

# **SATURNA ISLAND FIRE PROTECTION SOCIETY**

**Monday, January 17th, 2022 4:00 pm at ESB #1**

**PRESENT:** Eva Hage, Stephen Hardy, Ron Monk, Tony Marchigiano, John Wiznuk, Peter Stolting, Ian Gaines, Deb Simpson, Peter Clark, Vanessa Verbitsky

**ABSENT:** Doug Hayward, Melanie Watson

1. Eva Hage called the meeting to order @ 4:00 pm.
2. **Moved** by Ron Monk to approve the agenda. **Carried.**
3. **Moved** by Stephen Hardy to approve the minutes from Nov 22, 2021. **Carried.**
4. No guests.
5. Business Arising From Minutes:

Review of the Fire Chief's list of non-compliance issues:

- Regular SCBA (flow) inspections are currently done just three times per year.
- Extinguishers on vehicles should be regularly inspected, as well as being sent to CREST every six years.
- Emergency Services Building inspection, including door locks, emergency lights, faucets, etc. Action item: OH&S Committee will put together a check list for hall inspections. It was suggested that Board members would take turn to do the quarterly inspections.
- Truck inspections, including basic mechanical, tools, and equipment. ICBC requires that commercial vehicles be inspected every time they are driven, in addition to yearly vehicle inspections. It's the driver's responsibility.
- Public safety education, including spreading awareness through Social Media as well as the SIFPS website. It was suggested that VFD does not have sufficient volunteers at this time to do outreach. Maybe an opportunity to attract non-fire fighter volunteers to help out?
- Commercial occupancy inspections are the responsibility of local Fire Department in other areas in the province. Action item: Eva to look into obligations and jurisdiction of Fire Chief to do these inspections.
- Pre-plan inspections for commercial buildings are another possible role for the Fire Department. It was suggested that the onus on developing a plan should be on the commercial property owner with advise from VFD what is required.
- Dry hydrant inspection and maintenance on private lands will ensure fire protection when needed. A pump is available to be loaned and/or a third party could be hired to check the island's dry hydrants.
- Volunteer Fire and SIR training recruitment and retention. Concern that SIR is and will be losing volunteers that may put the service in jeopardy. The Board to discuss strategy.

## **6. Correspondence**

a. Thank you letters have been sent to the Lions Club & Community Club.

**7. Fire Chief's report:** Peter Clark submitted his report.

**8. SIR Chief's report:** Vanessa submitted her report. The CPR training course has been cancelled and is on hold until the latest Covid variant wave is over.

## **9. Operations/Asset Management Committee**

- a. Criteria to justify replacement of Tender 1. P Stolting, I. Gaines and J Wiznuk to provide pros and cons for two options: single and double axle vehicle.
- b. Repair of ESB #1 garage door. Delivery is expected at the end of January 2022.
- c. Ian Gaines reported the training containers are in place but the site needs further preparation.

- d. **Moved** by J Wiznuk to research the size and cost of a metal shelter for Car #2. **Carried.**
- e. **Moved** by J Wiznuk to investigate snow removal for both ESB 1 and 2. **Carried.**
- f. Michel Chiasson's report was submitted by J. Wiznuk, regarding non-potable water access at East Point.
- g. California Myrtle trees at ESB 2 to be cut back or removed due to severe snow damage.

**10. Finance Committee**

- a. Stephen Hardy submitted Actual to Budget Jan - Dec 2021. **Moved** by J Wiznuk to accept report. **Carried.**
- b. Revised travel and training reimbursement policy. **Tabled.**

**11. Corporate/Administration Committee**

- a. Mutual Aid agreement has been renewed. This agreement exists among the Gulf Islands so they are able to assist other islands if necessary and still be covered by liability insurance.

**12. Communications Committee**

- a. Website Renewal. **Tabled.**
- b. Metrics. **Tabled.**

**13. Human Resources Committee**

- a. Job descriptions for Fire and SIR Chiefs **Moved** by J Wiznuk, amended to add HSA and OH&S to the Fire Chief's job description. **Carried.**
- b. HR strategy to recruit, train, retain and reward volunteers is ongoing.
- c. Health Spending Account report by T. Marchigiano.
- d. Occupational, Health and Safety Committee report submitted by T. Marchigiano.

**14. New Business**

- a. Definition of Fully Vaccinated is having obtained a full series of vaccines as per BC CDC recommendation.
- b. IR7 update - Peter Stolting reported that the first step is a waste assessment. (Within 90 days) It was started in 2019 and will be conducted imminently now the First Nations are aware. **Ongoing.**

15. Next Meeting: March 14, 2022 @ ESB #1 @ 4pm.

**16. In-Camera.**

**17. Moved to Adjourn. Adjourned at. 6:33 pm.**

President: Eva Hage \_\_\_\_\_

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

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