

**GABRIOLA FIRE PROTECTION DISTRICT  
GENERAL MEETING - March 01, 2023**

A General Meeting of the Gabriola Fire Protection District was held March 01, 2023 with six Trustees, Corporate Officer and Fire Chief in attendance.

Attendees: Paul Giffin (Chair) via Zoom, Sean Lewis, Fred Apstein via Zoom, Diana Moher, Chris Windess, John Moeller, Jessie Longo (Corporate Officer), Will Sprogis (Fire Chief)  
Not in attendance: James Arends

The meeting was called to order at 4:04 p.m. by Chairman Paul Giffin

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

Paul Giffin asked for a motion "To make John Moeller Chair for this meeting." Sean Lewis moved the motion. Chris Windess seconded. Carried.

Paul Giffin motioned, "To accept Draft Feb 01, 2023 Minutes" Diana Moher seconded. Fred Apstein and John Moeller abstained from the vote. Carried.

**Correspondence:** N/A

**Financial Report:** N/A

**Communications Committee:**

Diana Moher motioned "To convene the Communications Committee for the purposes of reviewing the Code of Conduct." Sean Lewis seconded. Carried.

4:11 p.m. James Arends arrived

It was advised the Trustee website is up and running. Android view now working.

**Planning Committee:**

Waiting for the operational review before meeting.

**Finance Committee:** N/A

**Business Email Committee:**

Microsoft365 grant approved. Waiting to roll out until confident it is set up properly; Working out emails, licenses and how to distribute. Microsoft email(s) will eventually replace the current

[gabfire@shaw.ca](mailto:gabfire@shaw.ca) email and Trustees email. It was noted this tied into the email policy awaiting approval.

**Guest Speaker:** N/A

**Fire Chief Report:**

Monthly Call Outs - 38

First Responder - 20

Burn Complaints - 4

Hydro - 4

MVI - 5

Gas spill - 1

Investigation - 1

Other - 3

**Bylaws/Town Hall meeting:** The meeting on February 15 2023 was well attended. It was the first of two public meetings to review the purpose burning ByLaw that also deals with restrictions on industrial activity in high and extreme fire conditions. The next meeting will be held Saturday March 18 at 1 pm at Albert Reed memorial Fire Hall #1.

**Operational Review:** The Fire Department has received the Operational review from Jay Brownlee and Associates, I would like to pass it off to the Trustees for their review of the document before making it public.

**Grant application:** The Fire Department is pleased to hear that we were successful on the Community Emergency Preparedness Fund for close to \$30,000.00. The grant will be spent on the first phase of our structural protection trailer. A structural protection trailer has equipment such as: pumps, hose, portable tanks and sprinklers to protect structures from on coming wildfires. The structural protection unit protects structures by creating a humidity bubble around the threatened building and defending them from radiant heat and an ember cast storm. We are also hosting a course instructed by BC wildfire service called the SP115 which trains us to use the structure protection units.

**Asking for Motions:**

I would like a motion from the Trustees to set up a Committee to meet on adopting recommendations for the Board of Trustees from the operational review.

I would like a motion from the Trustees to purchase the equipment for the structural unit out of the capital reserved then repay the funds back once we received the grant.

Diana Moher motioned, "Set up Committee to review and adapt recommendations in regard to governance of the Trustees" Sean Lewis seconded. Discussion. Paul Giffin amended the motion "Committee be formed to review the report, and deal with any comments that deal specifically with Trustees and not operations" Fred Apstein suggested an amendment to the amended

motion, "Appropriate for the Trustees to review the entire document". Further discussion ensued with respect to Trustees reviewing and implementing recommendations from the review. John Moeller suggested clarifying the motion to, "Accept document and agree to review. Further decision after that point." Original motion that was seconded was retracted. Sean Lewis motioned "formally accept the review" Chris Windess seconded. Carried.

Fred Apstein motioned, "To use funds from capital reserve to pay for the equipment received, and reimburse capital reserve when the grant money is received." James Arends seconded. Carried.

### **Training Officer report:**

#### **EMR Update:**

- All members have passed their written EMR tests as well as their Jurisprudence Exam
- we have arranged an evaluator to come to Gabriola [March 6th](#) to do our license practical evaluations, great savings for us for travel and accommodation.

#### **Regular Training:**

- Fire Extinguisher Training for entire department
- Emergency Traffic Control Management Certificate Course (2 weeks)- Taught in house by T.O Kitt Stringer and LT. Chris Manning who are qualified instructors from the BC Municipal safety association
- WSPP- Wildland Firefighter Refresher Course and Orientation for BC-115 Structural Protection Course

#### **Other:**

- New recruit class; 10 members have started
- 2 Wildfire BC members are attending GVFD in March to teach 115- Structure Protection Sprinkler Course

#### **Association:**

Held their AGM; Alex Dewar was voted president. No Community events currently planned and the association will meet Tuesday.

#### **Old Business:**

**Draft Fire ByLaw:** Question from audience regarding consultation with the Gabriola Contractors Association. Fire Chief Sprogis reiterated there has been one Town Hall meeting and there will

be a second Town Hall Meeting in March, which B.C. Wildfire has been invited. The meeting(s) are open to everyone, including the Gabriola Contractors Association. Existing ByLaw and draft ByLaw are found on [www.gabriolafire.ca](http://www.gabriolafire.ca) website.

**Letter requested by the Board retracting correspondence of May 2022 regarding Fred Apstein/Fred Apstein's email dated Feb 01, 2023 regarding "Letter of retraction":** Fred Apsetin expressed he was dissatisfied with the letter of retraction. Further discussion ensued. Sean Lewis motioned, "Table this to a later meeting." Chris Windess seconded. Paul Giffin abstained from the vote. Carried.

**New Business:** N/A

**Late Items:**

**AGM:** Paul Giffin motioned, "Procedure by which people can forward their nomination." Sean Lewis seconded. Discussion. Fred Apstein motioned, " We request the Corporate Officer to look at what we did last year and send that information to the Board and poll the Board and if the Board is unanimous, that will be the date." Diana Moher Seconds.

Paul Giffin asked to amend the motion, "From unanimous to majority." Further discussion. John Moeller asked, "All in favour of the amendment to the vote". John Moeller clarified there are two motions, "First motion - unanimous approval, second motion - majority approval." Two votes in favour for the amendment. Defeated. Further discussion. John Moeller asked, "All in favour in approving the motion to have unanimous approval of the dates." Carried.

**Absentee ballots:** Trustees stated no change for this year; will require a lot more time to set up.

5:19 p.m. Fred Apstein left zoom and rejoined.

Floor was opened to questions from the audience.

Sean Lewis motioned to adjourn. Fred Apstein seconded. Carried.

Adjournment: 5:27

*Meeting minutes approved at the April 05, 2023 general meeting.*