

**Mayne Island Improvement District
Meeting of the Board of Trustees
Date: Monday, August 10, 2015
Location: Temporary Offices, MIID & MIFRS**

CALL TO ORDER:

The meeting was called to order at 9:00 AM by Chair Bob McKinnon

PRESENT:

Trustees: Bob McKinnon; Doug Walker; Sharon Hinton; Cilla Brooke; Brian Dearden;
Staff: Administrator: Gerrie Wise; Finance Officer: Katherine Somerville;
Fire Chief Steve DeRousie

ABSENT WITH NOTICE

GUESTS, MEMBERS OF PUBLIC PRESENT: Tracey DeRousie

AGENDA – Additions, Approval

Fire Chief added an item to the Fire Chief's Report: SCBA Equipment; and he stated that the NOTAM (Notice to Airmen) has been extended for a further 60 days to October 9th. Trustee Brooke and the Chair added items to the In camera meeting agenda for Human Resources and the fire hall build.

MOTION Trustee Doug Walker moved and Trustee Cilla Brooke seconded the motion to approve the agenda as amended.
CARRIED UNANIMOUSLY

PREVIOUS MINUTES OF THE BOARD OF TRUSTEES MEETINGS:

MOTION Trustee Sharon Hinton moved and Trustee Brian Dearden seconded the motion to approve the Minutes from the Board Meeting of July 13, 2015 as circulated.
CARRIED UNANIMOUSLY

BUSINESS ARISING FROM MINUTES

a. Member Benefits Policy¹ was distributed to all Trustees prior to the meeting and was briefly discussed. Trustee Brooke and the Fire Chief answered questions, and two spelling errors were corrected.

MOTION It was moved by Trustee Brooke and seconded by Trustee Doug Walker to approve the Mayne Island Improvement District Employee Benefits Policy.
CARRIED UNANIMOUSLY

b. Local Gov't Administrators and Fire Chiefs Course, Sep 11-13, 2015, presented by the Office of the Fire Commissioner, Fire Chiefs' Association of BC and the Local Government Management Assoc of BC – The Administrator reported that the course is full and we should watch for the next offering. Trustee Brooke suggested a Board decision is not required if there are sufficient funds in the budget. Fire Chief added that he has added the cost to the training budget because it is required in the new "playbook".

¹ Leave of Absence Policy, July 13, 2015
Board of Trustees MIID Meeting Minutes
Monday, August 10, 2015, Approved Sep 8, 2015

CORRESPONDENCE:

- a. email- requests for reversal of late payment charges to be covered In Camera.

FINANCE REPORT

Katherine Somerville, Finance Officer, presented the Budget/Expenses report² attached, and reminded the Trustees of the budget planning meeting to follow today's Board meeting. The Administrator reported briefly on the delinquent tax accounts which are eligible for Tax Sale; details are in the Administrator's report. Katherine then asked for questions. Trustee Dearden asked how much the lawyer's fees are; and Katherine replied that \$2000 is budgeted in the Health Centre Budget, but it is not always required.

MOTION It was moved by Trustee Cilla Brooke and seconded by Trustee Brian Dearden to approve the Finance Report
CARRIED UNANIMOUSLY

REPORTS

- a. Management: The Chair stated he had a number of items to address and asked to discuss the fire hall build issues and under the committee reports or "in camera"

MOTION It was moved by Trustee Sharon Hinton and seconded by Trustee Doug Walker to accept the Management report.
CARRIED UNANIMOUSLY

- b. Administrator's Report: Gerrie Wise provided her report³ attached, and the list of work required at the Health Centre⁴. She reviewed her report and asked for questions. Trustee Dearden asked if the double pane windows are now installed. The Administrator confirmed they are installed and included on the Expense/Budget report. The Administrator stated she had clarified the insurance issues raised in the last meeting regarding when vehicles could be parked in the new hall with the insurer and advised the Board through attached emails.

MOTION It was moved by Trustee Doug Walker and seconded by Trustee Sharon Hinton to accept the Administrator's report.
CARRIED UNANIMOUSLY

- c. Fire Chief's Report⁵ (attached) Fire Chief Steve DeRousie presented his report and reviewed various items on the report. Trustee Hinton asked if the department was compensated for a response to the DND events, such as the "stand-by" request for flare destruction July 21st. The Chief explained that there is no recovery for that type of event; however in answer to the Chair, the Chief confirmed that recovery would be possible if a Fire were to be attended on a National Park. Trustee Dearden asked why the flares were exploded during a high fire risk period. The Chief explained that the flares are very dangerous and DND deals with them immediately. A short discussion was held regarding billable responses by the department. The Chief then provided details regarding the vehicle fire call on July 10th. The fire was controlled and contained by extinguishers and the local Fire Hydrants were not used.

