

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

Date: July 20, 2026

Location: Apparatus Bay, Ganges Fire Hall
105 Lower Ganges Road, Salt Spring Island and Electronic Meeting (Microsoft Teams)

Trustees Present: Rollie Cook, Chair
Mary Lynn Hetherington, Trustee
Ronald Lindstrom, Trustee
Dennis Lucarelli, Trustee
Darryl Martin, Trustee
Robin Williams, Trustee

Trustee Regrets: Rob Oliver, Trustee

Staff Members Present: Rodney Dieleman, Corporate Administrator and Financial Officer
Jamie Holmes, Fire Chief
Mysha Dewar-McClelland, Recorder

Staff Regrets: Hans Hazenboom, New Fire Hall Project Owner's Representative

Others Present: Driftwood Reporter (Teams)

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

By general consent, the agenda was approved.

3. BOARD MINUTES

3.1 Minutes of the Regular Trustee Meeting held June 15, 2026 – For Approval

The draft minutes of the Regular Trustee meeting held June 15, 2026 were presented.

2026-060

MOVED by Trustee Williams, **SECONDED** by Trustee Hetherington,
That the draft minutes of the Regular Trustee meeting held June 15, 2026 be adopted.
CARRIED

4. PETITIONS & DELEGATIONS - None

5. TOWN HALL SESSION

Chair Cook opened the town hall at 7:02 p.m. There were no members of the public in attendance.

6. STANDING COMMITTEE REPORTS

6.1 Communications & Marketing Committee – None

6.2 Finance & Audit Committee

6.2.1 Minutes of the July 14, 2026 meeting - None

6.3 Joint Occupational Health & Wellness Safety Committee

6.3.1 Minutes of the June 24, 2026 meeting – For Information

By general consent, the minutes were received.

6.4 Strategic Planning & Policy Development Committee

6.4.1 Minutes of the July 7, 2026 meeting – For Information

By general consent, the minutes were received.

7. CORRESPONDENCE

7.1 Letter Dated 2026-06-16 Received from Ministry of Labour Re: Provincial Infrastructure Support

A Letter dated June 16, 2026 received from the Ministry of Labour Regarding Provincial Infrastructure Support was presented. It was noted the letter did not reference the District's request to source equipment from suppliers outside of the United States.

By general consent, the Board of Trustees request CAO Dieleman to respond to the letter with the question regarding alternative apparatus suppliers outside the U.S. market.

7.2 Letter Dated 2026-06-18 Received from Minister Boyle Re: Improvement Districts

A letter dated June 18, 2026 received from Minister Boyle regarding Improvement Districts was presented.

By general consent, the correspondence items were received.

8. REPORTS

8.1. Fire Chief's Report – May and June 2026

Chief Holmes presented the Fire Chief's report for May and June 2026 and highlighted the following:

- The two structure fires identified in the reporting period were quickly contained to their points of origin, resulting in minimal damage.
- Construction of the new Fire Hall 1 is nearing completion.
- Training on Ladder 1 has commenced, and additional equipment will be required to support operations.
- The Ganges Fire Hall office will close on July 23, 2026, and remain closed until the new fire hall at 455 Lower Ganges Road is ready to open to the public
- Recruit training continues to progress well, with members working toward Live Fire training scheduled for September.
- In response to a Trustee's inquiry regarding support for provincial wildfire efforts, Chief Holmes advised that department members continue to train and remain available for deployment as needed.
- A complete fire ban is currently in effect on Salt Spring Island, including campfires and wood-burning pizza ovens.

8.2. Salt Spring Island Fire Fighters' Association Report – June 2026

The Association report for June 2026 was presented.

- SSIFR, IAFF Local 4467, and the Fire Fighters' Association supported the participation of five local female youth in the Island Ignite program, which introduces young women to careers in the fire service.
- The Association is hosting the inaugural Gangelina Wine Mixer fundraising event on July 25, 2026 at the Farmer's Institute in support of the BC Burn Fund.

By general consent, the Association Report for June 2026 was received.

8.3. CAO Reports

8.3.1 Budget Report to May 31, 2026

CAO Dieleman advised that the May 2025 report had been included in the agenda package in error. The agenda package will be updated to include the May 2026 Budget report and will be available on the website. CAO Dieleman provided a verbal report for May 2026, noting that operations remained within the status quo with no significant updates to report. He further advised that the District had received the second installment of 2026 tax revenues.

8.3.2 Driftwood Article Dated June 17, 2026 Re: Isabella Trailer Fire

By general consent, the Driftwood article was received.

8.3.3 Driftwood Article Dated Re: June 24, 2026 Re: New Fire Hall Opening Event

By general consent, the Driftwood article was received.

8.3.4 Driftwood Article Dated July 1, 2026 Re: Pickle Ball Courts at Hall 2

There was discussion regarding the CRD's proposal to build pickle ball courts at the Fulford Fire Hall property.

By general consent, the Board of Trustees request staff to prepare a report considering future options for improvements and the best use of Fulford (Hall No. 2) Fire Hall and property.

By general consent, the Board of Trustees request staff to advise the CRD that the District is in the process of planning for improvements and the best use of the Fulford (Hall No. 2) Fire Hall property.

8.3.5 Driftwood Article Dated July 1, 2026 Re: Wildfire Preparedness

By general consent, the Driftwood article was received.

