



**Sunshine Valley Volunteer Fire Department
ANNOUNCEMENT
2015 - ANNUAL GENERAL MEETING
Saturday, February 27, 2016 - 10:00 a.m.
Location: Sunshine Valley Recreation Centre
Registration: 9:30 - 10:00 a.m.**

Dear Member:

Please be advised of the upcoming S.V.V.F.D. AGM, which we hope you will attend, as a paid-up member of the Society, giving you the opportunity to play an important role in supporting your local volunteer Fire Department.

Please plan to attend the AGM to provide input on how we can work together to better serve the community. Help us to help you, in providing as much information as we can on home safety and helpful hints on other areas to consider year round, to help protect your property and family.

Also a reminder to please keep us up-to-date on any changes to your contact information, to help keep our records current.

Please remember to bring your AGM package along to the meeting. We look forward to seeing you there!

Laura Williams
President



**Sunshine Valley Volunteer Fire Department
2015 - ANNUAL GENERAL MEETING
Saturday, February 27, 2016
AGENDA**

- 1.0 Call to order
- 2.0 Approval of Agenda
- 3.0 Approval of Minutes from 2014 AGM
- 4.0 President's Report
- 5.0 Treasurer's Report & Financial Statements 2015 & Comparative
- 6.0 Current Year Budget
- 7.0 Fire Chief's Report
 - 7.1 Personnel & Equipment Status
 - 7.2 2015 Calls
- 8.0 New Business
- 9.0 Director's Election
- 10.0 Motion to Adjourn



Sunshine Valley Volunteer Fire Department 2015 Annual General Meeting - Minutes Saturday, January 31, 2015 – 10:00 a.m.

- 1.0 Call to Order at 10:05 am:** 40 members in attendance
- 2.0 Approval of Agenda:** (A43, P27)
- 3.0 Approval of Minutes from 2013 AGM:** (P27, A45)
- 4.0 President's Report:** L. Williams

The board elected at our 2013 AGM (held January 18th, 2014), consisted of myself Laura Williams (President & Treasurer), Ann Phelps (Vice-President), Brian Dodd (Secretary), Norman Barker, Ryan Ellan and Mark Wilson (Fire Chief). I would like to take this opportunity to thank them for their contributions and commitment to the board and community for all their hard work.

The volunteer firefighters also deserve a big note of thanks for their continued dedication and willingness to serve as a volunteer helping keep the Fire Department operational and the community safe. Without their willingness to donate their time, we would have no Fire Department, which is certainly needed by the increase in calls that we've seen in recent years.

We have continued to work together as a board and with SVUL/SVDL and SRRC to try and see the completion of the new fire hall. Things haven't moved along as quickly as we initially hoped and there are still areas of the hall that need to be completed, before the volunteers can operate as a fully functioning department. We had hoped the work would have been completed ahead of Christmas, with a possible open house to celebrate the achievement by all parties.

We have also extended an invitation to SVUL/SVDL and SRRC for them to attend the meeting today and provide an update to the community on the status of the hall and whether any additional work was planned by them with the prior contractor on the hall. In the event they couldn't make the meeting I offered to relay an update on their behalf to you. Unfortunately, this hasn't happened, so later in the course of the meeting, under 'New Business', we will put forth a proposal and a motion for approval on some required spending on the hall in order to see the work completed, so that the Fire Department can move into the new space.

Regarding occupancy, one of the board members has been working with Mr. Bull on the new lease agreement for the hall and we hope to have that finalized in the near future. In the Fire Chief's report, Mark will provide an update on the trucks purchased by the parties as part of the Arrangement Agreement.

In December, we received notification from the Gaming Commission that our application for a gaming grant was approved and they awarded us \$15K for the current fiscal year. Since 2008, we have received a total of \$99K in grants from the Ministry, of which we are extremely grateful. These funds have served to provide the majority of the upgrades we've seen to our equipment, including the new thermal imaging camera and ice and rope rescue equipment. Spending on these items was not out of the annual fire dues collected from the community. The funds have also contributed to a number of special training sessions for the volunteers. Thanks everyone for taking time to attend the meeting and for your continued support of the SVVFD.