² Finance Report

³ Administrator's Report

⁴ HC Maintenance List

⁵ Fire Chief's Report

The Fire Chief reported that one Auxiliary Member has resigned, before completing the probation period.

He mentioned that he was contacted by the department in the San Juan Islands after his comments on the CBC regarding Mayne's public information and fire hazard precautions. The fire risk continues through August.

He then spoke on the proposal regarding SCBA Equipment and asked for questions.

Trustee Brian Dearden asked if the present equipment is safe. The Chief replied that the SCBA are safe. However, the filling station has safety issues.

The chief is concerned that the cascade bottles, and filling station are over twenty years old. The fragmentation container is not up to standards. The bottles are over 20 years old, and do not have a lot of capacity. The compressor's age is unknown. The cascade filling station controls are also over 20 years old. His recommendation is to renew the entire system now, and he has projected the financial implications to our Reserves.

Trustee Doug Walker asked for details of the financial implications, and the Chief confirmed we have \$154,000 in Fire Department reserves (Vehicles & Equipment), and gave a short explanation of the figures, and explained that more detailed figures are available for this afternoon's budget meeting. He summarized by saying:

The next vehicle to be replaced is Tender 1 in 2020 at approx. \$350,000. Based on funding \$64,000 annually to vehicle Reserves, we will have sufficient funds for that vehicle purchase. He stated that for budget planning, he has also extended the figures necessary for Reserve to forecast for the next two vehicle replacements. He then explained that the Board should also plan a small annual contribution to Reserve for unexpected Equipment failures or needed replacements, however, equipment needed in the next 5 to 10 years would only be replacement of portable pumps, extrication hydraulics, etc.

Trustee Walker asked if we need to buy this SCBA equipment all at once. The Chief replied that in order to fill new bottles the compressor system needs to be replaced. However it is the compressor which is questionable as to its reliability and so at a minimum it should be replaced. He is also concerned about changes to the requirements which may make replacement necessary of the SCBA as well as the bottles in 2017 for all departments. New bottles would require the replacement of all the equipment. The Chief feels a purchase now at the prices he has obtained, before demand is higher would save money. He is certain prices will continue to go up.

The discussion continued.

Trustee Walker and the Fire Chief discussed the capacity of the compressor.

Trustee Dearden expressed a desire to replace the compressor and wait until later to replace the bottles.

Trustee Cilla Brooke stated that her opinion is that MIID should obtain the new equipment such as the compressor and filling station now to be installed in the new building.

Chair Bob McKinnon stated that the Board needs to establish the priority. He is concerned about the timing of this expenditure. Until the hall is complete, we do not have a clear picture of the district finances.

He stated that he believes the Board has 3 options:

1. Defer the complete replacement to a later date
2. Buy the equipment in stages
3. Purchase equipment now as proposed

The Chair asked which option should be considered

The Fire Chief expressed his view that these Reserves were taxed for Equipment and should be used for that purpose rather than the new fire department building.

The Chief stated that he is concerned about the safety of the Firefighters as opposed to spending the equipment reserves on the new building. He sees this as a priority life saving item for the firefighters.

Trustee Brian Dearden stated he wishes to wait until the building is complete before spending the Reserves for purchase of this equipment.

Trustee Doug Walker stated that Reserves can be used for any purpose at the discretion of the Board. He stated he sees this as a question of taking prudent action. He stated that he and the Board do understand and respect that the Chief's first concern is the safety of the firefighters, and support him in that belief, however, he would prefer to table this proposal until the new fire hall is complete.

Trustee Sharon Hinton asked if we could defer the purchase for 60 days to allow for the completion of the new hall.

The Finance Officer stated that all costs should be in by then.

Trustee Cilla Brooke stated she does want to purchase this equipment and does not want to delay this decision beyond 60 days. She stated she definitely does not want to use the Equipment Reserves for the building.

The Chair asked for a motion either to purchase the equipment or to defer a decision to a later meeting.

