

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

Meeting held: April 14, 2026
SSIFPD Administration Office
1202 - 115 Fulford-Ganges Road, Salt Spring Island

Members Present: Rob Oliver, Committee Chair
Rollie Cook, Board of Trustees Chair
Dennis Lucarelli, Trustee
John Wakefield, 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

CAO Dieleman 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. ELECTION OF CHAIR

CAO Dieleman called for nominations for Committee Chair. Member J. Wakefield nominated R. Oliver and member R. Cook seconded the nomination. R. Oliver accepted the nomination. CAO Dieleman called a second and third time for nominations for Chair and there were no further nominations. R. Oliver was elected Committee Chair by acclamation.

4. APPROVAL OF MINUTES

4.1 Minutes of the Special Meeting held March 26, 2026

By general consent, the minutes of the Special Meeting held March 26, 2026 were adopted.

5. OLD BUSINESS - None

6. NEW BUSINESS

6.1 2027 Draft Budget and a Draft 5-Year Capital Plan

CAO Dieleman presented a 2027 Draft Budget. The Chief and CAO will update the capital plan based on recent purchases and prepare a detailed small equipment replacement plan. This includes, SCBA equipment, radio equipment, and rescue equipment. The draft 2027 Base Budget covers wages at 4%, admin at 2%, fire/rescue operating at 5% and an increasing capital investment from 14% to 20%, reserves \$2,300,000 for a new hall by 2032, reserves increasing amounts for apparatus, reserves funds for employee banked time, maintains hydrant and water contributions to North Salt Spring Waterworks District of \$75,000. The timeline is for the draft 2027 budget to receive first reading by July to be ready for a Town Hall public meeting in September.

In discussion the following items were noted:

- Planning for all fire halls to be at post-disaster standard to protect people and equipment.
- The District usually receives additional income other than tax base such as Wildfire deployment and Fire Smart income.
- Could the tax increase be reduced to 5.8 or 5.9 with a few adjustments
- Could the fireworks budget be re-considered as fireworks have been an issue in the community
- Mail in ballot voting increases the election budget
- Fuel increases are predicted to increase substantially
- It was agreed to add \$25,000 to a Hall 1 reserve fund
- Acknowledged CAO Dieleman on capital planning and the overall draft budget

MOVED by R. Cook,

That the Finance and Audit Committee recommend the Board of Trustees direct staff to engage Fire Underwriters Survey (FUS) to conduct a FUS review to consider recent District improvements such as the new fire hall, the ladder truck, the Fulford Hall water storage pond, in effort to improve the District's FUS rating and reduce insurance premiums for ratepayers and also note the additional topics of the 8-km distance from a fire hall and modest/basic design options for satellite fire halls.

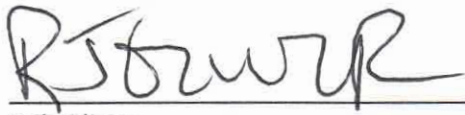
CARRIED

7. NEXT MEETING

The next meeting of the Finance and Audit Committee will be held on May 12, 2026.

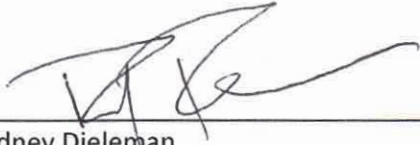
8. ADJOURNMENT

By general consent, the meeting adjourned at 12:15 p.m.



Rob Oliver

Chair, Finance and Audit Committee



Rodney Dieleman

Corporate Administrator