9. OLD BUSINESS

9.1 New Fire Hall Project

9.1.1 New Fire Hall Project Update to June 30, 2026

CAO Dielman presented a verbal report and advised that the occupancy permit inspection for the new fire hall is scheduled for July 23, 2026. He noted that department operations are being transitioned to the new facility in stages. The Ganges Fire Hall building is scheduled to transfer to the Capital Regional District on August 13, 2026, following which Salt Spring Island Search and Rescue will begin occupying the building.

9.1.2 New Fire Hall Opening – September 6, 2026

Communications Committee Chair Trustee Williams reported that the new fire hall opening event is scheduled for September 6, 2026. He advised that event planning is being led by the Communications Committee in collaboration with Return on Insight President Bruce Cameron. Trustee Williams further noted that Penelakut Tribe Chief Pamela Jack will be attending the event.

9.1.3 EV Charger Opening Event

Communications Committee Chair Trustee reported that the District is awaiting confirmation from BC Hydro regarding the operations of EV chargers at the new fire hall before announcing an official opening date. While the opening is anticipated to

occur in mid-August, it was noted that an announcement should be deferred until the construction fencing surrounding the new hall has been removed.

9.2 2026 Town Hall Meeting Agenda – September 14, 2026

CAO Dieleman presented a draft agenda for the upcoming Town Hall meeting. He advised that the purpose of the meeting is to present the draft 2027 Budget and draft 5-Year (2026-2031) Strategic Plan and to receive public input on both documents. The Town Hall meeting is scheduled for Monday, September 14, 2026, at the new fire hall located at 455 Lower Ganges Road. The meeting will be advertised beginning three weeks prior through the Gulf Islands Driftwood, the Salt Spring Exchange, and the District's website.

By general consent, the Board of Trustees approved the draft September 14, 2026 Town Hall Meeting agenda.

10. NEW BUSINESS

10.1 Draft 5-Year (2026–2031) Strategic Plan

SPPD Committee Chair Trustee Lindstrom reported that the Strategic Planning and Policy Development Committee had recommended the draft 5-Year (2026-2031) Strategic Plan to the Board of Trustees. The draft 5-Year Strategic Plan will be presented at the Town Hall meeting on September 14, 2026, to provide an opportunity for public review and feedback.

2026-061

MOVED by Trustee Williams, SECONDED by Trustee Lindstrom,

That the Board of Trustees receive and recommend the draft 5-Year (2026–2031) Strategic Plan at the September 14, 2026 Town Hall meeting for the purpose of public feedback.

CARRIED

10.2 Fire Underwriters Survey (FUS)

The Strategic Planning and Policy Development Committee recommended the Board of Trustees direct staff to prepare a public information document regarding “distance from a fire hall” insurance rates and a letter to the local insurance providers that will include that there are three pocket areas Southey Point, Isabella Point and Beaver Point, where properties are outside of the “8-km distance from a fire hall” and therefore may have higher insurance rates and that staff include an estimate of the number of homes.

2026-062

MOVED by Trustee Lindstrom, SECONDED by Trustee Williams,

That the Board of Trustees direct staff to prepare a public information document regarding “distance from a fire hall” insurance rates and a letter to the local insurance providers that will include that there are three pocket areas Southey Point, Isabella Point and Beaver Point, where properties are outside of the “8-km distance from a fire hall” and therefore may have higher insurance rates and that staff include an estimate of the number of homes.

CARRIED

10.3 Draft Strategic Planning and Policy Development Committee Terms of Reference Policy No. AG-4108-07 – Staff Report

A staff report regarding Draft Strategic Planning and Policy Development Committee Terms of Reference Policy No. AG-4108-07 was presented. The Strategic Planning and Policy Development Committee recommended the Board of Trustees approve the Draft Strategic Planning and Policy Development Committee Terms of Reference Policy No. AG-4108-07.

2026-063

MOVED by Trustee Lindstrom, SECONDED by Trustee Hetherington,

That the Board of Trustees approve Draft Strategic Planning and Policy Development Committee Terms of Reference Policy No. AG-4108-07.

CARRIED

10.4 Draft Finance and Audit Committee Terms of Reference Policy No. AG-4107-05 – Staff Report

A staff report regarding draft Finance and Audit Committee Terms of Reference Policy No. AG-4108-07 was presented. The Strategic Planning and Policy Development Committee recommended the Board of Trustees approve the Draft Finance and Audit Committee Terms of Reference Policy No. AG-4108-07.

2026-064

MOVED by Trustee Williams, SECONDED by Trustee Hetherington,

That the Board of Trustees approve the draft Finance and Audit Committee Terms of Reference Policy No. AG-4108-07.

CARRIED

11. BYLAWS – None

12. IN-CAMERA MEETING - None

13. NEXT MEETING

2026-065

MOVED by Trustee Williams, SECONDED by Trustee Hetherington,

That the Board of Trustees cancel the August 17, 2026 Board Meeting.

CARRIED

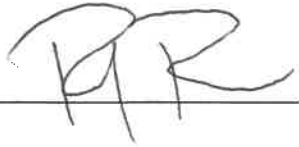
The Town Hall meeting will be held on September 14, 2026 at 6:30 p.m. at Fire Hall No. 1, 455 Lower Ganges Road. The next Board of Trustees regular meeting will be held on September 21, 2026 at 7:00 p.m. at Fire Hall No. 1, 455 Lower Ganges Road.

14. ADJOURNMENT

By general consent, meeting adjourned at 7:45 p.m.



Rollie Cook
Chair, Board of Trustees



Rodney Dieleman
Corporate Administrator