

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

**Date:** February 23, 2026

**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  
Ronald Lindstrom, Trustee  
Dennis Lucarelli, Trustee  
Rob Oliver, Trustee  
Robin Williams, Trustee

**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 Treasurer  
Sarah Shugar, Recorder

**Others Present:** Gulf Islands Driftwood Reporter (Teams)  
1 member 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 territory of the Coast Salish First Nations.

## **2. APPROVAL OF AGENDA**

The following item was presented for inclusion in the agenda:

- 7.1 Email dated February 19, 2026 Re: SSIFPD Support for a coordinated response regarding the Office of the Fire Commissioner's Exclusion of Improvement Districts under the new Fire Safety Act

**By general consent**, the agenda was adopted as amended.

## **3. BOARD MINUTES**

### **3.1 Minutes of the Regular Trustee Meeting held January 19, 2026 – For Approval**

The draft minutes of the Regular Trustee meeting held January 19, 2026 were presented.

**2026-011**

**MOVED by Trustee Oliver, SECONDED by Trustee Lucarelli,**

that the draft minutes of the Regular Trustee meeting held January 19, 2026 were adopted.

**CARRIED**

**3.2 Minutes of the Annual General Meeting held April 14, 2025 – For Approval**

The draft minutes of the Annual General meeting held April 14, 2025 were presented.

**2026-012**

**MOVED by Trustee Lucarelli, SECONDED by Trustee Hetherington,**

that the draft minutes of the Annual General Meeting held April 14, 2025 were adopted.

**CARRIED**

**4. PETITIONS & DELEGATIONS - None**

**5. TOWN HALL SESSION**

Chair Cook opened the town hall at 7:03 p.m. and invited members of the public to address the Board of Trustees with questions and comments. There were no speakers during the town hall.

**6. STANDING COMMITTEE REPORTS**

**6.1 Communications & Marketing Committee**

**6.1.1 Minutes of the February 3, 2026 meeting – For Information**

The draft minutes of the Communications and Marketing Committee meeting held on February 3, 2026 were presented.

**By general consent,** the minutes were received for information.

**6.2 Finance & Audit Committee – None**

**6.3 Joint Occupational Health & Wellness Committee**

**6.3.1 Minutes of the January 21, 2026 meeting – For Information**

The draft minutes of the Joint Occupational Health & Wellness Committee meeting held on January 21, 2026 were presented.

**By general consent,** the minutes were received for information.

**6.4 Strategic Planning & Policy Development Committee**

#### **6.4.1 Minutes of the February 3, 2026 meeting – For Information**

The draft minutes of the Strategic Planning and Policy Development Committee meeting held on February 3, 2026 were presented.

**By general consent**, the minutes were received for information.

### **7. CORRESPONDENCE**

#### **7.1 Email dated February 19, 2026 Re: SSIFPD Support for a coordinated response regarding the Office of the Fire Commissioner’s Exclusion of Improvement Districts under the new Fire Safety Act**

The correspondence was received for information.

### **8. REPORTS**

#### **8.1 Fire Chief’s Report – January 2026**

Chief Holmes presented the Fire Chief’s Report for January 2026. Chief Holmes reported CRD recently adopted CRD Bylaw 4677 – CRD Fire Services, Operational, Fire Prevention and Administrative Bylaw, a new bylaw that addresses operational powers within fire departments including fire inspections and investigations. The delivery of inspection and investigation activities fall within the authority of the CRD throughout the three electoral areas including Salt Spring Island Fire Protection District, Mayne Island Improvement District and Piers Island Improvement District. Chief Holmes recommended that staff and the Strategic Planning and Policy Development Committee review CRD Bylaw 4677. There was a question regarding the number of complaints in the Chief’s Report. Chief Holmes reported there was a neighbourhood issue that the fire department responded to several times in January although typically complaints are related to burning prohibited or green materials or high-risk activities during the summer months.