MOTION It was moved by Trustee Doug Walker and seconded by Trustee Sharon Hinton to defer the proposal to the October Board meeting

CARRIED UNANIMOUSLY

MOTION It was moved by Trustee Doug Walker and seconded by Trustee Brian Dearden to accept the Fire Chief's Report

CARRIED UNANIMOUSLY

d. Report from Occupational Health and Safety Committee⁶. The Minutes from March and Draft minutes from May were circulated. The Fire Chief reviewed the items. No mishaps or concerns were brought forward. Training and Assessment will take place here for all drivers, Aug 25 and 26th. This will establish a practice of assessment every 5 years. A short discussion regarding Driving Training courses took place.

MOTION It was moved by Trustee Cilla Brooke and seconded by Trustee Sharon Hinton to receive the OH&S Committee Report

CARRIED UNANIMOUSLY

e. MI Health Centre

i. Health Centre Repairs: circulated with the Administrators report. Report from David Rea, HC Maintenance⁷ was circulated

ii MIHCA- Lindsay Allan, Chair, was not available for today's meeting and sent

⁶ Minutes of the OH&S Committee, March & May (draft)

⁷ D. Rea Report

a brief email and Clinic Schedule⁸. Trustee Cilla Brooke reported that Island Health Management staff members are coming to Mayne Sept 4th to talk about the new geographical boundaries for rural health care delivery. The group will include Dr Ambrose Marsh, new medical director for Saanich/ Southern Gulf Islands, Sheila Leadbetter, and Bill Relph, Rural Health Services.

MOTION It was moved by Trustee Sharon Hinton and seconded by Trustee Brian Dearden to receive the Health Centre Committee Reports **CARRIED UNANIMOUSLY**

COMMITTEE REPORTS

- a. BC Ambulance Service: Trustee Sharon Hinton: nothing to report
- b. Communications: Mayneliner article: The Trustees discussed an article for Mayneliner and website. An article will be not drafted for the Sep 1st Mayneliner, but the Chair will draft a website article for end of August. The Fire chief was thanked by the Board for his submissions of all the new Fire hall photos and articles in the Mayneliner to date.
- c. Fire Department: Trustee Doug Walker - nothing to report
- d. Finance Committee Trustee Cilla Brooke –budget planning continues
- e. FOIPPA: Chair: nothing to report at this time with an item for in camera
- f. Government Liaison: Chair nothing to report
- g. Health Centre & HC Assoc.: Trustee Hinton: nothing further at this time
- h. Fire Hall Committee: The Chair reported that the septic tanks are here and work will begin tomorrow. There are questions regarding the positioning of the field which will be resolved tomorrow. The drywall and taping is being done quickly by persons on-island, who have been able to work weekends. They will also be doing the acoustic ceiling. The painting in the interior should be starting on Thursday. Next week the interior doors should be hung. HVAC will also be done this week. Matt Taylor is working off site and not scheduled to return until next Monday, when trenching for the water system and drainage should be started. Cole from Liberty has sent a new timeline showing that we should be able to move trucks into the hall by end of this month, and to complete the move into the hall in the middle of September. The Chair cautions about this timeline that it may be optimistic.
- i. Human Resources Committee – Trustee Cilla Brooke – in camera item.
- j. Garbage Committee – Trustee Brian Dearden. Nothing to report Chair reported that Rose Bennett posted a comment on Facebook complaining about someone dumping 3 garbage bags in the drive rather than the bin and without payment.
- k. Fire Fighters Liaison – Trustee Brian Dearden: nothing to report

MOTION It was moved by Trustee Doug Walker and seconded by Trustee Sharon Hinton to accept the Committee Reports **CARRIED UNANIMOUSLY**

OTHER BUSINESS: none

NEW BUSINESS: None at this time

⁸ Email Lindsay Allan
Board of Trustees MIID Meeting Minutes
Monday, August 10, 2015, Approved Sep 8, 2015

NEXT TRUSTEES MEETING DATE/S:

- September 14, 2015 – **1:00 PM** Regular Board Meeting- Location - **TBA**
Trustee Walker asked for the time change and the Trustees all agreed.
Trustee Brooke will be absent

Questions from the guests

The Chair asked if our guest had any questions; there being none, he thanked Tracey for attending.

