

HIRRA Annual General Meeting Committee Report Attachments

a. Fire Protection/First Responders Report

Callouts and activities The Department recorded the following summary of volunteer time for regular training and incidents for 2015. This summary doesn't account for informal time in unrecorded training and home study:

*Numbers are in hours except incident#.

	Practices	Incidents	Courses	Total	Incident #
2015	2164	824	275	3,263	129
2014	2171	918	236	3,325	130
2013	1790	585	220	2,595	102
2012	2197	983	576	3,755	130
2011	1922	1018	390	3,330	114
2010	2307	620	429	3,356	108

Our incident breakdown for 2015 with a total of 129 calls:

- 91 medical
- 1 MVI
- 16 Duty Officer
- 5 hydro lines down
- 1 structure fire (trailer)
- 0 chimney fires
- 3 false alarms
- 3 brush/beach fire
- 2 RCMP assist
- 7 Public Service

Medical calls accounted for 70% of our incidents in 2015. The total number of medical calls has increased over the years as well as the ratio to our other calls.

Recruiting new members is a challenge in a dwindling, ageing population and remains one of our priorities. Our roster at the end of 2015 included 18 fire fighters (with 4 on leave), 2 recruits undergoing training and 5 auxiliaries.

The graph shows the distribution of years of service for our members. The Auxiliaries are included in the graph which may show a higher number in the 0-4 years of service. This looks like a fairly good ratio for the department with new members coming in, good middle distribution and long service members with experience to share with others.

Training

This year we made the choice to train to the National Fire Prevention Association (NFPA) Fire Fighter 1 level after reviewing the Playbook prepared by the Office of the Fire Commissioner. This level now includes Hazmat Operations as a requirement for certification and we have decided to not pursue formal accreditation by not completing the Operations Level Hazardous Materials Response portion. We have made this decision based on an evaluation of the low risk of a hazardous materials incident occurring on Hornby Island.

The department ended 2015 with 97% of its firefighters having completed FF1 level with recruit training continuing and several firefighters completing their final missing module components.

The Department Training Program uses in-house trainers to teach new skills to the other members as well as sending members off Island for advanced training, instructor training and live fire re-certification training. This year, members attended the following off Island courses:

- Training Officers' conference – 1 member
- Emergency Vehicle Technician course – 1 member
- Fire Chiefs' conference – 1 member
- Incident Safety Officer – 1 member
- Vehicle Rescue Course - 2 members
- Thermal Imaging Camera – 2 members
- Hazmat Operations – 2 members
- Camp Ignite – 1 member Live Fire 2 – 1 member
- CAFI (fire investigation) – 1 member
- START – 1 member
- PTSD workshop – 2 members
- First Responder Instructor recertification – 2 members

We held a successful First Responder course in 2015 which included training of new members and recertification for those with an expired license.

Fire Prevention

Fire safety inspections for community buildings and private businesses resumed in 2015 and will continue to be a focus in 2016. These inspections have been of great benefit in helping community groups and businesses ensure fire-safe premises.

The Department Annual Fire Cadet Camp was well attended during Spring Break, with 20 children attending. This has proven to be a popular program which raises fire safety awareness for the children as well as their parents.

The Department continues to provide several successful initiatives such as the free smoke alarm program and school visits.

Our web site is a useful tool in reaching more people with information on the latest activities in the Department. (www.hifd.org) Hornby Island Word of Mouth on Facebook has also proven to be useful in getting information out to the public.

HORNBY ISLAND FIRE RESCUE

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Finance

The Operations budget for 2015 was \$177,070 with a Protective Gear and Equipment budget of \$8,500. The Department ended the year 3% over budget with a deficit of approximately \$5,761. A portion of this deficit was due to a spread sheet being used that incorrectly showed a surplus and the department proceeded with the budgeted fire hose order and additional equipment.

The total budget amount for the Regional District was \$474,593 and represented a tax requisition of \$1.0567 per \$1,000 assessed value.

Fire Hall Planning

The architectural firm of Simcic+Uhrich Architects completed the design for the new fire hall following the successful borrowing referendum on April 18.

The Tenders went out to the pre-qualified contractors on January 22, 2016 and the CVRD Board approved the Contract Award to Island West Coast Developments Ltd. The site was cleared prior to the Tender going out, as a way of reducing overhead costs and providing a clear site for the tender process with the building contractors.