5.0 Treasurer's Report: L. Williams

- AS MENTIONED, WE HAVE SEEN MAJOR UPGRADES TO EQUIPMENT AND IMPROVEMENTS IN THE LEVELS OF TRAINING, WITH THE FUNDING RECEIVED FROM THE GAMING COMMISSION OVER THE LAST 6-7 YEARS.
- JUST A COUPLE OF POINTS TO MENTION ON OUR FINANCIALS FOR THE FISCAL YEAR ENDED AUGUST 31, 2014.
- CURRENT CASH POSITION OF \$66.5K, CONSISTING OF OPERATING CASH OF \$19K; FIRE TRUCK SAVINGS A/C OF \$25.1K AND \$22.4K IN A HIGHER INTEREST SAVINGS ACCOUNT FOR AN 18-MONTH TERM, THIS COMPARES TO CASH POSITION \$52.8K (2013).
- WE ARE CURRENTLY REPORTING A SMALL AMOUNT OF RECEIVABLES, WHICH REPRESENTS AMOUNTS RECEIVED POST AUG/14 THAT RELATE TO BILLINGS DURING 2013-14. THE PRIOR YEAR O/S AR AMOUNTS HAVE BEEN REVERSED AND REVENUES ADJUSTED DOWN FOR THE UNCOLLECTIBLE DUES. A SCHEDULE INDICATING THOSE O/S UNPAID LOTS FOR THE PRIOR YEAR SUPPORT THE REVERSAL.
- PREPAID EXPENSES – REPRESENTS THE PORTION OF PPD INSURANCE TO JAN/2015
- DURING THE YEAR WE DID WELL WITH OUR FUND RAISING EFFORTS AND DONATIONS WITH A BIG THANKS TO MARK AND THE FIREFIGHTERS ON THE FUND RAISING, AND NORM, STEVE & DARLENE FOR THEIR CONTINUED EFFORTS ON THE RETURNS OF EMPTIES
- DURING THE YEAR WE RECEIVED A CONTRIBUTION OF \$7.5K FROM SVDL FOR THE COMMITMENT ON THE UPDATES TO TURNOUT GEAR EVERY 3 YEARS, WHICH OFFSETS THE EXP FOR GEAR OF \$6.3K. WE ALSO RECEIVED A DONATION OF \$2.5K FROM THE FVRD
- TRUCK REPAIRS OF \$4.8K DECREASED SLIGHTLY OVER THE \$5.4K IN THE PRIOR YEAR, DUE TO CONTINUED REPAIRS & MAINTENANCE ON THE AGING TRUCK;
- MOST OTHER G & A COSTS ARE IN LINE WITH PRIOR YEARS;
- JUST A NOTE IN CLOSING, MOVING FORWARD WE ARE EXPECTING TO SEE AN INCREASE IN OUR ANNUAL OPERATING COSTS AS WE EVENTUALLY GET SETUP IN THE NEW FIRE HALL, WITH THE LARGER SPACE ETC. .

Motion to approve the Treasurer's report as presented, motion approved (A45, H3).

6.0 Current Year Budget: The budget for the current fiscal year was presented and approved by the board.

7.0 FIRE CHIEF'S REPORT:

7.1 Personnel & Equipment Status:

The Sunshine Valley Volunteer Fire Department currently has 15 dedicated volunteers on our roster. I would like to thank all of our volunteers for their time that they spend taking training courses and attending practice and of course for being at the ready to answer the call when our pagers sound out at any given time, day or night. Some of our volunteers are so dedicated that they drive up from their homes in the city Saturday mornings just to attend practices. It makes me proud to know and to be able to work with such a great bunch of selfless people.

We now have a new Deputy Chief as Ray Hyland left the Valley last summer. Konrad Sears has graciously accepted this position as well as sharing the Training Officers duties with myself. Konrad brings 18 years' experience as a firefighter to our team. His experience and knowledge proves to be valuable and greatly appreciated as we all move forward in improving this department.

The Office of the Fire Commissioner has come out with new minimum training standards for all Fire Departments to ensure the safety of all firefighters on the fire ground. Konrad and I recently attended a two-day Train the Trainer course that coincides with the new standards so we can move forward in upping our game, which will mean that I have to ask for more of our volunteers free time to spend on the training ground and in the new training room doing classroom studies once the new hall has been completed.

