

## **GABRIOLA FIRE PROTECTION DISTRICT GENERAL MEETING**

A General Meeting of the Gabriola Fire Protection District was held May 4, 2022 with seven Trustees in attendance. The meeting was called to order at 4:05 p.m. by Chairman Paul Giffin.

Chris Windess gave the opening greeting "The GFPID acknowledges that we are gathering within the traditional lands of the Snuneymuxw Nation"

The Chairman asked for any errors or omissions from the April 6, 2022 meeting, Sean Lewis and Fred Apstein requested revisions to their comments.

Chris Windess explained the roll of the Chair to Fred Apstein as stated in Roberts Rules.

John Moeller suggested that the minutes be taped in order to avoid any disagreements.

Moved by Diana Moher that the minutes be accepted as presented, seconded by Sean Lewis.

Sean Lewis made a motion to amend his comments in the minutes, seconded by Fred Apstein, discussion, carried.

John Moeller made a motion to amend Fred Apstein' comments in the minutes, seconded by Diana Moher, discussion, carried.

Diana Moher moved that the minutes be accepted as amended, seconded by Sean Lewis, carried.

John Moeller moved that all minutes be recorded at future meetings, seconded by Diana Moher, carried.

### **CORRESPONDENCE:**

- Carol Waldo - tabled until the June meeting.
- Kitt Stringer - to be reviewed in a Special Meeting.
- Don Elkington redacted letter to the Chair, Sean Lewis moved that this be discussed under New Business, seconded by Chris Windess, carried.

### **COMMITTEE REPORTS:**

#### **Hiring committee:**

The Chair noted that at an April 28 meeting the Hiring Committee interviewed all the candidates and made a unanimous decision on who to hire, he asked for a motion to

accept the minutes of that meeting and offer the position to her. Fred Apstein moved, seconded by Sean Lewis, carried.

At the in camera portion of the meeting we will develop a package to be presented to her before we make any announcement.

### **FIRE CHIEF'S REPORT:**

Call outs for April 2022: 25 (total call end April/22: 126 )

Call outs for April 2021: 23 (total call end April/21: 115)

Alarms: 2

Burn complaint: 3

F.R.: 19

Misc: 1

Drop off day was a huge success, we saw over 200 vehicles come through the gravel pit near Hall #2 in an 8 hour window. We have received 6 letters of support and lots of positive reviews over social media.

The equipment has been ordered to upgrade two EMR kits, this will be paid from the EMR fundraiser. Our medical Director is in place and the fire department will soon be responding as EMRs. Glenys and Oliver are now licenced which brings us up to three to date.

Wildfire training on April 26: In attendance was RCMP, BCEHS, HAM Radio, RDN, ESS, PALS and the Office of the Fire Commissioner, over 50 responders on scene. The practice was to simulate a wildland fire moving through the 707 Community Park into the neighbourhood of Crestwood with fire attack and evacuation taking place simultaneously. The evolution demonstrated the work that has gone into preplan and firesmarming this neighbourhood. Best of all was how well it was received by the community of Crestwood. A big thanks to Capt. Stringer for the detail that went into organizing this event.

The hiring process for the new Administer Assistant went exceptionally well, great candidates applied for the position and the Trustees worked well on coming to a unanimous decision. I thank all the applicant for applying for the position. I am asking for the support from the firefighters, Trustees, and community to write letters requesting the upgrade of our BCEHS station to be a full-time station referred to as an Alfa station. The station is currently staffed by a model, which is a trial, they call it schedule on call or a SOC Station. It is staffed by 4 full time positions working 8hours at the station then on pager for 16 hours working on three-day rotation if they time out or are sick then they try to bring in one of the three causal members sometimes paid at a rate of only \$2 hour that are on the list for Gabriola. The problem is not having enough staff to ensure the ambulance always responds with two paramedics. This problem then falls to the fire department to drive the ambulance and help on minor calls where

the First Responders wouldn't normally be required. A simple solution is to make Gabriola an Alfa station with 8 full time paramedics on two 12 hour shifts on a 4-day rotation and staff 24-7-365, as a side note we have a written agreement to drive the Ambulance as a last resort, but this last resort is starting to be used to frequently.

Discussion around the request for letters:

- In favour of a letter could the Chief give us some stats?
- Concern about one agency criticising another.

Diana Moher moved that the Trustees write a letter of support, seconded by Chris Windess, carried.

Fred Apstein moved to accept the Fire Chief's report, seconded by Chris Windess, carried.

### **TRAINING OFFICER REPORT**

- Recruits have written exam 8 of 8 for exterior accreditation, the last of evaluations are scheduled for May
- New members integrating in -Water supply training
- Held an FR scenario and familiarization in the new skatepark
- Hosted classroom session for members who need to certify as WSPP-WFF-1
- EMR licensing- There was some surprise/confusion regarding Jenn being in charge of the FR program. This is standard for an officer to do under the T.O. Jenn took over from Dimitri.
- T.O enrolled in the Fire Service Instructor Level 2 program at JIBC
- Started remote training for a potential Internship program we are exploring.
- Joint Occupational Health and Safety Committee information has been downstreamed to members and a new bulletin board is up.
- Mental health resiliency training was completed with Dr. Nancy Reeves. Challenge is that she is unable to accept any new clients
- 4 members completed ICS 100 this month
- Emergency Vehicle Operations Training is taking place this month as per NFPA requirements for annual evaluations. The internal training program was modified to incorporate new "no parking" signs that were put up in reaction to a Trustee telling the Fire Chief he could park there "because there were no signs"
- 2 Officers successfully completed the Emergency Scene Management course - this is the last portion of Fire Officer 1- We now have 2 qualified FSO-2 and 3 FSO -1. Two more to start Fire Service Leadership this fall.
- Grant paid for the upcoming 2 days of Team leader/strategies and tactics - we have 2 senior instructors coming over from Vancouver to teach this class in house
- Grant paid for upcoming 2 days Incident Safety Officer course - we have 2 senior instructors coming from Vancouver to teach this class in house
- GVFD hosted a major Wildland Scenario in the Crestwood Firesmart group Neighborhood. We had GVFD, CECA, RCMP, BCAS, ESS, PALS, and OFC

