

**Agenda**  
**Board of Trustees Special Meeting**  
**Salt Spring Island Fire Protection District**

**Meeting will be held as follows:**

**Date: April 24, 2023**

**Time: Following the Annual General Meeting**

**Place: Salt Spring Island Lions Club, Hart Bradley Hall  
103 Bonnet Avenue, Salt Spring Island**

**1. CALL TO ORDER**

We would like to begin this meeting by humbly acknowledging that we live and work in the unceded and traditional territories of the Coast Salish Peoples.

**2. APPROVAL OF AGENDA**

**3. ELECTION OF CHAIR**

**4. OLD BUSINESS**

**4.1 Committee Appointments**

**5. NEW BUSINESS**

**6. IN-CAMERA MEETING - None**

**7. NEXT MEETING**

The next regular meeting is scheduled on May 15, 2023 at 7:00 p.m. at the Ganges Fire Hall Training Room. Please check the District website for details.

**8. ADJOURNMENT**

# 2023 Standing & Select Committee Appointments

## Communications & Marketing Committee

Name	Member	Appointment Date
Mary Lynn Hetherington	Trustee Member 1	Oct. 17, 2022
Robin Williams	Trustee Member 2	Oct. 17, 2022
Vacant	Public Member 1	Oct. 17, 2022
Vacant	Public Member 2	
Board Chair Rollie Cook	Ex officio Member	
CAO Rodney Dieleman	Ex officio Member	
Fire Chief Jamie Holmes	Ex officio Member	

\*Minimum of 2 and maximum of 3 Trustees

\*Up to 5 members of the public

\*Chair of the Board of Trustees, CAO and Fire Chief are ex-officio members

Communications & Marketing Committee Terms of Reference:

<https://saltspringfire.com/wp-content/uploads/AG-4103-05-Communications-Marketing-Terms-of-Reference-APPROVED.pdf>

## Finance & Audit Committee

Name	Member	Appointment Date
Rob Oliver	Trustee Member 1	Oct. 17, 2022
Board Chair Rollie Cook	Trustee Member 2	Oct. 17, 2022
Vacant	Public Member 1	
Vacant	Public Member 2	
Board Chair Rollie Cook	Ex officio Member	*Chair Cook is appointed as voting member
CAO Rodney Dieleman	Ex officio Member	
Fire Chief Jamie Holmes	Ex officio Member	

\*Minimum of 2 Trustees

\*Up to 5 members of the public

\*Chair of the Board of Trustees, CAO and Fire Chief are ex-officio members

Finance & Audit Committee Terms of Reference:

<https://saltspringfire.com/wp-content/uploads/AG-4107-03-Finance-Audit-Terms-of-Reference-APPROVED.pdf>

## Strategic Planning & Policy Development Committee

Name	Member	Appointment Date
John Wakefield	Trustee Member 1	Oct. 17, 2022
Rob Oliver	Trustee Member 2	Oct. 17, 2022
Wynona Cook	Trustee Member 3	Oct. 17, 2022
Vacant	Public Member 1	
Vacant	Public Member 2	
Board Chair Rollie Cook	Ex officio Member	
CAO Rodney Dieleman	Ex officio Member	
Fire Chief Jamie Holmes	Ex officio Member	

- \*Minimum of 2 Trustees
- \*Up to 5 members of the public
- \*Chair of the Board of Trustees, CAO and Fire Chief are ex-officio members

Strategic Planning & Policy Development Committee Terms of Reference:

<https://saltspringfire.com/wp-content/uploads/AG-4108-05-Strategic-Planning-Policy-Development-Terms-of-Reference-APPROVED.pdf>

## New Fire Hall Project Steering Committee

Name	Member	Appointment Date
John Wakefield	Trustee Member 1	Oct. 17, 2022
Robin Williams	Trustee Member 2	Dec. 12, 2022
Hans Hazenboom	Public Member 1	Dec. 12, 2022
Board Chair Rollie Cook	Ex officio Member	n/a
CAO Rodney Dieleman	Chair/Project Director	n/a
Fire Chief Jamie Holmes	Vice Chair	n/a
On Dec. 12, 2022 the Board updated the New Fire Hall Steering Committee Terms of Reference to allow for an additional Trustee member, the CAO would be Chair and Project Director and that all members have voting privileges.		

- \*CAO (Chair/Project Director), Fire Chief (Vice Chair)
- \*Up to 2 Trustees
- \*Up to 1 member of the public
- \* Chair of the Board of Trustees is an ex-officio member

New Fire Hall Project Steering Committee Terms of Reference:

<https://saltspringfire.com/wp-content/uploads/New-Fire-Hall-Project-Steering-Committee-Terms-of-Reference-APPROVED.pdf>

### Greater Victoria Labour Relations Association

<b>Name</b>	<b>Member</b>	<b>Appointment Date</b>
Mary Lynn Hetherington	Trustee Representative	Oct. 17, 2022
Wynona Cook	Trustee Alternate Representative	Oct. 17, 2022

### Joint CRD/SSFR Working Group

<b>Name</b>	<b>Member</b>
Board Chair Rollie Cook	Board Chair
CAO Rodney Dieleman	District Management Member
Fire Chief Jamie Holmes	District Management Member