IN Camera

MOTION It was moved by Trustee Doug Walker and Seconded by Trustee Sharon Hinton to go in to the In Camera session at 10:10 AM **CARRIED UNANIMOUSLY**

After the “In Camera” meeting, the Board meeting was reopened to bring motions forward under “New Business”

NEW BUSINESS:

Excerpt from the In Camera Minutes of August 10, 2015:

“**MOTION** It was moved by Trustee Cilla Brooke and Seconded by Trustee Doug Walker to bring forward the motion regarding the Fire Chief Employment Agreement passed “in camera” to the monthly meeting. **CARRIED UNANIMOUSLY**”

MOTION It was moved by Trustee Cilla Brooke and Seconded by Trustee Doug Walker that the Board approve the Fire Chief Employment Agreement. **CARRIED UNANIMOUSLY**

The Fire Chief then accepted the agreement”

ADJOURNMENT:

The Board meeting was adjourned at 11:50 AM by motion made by Trustee Sharon Hinton

Recorded and presented by: Gerrie Wise, Administrator
Approved:

Bob McKinnon, Chair

Date:

MAYNE ISLAND IMPROVEMENT DISTRICT POLICY		
SECTION :	ADMINISTRATION	Page 1 of 2
TITLE:	Member Benefits	

PURPOSE: To establish conditions by which members are in good standing and to qualify members for enrollment in the Districts group benefits plan, qualifying conditions which entitle members to be automatically enrolled in fire department group insurance policies. To also set the rate of plan premium deferment by the Mayne Island Improvement District, on behalf of the member(s) so enrolled.

SCOPE: All Fire Department Personnel

POLICY: The Mayne Island Improvement District at its option provides limited life and accident insurance coverage for its employees and members in good standing, at their date of hire whether they are paid or paid-on-call volunteers. Extended health and dental group plan coverage is offered to qualifying employees and members, at a deferred rate of the plan premiums. The premium deferment rate shall be set by the Board of Trustees annually and may be adjusted from time to time.

DEFINITIONS: Premium Deferment Rate - is established by the Board and determines the percentage of plan premium which the member shall be required to pay while enrolled in the Districts group Extended Health Care and Dental Plan(s). The rate is published annually in the "Firefighter Rate Schedule".

Member in Good Standing - Members are expected to maintain attendance of 70% at regular practice sessions and 30% of emergency responses received by the department between January 1st through December 31st each year as is applicable to each members responder level. Member(s) shall be advised of their individual attendance standings on a quarterly basis. (ex: FF2 or FF1 or FR/Auxilliary member)

Policy Coverage and Plan Benefits - The details and conditions of the Districts policies and/or benefits plan are available to the membership by contacting the MIID Administration office.

PROCEDURE: Members in good standing, having completed or satisfied all employment acceptance conditions shall be covered by the Districts policy(ies) by the district, at the rate as published annually in the "Firefighter Rate Schedule", beginning on the members date of hire and consisting of:

- Accidental Death & Dismemberment life insurance,
- 24 hour on duty/off duty accident insurance,
- WorkSafe BC - on duty coverage only.

MAYNE ISLAND IMPROVEMENT DISTRICT POLICY		
SECTION :	ADMINISTRATION	Page 2 of 2
TITLE:	Member Benefits	

Members who have completed all probationary conditions shall be eligible for enrollment in the district group policy benefits at the rate as published annually in the "Firefighter Rate Schedule", at the single or family rate as applicable to the members personal status consisting of:

- Extended Health Care,
- Dental.

Qualifying Period: Members entering or re-entering service with Mayne Island Volunteer Fire Department shall successfully complete all qualifying department probationary period requirements, including any required waiting period established by the group policy provider prior to becoming qualified for enrollment in the department Extended Health & Dental plan.

Qualifying members may choose to decline enrollment in the extended health care and dental plan for any reason and/or choose additional coverage offered by other employers or plan providers.

The Board reserves the sole right to change the percentage of district group benefits policy premiums deferred by the district on behalf of member(s) annually, and shall provide written notice to the member of any such change.

Termination of Benefits: Members taking or intending to take a temporary or permanent leave from active duty with the fire department agree their absence from the department as specified in MIID Policy - Fire Department - Leave of Absence, shall constitute a voluntary resignation, including termination of enrollment in the Districts Life Insurance, 24 hour on duty/off duty accident insurance, WorkSafe BC coverage, and Extended Health and Dental benefits plans.

REFERENCE: MIID Policy - Fire Department - Leave of Absence

Also see O.G. 3.01 - Training - Standards
3.01.01 - Volunteer Fire Fighters
5.01.05 - Employee Vacations

Passed by motion of the Board of Trustees on	date: August 10, 2015
 _____	 _____
Bob McKinnon, Chair, Board of Trustees Mayne Island Improvement District	Gerrie Wise Administrator

Mayne Island Improvement District

Administrators Report Board Meeting August 2015

HC Premises:

The list of planned or required work is attached, copy to the Board and Chair, MIHCA. We are still waiting for Parts on order for a leaking "Toto" faucet in Room 207.

