

Agenda
Trustee Meeting of the
Salt Spring Island Fire Protection District

Meeting will be held as follows:

Date: December 7, 2015, 2015

Time: 7:00PM

Place: Lower Hall, Salt Spring Island United Church

1. Receive the Report of the Return Officer for the 1 December 2015 By-election, welcome of new members to the Board of Trustees
2. Recess for “Town Hall” meeting
3. Approval of Agenda
4. Receive and Accept the Minutes of the “Town Hall” meeting held 26 October 2015
Received and Accept the Minutes of the meeting held 26 October 2015
Receive and Accept the Minutes of the In-camera meeting held 26 October 2015
5. Committee Reports
 - Facilities & Physical Plant
 - Receive the draft minutes of the Facilities & Physical Plant Committee meeting held 12 November 2015 (3 recommendations)
 - Receive the draft minutes of the Facilities & Physical Plant Committee In-camera meeting held 12 November 2015 (1 recommendation)
 - Finance & Audit
 - Receive the draft minutes of the Finance & Audit Committee meeting held 2 December 2015
 - Receive the draft minutes of the Finance & Audit Committee In-camera meeting held 2 December 2015
 - Human Resources & Legal
 - Receive the draft minutes of the Human Resources Committee meeting held 5 November 2015
 - Receive the draft minutes of the Human Resources Committee In-camera meeting held 5 November 2015 (1 recommendation)
 - Marketing & Communications
 - No report
 - Occupational Health & Safety Committee
 - Draft Minutes of the OH&S Committee meeting held 22 October 2015
 - Strategic Planning & Policy Development
 - No report

6. Correspondence
7. Acting Fire Chief's Report
 - Reports for October & November 2015
8. Salt Spring Firefighters' Association Report
9. Old Business
 - District Boundaries
 - Open-burning Bylaw Committee proposed Bylaw No.125 (2015/08/12)
 - Update regarding Elections Procedures Policy
 - Update regarding document management systems
 - Update regarding amending meeting procedure bylaw
10. New Business
 - Approval of Terms of Reference for Standing Committees
 - Appointments to standing committees
 - Signing Officers on the District Accounts
 - Receive the Administrative Function Review Report
 - Discussion fire hydrant maintenance (North Salt Spring Waterworks)
 - Discussion Policy 3.30 Purchasing (Finance Committee recommendation)
 - Discussion Policy 3.60 Staff Expenses
11. Delegations
12. In-camera session to discuss recommendations arising from committee reports
13. Adjournment