participate. Over 50 responders and 19 households participated in the live real-time scenario. This was the biggest multi-agency scenario that our OFC Fire Service Advisor had witnessed. This scenario was able to be a success due to the pre-planning and work the community has put into emergency preparedness and communications.

- T.O Stringer voted Zone 1A (North island) Training Officer Representative for the Training Officer Association of B.C. Our Province is divided into 6 zones (2 on the island) and each has a senior rep. This is an honour for GVFD and the work and relationship building of former T.O Sprogis helped us with this.

The BCFTOA is dedicated to gathering information on training standards and providing this information to fire departments so they may effectively and safely train their members. In a world of ever-changing standards and regulations, this organization provides fire departments with the most current, up-to-date course information and training requirements. The BCFTOA will help develop, and support the work of those leaders and organizations in order that they may best provide training for members and affiliated Associations.

Congratulations for your appointment to the BCTOA.

Moved by Diana Moher to accept the Training Officer report as presented, seconded by Sean Lewis, carried.

### **ASSOCIATION REPORT**

Little to report, getting through what we have to and have a clothing order coming in soon.

### **OLD BUSINESS:**

- Policies:
- Difference between trying to resolve issues informally vrs. formal complaint.
- No procedures, no guidance.
- Complaint policy - table until we hear from the Review committee.

Extended Health, self insure:

The Fire Chief gave out the paperwork showing what we have now and what we could be doing on our own.

- How many people are on it? 2
- \$259.00 p/m is expensive for what you are getting, makes sense.
- Do the volunteers get any EH or dental? - No but have in the past.
- Need a policy regarding maintaining funding, budget, rules of use.

Diana Moher moved to accept concept in principal and go to the finance committee to come up with a policy, seconded by Chris Windess, carried.

## **NEW BUSINESS:**

The Chair asked for a 10 minute adjournment to look something up.

Moved by Diana Moher, seconded by Chris Windess, carried.

Trustees have a copy of an email the Chair received, some parts of the email have been redacted. This email was sent to my personal email address but it was addressed to Chair of Board, that's why it is part of the meeting. Nominations closed Friday April 22 on Monday April 25 names of candidates were released to the Board, this email was received by me on April 28. On page 3 of document you will see a redacted portion that is redacted by me as I am concerned about the protection under FOI Act. There are some statements in here that cause concern,.

Fred Apstein said that this communication was from someone who was considering running for the Board and was asking about the Board, this is his reporting it's a "he said she said."

The Chair stated he doesn't believe this falls within the criteria of in-camera I'm going to suggest that a Special Committee be formed to deal with this email and the comments contained therein and that Committee be authorized to contact appropriate legal council to determine if there is a legal issue.

Only just seen this for the first time, what I hear is well intentioned comments there is no request for information or resolution or action, well intended venting. Perhaps the gentleman concerned should be contacted, he hasn't asked for anything. He is sending you this to ensure the proper information is out there.

(Question from meeting attendee) Is the content of the email something that we can see?

I am reluctant to share, I feel it was an obligation from me to bring it to the Board, second thing is it deals with an election, third there are some comments that I believe fall within the responsibility of the Trustees. The reason I am suggesting a committee of 1 - 2 people, it will either go away as non existent or go another way. Only thing that concerns me is the comment made at this meeting that it was that it was a confidential meeting.

I suggest this go to the Review Committee and they could come back to us.

There is a lawyer on the Review Committee.

Sensitive stuff in here and the Review Committee only has the authority to report back.

I have concerns with the Review Committee meetings, they need to be open to the public and this could be in camera.

Think it is only fair to the Trustee involved with this and Mr. Elkington, there may be nothing to it but in the interest of full transparency I think it needs to be looked at.

The Chair stated that as Sean is on Review Committee and I'm up for re-election I suggest Diana and Chris be the Select Committee with the mandate be to review this email and advise the Board once they have done that and I ask for it to be expedited. I support what you are suggesting however I think the Review Committee should see it.

John Moeller moved that Diana Moher and Chris Windess be the Committee, if they both agree to fill that roll, seconded by Diana, carried.

### **Questions from the Public:**

FF: Just to sum it up, Fred Apstein had a conversation with Don Elkington that Fred wished was kept secret and there is enough information in the email that we can't see it?

Has any other Trustee been contacted? No.

FA: When I was a candidate I talked to Trustees, this candidate contacted me, one of the things I said was if I had known what it was going to be like I wouldn't have done it.

Fire Chief: In the Sounder it says 30 words would be the maximum, why did you allow some candidates to go over?

Sounder - thought it was close enough.

Diana Moher moved that the meeting be adjourned, seconded by Sean Lewis, carried.