



GALIANO ISLAND FIRE PROTECTION AND EMERGENCY RESPONSE COMMISSION

Notice of Meeting on **Thursday, April 23, 2026 @ 10:00 am**

Virtual Meeting on MS Teams

Join:

<https://teams.microsoft.com/meet/21764563010625?p=mRQ9c10Mz70p68iRzG>

Meeting ID: 217 645 630 106 25

Passcode: Tg7Vf2az

AGENDA

- 1. Call the meeting to order: attendance and regrets**
- 2. Agenda review: review and approve the current meeting agenda**
- 3. Minutes review: review and approve January 22 meeting minutes**
- 4. Fire Chief's report**
- 5. 2026 year to date: revenue and expense report**
- 6. Manager Fire Services report**
- 7. 2026 amendment to financial plan**
- 8. 2027 – 2031 financial plan**
- 9. 2026 meeting schedule**
- 10. Adjournment**



MEETING MINUTES THURSDAY JANUARY 22, 2026 10:00 AM VIRTUAL MEETING: MS TEAMS
ATTENDEES: Ken Kucille, Len Hagan, Kieran Keller, Robert Matson, Scott Sugden, Idora Scott, Allison Whitlock, Chris Vrabel
NOTE TAKER: Lisa Winbourne

1. Chris Vrabel calls the meeting to order at: 10:05 AM
2. Welcome and Introductions
3. Agenda Review
 - a. Review and approve the current meeting agenda
 - b. Moved by R. Matson, Seconded by I. Scott Carried
4. Election of Chair and Vice Chair
 - a. 1st call for chair, R. Matson nominates K. Kelleher, seconded by I. Scott
 - Kieran Kelleher is acclaimed as the chair.
 - b. 1st call for Vice-Chair, R. Matson nominates L. Hagan, seconded by A. Whitlock
 - Len Hagan is acclaimed as the vice-chair.
5. Fire Chief's Report
 - a. Lowered the bar for recruiting firefighters; 7 so far, training will be complete in May.
6. 2026 Financial Plan
7. Manager, Fire Services Report
 - a. Implementation of 2 new bylaws: Operational Powers Bylaw and Fire Commissions amendment bylaw
 - b. Fire safety inspections and investigations are now under the CRD; work in progress
8. 2026 Formal Public Meeting Schedule
 - a. Move to adopt the CRD suggested R. Matson, Seconded by L. Hagan Carried
9. Business Arising out of the Minutes or Reports
10. Next Meeting April 23, 2026 10:00 AM
11. Adjournment Move to adjourn L. Hagan, seconded by K. Kucille Carried



Galiano Fire Rescue

Fire Chief's Report

Q1 – January to April 2026

1. Operations Summary

Recruit training to the Exterior Firefighter level will be completed by April 25, 2026. Four new recruits and three existing members have successfully completed this training, strengthening operational capacity.

Operational communications have been enhanced through reprogramming of CREST radios. This upgrade provides a third operational channel in each district and allows seamless channel transition when operating across districts.

The Cook Hall Renovation Project is progressing as planned. The training room space has been enclosed, with flooring and lighting scheduled for completion by May 1, 2026.

UBCM grant funding has been received through the 2025 Volunteer and Composite Fire Departments intake. Approved funding includes:

- Training: \$27,000
- Wildland PPE: \$25,000
- Equipment: \$8,000

These funds will support existing operational and training budgets.

2. Membership & Staffing

Category	Total
Interior / Full-Service Firefighters	13
Exterior Firefighters	15
Medical / Support Members	16
Recruits	0
Engineers	5

Changes during this reporting period:

Eight recruits graduated to the Exterior Firefighter level.

3. Incident Activity (NFPA-Aligned)

Incident Type	Year-to-Date
Structure Fire	0
Outdoor Fire	2
Vehicle Fire	0
Alarm – No Fire	2
Medical First Responder	12
Motor Vehicle Incident	2
Technical Rescue	0
Public Hazard	11
Mutual / Auto Aid – In	0
Mutual / Auto Aid – Out	0

Notable Trends:

The most frequent call types were unattended or improperly extinguished outdoor fires and smoke complaints. In all 2026 cases to date, the underlying cause has been a lack of public understanding associated with the historic no-permit burning period. Based on this trend, continuation of no-permit burning between November and April is not recommended.

