

**NORTH GALIANO FIRE PROTECTION
AND EMERGENCY RESPONSE COMMISSION**

COMMISSIONERS MEETING

MAY 19, 2019

FIRE HALL #1

Draft Minutes

Present: Robin Stringer, Roger Pettit, Michael Clark, Ken Kucille, David Howe
Regrets: Laurie Whittaker, Dawn Lybarger
Guest: Roger Allen, Ben Maberly
Staff: Karen Harris
Recording Secretary: Jeanne Erickson
Chair: Roger Pettit

The meeting was called to order at 11:06 a.m. by the chair.

1. Approval of Agenda

Approved by consensus

2. Approval of Minutes

Amendments:

Under: Treasurer's Report, Draft Budget
noting that the NGVFD is the most expensive department in the
province.

Changed to:

noting that the NGVFD is the most expensive fire department, per
capita, in the Southern Gulf Islands.

Motion: (Robin, Michael) to approve the minutes of the April 14, 2019 as
amended.

Carried

3. Business Arising from the Minutes

a. Follow up on BCEHS letter

Dana contacted BCEHS last year and was told that a reply to our letter
was in the mail. It has not been received.

Action: Roger to ask BCEHS for a copy of the letter.

A review of the circumstances that led to the letter was provided. Karen
noted that there has been an improvement in dispatch with the NGVFD
being called for an ambulance assist at Cable Bay one week ago. With
the new litter wheel, the department was able to provide the assistance
needed. There is also a debrief with dispatch planned. She noted that non
local ambulance attendants may need some support in identifying when a
FGVFD assist should be initiated.

4. CRD Director's Update

Roger thanked Dave for attending the meeting and requested an update on what is happening at the CRD.

Dave mentioned that **Ben is his alternate director** and encouraged the NGVFD to engage him in any meetings related to Emergency Services or Fire.

Dave then went on to provide a full discussion on current changes and activities at the CRD.

Ben reported that **Spanish Hills Dock has been divested by the federal government to the CRD**. There is now a barricade put up to stop vehicles going down the dock, as it is not safe for cars. Any issues with that dock should be addressed to Dan Robinson. An impact gun could take down the barricade if needed for evacuations for better people flow.

The emergency management committee has approved the **draft report for the wind storm** and is hoping it will be made public in the next few weeks. There is a lot of room for improving communications and preplanning. Hydro is mentioned in the report and meetings with them contributed to the report. There is an effort being made to get the EMC to focus less on earthquake and tsunami scenarios and focus on more weather events, which are predominant in the SGI. The report will be posted on the CRD website, after approval by the board. Aspects of the approved draft it may be sent out sooner to initiate time sensitive actions that are needed prior to next fall. A lesson was that when a weather event is impending to get everything activated well before the storm hits and the power goes out, after which communication may be much more difficult.

The **Fire smart** program has taken several big leaps in educating the public and is being very successful.

Ben reported that an emergency access from Gustin Rd to Georgia View is in the works, and once this template is approved it can be used for further emergency accesses that are needed. The agreement would be between the land owner and the CRD for public accesses that are only activated for emergency situations. It is now with the Islands Trust, who requested it, but don't have the authority to approve it, to sign off. A significant benefit is that these roads don't have power lines. There is a really safety issue around downed power lines, and these new accesses don't have that issue.

5. CRD concerns

a. Asset management project

Robin reviewed his opinion of the report, which was fraught with problems from the very beginning. The commission was not informed about the project until it was well underway, and were not told the project goals. One week prior to the consultant coming we were notified. We did our best to cooperate. There was an update report in November that we was not sent to us. We got a copy from the library board.

Robin noted that our chair wrote a very polite comment on the report. We thought the initiative was to tabulate our assets, their condition, their life expectancy and replacement time estimates. We were led to believe the results would lead to the creation of a long term capital plan. The report is full of jargon, charts, graphs and terminology. Even though it is a draft, it includes very detailed recommendations on more consulting work. Robin is disappointed that we haven't been given proper communication on the next steps of this project which seems to have morphed into something other than we expected, and it is somewhat bewildering. How is this going to be corrected?

