

Agenda

Salt Spring Island Fire Protection District

Board of Trustees Regular Meeting

Meeting will be held as follows:

Date: June 16, 2025

Time: 7:00 p.m.

Place: Ganges Fire Hall Training Room

105 Lower Ganges Road, Salt Spring Island and Electronic Meeting (Microsoft Teams)

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. This meeting is an official forum for the Salt Spring Island Fire Protection District Board to conduct its business. This is a place of employment and our staff have the right to a safe and respectful workplace.

2. TOWN HALL SESSION

Members of the public can address questions or comments and we request that you direct comments to the Board and not other members of the public, speak to the issues and not individuals and be clear, concise and respectful.

3. APPROVAL OF AGENDA

4. BOARD MINUTES

4.1 Minutes of the Regular Trustee meeting held May 26, 2025 – For Approval

That the draft minutes of the Regular Trustee meeting held May 26, 2025 be adopted.

5. STANDING COMMITTEE REPORTS

5.1 Communications & Marketing Committee – None

5.2 Finance & Audit Committee

5.2.1 Minutes of the June 10, 2025 meeting – For Information

5.3 Joint Occupational Health & Wellness Committee

5.3.1 Minutes of the May 28, 2025 meeting – For Information

5.4 Strategic Planning & Policy Development Committee

5.4.1 Minutes of the June 3, 2025 meeting – For Information

6. CORRESPONDENCE

7. REPORTS

7.1 Fire Chief's Report – May 2025 - Pending

7.2 Salt Spring Island Fire Fighters' Association Report – June 2025 - Pending

7.3 CAO Reports

7.3.1 Budget Report to April 30, 2025

7.3.2 Driftwood Article dated June 4 2025 Re Tender Shuttle and Fire Ban

7.3.3 Driftwood Article dated June 4 2025 Re South End Fire

8. OLD BUSINESS

8.1 New Fire Hall Project

8.1.1 New Fire Hall Project Status Update to May 31, 2025

9. NEW BUSINESS

9.1 Business Plan for Satellite Halls

At the June 3, 2025 Committee meeting, the Strategic Planning and Policy Development Committee recommended the Board of Trustees direct staff to prepare a business plan to relocate the North End satellite fire hall and renovate the Fulford fire Hall to meet post disaster standards, and that the business plan would include a phased approach and that staff prepare a business plan summary document to be presented at the Town Hall meeting in September 2025.

9.2 UBCM Funding Opportunity

At the June 10, 2025 Committee meeting, the Strategic Planning and Policy Development Committee recommend the Board of Trustees direct staff to prepare applications for the Union of BC Municipalities (UBCM) Canada Community-Building Fund for a ladder truck and a satellite fire hall for the North End.

10. BYLAWS – None

11. DELEGATIONS

12. IN-CAMERA MEETING

12.1 Motion to Close the Meeting

That the Board of Trustees close this meeting to the public subject to Community Charter Section 90 (1): (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and that staff be invited to remain.

The items of business to be considered in the in-camera meeting are in camera minutes and Employment Contracts.

12.2 Motion to Re-open the Meeting

That the Board of Trustees re-open this meeting to a public session.

12.3 Arise and Report

13. NEXT MEETING

The next regular meeting is scheduled on July 21, 2025 at 7:00 p.m. at the Ganges Fire Hall Training Room.

14. ADJOURNMENT

Minutes of the Regular Trustee Meeting of the Salt Spring Island Fire Protection District

Date: May 26, 2025

Location: Training Room, Ganges Fire Hall
105 Lower Ganges Road, Salt Spring Island and Electronic Meeting (Microsoft TEAMS)

Members Present: Rollie Cook, Chair
David Courtney, Trustee
Mary Lynn Hetherington, Trustee
Dennis Lucarelli, Trustee
Rob Oliver, Trustee
Robin Williams, Trustee

Staff Members Present: Jamie Holmes, Fire Chief
Mysha Dewar-McClelland, Recorder

Staff Member Regrets: Rodney Dieleman, Corporate Administrator and Financial Officer

Others Present: Gulf Islands Driftwood Reporter (Teams)
Approximately 3 members of the public

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

1. CALL TO ORDER

Chair Cook called the meeting to order 7:00 p.m. and acknowledged that the meeting is being held in the unceded territories of the Coast Salish Peoples.

2. TOWN HALL

Chair Cook opened the town hall at 7:01 p.m. There were no speakers in the town hall portion of the meeting.

3. APPROVAL OF AGENDA

By general consent, the agenda was adopted.

4. BOARD MINUTES

4.1 Minutes of the Regular Trustee meeting held April 28, 2025 – For Approval

By general consent, the minutes of the Regular Trustee meeting held April 28, 2025 were adopted.

5. STANDING COMMITTEE REPORTS

5.1 Communications & Marketing Committee – None

5.2 Finance & Audit Committee – None

5.3 Joint Occupational Health & Wellness Committee

5.3.1 Minutes of the April 30, 2025 meeting – For Information

By general consent, the minutes were received.

5.4 Strategic Planning & Policy Development Committee

5.4.1 Minutes of the May 6, 2025 meeting – For Information

By general consent, the minutes were received.

6. CORRESPONDENCE - None

7. REPORTS

7.1 Fire Chief's Report – April 2025

The Fire Chief Report for April 2025 was presented verbally and the written report will be submitted for information. With regards to our Capital Plan with replacement of equipment. Tender 1 (301) was meant to be replaced last year; it is 20 years old plus its 5-year extension. The Fire Chief asked if the Board has any direction using an American supplier in light of the current political environment. Ordering with Midwest Fire from Minnesota will be half the build time and \$30,000 less than the Canadian supplier option. Midwest is the Chief's preferred supplier.

2025-026

MOVED by Trustee Williams, SECONDED by Trustee Lucarelli,

That the Board of Trustees move forward with the Midwest Fire tender purchase to replace Tender 1 (301).

CARRIED

Trustee Oliver and Chair Cook opposed

7.2 Salt Spring Island Fire Fighters' Association Report – May 2025

The Association report for May 2025 was presented.

By general consent, the report was received for information.

7.3 CAO Reports

7.3.1 Budget Report to March 31, 2025

The budget report to March 31, 2025 was presented.

By general consent, the report was received for information.

7.3.2 Driftwood Article dated May 7, 2025 Re: South End House Fire

By general consent, the Driftwood article was received for information.

8. OLD BUSINESS

8.1 New Fire Hall Project

8.1.1 New Fire Hall Project Status Update to April 30, 2025

Owners Representative H. Hazenboom presented the New Fire Hall Project Status Update report. He reported the project is currently on time and on budget. The build is progressing as planned with some adjustments; structural steel has arrived and framing is to start next week. We have received all permits including from the Ministry of Transportation and Infrastructure (MOTI).

By general consent, the report was received for information.

9. NEW BUSINESS

9.1 Draft Policy AG-5301-02 - Freedom of Information and Protection of Privacy

The Strategic Planning and Policy Development Committee has recommended that the Board of Trustees approve the Draft policy AG-5301-02 – Freedom of Information and Protection of Privacy.

