

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

Date: November 17, 2025

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

Members Present: Rob Oliver, Acting Chair
David Courtney, Trustee
Mary Lynn Hetherington, Trustee
Ronald Lindstrom, Trustee
Dennis Lucarelli, Trustee
Robin Williams, Trustee

Member Regrets: Rollie Cook, Chair

Staff Members Present: Rodney Dieleman, Corporate Administrator and Financial Officer
Jamie Holmes, Fire Chief
Hans Hazenboom, New Fire Hall Project Owner's Representative
Mysha Dewar-McClelland, Salt Spring Island Fire Fighters' Association
Sarah Shugar, Recorder

Others Present: Gulf Islands Driftwood Reporter (Teams)
Approximately 6 members of the public (6 in person, 0 on Teams)

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 7:00 p.m. and acknowledged that the meeting is being held in the territory of the Coast Salish First Nations. CAO Dieleman called for a motion to appoint an Acting Chair for the meeting, as Chair Cook sent regrets. Newly elected Trustee Ron Lindstrom was welcomed to the Board of Trustees.

2025-053

MOVED by Trustee Williams, **SECONDED** by Trustee Lucarelli,

That Trustee Rob Oliver be appointed as Acting Chair for the November 17, 2025 Regular Meeting.

CARRIED

2. TOWN HALL

Acting Chair Oliver opened the town hall at 7:01 p.m. There were no speakers in the town hall portion of the agenda.

3. APPROVAL OF AGENDA

By general consent, the agenda was adopted.

4. BOARD MINUTES

4.1 Minutes of the Regular Trustee meeting held October 20, 2025 – For Approval

The draft minutes of the Regular Trustee meeting held October 20, 2025 were presented.

2025-054

MOVED by Trustee Lindstrom, SECONDED by Trustee Hetherington, that the draft minutes of the Regular Trustee meeting held October 20, 2025 were adopted.

CARRIED

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 October 22, 2025 meeting – For Information

The draft minutes of the Joint Occupational Health & Wellness Committee meeting held on October 22, 2025 were presented.

By general consent, the minutes were received for information.

5.4 Strategic Planning & Policy Development Committee

5.4.1 Minutes of the November 4, 2025 meeting – For Information

The draft minutes of the Strategic Planning and Policy Development Committee meeting held on November 4, 2025 were presented.

Strategic Planning and Policy Development Committee Chair Lucarelli spoke to a letter to Minister of Housing and Municipal Affairs Honourable Christine Boyle regarding provincial support for fire protection infrastructure. CAO Dieleman reported a letter regarding updating standards for fire apparatus and support for infrastructure, was presented to Minister of Housing and Municipal Affairs Honourable Christine Boyle at the Minister's visit to Salt Spring Island on October 15, 2025. Chief Holmes is in contact

with the BC Fire Chief's Association regarding updating fire apparatus standards. A Trustee suggested purchasing used fire apparatus as an option to reduce costs.

By general consent, the minutes were received for information.

6. CORRESPONDENCE - None

7. REPORTS

7.1 Fire Chief's Report – October 2025

Chief Holmes presented the Fire Chief's Report for October 2025.

By general consent, the Fire Chief's Report for October 2025 was received for information.

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

M. Dewar-McClelland presented the Salt Spring Island Fire Fighters' Association report for November 2025.

By general consent, the Salt Spring Island Fire Fighters' Association report for November 2025 was received for information.

7.3 CAO Reports

7.3.1 Budget Report to September 30, 2025

CAO Dieleman presented the budget report to September 30, 2025.

By general consent, the budget report to September 30, 2025 was received for information.

7.3.2 Driftwood dated Oct. 29, 2025 Re: Lithium Batteries

7.3.3 Driftwood dated Oct. 29, 2025 Re: Halloween Fireworks

7.3.4 Driftwood dated Oct. 29, 2025 Re: Notice of Special General Meeting

By general consent, the Driftwood Articles were received for information.

8. OLD BUSINESS

8.1 New Fire Hall Project

8.1.1 New Fire Hall Project Update to October 31, 2025

Owner's Representative Hans Hazenboom presented the New Fire Hall Project update to October 31, 2025. A Trustee asked if there is anything to be done to expedite the BC Hydro design permit process. H. Hazenboom reported he is in

contact with BC Hydro and there is no additional action needed at this time.

By general consent, the New Fire Hall Project Update to October 31, 2025 was received for information.

8.2 By Election for Vacant Trustee Position

8.2.1 Notice of Election by Acclamation

A Notice of Election by Acclamation prepared by Elections Officer Anthony Kennedy dated October 20, 2025 was presented. Ron Lindstrom has been elected by acclamation for the balance of a three-year term ending at the 2028 Annual General Meeting.

By general consent, the Notice of Election by Acclamation was received for information.

9. NEW BUSINESS

9.1 2026 Meeting Schedules

9.1.1 2026 Draft Board of Trustees Meeting Schedule

A draft 2026 Board of Trustees Meeting Schedule was presented. The 2026 Board of Trustees Meeting Schedule will be provided as a notice in the Driftwood newspaper.

2025-055

MOVED by Trustee Hetherington, SECONDED by Trustee Lucarelli,

That the Board of Trustees adopt the 2026 Meeting Schedule as presented.

CARRIED

9.1.2 2026 Draft Committee Meeting Schedule – For Information

A draft 2026 Committee Meeting Schedule was presented.

By general consent, the 2026 Draft Committee Meeting Schedule was received for information.

10. BYLAWS - None

11. DELEGATIONS – None

12. IN-CAMERA MEETING - None

13. NEXT MEETING

There was discussion regarding cancelling the December 15, 2025 Regular Board Meeting. It was noted no substantial items of business are expected for the December meeting and a Special Meeting may be called if needed.

2025-056

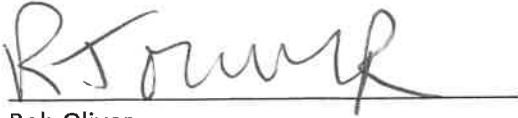
MOVED by Trustee Williams, SECONDED by Trustee Hetherington,

That the Board of Trustees cancel the December 15, 2025 Regular meeting.

CARRIED

14. ADJOURNMENT

By general consent, the meeting adjourned at 7:50 p.m.



Rob Oliver

Acting Chair, Board of Trustees



Rodney Dieleman

Corporate Administrator