Karen reported that Sean was not included in the report distribution and missed the follow-up meeting. They are both meeting with Carlo from the CRD to develop a risk assessment plan. She further noted that the report was received only two days prior to the meeting. On Thursday Carlo requested further input, due in one week, for the 90% report. Now the report has a new title, The Sustainable Service Delivery Plan. Ben noted that the asset management initiative was started by the federal government and the CRD is participating it. The problem is that at every level of government no one has any idea on what to do with the information. The CRD is the latest to be collecting the information, but what is the point of it?

Dave noted that an asset management plan will be a condition for getting federal grants in the future and opting out is an option, but not recommended.

Karen and Sean have been asked to do a significant amount of paperwork for the risk management project. Dave offered to provide additional funding for any help Karen needs to complete the paperwork, including the assistance of Emma, who has been recently hired by the CRD to assist with Galiano Island.

Motion: (Robin, Ken) the Commission has received the draft report dated Feb 2019 for information purposes. It is unclear of the direction and deliverables of this initiative. We need to better understand what the deliverables are and is there a course of action to bring this process back to an orderly fashion. How does the CRD commit to more effective communication on this assignment or task and funding to complete it.
Carried unanimously (4)

Dave is working on a grant for solar power for the NGVFD hall #1. Karen can task Emma to prepare the grant application. Ben suggested that Karen work with Sean on the form .

Action: Karen to pass on two grant applications to Emma.

- b. Executive undertakings
See 4. CRD Director's Update
- c. Staffing changes

It was noted that there have been significant changes to staffing at the CRD beginning with Peggy Dayton, who left suddenly. We will miss her help and knowledge. Also, Conrad Cowan resigned to take another job. We wish them well.

6. Chair's Report

No report except to say that it was a great party yesterday for Tom Darby.

7. Treasurer's Report

We now have the corrected inline budget.

We received information the year to date revenue and expense report.

Robin sends the detailed report to Roger and Karen and a summary to the board.

Action: Roger to send out an example of the four reports that he used to get to Robin and Karen.

8. Chief's Report

Karen pointed out the information on grants.

Action: Karen to request a copy of the hydro and telecommunication bills.

Action: Karen to pursue confirmation, with Amber Donaldson, that the Emergency Services phone bill is now being covered by them
Karen displayed the North and South Galiano Fire Department Tshirts.
Roger P requested Fire Department hats.

9. Other Business

Action: Karen to check with Tom and Sam regarding access to firehall wifi.

Action: Karen and Sean to synchronize passwords for all fire halls.

a. Chief's Vehicle

Ken reports that he contacted three SGI fire chiefs and it appears that there is a general consensus on the chief's vehicle.

- All departments expect the chief to get to and from the fire hall in their own vehicle.
- All departments provide .50 per kilo when a private vehicle is used for fire department business.
- All departments have an emergency vehicle the chief or the duty officer on call can use. The emergency vehicle is to be taken home during duty officer time.
- Karen is currently the only duty officer in North Galiano.
- Karen cannot carry her turnout gear in her vehicle. All departments have a pick up type of vehicle for this purpose.
- Roger mentioned that the purchase of a new vehicle needs to be in the budget.
- Roger suggested that in the meantime that Karen put something on the roof to contain the gear.

Motion: (Robin, Michael)

The commission requests of the CRD to adjust their current mileage allotment rate to take into account the current cost of gasoline and the higher cost of gasoline on Galiano Island.

Carried.

b. Signs progress

Deferred

c. "Volunteer and Composite Fire Departments
Equipment and Training" grant

Deferred

10. Next Meeting June 9th 10 am **Adjournment** (1:30 pm) Michael