

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



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**MINUTES OF THE COMMITTEE MEETING**

**HELD MONDAY, FEBRUARY 20, 2012**

**Present:** Richard (Dick) Braunschweig (Chair); John Corsiglia; Rick Lambert; George May; Chris Statham, and Lucille Barfield, Secretary

**Absent:** Brian White

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

**Public:** 1

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

**1. ADOPTION OF AGENDA**

**Moved** by John Corsiglia, **Seconded** by Rick Lambert, that the agenda be adopted with the following additions:

- letter to Minister Ida Chong
- George May to report on new building

**CARRIED**

**2. ADOPTION OF MINUTES OF JANUARY 16, 2012**

**Moved** by Chris Statham, **Seconded** by George May, that the minutes of the January 16, 2012 meeting be adopted.

**CARRIED**

**3. PUBLIC PARTICIPATION ON AGENDA ITEMS**

Valerie Braunschweig distributed information to the commissioners including:

- CRD grants
- Central Saanich new fire hall
- Port Renfrew new fire hall design and contract (she will give a copy to George)
- BC Fire Fighters report "Transforming Fire Rescue Services"
- A revised Meeting Room Use Permit form

#### **4. BUSINESS ARISING FROM THE MINUTES**

It was suggested that a binder containing all information on the new fire hall be kept in the file room.

Roger said he has two quotes and is awaiting a third one on either re-keying the present locks or installing a new lock system.

#### **5. REPORTS**

(a) Fire Chief's Report – Roger Beck

##### **A** Incidents.

We have had 5 call outs since my last report: 1 duty page for “Strange noise and smell” coming from a chimney; 1 MVI, and 3 medical first response calls.

##### **B** Roll Call.

We currently have 22 fire fighters: 4 new recruits, 1 administrative assistant, and 17 regular firefighters.

##### **C** Training.

Thursday training has been attended by an average of 15 personnel.  
Saturday training has been attended by an average of 7 personnel.  
Training has included training and testing in IFSTA modules #1, 2 and 5, and First responder training focusing on CPR.

##### **D** Business.

The Fire Underwriters Survey had a representative visit the hall. Two of the concerns raised were:

1. The reduction in service to the district as a result of removing the second engine from service without replacing it.
2. The lack of an upgraded or replaced hall 18 years after a published report from the fire commissioners' office that noted the hall was inadequate.

By reducing our responding engines by 50% it appeared to the underwriter that previous commissions decided to reduce our ability to respond rather than improve the hall to house the equipment the community required. I am unable to effectively argue against this point.

On a very positive note, the addition of several water sources in the district was never reported to the underwriters. If we were to have the required apparatus (2 engines and 2 tenders) it is very likely that several homes would qualify for a reduction in insurance rates.

The first responder (FR) program has been taught through the Justice institute (J.I.) for the entire time that our department has been involved with the program. We have had ongoing problems and cost overruns and as a result have sought alternate service providers. As of the 2<sup>nd</sup> of March we will be starting the transition to the Red Cross as the institute for our FR training. Our current instructors will all be getting a bridging course to enable them to teach as Red Cross instructors. As Red Cross instructors we will be able to teach not just firefighters (as with the J.I.) but anyone who is interested in first aid and CPR courses.

**Moved** by George May, **Seconded** by Chris Statham, that the Fire Chief's Report be accepted as presented.

**CARRIED**

(b) Financial Report - Chris Statham

Chris commented on the CRD printout. The \$44,000 surplus was discussed and it was concluded that \$14,000 will be budgeted to training and \$30,000 to equipment and general management. Next year's budget will consider \$50,000 to truck replacement.

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

**CARRIED**

(c) Building Report – Dick said that he, George and a group of firefighters met to draft up a building design, then vetted it with all the firefighters for their input. They visited Lantzville and Parksville fire halls.

George distributed 4 drawings of plans for the new hall then showed a slide and explained the building layout, noting:

- sloped roof will allow trainees to walk on it;
- rolling ladders to access equipment hanging on wall hooks;
- classroom space on the 2<sup>nd</sup> floor area.

Dick said they are now determining needs for the interior, eg. kitchen, washrooms, reception area, etc.

Roger noted that the drawing allows for 5 apparatus; a heavy rescue truck will be the next purchase so needs to be accommodated in the plans. The carport could be closed in to provide another bay if needed in the future.

A meeting will be arranged with Malcolm Cowley, CRD, to keep him up to date on the new fire hall progress.

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

**CARRIED**

Additions to the Building report received by email include the following:

- The roof has a small slope to aid snow-shedding but the slope is small enough to permit walking on the roof.
- Multilevel shelves are placed on one side of the building providing ample storage space. A rolling ladder can be used to access upper level shelves.
- The location of some specified areas are determined by functional requirements, for example, the clean classroom should be located at one end of the building next to the training/hose tower.
- The areas requiring plumbing should also be clustered in one location for efficient and lower cost plumbing. The actual partition of the other areas to be determined by consultation between the firefighters and designer.
- The 5<sup>th</sup> bay could be used for a heavy rescue truck, the next expected acquisition after the new fire-engine.

- (d) Communications – Dick reviewed the concept of property owners being responsible for their tax debt even if E. Sooke were to join another municipality. John distributed a draft letter to Minister Ida Chong and it was

**Moved** by Chris Statham, **Seconded** by Rick Lambert, that the motion under item 6(c) passed at the January 16, 2012 meeting regarding a “comfort letter” from Minister Ida Chong be rescinded.

**CARRIED**

**Moved** by Chris Statham, **Seconded** by John Corsiglia, that the letter be sent to Minister Ida Chong as presented.

**CARRIED**

- (e) Policy / HR – Rick distributed invitations for the March 24<sup>th</sup> appreciation dinner event. He was advised to contact Peggy Dayton, CRD, for a cheque for expenses.

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

**CARRIED**

**6. OLD BUSINESS**

**7. NEW BUSINESS**

- 8. Meeting adjourned** at 8:50 p.m. on a motion by Chris Statham/George May.

**Next meeting: Monday, March 19, 2012 at 7 p.m.**