

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

P.O. Box 3-13

Thetis Island, BC, V0R 2Y0

Minutes of the April 15, 2026, Board Meeting

Present: *Trustee Rush (Chair), Trustee Shelford, Trustee Dickie, Trustee Adair, Trustee Sutter*

Guests: *TIVFD Chief Caldbeck*

Staff: *Koeppen, Aaberg*

Public: 2

Regrets:

Location: *Forbes Hall Board room*

Territorial Acknowledgement

Call to order: *Trustee Rush (Chair) called the meeting to order at 9:32 AM*

Agenda Items:

1. Adoption of previous meeting minutes

- *Trustee Shelford moved to adopt the TIID January 28, 2026, meeting minutes (via zoom) as written.*
- *Seconded by Trustee Sutter*
- *Carried unanimously*

2. Introduction of late items: None

3. Business arising from minutes and unfinished business: New Engine One update. Insurance Quote. (Trustee Shelford) AGM planning and trustee appointments. Update on petition.

3.1 New Engine One update

- *Trustee Rush (Chair) reported no new developments regarding New Engine One update. All on track.*
- *Noted the contractor, Fort Garry Fire Truck Manufacturing will deliver new Fire engine to Thetis Island.*

Discussion

- *FC Caldbeck noted that she and Lieutenant Norm Kasting will travel to Fort Garry Fire Truck Manufacturing, Winnipeg, for an inspection trip on May 11th.*

3.2 Insurance Quote

- *Trustee Shelford reported on insurance quote from Acera Insurance*
- *Increase of 5%*
- *Should the Improvement district consider Cyber insurance. This was discussed last year.*
- *The total insurance cost for 2026-2027 effective May 4, 2026, will be \$23,136.00 and includes Commercial, Directors & Officers Liability and Cyber insurance coverages.*

Discussion

Motion #113.2026.04.15

- *Motion made by Trustee Rush (Chair) to approve the purchase of Cyber insurance for an extra premium cost of \$603.00*
- *Seconded by Trustee Sutter*
- ***Carried unanimously***

Discussion

- *Staff Aaberg questioned Cyber insurance coverage for use of private computers while doing Improvement District business. What happens if they are compromised. What is covered?*
- *Trustee Shelford to investigate*

3.3 AGM planning and Trustee appointments

- *AGM and trustee elections (2 positions) for Saturday, May 09, 2026*
- *Noted both Trustee Shelford and Trustee Rush have agreed to stand for re-election*
- *No expressions of interest were received by the posted deadline. Both incumbents will be elected by acclamation.*

Discussion

3.4 Update on petition

- *Trustee Rush (Chair) noted a submission made on April 10, 2026, on behalf of the 85 Improvement Districts petition to the Ministry of Housing and Municipal Affairs supporting funding to improvement districts equal to that of regional districts and municipalities*

Discussion

4. Petitions and Delegations: None

5. Correspondence: Review

6. Reports

6.1 TIVFD (TIVFD Chief Caldbeck) (on file)

- *Provided highlights: Emergency Responses, Community & Safety Initiatives, Equipment & Infrastructure, Training & Operations, Administration, personnel, and recruitment planning. Roster of 17 members.*
- *Noted Fire Chiefs conference and expos to be held in Victoria:
<https://fcabc.ca/conference/#contact-us>*
- *FC Caldbeck reported that a successful community first aid course in February and March, was held in the Firehall Drill room. This organized by the Telegraph harbour marina including staff and general public and sponsored by Thetis Island Community fund.*
- *Noted upcoming combined Fire Drill on May 2, 2026*
- *FC Caldbeck reported that the danger trees around the fire hall were removed by Chris Call at no charge.*
- *In exchange the fire department provided Chris with expired fire hose*

Discussion

6.2 TIVFD Safety Committee (Trustee Dickie) (on file)

- *Trustee Dickie Provided a detailed report. General Comments, Quarterly meetings, and Safety inspections*

Discussion

6.3 Administrative Officer (Koeppen)

- *Staff Koeppen*
- *Reported no interest received for Trustee positions posted for upcoming AGM*
- *AGM preparations*

Discussion

6.4 Port Commission (Trustee Sutter)

- *Trustee Sutter reported that local representatives will meet soon*
- *Reviewing finances. Noted there is not enough money in the in the budget to maintain the dock*

Discussion

6.5 Maintenance (Trustee Adair) (on file)

- *Submitted a detailed report for review*
- *Noted Rob Summerfelt has ben given a contract for general maintenance as required*
- *2 projects to complete then will work on Ryder box with Mark Perry*

Discussion

6.6 Financials (Staff Aaberg)

- *Staff Aaberg reported on preparations for upcoming AGM.*
- *Audit is going well*

Discussion

- *FC Caldbeck wondered about PST and how it effects Volunteer fire department*
- *Staff Aaberg will investigate*

6.7 Thetis Island Volunteer Firefighters Society (Trustee Shelford)

- *Trustee Shelford reported that the Firefighters Society was unsuccessful in its grant application for the Community Emergency Preparedness Fund.*

7. Resolutions: none

8. Bylaws: none

9. New Business: Transfer the GST and PST for the Chassis; \$21,459.67 from the Capital works account to the operating account. Firefighter recruitment.

9.1 Transfer the GST and PST for the Chassis; \$21,459.67 from the Capital works account to the operating account.

Motion #114.2026.04.15

- *Motion made by Trustee Rush (Chair) to approve the transfer for the GST and PST for the Chassis in the amount of \$21,459.67 (Twenty-one thousand four hundred fifty-nine dollars and 67 cents) from the Capital works account to the operating account.*
- *Seconded by Trustee Adair*
- ***Carried unanimously***

Discussion

9.2 Firefighter Recruitment

- *FC Caldbeck reported that the department needs to maintain a minimum of 15 members*
- *4 members will retire at year end 2026*
- *Have recruited one new member to date*

Discussion

10. Next scheduled meeting –Saturday, May 9, 2026, AGM Pre-meeting @ 10: 00 AM

11. Adjournment

- *Motion to Adjourn by Trustee Dickie*
- *Seconded by Trustee Sutter*

Meeting adjourned at 11:20