4. Training & Compliance

Individual Firefighter Training Plans have been implemented to support structured progression and completion of required certifications. Results to date have been positive, with most members expected to meet OFC and NFPA standards for their positions by June 2026.

This timeline is significant due to upcoming revisions to NFPA firefighter standards. The department's primary training provider, VIERA, has advised that members who have not completed Exterior, Interior, or Full-Service training by June 2026 may be required to retrain under revised standards.

Officer and Driver/Operator training remain challenging due to limited course availability and high demand resulting from Minimum Training Standards requirements. To support compliance, the

department is developing in-house training programs for Incident Scene Management, Incident Safety, and Driver/Operator competencies.

5. Apparatus, Equipment & Facilities

Apparatus:

All apparatus are currently in service. Minor deficiencies identified during February CVI inspections were corrected by CRD Fleet Services. Two apparatus required significant brake repairs, which were completed with downtime of less than one week per unit. Annual pump testing is scheduled for May–June 2026.

Equipment:

Weekly and monthly inspections show no deficiencies in SCBA, PPE, radios, or associated equipment. Hose testing is scheduled for May–June 2026.

Facilities:

Roof repairs are required at Hall 1 due to deficiencies in the glass roof installation. The contractor has been requested to correct issues related to flashing and drip edge installation, with repairs expected to be completed at the contractor's expense. The Cook Hall Renovation Project will be finalized within existing budget allocations.

6. Programs & Community Engagement

FireSmart / Community Resiliency Initiative:

CRD FireSmart program funding has been approved for an additional two-year term.

Inspections & Investigations:

Members are engaged in OFC inspections and investigations training. A CRD Fire Services Inspections and Investigations Program is in development, with implementation and training anticipated in Fall 2026.


Public Education:

A Wildfire Preparation Day Open House is scheduled for May 9, 2026, at Hall 1. Six firefighters are participating in Fire and Life Safety training to support community education initiatives, including school programs and public fire safety education.

CONCLUSION

The Galiano Island Fire Protection and Emergency Response Service continues to make progress in training, operational readiness, infrastructure improvement, and community engagement.

Challenges related to training availability and evolving standards are being proactively addressed through planning and in-house program development.



REVENUE AND EXPENSE REPORT - MARCH [2026]

**FPGALN.RE - FIRE PROTECTION GALIANO NORTH
COVER PAGE**

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO NORTH

1001-100346 - GALIANO NORTH FIRE REVENUE

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
429000 - Interest Income - Internal	270.00	270.00	-	-	-	-	270.00	100.00
429040 - MFA Debt Reserve Fund Earnings	250.00	250.00	-	-	-	-	250.00	100.00
430000 - Grant in Lieu- Federal	852.00	852.00	-	852.11	-	852.11	(0.11)	(0.01)
486000 - Requisition- Municipal Electoral Area- O	339,249.00	339,249.00	-	-	-	-	339,249.00	100.00
486010 - Requisition -Parcel Tax	24,440.00	24,440.00	-	-	-	-	24,440.00	100.00
799968 - Interest Income- Capital/Equity BCF	-	-	-	(934.75)	-	(934.75)	934.75	-
REVENUE TOTAL	365,061.00	365,061.00	-	(82.64)	-	(82.64)	365,143.64	100.02
1001-100346 - GALIANO NORTH FIRE REVENUE TOTAL	365,061.00	365,061.00	-	(82.64)	-	(82.64)	365,143.64	100.02

1001-100347 - GALIANO NORTH FIRE EXPENSES

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
799968 - Interest Income- Capital/Equity BCF	-	-	-	1,271.17	-	1,271.17	(1,271.17)	-
REVENUE TOTAL	-	-	-	1,271.17	-	1,271.17	(1,271.17)	-

