
Saturna Island Rescue