

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

Meeting held: **April 24, 2017**

Hart Bradley Memorial Hall, Salt Spring Island Lions Club

In attendance:

Trustees: Mitch Forest (Chair), Howard Baker, Chris Budd, Rollie Cooke, Mary Lynn Heatherington, Howard Holzapfel, Per Svendsen

Staff Members: Chief Arjuna George, Corporate Administrator and Financial Officer Andrew Peat, SSIFFA Vice President Chantelle Pohl

Recording Secretary: Sarah Shugar

Others Present: Driftwood Reporter; 18 members of the public

These minutes follow the order of the agenda although the sequence may have varied.

CAO Peat called the meeting to order at 8:49 p.m.

1. Election of Chair

CAO Peat called for nominations for the position of Chair. Trustee Heatherington nominated Trustee Forest for the position of Chair seconded by Trustee Svendsen. CAO Peat called a second and third time for nominations for the position of Chair. There being no further nominations Trustee Forest was declared elected as Chair by acclamation.

2. Approval of Agenda

A proposed agenda was circulated to trustees prior to the meeting.

The following items were presented for consideration:

5. New Business

5.1 RemoveAll Remediation dated April 18, 2017

5.2 Notice of Board Meetings - Bylaw No. 119

Motion to accept the agenda as amended moved by Trustee Baker, seconded by Trustee Budd.

CARRIED

3. Signing Officers on District Accounts

Motion that the Board appoint Arjuna George, Andrew Peat, Howard Baker and Chris Budd as signing officers on the District Accounts moved by Trustee Budd, seconded by Trustee Baker.

CARRIED

4. **Appointment of members to standing committees**

Motion that the Board of Trustees appoint Chief Arjuna George and CAO Andrew Peat to the Occupational Health and Safety Committee as management representatives moved by Chair Forest, seconded by Trustee Budd.
CARRIED

Motion that the Board of Trustees appoint Trustee Chris Budd, Brian Cunningham, Trustee Per Svendsen and Mervin Walde to the Facilities and Physical Plant Committee moved by Chair Forest, seconded by Trustee Heatherington.
CARRIED

Motion that the Board of Trustees appoint Chief Arjuna George, Trustee Howard Holzapfel and Trustee Mary Lynn Heatherington to the Joint Management Labour Committee moved by Trustee Budd, seconded by Trustee Svendsen.
CARRIED

5. **New Business**

5.1 **RemoveAll Remediation Ltd. correspondence dated April 18, 2017**

CAO Peat reported two bids were received for the asbestos remediation work to be done at Hall No. 1.

Motion that the Board of Trustees accept the RemoveAll Remediation Ltd. quote dated April 18, 2017 for asbestos remediation moved by Trustee Baker, seconded by Trustee Holzapfel.
CARRIED

5.2 **Notice of Board Meetings - Bylaw No. 119.**

Trustee Budd asked for clarification regarding the notice of board meetings in Bylaw No. 119. CAO Peat reported the Ministry of Community, Sport and Development provided verbal assurance that the District may call Special Board Meetings for urgent business items. The Board may have to meet on short notice where it is not possible to give sufficient public notice due to the Driftwood newspaper publication schedule.

Chair Forest advised that the District may schedule Board meetings on all Mondays and cancel meetings that do not go ahead to meet the notice requirements.

CAO Peat reported there is a trustee workshop scheduled on May 8, 2017, 9:00 a.m. to 3:00 p.m. at the CRD Planning Department Meeting Room.

Trustee Cooke asked for clarification regarding the process for union contract negotiations. There was discussion regarding planning for negotiations.

Motion that the Board of Trustees schedule a Special Meeting on May 8, 2017 at 7:00 p.m. to consider the process for union contract negotiations moved by Trustee Holzapfel, seconded by Trustee Cooke.
CARRIED

6. **Adjournment**

There being no further business **motion** to adjourn moved by Trustee Holzapfel, seconded by Trustee Svendsen and carried.

The meeting adjourned at 10:10 p.m.

The next scheduled regular meeting of the trustees is May 15, 2017.

Mitch Forest
Chair, Board of Trustees

Andrew Peat
Corporate Administrator