EXPENSE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
500000 - Salaries - Full/Part Time Regular	78,300.00	78,300.00	(9,088.73)	626.40	-	626.40	77,673.60	99.20
500090 - Honoraria	55,000.00	55,000.00	-	-	-	-	55,000.00	100.00
500280 - Wages & Benefits - Other - Regular/Auxil	-	-	5,173.90	14,234.85	-	14,234.85	(14,234.85)	-
500510 - W.C.B. Benefits	240.00	240.00	-	-	-	-	240.00	100.00
501000 - Travel Expenses CRD Business	3,420.00	3,420.00	124.20	124.20	-	124.20	3,295.80	96.37
501040 - CRD Vehicles - ORDERS ONLY	17,020.00	17,020.00	3,597.22	4,608.81	-	4,608.81	12,411.19	72.92
502030 - Telecommunications - Main account	5,550.00	5,550.00	3,677.80	4,570.82	-	4,570.82	979.18	17.64
503130 - Contract for Services	1,440.00	1,440.00	-	-	-	-	1,440.00	100.00
506010 - Insurance - Public Liability	1,593.00	1,593.00	-	-	-	-	1,593.00	100.00

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO NORTH

1001-100347 - GALIANO NORTH FIRE EXPENSES [continued]

EXPENSE [continued]

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
506030 - Insurance - Fire	2,790.00	2,790.00	-	-	-	-	2,790.00	100.00
506050 - Insurance - Group Accident	3,500.00	3,500.00	-	-	-	-	3,500.00	100.00
506090 - Insurance - Service Contract	80.00	80.00	-	-	-	-	80.00	100.00
508260 - Purchased Maintenance - Buildings	1,250.00	1,250.00	487.76	487.76	-	487.76	762.24	60.98
508270 - Purchased Maintenance - Equipment	3,640.00	3,640.00	-	-	-	-	3,640.00	100.00
514010 - Postage & Freight	240.00	240.00	-	-	-	-	240.00	100.00
514030 - Advertising	240.00	240.00	55.29	55.29	-	55.29	184.71	76.96
514090 - Subscriptions	450.00	450.00	-	-	-	-	450.00	100.00
514230 - Volunteer Appreciation Dinner	1,440.00	1,440.00	-	-	-	-	1,440.00	100.00
514400 - Staff Training & Development	13,910.00	13,910.00	3,170.00	3,795.00	-	3,795.00	10,115.00	72.72
514420 - Memberships & Professional Dues	1,010.00	1,010.00	-	-	-	-	1,010.00	100.00
515110 - Leasehold Improvements	1,760.00	1,760.00	-	-	-	-	1,760.00	100.00
515150 - Printing	100.00	100.00	-	-	-	-	100.00	100.00
515360 - Licences - Software	-	-	118.90	118.90	-	118.90	(118.90)	-
530000 - Allocations	35,235.00	35,235.00	-	-	-	-	35,235.00	100.00
530010 - Alloc - StandardOH Allocation	13,620.00	13,620.00	1,135.00	3,405.00	-	3,405.00	10,215.00	75.00
535090 - Electricity	5,190.00	5,190.00	109.41	1,481.99	-	1,481.99	3,708.01	71.45
538000 - Supplies - Office	480.00	480.00	-	-	-	-	480.00	100.00
538130 - Supplies - Operating	7,110.00	7,110.00	73.72	394.66	-	394.66	6,715.34	94.45
538360 - Supplies - Protective Clothing	7,730.00	7,730.00	-	1,576.08	-	1,576.08	6,153.92	79.61
570010 - Interest Expense- internal	1,020.00	1,020.00	269.45	269.45	-	269.45	750.55	73.58
590200 - Purchases-Equipment	5,090.00	5,090.00	-	-	-	-	5,090.00	100.00

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO NORTH

1001-100347 - GALIANO NORTH FIRE EXPENSES [continued]

EXPENSE [continued]

	Original Budget	Revised Budget	March Actuals	YTD		-- Budget Remaining --	
				Actuals	Encumbered	Total	\$ %
601001 - Labour Consumption	-	-	4,935.00	7,350.00	-	7,350.00	(7,350.00) -
EXPENSE TOTAL	268,448.00	268,448.00	13,838.92	43,099.21	-	43,099.21	225,348.79 83.95
1001-100347 - GALIANO NORTH FIRE EXPENSES TOTAL	(268,448.00)	(268,448.00)	(13,838.92)	(41,828.04)	-	(41,828.04)	(226,619.96) 84.42

