



GFPID OPEN BOARD OF
TRUSTEES MEETING

Date: August 6th, 2025
Time: 4:00 p.m.

GENERAL MEETING (OPEN) MINUTES

PRESENT:

Wayne Mercier (Chair)	Ray Appel	Oliver Bussler	David Chorneyko
Erik Johnson	John Moeller	Diana Moher	

STAFF:

Will Sprogis, Fire Chief	Marjorie Colebrook, Interim Corporate Officer
--------------------------	---

CALL TO ORDER

The Chair called the meeting to order at 4pm and respectfully acknowledged the Snuneymuxw First Nation on whose traditional territory this meeting takes place.

INTRODUCTION OF LATE AGENDA ITEMS/ADOPTION OF AGENDA

MOTION

That the Board approve the August 6, 2025, Regular Open Meeting Agenda as amended

CARRIED

ADOPTION OF MINUTES

MOTION

THAT the Board approve the July 2, 2025, Regular Open Meeting as amended

CARRIED

MOTION

THAT the Board approve the July 23, 2025, Inaugural Meeting minutes as amended

CARRIED

CORRESPONDENCE

- Drew Staniland – re: indemnification
- Chris Bowers – re: conduct of the Chair
- Charleen Wells – re: advice wrt Robert's Rules of Order
- Burt Fiddler – re: discretionary spending
- Penelope Bahr – re: corporate officer responsibilities
- James Arends – Letters Patent & EMR Program
- James Arends – Overtime and Staffing Issues



GFPID OPEN BOARD OF
TRUSTEES MEETING

Date: August 6th, 2025
Time: 4:00 p.m.

MOTION

THAT correspondence be received for information and referred to the communications committee for response.

Moved: Wayne Mercier

Seconded: Erik Johnson

CARRIED

FINANCIAL REPORT

2025 2nd Quarter Financial Statement

Breakdown of Professional Fees to June 30, 2025

Amui	13,275	HR Consulting
KMA	3,521	Audit
Orca Health and Safety	4,033	Complaints
Privacy Works	4,245	FOIs
Stikeman Elliott	61,018	Legal (FOIs, complaints, lawsuit and union certification)
	<u>86,092</u>	

COMMITTEE REPORTS

1. Communications Committee
2. Finance Committee
 - Financial Process review
3. Hiring Committee
4. Website Committee
5. Freedom of Information Response Committee
6. Policy Review Committee

GUEST SPEAKERS

None currently scheduled.

FIRE CHIEF REPORT, DEPUTY CHIEF REPORT AND ASSOCIATION

BUSINESS ARISING FROM THE MINUTES and UNFINISHED BUSINESS

1. Privacy Commissioner (Report from the Chair)
 - Still 2 active investigations



GFPID OPEN BOARD OF
TRUSTEES MEETING

Date: August 6th, 2025
Time: 4:00 p.m.

2. Report from Trustee Chorneyko about Privacy Management Program

MOTION

THAT the board accept the Privacy Management Program Outline submitted by Trustee Chorneyko

and

THAT the Corporate Officer be directed to draft a plan of work for establishing a Privacy Management Program

and

THAT the Corporate Officer report on progress towards the establishment of a Privacy Management Program at each regular General Meeting of the board

Moved: David Chorneyko **Seconded:** Oliver Bussler

MOTION TO TABLE to September Meeting

Moved: Erik Johnson **Seconded:** John Moeller **CARRIED**

3. Report on decisions made at the **July 23** in camera meeting that can be disclosed to the general assembly

- Motion

THAT the board place the following amounts into accounts as specified in the 2025 Levy

- \$200,000 into the truck reserve fund at TD
- \$30,000 into the equipment reserve fund at TD
- \$75,000 into the Fire Hall reserve fund at TD
- \$10,000 into the Contingency fund at Coastal Community **CARRIED**

- Immediately prior to the meeting on July 23 the Board met with representatives from the Office of the Inspector of Municipalities. The purpose of this meeting was to provide guidance and instruction to the board about its governance and administration practices. The Office of the Inspector of Municipalities, recognising that this is a time of transition for the board, reached out with an offer to meet.

