

**East Sooke Fire Protection and Emergency Response  
Service Commission**



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**MINUTES OF THE COMMITTEE MEETING**

**HELD MONDAY, JANUARY 17, 2011**

**Present:** Richard (Dick) Braunschweig; John Corsiglia; Erik Lund; James Scott, acting Chair; Chris Statham, and Lucille Barfield, secretary

**Fire Dept.:** Roger Beck (Chief), Dave Bigelow (Deputy Chief)

**Absent:** Layton Engwer

**Public:** 2

James called the meeting to order at 6:55 p.m.

**1. ELECTION OF CHAIR AND VICE CHAIR**

A ballot vote was taken in which Erik Lund was elected chair. Dick Braunschweig was elected vice chair by acclamation.

Erik Lund chaired the remainder of the meeting.

**2. ADOPTION OF AGENDA**

**Moved** by James Scott, **Seconded** by Dick Braunschweig, that the agenda be adopted as presented.

**CARRIED**

**3. ADOPTION OF MINUTES OF December 20, 2010**

**Moved** by Chris Statham, **Seconded** by James Scott, that the minutes of the December 20, 2010 meeting be adopted.

**CARRIED**

**4. PUBLIC PARTICIPATION ON AGENDA ITEMS**

Erik explained a new procedure wherein at the start of the meeting the public can speak for up to 5 minutes on any agenda item. Thereafter the public will be invited to speak to an agenda item as it arises for up to 3 minutes. After the public has spoken, the commission will deal with the agenda item and the public may not participate unless asked a question by a member of the commission.

Valerie Braunschweig welcomed the two new commissioners and thanked them for running.

## 5. BUSINESS ARISING FROM THE MINUTES

- (a) Clarity on motion regarding expert advice on replacement fire hall

The motion in item 7(b) was discussed at length, then it was

**Moved** by James Scott, **Seconded** by Chris Statham, that the commission strike a committee chaired by Dick Braunschweig and comprising 5 fire fighters and 5 members of the public selected by the committee chair; and that this committee move ahead with discussing the future E. Sooke fire hall.

**CARRIED**

Dick will advertise for public submissions in the Rural Observer and Roger will select the fire fighters.

## 6. REPORTS

- (a) Fire Chiefs Report – Roger Beck

### A Incidents

We have had 4 call outs since my last report: 1 false alarm for residential alarm bells, 1 report of tree on hydro lines, 1 ambulance assist and 1 call for medical first response.

### B Roll Call

We currently have 28 fire fighters registered.

### C Training

1/ Thursday training has been attended by an average of 15 personnel.  
2/ Training has included module training, first responder training and preparation for burning a house by Beecher Bay.

### D Business

1/ A house was donated to the department and we will be using it to practice a myriad of internal structural fire scenarios. The practices will be on Thursdays and Saturdays for the entire month culminating in the house being burned down on the final Saturday of January.

2/ At the most recent first response call, we had clearly illustrated the need for residents to ensure that their house address numbers are clearly visible from the street. Our response to the home was delayed due to the number being absent at East Sooke road. The family was spoken to in regard to getting the number displayed correctly.

Improperly placed house numbers was discussed and John was asked to review the relevant CRD bylaw then write to Director Hicks asking him to have the CRD include clarification of house number requirements for 4 on 10 property owners in the bylaw.

Dave said this is a good month for the commissioners to come and observe a practice.

**Moved** by James Scott, **Seconded** by John Corsiglia, that the Fire Chief's report be accepted as presented.

**CARRIED**

(b) Financial report - Erik Lund

The cut-off date for 2010 is January 22<sup>nd</sup> and a year-end report will be out in March. Erik reviewed the current report.

**Moved** by James Scott, **Seconded** by Dick Braunschweig, that the Financial report be accepted as presented.

**CARRIED**

Chris Statham volunteered to present the financial reports at each meeting for this year.

(c) Present Building - Dave said he hopes to have the installation of the washer/dryer completed in February.

(d) Policy / HR - James reported that the Appreciation dinner plans are going ahead.

Roger will draft up Operational Guidelines for work uniforms for the next meeting.

**Moved** by Chris Statham, **Seconded** by John Corsiglia, that the Policy/HR report be accepted as presented.

**CARRIED**

**7. OLD BUSINESS** - Nil.

**8. NEW BUSINESS**

(a) Burning unwanted houses as part of fire fighting training was discussed.

**Moved** by Chris Statham, **Seconded** by John Corsiglia, that the Commission present a recommendation to the CRD that anyone applying for a demolition permit should contact the fire department to see if the building can be used for fire demolition practices.

**CARRIED**

Roger will draft the letter to the CRD.

(b) East Sooke Road maintenance – The fire department has no influence on road improvements, nor does the Regional Director. If a hazard exists the fire department could contact the MoT.

**Next meeting: Monday, February 21, 2011 at 7 p.m.**

**Meeting adjourned at 8:25 p.m.**