1001-100348 - GALIANO NORTH FIRE TRANSFER TO OWN FUND

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD		-- Budget Remaining --	
				Actuals	Encumbered	Total	\$ %
799962 - Transfer reserve fund BCF	-	-	-	13,082.94	-	13,082.94	(13,082.94) -
REVENUE TOTAL	-	-	-	13,082.94	-	13,082.94	(13,082.94) -

EXPENSE

	Original Budget	Revised Budget	March Actuals	YTD		-- Budget Remaining --	
				Actuals	Encumbered	Total	\$ %
547070 - Transfers to Equipment Replacement Fund	40,000.00	40,000.00	-	-	-	-	40,000.00 100.00
EXPENSE TOTAL	40,000.00	40,000.00	-	-	-	-	40,000.00 100.00
1001-100348 - GALIANO NORTH FIRE TRANSFER TO OWN FUND TOTAL	(40,000.00)	(40,000.00)	-	13,082.94	-	13,082.94	(53,082.94) 132.71

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO NORTH

1001-102110 - NORTH GALIANO FIRE OTHER DEBT

EXPENSE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
570050 - M.F.A. Debt Reserve Fund	250.00	250.00	-	-	-	-	250.00	100.00
570100 - Principal Payment	30,599.00	30,599.00	-	-	-	-	30,599.00	100.00
570110 - Interest Payment	25,764.00	25,764.00	6,554.00	6,554.00	-	6,554.00	19,210.00	74.56
EXPENSE TOTAL	56,613.00	56,613.00	6,554.00	6,554.00	-	6,554.00	50,059.00	88.42
1001-102110 - NORTH GALIANO FIRE OTHER DEBT TOTAL	(56,613.00)	(56,613.00)	(6,554.00)	(6,554.00)	-	(6,554.00)	(50,059.00)	88.42
FIRE PROTECTION GALIANO NORTH TOTAL	-	-	(20,392.92)	(35,381.74)	-	(35,381.74)	35,381.74	-

FIRE PROTECTION GALIANO NORTH - ERF

1022-101435 - CR ERF NORTH GALIANO FIRE

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
490010 - ERF-Carry Forward Surplus/Deficit Equip	-	-	-	72,884.32	-	72,884.32	(72,884.32)	-
REVENUE TOTAL	-	-	-	72,884.32	-	72,884.32	(72,884.32)	-

EXPENSE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
EXPENDITURE - EXPENDITURE	10,000.00	10,000.00	-	-	-	-	10,000.00	100.00
EXPENSE TOTAL	10,000.00	10,000.00	-	-	-	-	10,000.00	100.00
1022-101435 - CR ERF NORTH GALIANO FIRE TOTAL	(10,000.00)	(10,000.00)	-	72,884.32	-	72,884.32	(82,884.32)	828.84
FIRE PROTECTION GALIANO NORTH - ERF TOTAL	(10,000.00)	(10,000.00)	-	72,884.32	-	72,884.32	(82,884.32)	828.84
FPGALN.RE TOTAL	(10,000.00)	(10,000.00)	(20,392.92)	37,502.58	-	37,502.58	(47,502.58)	475.03

REVENUE AND EXPENSE REPORT - MARCH [2026]

**FPGALS.RE - FIRE PROTECTION GALIANO SOUTH
COVER PAGE**

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO SOUTH

1001-100326 - GALIANO SOUTH FIRE REVENUE

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
429000 - Interest Income - Internal	730.00	730.00	-	-	-	-	730.00	100.00
429040 - MFA Debt Reserve Fund Earnings	820.00	820.00	-	-	-	-	820.00	100.00
486000 - Requisition- Municipal Electoral Area- O	544,027.00	544,027.00	-	-	-	-	544,027.00	100.00
486010 - Requisition -Parcel Tax	141,027.00	141,027.00	-	-	-	-	141,027.00	100.00
799968 - Interest Income- Capital/Equity BCF	-	-	-	(456.56)	-	(456.56)	456.56	-
REVENUE TOTAL	686,604.00	686,604.00	-	(456.56)	-	(456.56)	687,060.56	100.07
1001-100326 - GALIANO SOUTH FIRE REVENUE TOTAL	686,604.00	686,604.00	-	(456.56)	-	(456.56)	687,060.56	100.07