With the \$15,000 gaming grant that Laura mentioned in her treasures report, we were able to purchase a Thermal Imaging Camera, which is a very valuable piece of firefighting equipment. These cameras are used to locate hot spots in walls and they also can be used to help locate victims in a fire or in search and rescue operations. With the remaining funds, we also purchased equipment so we can set up a Re-Hab. station, which would be used to monitor firefighter's health at prolonged events and during strenuous training sessions. Having this RE-Hab. tent is a Worksafe BC requirement as well as a NFPA Standard. This included a canopy, folding beds, chairs and various supplies stored in totes, so they are ready to be deployed when needed. With this year's grant we are looking into purchasing a more up-to-date communication system as ours is getting old and tired and with the remainder a filling station for our air bottles. We currently have to take empty air bottles down to the Hope FD and ask them to fill them for us. We also acquired 4 sets of turn out gear with the funds provided by SVDL/HT as per our agreement.

I would like to touch briefly on the Insurance Rating from the Underwriters. We did not receive the "3B" Dwelling Protection Grade Rating that we had hoped for, due to our lack of full-time residents on the department and our hydrants and standpipes don't meet their water supply criteria. We did however receive a "4" Dwelling Protection Rating which can be classed as non-protected, protected with limitations or semi-protected. This is up to the discretion of your insurance provider.

Once we get into the new hall and get the new trucks in operation we will be able to practice and demonstrate to the Underwriters that we can meet the Superior Tanker Shuttle Service accreditation as per their requirements to improve our rating even further. We need to be able to pump 200 gallons per minute for two hours using the new water tender truck that SVDL/HT purchased for us. We will be practicing this as soon as possible, so if you hear the trucks siren going for a couple of hours, don't panic. I will let everyone know ahead of this activity via email.

7.2 2013/2014 Calls:

This past year we attended 10 calls 7 medical calls, 1 MVA, 1 smoke alarm and 1 Carbon Monoxide alarm.

On one of our medical calls, we had a hard time trying to find who needed our help. Please ensure that your address and lot # are visible from the street. Also, please make sure that your guests also know this information. It would be a good practice to have ours and your phone number, address and lot number posted near your phone so it is readily available in case of an emergency.

7.3 Up-date on the SVDL/HT/SVVFD Agreement

As Laura has mentioned in her presidents report SVDL/HT has made good on some of their promises to the community and we are still hopeful for the completion of the fire hall as per our agreement. We now have the water tender registered in the departments name, the pumper truck has returned to the valley after having necessary repairs completed and inspected. We are currently trying to get the lease agreement in place so we can get moved into the new hall as soon as possible. We have been told that SVDL/HT are no longer going to be finishing the hall and it will be up to us to do the remaining work. We all hope that we can get your approval to spend a portion of our reserved cash to complete the building so we can all move forward.

8.0 New Business:

8.1 Presentation from David Bull (SVDL):

- SVDL and HT are proud of what they have accomplished
- Tanker truck done with many bells and whistles some time ago
- The financial contribution for equipment had been done
- Stand pipes and hydrants now maintained by SVDL
- Dry hydrant installed by gate to Huckleberry, a second dry hydrant may be installed
- The new pumper truck is older than anticipated but SVDL will honour 15 year truck commitment
- The new truck is "quite the truck: and a great deal of money was spent modernizing the truck. The value of the truck is now high and has more features than needed.
- We have built a fire hall that the community can be proud of. It is well built and engineered. We are proud of it and there was significant cost to making it the way it is.
- The interior is completed. There are issues with the level of finishing. We think it is done to the level of the original agreement.
- Everything has been done.
- We achieved new insurance underwriter grading.
- Every body of water and standpipe in the valley has been GPS located.
- We have done equipment, building and standpipes. The fire department could get us to the next insurance grade level.
- Pumper truck ready for SVVFD to accept
- We are honouring our commitment. Bare bones done, although mezzanine might not be to SVDL standards. Our contract is done.
- Formal lease is \$1 per year for 20 years. Done before Christmas and agreed to by a

board member.

- David and Ryan's salaries have gone into the hall since September because David wanted to ensure the job got done.
- As more money comes in, more could be done. It is not all it could be, but it is there. Building cost roughly \$260k plus land costs etc. \$70k has gone into trucks. We are personally invested in this building.
- What the fire department wants to see, we want to see too.

Discussion was held regarding work to be done in the fire hall.

Motion: That SVVFD pay up to \$10,000 to complete the lower and upper level of the hall so that SVVFD can take occupancy. (A21, M15)

9.0 Election of Directors:

Directors Election: Laura Williams, President/Treasurer
 Ann Phelps, Vice-President
 Brian Dodd, Secretary
 Norman Barker
 Ryan Ellan
 Andrew Bennett
 Mark Wilson, Fire Chief

Moved/seconded A58, A68

10.0 Motion to Adjourn: Approved P27.