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# Minutes of the May 7th Board of Directors meeting

Started: 4:00pm

Present: John Moeller, Ray Appel, Erik Johnson, Charleen Wells, Chair Paul Giffin, Diana Moher

Diana Moher read the acknowledgment.

Adoption of April 24th Minutes

Moved by Erik

2nd by John

Carried

Communication

Ray Appel has put together a compilation of frequently asked questions (FAQ's) and is in the process of putting it up on the Trustees link on the Firehall Department website.

Notice re: election and call for nominations for Trustees are in the next two issues of the Sounder.

Group met with Sean Lewis re: long range plan. Felt the meeting went well.

Fire Chief's Report: (see attached)

Motion by the Chief to have a finance committee meeting to review the new position requested of an Assistant Fire Chief.

Moved by John

2nd Charleen

Carried

Deputy Chief's Report: (see attached)

Old Business:

AGM: Cheryl will be the Returning Officer for the election.

Henry finished all the bookkeeping work for the audit.

No FOI requests

Two FOI requests still in process at the Commissioner's.

We have filed a response to the civil suit. It is in the paper. We will not be making a comment at this time.

New Business:

Motion to appoint Marjorie as interim, part time Corporate/Admin Officer

Moved, Erik

Seconded, John

Carried

Late Items:

No Late Items

4:30pm

Motion to move In Camera for legal and Personnel matters

Moved by Charleen

2nd by John

Carried

# GVFD Deputy Chief Training Report – May 07, 2025

## April Tuesday Night Training Summary

- April 1 EMR/FR CPR Training
- April 8 FUS fire underwriters survey
- April 15 Low Angle Rescue
- April 22 Pumps and Pumping Training/low angle rescue hands on
- April 29 Pumps and Pumping Training/ Tabletops

## Upcoming Training

May 2025
<ul style="list-style-type: none"><li>• May 6 Ch 24 Vertical Rescue</li><li>• May 13 Pumps and pumping</li><li>• May 20 Marine Fire fighting</li><li>• May 27 Platoon Training/Marine Rescue</li></ul>

### Courses attended by membership

Wildfire Resiliency and training summit April 14-16 FF Carol Waldo attended.

One member to North Cowichan this month for Hazmat training. April 25-27

## Fire Chief's Report May Fire Department Update – April

### Fire Hazard Rating:

- The current fire hazard rating is **low**.
- **Campfires and burn barrels** are permitted.
- **Category 2 and 3 burns** still require a permit from the Fire Department.

### Fire Permits:

- We have currently **stopped issuing burn permits**.

### Call Volume Report:

- The April call volume report is still **pending**.

### Monthly Operational Review:

- In early April, we met with **Minister Malcolmson** to discuss infrastructure and other concerns on Gabriola needs, especially **road conditions** on Gabriola.
- We are pleased to see **resurfacing on North Road** and hope improvements continue.
- Residents are encouraged to **send letters and photos** of poor road conditions to [info@gabriolafire.ca](mailto:info@gabriolafire.ca) so we can escalate these concerns.

### Community Events and Initiatives:

- On **April 26 and 27**, we hosted a **debris drop-off** event at Degnen Pit near Fire Hall #2.
  - **213 loads** were dropped off – thank you to the **FireSmart team** and **Carol Waldo**, our **FireSmart** Coordinator.
- A group of our firefighters have started **installing address signs** as a **fundraiser** to support the child of a fellow firefighter who is battling leukaemia.
  - This initiative has also **improved response times**—a big thank you to all involved.

### Equipment Readiness:

- Our **Type 2 tender**, also known as “*The Little Donkey*”, is ready for deployment for the **2025 wildfire season**.
  - Crews will be **oriented and trained** next week.
- We have giving impute on improvements on the **emergency dock** by replacing the **gangway** onto the float.
  - We are advocating for a **standpipe** at the ramp to provide **emergency water supply** should the **Taylor Bay hydrant** be inoperable.

### Upcoming Event:

- The **Gabriola Volunteer Fire Department Open House** will be held on **Saturday, May 10** during **Emergency Preparedness Week**.

**Ongoing Projects:**

- We are doing some FireSmart at **Fire Hall #2**.

**Thank you for your continued support and dedication to community fire safety.**

Respectfully,

**Staffing and Budget Consideration:**

- We are proposing the **addition of a third Full Time Chief**.
- Originally, we considered a **Captain** role, but we now recommend creating an **Assistant Chief** position.
- This role would fulfill an **administrative need**, including equipment and supply management, and act as **Duty Officer** during weekends and overtime.
- We ask that the **Trustees consider this proposal** and bring it to the **Finance Committee** at the **June meeting** for discussion.
- A **job description** will be presented at that time.
- **Request:** May I ask the Trustees to **make a motion** to bring this position forward for Finance Committee review?