1001-100327 - GALIANO SOUTH FIRE EXPENSES

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
730000 - Allocation Recovery	35,235.00	35,235.00	-	-	-	-	35,235.00	100.00
799968 - Interest Income- Capital/Equity BCF	-	-	-	3,774.89	-	3,774.89	(3,774.89)	-
REVENUE TOTAL	35,235.00	35,235.00	-	3,774.89	-	3,774.89	31,460.11	89.29

EXPENSE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
500000 - Salaries - Full/Part Time Regular	195,750.00	195,750.00	13,625.62	37,535.55	-	37,535.55	158,214.45	80.82
500090 - Honoraria	110,000.00	110,000.00	-	-	-	-	110,000.00	100.00
500260 - Wages & Benefits	-	-	-	11.75	-	11.75	(11.75)	-
500280 - Wages & Benefits - Other - Regular/Auxil	-	-	3,927.31	34,073.49	-	34,073.49	(34,073.49)	-
501000 - Travel Expenses CRD Business	3,620.00	3,620.00	130.00	130.00	-	130.00	3,490.00	96.41
501040 - CRD Vehicles - ORDERS ONLY	24,310.00	24,310.00	813.32	5,255.10	-	5,255.10	19,054.90	78.38
502030 - Telecommunications - Main account	6,190.00	6,190.00	290.15	860.12	-	860.12	5,329.88	86.10
506010 - Insurance - Public Liability	1,813.00	1,813.00	-	-	-	-	1,813.00	100.00
506020 - Insurance - Fidelity	10.00	10.00	-	-	-	-	10.00	100.00

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO SOUTH

1001-100327 - GALIANO SOUTH FIRE EXPENSES [continued]

EXPENSE [continued]

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
506030 - Insurance - Fire	3,500.00	3,500.00	-	-	-	-	3,500.00	100.00
506050 - Insurance - Group Accident	3,710.00	3,710.00	-	-	-	-	3,710.00	100.00
506090 - Insurance - Service Contract	90.00	90.00	-	-	-	-	90.00	100.00
508260 - Purchased Maintenance - Buildings	10,500.00	10,500.00	239.77	2,364.85	-	2,364.85	8,135.15	77.48
508270 - Purchased Maintenance - Equipment	9,910.00	9,910.00	42.69	42.69	-	42.69	9,867.31	99.57
514020 - Courier & Express	230.00	230.00	60.98	60.98	-	60.98	169.02	73.49
514030 - Advertising	-	-	55.29	55.29	-	55.29	(55.29)	-
514230 - Volunteer Appreciation Dinner	5,200.00	5,200.00	540.25	570.25	-	570.25	4,629.75	89.03
514400 - Staff Training & Development	32,610.00	32,610.00	2,016.62	4,831.62	-	4,831.62	27,778.38	85.18
514420 - Memberships & Professional Dues	660.00	660.00	331.36	331.36	-	331.36	328.64	49.79
515360 - Licences - Software	-	-	2,742.53	2,742.53	-	2,742.53	(2,742.53)	-
530010 - Alloc - StandardOH Allocation	18,559.00	18,559.00	1,546.58	4,639.74	-	4,639.74	13,919.26	75.00
535090 - Electricity	9,720.00	9,720.00	23.68	2,577.24	-	2,577.24	7,142.76	73.49
538000 - Supplies - Office	3,470.00	3,470.00	2,074.73	3,008.58	-	3,008.58	461.42	13.30
538130 - Supplies - Operating	8,690.00	8,690.00	1,183.56	2,166.94	-	2,166.94	6,523.06	75.06
538360 - Supplies - Protective Clothing	7,390.00	7,390.00	1,274.34	3,998.93	-	3,998.93	3,391.07	45.89
570010 - Interest Expense- internal	6,110.00	6,110.00	751.79	751.79	-	751.79	5,358.21	87.70
590200 - Purchases-Equipment	10,690.00	10,690.00	-	-	-	-	10,690.00	100.00
599200 - Contingency	2,100.00	2,100.00	-	-	-	-	2,100.00	100.00
601001 - Labour Consumption	-	-	354.00	8,365.50	-	8,365.50	(8,365.50)	-
601002 - Labour Settlement	-	-	-	168.00	-	168.00	(168.00)	-
EXPENSE TOTAL	474,832.00	474,832.00	32,024.57	114,542.30	-	114,542.30	360,289.70	75.88
1001-100327 - GALIANO SOUTH FIRE EXPENSES TOTAL	(439,597.00)	(439,597.00)	(32,024.57)	(110,767.41)	-	(110,767.41)	(328,829.59)	74.80

