

**NORTH GALIANO FIRE PROTECTION COMMISSION**  
**BOARD MEETING**  
Retreat Cove Fire hall  
May 15, 2011

***Final Minutes***

Attending: Andy Beers, Julie Gardner, Roger Pettit, Tom Darby, Susan Phillips, Robin Gregory, Ken Hancock

Regrets: Mary Lou Williams, Rob Snape

**1. *Adoption of Agenda and Past Minutes***

Julie to correct some typos identified by Susan – otherwise minutes adopted.

**2 *Reports and Related Business***

**2.1 Treasurer: Report – Andy**

At over 1/3 through the year, operating budget remaining at end of April 2011: \$104,839.94 (81.93%) – appropriate given our usual spending patterns

**2.2 Management Team Report – Tom:**

2 callouts – 1<sup>st</sup> was a structure (automatic house security system) fire false alarm (cancelled right away) (Ken mentioned that the CRD is considering a false alarm bylaw). 2<sup>nd</sup> callout was a missing person.

Busy with burning permits and complaints of burning of banned materials (garbage).

Road access approvals were processed – one was turned down.

Retreat Cove renovations – Apron toe gravel, some cabinetry work, etc. to be done. Tom will hire someone to paint exterior, clean up outside.

CWPP – An SGI-wide working group for implementing the plan is being formed. The meeting held on Saturna Island May 10 was reported to have gone very well.

Emergency services – ESS meetings are ongoing monthly, and a commission meeting was on May 17. A wildfire tabletop exercise was held in April. There is an ESS open house this afternoon that Tom will attend.

Manikins were purchased for practice, from gaming funds.

Honorarium – \$30 per practice for Officers is in place and is in the operating guidelines.

There will be a dispatch meeting with Langford May 24 on Galiano (the contract is up at the end of July).

An air quality test was completed and passed. A pump repair on the older truck is to be done, parts have been ordered.

Training – we haven't started the formal basic fire fighter course but all the modules are part of the practices on Monday nights. An officer's meeting coming up will discuss this. Eileen will take the FR instructors course. She delivers ongoing training.

Safety – No incidents reported.

## **2.4 North End Fire Hall**

### **Amalgamation context**

Board members expected that south end property owners would be unlikely to vote for amalgamation if they had to contribute to the new north end fire hall. (The south end hall needs only a \$10,000 upgrade and they have the funds.) As well, amalgamating has complex mechanics and could take some time.

Once the hall is built the cost of firefighting can be spread across the whole island.

Amalgamation planning was tabled, acknowledging that it needs to be addressed. We will keep the dialogue going and work towards a feasibility study so we can bring complete information to bear (illustrating win-win aspects). It is important to keep the south end in the loop in amalgamation considerations.

### **Progress:**

Ken reported that the CRD is working on site review (it is in progress), which includes adapting the fire hall plan to the site (e.g. building into the elevation). The qualified environmental professional and the surveyor have visited the site. QEP has been and the surveyor. The geotechnical assessment is pending. The next step is an internal review of the design, including what's feasible and the least expensive way to build the fire hall.

By the end of May the CRD is aiming for: site assessment and field work to be completed and internal review of the site assessment well underway. After internal review follows the creation of a draft for design tender (this is a lengthy document that won't have a full costing but a good idea of that, and a picture of what the hall will look like). The Commission will have the opportunity to review that, hoping for mid-June.

Susan suggested a delegation to look at the two halls on Saturna and compare costs, especially for the one that has the same footprint as ours. May 28, 29 or 30 key board members and Tom are available. Tom will talk to the Pender fire chief about which day is best.

### **Debrief – NGCA AGM presentation, and lease agreement:**

There were no questions. The presentation was fairly informal. It is clear the NGCA would not donate the property to the Commission or the CRD.

Discussion is going on related to tenure and title. The final decision will have to go through their membership (at an AGM).

### **Communications Strategy – Andy/Julie**

Revised Q and A will not be sent out now, as information is currently being collected, affecting what the answers will be

Newsletter – wait till after the next meeting. A newsletter will be produced whenever there is a milestone to report – e.g. results of the site assessment.

### **Community Advisory Committee**

Decided to wait till after next meeting to convene the Committee, when we have more information for consideration by the Committee. In the meantime, Susan will communicate to those who have agreed to be on it letting them know what's going on.

### **Referendum in light of similar votes, and minimizing cost:**

Based on the experience of the library referendum, one lesson is to generate a proposal that is not contingent on a grant, if success and timing of the grant application are uncertain.

Considering that Mayne Island turned down their fire hall in a referendum, board members re-emphasized the importance of keeping costs of the new fire hall as low as possible.

We need to strive for complete and accurate information, explaining costs, in discussion with the community.

All are interested in ways of reducing the costs through adaptations to the structure plans as far as possible. We can learn from experience on other islands. Hiring a structural engineer with access to architectural services would improve efficiency. We are probably looking at pre-fab construction if costs are important. It can be aesthetically improved.

### **3 *New/Other Business - Next meeting***

June 19, 2:00-4:00, if the site assessment is complete.