

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

**Meeting held:** March 3, 2026  
SSIFPD Administration Office  
1202-115 Fulford-Ganges Road, Salt Spring Island

**Members Present:** Dennis Lucarelli, Committee Chair  
Rollie Cook, Board of Trustees Chair  
Ron Lindstrom, Trustee  
Keith Ballantyne, Public Member

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

**Regrets:** Jamie Holmes, Fire Chief

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 territory of the Coast Salish First Nations.

## 2. APPROVAL OF AGENDA

By general consent, the agenda was approved.

## 3. MINUTES

### 3.1 Minutes of the Regular Meeting held February 3, 2026

By general consent, the draft minutes of the Strategic Planning and Policy Development Committee regular meeting held on February 3, 2026 were adopted.

## 4. OLD BUSINESS

### 4.1 Aerial Apparatus Standards

#### 4.1.1 Worksafe BC Variance Application

CAO Dieleman presented the WorkSafeBC variance application regarding the proposed purchase of a truck-mounted aerial elevating device configured as an elevated water-delivery platform. The RHED elevated apparatus, manufactured in Quebec and designed for rural environments, was discussed. Discussion included CSA standards and concerns that current Aerial Apparatus Standards may create interprovincial trade barriers. It was suggested that the Minister of Housing and Municipal Affairs be lobbied to communicate these concerns. An aerial apparatus manufactured in the U.S. could cost approximately \$3 million. It was also noted that there are ongoing challenges related to U.S. manufacturing, including apparatus costs and replacement parts availability. An elevated device would enable the District to provide fire protection to buildings taller than two storeys. This capability could support increased housing density within the Villages of Salt Spring Island. Acquisition of an aerial apparatus was identified as a recommendation in the FUS report. It was suggested that this topic be added to the Strategic Planning Workshop scheduled for May 21, 2026, when staff will be in attendance.

**By general consent**, the Strategic Planning and Policy Development Committee requested that staff forward a letter to the Honourable Christine Boyle, Minister of Housing and Municipal Affairs, in support of the WorkSafeBC variance application for an aerial apparatus designed for rural areas. The letter will communicate that the current Aerial Apparatus Standards represent an example of interprovincial trade barriers. The correspondence will be sent following review of the WorkSafeBC variance application by staff and the Joint Occupational Health and Wellness Committee.

**By general consent**, the Strategic Planning and Policy Development Committee requested staff provide additional detail in the WorkSafeBC variance application to clarify that the proposed apparatus is affordable, maintainable, and appropriate for a rural community, and that the current standards create interprovincial trade barriers.

K. Ballantyne left the meeting at 9:28 a.m. and returned to the meeting at 9:44 a.m.

#### **4.2 Trustee Governance and Strategic Planning Workshop**

A draft Trustee Governance and Strategic Planning Workshop agenda was presented. There was discussion regarding community engagement for improved fire protection.

**MOVED by R. Cook,**

That the Strategic Planning and Policy Development Committee recommend the Board of Trustees invite staff representatives and representatives of Islands Trust, CRD Local Community Commission, North Salt Spring Waterworks District, Transition Salt Spring

and other appropriate community organizations to a meeting to begin preliminary conversations regarding community needs for improved fire protection as part of strategic planning.

**CARRIED**

R. Lindstrom and R. Cook will prepare a concise question for the organizations that would be the basis of the meeting and the meeting will be facilitated.

**4.3 Draft Communicable Disease Response and Remote Work Policy No. AE-2409-01 - Update**

CAO Dieleman reported the draft Communicable Disease Response and Remote Work Policy No. AE-2409-01 has been referred to the Joint Occupational Health and Wellness Safety Committee and GVLRA and the feedback will be provided when available.

**4.4 Draft Diversity, Equity and Inclusion Policy No AE-2408-02 - Update**

CAO Dieleman reported the draft Diversity, Equity and Inclusion Policy No AE-2408-02 has been referred to the Joint Occupational Health and Wellness Safety Committee and GVLRA and the feedback will be provided when available.

**4.5 Draft Respectful Workplace Policy No. AE-2401-01 – Update**

CAO Dieleman reported the draft Respectful Workplace Policy has been referred to the Joint Occupational Health and Wellness Safety Committee and GVLRA and the feedback will be provided when available.

**5. NEW BUSINESS**

**5.1 5-Year Strategic Plan Dashboard**

CAO Dieleman presented a 5-Year Strategic Plan Dashboard that includes an overview of progress, strategic tasks completed, and outstanding strategic tasks in the 2024-2029 Strategic Plan. There was discussion regarding holding a town hall meeting earlier in the year to improve community consultation, prior to the budget process.

**5.2 CRD Bylaw 4677 – CRD Fire Services, Operational, Fire Prevention and Administrative Bylaw and CRD Staff Report – For Review**

At the February 23, 2026 Board meeting, the Board of Trustees requested staff to forward CRD Bylaw 4677 – CRD Fire Services, Operational, Fire Prevention and Administrative Bylaw to the Strategic Planning and Policy Development Committee for review.

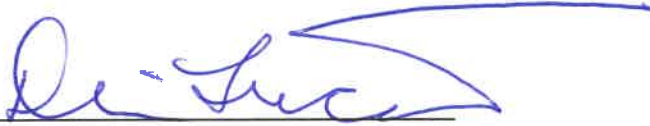
**By general consent,** the Strategic Planning and Policy Development Committee agreed CRD Bylaw 4677 – CRD Fire Services, Operational, Fire Prevention and Administrative Bylaw will be reviewed at the next meeting.

**6. NEXT MEETING**

The next meeting is scheduled on April 7, 2026 at 9:00 a.m.

**7. ADJOURNMENT**

**By general consent**, the meeting adjourned at 11:30 a.m.



Dennis Lucarelli  
Chair, Strategic Planning & Policy Development Committee



Rodney Dieleman  
Corporate Administrator