

GFPID Resolution Tracker 2026

Resolution	Complete	Incomplete	Other
Carried forward from 2025			
July 2025			
THAT the board establish a select committee consisting of trustees Bussler, Appel, and Johnson to examine the handling of FOI requests and generate recommendations for the purpose of reducing future costs. That the committee be empowered to examine the practice of the GFPID, the policies of other improvement districts, and to seek consultation with subject matter experts. The committee will report to the board within 90 days.			Committee has not convened, no action taken
THAT the board commission the Finance Committee, to undertake a comprehensive review and analysis of the Gabriola Fire Improvement District's current financial management practices, including but not limited to: procurement, invoice processing, expense approvals, emergency expenditures, reimbursements, petty cash, signing authority, and account access procedures;		Incomplete	
August 2025			
THAT the board accept the Privacy Management Program Outline submitted by Trustee Chorneyko and THAT the Corporate Officer be directed to draw 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			This is ongoing - minimal reporting
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			no report

<p>THAT staff be directed to provide the hiring committee with a description of what they do by August 27, 2025 and</p> <p>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</p> <p>THAT staff be directed to work with the finance committee to draw cost estimates for the establishment of a dedicated Corporate Officer and a fire hall clerk by September 17, 2025 and</p> <p>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.</p>			<p>Tabled to September, never brought up again</p>
<p>To request staff to provide 3 estimates from consultants on the systems of the improvement district cybersecurity.</p>		<p>Incomplete</p>	
<p>September 2025</p>			
<p>THAT the Gabriola Fire Protection Improvement District authorize recovery of the following capital expenditures from the Capital Reserve Fund for Buildings. Those are the installation of a Level 2 smart charger at Hall 1, which costs \$4,435. The two compressor replacements for Hall 1 are for \$11,710 and \$11,944. For Hall 2, the installation of a Level 2 smart charger at the cost of \$3,815. Those capital expenditures, the cost of which we're aiming to recover, total \$31,904</p>			<p>no report</p>
<p>THAT payment of \$562,722 from the capital reserve bylaw for trucks be authorized to complete payment to Fort Garry Trucks for the construction of engine number nine.</p>			<p>no report</p>
<p>THAT the corporate officer compile the information requested in the correspondence</p>		<p>Incomplete</p>	

<p>from Mr. James Arends. Consisting of the names of all members of the finance committee during the period specified. The names of the chairs of the finance committee during those periods. The dates for the finance committee had meetings. The minutes for the finance committee from those meetings. Any forms, guidelines, policies, or procedures regarding the use of any credit cards used by the Gabriola Fire Protection Improvement District and or the Gabriola Volunteer Fire Department. Any forms, guidelines, policies, or procedures regarding reimbursement of expenses and or disbursements by the Gabriola Fire Protection Improvement District and or the Gabriola of Fire Department. And the operational guidelines in use by the Gabriola Fire Department, in electronic form, to be distributed to the trustees.</p>			
<p>THAT the most recent financial statements be presented at the next meeting (two month lag)</p>			<p>Ongoing</p>
<p>That the corporate officer be given permission to respond to correspondence using the responses developed by the Communication Committee, responses will be selected at the end of the general meeting for correspondence accepted at that meeting</p>			<p>No report on process, no indication that responses have been issued</p>
<p>THAT the board establish a select committee consisting of trustees Bussler, Appel, and Johnson to examine the handling of FOI requests and generate recommendations for the purpose of reducing future costs. That the committee be empowered to examine the practice of the GFPID, the policies of other improvement districts, and to seek consultation with subject matter experts. The committee will report to the board within 90 days.</p>			<p>No Action</p>

