

**OTTER POINT FIRE PROTECTION AND EMERGENCY RESPONSE
SERVICE COMMISSION
MINUTES OF MEETING
WEDNESDAY 12 JUNE 2024**

Members Present:

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

Mr. S. Hemphill – Trustee & FFs Rep
Mr. P. White – Trustee

Members Absent:

Ms. D. Morton – Trustee
Mr. A. Wickheim – Trustee and Dir JDF

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 1926 hrs.

Approval of the Agenda:

All in favour of the agenda.

Approval Previous Minutes:

MOTION to accept the minutes of the May 15th, 2024 meeting. Gibbons/Gollmer. All in favour. Motion carried.

Fire Chief's Report:

Attached.

Treasurer's Report:

Budget 2024 – on track.

Budget 2025. A preliminary look at the Five-Year Capital Expenditure Plan. Will be reviewed again next meeting along with the 2025 Operating Budget. Deadline is July 26 for any new initiatives that require capital or operating funding in Q1 2025. Final deadline is October 30.

Firefighter's Rep. Report:

- Live Fire with Otter Point members took place on Saturday 25 May and was extremely successful.
- Family BBQ. Was held on the afternoon of Sunday 26 May, went very well.
- Pacific Jamboree 2024, Camp Barnard from 06-13 July. 3,200 participants are expected this year.
- Canada Day. The Dept will be in attendance at the Sooke River Flats.

- Annual Firefighters Appreciation Dinner. To be held Saturday, 28 September, food by "Food for Thought". For consistency and ease of scheduling, the Dinner will be held every year on the last Saturday in September.

Old Business:

Employment contracts. Completed.

New Business:

None.

MOTION to adjourn at 2020 hrs. Gollmer/White. All in favour. Motion carried.

Next Commission meeting is to be held on Wednesday, 10 July 2024, 1930 hrs.