

SATURNA ISLAND FIRE PROTECTION SOCIETY (SIFPS)

Director's Meeting Minutes

Jan 11 2020, 9:15am @ ESB#1

PRESENT: John Hutchinson, Harvey Janszen, John Wiznuk, Eva Hage, Dan Thachuk, Vanessa Verbitsky, Deb Simpson (via telephone), Brent Sohler, Ian Gaines, Peter Stolting
GUESTS: Peter Clark
ABSENT: Priscilla Zimmerman

1. The meeting was called to order at 9:15 am. John welcomed guest Peter Clark.
2. **Moved** to approve the agenda as amended as follows: add to #5 Correspondence: New member application; and to #9 Installation of a new 5000 gallon water tank at ESB#1. **Carried.**
3. **Moved** to approve Regular Director's board meeting minutes from Nov 16, 2019 as circulated, and #8 SIR Chief Report, Eva Hage was opposed to the motion to re-position BULA at ESB#2. **Carried.**
4. **Business arising from November 16th, 2019 Director's Meeting Minutes.**
 - a. Solar PV panels - Install will be in early 2020. **Moved** to approve that Wayne Quinn be appointed and authorized to follow up until completed, the installation of new solar panels on ESB #1. **Carried.**
 - b. Status Report regarding ESB #1 leak in roof. Leak seems to have stopped for the moment.
 - c. We have had no applicants for the landscape & maintenance contract 2020 posting. Ad to put in this month's Scribbler. The renewal of the 2020 cleaning contract has been signed and filed.
 - d. The following two motions approved by December 7th, 2019 email – “to approve the lifting from the table (Nov. 16/19) the motion to approve purchase of 7 new hand-held Crest radios plus microphones and batteries” and “move to approve the purchase of 7 new hand-held Crest radios plus microphones and batteries” have been recorded in to these minutes.
 - e. New house number signs. Dan will prepare an article for the next Scribbler, Jan 24th deadline.
 - f. John Wiznuk's Fire Smart 2020 Committee Report has two corrections: 1. Signage can be purchased with grant money, and 2. The "Building Fire Resilient Communities" presentation time on Jan 18th is from 12-4pm at the Community Hall.
 - g. Report regarding Parks Canada/water storage tanks. John H explained all is good to go
 - h. Regarding the use of ESB #2 driveway to move Mr. & Mrs. Dol's house onto their property, the move is on target for March, 2020, and a signed agreement is expected.

5. Correspondence

- a. **Moved** to accept New Member application, Nic Dol as a member of SIFPS. **Carried.**
- b. Letter from ICBC regarding policy change for fleet vehicles. Volunteer drivers will not have their personal driver record impacted if they have an “at fault” accident while on duty in one of our SIFPS vehicles. The impact will be on

our fleet insurance.

c. **Moved** to receive and file correspondence from Saturna Beach Strata Secretary, Larry Page and President Hutchinson's reply regarding a new fire hall #3. **Carried.**

d. Notice of motion "that the Board reconsider SIFPS decision of May 11th, 2019 to re-locate mini pumper Engine #2 to Saturna Beach". **Moved** to table the issue of removing Engine #2 from Saturna Beach. **Opposed. Moved** to re-locate mini pumper Engine #2 from Saturna Beach back to ESB#2 until further notice, due to mechanical issues and, further, Saturna Beach council be notified of options for fire safety including a fire practice to be planned for Spring 2020. **Carried.**

e. Letter from Tsawout First Nation regarding medical/fire protection on IR7, including Slash Burn. Response from Band Manager, Eva Wilson was posted on our web site and will be filed.

6. Fire Chief's Report

a. Darren Gilmore has agreed to be hired as a contractor for mechanical repairs, and all agreed that needed repairs should be at the Chief's discretion. Engine #11 is scheduled for Inspection. Engine 1 (red) is in need of service, Command #1, new batteries and full service done. **Moved:** to accept Brent's report as circulated and discussed. **Carried.**

b. Training requirements needed in 2020 were discussed.

c. A list of volunteers to be covered by accident/work-safe insurance will be sent to Eva with copy to the President.

d. ESB #2 tanker new drop tank has arrived.

e. **Moved** to accept the purchase of up to \$700 for wild fire sprinklers. **Carried.**

7. SIR Chief's Report.

a. **Moved:** to accept SIR Chief Vanessa's report as circulated and discussed. **Carried.**

b. Report regarding 2020 volunteer recruitment and training. Vanessa reported that SIR is down 6 members and at least two members require re-certification.

c. New SIR computer required. John Wiznuk to follow up.

d. A list of volunteers to be covered by accident/work-safe insurance will be sent to Eva with copy to the President.

8. Financial Report.

a. Eva reviewed Actual to Budget for November 1, 2019 to December 31, 2019.

Moved to accept Eva's actual-to budget report as circulated and to be posted on website. **Carried.**

b. Treasurer moved to accept the 2020 budget as presented. **Carried.**

c. Eva will contact Field & Co. to prepare SIFPS annual financial report for the AGM in June.

9. Asset Management & Operations Committee Report.

a. **Moved** to accept report prepared by John Wiznuk as circulated. **Carried.**

b. President John discussed the benefits of assigning a new chairperson, and John Wiznuk has agreed to act.

c. Repair to ESB#2 driveway and new ambulance pad done by Peter Stolting with thanks.

d. Gravel for new ESB#2 ambulance pad done by Ian Gaines with thanks.

e. Discussion re: new #3 water tank at ESB#1. **Moved** to ask the Operations Committee for a cost proposal for water tanks to be reviewed at next meeting. **Carried.**

10. Corporate/Administration Committee Report

a. Status report regarding Community Emergency Preparedness fund grant application for equipment has been filed.

Waiting for response, due late Feb. 2020.

b. Status report regarding update needed, if any, to "Personal Information Protection Policy" for SIFPS. Deb will pursue this issue with assistance from Dan.

11. Communications Committee Report.

a. Discussed brochure for Women's Club 'Welcome to Saturna" bag. Dan will pursue.

b. John Wiznuk reported that Fire Chief Charlie Boyd is retiring in April and suggested honoring him in some way.

c. John H. commented on the matter of our website being inundated by unsolicited requests. Most/all are rejected.

12. Human Resources Committee Report. None.

13. New Business

a. Report from John Wiznuk regarding new to us (used) computer from CRD surplus, ongoing.

b. Regarding Saturna Food Bank's usage of white/grey house. They are covered by Saturna Parks and Rec liability.

Moved to approve Saturna Food Bank's use of white/grey house. **Carried.**

14. President's Report.

a. John H. discussed written report as circulated, and update Parks Canada Liaison Committee meeting of Nov 25th, 2019.

b. John H. asked Brent and Vanessa to send new pictures to Harvey to update the SIFPS website.

15. Next Board Meeting will be held on March 14th, 2020 at 9:15 am @ ESB#1

16. Moved to go in to 'In Camera' meeting at 11:38 am. **Carried.**

17. Returned to regular director's meeting at 11:49 pm.

18. Moved to adjourn meeting. Adjourned at 11:50 pm. **Carried.**

President, John Hutchinson

Recording Secretary, Sandy Nelson
