

**Minutes of the
Human Resources & Legal Committee Meeting
Salt Spring Island Fire Protection District**

Meeting held: **April 7, 2016**

Meeting Room #103, Salt Spring Island Public Library

In attendance:

Committee Members: Committee Chair Derek Hill, Lucy Austin, Ron McCulloch, Trustee Norbert Schlenker, Scott Simmons, Darlene Steele,

Regrets: Deborah McGovern

Trustees: Howard Baker, Michael Craig

Staff: Corporate Administrator and Financial Officer Andrew Peat

The meeting was called to order at 10:02 a.m.

1. Approval of Agenda

A proposed agenda was circulated to members prior to the meeting. Committee Chair Hill asked that Agenda item 4.1 Review and discuss Corporate Administrator's Scope of Work and Duties be discussed in the In-camera session.

By general consent, the amended agenda was accepted.

2. Minutes

2.1 Receive and Approve the Minutes of the meeting held March 3, 2016

The minutes of the March 3, 2016 meeting were distributed prior to the meeting.

By general consent, the minutes of March 3, 2016 were accepted as circulated.

2.2 Receive and Approve the In Camera Minutes of the meeting held March 3, 2016

To be received and approved at the in-camera session.

2.3 Receive and Approve the Minutes of the meeting held March 9, 2016

The minutes of the March 9, 2016 meeting were distributed prior to the meeting.

Motion that the minutes of the March 9, 2016 meeting be accepted as circulated moved by Committee Member Schlenker.

Carried

2.4 Receive and Approve the Minutes of the in camera meeting held March 9, 2016

To be received and approved at the in-camera session.

3. Old Business

3.1 Review of Indemnification Bylaw

Nothing to report, tabled to May's meeting.

4. In Camera Session to Discuss Human Resource Matters

Motion to move to an in-camera session moved by Committee Member Steele.

The meeting moved in camera at 10:10 a.m. The meeting reconvened at 12:26 p.m.

5. Rise and Report - none

6. Next Meeting

The next meeting of the Human Resources & Legal Committee is scheduled on May 5, 2016, at the Salt Spring Island Public Library, Meeting Room #103.

7. Adjournment

There being no further business, the meeting was adjourned by general consent.

The meeting adjourned at 12:27 p.m.

Derek Hill
Committee Chair

Andrew Peat
Corporate Administrator

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