

SATURNA ISLAND FIRE PROTECTION SOCIETY (SIFPS)

BOARD OF DIRECTOR'S MEETING

Monday, May 17, 2021 - 4:00pm via ZOOM

PRESENT: Wayne Quinn, John Wiznuk, Eva Hage, Ron Monk, Deb Simpson, Tony Marchigiano, Melanie Watson, Peter Stolting, Peter Clark, Vanessa Verbitsky

ABSENT: Ian Gaines. **GUESTS:** Stephen Hardy, Martin Wale, Doug Hayward

1. President Wayne Quinn called the meeting to order at 4:02 pm. Wayne conveyed his condolences on the passing of Harvey Janszen and commented on Harvey's many years of contribution and friendship to SIFPS as well as to the entire Saturna Island community.

2. Wayne welcomed guests Stephen Hardy, Doug Hayward and Martin Wale.

3. **Moved** to approve the agenda as amended to add under New Business: a vaccination awareness protocol. **Carried.**

4. **Moved** to approve Regular BOD meeting minutes from March 15, 2021. **Carried.**

5. Business arising from March 15, 2021 Director's meeting:

- Roof and gutter cleaning: John Wiznuk has given the go-ahead to Jerry Pavlatos to proceed.
- Fiddler and Cliffside water tanks are now functional, Peter Stolting reported.
- A thank you card for Barb Hicks has been sent out.
- Car #2 shelter status at ESB #2: Peter S. said the base has been re-done and the shelter is progressing well.
- John Wiznuk and Peter Clark discussed the SGI Mutual Aid Agreement up for renewal December 2021.
- Repair of side mirror on Car #1 has not been completed as it was the incorrect size. A new one to be sourced.
- Outerwear for SIR responders: Vanessa will look for jackets which meet SIFPS budget considerations.
- John Wiznuk reported that all old radios are disposed of now, except for the headsets. CREST handhelds will be taken away in approximately one month.
- Fire training facility on Gaines property: documentation is ready but a survey needs to be completed.

6. Correspondence: None

7. Fire Chief's Report: Peter Clark submitted his report and suggested updating and monitoring of the SIFPS website is necessary. **Moved** to accept Peter's report as presented and discussed. **Carried.**

8. SIR Chief's Report: Vanessa submitted her report. **Moved** to accept Vanessa's report as presented & discussed. **Carried.**

9. Operations/Asset Management committee Report:

- John Wiznuk reported that Ian Gaines will work on the third water tank at ESB #1 as soon as Ian can find time.
- Vehicle or building issues: John Wiznuk offered to get the correct side mirror for Car #1. The solar panels appear fairly dust free but will require cleaning next year. The broken French Drain at ESB#2 will be repaired soon. Chief Peter Clark commented that the broken grate is a potential tripping hazard.
- Tree cutting status at ESB #1: The cedar at the corner of the building has been removed but the alder removal is on hold. Eva will talk to Patrick Dahl about trimming the trees at ESB #2.

10. Finance Committee Report:

- Actual to Budget statement March to April 2021 presented by Eva Hage. **Moved** to approve the Actual to Budget statement March to April 2021. **Carried.**
- Draft financial statements for year ending December 31, 2020 have been sent out by Eva Hage in preparation for the AGM. **Moved** to accept the draft Financial Statements for 2020 and forward to the AGM. **Carried.**
- Bookkeeper Rachel Harrison will start in June and will require signing authority with one board member.
- Fire Smart Program is now complete. Eva thanked all.

11. Corporate/Administration Committee Report:

Eva commented (on Melanie's behalf) that SIFPS will change insurance broker.

12. Communications Committee Report: None.

13. Human Resources Committee Report:

- Ron Monk thanked Vanessa for the revised SIR Chief job description.
- Deb Simpson reported that personnel planning for Fire and SIR teams, including discussion regarding sizes of teams, turnover and replacement of personnel is underway and hopes to have this completed by mid-June.

14. President's Report:

- Wayne Quinn thanked the board and presented his final report as President. He reflected on the Board's accomplishments over the past 14 years.
- The SIFPS Contract has been renewed with VIHA for another 3 yrs, including a \$500 per year subsidy for PPE.
- Martin Wale reported that the I Am Responding app is up and running for SIR and is working well. The app improves response times and enhances communications.

15. Nomination Committee Report:

Board prospects for 2021-22 need to be collected 14 days before AGM. Wayne and Sandy will send forms out.

16. New Business:

- AGM preparations are underway. All sub-committee chairs should prepare their reports
- Solar panels for ESB #2: John Wiznuk has obtained a solar panel assessment for ESB #2. This building will not require as many panels as ESB #1. Eva Hage reminded all that no capital will be put forward as it has not been included in this year's budget. **Moved** by John Wiznuk to proceed with a Gas Tax Grant application. **Carried.** Wayne offered to meet with John to fill out the application.
- Pender Island Petition re: volunteer's tax threshold: **Moved** by John Wiznuk that SIFPS endorse the initiative to amend the income tax act, Bill C-264, to increase the income tax credit from \$3000 to 10,000 for volunteer firefighters and search and rescue volunteers, as proposed by Gord Johns M.P. **Carried.** Ron Monk offered to help facilitate delivery of the petition with John Wiznuk.
- Vaccine Protocol: Eva brought up the issue of checking with WorkSafe and establishing a policy re: vaccination. As a first step, Eva asked if the Chiefs could ask their volunteers to share (confidentially) their vaccination history.

