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

Meeting held: **June 16, 2014**

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

Called to Order: 19:15

Amendment to the Agenda
Moved by Trustee Schubart that the agenda be amended to include under New Business "Haying of Lower Ganges fire hall site property". Agreement by unanimous consent to accept the amended agenda.

Acceptance of Minutes
Minutes of the May 26, 2014 monthly Trustees' meeting were distributed prior to the meeting. Trustee Hannah asked that in the section dealing with Mary Gillies presentation, the reference to the failed fire hall referendum be changed to read 2013 not 2012. Agreement by general consent to accept the amended Minutes.

Committee Reports
Finance - no report
Human Resources - no report

Access to Information Policy Committee
Trustee Severn presented the report of the Access to Information Policy Committee which was circulated to trustees prior to the meeting. (Copy attached to the original Minutes).

Moved by Trustee Severn seconded by Trustee Garside that the report of the Information Policy Committee be accepted and tabled until the July 2014 meeting. Not carried.

Moved by Trustee Patterson seconded by Trustee Hannah that the previous access to information policy statement be rescinded and that the Board accept and adopt the "Access to Information Policy" and "Access to Information Procedures" statements as presented in the Committee report. Carried.

Correspondence
Correspondence has been received from Mr Ross King and a reply is being drafted.

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

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

Old Business

Request for Proposal for Fire Services Review
The draft "Request for Proposal for Fire Services Review" was distributed to trustees prior to the meeting. (Copy attached to the original Minutes). After discussion it was agreed that, to move the process along in a timely fashion the closing date for submissions would be advanced to July 31, 2014. Names of possible proponents have been provided by Chief Bremner, documents will be uploaded to the website and notice will be given in the Driftwood newspaper.

Moved by Trustee Patterson seconded by Trustee Garside that the District proceed with the request for proposal for fire services review. Carried.

Bylaw No. 122 Vehicle Exhaust System Capital Project Borrowing Bylaw, 2014
Proposed bylaw no 122 was prepared by the Corporate Administrator in consultation with Joshua Craig (Financial Analyst, Ministry of Community, Sports and Cultural Development). Based on information provided by Mr. Craig, proposed borrowings of $90,000 repayable over a term of 5 years is estimated to cost the average residential property $3.43/annum.

Chair Schubart introduced and read Bylaw No. 122 cited as "Vehicle Exhaust System Capital Project Borrowing Bylaw, 2014".

Moved by Trustee Patterson, seconded by Trustee Hannah that the first reading of Bylaw No. 122 be accepted. Carried.

Materials will be uploaded to the District's website. Assent of electors is to be obtained through the alternate approval process with notice to be published in the Driftwood newspaper (June 25 and July 2, 2014 issues). Elector Response Forms to be received either by hand delivery at the District's office or by first class mail on or before August 5, 2014.

New Business
Mr. Ron Cunningham asked for permission to cut the hay on fire department property on Lower Ganges Road (future file hall site). **Moved** by Trustee Patterson seconded by Trustee Garside that Ron Cunningham be grant permission to access and cut the hay on fire department property on Lower Ganges Road (future fire hall site). Carried.

Adjournment
Motion to adjourn moved by Trustee Patterson. Carried.

Next scheduled meeting of the trustees is July 21, 2104.

Michael Schubart
Chair Board of Trustees

Andrew Peat
Corporate Administrator