HC Water All quality tests are satisfactory. A Construction Waiver from Island Health for the addition of a new filter as per the quote approved by the Board has been received, with one condition. The connection to the membrane filter must be re-connected after one or both of the micron filters. That condition requires further labour & supply costs of \$390.

HC Maintenance Contracts: All position Descriptions and Contracts are presently under review. All expire Dec 31st 2015.

BCAS/ Fire Dept Water.

A second test of the "Ambulance" water, which serves our present buildings, was clear and the "boil water" advisory has been cancelled. Nothing further regarding the water system for the new hall has been brought to my attention.

Strategic planning Health Centre:

The Capital budget was reviewed during the budget planning meeting July 29th 2015. Garden, parking and driveway improvements were discussed along with a planned reserve to provide for capital expenditures for heating, plumbing, etc.

Health Centre Taxes

At this time, there are now 6 properties which are over 24 months delinquent in paying their Taxes. These taxpayers have been notified that properties will be eligible to proceed to Tax Sale if taxes are not paid by August 15st, 2015. Letters will be sent by the Ministry and our lawyer to advise taxpayers of the accounts outstanding, and the legal action which could follow. The Ministry has confirmed that none of these properties are liable to forfeiture to the Province this fall.

Garbage: nothing further at this time.

G. D. Wise
Aug 5, 2015

Health Centre Repairs Log

Month : Aug, 2015

Criteria for Priority Rating; Completion Recommendation

1. **Critical** – issue poses a safety hazard to patients &/or staff - Immediate attention – within 24 hours
2. **Urgent** – if issue not dealt with further damage could ensue; or interruption to regular operation/work of staff - Within 2 weeks
3. **Regular wear and tear** – operational interruption – comfort and safety of patients/staff - Within 3 months
4. None of the above but **Budget** planning needed and work completed - Within 12 months if budget allows

Report Date	Reported or Requested by	Phone #cell	Email address	Detailed description	Priority Code	Completion Date	Follow-up date	Comments
Oct 29, 2013	SJM	539-0259	sally-maka@hotmail.com	Replace damaged gutter outside ER entrance	4			No repair req'd (Replacing Gutters & Downspout included in planned Reserve).
Oct 2013	MIHCA			Long term solution to garden, Parking lot and Driveway	4			2016 Capital Budget
March, 2014	Reported by D Rea			Some Panel/Breakers, Switches & Plugs are mislabeled or not labeled	4	2015		Op Budget 2015 Southern Gulf Electric will proceed as weekend work after summer
Jan 3	BCAS			Tap in Emerg. Room not working correctly	3			Looking into repair or replacing sensor Plumber getting estimates
Nov 28	GDW			Repairs to SE corner foundation	2			Eric Walker quote provided & work is scheduled as he is available
Feb 10	Dave			Faucet in Medications room 207 is leaking under sink	2			Plumber to repair Part on order
May 4				Modify new filtration system to meet IH conditions	2			See Admin report
July 12 July 15	Diane Sally			Wasps Nests Bird's nest	1 2	Immed.		Emails sent to Dave Rea
July	Diane			Valve on Rain Catchment tank needs repair	3			

Mayne Island Fire Rescue

Fire Department Report for July 2015



Presented to the Improvement District Trustees - Monday, August 10th, 2015.

Emergency Call-Outs		Pagers	Apparatus	July 2015 Responses:		17
• Jul 01	BCAS Assist	634	Eng2	633 Fire / All Page:	25%	4
• Jul 01	EMA-FR3	634	Eng2	634 First Responder Medical:	50%	9
• Jul 04	EMA-FR3	634	Eng2	635 Duty Page:	25%	4
• Jul 05	EMA-FR3	634	Utility1	Total Personnel Hours:		263 hours
• Jul 05	Smoke Smell/Sighting	633	Eng2, Utility1, Eng1, T3			
• Jul 05	EMA-FR3	634	Utility1	Heliport: BC Air Ambulance:		0*
• Jul 10	Fire-Vehicle	633	Eng2, T3	*does not include unreported BCAS helicopter flights		
• Jul 10	Open Burn - Campfire	633	Eng2			
• Jul 15	EMA-FR3	634	Eng2	Fire Practice Hours:		250
• Jul 16	BCAS Assist	634	Utility1	Total Practice Session hours:	122	
• Jul 18	RCMP Assist	635	POV	On-Island Supplemental training:	0	
• Jul 20	Smoke Smell/Sighting	635	Utility1, Eng2	Off-Island Supplemental training:	128	
• Jul 21	Fire Standby for DND	633	Eng2			
• Jul 24	Open Burn - Campfire	635	Utility1			
• Jul 26	Assistance - Gen Public	635	Utility1	Community Events:		2
• Jul 27	EMA-FR3	634	Eng2	Community Events attended:		2
• Jul 28	EMA-FR3	634	Utility1, Eng2	- Canada Day @ Miners Bay Park		
				- Church Fair @ Church grounds		

