

**Thetis Island Improvement District**  
**(Volunteer Fire Protection and Emergency Response Services)**

P.O. Box 14-6

Thetis Island, B.C., V0R 2Y0

**Minutes of the October 1, 2013 Board Meeting**

*Hunter Room, Forbes Community Hall*

**Present:** *Trustee Pardee (Chair), Trustee Anderson, Trustee Lamb, Trustee Phelps, Trustee Rush*

**Guests:** *TIVFD Chief Caldbeck, Deputy Chief Shelford*

**Staff:** *Koeppen, Mooney*

**Call to order:** *Chair Pardee called the meeting to order at 7:00pm*

**Agenda Items:**

**1. Adoption of previous meeting minutes**

- *Trustee Phelps moved to adopt the TIID July 23, 2013 minutes as written.*
- *Seconded by Trustee Anderson*
- ***Carried unanimously***

**2. Introduction of late items - *None***

**3. Business arising from minutes and unfinished business**

**3.1 First draft of the 2014 TIVFD Maintenance and Operations budget was presented.**

*Discussion*

*Action Item:*

- *The trustees to analysis and discuss projections then decide on final projections for 2014.*

**3.1.1 Maintenance and Operations breakdown; including Key Issues as presented by the Fire Department management.**

**a) Engine 1 Mechanical**

*Discussion*

*Action item:*

- *Address the issue as proposed. High priority*

## **b) Overhead Doors**

*Discussion*

*Action item:*

- *More details required*

## **c) Shower for Central Hall**

*Discussion*

*Action item: Address this as proposed*

## **d) Central Hall Painting**

*Discussion*

*Action item:*

- *More details required*

## **e) New Radios**

*Discussion*

## **f) Septic System**

*Discussion*

### **3.1.2 Study Budget Proposal**

*Action item:*

- *Trustee (Chair) Pardee, Trustee Anderson and Staff Mooney to develop budget final and prepared for October 22, 2013 Board meeting.*

## **4. Petitions and Delegations - None**

## **5. Correspondence**

- *Trustee (Chair) Pardee interview with Sgt. D. Herman, Ladysmith RCMP.Re: current agreement (as per action item 9.3 Meeting minutes July 23, 2013.)*
- *The agreement will remain in place, as per Trustee (Chair) Pardeès discussion with Sgt. Herman.*

*Discussion*

## **6. Reports**

### **6.1 TIVFD (Chief Caldbeck)**

- *Provide a Quarterly report Oct 22, 2013 Board meeting.*

## **6.2 Insurance (Trustee Phelps)**

- *Trustee Phelps continues research on insurance possibilities. (as per action items 6.5 July 23, 2013 meeting minutes)*
- *Trustee Phelps connected with an Insurance provider willing to remove the “failure to respond” clause from a future insurance policy. (as per action items 6.5 July 23, 2013 meeting minutes)*

*Discussion*

*Action item:*

- *Continue researching a provider for accidental and sickness benefit for TIVFD.*

## **6.3 Port Commission (Trustee Lamb)**

- *None to report*

## **6.4 TIVFD Safety Committee (Trustee Rush)**

- *Safety Committee met July 27, 2013*
- *Resolved mice issues in Central Hall. Paint for fire hall*
- *Next meeting October 28, 2013*
- *Worksafe BC & OH& S Inspection report completed. Copy on file (as per action item 6.2 July 23, 2013 meeting minutes)*
- *Roles and responsibilities in relation to the Safety Committee and recruitment. Sample presented.*

*Discussion*

## **6.5 Financial Officer (Mooney)**

- *Staff Mooney presented current Financial Report. Copy On file*

*Discussion*

**7. Resolutions: None**

**8. Bylaws: None**

**9. New Business: None**

**10. Next scheduled meeting - Tuesday October 22, Hunter Room, Forbes Hall 7pm**

**11. Adjournment**

- *Motion to Adjourn by Trustee Rush*
- *Seconded by Trustee Lamb*

**Meeting adjourned at 9:00 pm**