

**GABRIOLA FIRE PROTECTION DISTRICT
GENERAL MEETING - November 01, 2023**

A General Meeting of the Gabriola Fire Protection District was held November 01, 2023 with six Trustees, Corporate Officer and Fire Chief in attendance.

Attendees: Paul Giffin (Chair), Erik Johnson, Diana Moher, John Moeller, Kent Moen, Charleen Wells, Jessie Longo (Corporate Officer), Will Sprogis (Fire Chief)

Regrets: Chris Windess

The meeting was called to order at 4:01 p.m. by Chairperson Paul Giffin

Diana Moher gave the opening greeting, "The GFPID acknowledges that we are gathering within the traditional lands of the Snuneymuxw Nation"

Erik Johnson motioned to accept the minutes from October 04, 2023 general meeting. Kent Moen seconded. Carried.

Correspondence: N/A

Financial Report:

Trustee Moeller reviewed the Q3 income statement. Discussion.

Charleen Wells motioned to accept the Q3 Income Statement. Diana Moher seconded. Carried.

Q3 Income Statement attached.

Communications Committee: N/A

Planning Committee:

After discussion for the Long Range Planning Committee; The members of the Committee will be Charleen Wells, Erik Johnson, Kent Moen and Will Sprogis.

Finance Committee: N/A

Business Email Committee: N/A

Guest Speaker: N/A

Fire Chief Report:

Calls for the Month - 47

False Alarms - 4

Brush Fire – 1
Structure Fire - 1
Burn Complaints - 5
First Responder – 23
MVI - 2
Hydro Related - 2
Investigations – 3
Other – 6

FireSmart Grant is submitted by the RDN (Regional District of Nanaimo) to do Firesmart activities on Gabriola. The Gabriola Fire Department works in collaboration with the RDN Firesmart coordinator to host FireSmart events on Gabriola Island. One of the most popular is the fuel management event held at the Degnen Pit.

MCI Mass Casualty Incident Training was successful, objectives were met.

1. Communication of our new combined events frequency works well between all agencies involved in a communication outage.
2. Working a large-scale scenario in collaboration with Gabriolas emergency agencies GVFD, RCMP, BCEHS, Gabriola Medical Clinic doctors and staff, RDN EOC, RDN ESS, RDN PALS, GERTIE, CECA.
3. Medical Triage, Treatment and Transport done Gabriola first responders.

I would like to extend a big thank you to everyone involved in the event held on Oct 22.

Deputy Fire Chief.

The process of recruiting a deputy Fire Chief, I advertised in the department on the fire department website, the Sounder NewsPaper and on the BC Fire Chiefs Association website. We attracted four strong candidates from off-Island. When we put out the Salary and break down of the hours, we were reduced to one applicant going through the interview process. Once the interview was over the applicant declined the offer due to the cost of housing on Gabriola and the wage was too low to sustain them living on Gabriola. The plan was to have a Deputy Fire Chief in 2024 so we budgeted too low for the position and must wait for the 2025 budget to reconsider. So, we will be going back to a Training Officer, a Prevention Officer and Officer rotation for Duty Officer coverage. We are appointing three new Lieutenants for the acting pool. Once we have those positions filled, we will have a Lieutenant on each of the four platoons that will oversee organizing and scheduling each platoon for their shifts. After the lieutenants are in place, we will look to fill the Training Officers position for a year.

Training Report:

Practices for the month

Nov 7. Spinal / Winter Driving

Nov 14. Superior Tanker Accreditation Testing

Nov 21. Car Fires / Traffic control (candidates)

Nov 28. Strategies and Tactics / Traffic control (candidates)

November 4-5 we will be hosting an air brakes course here at Albert Reed Memorial Hall (candidates).

November 25-26 we will be hosting an IAFF Hazmat course here at Albert Reed Memorial Hall this is a requirement for the firefighter NFPA 1001

The MCI (Mass Casualty Incident) training was well received by the membership. I would like to extend a big thank you to the actors and makeup artist for making it so realistic.

Association:

Fireworks were a big success. Food and toy drive in December.

Old Business:

GVFD Website:

A web developer and designer have volunteered to create an updated site.

New Business: N/A

Late Items: N/A

Kent Moen Motioned to adjourn. Erik Johnson seconded. Carried.

Adjournment: 4:18 p.m.

Minutes approved at the December 06, 2023 General Trustee Meeting

Gabriola Fire Protection Improvement District
Income Statement
For the Period Ended
September 30, 2023

	Annual Forecast Q2 Update	YTD Actual
REVENUES		
Provincial Levy, Operations Only	\$ 678,820	\$ 678,820
Donations	-	12,874
Grants, Firesmart & SPU	36,596	45,341
Deployment	43,233	106,994
Interest & Other	-	10,134
	<u>758,649</u>	<u>854,163</u>
EXPENSES		
Wages and benefits	366,080	254,159
Insurance	71,000	69,011
Truck operating costs	49,000	28,058
Telephone and Utilities	38,000	24,563
Training	36,000	11,494
Firefighting Equipment & mtce	71,500	58,733
F.R. Supplies & mtce	10,000	1,775
Professional Fees	26,000	11,410
Office & trustee	21,000	18,184
GVFFA	16,500	16,500
Building and Grounds maintenance	10,000	9,539
Advertising & Promotion	2,000	3,907
Travel	2,000	1,040
Hydrant Maintenance	2,000	166
Emergency Response	1,000	-
Firesmart Expense	7,500	16,229
EMR Expenditures	-	8,108
Deployment Expenses	18,000	35,595
Interest and Bank Charges	-	67
	<u>747,580</u>	<u>568,537</u>
Net Income (Loss) from operations	11,069	285,625
Restricted and Noncash Items		
Capital Reserve and Annual Capital	158,000	158,000
Contingency Fund Income	5,000	5,000
Net Income / Loss	<u><u>\$ 174,069</u></u>	<u><u>\$ 448,625</u></u>