

SATURNA ISLAND FIRE PROTECTION SOCIETY (SIFPS)

Director's Meeting: Monday Sept. 21, 2020 - 4:00pm @ESB1

PRESENT: Wayne Quinn, Harvey Janszen, John Wiznuk, Eva Hage, Ron Monk, Melanie Watson, Deb Simpson, Ian Gaines, Peter Stolting, Vanessa Verbitsky, Peter Clark. **ABSENT:** Tony Marchigiano

1. The meeting was called to order at 4:00pm.

2. Welcome to guests. None.

3. **Moved:** to approve the agenda as amended: to add item #2 and #3 under New Business. **Carried.**

4. **Moved:** to approve Regular Director's board meeting minutes from July 18, 2020 as discussed and amended under Operations - to read one washing machine. **Carried.**

5. Business arising from July 18, 2020 Director's Meeting Minutes

- Deb Simpson reported that the three-month Training Grant extension has been confirmed. The Board discussed the option of cancelling the training grant and using the money for eligible equipment instead.
- Emergency Call Out Year-to-Year Summary: escalating expenditure concerns are valid; the Board needs data to ascertain budget allocation amounts. The Board is not concerned with personal details that may come to light in SIR Reports. Wayne Quinn suggested a private meeting to discuss this issue further.
- Alder removal at ESB#1: Ian Gaines had no update at the time of the meeting. A quote is forthcoming.
- Disposal/retention of white Mini Pumper GMC: **Moved:** to keep the vehicle in reserve, to be re-evaluated in one year. **Carried.** Melanie Watson clarified that it will be insured as a parked vehicle for 6 months and after that, insured for the road if use dictates.
- \$1,500 repair to ambulance bay door has been completed.
- John Wiznuk suggested volunteers should replace the leaking washing machine. Drum has broken loose.
- Solar Installation Update: Wayne working with Viridian to allow access to monitoring system.

5b. Motions without meeting

- On Sept 9, 2020, via email, a Motion was approved without meeting that SIFPS purchased 14 units of APX 6000 amortized over 10 years. (12 units purchased.) **Carried.**

6. **Correspondence.** None.

7. Fire Chief's Report

Chief Peter Clark confirmed that he would like to use the Training Grant to continue training. Wayne thanked Peter for his diligence. **Moved to accept Peter's report as circulated and discussed. Carried.**

8. **SIR Chief's Report. Moved to accept Vanessa's report as presented. Carried.**

9. Operations/Asset Management Committee Report

- SIR Car#2 at ESB#2 **Moved** The Asset Committee recommends that Car#2 be maintained at ESB#2 and equipped as previously listed by the SIR Crew Chief to be able to perform the operations that SIR is licensed to do. To be reviewed annually each September. **Carried.**

Let the minutes show that Eva Hage abstained from voting on this motion.

- Repairs and inspections on vehicles are up to date and on schedule for May 2021 inspections.
- License renewal October 31st.
- Peter Stolting reported that a third water tank at ESB#1 should cost no more than \$7,000 installed, including tax.

10. Finance Committee Report

- Actual to Budget statement Jan to Aug 2020 presented by Eva Hage. **Moved to accept Eva's statement. Carried.**
- Budget proposal 2021: Eva explained that this proposal did not include Car#2 (BULA). John Wiznuk thanked Eva for her hard work. **Moved to accept Eva's 2021 Budget Proposal. Carried.**
- Five Year Plan Selection: Eva reiterated the importance of the first year of the five-year forecast.

11. Corporate/Administration Committee Report

- Melanie Watson explained insurance and Class 4 licensing requirements for SIR volunteers.
- Director liability insurance coverage thresholds are insufficient. Melanie will follow up with Gulf Islands Insurance.

12. Communications Committee Report New SIR computer is now operational. Old computer will be recycled.

13. Human Resources Committee Report Ron Monk is currently working on Saturna Welcome Wagon brochure.

14. President's Report was presented.

15. New Business

- Volunteer resourcing and Succession Plan require clarification. Deb Simpson offered to work with both Fire and SIR Chiefs.
- Parks Canada Liaison Meeting will be held via ZOOM in October.
- Eva Hage recommended Hepatitis A & B vaccinations be offered to the volunteers and SIFPS will cover the cost.

16. Next Meeting - Monday November, 23rd, 4:00 pm @ ESB #1

17. In-Camera Meeting - None

18. Moved to adjourn meeting. **Carried.** Adjourned at 5:52pm

President: Wayne Quinn

Recorded by: Sandy Nelson