Community Water Tank Program

The tank program for providing water storage around the Island in preparation for Superior Tanker Shuttle included the installation of an intake in the pond in the Regional District Park off St. John's Point Road. This will improve fire protection coverage for McLean Road as identified by Fire Underwriters (FUS). The department will be installing water storage tanks at the intersection of Northwind and Strachan in the other area identified by FUS as being deficient. Current planning will see the purchase of a second tanker truck in 2017 and the challenge for accreditation soon after.

The 'Get Tanked' project of the Arts Council completed the painting of the water tank at dePape and Porpoise by a local artist. This now brings the total number of tanks with a mural to eight.

Giff La Rose (Fire Chief)

b. Cemetery Committee Report

The cemetery committee is a working group of HIRRA that maintains the cemetery and facilitates the burials of Hornby residents.

In the past year of 2015, there was one full body burial and 5 interments of ashes. It is important that graves are marked with identifying plaques. We appreciate that families mark the graves of their loved ones with permanent markers as soon as possible.

Projects Completed:

- A new laminated map of the cemetery has been placed in a glass case affixed to the portal entrance. Beside it is a current list of names with corresponding numbers to help locate grave sites. We are now using a new numbering system that Bill Cannon initiated. It replaces the previous system and map which we would like to be kept on file by HIRRA and perhaps the Archives, as it is an important historic document chronicling the changes made to the cemetery and identifying graves.
- A work party took place in the winter to clean up the grounds, rake leaves and burn branches. We appreciated the community volunteers who came to help. At that time we could see the need for ditching for water drainage particularly in winter, and tree work to create more light and limb or remove old alder trees.

Projects in Progress:

- A new updated cemetery brochure is in process. It will contain very helpful information including a link to a bereavement checklist. The cemetery brochure also contains information regarding pricing: \$300 for full body, \$100 ashes, and \$75 for adding ashes to an existing grave or cremation site. A marker needs to be installed for any ashes added to an existing site. We also see a need for information about burials to be made available online as well as in print form.

Upcoming Projects:

- Completing the brochure
- Memorial plaques on portal entrance to commemorate community members not buried in the cemetery
- Installing the numbering system markers for interment of ashes
- Ditching, and tree work
- Rotating history display will also be affixed to portal
- Inviting community on Family Day in February to participate in cemetery clean up work party
- Margaret Sinclair has stepped down. We thank her for her many years of service to the committee.

c. Hall Committee Report

The Community Hall is a multi-purpose building which belongs to the community of Hornby Island.

The management committee acts on behalf of the community, and reports to HIRRA executive and the general assembly.

There are many challenges with a building of this age, and one that has been altered and adapted over the years. Deciding how to meet these challenges, while at the same time keeping costs under control is the task of the committee, and makes for lively discussion and problem solving, not to say a few headaches.

This past year we have replaced the roof, which is part cedar shake and part green roof. This was not a simple task, as can be seen from the fact that it started in August, and has only just been completed. Nelson Roofing Company met many challenges, not least those arising from the roof having been built by volunteers, with various levels of creativity! We thought it was important to keep in mind the heritage aspects of the building, and to try to retain its distinctive appearance. I think we succeeded in this.

Our next challenge is to improve the acoustic characteristics of the building, while bearing in mind that performances are only one of the uses to which it is put. We have consulted many people, both users and acoustic engineers, and have concluded that we can do a lot to improve the acoustics, while not going overboard on expensive and difficult to maintain technical equipment. This work in progress will keep us busy through the next year.

We also have a relationship with the Health Inspector, who has very specific criteria for the use of the kitchen, and food preparation and serving. We are lucky to have Ben on the committee, as he has a deep knowledge of the rules regarding food preparation, and is able to navigate through them.

I want to thank the members of the committee, Vicki Bale, Ben Berkeveld, Wendy Burton, Clair Cronia, and Derek Ward, for their work and dedication. Thanks also to Lynn Nunley, booking agent and manager, Glenn Ford, maintenance person, and Colleen Work, cleaner and janitor, and all the other people who have helped us out over the year.

Respectfully submitted, Judith Lawrence, chair

d. Regional Parks Committee Report

A major change in parks funding for Hornby and Denman Islands has been confirmed with a by-law to split the tax requisition for capital projects. Hornby will receive 57% and Denman 43%.

