

**OSATURNA ISLAND FIRE PROTECTION SOCIETY(SIFPS)  
DIRECTORS MEETING  
Saturday November 21, 2015 1:00 pm at ESB#1**

**Directors Present:** Wayne Quinn, Ron Lewis, Ian Gaines, Priscilla Haggar, Deb Fry, Ron Hall, Eva Hage, Harvey Janszen, Jodi Gilmore

**Chiefs:** Fire Chief Brent Sohler, SIR Chief David Rees-Thomas

**1. Call to Order**

President Wayne Quinn called the meeting to order at 1:00 pm.

**2. Welcome Guests**

Cass Hull and John Hutchinson were welcomed.

**3. Approval of Agenda**

Cass Hull has requested to speak to the Board regarding volunteer recognition. This will be added as item 6 a.

**Motion** by Deb Fry to approve the agenda as amended.

**Carried**

- 4. Approval of Minutes** - Minutes of Board meeting September 26, 2015 were circulated. Deb Fry noted that she was listed as present as well as under regrets. She was not in attendance.

**Motion** by Ron Lewis, to approve September 26, 2015 minutes as amended,.

**Carried**

- 5. Business Arising From Minutes** – A cell phone has been purchased and provided to SIR. It is on the response vehicle with relevant contact numbers loaded. Cost \$75/month which includes phone and some

- 6. Correspondence** - Eva has investigated Ilio Bertolami's letter referring to tax rates for undeveloped vs developed land. Eva has investigated Ilio's request and responded on behalf of the Board that SIFPS does not have the statutory authority to make changes to property tax assessments or how formulas are calculated. A response has been received from Ilio requesting that the board continue to look further into this issue.

Addendum: later in the meeting Ilio arrived. Wayne summarized the previous discussion that basically this is not within the Ilio suggested that there is a fundamental difference between the assessments for bare land and for developed land. With computer capabilities the formula used to calculate the determination of

assessments should be possible and he would like to approach CRD to pursue this question. It was noted that as an individual he can approach CRD but formulas are based on the provincial statutes. This would be a policy change, not a simple mechanical change.

**6 a.** Cass Hull attended to submit a proposal regarding the issue of higher quality boots as recognition for member commitment to the department. Firefighters do have heavy duty "gumboot" style structural firefighting boots as part of their personal protective equipment (standard ~\$220) but these are not appropriate for wild fire or searching work. She described issues related to quality of boots for various functions. The request is for SIFPS board to purchase one pair of boots per year in recognition of members who have been members for 5+years with 75% attendance commitment to the department. The boots she is recommending cost ~\$500 Can. per pair. The Firefighters Association will pay for one pair so if approved by the Board a second one could also be awarded each year. Factors were discussed related to basic personal protective equipment as well as that for specific volunteer recognition.

**Motion:** by Ron Lewis, to fund one pair of "award boots" to a maximum of \$600 (Canadian) per annum. **Carried**

**7. President's Report** – Wayne thanked Ron Hall for arranging vehicle insurance renewals for 2015-2016.

Contributions of John Savage, Lorne Bolton, Al Sewell and Bernie Ziegler were acknowledged in a mortgage update statement issued by President Wayne Quinn and posted to our website. The statement was also e-mailed to those four people named. When the mortgage is paid off early in 2016 a mortgage burning celebration will be planned.

Wayne also welcomed Harvey back to the Board after his accident. Commendations were given to the quality of care by the SIR responders and transport team.

**8. SIFPS/SIR Review** – Wayne presented an update on follow-up correspondence and ongoing dialogue with VIHA following their visit this summer. In discussion BCAS Lance Stevenson indicated that there will be administrative changes in December and recommended waiting until then to set up a meeting to discuss issues regarding access to the mobile integrated communication system (CAD) as well as access to the provincial Product Distribution Centre ([www.pdc.bc.ca](http://www.pdc.bc.ca)). David RT noted that he has used this access successfully for the past 10 years.

Wayne has also been in contact with Jody Jensen, Chief Operating Officer of BC Emergency Health Services Commission. This dialogue is still in process but may have potential to attain recognition of SIR as a legitimate operating group with potential funding possibilities. This could take time but is worth pursuing.

**9. SIR/Parks Canada Agreement Status** - Ron Hall described the new draft agreement with corrections and changes. Payment structure of reimbursement as proposed by Parks has changed from a limit of \$3,000 per incident to an \$8000 annual limit. Board discussion related to clarification of details of the fee structure and also to incorporation of an annual review into the agreement. It was noted that this draft agreement relates to emergency medical response by SIR as well as rope rescue responses by firefighters.

**Motion:** by Eva Hage, to give Wayne Quinn and Ron Hall authorization to negotiate the maximum rate per incident and/or maximum annual amount and to sign the agreement. **Carried**

**10. Fire Chief's Report** –Brent Sohler presented his report (attached). So far this year have had 21 calls, 9 of which were ambulance assist, 2 hydro related calls, 6 fire calls which included smoke sightings, 1 motor vehicle incident, 1 RCMP assist and 2 calls for illegal campfires.

An invoice has been received from Pender Island Fire Department requesting financial support for Southern Gulf Islands Community Wild Fire Protection Program. In the past \$500 has been approved and is budgeted for this program.