2025-027

MOVED by Trustee Hetherington, SECONDED by Trustee Lucarelli,

That the Board of Trustees approve Draft Policy AG-5301-02 - Freedom of Information and Protection of Privacy.

CARRIED

9.2 Irrigation Pond at Hall 2

The Strategic Planning and Policy Development Committee has recommended the Board of Trustees direct staff to build an irrigation pond at Hall 2 using appropriate procedures and consultants.

2025-028

MOVED by Trustee Oliver, SECONDED by Trustee Williams,

That the Board of Trustees direct staff to build an irrigation pond at Hall 2 using appropriate procedures and consultants.

CARRIED

10. BYLAWS - None

11. DELEGATIONS – None

12. IN-CAMERA MEETING – None

13. NEXT MEETING

The next regular meeting is scheduled on June 16, 2025 at 7:00 p.m. at the Ganges Fire Hall Training Room.

14. ADJOURNMENT

By general consent, the meeting was adjourned 7:33 p.m.

Rollie Cook
Chair, Board of Trustees

Rodney Dieleman
Corporate Administrator

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

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

Members Present: Robin Williams, Committee Chair
Rollie Cook, Board of Trustees Chair
John Wakefield, Public Member

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

Regrets: Rob Oliver, Trustee
Jamie Holmes, Fire Chief

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

1. CALL TO ORDER

CAO Dieleman called the meeting to order at 11:08 a.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. ELECTION OF CHAIR

CAO Dieleman called for nominations for Committee Chair. Member J. Wakefield nominated R. Williams and member R. Cook seconded the nomination. R. Williams accepted the nomination. CAO Dieleman called a second and third time for nominations for Chair and there were no further nominations. R. Williams was elected Committee Chair by acclamation.

4. APPROVAL OF MINUTES

4.1 Minutes of the Regular Meeting held April 10, 2025

By general consent, the minutes of the Regular Meeting held April 10, 2025 were adopted.

5. OLD BUSINESS - None

6. NEW BUSINESS

6.1 2026 Draft Budget

CAO Dieleman presented two versions of a 2026 Draft Budget. In discussion the following items were noted:

- There was discussion regarding priorities. There are several 3-storey buildings that would require a ladder truck.
- There was discussion regarding tax increases amongst the other agencies and pressure on the taxpayers.
- There was discussion regarding funding and planning for capital expenditures.
- The 2026 draft budget will continue to be discussed at the next meeting. The Committee will have a draft budget recommendation prepared for the Town Hall meeting in September 2025 for public comment.

7. NEXT MEETING

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

8. ADJOURNMENT

By general consent, the meeting adjourned at 12:30 p.m.

Robin Williams
Chair, Finance and Audit Committee

Rodney Dieleman
Corporate Administrator

Minutes of the Salt Spring Island Fire Protection District Joint Occupational Health and Wellness Safety Committee Regular Meeting

Date: May 28, 2025
Time: 6:00 p.m.
Location: Fire Hall No. 2
 2470 Fulford Ganges Road, Salt Spring Island

Members Present: Jamie Holmes, Co-Chair, Fire Chief (Employer Rep)
 Nancy Pursell, Co-Chair (Employee Rep POC 2024-2026)
 Abe Hohn (Employee Rep POC 2025 – 2027)
 Steve Leichter (Employee Rep POC 2025 – 2027)
 Grant Gussie (Employee Alternate POC 2025)
 Jason Webster (Recruit Rep 2025)
 Gord Fraser (Employee Alternate Union 2025)

Regrets: Cam Proudfoot (Employee Rep Union 2025)
 Gray Wardle (Employee Alternate POC 2025)

Guest: Clayton Akerman, Captain

1. CALL TO ORDER

Co-Chair Holmes called the meeting to order at 6:40 p.m. The Hall 2 Safety Inspection was completed prior to the meeting.

2. APPROVAL OF AGENDA

By general consent, the agenda was accepted.

3. MINUTES

3.1 Receive and Approve Draft Minutes of the April 30, 2025 meeting

By general consent, the minutes of the April 30, 2025 meeting were approved.

4. OLD BUSINESS

4.1 Proposed Draft Operational Guidelines 2.17.00 Arriving in Personal Vehicle

Chief Holmes will review the OG 2.17.00 and 2.17.01 at the June Association Meeting. This item is closed.

4.2 2023/2024 JOHWS Evaluation Report - No update

4.3 Review of OG 5.06.00 and 5.07.00 Fire and Life Safety / Prevention

Chief Holmes has emailed requests to other departments asking for copies of their operational guidelines and has not received any information back. Chief Holmes will be attending a Chief's meeting in June and will ask the other Chief's for their input.

4.4 2025 Priorities

The 2023 and 2024 Priority Lists were reviewed by committee members. The 2025 Priority List is as follows:

- **Mental Health Night** (BCMSA – BC Frontline Worker Occupational Awareness Training Series to continue prior to Association Meetings) (Lead – Member Wyldewood). Member Wyldewood has retired from the department. Member Pursell suggested that herself and Member Hohn take the lead on for Mental Health Night. Member Hohn will ask if Member Wardle is interested in becoming a lead.
- **CISM and Peer Support** (Lead Members - Pursell and Hohn) Member Hohn reported that he and Member Pursell will be attending the BC Municipal Safety Association Conference in October. There are many speakers at the conference. The highlights of the information will be shared with the membership at the Mental Health Night training in the fall.
- **OG's and Policies** – Health and Safety review (Lead - Member Chief Holmes) – no update
- **Near Miss Reporting** (Lead - Member Proudfoot) – no update
- **Survey** – Follow up and analysis (Lead – Member Webster). Member Webster is waiting for the 2024 survey information.

4.5 Traffic Break Down – Member Hohn – no update

4.6 Light at Hall 2

Co-chair Holmes reported that maintenance is looking at replacing the fascia. A decision has not been made about the type of light to install.

5. NEW BUSINESS

5.1 New alternate member for the recruit class

Member Webster will ask the recruit class for a volunteer to be a Recruit Rep alternate member.

6. REVIEW OF INSPECTION REPORTS

6.1 Review of Hall Inspections

First Quarter Hall Inspections:

Hall 1 – Completed prior to the Jan. 22, 2025 meeting. Issues identified: the emergency light in the training room has a dead battery; a fire extinguisher is requested for the workshop to be located under the fire extinguisher sign by the compressor.

Hall 2 – Completed prior to the Feb. 26, 2025 meeting. Issues identified: electrical outlet outside the engine bay is missing a cover plate, electrical cord on the diesel pump should be replaced (no ground on plug), no hearing protection in the tender bay, Brush 2 bay door the pressure/crush sensor is not operating, consider painting around the pit to mark the edge of the pit, spent flare and fireworks were removed from the back of the hall.

Hall 3 – Completed prior to the March 26, 2025 meeting. Issues identified: The control switch on the Nederman Unit fell off during the testing process. It was repositioned back on the unit. Request that the fire extinguishers be mounted by the exit doors.