We planned for our capital project on the Washing Machine trail and have been working on the best way to deal with the water erosion and safety concerns. The committee and the Parks Manager Doug DeMarzo and Brian Allaert from CVRD have had several site visits and pinned flagged possible solutions. A final decision will soon be reached and work should begin by the last week in April. Access to the trail will need to be closed while the work is being done.

Daniel May from the CVRD has been assigned to the Regional Parks. He also joined Doug and Brian on the site visit and will attend the next committee meeting to meet everyone.

We began updates and a few changes to the brochure and entrance maps with Karin Albert from CVRD and Tig Cross. We will meet with Karin next week to finalize the maps and ready them for printing to have them installed well before the long weekend in May.

The Provincial Park will use this map at the entrance to the Mount Geoffrey Escarpment Park and have contributed some funding towards the computer design work. Heavy rains and winds over the winter and early spring have caused erosion and blowdowns on many of the trails. The number of users continues to increase.

We don't plan any major changes in any of the beach access parks. Grass mowing will begin at Sandpiper Park as it dries out. There is a request to use the beautiful Sandpiper Park for a small local wedding in June.

The committee of Sasha LeBaron, Tom Rutherford, Rusty Harrison, Brian Kittleson, and myself [Betty Kennedy] look forward to another busy year in the parks with Yana Pethick, the maintenance contractor.

e. Invasive Weed Control Committee Report

The 2015/16 year was a busy one for the invasive plant committee. There are three of us, plus others who take an interest in invasives, and also some paid helpers. The division of labour is based on the interests of the members, with one member focusing mostly on Daphne and thistles, one on Broom and a third one on all of the invasives.

We had an informational Co-op porch table in the fall, for the purpose of education. We regularly contribute to the local paper, the First Edition. Awareness of committee activities is fairly good. As always, we face a certain amount of opposition to our controlling efforts. Still we carry on and remove invasives from public land as well as from private land, with the permission of the landowners.

The two reports reflect that we tend to work individually, grabbing the opportunity when the need becomes obvious. The work controlling invasives is never done, though we are confident that the efforts of the committee members and the helpers have prevented a much worse situation than currently exists. Broom is under the semblance of control, as is giant hogweed. Daphne, while plentiful in some areas, has been prevented from invading others. Holly is a significant issue on the crown lands and on private properties. It is a difficult plant to control, especially as many people enjoy the plant and it is hard to conquer this through education.

Sincerely yours, Ilze Raudzins, Anna Zielinski, Eva Wetzel

f. Hornby Recreation Committee Report

Hornby Recreation had a great year, I would like to say a special thanks to the committee, Bill Hamilton, Margot Bushnell, Tim Chapman, Eben Walmsley and our most valuable chair, Donna Tuele.

Bonita Wexler has served the community amazingly as the recreation coordinator. We value her hard work, enthusiasm and her ability to take an idea and run with it. She will be stepping down as recreation coordinator and will be working with the new recreation coordinator Jade Wilson through the summer.

We would like to inform everyone that Meredith McEvoy, after a winter season as Recreation Coordinator, has decided to move on to some other exciting endeavors and has resigned from her position. Jade Wilson has been hired as the NEW Recreation Coordinator! We are grateful for all of Meredith's hard work and energy put into Recreation Activities over the last few months and are happy and excited to welcome Jade into this new position.

Here is a list of events that were held during the year:

Tote Bags were given to all participants & instructors. Thanks to all the sponsors!

Full Moon Walk April 4/15, 32 people 4 dogs everyone thrilled to have seen the moon come up!

Cross Hornby Run/Walk April 12/15 10 people: 4 made it to Thatch 13.5kms, 1 to Sandpiper, 2 to Co-op, 2 to Hall, 1 to Bakery,

Astronomy Walk April 25/15: 25 people came & walked to the observatory & five people met us at the beach access to the observatory. So 30 all together; great showing lovely walk & planets were amazing!

Bike Week May 25-31/15 Lorne Sutherland 1st for adults with 108 km, Jim Crawford 2nd with 82 km. Kids' 9+ Arley Pethick with 30km 2nd Rosie Davis with 18 km and tots to 8yrs Oliver Davis with 10.5 km 1st!

Prizes consisted of 5 Lix \$2 ice creams, 2 cert. from Bike Shop \$25 & \$10 and various bike things from the co-op valuing \$38.

Health & Fitness Day June 6/15 Sandpiper meadow: about 15 showed up, not many kids as there was a big birthday party at whaling station, we played, badminton, bocce & hooping & all had fun, lemonade, watermelon & chips.

