

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

**Date:** March 16, 2026

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

**Trustees Present:** Rollie Cook, Chair  
David Courtney, Trustee  
Ronald Lindstrom, Trustee  
Dennis Lucarelli, Trustee  
Rob Oliver, Trustee  
Robin Williams, Trustee

**Trustee Regrets:** Mary Lynn Hetherington, 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)  
2 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 territory of the Coast Salish First Nations.

## 2. APPROVAL OF AGENDA

The following items were presented for inclusion in the agenda:

- 8.1 Fire Chief Report – February 2026
- 9.1.2 New Fire Hall Opening Event
- 9.2.4 Notice of AGM and Election

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

## 3. BOARD MINUTES

**3.1 Minutes of the Regular Trustee Meeting held February 23, 2026 – For Approval**

The draft minutes of the Regular Trustee meeting held February 23, 2026 were presented.

**2026-014**

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

that the draft minutes of the Regular Trustee meeting held February 23, 2026 were adopted.

**CARRIED**

**4. PETITIONS & DELEGATIONS - None**

**5. TOWN HALL SESSION**

Chair Cook opened the town hall at 7:01 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 - None**

**6.2 Finance & Audit Committee – None**

**6.3 Joint Occupational Health & Wellness Committee**

**6.3.1 Minutes of the January 28, 2026 meeting – For Information**

The draft minutes of the Joint Occupational Health & Wellness Committee meeting held on January 28, 2026 were presented.

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

**6.3.2 Minutes of the March 4, 2026 meeting – For Information**

The draft minutes of the Joint Occupational Health & Wellness Committee meeting held on March 4, 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 March 3, 2026 meeting – For Information**

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

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

**7. CORRESPONDENCE**

## 8. REPORTS

### 8.1 Fire Chief's Report – February 2026

Chief Holmes presented the Fire Chief's Report for February 2026.

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

### 8.2 Salt Spring Island Fire Fighters' Association Report – February 2026

Salt Spring Island Fire Fighters' Association Treasurer Dewar-McClelland presented the Association report for February 2026.

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

### 8.3 CAO Reports

#### 8.3.1 Budget Report to January 31, 2026

CAO Dieleman presented the budget report to January 31, 2026.

**By general consent**, the budget report to January 31, 2026 was received for information.

#### 8.3.2 Driftwood Article dated February 25, 2026 Re: Fundraising

#### 8.3.3 Driftwood Article dated March 4, 2026 Re: Fire Hall Completion on Target

#### 8.3.4 Driftwood Article Dated March 11, 2026 Re: Vehicle Fire

**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 February 28, 2026

Owner's Representative H. Hazenboom presented the New Fire Hall Project Update to February 28, 2026.

**By general consent**, the New Fire Hall Project Update to February 28, 2026 was received for information.

#### 9.1.2 New Fire Hall Opening Event

Communications and Marketing Committee Chair Williams reported the Committee recommends the opening of the new fire hall to be held on Sunday,

May 24, 2026.

**2026-015**

**MOVED by Trustee Williams, SECONDED by Trustee Lindstrom,**

That the Board of Trustees support the Communications and Marketing Committee's recommendation to schedule the New Fire Hall opening event on May 24, 2026.

**CARRIED**

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

### **9.2.1 Notice of Call for Nominations for Election of Three Trustees**

The Notice of Call for Nominations for Election of Three Trustees was presented. The notice was published in the Driftwood newspaper and the Salt Spring Exchange for 4 weeks. Nominations closed on March 12, 20126 and 5 nominations were received. Returning Officer Tony Kennedy has verified the candidates.

### **9.2.2 2026 Trustee Election Dates**

The 2026 Trustee Election Schedule was presented.

### **9.2.3 April 13, 2026 AGM – Draft Agenda**

The draft agenda for the Annual General Meeting to be held on April 13, 2026 at 6:30 p.m. at the Ganges Hall was presented at the last regular meeting.

### **9.2.4 Notice of 2026 AGM and Election**

The Notice of the 2026 Annual General Meeting and Election was presented. The notice will be published in the Driftwood and SS Exchange on March 25, April 1 and April 8, 2026.

## **9.3 2026 Trustee Governance and Strategic Planning Workshop – May 21, 2026**

A draft agenda for the 2026 Trustee Governance and Strategic Planning Workshop was presented.

## **10. NEW BUSINESS**

### **10.1 Purchase of a 2009 Spartan Gladiator Ladder Truck – Staff Report**

Chief Holmes presented a staff report regarding the purchase of a 2009 Spartan Gladiator Ladder Truck. Chief Holmes presented a letter regarding a donation from an anonymous generous donation from a private Foundation.

**2026-016**

**MOVED by Trustee Williams, SECONDED by Trustee Lindstrom,**

That the Board of Trustees approve the purchase of a 2009 Spartan Gladiator Ladder Truck and accepts the generous donation from a Private Foundation for the full cost of the purchase.

**CARRIED**

## **11. BYLAWS**

### **11.1 Draft Bylaw No. 162 - Reserve Funds Disbursement Bylaw No. 162, 2026**

Draft Bylaw No. 162 cited as the Reserve Funds Disbursement Bylaw No. 162, 2026 was presented.

**2026-017**

**MOVED by Trustee Oliver, SECONDED by Trustee Lindstrom,**

That Draft Bylaw No. 162 cited as the "Reserve Funds Disbursement Bylaw No. 162, 2026" be read a first time.

**CARRIED**

**2026-018**

**MOVED by Trustee Lucarelli, SECONDED by Trustee Courtney,**

That Draft Bylaw No. 162 cited as the "Reserve Funds Disbursement Bylaw No. 162, 2026" be read a second time and adopted.

**CARRIED**

## **12. IN-CAMERA MEETING**

### **12.1 Motion to Close the Meeting**

**2026-019**

**MOVED by Trustee Lindstrom, SECONDED by Trustee Lucarelli,**

That the Board of Trustees close this meeting to the public subject to Community Charter Section 90 (1): (c) labour relations or other employee relations; and that staff be invited to remain.

**CARRIED**

The meeting moved to an in-camera meeting at 7:38 p.m. The items of business to be considered in the in-camera meeting are adoption of in camera minutes and a labour-relations matter.

### **12.2 Motion to Re-open the Meeting**

**2026-020**

**MOVED by Trustee Lindstrom, SECONDED by Trustee Lucarelli,**

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

**CARRIED**

### **12.3 Arise and Report**

The minutes of the In-camera Meeting held January 19, 2026 were adopted.

**13. NEXT MEETING**

The 2026 Annual General Meeting will be held on April 13, 2026 at 6:30 p.m. at the Ganges Fire Hall. The next Regular Meeting will be held on April 20, 2026 at the Ganges Fire Hall.

**14. ADJOURNMENT**

By general consent, the meeting adjourned at 8:55 p.m.



Rollie Cook  
Chair, Board of Trustees



Rodney Dieleman  
Corporate Administrator