

Agenda

Salt Spring Island Fire Protection District

Finance and Audit Committee

Meeting will be held as follows:

Date: June 10, 2025
Time: 11:00 a.m.
Location: SSIFPD Administration Office
1202 - 115 Fulford-Ganges Road, Salt Spring Island

Committee Members:

Rob Oliver, Trustee
Robin Williams, Trustee
John Wakefield, Public Member
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. ELECTION OF CHAIR

4. APPROVAL OF MINUTES

4.1 Minutes of the Regular Meeting held April 10, 2025

That the minutes of the Regular Meeting held April 10, 2025 be adopted.

5. OLD BUSINESS

6. NEW BUSINESS

6.1 2026 Draft Budget

7. NEXT MEETING

The next meeting of the Finance and Audit Committee will be held on July 15, 2025.

8. ADJOURNMENT

Minutes of the Salt Spring Island Fire Protection District Finance and Audit Committee Meeting

Meeting held: April 10, 2025
SSIFPD Administration Office
1202 - 115 Fulford-Ganges Road, Salt Spring Island

Members Present: John Wakefield, Chair
Rollie Cook, Board of Trustees Chair
Rob Oliver, Trustee

Staff Members Present: Rodney Dieleman, Corporate Administrator and Financial Officer
Sarah Shugar, Recorder

Others Present: Dennis Lucarelli, Trustee

Regrets: Jamie Holmes, Fire Chief

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

1. CALL TO ORDER

Chair Wakefield called the meeting to order at 2:10 p.m. and humbly acknowledged that we live and work in the unceded territories of the Coast Salish Peoples.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved.

3. APPROVAL OF MINUTES

3.1 Minutes of the Regular Meeting held October 10, 2024

MOVED by R. Cook,

That the minutes of the Regular Meeting held October 10, 2024 were adopted.

CARRIED

4. OLD BUSINESS

4.1 2024 Audited Financial Statements Prepared by McLean, Lizotte, Wheadon and Company

CAO Dieleman presented the draft 2024 Audited Financial Statements Prepared by McLean, Lizotte, Wheadon and Company.

MOVED by R. Cook,

That the Finance and Audit Committee recommend the Board of Trustees approve the draft 2024 Audited Financial Statements.

CARRIED

4.2 Recommendation to appoint an Auditor for the 2025 Fiscal Year

The Letters Patent state that the auditor is to be appointed at the Annual General Meeting. The recommendation for the auditor is a recommendation to the AGM.

MOVED by R. Oliver,

That the Finance and Audit Committee recommend that McLean, Lizotte, Wheadon and Company be appointed as the auditor for the fiscal year ending December 31, 2025.

CARRIED

5. NEW BUSINESS - None

6. NEXT MEETING

The next meeting of the Finance and Audit Committee will be on May 13, 2025.

7. ADJOURNMENT

By general consent, the meeting adjourned at 2:50 p.m.

John Wakefield
Chair, Finance and Audit Committee

Rodney Dieleman
Corporate Administrator