Longest Day of Play June 21/15 Big Trib Beach, was the same day as Father's day so not a big turnout. Set up the pickle ball set & all played, lots of fun. 8 people plus 2 adults & 2 kids that were already on the beach joined in. Comments were: "oh so this is what pickle ball is!"

Sand Competition Aug 25/15 22 teams: 6 kids teams, 16 mixed teams. Winner of kids: ZAB dragon hugging a mermaid; mixed winners: 1st creepy creatures crawling out of the sea & sandstone, 2nd MARCO a VW bug stuck in the sand, 3rd Jumping Gerbils a Peruvian spynix & 4th MIKK topographical map of Hornby.

Sports Days 2015 Nov.

The Winners for Sports Days are in:

Category 1 ages 11 & under: 1st place Kalena Young, 2nd Lucas McLeod

Category 2 ages 12-20: 1st place Zach McLeod, 2nd Ashae Samuel

Category 3 ages 21-65: 1st place Susanna Morse, 2nd Jennifer Armstrong

Category 4 ages 66+: 1st place Sheila Macpherson...

Classes that opened up for free:

Yoga 50+ had 1 new sport day participant

Kundalini yoga 2 new, Yoga with Jenn had 5

Indoor soccer, Fitness had 2, Scottish dancing had 6, Chi Gong had 2

SO AS YOU CAN SEE THERE WERE NEW PEOPLE PARTICIPATING

Prizes were: \$50 gift certificate, Sport Chek 2 \$25 gift certificates, bike shop \$50 & \$25,

Happy sports \$50, \$15 Fibers and 10 one day passes to Aquatic & Lewis Centres.

Skate & swims- were increased this year to allow everyone more access to the town facilities and were well attended. 30 -35 combined adults & kids.

Ski & board trip up Mt. Washington was a little challenging with the lack of snow but still had a good turn- out of 15 people!

Ongoing Pickle Ball & Fitness 55+ in the gym, Table Tennis at the Hall & a new disc golf course set up at Joe King with people playing often.

Summer consisted of:

Hula Hooping for adults & kids. Well attended.

Swimming – 44 kids using Bertie Stonehouse’s pool, a very special thank you to Bertie & George Stonehouse for so generously donating the use of the pool. Keith always said even if it helps save one kid it is worth donating the pool.

Soccer- 27 kids, more kids this year due to all the grandkids visiting.

Nature camp- 14 kids and went well.

Artistic movement/gymnastics- 21 kids, the most ever!

Circus- Another fab summer of circus with 31 kids.

Dance Camp- 28 kids learning ballet & jazz starting at age 3.

Kids’ Golf Clinic- 5 kids.

Sailing, Sailing program this summer was extended to have smaller classes over an extended period covering 6 weeks with 43 participants.

In addition, we had Beach Day with sand competitions, Zombie Walk, The Terry Fox Run, Games at the Fall Fair, Bike rides & Checkups, Treasure hunts, Tennis lessons for the kids and Move for Health Day, Water Sports day & dance workshops including everything from the swim to the twist!

Recreation grants given out to organizations supporting physical activity!

Bench sitters \$35; Preschool \$500; Tennis \$650; HIES \$6,915. Total: \$8,100

g. Fall Fair Committee Report

Committee Members: Alsoon Brine, Gary Manzer, Holly Morgan, Margot Bushnell, Christine Tamburri

Overview:

Financial Report

INCOME

Donation from UBCU

\$250.00

Total donations received at gate:

\$4,231.76

Harvest Baskets proceeds	\$930.00
Vendor payments	\$405.00
TOTAL INCOME AT FAIR	<hr/> \$5,816.76
Expenses by category:	
Core Services (annual)	\$419.00
Insurance	\$300.00
Advertising	\$97.26
brochure/posters/printing/stationery/postage/cards	\$1,058.21
ferry/fuel costs	\$30.00
Deep Bay Marine display booth	\$60.00
prizes/stipends	\$1,095.00
food: coffee, volunteer lunch	\$321.35
misc supplies: plastic bin, entry tags for 2016	\$89.07
Sound/Music	\$500.00
Sanitation: port-a-potties & garbage tipping fees	\$703.00
capital expense (5 tables)	\$722.40
	<hr/> \$5,395.29 <hr/>

Net revenue over expenses = \$421.47
 Fall Fair Account Balance is \$6,553.47

h. Comfort Stations (Privy Council) Report

Council duties: Management of some of the public toilet facilities on the island, comprising 3 permanent toilets plus 3 portables as rented over the summer period. These are: Permanents: Whaling Station Bay, Big Tribune on Shields Road and Little Tribune on Little Tribune Bay Road.

