

**GABRIOLA FIRE PROTECTION DISTRICT
GENERAL MEETING - December 07, 2022**

A General Meeting of the Gabriola Fire Protection District was held December 07, 2022 with six Trustees, Corporate Officer, Fire Chief and Training Officer in attendance.

Attendees: Paul Giffin (Chair) via Zoom, Sean Lewis, Fred Apstien, Diana Moher, Chris Windess, John Moeller, Jessie Longo (Corporate Officer), Will Sprogis (Fire Chief), Kitt Stringer (Training Officer), Members of the public

Not in Attendance: James Arends

The meeting was called to order at 4:05 p.m. by Chairman Paul Giffin.

Paul Giffin attended the meeting via Zoom and suggested John Moeller to Chair. Fred Apstein moved Trustee Moeller to Chair meeting. Diana Moher seconded. Carried.

Trustee James Arends arrived at 4:07 p.m.

John Moeller asked for anyone who is recording the minutes to identify themselves.

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

John Moeller asked for a motion to accept the November 02, 2022 minutes. Immediate discussion took place for modification. John Moeller asked for a motion to accept the minutes as modified by Mr. Apstein. Sean Lewis acknowledged motion, Diana Moher seconded. All in favour, except for Paul Giffin who opposed. Carried.

Chairman John Moeller asked all Trustees that they acknowledge the receipt of the following correspondence:

- Email "Positive Thoughts and Observations" from Arthur P Earle Jr.
- Email "Alternatives to Fire Dept. Collecting and Burning Yard waste in MOTI Gravel Pit." from Timothy Maika
- David Chorneyko letter
- Message submission from Dr. David Kellenberger
- Letter from Duncan MacPhee/Ruth Wright
- Email "A Clarification" from Mike Stewart
- Email "Trustee Protocols" from Rick Jackson

Chris Windess moved Fred Apstein and Will Sprogis to investigate yard waste grant. Seconded by James Arends. Fred Apstein added, "and to report back" Carried.

Discussion regarding David Chorneyko's letter. Point of order brought up, did not apply to current agenda, moved to late agenda items.

Communications Committee:

98% complete, Chris Windess will visit the office next week for payment for the wix account.

Planning Committee: N/A

Finance Committee: N/A

Business Email Committee: N/A

Guest Speaker: N/A

Fire Chief Report:

Calls for November total: 64

Brush Fire - 1
Structure Fire - 2
M.V.A. - 4
False Alarms - 3
Hydro related - 18
Burn Complaints - 3
First Responder - 32
Other - 1

Calls attended during the storm 11

Communications outage lasted from Tuesday, November 29 to Monday, December 5. Once Gabriola Fire Department realized the situation the hall was staffed around the clock with two members standing by to take calls and receive drive-ins.

I organized meetings with Emergency response agencies to ensure communication between all of us. I gave each group a Fire Department radio so we could talk to each other.

I also organized an emergency meeting at the Fire Hall with agencies involved as well as our stakeholders Shaw, Telus and Hydro to talk about the ongoing situation and to look for remedies for the future with building and redundancy so we don't see this happen again.

A big thanks to the membership, Community members and seeker for supporting us around the clock with assisting Communications during the outage.

Calls Dispatch from the Fire Hall - 24

Breaks down as follows:

First Responder - 11

Hydro related - 4

Public assists - 7

Hazmat - 2

I would like to commend Coastal Emergency Communication or CEC for setting up the Arden radio on the tower near the old Fire Hall. This has a line of sight with Mount Benson and gives us the ability to have a backup phone when communication has been severed to the outside world. The Arden phone made some very important early calls asking for resources from The RDN.

I would also like to remind the Community to support CEC with more local volunteers. CEC is an integral part of the emergency response team for Gabriola.

EMR training is underway for the first class of eight members who are bridging from first responder to emergency medical responder. The training will further scope and ability to treat patients coming at just the right time before all FR have to go through mandatory upgrades to keep their license. Big thanks to Fire Fighter Glenys Bussler and Lieutenant Jennifer Knight.

