

MEETING OF THE COMMISSION, SUNDAY, May 7. 2017,

~10:45 AM @ Retreat Cove Hall

MINUTES

1. Attendance/ membership. P. LeBlond, P. Buller, S. Moodie, R. Pettit, D. Weber, L. Whittaker
2. Approval of agenda - The agenda presented by the chair was approved without amendment.
3. The minutes of the April 9 meeting of the Commission were approved as circulated.

3a. - **Business Arising from the Minutes**

Karen Harris has updated the department website as requested. The site looks good and is being used effectively to process burning permit applications, etc. As the site has been inactive for a while, bills to host have not been paid for two years. The current host was co-operative in update process.

It was moved that the current website host's back bill of \$600 be paid and that the Commission request the North Galiano Fire Protection Society pay an equal share of hosting the website in future, as the site is a shared site between the Commission and the Society . **CARRIED**

**4. Financial report.**

Reports for year to date from CRD are sketchy and not especially timely. However, chief and treasurer are confident we have spent less than ¼ of our budget during the first 3 months of the year.

**5. Fire Chief's report.**

Chief's report attached.

Of note:

John Hatch has agreed to assist the department with evaluation of playbook training. John is Deputy Chief in New Westminster and formerly head of training for Vancouver FD.. It's felt his participation will lend considerable credibility to our training and evaluation process.

The report included progress on playbook training, noting the number of courses that have been completed, those that have passed evaluation. Playbook certifications are only posted after a module has completed and evaluated.

**6. Other business**

None

**7. Report out from in camera session.**

NOTE: Commissioner Pettit recused himself from the in camera section of the meeting due to a family connection to the issue under discussion.

MOVED:

that The Commission appoint Karen Harris as Deputy Chief of the North Galiano VFD effective immediately, to work under the supervision of the existing Chief, and that we support her efforts to fulfill the requirements to qualify as a candidate for the position of Fire Chief.

AND

that the Commission's support take the form of payment for all necessary training and fire department-related expenses and a stipend of \$7,000 for the remainder of the calendar year.

**CARRIED**

## **8. Next Meeting**

Sunday, April 28, 10:00 p.m. at Hall #1.