

Minutes of the Strategic Planning and Policy Development Committee Meeting Salt Spring Island Fire Protection District

Meeting held: **September 11, 2017**
Training Room, Ganges Fire Hall

In attendance: Trustee Howard Baker (Chair), Trustee Rollie Cook, and Neil MacConnell

Regrets: Shelly Nitikman

Chief George joined the meeting at 2:50 PM

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

The meeting was called to order at 2:07 p.m. by Committee Chair Baker

1. Approval of Agenda

A proposed agenda was circulated to members prior to the meeting. By general consent it was agreed that additional item be added to New Business: 4.2, Discuss and Consider Islands Trust Local Trust Committee's (LTC) Core Density Plan .

Motion that the agenda be accepted as amended made by Trustee Cook
CARRIED

2. Approval of Minutes

2.1 Receive and approve minutes of the meeting held August 21, 2017

The minutes of the August 21 regular meeting were distributed prior to the meeting.

Motion that the minutes of the August 21, 2017 meeting be accepted as circulated moved by Committee Member MacConnell.
CARRIED

3. Old Business

3.1 Update regarding RFP Master Fire Plan

It was noted that a Request for Expressions of Interest (RFEI) for Stage No. 1 had been posted on District's website and question was asked whether the Committee should have seen it before this was done.

Chief George reported that the RFEI had had also been sent to Civic Info BC and posted on their website. Chief George reported that so far one

expression of interest has been received but the firm does not have the capacity to do the proposed GIS data mapping. Chief George commented that a POC member had the requisite skills and he will investigate and report back to the Committee whether this portion of the work might be done “in house”.

3.2 Reconsider proposed Meeting Procedures Bylaw 2016

It was the consensus of the Committee that reconsideration of the proposed Meeting Procedures Bylaw be tabled until the next meeting.

3.3 Update regarding Fire Service Level

It was the consensus of the Committee that the item be tables until after the Province has proclaimed the Fire Safety Act.

3.4 Update regarding Fire Inspections Policy

Chief George informed the Committee that work is progressing and that he expects to have present a proposed Fire Inspections Policy in the near future.

3.5. Update regarding proposed Special General Meeting in October

Trustee Cook, suggested that the scope of this meeting be expanded to include: apparatus enhancements (ladder truck); Collective Bargaining Agreement and labour relations; governance; water supply for fire suppression purposes; and matters around getting a new firehall. There was discussion but no consensus on how best to proceed. Several members cautioned simplicity.

3.6. Review Bylaw # 49, Fire Department Establishment and Operations

Chief George reported that he had been working on this item and would submit his suggestions for our consideration at our next meeting.

4. New Business

4.1 Review draft Deployment Policy

A proposed Deployment Policy was circulated to members prior to the meeting. There was discussion.

Motion that by general consent the Strategic Planning & Policy Development Committee recommends that the Board of Trustee adopt the proposed Deployment Policy.

4.2. Consider Islands Trust LTC's Core Density Plan

As it affects the Fire Department, the Core Density Plan may necessitate the acquisition of a ladder truck in order for the District to meet the apparatus standard of the FUS. There was discussion about the type of ladder truck (typical alt-mounted ladder which affords more flexibility verses a mid-ships mounted which is more expensive but would "fit" in the existing Ganges Fire Hall). Timing of the purchase could be made either with the current engine replacement or be delayed until the next coinciding with the anticipated new fire hall. Possibility of combining Fire Hall No. 1 & 3 was discussed with it suggested that the District might keep its apparatus rating with a ladder truck and keeping the retired engine/tanker in reserve.

5. Next meeting

By general consent committee members agreed to hold regular meetings on the second Monday of the month at the Ganges Firehall beginning at 2:00 PM.

Because of the Thanksgiving holiday, October's meeting is moved to the following day Tuesday, October 10th, 2017, 2:00 PM at the Ganges Fire Hall Training Room.

6. Adjournment

There being no further business, **motion** to adjourn moved by Trustee Cook **CARRIED**

The meeting adjourned at 4:00 PM.

Howard Baker
Committee Chair

Andrew Peat
Corporate Administrator