1001-100330 - GALIANO SOUTH FIRE TRANSFER TO OWN FUND

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO SOUTH

1001-100330 - GALIANO SOUTH FIRE TRANSFER TO OWN FUND [continued]

REVENUE [continued]

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
799962 - Transfer reserve fund BCF	-	-	-	95,640.17	-	95,640.17	(95,640.17)	-
REVENUE TOTAL	-	-	-	95,640.17	-	95,640.17	(95,640.17)	-

EXPENSE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
547040 - Transfers to Capital Reserve Fund	35,130.00	35,130.00	-	-	-	-	35,130.00	100.00
547070 - Transfers to Equipment Replacement Fund	70,030.00	70,030.00	5,835.83	17,507.49	-	17,507.49	52,522.51	75.00
570050 - M.F.A. Debt Reserve Fund	820.00	820.00	-	-	-	-	820.00	100.00
570100 - Principal Payment	64,945.00	64,945.00	-	-	-	-	64,945.00	100.00
570110 - Interest Payment	76,082.00	76,082.00	2,760.75	2,760.75	-	2,760.75	73,321.25	96.37
EXPENSE TOTAL	247,007.00	247,007.00	8,596.58	20,268.24	-	20,268.24	226,738.76	91.79

1001-100330 - GALIANO SOUTH FIRE TRANSFER TO OWN FUND TOTAL	(247,007.00)	(247,007.00)	(8,596.58)	75,371.93	-	75,371.93	(322,378.93)	130.51
--	---------------------	---------------------	-------------------	------------------	---	------------------	---------------------	---------------

FIRE PROTECTION GALIANO SOUTH TOTAL	-	-	(40,621.15)	(35,852.04)	-	(35,852.04)	35,852.04	-
--	---	---	--------------------	--------------------	---	--------------------	------------------	---

FIRE PROTECTION GALIANO SOUTH - ERF

1022-101431 - CR ERF SOUTH GALIANO FIRE

REVENUE

	Original Budget	Revised Budget	March Actuals	YTD			-- Budget Remaining --	
				Actuals	Encumbered	Total	\$	%
470610 - ERF-Contributions to Equipment Replaceme	-	-	5,835.83	17,507.49	-	17,507.49	(17,507.49)	-
490010 - ERF-Carry Forward Surplus/Deficit Equip	-	-	-	7,036.39	-	7,036.39	(7,036.39)	-
REVENUE TOTAL	-	-	5,835.83	24,543.88	-	24,543.88	(24,543.88)	-

REVENUE AND EXPENSE REPORT - MARCH [2026]

FIRE PROTECTION GALIANO SOUTH - ERF

1022-101431 - CR ERF SOUTH GALIANO FIRE [continued]

EXPENSE

	Original Budget	Revised Budget	March Actuals	Actuals	YTD Encumbered	Total	-- Budget Remaining --	
							\$	%
EXPENDITURE - EXPENDITURE	43,500.00	43,500.00	-	-	-	-	43,500.00	100.00
EXPENSE TOTAL	43,500.00	43,500.00	-	-	-	-	43,500.00	100.00
1022-101431 - CR ERF SOUTH GALIANO FIRE TOTAL	(43,500.00)	(43,500.00)	5,835.83	24,543.88	-	24,543.88	(68,043.88)	156.42
FIRE PROTECTION GALIANO SOUTH - ERF TOTAL	(43,500.00)	(43,500.00)	5,835.83	24,543.88	-	24,543.88	(68,043.88)	156.42
FPGALS.RE TOTAL	(43,500.00)	(43,500.00)	(34,785.32)	(11,308.16)	-	(11,308.16)	(32,191.84)	74.00



Making a difference...together

**REPORT TO GALIANO ISLAND FIRE PROTECTION AND EMERGENCY RESPONSE
SERVICE COMMISSION
MEETING OF April 23, 2026**

SUBJECT 2026 Budget Amendments

ISSUE SUMMARY

To consider amendments to the 2026 Financial Plan for the Galiano Island Volunteer Fire Department.

