

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



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**MINUTES OF THE COMMITTEE MEETING**

**HELD MONDAY, SEPTEMBER 19, 2011**

**Present:** Richard (Dick) Braunschweig; John Corsiglia; Erik Lund (Chair); James Scott, Chris Statham, and Marian Brown, Secretary

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

**Absent:** Layton Engwer

**Public:** 1

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

**1. ADOPTION OF AGENDA**

**Moved** by Chris Statham, **Seconded** by Dick Braunschweig, that the agenda be amended to include discussion on holding an all-candidates meeting and the annual general meeting. The agenda, as amended, was adopted.

**CARRIED**

**2. ADOPTION OF MINUTES OF AUGUST 15, 2011**

**Moved** by John Corsiglia, **Seconded** by Dick Braunschweig, that the minutes of the August 15, 2011 meeting be adopted as circulated.

**CARRIED**

**3. PUBLIC PARTICIPATION ON AGENDA ITEMS**

The Chair outlined the CRD's procedure regarding proposed CRD Bylaw No. 3790 to allow the rezoning and subdivision of land to permit the construction of a new fire hall.

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

## 5. REPORTS

### (a) Fire Chiefs Report – Roger Beck

#### A Incidents

We had 14 call outs since the last report which included the following: a residential alarm for smoke in structure; 1 duty page for a smoke sighting; 1 ambulance assist; 4 open burn complaints; 1 power line down with associated brush fire and 6 calls for medical first response

#### B Roll Call

We currently have 25 firefighters as follows: 2 auxiliary, 3 new recruits, 1 administrative assistant and 19 regular firefighters.

#### C Training

1/ Thursday training has been attended by an average of 13 personnel.  
2/ Training included IFSTA modules; forestry and wild land fire fighting, driver training and first responder training.

#### D Special Events

The annual soap box derby was held on the 17<sup>th</sup> in conjunction with a fun fair. Both were well attended

#### E Business

1/ Juan de Fuca Electoral Area Emergency Planning Committee Meeting  
Jeri Grant reports that work on emergency pods is progressing and people are being put into key positions.

Roger stated that a more robust emergency generator is needed to power the fire hall.

2. East Sooke firefighters have been issued with identification cards which were funded by the fire brigade.

#### 3. Wild Fire Protection Report

Wild land fire fighting gear and protective clothing has been purchased and issued to firefighters.

4. Our Hazmat trailer is now equipped with the “Basic” supplies necessary to safely and effectively respond to any minor Hazmat incident. We now meet Work Safety Standards for basic needs.

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

**CARRIED**

(b) Financial Report - Chris Statham

Chris stated that the financial report indicated their expectations. Budget material was forward to the CRD in time for inclusion in the next year's budget. Discussion ensued on possible use of this material at the next Annual General Meeting.

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

**CARRIED**

(c) Present Building - Dick noted an ongoing problem with heaters being turned up and left on despite a notice posted on the thermostat. Various suggestions were made to ameliorate this problem. It was agreed that an additional notice be posted on the exit door as a reminder to user groups when leaving the building to turn off the heat.

Valerie stated that there are two user groups and she is trying to find out from Juan de Fuca Parks if there is any money available.

Roger stated he had contacted Irwin Industries regarding the gutter and downspout problems and that it may require replacement of perimeter drains or use of a rotor router. Roger will get a second opinion.

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

**CARRIED**

(d) Policy / HR

James reported that he is looking ahead to the appreciation dinner plans and queried a possible change to involve Val's position. James stated he would not be seeking re-election and asked commissioners if they would like him to produce a booklet containing contact information. It was agreed that a booklet would be useful and James agreed to proceed.

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

**CARRIED**

**6. OLD BUSINESS**

Annual General Meeting

Commissioners discussed whether to hold the AGM in October or November and as November 19 is already an election day it was decided to hold the AGM on October 17. Roger agreed to contact the Sooke News Mirror with regard to the submission of two consecutive advertisements noting the following vacancies: 3 positions for two-year terms and 1 position for a one-year term.

Discussion ensued on the provision of financial information for the AGM. It was noted that the details are in the information submitted to the CRD for next year's budget. Additional information could be obtained from Peggy Layton on the status of

the fire hall's budget as of December 2010. General ledger printouts are also available.

**Moved** by James Scott, **Seconded** by Dick Braunschweig, that the Commission proceed with the holding of the Annual General Meeting on October 17, 2011.

**CARRIED**

NB: Motion amended on October 17, 2011 to read "- - - holding of the Annual General Meeting on November 21, 2011".

The Chair agreed to inform and invite the Regional Director to the AGM.

#### All Candidates Meeting

Commissioners noted that there is no active community association in East Sooke capable of holding an All Candidates Meeting with regard to the forthcoming elections and questioned if the fire department could exercise its responsibility to host a meeting. Discussion ensued on the financial aspects of hosting the meeting.

The Chair agreed to contact the Regional Director in regard to the hosting of an All Candidates Meeting.

**Moved** by Chris Statham, **Seconded** by John Corsiglia, that the East Sooke Fire Protection and Emergency Response Service Commission proceed with the venue for an All Candidates Meeting.

**CARRIED**

#### **7. NEW BUSINESS - nil**

**Next meeting: Monday, October 17, 2011 at 7 p.m.**

**Meeting adjourned at 8:07 p.m.**