4. Hiring

- M Colebrook has agreed to extend her term until 2026

5. Amending Bylaws

- Bylaw 109 – Amending Bylaw 66 – Read and passed
- Bylaw 110 – Amending Bylaw 97 – Read and passed

6. Bylaw XXX Fire department establishing bylaw



GFPID OPEN BOARD OF
TRUSTEES MEETING

Date: August 6th, 2025
Time: 4:00 p.m.

- a. need to revise bylaw to incorporate deputy chief, also EMR status
 - i. Has been circling for some time
 - ii. Has been through multiple drafts, last iteration (in November 2024) had it ready to be sent to Inspector of Municipalities for review
 - iii. Should seek their input about how to incorporate revenue generation from paid training with third party (SOS)

7. Tax Levy and Back Pay for Firefighters
Completed

8. Motion to nullify the resolution to pay the chair for FOI work

MOTION

THAT the August 2023 motion to pay the chair for FOI request be withdrawn.

Moved: Wayne Mercier

Seconded: Erik Johnson

CARRIED

9. Review of the FR Study (Chief) – moved to September 2025 meeting

10. Audit Update

From Anna Jones at Grant Doan "The fee I will quote for the December 31, 2025, fiscal year is \$14,000. We also have a 9% technology fee, so the total fee before GST would be \$15,260."

MOTION

THAT it is necessary to bring the Grant Doan estimate back to the landowners for consideration

Moved: Wayne Mercier

Seconded: Erik Johnson

DEFEATED

MOTION

THAT a special general meeting with the landowners be convened on September 3, 2025 at 7pm for consideration of the auditor for 2026.`

Moved: Wayne Mercier

Seconded: Ray Appel

CARRIED

NEW BUSINESS

1. Hiring Committee



GFPID OPEN BOARD OF
TRUSTEES MEETING

Date: August 6th, 2025
Time: 4:00 p.m.

MOTION

THAT staff be directed to provide the hiring committee with a description of what they do by August 27, 2025

and

THAT staff be directed to provide the finance committee with a list of contractors performing administrative functions (e.g. bookkeeping fees, AMUI, Privacyworks, etc.) and the associated annual expenses by August 27, 2025

and

THAT staff be directed to work with the finance committee to draft cost estimates for the establishment of a dedicated Corporate Officer and a fire hall clerk by September 17, 2025

and

THAT the finance committee provide the board with a recommendation for staffing structure of the improvement district that balances financial realities with the administrative responsibilities of the organization by October 1, 2025.

Moved: Oliver Bussler

Seconded: David Chorneyko

MOTION TO TABLE to September Meeting

Moved: Erik Johnson

Seconded: Diana Moher

CARRIED

2. Budget and Tax Levy 2026
3. Establish Bylaws for Removing Money from the Capital Reserve Fund for
 - a. 2024 Capital Upgrades to Fire Hall 1
 - b. 2025 Purchase of Fire Truck
3. Need to formalise mutual aid agreements by bylaw, as per instruction received from the office of the inspector of municipalities
4. Security of File Sharing
 - o OneDrive concerns

MOTION

To request staff to provide 3 estimated from consultants on the systems of the improvement district cybersecurity.

Moved: Wayne Mercier

Seconded: John Moeller

CARRIED

QUESTIONS PERIOD

ADJOURNMENT at 7:16pm



GFPID OPEN BOARD OF
TRUSTEES MEETING

Date: August 6th, 2025
Time: 4:00 p.m.

THAT the meeting be moved to in camera session to consider confidential
(legal/personnel) matters, per Bylaw 97 s.9, if necessary.

Moved: Erik Johnson

Seconded: Wayne Mercier

CARRIED

Next Meetings:

Finance Committee Meeting August 26, 2025

Next General (Open) Meeting September 3, 2025