

**Pender Islands Fire Protection Society  
Minutes of Annual General Meeting  
Wednesday, April 19, 2017  
7:30 pm, Fire Hall #1, North Pender Island**

**Present: Jane Perch (President), Ally Tammemagi, Ed Lye, Art Curtis, Paul Hutcheson, Paul Williamson**

**Regrets: Shahid Hussain**

**Present:** 21 registered members of the Pender Islands Fire Protection Society.

**1. Call to Order & Introductions**

President Jane Perch called the Annual General Meeting to order at 7:30 p.m., and introduced the Directors of the Pender Islands Fire Protection Society.

**2. Approval of the Agenda**

**Moved by Ed Lye, seconded by Art Curtis,** that the Agenda be approved as presented. **CARRIED**

**3. Approval of Previous AGM Minutes**

Secretary Ally Tammemagi reviewed the minutes of the Society's March 19, 2016 Annual General Meeting (AGM).

**Moved by Debbie French, seconded by Paul Williamson,** that the minutes of the March 19, 2016 Annual General Meeting be approved as presented. **CARRIED**

**4. Business Arising from the Minutes**

None.

**5. President's Report – Jane Perch**

President Jane Perch acknowledged the deaths of both past-President Gord Souter and Board member Brian Nord during the past year. She then made a report, including comments as follows:

- Review of changes to fire services act and the impact of the training costs of being a full service department.

- Transitions to ensure constitution and bylaw compliance with the new Societies Act.

President Perch provided a detailed review of the Board's project to secure funding for an onsite training facility. She noted that the province has contributed \$370,000.00 to the funding of the building and that the project is already underway. She further outlined the implications that this project has had on the Enabling Bylaw and the Service Agreement.

President Perch thanked the volunteer firefighters for their service. She thanked Debbie French, Captain Adrian Hanson, Deputy Chief Mike Dine, and Chief Charlie Boyte. She also thanked the Board of Directors, recording secretary Shannon Brayford, and bookkeeper Donna Aston.

**Moved by Jane Perch, seconded by Ed Lye, that the President's Report be accepted. CARRIED**

## **6. Treasurer's Report – Ed Lye**

Treasurer Ed Lye referred to the Society's circulated financial statements for the year ending December 31, 2016, and made a report, including comments as follows:

- Reported that the budget shows a surplus for the year which could provide assurance against potential future losses or be transferred to the Capital Contingency Fund.
- Regarding the Capital Contingency Fund, Treasurer Lye provided an overview of the fund and its purpose.
- Regarding the Equipment Replacement Fund, Treasurer Lye provided an overview of the fund and examples of its use, such as the recent purchase of new air packs.
- Overview of the donations received to fund phases one and two for the training facility.
- \$632,000 has been raised for the training facility, allowing it to be purchased without the use of property tax dollars.

Ed Lye thanked Chief Boyte for his assistance in creating and facilitating the budget.

Ed Lye further noted that he will be stepping down as a both a Board Member and the Treasurer after 14 years and thanked everyone for making his years on the Board enjoyable.

## **7. Approval of Financial Statements**

**Moved by Ed Lye, seconded by David Howe**, that the Society financial statements for the year ending December 31, 2016 be approved as presented. **CARRIED**

## **8. Appointment of Audit Review Firm**

**Moved by Ed Lye, seconded by Ally Tammemagi**, that the firm of Hughesman Morris be appointed to review the Society financial statement for the year ending December 31, 2016. **CARRIED**

## **9. Chief's Report – Charlie Boyte**

Chief Charlie Boyte reported on the year's highlights for Pender Island Fire Rescue (PIFR), including the following:

- Recognized the passing of Max Allen, who served as the second Fire Chief and a founding member of the Pender Islands Fire Protection Society.
- Recognized the passing of past President Gordon Souter and Board member Brian Nord.
- Noted the retirement of Society Treasurer Ed Lye and presented him with a gift in recognition of his service.
- In 2016, the focus areas were Service Delivery, Personnel Competency, Training Facility Improvements, and Water Supplies.
- Noted that in 2016 there were 285 incidents and provided a categorization of the calls.
- Noted a 16% increase in calls over the past years and addressed the financial implication of the increased calls.
- An overview of Financial Management for 2016, including grants and cost recovery programs.

Deputy Chief Dine provided an overview of the competencies required to maintain the current level of service. His presentation included the following points:

- Inventory of skills among the volunteers.
- Overview of 2016 Recruit Training, noting that there are currently 38 active emergency responders and 47 support crew.
- 2017 Fire Cadet Camp successes and a new program in which the Board of Education provides funding for the training high school students.

Chief Boyte continued his presentation, including the following points:

- Importance of meeting the training standards for the Playbook and the implications of this on volunteer departments.
- Current progress on the training facility.

- Benefits of the new training facility and planned schedule for completion.
- Overview of community water resources and plans to maintain and enhance existing sources.

## **10. Question Period**

President Jane Perch invited questions, but none were posed.

## **11. Election of Directors**

President Jane Perch reported that there are four positions open this year. She noted that the term of Director Shahid Hussain expires this year, and he accepted his nomination to stand for re-election.

President Jane Perch further noted that there are three community members who have been nominated and have accepted those nominations: Peter Kent, Rick Moody, and Bob Cooper.

President Jane Perch made three calls for further nominees. No further nominations were made.

**By acclamation** Peter Kent, Rick Moody, Bob Cooper, and Shahid Hussain were appointed to the Board of Directors.

President Perch also reported that Art Curtis was the member appointed by the Board last year and will be reappointed to the same position again.

## **9. New Business**

None

## **10. Adjournment**

**Moved by Ally Tammemagi**, to adjourn the meeting at 8:57 pm.  
**CARRIED**