

Agenda
Salt Spring Island Fire Protection District
Strategic Planning and Policy Development Committee Meeting

Meeting will be held as follows:

Date: June 6, 2024
Time: 10:00 a.m.
Place: Training Room, Ganges Fire Hall
105 Lower Ganges Road, Salt Spring Island

Committee Members:

Mary Lynn Hetherington, Trustee
Dennis Lucarelli, Trustee
Rollie Cook, Board of Trustees Chair
Keith Ballantyne, Public Member
Jamie Holmes, Fire Chief
Rodney Dieleman, Corporate Administrative Officer

1. CALL TO ORDER

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

2. ELECTION OF CHAIR

3. APPROVAL OF AGENDA

4. MINUTES

4.1 Minutes of the Regular Meeting held April 4, 2024

That the draft minutes of the Strategic Planning and Policy Committee regular meeting held on April 4, 2024 be adopted.

5. OLD BUSINESS

5.1 Annual Governance Workshop – June 20, 2024

5.2 Board of Trustees Code of Conduct Policy AG 1105-03

5.3 Meeting Procedures Bylaw 146 – Electronic Participation

At the April 4, 2024 meeting, the Committee recommended the Board of Trustees amend the Meeting Procedures Bylaw 146 – Electronic Participation section G.23 as follows: replace “Only two (2) Trustees may attend a meeting electronically at one-time” with “No more than 50% of trustees may attend a meeting electronically at one-time”.

5.4 Meeting Recordings & Records Retention

At the April 4, 2024 meeting, the Committee requested staff to provide an analysis on meeting recordings and records retention policy and report back at the next meeting.

5.5 Draft Mental Health Policy

At the April 4, 2024 meeting, the Committee recommended staff to research program costs for funding mental health for Paid on Call (POC) members and incorporate into the 2025 budget and report back to the Committee.

5.6 Board of Trustees Nominating Committee

5.7 Paid on Call Employee Benefits Group Policy AE-2104-01

5.8 Paid on Call Employee Benefits Matching RRSP Policy AE-2105-01

5.9 SPPD Committee Terms of Reference

At the April 4, 2024 meeting, the Committee recommended the Board of Trustees amend the SPPD Committee Terms of Reference as follows: Replace “2. The Committee shall be composed of a minimum of two Trustees” with “2. The Committee shall be composed of a maximum of three Trustees including the Board Chair as an ex officio member”.

5.10 Draft 5-Year Strategic Plan Workbook

6. NEW BUSINESS

7. NEXT MEETING

The next meeting is scheduled on July 4, 2024 at 10:00 a.m.

8. ADJOURNMENT