



## **PARKSVILLE VOLUNTEER FIRE DEPARTMENT**

# **ANNUAL REPORT**



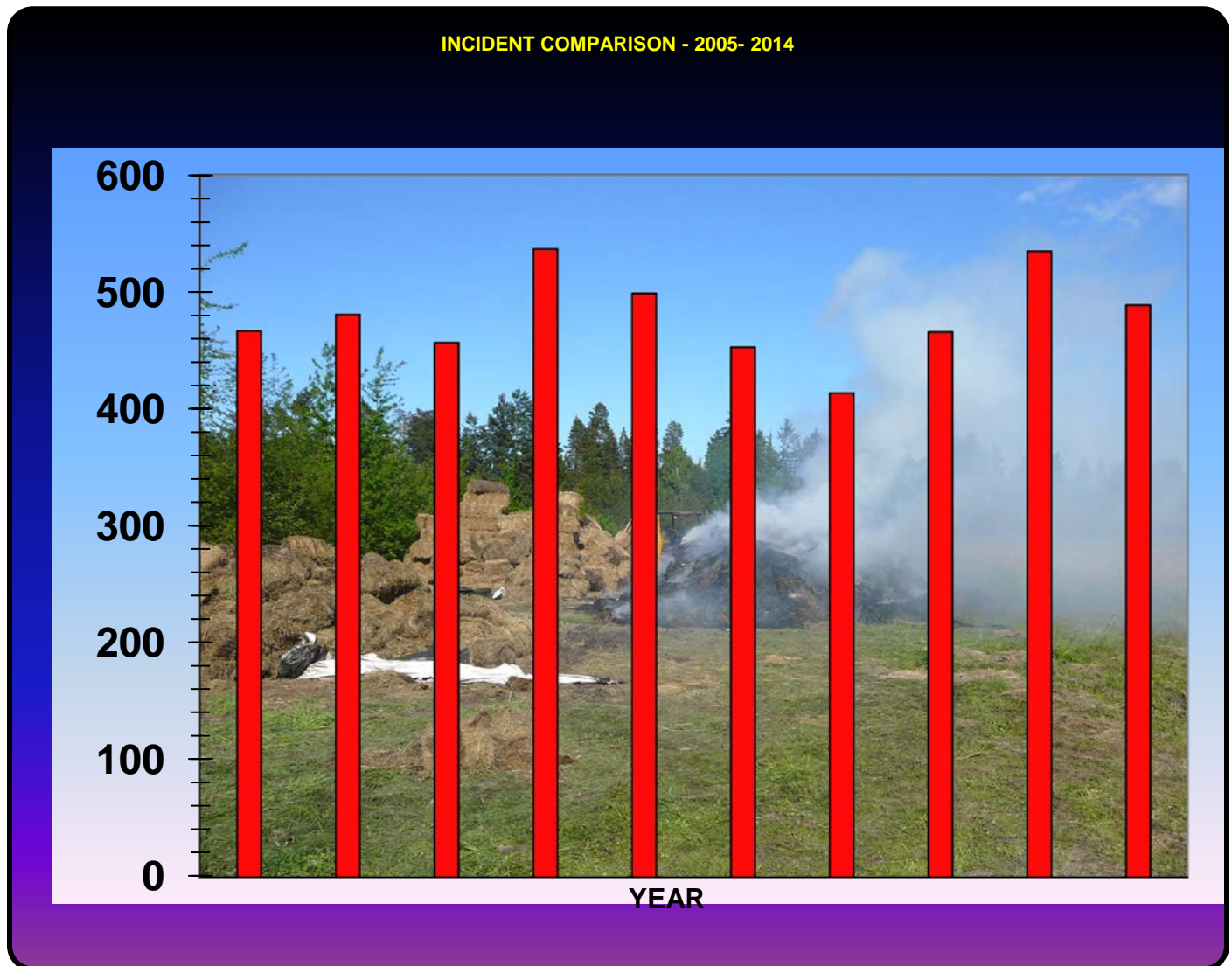
# **2014**

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## PARKSVILLE VOLUNTEER FIRE DEPARTMENT ANNUAL REPORT FOR 2014

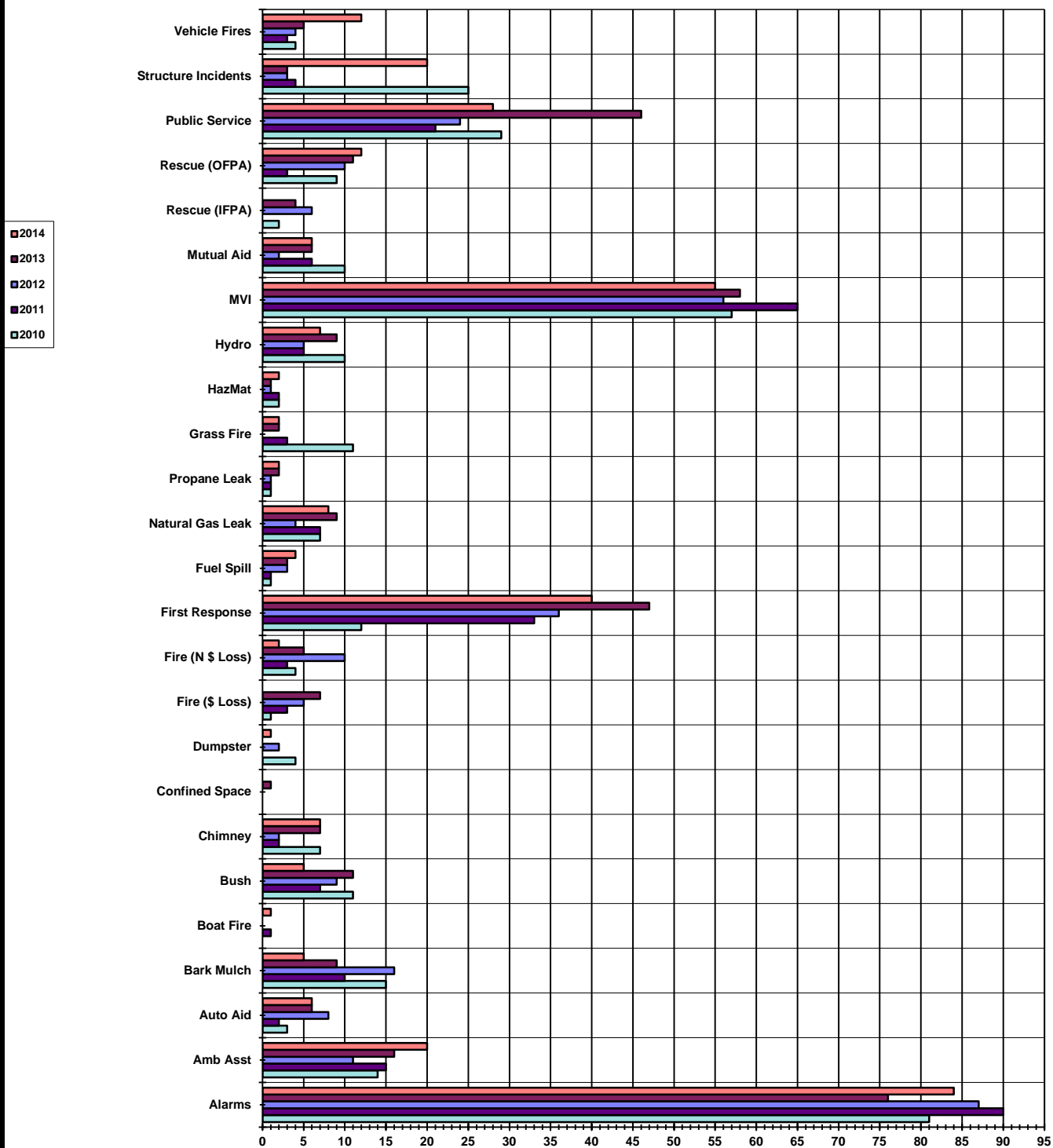
This department responded to 344 emergency calls during 2014 with another 145 recorded incidents including public education events, burning complaints, and equipment maintenance totaling 3312 person-hours. The total number of recorded incidents decreased approximately 9.1% from the previous year.. Accordingly, the number of man-hours required to deal with these incidents decreased as well. On average, duration of recorded incidents was 56 minutes and with the average turnout of 7.1 members for emergency calls.

The following chart shows the total incidents that the department has dealt with on an annual basis for the past 10 years.



The chart on the following page is a comparison of the number and type of calls responded to for the period 2010 – 2014.

5 YEAR EMERGENCY CALL COMPARISON  
2010-2014



The following is a brief description of the most common incidents that the department typically deals with on a day to day basis.

## **ALARMS (Accidental and Malicious)**

. Calls for Alarms ringing or False Alarms continue to be the largest part of the department's emergency call volume (16.8%). Calls for alarms increased slightly from 76 in 2013 to 84 in 2014. As calls for alarms ringing may be considered “nuisance” calls, it is important that this department still responds as it does to any other type of call. While the vast majority of these calls are confirmed as a result from cooking or other minor cause of smoke or dust, past history has shown that responding efficiently to this type of call has helped to reduce the damage from an actual fire due to the early alert to the fire department.

