SATURNA ISLAND FIRE PROTECTION SOCIETY
Board Meeting Minutes
Monday, July 20, 2026 @ 4:00 pm - ESB #1

Attendees: Don Rutherford (President), Chaya Katrensky (Vice President), Stephen Hardy (Treasurer), Liz Keay (Corporate Secretary), Geri Crooks, Mike Davis, Lyn Michaud, Keith Preston, Murray Rankin, Peter Clark (Fire Chief), Joyce DeRuiter (SIR Deputy Chief).

Regrets: John Blackhall

1. **Call to Order:** 4:00 pm.

2. **Guests:** None

3. **Approval of Agenda**: The agenda was approved with the following amendments:

   a. Discussion of 2026/27 budget added as item 9.b.
   b. Disposal of old tender added to item 10.a.

4. **Approval of Previous Minutes**

Motion: Approval of minutes of Board meeting held on May 25, 2026. **Carried**

5. **Correspondence**

   a. Email with attachments from Chris Vrabel, July 12, 2026

6. **Business Arising from Previous Minutes**

   a. Resolution authorizing purchase and installation of water cisterns for the Water Resiliency program (defeated by email vote, July 10)

   b. Resolution authorizing purchase of fuel tanks and accessories for ESB 1 (approved by email vote, July 11)

7. **President's Report** – DR

The President's report was accepted by consensus.

8. **Finance Committee Report** - SH

   a. January-July 2026 financial statements.

   b. Stephen reviewed the timeline for drafting the 2026/27 budget. A meeting will be scheduled with SFR and SIR chiefs to discuss their operating and capital expenditures for the coming year.

The Finance Committee report was accepted by consensus.

9. Fire Chief's Report – PC

a. There has been no word from Vancouver Axle and Frame on when the new water tender will be ready for pickup. No plan is in place yet for the disposal of the old tender. A significant oil leak casts doubt on whether we could recoup much from its sale. Peter will investigate whether the problem is remediable.

b. Following approval of the purchase of equipment for the new fueling station at ESB 1 (item 6.b), Peter presented a plan for its installation. In the interests of expediency, it was agreed that a concrete slab would be laid by Peter's construction crew.

Motion: Don moved that $1,300 be allotted for the installation of a concrete slab at ESB 1 and the purchase of additional safety equipment. **Carried**

Motion: Stephen moved that we purchase a pollution insurance policy covering the potential for environmental contamination at the fueling station. The premium will be approximately $1,030/year for $1 million coverage per event and a $2 million overall limit. **Carried**

c. Following defeat of the resolution authorizing the purchase and installation of cisterns for the Water Resiliency program (item 6.a), Don proposed that the resolution be divided into two parts: one approving the payment of the outstanding invoices from Flexahopper Plastics, the other approving the expenditure of funds for the installation of three cisterns at Winter Cove.

Motion: Don moved that the Treasurer be authorized to pay the outstanding invoices from Flexahopper Plastics amounting to approx. $13,500. **Carried**

It was agreed that the initial cost estimate of $5,400 from RnR Projects for installation of the cisterns at Winter Cove was too high. Lyn will seek a revised, itemized estimate that reflects the savings gained from Pat Ropar's donation of his excavation work.

d. There was discussion of the plan for replacing Engine 2, for which $180,000 is allotted in the current budget. Peter reported on a used engine in Washington state advertised for $135,000US. He will make further inquiries as to its suitability. There remains uncertainty about whether to pursue a Capital Gaming grant in support of this purchase. Because we are limited to one successful grant every three years, there is reason to consider reserving our next application for a grant to support a replacement for Engine 1.

The Fire Chief's Report was accepted by consensus.

10. SIR Chief's Report – SF/JD

a. Sam reported that all the FR trainees from last March's course passed their practical exam. They are now preparing to take the online written exam, the final step toward becoming licensed FRs. Planning for an EMR bridge course

for five to six FRs, on island, later in the year is underway. Additional training to meet an expansion in the EMR scope of duties is also planned.

b. Joyce raised a concern about the lack of visible address markers at many properties. It was agreed that another campaign would be organized to purchase number signs and that homeowners would be contacted directly about the need for proper signage.

c. The current ambulance stretcher has significant mechanical issues and should be replaced with a powerlift stretcher to ensure the safety of SIR members. Options are being studied and a recommendation will be made to the board.

The SIR Chief's report was accepted by consensus.

