

Minutes of the Salt Spring Island Fire Protection District Finance and Audit Committee Special Meeting

Meeting held: March 24, 2026
SSIFPD Administration Office
1202 - 115 Fulford-Ganges Road, Salt Spring Island

Members Present: Robin Williams, Committee Chair
Rollie Cook, Board of Trustees Chair
Rob Oliver, Trustee (Teams)
John Wakefield, Public Member

Staff Members Present: Rodney Dieleman, Corporate Administrator and Financial Officer
Jamie Holmes, Fire Chief (Teams)
Sarah Shugar, Recorder

These minutes follow the order of the agenda although the sequence may have varied.

1. CALL TO ORDER

Chair Williams 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. APPROVAL OF AGENDA

By general consent, the agenda was approved.

3. APPROVAL OF MINUTES

3.1 Minutes of the Regular Meeting held September 9, 2025

By general consent, the minutes of the Regular Meeting held September 9, 2025 were adopted.

4. OLD BUSINESS – None

5. NEW BUSINESS

5.1 2025 Audited Financial Statements Prepared by McLean, Lizotte, Wheadon and Company

CAO Dieleman presented the 2025 Audited Financial Statements Prepared by McLean, Lizotte, Wheadon and Company dated March 24, 2026.

MOVED by R. Cook,

That the Finance and Audit Committee recommend the Board of Trustees accept and approve the 2025 Audited Financial Statements, prepared by McLean, Lizotte, Wheadon and Company.

CARRIED

5.2 Recommendation to appoint an Auditor for the 2026 Fiscal Year

MOVED by J. Wakefield

That the Finance and Audit Committee recommend the Board of Trustees appoint McLean, Lizotte, Wheadon and Company to be the auditor for the fiscal year ending December 31, 2026.

CARRIED

6. IN CAMERA MEETING

6.1 Motion to Close the Meeting

MOVED by R. Cook,

That the Finance and Audit Committee 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 items of business to be considered in the in-camera meeting is a labour-relations matter.

The meeting moved to an in camera meeting at 11:30 a.m.

6.2 Motion to Re-open the Meeting

MOVED by R. Cook,

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

CARRIED

6.3 Arise and Report - None

7. NEXT MEETING

The next meeting of the Finance and Audit Committee will be held on April 14, 2026.

8. ADJOURNMENT

By general consent, the meeting adjourned at 12:00 p.m.



Robin Williams
Chair, Finance and Audit Committee



Rodney Dieleman
Corporate Administrator