

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



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**MINUTES OF THE COMMITTEE MEETING  
HELD MONDAY JUNE 17, 2013**

**Present:** Dick Braunschweig, Brian White, Larry Oram, Rick Moffet and Sharon Johnson, Recording Secretary

**Fire Dept:** Roger Beck, Fire Chief, Dave Bigelow, Deputy Chief

**Absent:** Rick Lambert & George May

**Public:** 1

The Chair called the meeting to order at 7:10 pm

**1. ADOPTION OF AGENDA**

**Moved** by Larry Oram, **Seconded** by Brian White, that the agenda be adopted with the following additions:

New Business: Groundbreaking ceremony for new fire hall.

**CARRIED**

**2. ADOPTION OF MINUTES of May 20, 2013**

**Moved** by Brian White, **Seconded** by Rick Moffet that the minutes of the meeting on May 20, 2013 be adopted as presented.

**CARRIED**

**3. PUBLIC PARTICIPATION ON AGENDA ITEMS**

Valerie Braunschweig will present her proposal as New Business.

**4. BUSINESS ARISING FROM THE MINUTES**

**5. Reports:**

**a) Chair's Report**

- Met with CRD and architect today about the new fire hall.

**Moved** by Rick Moffet, **Seconded** by Larry Oram, that the Chair's report be adopted as presented.

**CARRIED**

## **b) Fire Chief's report**

This report covers the period from 21 May 2013 to 17 June 2013.

### **A Incidents**

We have had 8 call outs since the last chiefs report.

2 for MVIs.

1 for public assist.

1 for residential alarms.

And 4 Medical first response calls.

### **B Roll Call**

We currently have 29 fire fighters registered.

We now have 8 probationary fire fighters.

(Fire fighters are considered probationary until they have earned their pager.)

15 firefighters.

1 administrative assistant.

5 officers.

### **C Training**

1. Thursday training has been attended by an average of 13 personnel per week and has focused on forestry firefighting equipment familiarization, forestry fire fighting techniques and medical first response.

2. 4 firefighters have taken the START self rescue course. This course addresses the need for firefighters to be able to escape from environments that are immediately dangerous to life safety and teaches methods to affect self rescue in highly stressful situations that may arise in structural fire fighting.

3. I attended the annual FCABC convention and trade show in Penticton. There were 2 days to investigate and get educated on the latest equipment and support services for the fire service followed by 3 days of intensive educational sessions. The sessions covered a wide variety of material including leadership, recruitment and retention issues, the effects of social media on the fire service and the brain science behind situational awareness on emergence scenes. The event was attended by about 150 of BCs fire chiefs and represented an outstanding opportunity to meet and interact with our provinces fire leaders.

### **D Business.**

**1.** The budget for next year will need to be addressed soon. The officers of our department will be meeting in the upcoming month to discuss how the training and operations could be adjusted for next year and adjustments to line items will be hammered out. After that process is completed I will present our findings to the treasurer for further discussion. The results of that meeting will then be presented to the board of commissioners.

**2.** At the fire chiefs convention and trade show I investigated many fire engines and their different manufacturers. The companies all seem able to build what we will require so it seems that the issues facing us will be in deciding exactly what we need to meet the needs of our district and getting the best price.

**3.** On the 28<sup>th</sup> of May I attended a meeting with members of the Fire Underwriters Survey. They have announced that they will be coming to our hall this year to get an up to date report on where we stand in regard to how we are meeting the requirements that govern our insurance rates. This will be a formal review and will be the basis for their recommendations to insurers.

- Question asked about the security of the water supply in light of the recent house fire. No sufficient answer has yet been received from the CRD, still being pursued.
- Question asked about the monies that were being paid into the Copper Mine Utilities fund for improvements to the residential water system. Dick will send an email to Peggy Dayton inquiring about the funds.

**Moved** by Rick Moffet, **Seconded** by Brian White, that the Fire Chief's report be adopted as presented.

**CARRIED**

**c) Finance**

Rick Moffet emailed Roger Beck with details of what is available in the general capital fund and the equipment replacement fund, with regards to the purchase of a new fire engine. There should be sufficient funds to pay for the new fire engine by the end of 2014.

- There was \$2300 left over from the referendum expense fund.
- 5 year plan needs to be reviewed as the need for 2 pumpers and 2 tankers was not originally identified.
- Taxes will need to be increased to fund the operations of the fire department, in order to comply with the Fire Underwriter's Survey recommendations.
- Thermostats have been turned off in the hall in an effort to save money.
- Question posed about the possibility of leasing a new fire engine? Leasing is not an ideal option, getting out of a lease is difficult and costly. Purchasing is the best option but Rick Moffet will look into leasing.

**Moved** by Larry Oram, **Seconded** by Brian White, that the Finance report be adopted as presented.

**CARRIED**

**d) Communications/Public Relations – (No report)**

**e) New Building – (No report)**

**f) Human Resources & Policy – (No report)**

**g) Emergency Preparedness Liaison – (No report)**

**7. Old Business – (No report)**

**8. New Business**

Valerie Braunschweig presented a Sooke News Mirror article dated April 3, 1985 regarding the groundbreaking of the new East Sooke Firehall. At the time the population was 340 people, currently East Sooke has 5 times the population. She volunteered to coordinate a groundbreaking ceremony, inviting dignitaries, Regional Direct, MLA, MP, past chairs etc to the event. Discussed clearing a small area on the new site to allow for a soil turning and ribbon cutting ceremony with a tea/coffee reception to follow. A newspaper article about the event was suggested.

**Moved** by Brian White, **Seconded** by Rick Moffet, to organize a groundbreaking ceremony with a reception to follow within an appropriate period of time.

**9. Moved by** Larry Oram that the meeting be adjourned at 8:10 pm.

**Next meeting: Monday, July 15, 2013**