To allocate \$25,000 from 2025 deployment, \$25,000 from capital equipment reserves and \$30,000 from 2025 SOS income to purchase Auto Ex Equipment for \$80,000 from Associated Fire Safety Group			no report
Trustees are entitled to access district records subject to the privacy program.		Incomplete	
CO must provide records/information in a timely manner.		Incomplete	
CO and Fire Chief are Board employees and accountable to it.			n/a
Establish secure banking protocol using district resources (not personal devices).		Incomplete	
Separate personnel files from district records		Incomplete	
THAT the board accept the Privacy Management Program Outline submitted by Trustee Chorneyko - and THAT the Corporate Officer be directed to work with the Chair to establish 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 until further notice		Incomplete	
November 2025			
THAT the Corporate Officer be authorized to acknowledge receipt of correspondence to incoming correspondence in collaboration with the Communications Committee, using response templates developed by that Committee; AND THAT the Communications Committee is responsible for forwarding all matters requiring further action to the appropriate Committee Chair and/or to the Board. AND that information identified in policy 24-11 as being available without special request be provided immediately		Incomplete	

<p>THAT Committee Reports be submitted in writing one week in advance of each general meeting to the Corporate Officer for inclusion in the Agenda Package distributed before Board meetings</p>			<p>Ongoing - limited response</p>
<p>THAT all Committee meetings be posted on the District's website www.gabriolafire.ca/) calendar on the Trustee page as soon as possible before the scheduled meeting, to ensure adequate public notice and transparency.</p>		<p>Incomplete</p>	
<p>THAT the board approve the Fire Chief to spend up to \$110,000 from the Capital Reserve Fund (Trucks) to purchase a replacement command vehicle and equip it as approved by the GVFD Officer Committee</p>		<p>Incomplete - no spending, no bylaw</p>	
<p>To approve the purchase of a heat pump for Hall 2 and allocate \$6000 from Capital Reserve Funds (Hall Maintenance)</p>		<p>Incomplete - no spending, no bylaw</p>	
<p>THAT the Chief's report going forward include an accounting of staff and material resources allocated to work with SOS during each month and THAT this report include an update on our agreement to "discuss how [we] ... can reasonably support ... the creation of additional training for the STCW Advanced Fire Fighting course and MED Domestic Vessel Safety" as set out in our contract with SOS</p>			<p>Ongoing</p>
<p>To nullify motion #24-G15 (from March 2024) and place the \$19,000 insurance money into the Capital Reserves (Truck) fund.</p>			<p>Ongoing - transaction hard to locate</p>
<p>THAT the District implement advance voting for a trial period of three election cycles. During this period, the public shall be informed of the number of advance votes cast, the costs incurred, and any other relevant data. At the conclusion of the three-year election cycles, the Board will review the results and determine whether advance voting should be continued, modified, or discontinued.</p>			<p>Ongoing</p>

December 2025			
THAT the corporate officer record in the minutes the correspondence with landowners was handled improperly, and that the board recommit itself to adhere to the correspondence policy adopted at the November general meeting			Ongoing
That staff provides the trustees with a copy of all correspondence between the Gabriola Fire Protection Improvement District or the Gabriola Volunteer Fire Department and SOS which is Safer Ocean Systems for the calendar year 2025 and the correspondence about the Rogers contract be similarly provided and the correspondence between the Gabriola Fire Protection Improvement District or its staff with Amui HR Inc. about contracts be similarly provided and the correspondence between the Gabriola Fire Protection Improvement District or its staff and other oversight or regulatory bodies not limited to the Office of the Inspector of Municipalities, the Ministry of Finance, ECEHS and the Canada Revenue Agency be similarly provided.		Incomplete	
That the corporate officer prepare a report breaking down all professional expenses by consultant to be presented in camera.		Incomplete	
To strike a select committee policy committee consisting of trustees Moher (Chair), Johnson, Bussler, and Mercier for the purpose of examining a replacement for bylaw 97 and unifying the presentation and composition of each policy -to ensure consistent numbering, formatting and eliminate contradictions. That committee to report to the board at the March general meeting			Ongoing

<p>That the fire protection improvement district directs staff to develop a policy to set out how we will fulfill the requirement that “performance problems are identified and addressed in a constructive, objective way that does not humiliate or intimidate.”</p>		<p>Incomplete</p>	
<p>That the Corporate Officer develop a Records and Information Management Bylaw, similar to the one in Appendix A of the Records and Information Management Manual for Local Government Organizations, which was published by the Local Government Management Association of BC by March 2026</p>			<p>Ongoing</p>