17. Next meeting: AGM to be held June 26th @ 1:00 pm @ Fire Hall

18. Moved to In-Camera meeting and suspended regular meeting @ 5:23 pm.

19. Resumed regular meeting @ 5:30 pm.

Moved by Ron Monk to adjourn the meeting. **Adjourned** at 5:31 pm.

President: Wayne Quinn _____ Recorded by: Sandy Nelson _____



Fire Chief's Report

TO: Saturna Island Fire Protection Society

May 11, 2021

Since March 11, 2021, SIVFD has had 4 calls: 3 medical, and 1 motor vehicle incident. Our motor vehicle incident call went very well, with SIVFD and SIR working well alongside the RCMP and Emcon. Everyone knows that one of our medical calls ended tragically, though all the volunteers who responded performed admirably. As a result of the tragedy, both your chiefs have been “checking in” with our first responders, making sure everyone is doing alright.

SIVFD's recruit training course continues, along with small group and online practice sessions for the rest of the firefighters. In June we will start our wildland fire training cycle. As this training will be almost entirely outdoors, we will be assembling larger groups together. I do hope this helps with morale, which seems to be lacking somewhat, due to COVID restrictions.

I have commitments from a trainer to provide 2 days of Auto Extrication training to the department this fall, though no dates yet. The Emergency Scene Traffic Control Trainer course is being offered in Mill Bay in June and we should be sending someone to it. These are both grant-funded courses. I hope to send some trainees to Rope Rescue courses in the fall also. Firefighters Levey and Haworth continue to attend NFPA 1001 training on Pender Island.

Deb Simpson has helped us apply for a new grant opportunity worth \$50,000. I compiled a list of items for it. Highlights include a structural protection (ie. sprinkler) trailer, Wildland Firefighting PPE, and class 3 driver training for 2 firefighters.

The folks at I am Responding have just unified the SIR and SIVFD accounts and very soon I will be getting all the firefighters into the system.

With the loss of our dear internet administrator, Harvey Janszen, SIFPS should consider appointing someone else willing to take on the position. Harvey rarely spoke about the work he did there, but he did regularly maintain the SIFPS website. Since I became FC, I have taken on updating the Burn Regulation components, but Harvey provided technical support and

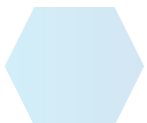


edited minor errors that I made. He updated all of the other pages when they needed it. He also monitored the info@SIFPS.ca email address, and forwarded correspondence from there to whomever was concerned. The website is currently hosted and edited through Wordpress.

I also think that in the not-too-distant future, SIFPS should seriously consider hiring a professional web designer to Re and Re the site. It was professionally done originally, but that was ages ago by internet standards. Also, we have shifted burn permits to the SIFPS site, and we are encouraging everyone to use the website as their primary source of information about current burn regulations. In the future, it will see more and more traffic, and with the complexity of the burn regulation information that needs to be presented, the eye of a professional web designer would be very advantageous. These days, a website is the face of an organization.

Peter Clark
CHIEF, SIVFD

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SIR Chiefs Report
for Saturna Island Fire Protection Society
May 2020

As mentioned in previous reports, SIR has had a busier-than-usual 2020 and 2021. So far in 2021 we have had 23 calls (see attached). The mental health well-being of everyone has been a top priority for me as critical incident stress (CIS) can lead to PTSD which is a well-known concern in the pre-hospital sector. In less than 14 months we have had 3 deaths, plus the transport of a long-time resident to hospice, a structural fire, and recently a roll-over vehicle accident. All while working during a pandemic. That is more large incidents in a shorter span than we are used to. I am thankful SIFPS supported both with funding as well as board members support and involvement in bringing CIS training to Saturna last fall as that knowledge has proved helpful.

For training we are somewhat hobbled by the pandemic. I try to find good online sources, but it simply does not compare to physical practice together, especially with skills where muscle memory is important, such as CPR and spinal rolls. We of course hope for a speedy return to being able to see each other in person and being able to use our new CPR doll.

Saturnas' Community Paramedic hosted Zoom training on Naloxone for both SIR and Fire. I heard quite a bit of feedback on how helpful that was from members of both groups.

This Sunday we are hosting BCEHS' trainer, Anna Chayba for a full day of updates on their procedures.

For the five EMR recruits we have arranged for an instructor to come to the Island for both training as well as writing the provincial exam together, in the same courses write the exam in non-covid times. Columbia Learning will be doing this as a courtesy.

I do want to mention some news about the provincial exams. Saturnas trainees were not the only ones with problems in 2020, so many failed and had issues that in January 2021 the province scraped that particular exam, is using their previous exam and is in the process of writing a new one.

We currently have 14 members with one member on medical leave since October 2020. He hopes to be able to return at some point but is not sure he will be able to and is assessing. However he is offering free training on violence prevention as that is what he trains at VIHA. I do want to point out he was the first to respond to a recent cardiac arrest and by all accounts was excellent on that call and I do hope he can take shifts in the near future. Of the 14 members we have 6 EMRs

There was discussion about having some SIFPS board members, including the HSA committee, meet with SIR members as a meet-and-greet. Unfortunately provincial lockdown measures came into place soon after and so that was put on hold. I do hope we can still have this meeting in the future.

I leave news on car1, esb2, and the responding app to other sections in the agenda

Thank you

Vanessa Verbitsky
Unit Chief, Saturna Island Rescue