BACKGROUND

The Capital Regional District (CRD) maintains a corporate Exempt Staff compensation system that applies to all CRD Exempt Staff positions. It is recognized that, from time to time, the CRD may be required to review and update its compensation framework to ensure alignment with market conditions and organizational needs.

In 2026, the CRD converted several contract staff positions to regular employee status. As part of this process, a review of comparable fire protection departments was undertaken.

Based on this review, the comparable 2026 salary ranges are as follows:

- Fire Chief (1.0 FTE): \$123,600
- Deputy (Assistant) Chief (1.0 FTE): \$113,300

As two of the current leadership positions are funded at 0.6 FTE, full alignment with comparable service areas would result in a budget impact of \$79,680 in 2026.

As an alternative approach, the Commission may consider aligning the Fire Chief's salary in 2026 within existing budget constraints, while deferring alignment of other salaried positions above 0.6 FTE to 2027, following completion of a comprehensive staffing review.

Aligning the Fire Chief's salary in 2026 without increasing requisition will require the reallocation of \$44,000 within the approved budget. Of this amount:

- \$21,000 can be reallocated from the existing staffing budget; and
- \$23,000 would be reallocated from Equipment Replacement Fund (ERF) contributions to salaries.

PROPOSED BUDGET REALLOCATIONS

Salaries – Full/Part-Time Regular

- North Galiano (Account 508260): Increase from \$133,800 to \$141,900 *Net increase: \$8,100 from 2026 Transfer to ERF*
- South Galiano (Account 508260): Increase from \$305,750 to \$320,650 *Net increase: \$14,900 from 2026 Transfer to ERF*
- Total re-allocation from the ERF to Salaries: \$23,000

ERF Transfers to Equipment Replacement Fund

- North Galiano (Account 100348 / 547070): Decrease from \$40,000 to \$31,900
- South Galiano (Account 100330 / 547070): Decrease from \$70,030 to \$55,130

Note: ERF contributions will be returned to target funding levels over 2027 and 2028.

CAPITAL PROJECTS

At this time, it has been confirmed that the Fire Department Societies may provide financial support to the Fire Department through donations only for projects included within the approved five-year financial plan.

The North Galiano Fire Department Society has requested the opportunity to support water supply development projects within its district.

WATER STORAGE – NORTH GALIANO

It is proposed that Water Storage Tanks be added to the 2026 Capital Plan for North Galiano, including:

- Installation of two 3,000-gallon water storage tanks at Hall 2 and Hall 3
- Increased water capacity for Fire Underwriters Survey (FUS) reporting
- Additional water supply for training and equipment testing

Funding Proposal

The project cost would be shared between the North Galiano Fire Department Society and the North Galiano Fire Department Capital Reserve:

- Capital Reserve Funds: \$12,000
- Society Donations: \$24,000
- The capital budget includes site preparation, storage tanks, and plumbing for rainwater collection and apparatus filling.

CONCLUSION

In accordance with timelines established by the Financial Officer, the Commission is required to submit five-year operating and capital budgets that reflect all anticipated costs and revenues associated with the operation and maintenance of Capital Regional District assets used by the Volunteer Fire Department.

RECOMMENDATION

- That the Galiano Island Fire Protection and Emergency Response Services Commission recommend the Capital Regional District Board approve an amendment to the 2026 Financial Plan, as outlined in this report and as detailed in Appendix A.

