

Agenda

Salt Spring Island Fire Protection District Finance and Audit Committee

Meeting will be held as follows:

Date: October 10, 2024
Time: 2:00 p.m.
Location: SSIFPD Administration Office
1202 - 115 Fulford-Ganges Road, Salt Spring Island and Electronic Meeting

Committee Members:

John Wakefield, Committee Chair
Rob Oliver, Trustee
Rollie Cook, Board of Trustees Chair and Ex officio member
Rodney Dieleman, Corporate Administrator and Financial Officer
Jamie Holmes, Fire Chief

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. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.1 Minutes of the Regular Meeting held July 11, 2024

That the minutes of the Regular Meeting held July 11, 2024 be adopted.

4. OLD BUSINESS

4.1 Draft 2025 Budget

That the Finance and Audit Committee recommend the Board of Trustees approve the draft 2025 budget as presented at the September 9, 2024 Town Hall meeting.

5. NEW BUSINESS

5.1 New Fire Hall Project Budget Construction Contingency

That the Finance and Audit Committee recommend the Board of Trustees approve a bylaw to withdraw \$500,000 from the General Capital Purposes Reserve Fund (unspecified reserve fund) for the purpose of Fire Hall No. 1 Replacement Project Construction Contingency.

5.2 Auditor for Financial Services Request For Proposals (RFP) – Staff Report

That the Finance and Audit Committee recommend the Board of Trustees appoint _____ to be the auditor for the fiscal year ending December 31, 2024.

5.3 Draft Mental Health and Wellness Policy No. AE-2304-01 and Mental Health Reserve Fund

That the Finance and Audit Committee recommend the Board of Trustees approve during the annual budgeting process, to allocate funding to the Employee and Family Assistance Program and that any unspent funds remaining in the Employee and Family Assistance Program at the end of the year will be transferred to the Mental Wellness Reserve Fund.

That the Finance and Audit Committee recommend the Board of Trustees approve a Bylaw to establish a Mental Wellness Reserve Fund.

6. NEXT MEETING

The next meeting of the Finance and Audit Committee will be held at the call of the Chair.

7. ADJOURNMENT