Fire Prevention & Public Education / Community Events

Our fire prevention campaign to raise awareness of the fire risk and work restrictions has been successful to date, with no instances of brush/grass or forest fires received. The recent wildfire events have only increased the concern over the possibility of a wildfire on Mayne Island. We remain fully prepared to respond to any level of fires that may occur during this drought/extreme forest fire danger period in order to protect the lives and property of our residents.

Fire Practice, Training & Continuing Education

Training and practice for July consisted of Wildland, Pump Operations, and Rope Rescue drills. Four of our members successfully completed their 1st Responder Spinal certification through Pender Island Fire Rescue training division, improving the level of patient care skills. Four members attended the Salt Spring Island Regional Training Weekend, taking courses including Critical Incident Stress Management and Basic Rescuer Skills. This learning raises the core skills and competency of our department officers, including their ability and accountability for our members health and safety, as well as maintain and improve the ability of the department to deliver emergency services.

Personnel

I received notice from one auxiliary member resigning their probationary position for a new total of 24 members, with 17 of those being NFPA 1001 level 1&2 members. Ideally, our numbers should be a minimum of 25 trained and responding firefighters, supported by the auxiliary members. Therefore, we'll continue our efforts for the recruiting of new members.

Total Responding Personnel: 24*			
Hot Zone Firefighters:	17	Auxiliary Firefighter:	7
NFPA 1001 FFII accredited:	14	FF Auxiliary:	7
NFPA 1001 FFI, equivalent	3		
Recruit firefighter:	0	Away With Leave:	0
*includes recruits and members away with leave or on suspension			

Apparatus and Equipment

Nothing to report for July - Apparatus and Equipment are all operating normally. 2000 feet of forest fire fighting hose was acquired and is in service in the event of a forest or brush fire. Two sets of firefighter turnout gear were replaced as budgeted for this year. Four fire pagers required service and/or repairs in July. Rescue gloves and glove straps were provided to NFPA 1001 trained members.

Operations and Administration

CBC radio requested an interview which occurred July 7th in response to the drought and extreme conditions. Operational guidelines are not yet completed due to higher priority occurrences, however Board policies are being reviewed and implemented as they are approved and enacted. A review of the members attendance is showing we are on-track with anticipated calls and training costs.

Steven DeRousie,
Fire Chief

MAYNE ISLAND FIRE RESCUE

520A FELIX JACK ROAD
MAYNE ISLAND, B.C. • VON 2J2
PHONE: (250)539-5156
email: sderousie@mayneid.ca
Web Site: www.mayneislandfire.com

Mayne Island Fire Rescue

Volunteers Serving the Community



2015 Scott 4.5 SCBA Capital Project Proposal

Self Contained Breathing Apparatus and Breathing Air Compressor System.

The department requests approval of the Board; to replace our Scott 2.2 SCBA and breathing air compressor system, concurrent with the completion and commissioning of the new hall. Funding for this equipment would be withdrawn from the fire department equipment reserves, leaving the building reserve untouched.

Through the fire department, I have researched our available options - resulting with the system components listed below as the most affordable and available to meet our current and future needs. Referenced in the WorkSafe BC OHS Regulation, fire fighters who may be exposed to an oxygen deficient atmosphere or to harmful concentrations of contaminants must wear a SCBA having a rated minimum duration of 30 minutes. Example call types in addition to the more common use in structural firefighting and overhaul are: CO alarms, fuel spills, chemical spills, biological hazards, garbage and vehicle fires. The fire department has responded to all types of calls except biological hazards so far.