#### **2026-013**

**MOVED by Trustee Hetherington, SECONDED by Trustee Lindstrom,**

That the Board of Trustees request staff to refer CRD Bylaw No. 4677 – CRD Fire Services, Operational, Fire Prevention and Administrative Bylaw to the Strategic Planning and Policy Development Committee for review.

**CARRIED**

**By general consent**, the Fire Chief’s Report for January 2026 was received for information.

#### **8.2 Salt Spring Island Fire Fighters’ Association Report – January 2026**

Salt Spring Island Fire Fighters’ Association Treasurer Dewar-McClelland presented the Association report for January 2026

**By general consent**, the Salt Spring Island Fire Fighters’ Association report for January 2026 was received for information.

### **8.3 CAO Reports**

#### **8.3.1 Budget Report to December 31, 2025**

CAO Dieleman presented the budget report to December 31, 2025.

**By general consent**, the budget report to December 31, 2025 was received for information.

#### **8.3.2 Driftwood Articles dated January 28, 2026 Re: Trustee Election and Fulford Pond**

#### **8.3.3 Driftwood Articles dated January 28, 2026 Re: EV Charging Stations**

#### **8.3.4 Driftwood Article dated February 4, 2026 Re: Old Fire Hall**

#### **8.3.5 Driftwood Editorial dated February 4, 2026 Re: Old Fire Hall**

#### **8.3.6 Driftwood Notice dated February 11, 2026 Re: Notice of Call for Nominations**

#### **8.3.7 Driftwood Article dated February 11, 2026 Re: Emergency Services**

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

### **9. OLD BUSINESS**

#### **9.1 New Fire Hall Project**

##### **9.1.1 New Fire Hall Project Update to January 31, 2026**

Owner's Representative H. Hazenboom presented the New Fire Hall Project Update to January 31, 2026. Trustee Williams reported the Communications and Marketing Committee has been planning the new fire hall opening event to be held on May 3, 2026. H. Hazenboom reported the new fire hall opening event could go ahead on May 3, 2026 although he would prefer to see more of the building completed before the open house event. The planned move in date for fire operations is May 1, 2026. There was discussion regarding re-scheduling the new fire hall opening event to Sunday, May 24, 2026. There was also a suggestion to postpone the opening event to July 1<sup>st</sup>/Canada Day celebrations. There was a question regarding whether the siding is on site. H. Hazenboom reported the siding is stored off site. Chair Cook acknowledged Owner's Representative H. Hazenboom and Chief Holmes for their oversight of the project.

**By general consent**, the Communications and Marketing Committee will discuss a new date for the new fire hall opening event and provide a recommendation to the Board of Trustees.

**By general consent**, the New Fire Hall Project Update to January 31, 2026 was received for information.

**9.2 2026 Annual General Meeting & Trustee Election**

**9.2.1 April 13, 2026 AGM – Draft Agenda**

**By general consent**, the April 13, 2026 AGM draft agenda was received for information.

**9.2.2 Notice of Call for Nominations for Election of Three Trustees**

The Notice of Call for Nominations for Election of Three Trustees has been published in the Driftwood and on the Salt Spring Exchange.

**By general consent**, the Notice of Call for Nominations for Election of Three Trustees was received form information.

**10. NEW BUSINESS**

**10.1 2026 Trustee Governance and Strategic Planning Workshop – May 21, 2026**

The draft agenda was received for information.

**11. BYLAWS – None**

**12. IN-CAMERA MEETING - None**

**13. NEXT MEETING**

The next Regular Meeting will be held on March 16, 2026 at the Fire Hall No. 1 Apparatus Bay as the Training Room will be used as a storage area in preparation for moving to the New Fire Hall.

**14. ADJOURNMENT**

**By general consent**, the meeting adjourned at 7:40 p.m.



Rollie Cook  
Chair, Board of Trustees



Rodney Dieleman  
Corporate Administrator