

**East Sooke Fire Commission**

6071 East Sooke Road, East Sooke BC, V9Z1B2

250 642 -4411

commissioners@eastsookefirecommission.ca



**Commissioners Present:** Wendy Herring, Bruce Manning, Falk Wagenbach, Al Wickheim

**Absent:** Doug Thompson, Mike Yeager

**FD Present:** Chief Carl, Training Officer

**Public Present:** 1

**COMMITTEE MEETING**

20 February 2023

**1. Adoption of Agenda**

MOVED: Bruce                      SECONDED: Al                      CARRIED

**2. Motion to Publish Draft Minutes of AGM, November 2022**

MOVED: Bruce      SECONDED: Wendy                      CARRIED

**3. Adoption of minutes from January 18th Workshop**

MOVED: Al                      SECONDED: Bruce                      CARRIED

**4. Adoption of Minutes from regular meeting January 16th**

MOVED: Bruce      SECONDED: Wendy                      CARRIED

**5. Public Participation on Agenda Items      None**

**6. Reports**

a. Chair's Report

As Per Addendum.

MOVED: Bruce      SECONDED: Al                      CARRIED

b. Fire Chief's report

As Per Addendum.

MOVED: Al      SECONDED: Bruce      CARRIED

c. Finance report (delayed)

As Per Addendum.

MOVED:        SECONDED:        CARRIED

d. Community Hall report

As Per Addendum.

MOVED:        SECONDED:        CARRIED

**7. Old Business**

**8. New Business**

**9. Adjourn public meeting at 8:55 pm**

Next meeting: 20 March 2023

## Chair's Report

### Chair's Report East Sooke Fire Commission    February 20, 2023

#### **1<sup>st</sup> commissioners meeting and election**

On January 16 this year, the newly formed commission held their first meeting and elected the following positions:

Chair:	Falk Wagenbach
Vice Chair and Community Hall liaison:	Bruce Manning
Treasurer:	Wendy Herring
Communications and Secretary:	Mike Yeager

#### **Community Hall Lease -Input from the community hall group –**

On January 17, I met with Armin and discussed the group's wishes for a new lease

#### **Workshop:**

On January 18, the commission met for a workshop where they discussed their Job Descriptions, Code of Conduct, the strategy for a new community hall lease and some in camera topics.

#### **Negotiation Community Hall Lease**

On January 23, I met with 3 JDF SAR managers and negotiated a new lease agreement.

### **Signing Community Hall Lease Agreement**

On Feb. 01, I met with the SAR management and signed the new 5-year-lease agreement with a lease increase of 40%, an automatic annual increase of 2.5%, a one-time payment of \$4,000 and the return of a previously occupied storage room.

### **Fire Department 2022 year-end surplus**

Our fire department obtained a historical surplus of \$111,801, mainly achieved due to \$60,000 not being spent on a budgeted paid position and \$23,700 from an increase in revenue via the fee we charge for the Silverspray Fire Protection. The treasurer will give you the details.

### **Governance Review**

The CRD has hired a firm to conduct a Governance Review for the fire departments of Willis Point East Sooke, Otter Point, Shirley and Port Renfrew. This review is to discuss and improve service sustainability including communication, reporting, bylaws, administration, asset management etc.). The FD Chief and the FC Chair will meet the consultants on April 04.

### **Sooke Silverspray Contract**

Sooke contacted CRD for an appointment to negotiate a new Silverspray/Sooke Point Fire Protection Contract/agreement. Chief and Chair will meet with the Sooke Fire Chief, one council member and J. Reimer (Manager CRD Emergency Services). For 2022 Sooke paid \$68,000 for our Service and they aim to reduce those costs significantly.

### **Handover Treasury**

January 27, I met with Wendy, our new Treasurer, for training and handover.

### **Landscaping Project**

Is taking shape. We met on 3 Sundays and now have an idea on where we want to go...

### **Commission representation on Fire Brigade AGM**

On February 16, Mike and I attended the annual Brigade AGM, representing the commission and discussing our responsibilities and our dedication to support our fire fighters.

Falk Wagenbach

Chair East Sooke Fire Commission

# East Sooke Volunteer Fire Department

## Fire Chief's Report

Feb 2023

### Membership

#### Roll Call

FFs on pagers: 15 (2 are Exterior only, 1 on extended leave)  
FR/Support on pagers: 4  
Recruits not on pager: 6

### Training

The plan is to start a new inhouse recruit class to train up the 4 recruits that are waiting for their basic training instead of waiting for next year.

All FFs will join in the class as a skill refresher or as instructors and class leads.

### Callouts

Feb 2023		Feb 2022	
Alarm Bells	0	Alarm Bells	1
Duty Calls	1	Duty Calls	1
Hydro	2	Hydro	1
Medical	2	Medical	4
MVI	0	MVI	0
Rescue	0	Rescue	0
Structure Fire	1 (1 m/a)	Structure Fire	2 (2 m/a)
<b>Total</b>	<b>6</b>	<b>Total</b>	<b>9</b>

### Miscellaneous Items

#### ERF Projects for 2022 / 2023 / 2024

Tender 2 replacement: expect it to go out within 1 week

SPU Completion: work continues.

Turnout Gear: 2022 gear has arrived. 2023 purchase will be organized soon.

Landscaping: see below.

Pagers: We have another \$3500 scheduled for pager purchases in 2023.

Squad 1 Replacement: Squad 1 is up for replacement next year which means starting the process now.

## **Fire Smart**

Completed our end of year meeting and identified a few improvements for the coming year.

## **Web Site & Social Media**

A basic design is done, now we need to update the content. Actively working on new media for the site.

## **Projects**

### **Apparatus Replacement Plan:**

**Status:** Starting

With Squad 1 due for replacement, and Tender 2 being considered for conversion, the chiefs will be developing a plan for future apparatus.

### **SOG Review:**

**Status:** Discussed with CRD and advised to wait on them.

### **Landscaping:**

**Status:** in design stage.

We have a firefighter collective redesign of the sign done.

### **Training Prop:**

**Status:** Progress continues.

Working on railings.

### **Pre-incident Planning:**

**Status:** Paused

Interested firefighters will be working together to do a survey of the park with respect to access, turn arounds and possible staging areas. This initial info gathering phase will take a few months to complete.

## **Community Hall report**

## East Sooke Community Hall Group Meeting

February 10 2023

Call to order at 7 pm. Standard Agenda.

Present: Wendy Herring, Bruce Manning, Leslie Leus, Armin Sielopp. Regrets Wendy Lane.

Minutes of December 10 2022. Moved by Wendy to adopt, seconded by Bruce. Carried.

Treasurer's Report. Moved by Bruce, seconded by. Carried.

Old business. The S.A.R. rental contract has been completed. Details to come. Thanks to Fire Commission chair Falk Wagenbach for completing this.

We have received the final inspection/sign off report from V.I.H.A. for the new septic tank. Landscape clean up to follow.

New doors for the front hall closets to be ordered.

Wendy gave an update on hall bookings. This included an interest in a day time yoga class.

Meeting adjourned at 7.35 pm.

Respectfully Submitted. Armin Sielopp