This proposal to upgrade Scott 4.5 SCBA to the newer version (*2007 edition of NFPA 1981 Standard on Self-Contained Breathing Apparatus*) addresses our responsibility to ensure our personnel safety anytime they are performing work in a hazardous or toxic atmosphere, any high risk work and should be given the attention of a life safety priority item.

The estimated funding necessary to be withdrawn from equipment reserves is \$131,000.⁰⁰. Trade-in values are estimates only*, as the vendors will not guarantee a trade value until units are received.

SCBA and Breathing Air Compressor Cascade System	Qty	List	Total
Scott 4.5 SCBA - reconditioned '07 model with new cylinder	12	3850	\$46,200. ⁰⁰
Scott 60 minute new breathing air cylinder	24	950	\$22,800. ⁰⁰
Scott 4.5 SCBA / Cylinder shipping cost	1	*2000	\$2,000. ⁰⁰
Irwin Fire Kat 6 / 6,000 psi 1-phase breathing air compressor	1	26,800	\$26,800. ⁰⁰
6000psi cascade bottles bank of 4	1	7800	\$7800. ⁰⁰
Revolve-Air 4-bottle filling station with cascade controls	1	14,000	\$14,000. ⁰⁰
Cascade System & Compressor installation labour		*2000	\$2000. ⁰⁰
PST Tax		8512	\$8512. ⁰⁰
Total Estimated cost to upgrade			\$130,112. ⁰⁰
Trade-in value of old equipment: (to be confirmed)			
Compressor, 4500psi cascade cylinders, Fill Station		tbd	*-3000
14-2.2 SCBA, 56-2216 30 minute cylinders		tbd	*-2500
Total cost after trade-in credit:			\$124,612.⁰⁰

The Problem:

Manufactured to meet the 1997 edition of the NFPA Standard on SCBA, our current breathing apparatus are functionally safe but they meet only the basic requirements of Occupational Health and Safety Regulations and they are deficient in several areas directly affecting the safety of individual firefighters wearing one of our 1997 Scott 2.2 SCBA.

Identified operational deficiencies with our current Scott 2.2 SCBA when compared to current edition SCBA requirements are:

- No alert signal when breathing air cylinder is depleted to 50 % of its rated capacity,

- End-of-Service-Time Indicator activates at a 25 percent air capacity, it should be 30%,
- No Rapid Intervention Crew Universal Air Connection (RIC/UAC) - a system that allows emergency replenishment of breathing air to the SCBA of trapped personnel,
- Replacement air cylinders must be brought from the fire hall out to the incident site.
- The current breathing air compressor is of an undetermined age and is incapable of producing the high pressures of 6000 psi to provide storage capacity and headroom.
- The dive cylinder fragmentation containment is non-compliant - would not suitably contain an explosive failure of a cylinder during refilling, exposes workers to high risk.

The Solution:

The most effective solution to the problem is to acquire a breathing air system capable of delivering a longer duration use, while keeping any retraining requirements to a minimum.

To accomplish this, I propose to purchase twelve reconditioned 2007 Scott 4.5 SCBA, a new 6000 psi breathing air compressor, a new cascade filling station with 4 storage cylinders and a built-in cylinder fragmentation containment system. The system components listed above function nearly identically to our old equipment for a seamless transition and the Scott 4.5 SBCA operate identically to our current SCBA, with exception of the added safety features, and a maximum operating duration of 40 minutes per cylinder.

Upgrading our SCBA will have a positive impact on our operations and personnel safety.

- increase to the life safety margin for our personnel working in hazardous environments,
- increase the efficiency of firefighter work and energy output between cylinder changes,
- increased system storage capacity for refilling cylinders during operational responses,
- improved personnel safety during refilling procedures in the event of a cylinder failure,
- decreased physical number of spare cylinders from 36 (30 minute cylinders) to only 12 - (60 minute cylinders) to provide the equivalent of two hours continuous duration.
(this is because Scott 4.5 SCBA are equipped with a 60 minute cylinder at the start of an incident, whereas the Scott 2.2 SCBA are equipped with only a 30 minute cylinder at the start of an incident)

Two companies are available in Western Canada who can supply the SBCA and cylinders. They will also accept our existing Scott 2.2 SCBA and cylinders for a modest trade-in credit toward this purchase. Dalmatian Fire Equipment is my choice as they are a larger company with resources extending in the USA and can meet the demand for the proposed quantity. Suppliers for the cascade refilling system and air compressor systems are limited with only one regional supplier in Vancouver - WFR Wholesale Fire & Rescue.

