

Agenda

Salt Spring Island Fire Protection District Communications & Marketing Committee

Meeting will be held as follows:

Date: November 4, 2025

Time: 11:00 a.m.

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

Committee Members:

Robin Williams, Committee Chair

Mary Lynn Hetherington, Trustee

Jenny McClean, Public Member

Rollie Cook, Board of Trustees Chair and Ex officio member

Jamie Holmes, Fire Chief

Rodney Dieleman, CAO

1. CALL TO ORDER

We would like to begin this meeting by humbly acknowledging that we live and work in the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.1 Minutes of the Meeting held July 8, 2025

That the draft minutes of the Communications and Marketing Committee meeting held July 8, 2025 be adopted.

4. OLD BUSINESS

4.1 New Fire Hall Opening

5. NEW BUSINESS

6. NEXT MEETING

The next meeting of the Communications and Marketing Committee will be held on January 6, 2026 at 11:00 a.m.

7. ADJOURNMENT

Minutes of the Salt Spring Island Fire Protection District Communications & Marketing Committee

Meeting held: July 8, 2025
Training Room, Ganges Fire Hall
105 Lower Ganges Road, Salt Spring Island

Members Present: Robin Williams, Committee Chair
Jenny McClean, Public Member
Rollie Cook, Board of Trustees Chair and ex-officio member

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

Regrets: Mary Lynn Hetherington, Trustee

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 11:00 a.m. and acknowledged that we live and work in the territory of the Coast Salish First Nations.

2. ELECTION OF CHAIR

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

3. APPROVAL OF AGENDA

By general consent, the agenda was approved.

4. APPROVAL OF MINUTES

4.1 Minutes of the Meeting held April 3, 2025

By general consent, the draft minutes of the Communications and Marketing Committee meeting held April 3, 2025 were adopted.

5. OLD BUSINESS

5.1 Aerial Apparatus (Ladder Truck)

CAO Dieleman presented a draft letter addressed to MLA Rob Botterell, a draft letter addressed to Housing and Municipal Affairs Minister Ravi Kahlon and a draft letter addressed to Emergency Management and Climate Readiness Minister Kelly Greene regarding funding for a ladder truck. The new BC Housing Supported Housing development at 161 Drake Road is four-storeys and a ladder truck is needed for fire protection. Housing and Municipal Affairs Minister Ravi Kahlon is expected to visit the island on July 23, 2025 and will tour sites and meet with local elected officials.

By general consent, the Communications and Marketing Committee agreed staff will amend the letters to include as follows: A request to improve access for the Improvement District to access funding; a request to improve regulations regarding aerial apparatus to allow the District to purchase an aerial apparatus that is not NFPA certified; and request for funding to purchase a ladder truck.

MOVED by J. McClean,

That the Communications and Marketing Committee recommend that the Board of Trustees authorize Chair Cook to send a letter to MLA Rob Botterell to seek a meeting with Emergency Management and Climate Readiness Minister Kelly Greene and send a letter to Municipal Affairs and Housing Minister Ravi Kahlon to advocate for funding for an aerial apparatus.

CARRIED

5.2 New Fire Hall Opening

Chief Holmes reported we will have a better idea of an opening date of the new fire hall once the building envelope is complete. International Firefighter's Day is May 4, 2026 could be a target date for the opening event, and we could plan a soft opening earlier. We will aim to host the 2026 AGM at the new fire hall.

6. NEXT MEETING

The next meeting of the Communications and Marketing Committee will be held on August 5, 2025.

7. ADJOURNMENT

By general consent, the meeting adjourned at 11:55 a.m.

Robin Williams
Chair, Communications and Marketing Committee

Rodney Dieleman
Corporate Administrator