Portables: Market (May to Sept.), Grassy Point and Sandpiper Beaches (June to Sept.)
 Present Council: For now comprises just myself. (Gillian and myself took over from Betty Fairbanks in 2003, Gill retiring last year.)

Cleaning Duties: Colleen Work has been responsible for cleaning for the entire period of my service on council. This varies from monthly in the winter to daily in the peak summer period. The cleaner is also required to remove bottles and any beach debris left by the public adjacent to the toilets.

Ancillary Issues for Consideration:

The roadway areas adjacent to the 3 permanent toilets frequently become congested by vehicles and people during holiday periods often posing problems of public safety and access for cleaning by the maintenance person or pumper trucks. In 2015 land surveys were carried out under the direction of Janet to better define the property boundaries, with the aim of giving possible future consideration of area improvements:

- a) Enlarging the paved area at Whaling Station Bay, which would require extensive culverting and possible tree removals.

- b) Reviewing the problem of frequent congestion at the end of Shields Road especially when kayaks are being rented to the public (a business to be encouraged!) when access for cleaning again becomes difficult and potentially hazardous.

Final words: A warm welcome to Reina! Sincere thanks to Janet for all her direction and assistance over the years. Similarly, so many thanks to Colleen for all the effort she has put in serving both HIRRA and the public in general.

i. Recycling and Waste Management Committee Report

In the last year the Hornby Island Recycling Report has seen many changes. The new Free Store was opened about a year ago and has received a lot of positive feedback. The volunteers have been busy making the new premises their own and thanks to a diligent Committee this project came in on time and on budget.

There is however a considerate trip hazard involving the Barn Door at the new Free Store and the CVRD will be installing a set of French Doors in the near future.

Thanks to the hard work from the members of HICEEC we have received a Gas Tax Grant from the CVRD for the installation of solar panels on the Free Store for a solar education project. We are looking forward to have these panels installed by the summer. This project will reduce our energy costs and provide education on for the public.

To satisfy legislation introduced a number of years ago the CVRD has installed safety railings at the waste bins to protect patrons from falling in. This legislation was introduced after a fatality and a number of million-dollar court cases. As the prescribed height of the safety railings is rather high at 42" and it makes it difficult for patrons to deposit heavy bags into the waste bins we have provided chutes to assist with the depositing of garbage.

We have created a pedestrian walkway from the Recycling building to the Office and Free Store to assist in the safe travel of our patrons from these buildings.

We have adopted HIRRA's "Conflict Resolution Procedure," developed a "Code of Conduct" and a "Progressive Discipline Procedure" to address staff issues that have arisen in the past. And are currently updating the Job Descriptions for Recycling Depot Staff.

During the past months we have re-allocated the duties of the Bin Guide to an all around Site Attendant whose responsibilities are to assist patrons in the Free Store and advise them what is acceptable Free Store merchandise, help the volunteers with sorting out the back room of the Free Store which regularly receives more unusable stuff than we have room for. As well the site attendant's duties are assisting in any site related projects that arise from time to time. Since we have made this change there has been lot of "junk" diverted from the Free Store and the volunteers have expressed

appreciation for the help the Site Attendant offers. However, there has been more disregard of recyclables in the waste bin since we no longer have staff constantly supervising patrons as to what is being dropped in the bin. As we are not in the summer season yet this disregard comes from fulltime locals and not visitors.

Lastly the CVRD has constructed a Product Care Building for the Recycling Depot. This building will allow us to get accreditation for a number of Product Care Stewardships. We are applying for more stewardship accreditations for items such as fire alarms, antifreeze and a few other household hazardous waste items. There are currently over ten stewardship organizations that we are applying to. Membership required extensive staff training that is currently ongoing. We will be able to collect a fair number of items, however there will still be some that have to be brought to a Household Hazardous Material collection site on Vancouver Island and cannot be deposited at the Recycling Depot. Items such as lighting ballast containing PCBs, materials containing asbestos, gasoline and many pesticides cannot be accepted at the Recycling Depot and have to be deposited to Hazardous Waste site on Vancouver Island.