Second Quarter Hall Inspections:

Hall 1 – Completed prior to the April 30, 2025 meeting. Issues identified: The sharps container in the FR room is full and needs to be exchanged.

Hall 2 – Completed prior to the meeting. Issues identified: Second floor A/D corner floor grating is falling failing and creating a tripping hazard. Recommend checking grates and replacing them where needed. Engine 205 is not interfacing with the Nederman exhaust system. The wooden picnic bench is deteriorating, recommend removing or replacing it. General cleanup – A bird's nest was removed from a light fixture in the training container. The rubber mats on the outside walkways of the container were removed, they are deteriorating and were creating tripping hazards. Member Hohn has recommended that going forward, all members participating in the hall inspections wear appropriate PPE.

7. REVIEW OF FIRST AID AND ACCIDENT/INCIDENT INVESTIGATIONS

7.1 Review of First Aid and Accident/Incident

None received.

7.2 Appointment of Accident/Incident Investigators

Members Hohn and Purssell will be the primary investigators in June 2025 and Members Fraser and Leichter will be the alternate investigators. Chief Holmes approved the appointments.

8. EDUCATION

8.1 Education

Member Gussie would like to attend an Incident Investigation course.

9. OTHER BUSINESS

9.1 Association Safety Talk

Chief Holmes will review Operational Guidelines 02.17.00 and 02.17.01 with the membership at the June Association meeting.

10. NEXT MEETING

The next meeting will be held on June 25th, 2025 at 6:00 p.m. at Hall 3.

11. ADJOURNMENT

By general consent, the meeting adjourned at 7:08 p.m.

Nancy Pursell, Committee Co-Chair

Jamie Holmes, Fire Chief & Committee Co-Chair

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

Meeting held: June 3, 2025
Training Room, Ganges Fire Hall
105 Lower Ganges Road, Salt Spring Island

Members Present: Dennis Lucarelli, Committee Chair
Mary Lynn Hetherington, Trustee
Rollie Cook, Board of Trustees Chair and Ex officio member
Keith Ballantyne, Public Member

Staff Members Present: Rodney Dieleman, Corporate Administrator and Financial Officer
Jamie Holmes, Fire Chief
Sarah Shugar, Recorder

Others Present: Rob Oliver, Trustee

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

1. CALL TO ORDER

Chair Lucarelli called the meeting to order at 9:00 a.m. and acknowledged that we live and work in the unceded territories of the Coast Salish Peoples.

2. APPROVAL OF AGENDA

The following items were presented as additions to the agenda:

- 4.4 Fulford Irrigation Pond Update
- 5.1 Business Plan for Satellite Halls
- 5.2 UBCM Funding Opportunity

By general consent, the agenda was approved as amended.

3. MINUTES

3.1 Minutes of the Regular Meeting held May 6, 2025

By general consent, the draft minutes of the Strategic Planning and Policy Development Committee regular meeting held on May 6, 2025 were adopted.

4. OLD BUSINESS

4.1 Draft Meeting Procedures Bylaw 2025

The Draft Meeting Procedures Bylaw was presented. The changes to the updated bylaw include the order of items of the Regular Meetings and the Electronic meeting attendance section and a few “housekeeping” items.

MOVED by R. Cook,

that the Strategic Planning and Policy Development Committee recommend the Board of Trustees approve the draft Meeting Procedures Bylaw as presented.

CARRIED

4.2 Draft Payroll Policy – No update

4.3 Draft Fire Safety Inspections Policy

Chief Holmes reported the CRD is creating a bylaw for fire safety inspections due to the new BC Fire Safety Act. Currently, the Assistant Chief and Deputy Chief conduct the complex fire safety inspections and the duty crew conduct the regular fire safety inspections and proactively work with businesses on any safety concerns identified. It is uncommon to have to write an inspection order for non-compliance. The options being considered by the CRD are that the CRD would be responsible for fire inspections; the CRD would assign inspections to the District; or the District would conduct “safety audits” instead of fire safety inspections. Staff recommendation is to continue discussions with the CRD and advocate for the District to have the mandate to do fire safety inspections. It is expected that requests for fire safety inspections will increase due to business insurance requirements. Chief Holmes will provide updates at future meetings as information becomes available.

4.4 Fulford Hall Water Irrigation Pond

Chief Holmes reported the Board has directed staff to proceed with building an irrigation pond at the Fulford Hall property. Chief Holmes has contacted Engineer Brad Fossen to assist with the process. A lined pond may be the best option for the irrigation pond and a preliminary approximate cost for engineering and project management is \$10,000.

5. NEW BUSINESS

5.1 Business Plan for Satellite Halls

There was discussion regarding whether a business plan for a satellite hall that would replace Hall 3 could be done by staff or should be done by a professional consultant. The Committee agreed staff could prepare the business plan.

Provincial regulations require that fire halls must be built to post disaster standards

and therefore would need to be designed by an architect and engineer. The Committee would like to see a business plan prepared that would be presented at the Town Hall meeting in September 2025. There was discussion regarding staffing the future satellite fire halls and it was noted that it would be important to include that there are no plans to staff the satellite halls that would require additional hiring. Plans for the satellite halls would not include accommodations although one option would be to include an RV pad for firefighters. It will be important to have a project “shovel ready” to be ready for infrastructure funding opportunities.

MOVED by R. Cook,

The Strategic Planning and Policy Development Committee recommend the Board of Trustees direct staff to prepare a business plan to relocate the North End satellite fire hall and renovate the Fulford fire Hall to meet post disaster standards, and that the business plan would include a phased approach and that staff prepare a business plan summary document to be presented at the Town Hall meeting in September 2025.

CARRIED

5.2 UBCM Funding Opportunity

CAO Dieleman reported that fire halls and apparatus may be eligible for UBCM Canada Community Building Fund funding. There is a plan to replace an engine with a ladder truck in 2030 although the cost of ladder trucks is increasing faster than the budget allocations. A ladder truck could support Islands Trust to allow for higher density in the Ganges Village.

MOVED by R. Cook,

The Strategic Planning and Policy Development Committee recommend the Board of Trustees direct staff to prepare applications for the UBCM Canada Community building Fund for a ladder truck and a satellite fire hall for the North End.

CARRIED

6. NEXT MEETING

The next meeting is scheduled on July 8, 2025 at 9:00 a.m.

7. ADJOURNMENT

By general consent, the meeting adjourned at 10:15 a.m.