FireSmart update the drop off days were a great success seeing over 200 vehicles come through and saw over 400 yards of debris brought in. Reminders will be going out in the Sounder when we are going to be doing our training burns. We plan to burn February; This will give us the ability to conduct the live fire training to certify another eight new members for Wildland FireFighting.

After the last Trustee meeting, I implemented an open-door policy for the Trustees to drop by my office on Thursdays between 3:30 - 4:00 pm. Thank you to those of the Trustees who have been able to stop in.

We are still planning for a Town Hall meeting in February to review industrial operations during high and extreme weather conditions, and ask the Trustees for a Committee meeting next week.

New engine that was proposed to be built in 2024 proposals have come in. I will present the Trustees with these and ask the Trustees to arrange for a Committee meeting of the long-range Committee to look at these proposals, and look at other required capital purchases.

With the power out, B.C. Ambulance will be stationed out of Fire Hall #1 due to no generator at their station. We have also supported the warming station at the fellowship Church on Church Street.

The intern report is close to completion for the operational review and would expect to see it in the next couple weeks. The review appears to be going over well all in person interviews have been completed.

Through the process of this review the scope has grown with collaboration of the Trustees. The review has moved a little further than just Operations review. Now it is going over policies, procedures for the Improvement District, as well as the Bylaws. The Improvement District in the operation side has also had a lot of political white noise going on in the background which has slowed the process and incurred more cost. To finish up this project and reach the final report we will need to raise the budget by \$3,000.00 for a total of \$8,000.00. A reminder that the other two proposals were priced at \$15,000 and over so our review is still very affordable.

Fred Apstein motioned to increase the operational review budget by an extra \$3,000.00. Seconded by Sean Lewis. Discussion. Carried.

Finance Committee and Long Range Planning Committee to meet in December to plan for purchase of a new engine, and discuss town hall meeting, re:shutdown.

Fred Apstein motioned the Board of Trustees on behalf of the entire Community to commend Will and the entire department during the crisis. Sean Lewis seconded. Chairman asked to wait on motion until the agenda item.

Training Officer Report:

Consultant update:

- Consultant has completed interviews
- Interim report expected very soon

EMR Update:

GVFD has 3 licenced EMR now, all 3 were hired on by BCAS to back up the SOC program
GVFD class is almost complete for 8 more EMR- Taught by Jenn and Glenys

Regular Training:

- Winter operations training- Chains
- Spinal protocol
- Superior shuttle practice
- Superior Shuttle Accreditation
- Live fire vehicle fire
- Canceled training due to storm

Other:

- Recruits have been doing 1 test a week
- 3 new Candidates have started orientation

- Ordered new training curriculum from OFC- should be issued very soon.
- looking at changing our training calendar from 12 to 24 months based on new training standards
- New training standards are very heavy on regulations - Worksafe, Motor Vehicle Act, Occupational Health and Safety

Business by email policy - Draft:

Tabled until email and website is available.

New Business - Thank-you to the Volunteers:

Fred Apstein referenced the earlier motion made and added, “not just volunteers, Will, Kitt and staff for stepping up and being a huge asset to the Community in crisis.” Paul Giffin added, “Thank you with a written letter.” Fred Apstein added, “and the letter also goes to the Sounder.” Sean Lewis seconded. Discussion. Fred Apstein further amends motion, “to have the letter worked on with Will for wording” Carried.

Late Items:

Sean Lewis motioned, “Review Committee Report to be accepted and implemented by February.” Chris Windess seconded. Discussion. Sean Lewis motioned, “Formally accept the report and meet in January to discuss.” Paul Giffin amended the motion to “Committee meeting in January to discuss.” James Arends seconded. Carried.

Sean Lewis motioned, “Chair to apologize to Fred Apstein for treatment this year.” No seconder. Defeated.

Fred Apstein motioned to adjourn. Diana Moher seconded. Carried.

Adjournment: 5:00pm

Approved at February 01, 2023 General Meeting