As new regulations are brought into effect, prior acceptable standards are dropped. Our SCBA currently meet the oldest acceptable specifications but **MAY** be eliminated in 2017. I believe we are in a position to take initiative now preventing problems with supply and demand for reconditioned units. New SCBA (over \$7000 each) aren't an option, however reconditioned units are available now at a very reasonable cost over the 15 year life expectancy \$8250 per year, which allows us to equip our firefighting personnel to perform their work with better safety than we're able to provide with the '97 version we're using now.

Thank you,

Steven DeRousie
Fire Chief

MAYNE ISLAND FIRE RESCUE

520A FELIX JACK ROAD
MAYNE ISLAND, B.C. • VON 2J2
PHONE: (250)539-5156
email: sderousie@mayneid.ca
Web Site: www.mayneislandfire.com

Mayne Island Fire/Rescue Officer's
Occupational Health and Safety Committee Meeting



Tuesday, March 9, 2015

Present:

Fire Chief S. DeRousie, Captain K. Stobart, Captain E. Rice, Chair, Administrator G. Wise.

Guests:

None.

Meeting called to order at 12:55 hours, March 9, 2015

1. Agenda

Motion

Administrator G. Wise moved and Fire Chief S. DeRousie seconded to adopt the agenda as amended.

CARRIED UNANIMOUSLY

2. Previous Minutes of the OH&S Committee Meeting:

Motion

Fire Chief S. DeRousie moved and Captain K. Stobart seconded the motion to approve the minutes of February 13, 2015.

CARRIED UNANIMOUSLY

3. Business arising from previous minutes:

- a. Workplace -
- b. Training -
- c. Personnel -
- d. Operational -
- e. Equipment –
 - i. Fire Chief S DeRousie reported that all SCBA units were inspected February 18, 2015. It was noted by the inspector that we should considering the upgrade to the 2007 NFPA 1981 standard, from the 1997 NFPA 1981 standard. There will be further investigation into this.
 - ii. Captain K Stobart acknowledged that the ladder rack and hard suction configuration on Engine 1 is still an action item, but will be addressed before the next OH&S meeting.
 - iii. Captain E. Rice also acknowledged that the action item regarding a new First Responder kit for Utility 1 will be prepared before the next OH&S meeting.

f. Other -

4. New Business:

- a. Workplace -
 - i. .
- b. Training -
 - i. .

Mayne Island Fire/Rescue Officer's
Occupational Health and Safety Committee Meeting



- c. Personnel -
 - i. .
 - d. Operational -
 - i. .
 - e. Equipment -
 - i. .
 - f. Safety
 - i. Fire Chief S. DeRousie identified safety concerns regarding incoming/outgoing BCAS helicopters for medical evacuation. There has been a report of damage to the Emergency Room door that occurred due to the rotor wash of an incoming helicopter. It was agreed that signage would be appropriate for the areas around the helicopter pad. FC DeRousie also recommended a hydraulic arm and with lock feature for the emergency room door, as well as an interior handle. Further, education for first responders and BCAS around this concern. Lastly, it should be reiterated with Liberty that there is the potential for helicopters to come in, and that it will require awareness from those on the job site.
 - ii. Fire Chief S. DeRousie added that there have been no near misses or injuries of any kind to report.
 - g. Other -
 - i. Captain K Stobart suggested a mechanism for follow up on action items to ensure completion of the item. This will be in the form of an email as soon as the draft minutes have been completed.
5. Agenda for Next Meeting TBA.
- Please submit any items to include on next month's agenda to: ERice@mayneid.ca or telephone 250 539 5156; or drop-off at the Fire hall.

Adjournment:

Meeting was adjourned at 13:14.

Captain Eric Rice,
OH&S Chair

From: [Lindsay Allan](#)

To: info@mayneislandhealth.ca

Sent: Friday, July 31, 2015 3:05 PM

Subject: August update from MIHCA

Hi everyone, the August clinic schedule is attached for your reference.

Also, we will be holding a second membership drive at the Fall Fair, August 15th from 10:00 a.m. until 2:00 p.m.

Please drop by and find out more about what your donation and membership dollars do - for the health centre, for you as a member of the community and consumer of health services on Mayne.

See you on the 15th.

Cheers,
Lindsay

Mayne Island Health Centre

Premises Manager's Report

July 2015

Building:

- Added hold-open to ER exterior door
- Added interior pull handle to ER exterior door

Safety and Security:

- (Ongoing) Removed wasp nests from exterior of buildings

Notes: