

## SATURNA ISLAND FIRE PROTECTION SOCIETY

Monday July 19, 2021 4:45 pm at ESB#1

**PRESENT:** Eva Hage, Ron Monk, Steve Hardy, Deb Simpson, Tony Marchigiano, Melanie Watson, John Wiznuk, Peter Stolting, Doug Hayward, Peter Clark. **ABSENT:** Vanessa Verbitsky, Ian Gaines

1. Eva Hage called the meeting to order @4:55 pm

2. No Guests

3. **Moved** to approve agenda as amended to add the following items:

Under #9 *Operations/Management Committee*, Rescue #1 engine issue.

Under #10. *Finance Committee*, Budget preparation.

Under #14 *New Business*, Rental of office space to CRD water district

Also add *In Camera Meeting* to Agenda. **Carried**

4 **Moved** to approve BOD May 17 minutes as amended to read trimming of trees at ESB #2 **Carried.**

### 5. Business Arising From Minutes

- Vaccination protocol for volunteers. Doug Hayward will draft an email to send to volunteers.
- CRD application to seek eligibility for solar grant of \$20,000 at ESB#2 application has been submitted.
- Eva requested the HR Committee move forward with buying jackets for SIR volunteers.

6. **Correspondence.** None

7. **Fire Chief's Report: Moved** to accept Peter's report as discussed. **Carried.**

8. **SIR Chief's Report:** John Wiznuk confirmed the side mirror on Car #1 will be replaced soon.

Eva reported that volume of medical emergency calls is climbing. **Moved** to accept Vanessa's report as discussed. **Carried.**

### 9. Operations/Asset Management Committee

- Certified Vehicle Inspections (CVI's) for fire vehicles will be held the week of July 26, 2021.
- Third water tank at ESB#1 is ready to be put in to place.
- Repair of broken drain ESB#2 John Wiznuk commented that the drain needs cement work, and is labour intensive, so this issue has been tabled for now.
- Fire training facility status on Gaines property: Melanie has prepared the insurance contracts. Signatures from Eva and Ian Gaines will be required when the plan has been finalized.
- Rescue #1 and Engine #11 both have battery issues. John Wiznuk suggested new batteries be brought to the island at the same time as the inspection. **Moved** to accept John's Operations/Asset Committee report as discussed. **Carried.**

**10. Finance Committee**

- Actual to Budget May-June 2021 statement. Statement not available as of this meeting due to bookkeeper changeover.
- Signing authority for bookkeeper (internal financial policy). **Tabled.**
- Budget must be submitted prior to September Board meeting. Finance committee to contact Operations/Asset Committee to prepare a list of requirements for 2022. Capital requirements are also to be considered.

**11. Corporate/Administration Committee - None.**

**12. Communications Committee**

- Website administration/ email monitoring. Tyler Stolting contacted re: website management.
- Eva offered to write an article for the Sept 2021 Scribbler introducing the new SIFPS Board.

**13. Human Resources Committee**

- Deb and Ron have completed the job descriptions for Fire and SIR Chiefs.
- Personnel planning for Fire and SIR teams on target for Sept meeting.
- Tony reported on the Health Spending Account. No issues at this time.

**14. New Business**

- SIFPS website overhaul. Doug offered to provide a new graphic design example for the website and will present to the Board before deciding how to proceed.
- **Moved** to create a new HSA account for those who volunteer for both SIR and VFD. Those volunteers will be given double the amount as long as they are eligible under both services. **Carried.**
- Replacement of window in SIR training room. **Tabled.**
- Stephen Hardy will present draft Travel Policy at next board meeting.
- Eva asked the board their opinions of having the CRD Water District rent a small area within the Emergency Services building for Vanessa and one employee. The Directors’ view was that renting space to non-emergency personnel in the building was to set an undesirable precedent. The consensus was that this request should be rejected.

15. Next Meeting: 20 Sept 2021 @ ESB #1 @4pm

**16. In-Camera Meeting**

**17. Moved to Adjourn. Adjourned at 6:09 pm.**

President: Eve Hage \_\_\_\_\_

Corporate Secretary: Melanie Watson \_\_\_\_\_

Recorded by: Sandy Nelson \_\_\_\_\_



## Fire Chief's Report

**TO: Saturna Island Fire Protection Society**

**July 12, 2021**

Since May 11, 2021, SIVFD has had 4 calls: 1 illegal fire, and 1 single vehicle motor vehicle incident, and 2 medical assist. All incidents were unremarkable.

We have stepped into what promises to be another record-breaking wildfire season. There are many large and out-of-control fires across the BC interior already. Of course the wildfire danger in the SGI is much different than the interior. Nevertheless, Saturna reached Extreme FDR much earlier than usual this year.

In June I met with Chris Vrabel here at ESB1. Chris is the CRD's newly hired fire services coordinator, and works under Jonathan Reimer. He brings decades of fire service experience to the job, having been chief of 3 different Vancouver Island Departments, most recently Central Saanich. He views his job as assisting the various CRD departments with compliance, record keeping, Fire Underwriter Survey relations, etc. Nevertheless, he made the point to me that the CRD's recent experience is that it is liable for oversights made by CRD-funded departments, whether those departments are governed by societies or directly by the CRD. To that end, however, it appears he is interested in facilitating our compliance with regulations rather than enforcing it. He is looking at facilitating some services, such as a shared contractor who is able to provide SCBA fit-testing services to the various departments who need it. His help is welcomed. In terms of potential holes in our WorksafeBC compliance, he reiterated that SCBA fit-testing and a vehicle exhaust control system were items of concern.

On the training front, our recruit course is on summer holidays until September. Linda Cunningham is now qualified to deliver the Emergency Scene Traffic Control course in house, and will be delivering it in the Fall. Brent delivered a 2-day Wildland firefighting course in June. An automobile Extrication course with trainers from Metchosin Fire has been scheduled for November 6 and 7.

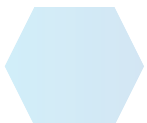
Our grant application to the Red Cross/Fire Chief's Association was granted in part. We will be purchasing a trailer and equipping it with sprinklers and a couple of pumps to perform structural protection in the event of a wildfire which infringes on homes. We also have funding to send 2 firefighters to Class 3 driver training.

In outside news, Langford Fire has given up the contract for Fire Dispatch services, and Most of the CRD emergency services will be moved to Saanich Fire late this year.

We are still looking for someone from the SIFPS communications committee to take on the SIFPS website administration. I am happy to show someone the basics of how the Wordpress system works. I also still encourage SIFPS to look at a professional redesign or refresh of the website.

**Peter Clark**  
CHIEF, SIVFD

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Saturna Island Rescue  
Report for SIFPS  
July 2021

Between January and July 1<sup>st</sup>, 2021 SIR has responded to 32 calls.

We currently have 13 members as SIR has had one member, Rob Vivian, leave for medical reasons. As mentioned in previous reports we have had three members express their interest in retirement and currently none of those have a set date with one of them saying 2023.

For training members are happy to be able to meet all together now that BC is in its phase 3 reopening. I recognize that and am hoping we can have a social gathering at the end of summer after such a long period of not being together as a means to boost morale. Our monthly training has been fairly reactive to emergency calls and instead I am working on moving towards a set schedule as well as simulations ready for members to access to make training more believeable. In the fall and winter SIR will be hosting three trainers, one for CPR, one on pediatrics and one on splinting.

SIR applied for and recieved a small grant from the Saturnina Foundation for a display rack which we will use to showcase training materials, safety and worker materials. I believe this will help SIR members as well will help tidy the esbl training space by removing all the paper materials showcased on the windowsills.

Thank you