

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

Meeting held: **July 10, 2017**
Lower Hall, Ganges United Church

In attendance:

Trustees: Per Svendsen (Chair), Howard Baker, Mary Lynn Hetherington, Howard Holzapfel

Staff Member: Corporate Administrator and Financial Officer Andrew Peat

Others Present: 1 member of the public

Regrets: Trustee Chris Budd, Trustee Rollie Cook, Chief Arjuna George

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

1. Call to Order

Chair Svendsen called the meeting to order at 5:37 p.m.

2. Approval of Agenda

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

The following additional item was presented for consideration:

4. Delegation - Mr. Neil MacConnell

Motion to approve the agenda as amended moved by Trustee Baker seconded by Trustee Holzapfel.

CARRIED

3. Old Business

3.1 Appointment to Greater Victoria Labour Relations Association (GVLRA) Board of Directors

By general consent, the Board of Trustees agreed that appointments to the GVLRA Board of Directors be tabled until the July 17, 2017 meeting.

3.2 Review and consider proposed Request for Proposal (RFP) Master Fire Plan

There was discussion concerning whether the core objectives articulated in the proposed Request for Proposal (response time and suitability of Brinkworthy) could be accomplished at lesser cost. There was a suggestion that the existing 10 Year Plan could perhaps be updated by consultants.

By general consent, the Board of Trustees agreed that the proposed RFP Master Fire Plan be referred to the Strategic Planning and Policy Development Committee.

4. Delegations

Mr. Neil MacConnell, a public member of the Strategic Planning and Policy Development Committee, expressed concerns regarding language in the proposed Request for Proposal Master Fire Plan denying compensation for direct costs to prepare proposals would limit the number of submissions. CAO Peat commented that he believes the language was “standard” for similar RFP proposals.

5. Adjournment

There being no further business, **motion** to adjourn moved by Trustee Hetherington, seconded by Trustee Baker.
CARRIED

The meeting adjourned at 6:07 p.m.

The next regular meeting of the trustees is scheduled for July 17, 2017.

Per Svendsen
Chair, Board of Trustees

Andrew Peat
Corporate Administrator