

**GABRIOLA FIRE PROTECTION DISTRICT  
GENERAL MEETING (Zoom)**

A General Meeting of the Gabriola Fire Protection District was held January 12, 2022 by Zoom with six Trustees in attendance, absent was John Moeller. The meeting was called to order at 4:00 p.m. by Chairman Paul Giffin. (There were some technical difficulties, meeting started at 4:20 p.m.)

Paul Giffin gave the opening greeting “The GFPID acknowledges that we are gathering within the traditional lands of the Snuneymuxw Nation”

The Chairman asked for any errors or omissions from the December 1, 2021 meeting, Penelope Bahr noted that under Old Business it should state that Penelope Bahr had offered to send her notes to John Moeller. Sean Lewis noted that he had sent the Corporate Office a change and it had been done.

Moved by Diana Moher that the minutes be accepted as amended, seconded by Sean Lewis, carried.

**CORRESPONDENCE:** N/A

**TREASURER’S REPORT:** N/A

**FIRE CHIEF REPORT:** (As per written report)

Sean Lewis moved to accept the positions as outlined in the Fire Chief’s report, seconded by Diana Moher, carried.

Fred Apstein mention that he had requested the fire departments Code of Conduct and had yet to receive it. The Fire Chief responded that he was going to bring copies to the meeting but as it was done by Zoom he couldn’t but will email it out.

Penelope Bahr asked what the financial impact of the new positions would be? The Fire Chief responded by saying the Lt. position is already there, the Day Officer has been in place for a year and is in last years budget, and the new Jr. Day Officer wage was factored into the budget.

**TRAINING OFFICER’S REPORT:** (As per written report)

Fred Apstein asked the Training Officer if the Trustees could have a copy of ‘orientation package’ used for new members. The Training Officer said he would get it out to them.

**ASSOCIATION REPORT:** N/A

**OLD BUSINESS:**

**Website:**

Penelope Bahr is re-sending her notes out and asked that the Trustees acknowledge receipt and will arrange a communications committee meeting next week.

**Correspondence regarding the review:**

Sean Lewis noted that dealing with correspondence on a Zoom meeting isn’t as good as in person and said that there were a couple of letters that need attention, but all in all the Trustees should keep the responses in mind.

- Would like to see all the correspondence responded to.
- Some of it was and we did acknowledge it at the Special Meeting.
- Sean Lewis offered to draft up a response but noted that the Trustees are not quite there yet.
- Don't want to get bogged down with responses if we are going to send something out later.

## **NEW BUSINESS:**

### **Trustee's access to facilities:**

Fred Apstein stated that the reason he suggested a policy for this is because it is in the Trustee's Handbook. I thought this one would be a good one to start with as it is easy to deal with, I suggest same hours as to what is open to the public.

- What are you talking about when you say facilities? A - Halls and equipment belonging to the department.
- Some Trustees might feel they have access to everything such as records.
- Agree with access hours and that clarifying what Trustees can access is good.
- Good one to start with working through a procedure of how to write policy.
- Any consultation with the Chief or Corporate Officer? Not until after we write a policy then we will ask for input.

It was agreed that this would be put on the agenda for the next meeting.

### **Review:**

Fred Apstein drafted a scope of work for a review with three main points with a request to ask for proposals from consultants:

Review of entire operation  
 Expectations from outside consultant  
 Cost - \$10,000 and how to pay for it.

- Chris Windess: Thank you for your work Fred. In my view, after the meeting, I would like to see something done on Island first, I believe we have the expertise. I referred to the Trustee Handbook and suggest we form a select committee, we need a face to face meeting of the Board as a whole to discuss this.
- Diana Moher: Thank you Chris I agree, we need to discuss what people are asking for because as a government body we have limited authority of what we can do. I think the Trustees have done a good job over the last few years, what is it that needs to be fixed? I don't want to hear about things in the past, it is history and I keep hearing people bring it up.
- Sean Lewis thanked Fred for his work and agreed we might as well know what is out there but there is a strong push for something on the Island. I agree with Diana history has been dealt with let's move on.
- Penelope Bahr stated she would prefer an outside professional review, maybe we should form an advisory committee with professional people.
- Would be interested to see who has the expertise, they would have to include their qualifications and vet anyone from the Island.
- If we had the money I would prefer a professional review but we could have a committee using local citizens and go for a professional review later if we feel it is necessary.
- It may be appropriate to strike a committee and include parameters, what we want, what the mandate is, and a time frame.

It was agreed that this would be put on the agenda for the next meeting.

Sean Lewis asked about being on the finance committee, the Chair noted that it would be set after the AGM.

Oliver Bussler asked if he could see the material that Fred had put together for the review. Fred agreed.

Penelope Bahr stated she would be happy to share her thoughts but would need Board approval? A - Not if it is clearly stated that it is your opinion not the Boards.

Chris Windess offered Oliver his research but stated it is only research.

Derek Kilbourn asked about correspondence being put up on the website? The Chair stated that a lot of it had been dealt with at the Meeting, some was in poor taste, but it is public record.

- In my opinion we should have correspondence on the website.

Kit Stringer asked what goes in-camera? The Chair answered, legal, land and personnel. Fred Apstein said it is defined in the Trustee's Handbook.

Fred Apstein moved that the meeting be adjourned, seconded by Diana Moher, carried.

Meeting adjourned at 5:45 p.m.