11. Corporate/Administration Committee – LK

a. Based on information received from the VFIS Canadian Regional Manager, Liz reported that SIR members are not covered under the existing Homewood counselling program. It was agreed that SIR should enjoy the same mental health/counselling benefits as SFR, though there also was discussion of whether Homewood was the right provider for us.

Motion: Liz moved that SIFPS purchase the Homewood MFAP Comprehensive policy for all SIFPS volunteers at $3 per month. We will continue to monitor the effectiveness of Homewood's services to ensure that they are meeting the needs of our volunteers. **Carried**

The Corporate Secretary's report was accepted by consensus.

12. Operations/Asset Management Committee Report –

a. Ben Hayward completed installation of the new sign at ESB 1. His invoice for $2,000 has been paid.

b. A slab has been poured at ESB 2 and the generator placed on it. There is no change in the status of the ambulance and generator shelters. Mike is investigating how they can be attached to the sides of the building.

c. We are still in need of two metal storage containers: one at ESB1 for two large oxygen cylinders and one at ESB2 for six jerry cans of liquid fuel. Mike reported that the project is in the queue.

The Operations/Asset Management Committee report was accepted by consensus.

13. Communications and IT Committee – DR, JB

a. John continues to work on implementing the storage of files on our Microsoft 365 - SharePoint account.

The Communications/IT Committee report was accepted by consensus.

14. Human Resources Committee – CK

a. Chaya reported on the success of recent fundraising efforts. Proceeds from the Lamb BBQ, donated by the Saturna Community Club, plus our SIR raffle, are projected to add more than $17,000 to revenues this year. Chaya thanked all those whose contributions made this possible.

b. Chaya described a new fundraising campaign in 2027, centered on two or more benefit concerts organized by community members. It's expected that the proceeds from these would be dedicated to the purchase of a new ambulance for SIR.

The Human Resources Committee report was accepted by consensus.

15. Occupational Health and Safety Joint Committee – KP

a. Keith submitted the minutes of the June and July JOH&S Committee meetings. Among the issues flagged by the JOHS committee that need to be addressed soon:

   i. finalization of the purchase of a steel storage container for volatile gases outside ESB 1;
   ii. confirmation of funding available for a power lift stretcher for SIR;
   iii. review of the psychological health resources available to volunteers, and whether Homewood is the right provider for us;
   iv. confirmation of funding for Incident Command Training for SIR.

   Most of these issues are addressed elsewhere in the minutes (items 12.c, 10.c, 11.a). It was agreed that Policy 19 on Counselling would be amended to remove any mention of Homewood. Incident Command Training is offered by VIERA for $35/person, so funding will not be a problem.

The Occupational Health and Safety Joint Committee report was accepted by consensus.

16. SIR Steering Committee – CK

a. The committee submitted to BCEHS a two-page explainer on Saturna's emergency medical services, which included a proposal for a permanent Kilo station on the island. With the help of Eva Hage**,** President of the Saturna Health Services Society, we were able to secure a meeting with senior BCEHS leadership on August 4, 2026. Saturna will be represented by CRD Director Paul Brent**,** along with the Board's President, Vice President, and Treasurer.

b. Update on the proposed change of SIR's name. Feedback from BCEHS First Responder Services indicated that the use of "Ambulance" in our name could create confusion, as ambulance services are generally understood to be operated by BCEHS. While many volunteer organizations use the format "*Community Name* First Responders," that title is in conflict with Saturna Fire

Rescue's acronym. As a result, the change in SIR's name has been paused as we consider other options that accurately reflect SIR's scope of service.

c. Discussion of BCEHS's proposed new FR operating agreement has been postponed until after the meeting with BCEHS on August 4.

The SIR Steering Committee report was accepted by consensus.

17. Planning Committee – DR

a. Don circulated the "Governance Transition Briefing Note" received from Chris Vrabel as a follow-up to our June 3 meeting on Saturna. It lays out a pathway for a transition in our governance model to a CRD Fire Commission.

b. A meeting of the Planning Committee will be convened to discuss the information we need before reaching a decision on the Commission question. Don is in communication with the Pender Fire Protection Society and a meeting between representatives of our two societies is being planned for August.

The SIFPS Planning Committee report was accepted by consensus.

18. Nominating Committee – DR

a. Nothing to report.

19. New Business – None

20. Next Meeting

a. Monday, September 14, 2026, 4 pm at ESB 1

21. Motion to adjourn at 6:00 pm. **Carried**

Chair: Don Rutherford (President)

Minutes prepared by Don Rutherford