

**Meeting Minutes**  
**SATURNA ISLAND FIRE PROTECTION SOCIETY**  
**Thursday, July 13, 2017 5:30 pm at ESB#1**

Attending; Debbie Fry, Eva Hage, Tony Simmonds for Kate Vigneault, John Hutchinson, Bill Schermbrucker, Harvey Jenzen, Priscilla Haggart Ian Gaines, Ron Lewis (minute taker this time)

Regrets: Kate, Brent

1. Approval of Past Minutes – April, 2017 – **Ron made motion, approved by directors all in favor....**
  - a. and any Business Arising from Minutes –
    - b. Gutters and cleaning of the debris filter baskets at ESB#1 and #2 (see below)
  
2. Presidents Report - Ron  
Welcome to SIFPS Board for 2017-18  
Thank you for time serving.  
Review the SIFPS constitution, By-laws and board code of ethics from SIFPS.CA site if you have not, or recently.  
Presidents goals for the year;
  - Recording secretary replacement
  - New director or two, new people on the island, how to get them interested....internship/give it a try
  - CRD agreement
  - Capital Purchase schedule update (Pumper truck capacity, size, features) and Ambulance features/cost

Committee assignments and goals for this term discussion, see attachment.

SIR capital purchase plans needs to be developed, for replacement ambulance and any items over \$250. SIR team to start, asset team to review.

Ron Hall on [info@sifps.ca](mailto:info@sifps.ca) email password/collection to Harvey

3. Agreements and MOU's – Ron
  - SIR and VFA Codes of Ethics – Next steps – **On hold for consideration later in the year**
  - CRD agreement – Status and next steps – Eva updated board on recommended changes. Peter **Klassen** as legal counsel to review and recommend final changes to bring to CRD.  
  
**Motion #1. For Wayne Quinn and Ron Hall to be appointed as special committee representing SIFPS along with Eva for the CRD Services Agreement.. carried**  
  
**#2 Motion: Draft agreement can be forwarded to our legal representative for review prior to CRD engagement – Carried...**
  
- Parks Canada MOU renew – Ron to review prior to engagement
  
4. Fire Chief's Report – Brent – Not available

5. SIR Chief's Report – ~~Kate~~ – Tony filling in.....discussion on the opening of the clinic for non-emergency issues....existing policy stands to not open clinic for use by third party, even if a doctor....only in mass casualty event.
6. Finance Committee Report – Eva  
Financial reporting presented for board review and approval to post on web

**Motion: By Eva, for moving ~\$80,000 to higher interest time deposits after discussion with bank and executive committee....approved. (Post mtg note: Email final approved Aug 4)**

For the record here is amounts moved to GIC  
Redeemed the current GIC @ 0.75% of \$40,745.45  
Bought \$80,745.45 1-year redeemable GIC @ 1%  
Bought \$40,000 15-mos locked in GIC @ 1.6%

**Motion: by Eva, for posting the latest financial for first 6 months of the year to the website....approved.**

7. Operations/Asset Management Committee Report – Ian  
Status on generator pad and cover – John W. working through approval process for pad...components ordered and on island.
  - a. Gutter and water filters maintenance for ESB #1 and #2; is needed.  
Wayne suggested we prepare and post a contract opportunity for cleaning.  
Some risk due to ladder work, determined we are covered by worksafe.

**Motion: To post position for water system management and gutter clearing....to be done in the dry season. Approved. (John to write position)**

8. New Business –  
Recording secretary position – Discussion on who might be interested. Ron and John to follow up.

Thank you letter from current President (Ron) to Wayne, Ron Hall and Bev for service

HSA HR Committee (1/2 yearly read out) – Bill handing Fire, John SIR for eligibility. Includes notification to volunteer if not qualified for upcoming HSA period.  
ESB#1 sign rotting from the top....Ian and John handling  
Hepatitis A&B vaccines ....Bill, tabled till next meeting.

9. Next meeting Proposed dates: Second Wed of month at 5pm; Sept 13, Nov 8, Jan 10, March 7, May 9, with AGM in June. At 4:30 pm....
10. Adjourn, motion and carried at 7:25.

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President

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Corp Secretary

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Recording Secretary