Dennis Lucarelli
Chair, Strategic Planning & Policy Development Committee

Salt Spring Island Fire Protection District
Financial Results (unaudited)
April 30, 2025

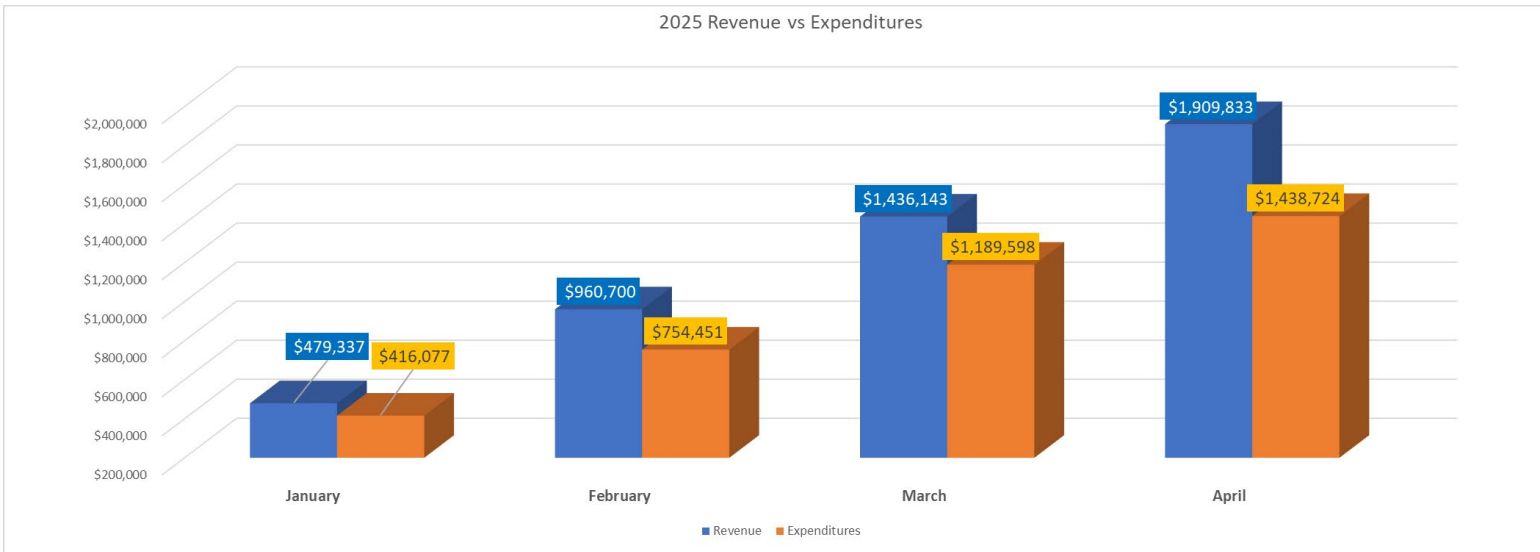
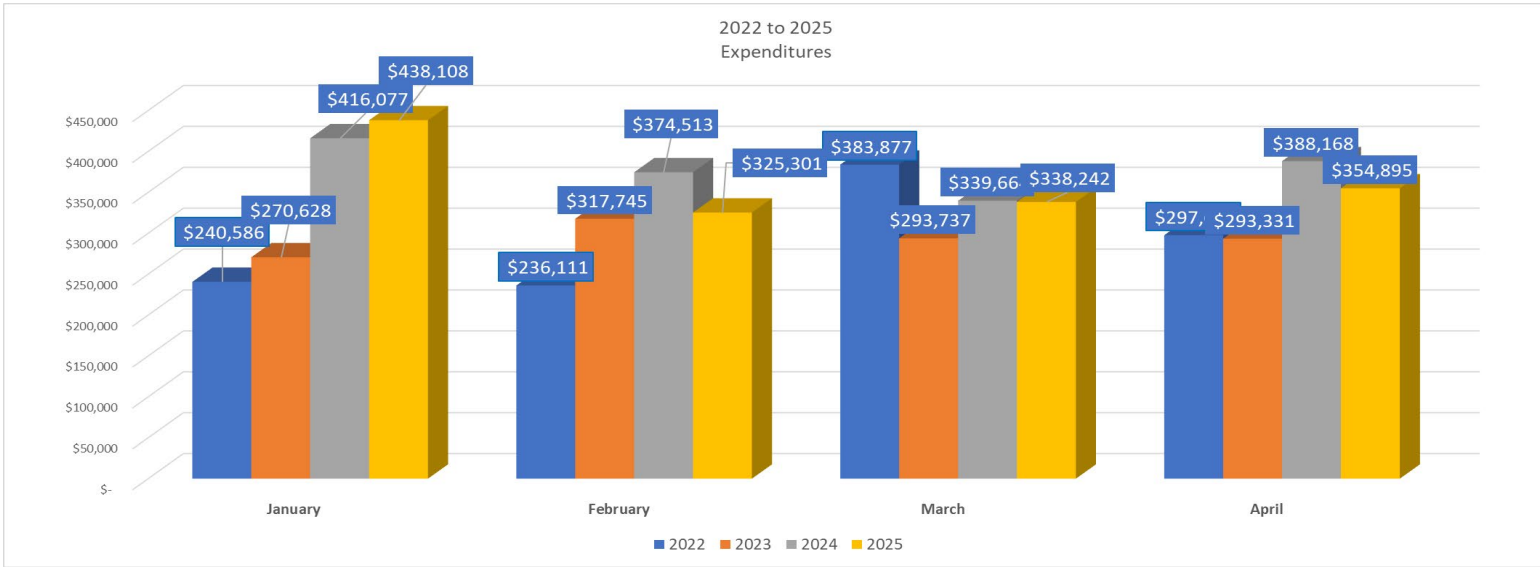
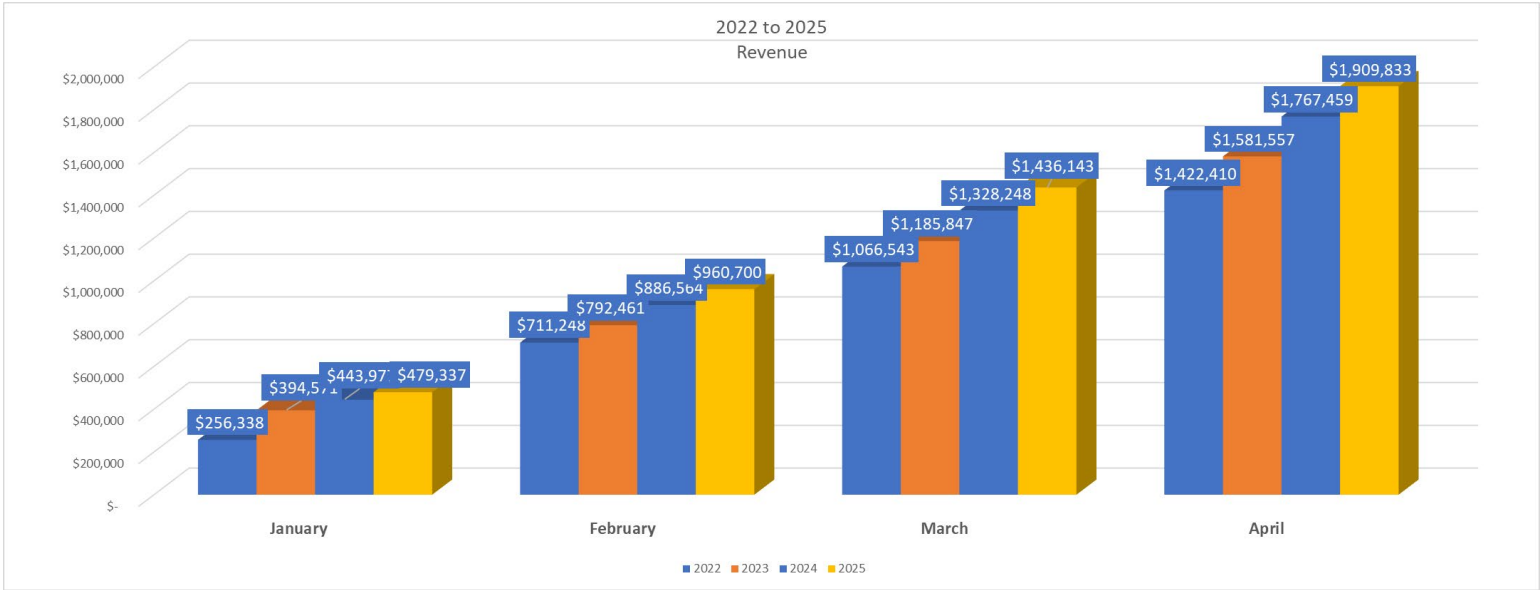
New Line #		2024 Approved Actuals	2025 Approved Actuals	2025 Approved Budget
1		Consolidated	Consolidated	Consolidated
2	Income			
3	Interest General	\$ 30,143	\$ 28,276	\$ 6,750
4	Interest CWRRF	\$ 22,825	\$ 13,639	\$ -
5	Miscellaneous Income	\$ 490	\$ 5,191	\$ 55,000
6	Tax Revenue - LTD Interest	\$ -	\$ -	\$ -
7	Tax Revenue- LTD Retirement	\$ -	\$ -	\$ -
8	Tax Revenue	\$ 1,714,000	\$ 1,862,728	\$ 5,588,184
9	Total Income	\$ 1,767,459	\$ 1,909,833	\$ 5,649,934
10				
11	Administration Expenses			
12	Administration Trustee Meetings - Transcription	\$ -	\$ -	\$ -
13	Advertising	\$ 1,171	\$ 6,914	\$ 3,500
14	Advertising - Elections, AGM, Board Meetings and Announcements	\$ 29,034	\$ 5,496	\$ 30,000
15	Annual Appreciation Dinner	\$ 6,581	\$ 57	\$ 8,000
16	Audit & Related Fees	\$ -	\$ 19,561	\$ 15,300
17	Bank Charges/Credit Card Fees/Telpay Fees/Finance Charges	\$ 765	\$ 883	\$ 1,750
18	Communications - Phone	\$ 6,050	\$ 5,402	\$ 20,000
19	Communications & Miscellaneous			\$ 7,200
20	Community Relations	\$ 1,687	\$ 1,669	\$ 1,500
21	Conferences	\$ 2,878	\$ 1,665	\$ 5,000
22	Consulting Fees		\$ 3,031	\$ 25,500
23	Dues & Subscriptions	\$ 797	\$ 1,471	\$ 5,100
24	Fireworks			\$ 5,000
25	Freight/Postage	\$ 774	\$ 1,070	\$ 4,500
26	Insurance	\$ 17,250	\$ 18,499	\$ 54,000
27	Labour Relations	\$ 9,012	\$ 1,445	\$ 24,000
28	Legal	\$ 6,169	\$ 5,505	\$ 15,300
29	Licenses, leases & Rentals	\$ 4,974	\$ 3,889	\$ 18,000
