



Pender Islands Fire Protection Society Board of Directors Meeting

Thursday, 12 May, 2022 - 10:00 AM - Fire Hall #1

Minutes

Present In Person: President Marsden; Directors: Hankins, Rinald, Atkinson, Grace-Warrick; and Chief Dine, Assistant Chief and Training Officer Hanson

Present via Zoom: Shelley Henshaw

Regrets: Directors Evans and Curtis

Public: None

- 1) **Call to order: 10:05am**
- 2) **Agenda Approval:** moved by Director Grace-Warrick, seconded by Director Hankins. Approved by consensus.
- 3) **Adoption of 21 April 2022 Minutes:** moved by Director Rinald, seconded by Director Hankins. Approved by consensus.
- 4) **Treasurer's Report**

There is no Financial Report this month. Administrative disjuncts between CRD accounting and PIFPS accounting were discussed. Treasurer Rinald and Fire Chief Dine are working to make cross-reference more convenient.

Treasurer Rinald said that one more alternate director was need to co-sign weekly cheques batches. President Marsden, V-P Curtis, and Treasurer Rinald are current signers. Director Grace-Warrick offered to do this. Treasurer Rinald moved that she be added to signers, seconded by Director Atkinson. **Approved by consensus.**

Treasurer Rinald will begin the necessary steps.

5) Committees

- a) **Governance Committee:** President Marsden asked Director Grace-Warrick to lead this committee. She agreed. He asked Director Henshaw to be on this committee. She agreed.
 - i. President Marsden said that the first task was a review of the Fire Chief's contract. He thought that Peninsula Human Resources, currently being considered to create contracts for Fire/Rescue staff, could also be useful in regard to the Chief's contract as well. There was discussion about the range of services offered by of Peninsula Human Resources.
 - i. In relation to the Strategic Plan Review, he said that some policies hearkened back to the days when Fire/Rescue was a volunteer-only fire service operating on a different level and were are in need of review and revision.
 - ii. He asked Governance Lead Grace-Warrick to set a date for a preliminary Governance Committee meeting about Fire Chief Dine's contract before 2 June.

- i) Office clean-up project has been initiated.
- ii) Student summer job has been posted but so far only one respondent.
- iii) Met with Office of Fire Commissioner to review enforcement ability on commercial inspection infractions.
- iv) The Boot Drive for Red Cross Ukraine raised \$1,900.
- v) Member Benefits and Insurance coverage being reviewed.

7) Firefighter Rep Report

Director Atkinson said that there had been serious calls which had affected Fire/Rescue members' states of mind. Lengthy and informative discussion followed on the ways in which firefighters were supported following such incidents including incident debriefs, staff and member to member support, and counselling resources Worksafe BC and Homewood Health.

8) Strategic Plan Review: President Marsden said that he would invite Vic-President Curtis to lead this committee when he had returned to the island.

- i) Secretary Grace-Warrick said that, in a large-scope process like this, a good deal of document reading and prep work needed to be done to start the Strategic Plan Review. It was informed input that was needed for an efficient process.

9) Next Regular Meeting: Thursday, 16 June 2022, 10am.

10) Closure: 12:07pm