

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



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**MINUTES OF THE COMMITTEE MEETING**

**HELD MONDAY, APRIL 18, 2011**

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

**Fire Dept.:** Roger Beck (Chief)

**Absent:** Layton Engwer

**Public:** 7

Erik called the meeting to order at 7:00 p.m.

**1. ADOPTION OF AGENDA**

**Moved** by James Scott, **Seconded** by John Corsiglia, that the agenda be adopted with the following amendments:

- move Item 4, Public Participation, to after New Business;
- add "New Building report" to item 6(c); and
- add item 6(e), "Annual Report".

**CARRIED**

**2. ADOPTION OF MINUTES OF MARCH 21, 2011**

**Moved** by Chris Statham, **Seconded** by James Scott, that the minutes of the March 21, 2011 meeting be adopted.

**CARRIED**

**3. CHAIR'S REMARKS**

Erik said there will be a presentation on Emergency Preparedness immediately following the meeting.

**5. BUSINESS ARISING FROM THE MINUTES - nil**

## 6. REPORTS

### (a) Fire Chief's Report – Roger Beck

#### A Incidents

We have had 4 call outs since my last report: 1 illegal open burn; 2 first response calls (\*<sup>1</sup>); 1 tanker shuttle run, Live training (\*<sup>2</sup>), bringing our total for the year to 19 call outs.

#### B Roll Call

We currently have 26 active fire fighters registered, one of whom is a junior fire fighter. We had 2 firefighters leave the department due to hiring by the Vancouver fire department. Nathan Pocock was hired by Vancouver fire so he and his fiancée have left us to pursue that opportunity. We wish them well in that endeavor.

#### C Training

Thursday training has been attended by an average of 15 personnel per week. This training has included progression in IFSTA modules, WHMIS training, first responder MVI training and firefighting equipment familiarization work.

Saturday practices have been attended by an average of 6 personnel who are putting in extra hours in order to advance their IFSTA module training more quickly.

#### D Business

1. (\*<sup>1</sup>) This month's first response call showed an omission in our Standard Operating Guidelines (SOG). We have no protocols for assisting a patient in the vicinity of fallen or injured animals. We are currently searching for a district that has an SOG in this regard that we can adapt; failing that we will have one written up.

2. (\*<sup>2</sup>) Through our mutual aid agreements the Sooke, Otter Point, Shirley, Metchosin and East Sooke fire departments have been working on proving an "As Protected" fire rating in areas of our fire districts. We need to prove that we can provide a rate of water flow that does not drop below 250 gallons per minute for at least 2 hours while drawing water from a source over 5 km from the site of the incident. On April 2<sup>nd</sup> we held a live exercise at Alyard farm parking lot that proved our ability to exceed this requirement. We pumped 310 gallons per minute for 2 hours and 8 minutes. This is the first step in getting an "As Protected" insurance rating for all of the homes in these districts in order to reduce insurance rates.

3. The building committee has held 2 meetings in April to discuss a replacement fire hall. The requirements have been discussed and rough plans are ready to be forwarded to an architect in order to garner expert advice. The plans are in their infancy so there are no cost estimates or time lines available.

4. With the recent departure of some highly trained firefighters we are again actively recruiting new volunteers. If anyone is interested in volunteering or knows of anyone who is, drop by the hall Thursday nights at 7 pm and we will be happy to sign you up.

**Moved** by James Scott, **Seconded** by John Corsiglia, that the Fire Chief's Report for April 2011 be accepted as presented.

**CARRIED**

(b) Financial report - Chris Statham

Chris said we are on track; expenses for the volunteers' dinner are at \$1,535 out of the \$4,600 budgeted. Chris will talk to Roger about CRD vehicles.

**Moved** by John Corsiglia, **Seconded** by Dick Braunschweig, that the financial report be accepted as presented.

**CARRIED**

(c) Present Building - Dick Braunschweig

Dick commented on the addition of tv sets, dvd player, chairs upstairs, etc. by the Brigade.

New Building - Dick Braunschweig, chair

Dick distributed copies of his April 18<sup>th</sup> New Building report, as follows:

It was decided by the Fire Commission to strike a "New Building Committee" with five members of the fire brigade and eventually five members of the public for input on the design of a new fire hall.

On Sunday April 3<sup>rd</sup> I met with members of the Brigade. I circulated previous plans that had been discussed in the past with input from firefighters. Many ideas and suggestions came forward and positive support was expressed to continue with the previously designed plan.

Our second meeting on April 11<sup>th</sup> resulted in firefighters from the audience participating with many questions expressed. Regrettably this was not the purpose of the meeting which impacted the focus on the proposed building design. I recommend that the questions from those members who attended from the Fire Brigade should be addressed at the regular Fire Commission monthly meeting, not at the New Building Committee meeting.

Our next New Fire Hall Committee will meet on Monday April 25<sup>th</sup> at 7 pm in the fire assembly room.

In discussion, it was suggested that no public participation be permitted, only committee members. Since firefighters had been encouraged to attend the meetings, it was suggested that they be consulted once the committee has reached a consensus.

John Corsiglia will draft a report on why a new fire hall is needed. Roger gave John a copy of a 1994 fire department report done by the Office of the Fire Commissioner that listed many deficiencies and noted the requirement for a larger hall.

**Moved** by Chris Statham, **Seconded** by James Scott, that the building reports be accepted as presented.

**CARRIED**

(d) Policy / HR – James Scott

Expenses to date for the appreciation dinner are approximately \$4,275, which includes the dinner, the sign out front, clothing, etc.

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

**CARRIED**

(e) Annual Report

Requested by the CRD, John Corsiglia will do a draft report with input from the Fire Chief. John distributed copies of "CRD Fire Protection and Emergency Response Service - Suggested Annual Report Information". Issues will be delegated at the next meeting.

**7. OLD BUSINESS** - nil.

**8. NEW BUSINESS** - nil.

**4. PUBLIC PARTICIPATION ON AGENDA ITEMS**

Lindsay Trowell thanked the commission for the appreciation dinner. She suggested having a suggestion box for public input on the new fire hall, and that the fire fighters do an information sheet to show real situations. She looked into grants for the new building but found most are for non-profit organizations.

Kari Wiggins asked why some of the requests at the new building meeting had been deleted. Regarding the HazMat program, there is DND support on safety and an evaluation sheet. Kari would like to go over this with Roger.

George May distributed copies of a draft new building plan and said the basic structure should be built first then additions made to keep costs to a minimum.

Valerie Braunschweig suggested a specific email address be set up for public input to be received and coordinated. Roger will use his own email address for a suggestion box.

**Next meeting: Monday, May 16, 2011 at 7 p.m.**

**Meeting adjourned at 7:25 p.m.**