30	New Fire Hall Planning & Public Engagement	\$ -	\$ -	\$ -
31	New Fire Hall Referendum	\$ -	\$ -	\$ -
32	Office Supplies & Equipment	\$ 3,867	\$ 3,623	\$ 15,500
33	Professional Development - Excluded Staff			\$ 2,000
34	Technical Support	\$ -	\$ -	\$ -
35	Total Administration Expenses	\$ 91,011	\$ 80,180	\$ 261,150
36				
37				
38	Amortization	\$ 68,333	\$ 68,333	\$ 225,000
39				
40	Clothing - Career	\$ 2,082	\$ 8,403	\$ 17,000
41	Clothing - Paid on Call	\$ 7,766	\$ 900	\$ 15,450
42	Clothing - Protective	\$ 1,036	\$ 1,835	\$ 60,000
43	Computer, Hardware, Software & Supplies	\$ 5,930	\$ 9,119	\$ 15,450
44	Employee/ POC Recognition	\$ 204		\$ 10,300
45	Equipment - Repair & Maintenance	\$ 1,113	\$ 611	\$ 11,000
46	Equipment Purchase - Small Tools	\$ 195	\$ 702	\$ 11,000
47	Fire Department Record System	\$ -		\$ 4,000
48	Fire Prevention & Public Education	\$ 770	\$ 130	\$ 15,500
49	Fire Station Repair & Maintenance	\$ 4,517	\$ 11,172	\$ 69,000
50	Fire Station Utilities	\$ 15,169	\$ 17,717	\$ 39,500
51	First Responder	\$ 4,970	\$ 5,503	\$ 16,000
52	Foam	\$ 3,218		\$ 3,750
53	Health & Wellness	\$ 1,931	\$ 713	\$ 5,665
54	Hydrant Install/Repair		\$ 47,768	\$ 9,270
55	Landscaping	\$ 2,970	\$ 1,812	\$ 7,800
56	Miscellaneous			\$ 9,000
57	Paid-on-call recruitment & Retention	\$ 385	\$ 67	\$ 5,000
58	Radio Equipment Repair & Supplies		\$ 28	\$ 2,500
59	Self Contained Breathing Apparatus	\$ 12,344	\$ 19,259	\$ 10,300
60	Supplies & Sundries	\$ 1,058	\$ 2,293	\$ 10,300
61	Training - Paid-on-call & Career	\$ 29,285	\$ 34,920	\$ 77,500
62	Vehicle Operating	\$ 16,359	\$ 13,942	\$ 103,500
63	Total Operating Expenses	\$ 111,302	\$ 175,488	\$ 528,785
+				
65	Interest - LTD & Lease (SCBA)	\$ 12,846	\$ -	\$ -

