

**OTTER POINT VOLUNTER FIRE DEPARTMENT
COMMISSION MINUTES OF MEETING
WEDNESDAY 18 OCTOBER 2023**

Members Present:

Ms. J. Hemphill – Chair
Mr. B. Gibbons – Treasurer
Mr. D. Gollmer – Vice Chair

Mr. S. Hemphill – Trustee & Firefighter’s Rep
Ms. D. Morton – Trustee

Members Absent:

Mr. P. White – Trustee

Others Present:

Mr. J. McCrea – Otter Point Fire Chief
Mr. B. Patterson – Otter Point Assistant Fire Chief

Call to Order:

Meeting called to order at 1935 hrs.

Approval of the Agenda:

All in favour of the agenda.

Approval Previous Minutes:

Motion to accept the minutes of the September 13th, 2023 meeting. Gibbons/White. All in favour. Motion carried.

Fire Chief’s Report:

Attached.

Treasurer’s Report:

Budget 2023 – still on track.

Firefighter’s Rep. Report:

- 30 Sep 2023 – Annual Appreciation Dinner. This year’s dinner was well attended, five members were recognized – three for Five Year Service, one for Ten Year Service, and Otter Point Firefighter of the Year.
- 31 Oct 2023 - Hallowe’en event will take place once again this year at Camp Barnard.
- 02 Dec 2023 – Sooke Santa Parade.
- 09 Dec 2023 – Santa Truck and Candy Cane Run, cash donations are preferred.
- 21 Dec 2023 - Firefighters Get Together In lieu of Levy Night.

Old Business:

None.

New Business:

CRD Fire Services Governance Review. A virtual presentation of the Report (Tim Pley & Associates) was held on MS Teams 17 Oct 2023 to review the report and recommendations as described in the report. As not all Commission members received the presentation invitation or report, an additional meeting is scheduled for Wednesday, 01 November 2023 at 1900 hrs to further discuss the report and potential implications on the governance and operations of our Department.

Meeting Adjournment:

Motion to adjourn at 2035 hrs. Gollmer/Gibbons. All in favour. Motion carried.

Next Commission meeting is the AGM to be held on Wednesday, 08 November 2023, 1930 hrs.