Prepared By	Scott Sugden, Fire Chief
Concurrence	Chris Vrabel, Manager of Fire Services CRD

ATTACHMENT(S)

Appendix A – 2026 Budget Amendment

Appendix A

PROPOSED BUDGET REALLOCATIONS

Salaries – Full/Part-Time Regular

- North Galiano (Account 508260): Increase from \$133,800 to \$141,900 *Net increase: \$8,100 from 2026 Transfer to ERF*
- South Galiano (Account 508260): Increase from \$305,750 to \$320,650 *Net increase: \$14,900 from 2026 Transfer to ERF*
- Total re-allocation from the ERF to Salaries: \$23,000

ERF Transfers to Equipment Replacement Fund

- North Galiano (Account 100348 / 547070): Decrease from \$40,000 to \$31,900
- South Galiano (Account 100330 / 547070): Decrease from \$70,030 to \$55,130

New Capital Project – North Galiano – Water Storage Tanks

- North Galiano Capital Reserve Fund \$12,000
- North Galiano Society Contribution \$24,000



Making a difference...together

**REPORT TO GALIANO ISLAND FIRE PROTECTION AND EMERGENCY RESPONSE
SERVICE COMMISSION
MEETING OF April 23, 2026**

SUBJECT **2027-2031 Financial Planning Process**

ISSUE SUMMARY

To consider additions to the 2027-2031 Financial Plan for the Galiano Island Volunteer Fire Department.

BACKGROUND

The Capital Regional District (CRD) 2027–2031 provisional budget will be developed by the end of the second quarter of 2026 and considered by the CRD Board in November 2026.

The next opportunity to propose changes to the 2027 capital and operating budgets will occur during the final budget development process in the fall of each year. Any budget items not included in the provisional budget, but approved through the final budget process, would take effect on April 1, 2027, subject to Board approval.

For the 2027 final budget process, staff recommend that the following operating budget adjustments be included in the 2027–2031 Financial Plan.

RECOMMENDED BUDGET ADJUSTMENTS FOR 2027

1. Building Maintenance

- North Galiano – Account 508260 (Purchased Maintenance – Buildings)
- Increase annual budget from \$1,250 to \$11,250 for a Net increase of \$10,000
- Proposed allocation:
 - Biweekly cleaning services at each hall: \$4,000 annually
 - Gutter cleaning and roof maintenance: \$4,000 annually (estimated)
 - Building systems and equipment inspection and servicing: \$2,000 annually (estimated)

2. Wages

- For consideration in 2027, staff recommend aligning wages for part-time senior officers with comparable positions in similar service areas. This applies to the following positions:
 - Deputy Chief – 1 position at .6 FTE
 - Assistant Chiefs: 2 positions at .6 FTE
- The full-time salary range for a Deputy or Assistant Chief is \$113,300, which equates to \$67,980 for a 0.6 FTE position.

- To achieve alignment for 2027, the following adjustments are proposed:
North Galiano – Account 100347 / 508260
 - 100% of Assistant Chief salary
 - 33% of Assistant Chief salary
 - Net increase: \$34,000
 - Requisition increase: Equal to net increase

- South Galiano – Account 100327 / 508260
 - 100% of Deputy Chief salary
 - 67% of Assistant Chief salary
 - Net increase: \$35,250
 - Requisition increase: Equal to net increase

3. Equipment Replacement Fund (ERF) Contributions

- A temporary reallocation of ERF contributions for both departments in 2026 was undertaken to support alignment of the Fire Chief’s salary with comparable services. As a result, ERF contributions must now be restored to their previous funding levels.
 - North Galiano – Account 100348 / 547070 Increase of \$32,540 plus \$8,100
 - South Galiano – Account 100330 / 547070 Increase of \$55,130 plus \$14,900

CONCLUSION

- In accordance with the timeline established by the Financial Officer, the Commission is required to submit five-year operating and capital budgets that reflect all anticipated costs and revenues associated with the operation and maintenance of Capital Regional District assets utilized by the Volunteer Fire Department.

RECOMMENDATION

- **Staff recommendation to the Commission:** For information.

<u>Prepared By</u>	<u>Scott Sugden, Fire Chief</u>
<u>Concurrence</u>	<u>Chris Vrabel, Manager of Fire Services CRD</u>

ATTACHMENT(S)

None