Salt Spring Island Fire Protection District

Financial Results (unaudited)

April 30, 2025

New Line #		2024 Approved Actuals	2025 Approved Actuals	2025 Approved Budget
1		Consolidated	Consolidated	Consolidated
66				
67	Wage & Related Expenses			
68	Career/Excluded/Casual Staff Wages & Salaries	\$ 829,651	\$ 789,870	\$ 2,539,873
69	Paid-on-call Members Wages	\$ 95,653	\$ 83,652	\$ 278,500
70	Total Wages	\$ 925,305	\$ 873,522	\$ 2,818,373
71	Statutory & Group Benefits			
72	Employee Allowances			\$ 1,750
73	Employee Group Health, Dental Plans & LTD	\$ 57,648	\$ 42,591	\$ 152,530
74	Employer CPP Expense	\$ 48,474	\$ 49,823	\$ 72,775
75	Employer EI Expense	\$ 19,097	\$ 19,716	\$ 28,553
76	Employer Health Tax	\$ 20,756	\$ 20,022	\$ 58,114
77	Employer Registered Pension Plan & Supp. Pension Benefit	\$ 109,041	\$ 100,043	\$ 332,022
78	Fire Fighter Employee Assistance Plan	\$ 250	\$ 2,339	\$ 51,000
79	Group Life, AD&D & WCB	\$ 43,817	\$ 38,764	\$ 96,756
80	HUB Health Benefits (POC members)	\$ 24,942	\$ 23,349	\$ 92,000
81	Matching RRSP	\$ 16,119	\$ 12,402	\$ 15,000
82	Total Statutory & Group Benefits	\$ 340,144	\$ 309,048	\$ 900,500
83	Total Wages & Benefits	\$ 1,265,449	\$ 1,182,569	\$ 3,718,873
84				
85	Extraordinary Expense/ Contingency Reserve	\$ -	\$ -	\$ 57,000
86				
87	Total Expenses	\$ 1,548,941	\$ 1,506,571	\$ 4,790,808
88	Surplus Before Capital Expenses	\$ 218,517	\$ 403,262	\$ 859,125
89				
90	Capital Account			
91	Budget Capital Expenses Funded by Operating Fund (SCBA Lease)			\$ -
92	Budget Capital Expenses Funded by Operating Fund (Small Capital)			-\$ 30,000
93	Budget Capital Expenses Funded by Operating Funds (Water Supply)	\$ 50,000		-\$ 50,000
94	Budget Capital Expenses Funded by Reserves (Apparatus)		\$ -	-\$ 50,000
95	Budget Capital Expenses Funded by Reserves (Small Capital)		\$ -	\$ -
96	Transfer to General Capital Purposes Reserve Fund (Apparatus)			\$ -
97	Transfer to General Capital Purposes Reserve Fund (New Fire Hall Reserve)			-\$ 340,000
98	Transfer to General Capital Purposes Reserve Fund (Unspecified)		\$ -	-\$ 564,125
99	Transfer to General Capital Purposes Reserve Fund (Halls 2 & 3 Remediation)			\$ -
100	Transfer to General Capital Purposes Reserve Fund (SCBA)		\$ -	-\$ 50,000
101	Transfer to General Capital Purposes Reserve Fund (Digital Pagers)		\$ -	\$ -
102	Transfer to Operating Fund from General Capital Purposes (Soft Costs New Fire Hall)		\$ -	\$ -
103	Transfer to Operating Fund from General Capital Purposes (2019 Digital Pagers)		\$ -	\$ -
104	Transfer to Operating Fund from Payroll Reserve Fund		\$ -	\$ -
105	Total Capital Expenses & Transfers to/from Reserve Funds	\$ 50,000	\$ -	-\$ 1,084,125
106				
107	Principal Payments - LTD & Lease (SCBA)	-\$ 58,889	-\$ 58,889	\$ -
108				
109	Surplus After Capital Expenses & Principal Payments LTD	\$ 209,628	\$ 344,373	-\$ 225,000
110	Non Cash Expense (Amortization)	\$ 68,333	\$ 68,333	\$ 225,000
111	Change in Working Capital (Current Assets - Current Liabilities)	\$ 277,961	\$ 412,706	\$ 0



EMERGENCY SERVICES

Board picks U.S.-made tender

Price, capabilities of replacement fire truck trump 'buy Canadian' sentiment

BY ROBB MAGLEY
DRIFTWOOD STAFF

Salt Spring's firefighting fleet will retain its international flavour, so to speak, as officials voted to approve sourcing a replacement tender truck from a U.S.-based manufacturer.

The choice, even in a "buy Canadian" post-tariff world, amounts to a distinction without much difference, according to the Salt Spring Island Fire Protection District board. Fire Chief Jamie Holmes brought the procurement issue to trustees for direction during their regular meeting Monday, May 26.

The department does have a history of buying Canadian whenever practicable, Holmes noted, most recently with the new fire hall. Even before tensions ramped up with the U.S., contractors for that project had prioritized procurement from Canadian suppliers, often sourcing within B.C.

"There's the steel from Chemainus, and the timbers coming from Cumberland," said Holmes. "When we buy equipment, we try to buy locally, but sometimes the products we need are south of the border."

The tender truck to be replaced sits on a model year 2000 Freightliner chassis, meaning it has already served its standard two decades — plus a five-year extension. Holmes told trustees that there were several manufacturers of specialized fire apparatus across Canada that had offerings that might replace the aging truck.

"Having said that, they're all more 'assemblers' [than manufacturers]," he said, "because everything is coming from the states and then getting put together."

The last two trucks purchased by the fire district were from Canadian dealers — Engine 1, assembled by Manitoba-based Fort

Garry Fire Trucks, and Brush 2, from Surrey-based Intercontinental Truck Body. Both were built on American-made chassis — Freightliner and Dodge, respectively — and with mostly American-made equipment attached.

Salt Spring Island Fire Rescue currently operates two trucks from Minnesota-based Midwest Fire, Holmes said — Tender 2 at Fulford and Tender 3 at Central — and the board's direction was to buy the replacement for the Ganges-based Tender 1 from that company as well.

Sourcing from a Canadian company had two central drawbacks: time and money. The Midwest tender truck would arrive in about a year, from among several already on a production line; the Canadian supplier would be delivering at least two years out. The Canadian truck also priced out to cost at least \$30,000 more, with a slightly smaller water tank.

Fiscal responsibility notwithstanding, the idea of sending any business south while the two nations' disagreements persisted didn't sit comfortably with some trustees. Board chair Rollie Cook said he felt on balance it might be worth spending more to avoid doing it.

"Speaking for myself, I don't buy American produce," said Cook. "And if I have to pay a little bit more for Canadian produce, I do."

The Midwest Fire truck came in at roughly \$650,000, Holmes said, with a comparable Canadian-assembled apparatus at \$680,000 — "with less water and double the build time," he added. And with so many parts coming from the U.S., Holmes said, both companies likely had already built tariff costs into their bids.

Ultimately, all but two trustees voted in favour of sourcing from Midwest.

"On our tenders, we've had good success with Midwest in the past. We have two right now, we're happy with the equipment and it's been a good relationship," Holmes said. "And their price point is still better."

FIRE SAFETY

All but small campfires now banned

Burn barrels, fireworks included in summer-long prohibition

BY DRIFTWOOD STAFF

Salt Spring Island Fire Rescue announced that most open burning activities have been prohibited on Salt Spring Island, following a coordinated press release covering all areas within the Coastal Fire Centre's jurisdiction as of noon on Friday, May 30.

The burn ban so far does not apply to small campfires — those a half-metre high by half-metre wide or smaller — nor to cooking stoves that use gas, propane or briquettes. Firefighters emphasized however that anyone lighting a campfire must apply for a fire permit — and maintain a fireguard, by removing

flammable debris from around the campfire area and having a hand tool (or at least eight litres of water) available nearby to properly extinguish the fire.

Specifically, the prohibition refers to "Category 2 open fire" (backyard and incinerator burning) and "Category 3 open fire" (machine pile),

Also prohibited, per Section 12 of the Wildfire Act, are all fireworks, sky lanterns, binary exploding targets, burn barrels or burn cages — of any size or description — and air curtain burners.

