

NORTH GALIANO FIRE PROTECTION COMMISSION
BOARD MEETING
Retreat Cove Fire hall
March 6, 2011

Final Minutes

1 *Attending*

Andy Beers, Susan Phillips, Rob Snape, Ken Hancock, Mary Lou Williams, Roger Pettit, Julie Gardner, Tom Darby.

The meeting commenced at 10:00 and adjourned at 12:00.

2 *Reports and Related Business*

2.1 Executive: Susan, Andy, Julie, Rob, Roger

2.2 Treasurer: Report – Andy

The surplus remaining from the 2010 operating budget is \$30,475. This will be applied to the equipment replacement fund.

The budget remaining at the end of January, 2011 is \$123,257.84, which is 96.32% of the budget.

2.3 Management Team:

Report – Tom

The only two callouts were about downed power lines with Porlier Pass Road closed.

At the Retreat Cove firehall, Dave Gerlach is to gravel the apron; there are radios to move, some cabinetry work, etc. Ken, Roger and Roger have been taking the lead.

On the CWPP the fire chiefs have been working towards an area wide funded working group for implementing all the plans in the CRD, using a common approach. This is with the CRD.

Emergency Services has been meeting monthly. The next is scheduled to be a CERT meeting with a table top exercise on downed power lines. The DL 59 emergency plan was formalized. A north-south alternate road is being discussed. Roads have been driven and keys tried out for all gates.

The generator at Madrona failed and will be repaired.

Some gaming funds have been allocated for first responder equipment.

Eileen has been carrying out first responder training monthly.

According to the safety report, there have been no accidents or injuries.

Testing has been completed on ten SCBA bottles.

Vehicle testing is to be carried out by Proctor and Wilson.

2.4 North End Fire Hall

Ken Hancock reported that he had gone through the draft Project Definition Statement (PDF) with CRD staff (Diana Lokken and Michael Cole). They reviewed the changes requested and produced the version that Ken provided at the meeting.

The NGCA needs Commission members to be present at the AGM in April which will have the firehall on the agenda. The Commission has been asked to give a presentation on the topic.

There was a discussion of issues likely to be faced in the referendum. Ken pointed out that the November deadline is not too serious. Because there are only 355 possible parcels this is a relatively small referendum, less costly than others and so not essential to have at the same time as elections. At the same time, we need to be moving ahead on this as part of our responsibility to the community.

Changes to the PDS were agreed on as follows:

- Delete (North Base) on page 2
- Add to NGFPSERC Responsibilities: Work/liaise with the NGCA to ensure the NGCA carries out its role.
- Remove Andy Beers from “NGFPSERC Project Representative.” Rob Snape offered to look into the possibility of playing this role with his employer, given the time commitment required. [Rob subsequently discovered it would not be possible and Susan Phillips agreed to play this role.]
- Change “Identify local needs and requirements” to “Communicate local needs and requirements as identified by the Commission.”
- Change NGCA Responsibilities to NGCA Role

Ken Hancock has agreed to take on the role of Project Sponsor.

Ken clarified the leadership role of the Commission, as the responsible party in the section “NGFPSERC Responsibilities.” The “sponsor” is the contact person with the CRD, who also has to sign the PDS.

One of the first responsibilities will be to assist with negotiating the transfer of the property owned by the NGCA. The type of tenure may be a 50 year lease or transfer of the property outright. It will be important to consider a type of tenure that would qualify for application for grants if any become available. The agreement to establish tenure will also cover off the responsibilities of the NGCA, so these do not need to be listed separately in the PDS.

A short discussion about the Society’s role in fundraising followed. It is uncertain whether grants obtained will be held by the Society or Commission. It will depend partly on the type of grant and which organization applies.

Julie and Andy committed to have a communication plan sketched out for the next meeting. Mary Lou offered to help.

3 Next meeting

April 3, 2011, Retreat Cove Firehall, 10:00 a.m.