
PORT RENFREW FIRE PROTECTION AND EMERGENCY RESPONSE COMMISSION
Notice of Meeting on **Thursday, January 15, 2026 @ 10:00 am**
Virtual Meeting – MS Teams

In Attendance: A. Wickheim K. Neish R. McIntyre W. Toulmin I. Laing
 C. Wilkinson C. Vrabel (Staff) L. Winbourne (note taker)

MINUTES

1. Opening Remarks (territorial acknowledgement)
 - a. Chair calls meeting to order at 10:01 am
2. Approval of Agenda
 - a. Move to approve agenda by C Wilkinson, seconded by R. McIntyre Carried
3. Approval of Previous Meeting Minutes – November 6, 2025
 - a. Move to approve previous minutes; by R. McIntyre, seconded K. Neish Carried
4. Election of Chair & Vice-Chair
 - a. 2 nominations for Chair: A. Wickheim & I. Laing, I. Laing declines the nomination so A. Wickheim is acclaimed as Chair.
 - b. C. Wilkinson is nominated and acclaimed as Vice-Chair.
5. 2026 – 2030 Financial Planning
 - a. Completed provisional budget stage 1 Dec 2025, stage 2 to be complete by March
 - b. Current cost per home approximately \$400/year, comparable to \$700/year
 - c. Increased ERF by \$20K for 2026 and \$10K per year through 2030
 - d. Provisional capital budget is changed to remove electrical upgrade component as complete, remove replacement of overhead door motors, remove replacement of fire hose as complete. Replacement of SCBC adjusted to \$90K, have 5 packs and 13 cylinders that require replacement. If successful 2 packs may be replaced by grant funding. New project: outfit fitness equipment/gym for \$15K. New project: installation of security system including cameras \$10K. Total projects \$115K for 2026, reflects a \$20K increase over past capital budget.
 - e. Move to accept the financial staff report as written, K. Neish, Seconded I. Laing.
 - Old motors from overhead doors were recycled for small amount of \$.
 - Q. from W. Toulmin: what is the model moving forward? G1s, 4500.
 - Q. from I. Laing: for callouts, what is the rate? There is a provincial inter-agency agreement that sets the rate each year. 2025 was \$409/hour
 - Financial staff report carried unanimously.
6. Fire Chief's Report – attached. Q. from W. Toulmin: upgrading to cordless? No.
 - a. Suggestion from I. Laing: Rogers now allows customers to access satellite comms when there is no cell service. Check with Starlink to see if they can offer a car-top antennae for Squad.

- b. Q. from A. Wickheim: is there specialty equipment for electric car fires? Yes, there is a battery cooling wand, getting quotes. CRD is looking at bringing in trainers for firefighting electric car fires to ensure worker safety.
- c. Q. from K. Neish: province was supposed to be bringing in fibre optics cabling?
A. There is a new fibre optic cable coming up the highway.

7. Manager, Fire Services update

- a. Just finishing implementation of 3 large files. 1. Fire investigation and inspection – CRD now responsible. 2. New operational powers bylaw; 3. Fire underwriters update, updating tech docs for submission. 4. Working on bunkies issues with JDF planning. Staff will report back.
- b. Q. from C. Wilkinson re: fire/water flow: missing 3A piece of submission, to come.
- c. Q. from C. Wilkinson questioning is there any pump station coming to improve water flow?

8. New Business

- a. C. Wilkinson moves to have CRD staff request from integrated water services fire flows at all hydrants during peak and off peak times. Seconded A. Wickheim. Discussion: has been issues in the past about who pays for improvements. Carried.

9. 2026 Meeting Dates & Location of meetings

- a. Quarterly is the minimum with special meetings as necessary. Staff suggest May, June, November, with special meeting in April if necessary.

10. Adjournment: W. Toulmin moved to adjourn, seconded by C. Wilkinson. Adjourned at 11:48 am.