Officials said the prohibition is being enacted to help reduce wildfire risk and protect public safety. This prohibition will be in place until Oct. 31, 2025, or until the order is rescinded.

For the latest information on current wildfire activity, burning restrictions, road closures and air quality advisories, go to bcwildfire.ca or saltspringfire.com/burn-restrictions.

Last word on moorage held by LTCs: staff

TRUST
continued from 1

The outgoing Trust Council in 2022 passed several resolutions listing dozens of revisions and additions to the Policy Statement they felt their communities wanted to see. One of the additions specifically prescribed strengthened policy language around "preservation and protection of the coastal and marine environment" — a piece of environmental stewardship trustees and much of the public had seemingly found lacking — citing an intent to support First Nations' food security in Indigenous harvesting areas.

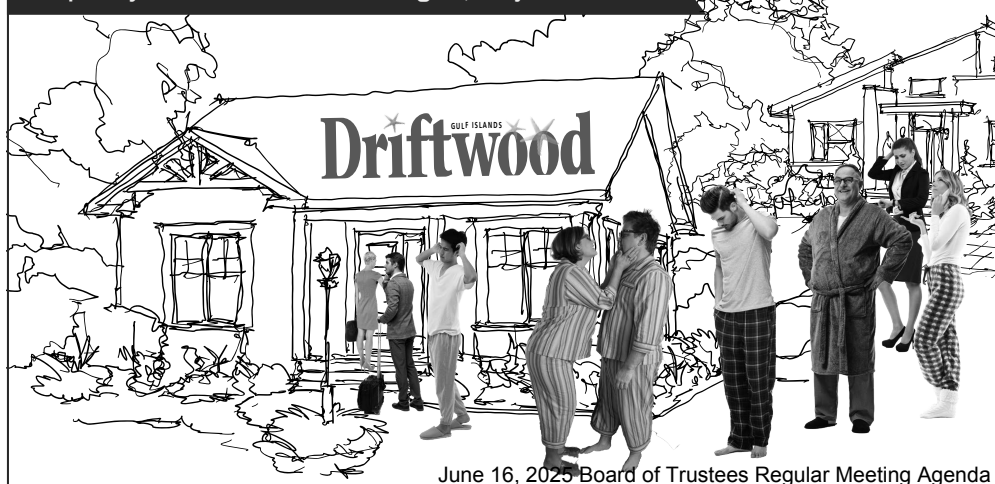
Within each Local Trust Area, trustees are tasked with effecting the policy statement through their zoning, and their decisions are necessarily supported — or not — by maps. Senior policy advisor Jason Youmans reminded trustees how they used mapping at each island would still be each Local Trust Committee's decision to make.

"The eelgrass mapping, for example, identifies both the healthy beds and the sort of sparse areas — which either were once a healthy bed, or could be again," said Youmans. "I think it will come down to the Local Trust Committee — or the island municipality — on how it chooses to employ the data."

The proliferation of mooring buoys has been front-of-mind for local and regional governments recently. In 2023, a Capital Regional District (CRD) review noted nearly 500 mooring buoys within the Gulf Islands, 144 of which were in Ganges Harbour — up from 60 counted there in 1996. The CRD has linked those buoys directly to the growing number of derelict vessels throughout the regional district, but the CRD board stopped short of funding a regional harbour service this year.

Additional directives added to the draft Policy Statement Thursday included a less prescriptive recommendation to minimize light pollution through the application of "dark sky" principles, and another that would limit the construction of new breakwater structures — the sort extending perpendicularly from the shoreline out into the water, staff clarified.

We had so much fun the last time!
Hopefully we don't have to do this again, but just in case.....



June 16, 2025 Board of Trustees Regular Meeting Agenda Package

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NORTH SALT SPRING WATERWORKS DISTRICT

Weir project could help Duck Creek wildlife

Plans at St. Mary Lake to protect salmon, beaver

BY ROBB MAGLEY
DRIFTWOOD STAFF

Water district officials on Salt Spring are hopeful provincial funds to raise a weir at St. Mary Lake can also be used to bring about an ecological compromise — protecting competing interests of furry and finned wildlife living at Duck Creek.

The North Salt Spring Waterworks District (NSSWD) received approval for an unexpected \$10 million in funding from the B.C. government last year to raise the weir at the island's largest lake, to both increase water storage capacity there and to better sustain the required environmental water flow into the creek — where salmon annually come to spawn.

While the storage capacity issue is practically self-explanatory, a nuance surrounding protecting the environmental water flow was again brought to light this month, according to NSSWD operations director Ryan Moray, with the return of a "little furry friend."

"The beaver has returned," said Moray at the district's meeting Thursday, May 29, "and ironically has built a dam in a very similar spot to where he did two years ago."

The district has once again applied for a permit to remove the beaver's handiwork, since it directly interferes with their ability to

deliver the mandated water flow for salmon in Duck Creek. But trustees and staff imagine a future where they might be able to let the animal go about its business in peace — a plan that hinges, in part, on determining whether the flow they're currently sending downstream is the right one.

Board chair Brian Pyper said the district is mandated to provide 8.9 litres of water every second into Duck Creek year-round — a number that's hardly noticeable, supply-wise, during the winter and shoulder seasons.

"But that's also what we have to provide during the summer and the early fall," said Pyper. "When we look at the entire consumption, on average, of both Maxwell and St. Mary lakes, we're at about 17 litres per second — so roughly 50 per cent of our entire consumption is mandated for summer flow."

There's certainly a number that's too low, Pyper said, recalling a drought summer where flows had fallen to less than one litre per second.

"The streams were drying out," said Pyper, "and the temperatures were rising."

Pyper said he had joined salmon enhancement society members and others who "went out with buckets" to collect and relocate fish. After the crisis, he said, it had been satisfying to see how as little as two litres per second had brought conditions at Duck Creek to "something that looked healthy" for the ecosystem. The possibility that salmon in the creek could be reliably sustained with less water was something the district



PHOTO COURTESY NSSWD

A beaver dam constructed midway down the outlet channel from St. Mary Lake feeding into Duck Creek. Dam-building threatens the water supply needed for spawning salmon.

had subsequently put to federal and provincial officials.

"What the DFO folks indicated to us was that a separate study could be required," said Pyper. "We're trying to see if we can get an answer on this within the budget of the weir funds — because it's a key component of the [weir] design."

Moray said one of the design options would include a "cohabitation" plan for both beaver and fish.

"That one has a larger dedicated pipe that could accommodate both fish passage

and environmental flow needs," said Moray, "and then keep that clear of beaver activity, potentially letting the beaver utilize the existing channel for his activities."

Pyper said the biologist consultant had suggested the other solution was to trap and relocate the beavers, leaving the channel open for fish passage and flows. The board wanted to wait for staff to hear more from provincial officials before making that decision.

"We're looking at all the options," said Pyper.

