

**NORTH GALIANO FIRE PROTECTION
AND EMERGENCY RESPONSE COMMISSION
COMMISSIONERS MEETING**

October 6, 2019

9 am

FIRE HALL #1

Minutes

Present`:	Robin Stringer, Roger Pettit, Ken Kucille, Dawn Lybarger
Regrets:	Michael Clark, David Howe, Laurie Whittaker
Guest:	Roger Allen
Staff:	Karen Harris
Recording Secretary	Jeanne Erickson
Chair:	Roger Pettit

Call to Order 9:08 am

1. Approval of Agenda

Additions:

Under Business Arising out of the Minutes or Reports

B. Preliminary Budget

C. CRD Response to Joint Meeting

The amended agenda was approved by consensus.

2. Approval of Minutes

Motion: (Robin, Ken) to approve the minutes of the September 15 2019 meeting as amended.

Carried

3. Chair's Report

Roger reported on his conversation with Dave Howe and as far as he knows the meeting for the electoral district fire commissions and Protective Services is going ahead.

Action: Roger and Dawn to draft a letter to Dave Howe to articulate what our continuing concerns are. We need to have laid out directly what the chain of

command and communication is. This may be an issue that the other electoral districts are experiencing as well. The letter is to be circulated by email for input

Meeting with Jonathan:

Dawn will meet at 8:00 am at NGVFD Hall #1 and Ken will meet at the Retreat Hall at 8:15 am, with the trucks pulled out in front. Topics for discussion:

1. Emergency Services Portfolio – North Hall, Retreat Cove, NGVFD Hall #1
2. History
3. Roles and Communication

The meeting will be followed up with a letter.

Action: Request of the CRD by email to enumerate what the various line positions and their responsibilities and duties are in so far as how it concerns our commission.

Emma Davis has offered to attend our meetings.

4. Treasurer's Report

There have been no new financial reports since the last meeting. We anticipate being under budget. Karen noted the invoice for the truck repair has not been received.

5. Chief's Report

Karen reviewed her report.

Action: Ken to talk to Colin in Service at Wilson Procter regarding the recent repairs to address the oil leak.

Truck 70 is no longer leaking and repairs will wait until a less risky time to take it out of service, March – May, as the drip is minimal and located near the top of the tank.

It is felt that the current insurance requirements may have contributed to the recent reduction in the number of chimney fires.

Action: Karen to publish the new firewood requirements on the website.

Action: Karen to ask Jonathan about a ticket writing workshop.

Action re Resilience Grant Application: Karen to contact the grant supplier for guidelines for submission. Ideas to explore for inclusion in the grant request are: more stand pipes, e.g. Devina Drive, Robertson's on Ganner Dr., and Roger Pettit's pond to Porlier Pass, and training support.

Action: Karen to ask Jonathan about the Penelakut Agreement

Action: Karen to explore a partnership with the SGVFD in the recruitment and training of a training officer

6. Business Arising out of the Minutes or Reports

a. AGM November 17 or 24? Commission and Society

Action: Roger P to schedule.

b. Preliminary Budget

Karen sent in a preliminary budget with numbers about \$3,000 less than last year, with no significant changes. She anticipates that the CRD will have adjustments.

Robin brought forward the need for a new contract for the Fire Chief.

Motion: (Robin, Dawn) to confirm that Karen will continue as the Fire Chief and the Commission will undertake to draft and prepare a term of engagement and to have it finalized in early 2020.

Carried

Action: Roger to ask for Sean's contract with the specifics redacted.

c. CRD response to Joint Meeting

Robin reviewed the CRD response.

Action: Roger to follow up on a review of NGVFD Minutes received by the CRD.

7. Other Business

8. Next Meeting is November 10th at 10:00 am

9. Adjournment (11:10 am)