

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



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MINUTES OF THE COMMITTEE MEETING

HELD MONDAY, OCTOBER 17, 2011

Present: Richard (Dick) Braunschweig; Erik Lund (Chair); James Scott, Chris Statham,
and Lucille Barfield, Secretary

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

Absent: John Corsiglia, Layton Engwer

Public: 4

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

1. ADOPTION OF AGENDA

Moved by James Scott, **Seconded** by Dick Braunschweig, that the agenda be adopted with the addition of "Update on All-Candidates' Meeting" and "Office/Storage Room" under Old Business.

CARRIED

2. ADOPTION OF MINUTES OF SEPTEMBER 19, 2011

Moved by Chris Statham, **Seconded** by Dick Braunschweig, that the minutes of the September 19, 2011 meeting be adopted with the following amendment:

- Item 8, Annual General Meeting – amended to read "- - - that the Commission proceed with the holding of the Annual General Meeting on November 21, 2011".

CARRIED

3. PUBLIC PARTICIPATION ON AGENDA ITEMS

It was asked if financial statements will be provided at the AGM. Erik said yes; this will be covered under the Finance report.

A person commented that she couldn't find current Commission minutes on the CRD website; the secretary said they are posted once they are approved at meetings and should be up to date.

4. BUSINESS ARISING FROM THE MINUTES - nil

5. REPORTS

(a) Fire Chiefs Report – Roger Beck

A Incidents

We have had 3 call outs since my last report:

- 1 call for a brush fire that turned out to be a small hand pile.
- 1 duty page for a complaint of plastic garbage being burned. Turned out to be Scotch broom being burned.
- And 1 call for an MVI with medical first response. The roll over MVI involved a 31 week pregnant mother and her husband. The couple has been in contact with me and wish to express their gratitude for “the professional, courteous and tremendously reassuring work” done by our fire department.

B Roll Call

We currently have 24 fire fighters:

- 4 new recruits, 1 administrative assistant, and 19 regular firefighters.
- Two long serving firefighters have retired.

C Training

Thursday training has been attended by an average of 14 personnel. Training has included a focused push towards IFSTA module #8 and First Responder training.

3 firefighters have completed their air brakes endorsement and the first 3 modules of the IFSTA firefighting basics, enabling them to respond to callouts without the presence of more senior firefighters.

Congratulations to Cam Woodsend, Kail Beck and Phil Maclean.

D Business

Deputy Chief Bigelow, with the assistance of Falk Wagenbach and several other volunteers, has built and mounted a set of shelves in the truck bay to house the forestry firefighting gear that the firefighters were equipped with last month.

A large purchase of firefighting gear ranging from first aid supplies to front line firefighting equipment has come in to the hall. The crew has been putting in a lot of extra hours switching out the worn out equipment with the new gear.

Moved by James Scott, **Seconded** by Chris Statham, that the Fire Chief’s Report be accepted as presented.

CARRIED

(b) Financial Report - Chris Statham

Chris said they are on track. Roger’s purchases were covered under his budget allocation; he commended Roger for keeping on budget.

Erik said a financial statement will be required for the November Annual General Meeting. After discussion, it was agreed that Erik will ask Peggy Dayton to attend the AGM to explain the financial statement and to bring copies to distribute.

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

CARRIED

- (c) Present Building – The issue of the thermostat was brought up and Roger said he now comes down to check it after each group function.

The storage room was discussed. Roger confirmed that it is for the Commissioners' use. A box of toys currently in the room will be removed. Roger will get the lockset changed, with one key for the secretary and one for the Chief and Deputy Chief.

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

CARRIED

- (d) Policy / HR - James reported that he is working on the book for the appreciation dinner.

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

CARRIED

6. OLD BUSINESS

New Fire Hall – Erik reported that John Corsiglia is away until October 22nd but has been emailing Erik with updates on his new fire hall report.

All-Candidates' Meeting – Notices have been distributed for the October 19th meeting at the fire hall. Times allocated for candidates to speak were discussed, and it was agreed that since the Land Use Committee candidate, Neil Smith, is not able to attend the all-candidates' meeting, he will be asked to submit a personal information statement or provide a proxy to represent him at the meeting. Erik will discuss this with the regional director, Mike Hicks. James volunteered to help with timing of the speakers.

Annual General Meeting - Erik said there will be election of three positions for 2-year terms and one position for a 1-year term, to be done by two separate votes.

The motion by James Scott and Dick Braunschweig at the October 17th meeting was amended to read “- - - proceed with holding of the Annual General Meeting on November 21, 2011”.

7. NEW BUSINESS - nil

Next meeting: Monday, November 21, 2011 at 7 p.m.; AGM followed by the regular meeting.

Meeting adjourned at 8:00 p.m.