FIRE SAFETY

Nest ignition likely caused south-end blaze

Officials suggest clearing debris as dry season looms

BY ROBB MAGLEY
DRIFTWOOD STAFF

The blaze that levelled a Beaver Point Road home last month appears to have started from a bird's nest built atop a lighting fixture, according to Salt Spring fire officials, highlighting the importance of ensuring properties are clear of fire hazards going into another warm summer.

Salt Spring Island Fire Rescue (SSIFR) Chief Jamie Holmes said the April 25 fire near Weston Lake "likely" began with a bulb igniting the dry twigs and other material typically

found in nests.

"It was an outdoor light fixture," said Holmes, "and the heat from the lamp below basically started the nest on fire, which then caught the side of the house and then on into the roof."

Firefighters had raced to the scene after a caller reported dark grey smoke coming through a rooftop. But even as trucks were rolling, officials said, updated reports indicated heavy flames were coming out of the roof.

"By the time people driving by and neighbours saw it, it was already fully involved," Holmes said. "The crews did a good job making sure it didn't extend from the building itself, but we were unable to save the home."

Holmes said as Salt Spring heads into the dry season, homeowners should inspect their residences thoroughly for

any gathering of dangerous debris too close to the home, and especially any near lights or chimneys — from leaves and stacked wood to bird nests, all of which should be cleared.

"Lots of times people want to do the best for nature and see wildlife flourish," said Holmes. "But if you do find twigs, or bird nest debris near a heat source, the best course of action is to remove them."

Holmes reported firefighters were continuing to do free FireSmart home assessments, around a dozen each month, including neighbourhood strata evaluations. Appointments typically take about 45 minutes and can be booked either online at saltspringfire.com or by contacting the fire hall, 250-537-2531 or firesmart@saltspringfire.com.

The fire was among the department's 51 calls for the month of April, Holmes said.

WATER QUALITY

Lakes, harbour safe for summer swimming

Island Health gives all-clear

BY ROBB MAGLEY
DRIFTWOOD STAFF

The first water quality testing for Salt Spring Island's summer swimming spots is on the books, and so far, the news is good.

Island Health reported samples collected Tuesday, May 20 from multiple locations at island lakes showed little to no E. coli, the indicator bacteria health departments use to identify the presence of fecal contamination and determine potential risk associated with swimming.

The testing showed just five (or fewer) bacteria per 100 mL at Blackburn, St.

Mary, Stowel and Weston lakes, with the highest number coming from tests at Cusheon Lake — which showed only 10 counts of the bacteria in its 100-mL sample. Freshwater lakes are generally deemed acceptable for swimmers when single sample results show less than 400 counts per 100 mL, or when five samples in a row show over 200. The last time that happened on Salt Spring was the summer of 2022, when Island Health temporarily advised against swimming in Stowel Lake as counts there reached 495.

For Salt Spring's ocean swimming enthusiasts, Island Health tests only at two beaches, both at Ganges Harbour — at Churchill Beach, off the end of Churchill Road, and in the water off Centennial Park. Beach swimming warnings

are issued when single sample results for enterococci — the indicator bacteria Island Health uses for salt water — exceed 70 bacteria per 100 mL; the first samples this year of both showed "LT5," indicating fewer than five bacteria per 100 mL at the harbour's edge.

Indicators of fecal material in waterways come from numerous sources, according to Health Canada, commonly from agricultural runoff and insufficiently treated wastewater effluent. The Ganges Harbour Wastewater Treatment Plant releases treated and disinfected water from the sewer into the harbour — but through a nearly five-kilometre outfall that discharges well past Second Sister Island, to a depth of some 16 metres below sea level.



**Windsor
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Salt Spring Island Fire Protection District (SSIFPD)
Staff Report

Date: **June 10, 2025**
 Subject: **New Fire Hall Project Status Update for May 31, 2025**
 To: **Board of Trustees**
 From: **Rodney Dieleman, CAO**

Issue: New Fire Hall Project Status Update for May 31, 2025

The Project Steering Committee continues to oversee project development, ensuring consultants adhere to established specifications, budget limitations, and community expectations. Regular updates are provided to the Board of Trustees and shared on the Salt Spring Island Fire Rescue website to maintain transparency. The project remains on track within its approved funding of \$13.7 million.

Project Budget & Expenditures:

As of May 31, 2025, a total of \$4,392,840 has been allocated to design, engineering, and construction. This includes expenses related to final drawings, civil work, foundation preparation, rebar installation, concrete pouring and structural steel/wood. Further details on progress and expenditures can be found in the Owner's Representative Report below.

Salt Spring Island Fire Protection District
New Fire Hall at 455 Lower Ganges Road

Description	Project Charter Budget	Budget at May 31	Actuals to May 31, 2025
Construction Costs	\$ 8,075,200	\$ 10,892,800	\$ 3,538,060
2021 cost escalation estimate	\$ 1,532,900	included	included
Permits	\$ 100,000	included	included
Insurance	\$ 100,000	included	included
Construction Contingency	\$ 1,391,900	\$ 282,000	included
	\$ 11,200,000	\$ 11,174,800	\$ 3,538,060
Architect	\$ 858,000	\$ 837,100	\$ 738,224
Project Manager	\$ 560,000	\$ 194,900	\$ 108,268
Contractor	\$ 672,000	Included	included
Interim Financing	\$ 410,000	\$ 643,200	\$ 8,288
	\$ 2,500,000	\$ 1,675,200	\$ 854,780
Project Costs	\$ 13,700,000	\$ 12,850,000	\$ 4,392,840
Capital Region Community Works Grant	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
SSIFPD Capital Reserve Funds	\$ 3,000,000	\$ 2,234,600	\$ 2,056,397
CIBC interim loan	\$ 9,700,000	\$ 9,615,400	\$ 1,336,443
	\$ 13,700,000	\$ 12,850,000	\$ 4,392,840

Owner's Representative Report

Hans Hazenboom

1. Construction Progress:

- The installation of the storm and sewer lines has been paused due to work in proximity to streams. Work can continue July 1.
- Concrete for the second portion of the hose tower is being poured today.
- Structural steel and timber frames are being installed.
- Wood framing has started and will continue.

2. Safety and Security

- No incidents to report.

3. Forecast (upcoming weeks)

- 2nd lift of concrete for the Hose/Training Tower is being poured.
- Structural steel and timber framing will continue.
- Floors are being prepared for concrete,
- Wood wall and floor framing will continue

4. Conclusion:

The project is progressing as planned with some adjustments.

Recommendation:

That the Board of Trustees accept this report as information.

Project Overview

ACTIVITY DESCRIPTION/PICTURES



Welding of Braces



Braceframes to Columns



Main Frame

Forecast (Upcoming Week's)

- 2nd lift of concrete for the Hose/Training Tower is being poured.
- Structural steel and timber framing will continue.
- Floors are being prepared for concrete.
- Wall and floor framing will continue.

Project Overview

ACTIVITY DESCRIPTION/PICTURES



Placing of Another Beam



Portion of Timber Frame Completed



Installing of Reinforcing in Bay's



Start of Framing

Project Overview

ACTIVITY DESCRIPTION/PICTURES



Second Face of Hosetower



Timber to Timber Connection



Timber to Steel Connection