Minutes of the Trustee Meeting of the Salt Spring Island Fire Protection District

Meeting held: **July 18, 2014**

In attendance: Trustees: Michael Schubart (Chair), Ron Chamney, Richard Hannah, Dan Lee, Bruce Patterson, Michele Severn, Chief Tom Bremner, SSIFFA representative Lieutenant Eric Taylor, Corporate Administrator Andrew Peat.
Excused: Michael Garside
10 residents

Called to Order: 19:15.

Acceptance of Minutes
Minutes of the June 16, 2014 monthly Trustees' meeting were distributed prior to the meeting. Agreement by general consent to accept the Minutes.

Committee Reports
Finance - no report
Human Resources - no report

Correspondence
Correspondence has been received from Mrs. Julia Lucich and a reply is being drafted.

The Fire Chief's Report
After Chief Bremner presented his report for June 2014, Trustee Chamney questioned Chief Bremner about District boundaries and effectiveness of hydrants as a component of the emergency water delivery system.

Regarding boundaries Chief replied that these are stated in the Letters Patent and define the District's service area which is not all of Salt Spring Island. Signage has been prepared to advise the public when they are entering/leaving the District and these will be placed on appropriate roads when "on the ground" boundaries have been confirmed. Chief Bremner stated that to respond to a call outside the District, a PEP (Provincial Emergency Preparedness) number is necessary which can be authorized by the Ambulance Service, RCMP, or Forests Service. On a related matter Chief advised there since the downgrading of the local coast guard service there is a concern that the District may not be able to respond in timely manner to an incident on an offshore islet or to areas without road access. It was agreed that this matter should be included in the planned fire service review with the consultant asked to recommend appropriate action.

Regarding the emergency water delivery system Chief Bremner advised that fire hydrants in many Island water district systems are likely not operational to a fire fighting standard and the District relies instead on a water tankard (tender) truck. The District also does not have the resources or expertise to test and maintain hydrants. To resolve this matter

responsibility will have to be taken in partnership with the local water districts. Chief Bremner to initiate this process.

Agreed by general consent to accept the Fire Chief's Report for the month of June 2014. (Copies of the report attached to the original Minutes).

Salt Spring Island Fire Fighters Association Report
SSIFFA President Eric Taylor's presented his report for June 2014. Agreed by general consent to accept the SSIFA Report. (Copy of the report attached to the original Minutes).

Old Business
Request for Proposal for Fire Services Review
Corporate Administrator Peat advised that three expressions of interest have been received. Agreed by general consent that a committee be formed to review and choose a preferred proponent from responses received. Chief Bremner, Corporate Administrator Peat, and Trustees Chamney, Hannah, Schubart, and Severn agreed to serve on the committee.

Bylaw No. 122 Vehicle Exhaust System Capital Project Borrowing Bylaw 2014
Corporate Administrator Peat advised that it is come to his attention that there is an error in numbering the proposed bylaw - it should read 123 not 122. The bylaw can be amended on second reading and Peat will ask the Ministry if there is any impact on the validity of alternative approval process presently underway. Ms Carol Dodd volunteered to assist Peat in tabulating elector response forms received.

Adjournment
Motion to adjourn moved by Trustee Lee. Carried.

Next scheduled meeting of the trustees is August 18, 2104.

Acting Chair

Michael Schubart
Chair Board of Trustees

Andrew Peat
Corporate Administrator