At a recent CREST presentation it was stated that current pagers, base radios and truck radios would not be compatible with the new system. The full CREST system is set to go on line in 2017. There was broad discussion of issues related to the proposed changes. This change could cost up to \$75,000 for replacement of current radio equipment. A representative of CREST will be coming to Saturna to do a presentation to the firefighters. The SIFPS Directors would also like to attend the practice and/or to have someone from CREST come to speak specifically to them specifically about implications of the system change.

**Motion:** by Ron Lewis, to establish a subcommittee of the Board, to include Finance and Operations to explore implementation dates, equipment and funding implications to address the CREST conversion issue.

**Tabled** until January meeting

Release of CRD Fire Services Review - BC Training Officers Association is offering free Train the Trainer courses for exterior attach firefighters. Next one is scheduled in Sechelt in 2016. Also available through JIBC but fees apply. Brent has a thumb drive with the full course content which can be worked on in the meantime.

**11. SIR Chief's Report** – David Rees-Thomas presented his report (attached) with one additional call today (Nov.21) bringing calls in the calendar year to 43. David spoke highly of Amanda Money who took over as acting Crew Chief during his absence. She is also a candidate for the Crew Chief position, yet to be determined.

Additional information: BC Emergency program has provided a cel phone booster for Galiano Island, which is working well. One will be installed on Saturna soon as well with no cost to the SIFPS Board.

CRD computers are being replaced and have been made available to registered charities. Brent suggested applying for several computers for the fire department and passed the information to Wayne for follow-up.

- 12. Finance Committee Report** - September and October monthly statements were circulated and reviewed. Also spreadsheet of SIFPS Expenses for calendar year 2015 with comparison of actual to budget were reviewed. .

**Motion:** by Ron Lewis to approve September and October as modified and June 2015 monthly statement as corrected. **Carried**

The mortgage is now under \$10,000 and will be paid off early in 2016.

- 13. Finance Committee – 2016 SIFPS Proposed Budget** update was circulated. There are some amounts needing clarification for relevant committees to review prior to formal approval at next meeting. The method of tracking the SIR account will be modified for ease of tracking donations and production of receipts to donors. Jodi Gilmore will be taking on data entry in Quick Books .

- 14. Operations/Asset Management Committee Report** - There was an ICBC error in converting the proper GVW rating at the time the new rescue vehicle was brought up from the USA. This has been changed to the appropriate rating and it is now certified and insured.

Insurance value of non-vehicle assets has been reviewed and found to be undervalued. This is equipment not attached to trucks as well as all furniture and hall inventory. Eva recommended increase to \$210,000 from the current valuation of \$110,000. She will ask the insurance agent what the additional premium differences would be. Wayne, Ian and Brent will check the inventory list to assure it reflects the current reality.

Ongoing replacement of clothing and equipment as per replacement targets of two sets per year is still acceptable.

Replacement of the Rapid 1 Suburban is scheduled for 2017. There seem to be suitable options available on the market at present. Ian Gaines will explore availability. Specifications were discussed.

**Motion:** by Ron Lewis, that if a suitable vehicle to replace the Suburban becomes available at a price up to \$20,000 to move ahead with purchase.

**Carried**

- 15. Corporate/Administration Committee Report** – HSA benefits status: in mid-December there will be 2 new members to add who have met the requirements. Another check will be done again in mid-December. Have 19 people signed up at present. Mutual Aid Agreement with Pender Fire has a MAA with Galiano, Mayne and Salt Spring. Eva has spoken with Peter Enser about having an agreement with CRD SGI departments. He will check the CRD bylaws. Property insurance has been renewed on building and contents with increase to \$2500 deductible but premium went down..
- 16. Communications Committee Report** – Agendas have been emailed to members. Harvey has identified that 65% of contacts do open the email. There are still construction related items on the active website. It was suggested to keep them posted until the mortgage final payment celebration after which they will be archived.
- 17. Human Resources Committee Report** – no report.
- 18. Meeting Schedule** for 2016 - the first two meetings will be January 23 and March 19, 2016 at 09:15 in ESB#1.
- 19. Meeting was adjourned** at 3:40 pm

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Wayne Quinn, President

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Eva Hage, Secretary

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Beverly Lowsley, Recording Secretary

**SIFPS Monthly Board Meeting**  
**November 21, 2015**  
**Fire Chief's Report**

**Operations:**

We have two fire fighters signed up to take the 1001 on Pender in the New Year. The cel booster is soon to happen for ESB 1. We are in contact with JIBC about the train the trainer course.

**Financial:**

There are some receipts that have been paid for from petty cash. Invoice from PID for Swartz Bay fire presentation. Sureway International, Stokes.

**Training:**

Crests presentation planned for early December.  
In house training on the requirements for Exterior attach fire fighter.

**Other Business:**

SGCWFP (Southern Gulf Islands Community Wild Fire Prevention Program)

CREST

**Brent Sohler****Saturna Island Rescue  
November 2015****Incidents**

Seven calls in September-October, for a total of 34 in the EMALB license year or 42 in the calendar year.

**Training**

Not sure what happened in September/October, as I was otherwise occupied. November training covered several topics: deep-vein thrombosis and pulmonary embolism; review of radio channels and usage; and review of the Patient Care Record

**Equipment**

No issues.

**Ambulance**

No issues.

**Station**

No issues.

**Crew**

No issues.

All SIR members currently on HSA meet the on-call hours requirement as of November 30, 2015 (assuming everyone takes the shifts for which they are scheduled).

**David Rees-Thomas****Unit Chief**

Saturna Island Rescue