It is anticipated that these types of calls will continue to be a significant percentage of calls for the department due to the fact that more and more homeowners are installing residential alarm systems to help protect their property as well as an increase in the number of systems installed in commercial properties. The vast majority of the calls for alarms ringing are to residential occupancies. In most cases, the homeowner is unaware of steps to be taken to prevent these types of calls and in most cases the fire department does not have to respond to the same residence. In these cases, the department provides the homeowner with some tips on how to prevent the false alarms from occurring in the future. Some new commercial buildings tend to have a brief period of alarm calls as they sort out some technical issues when the building is first commissioned. This results in a number of calls initially especially when the building is in the final stages of construction and partially occupied.

## **MOTOR VEHICLE INCIDENTS**

Response to Motor Vehicle Incidents (MVI's) account for 11.2% of the department's call volume. The number of Motor Vehicle Incidents that the department responded to in 2014 was consistent with 2013 levels. In most cases, the Duty Officer responded to the incidents and was able to deal with the situation without calling out a crew for further assistance. The fire department is requested to attend these types of incidents to provide scene safety for other responding emergency agencies.





## **RESCUE/EXTRICATION CALLS**

The number of rescue/extrication decreased slightly from 16 in 2013 to 12 in 2014. Many of the incidents were outside of our fire protection area, mainly on Hwy 19. PVFD provides rescue/extrication services outside of our Fire Protection area, typically the Inland Hwy and the Errington FPA, and has done so since the mid 1970's. In particular, the department is dealing with scenes that are a result of higher speeds with vehicles going off the road. These types of incidents result in significantly more damage to the vehicle and making rescue of the occupant more challenging. As traffic volumes continue to rise within the area, the potential for continued increases for extrication calls is very real.



## **MEDICAL AID/FIRST RESPONSE/AMBULANCE ASSIST CALLS**

The number of requests for Medical/First Response/Assist calls in 2014 remained fairly consistent with 2013 levels. The department was requested by BCAS to respond to 60 Medical/First Response/Assist or 12.3% of total call volume. Presently, the fire department only responds to these calls under the following criteria: Echo type calls, BCAS is delayed more than 15 minutes, upon request by on scene crew for additional support. As discussed in the recent fire department Strategic Plan, the addition of any more medical calls would have a significant strain on the department members. As an example, if the department responded to "Delta" type calls, it would have potentially added 450+ incidents for the fire department to handle. In 2009, the City of Parksville signed an agreement with the Emergency Health Service Commission to provide both the authority and indemnification for the department to respond to these types of calls. While the call volume for this type of incident is relatively low it is critically important that the department maintain the necessary skills required to aid in these calls. Not only does it allow us to serve the public, it is also for the protection of the membership who respond to all types of emergency calls.

## **DOLLAR LOSS FIRES/STRUCTURE FIRES**

The department was only required to respond to three structure fires in 2013 and 5 fires with some type of dollar loss. These stats are consistent with the previous year. Even with the low incident rate for these types of calls, it is the type of incident that the department must prepare for in order to reduce the impact of the fire and also to provide members with the necessary skills to perform their required duties in a safe and efficient manner. It is this type of high profile incident that the department is measured against in determining how efficient and skilled the members are.



## **PUBLIC SERVICE**

The Public Service category covers a wide variety of incidents. These would typically include Duty Officer responses to enquiries or concerns from the public such as problems with smoke detectors, smoke odors, etc. While the nature of these calls is typically minor in nature, the expectation from the public is that a representative of the Fire Department will be able to come out and assist them with their concern. These types of calls provide the department with an opportunity to educate the public on the particular issue.

## **AUTOMATIC AID**

The automatic aid agreement was reviewed in 2013 and changes made to the agreement. Dashwood Fire Rescue was added onto the agreement as a partner. The agreement now covers five fire departments including Parksville, Qualicum Beach, Errington, Coombs/Hilliers, and Dashwood. This Agreement was established to ensure sufficient resources are initially dispatched to pre-determined buildings in each area. In particular, this agreement is used to ensure the potentially needed resources are sent to Care facilities, High-Rise buildings, and other buildings considered to be high risk for the particular fire department. The agreement now includes an automatic response for structure fires in some of the areas. This was done to ensure sufficient manpower and water supplies are available at any incident. Previously this was done using the mutual aid agreement. By using the automatic aid agreement to cover this off, it takes away the need for the Duty Officer to request additional resources.

During 2014 Parksville responded to six incidents in Qualicum Beach, Coombs/Hilliers, and Dashwood under the automatic aid agreement. The nature of these incidents were

significant in nature and the use of the automatic aid resources was a benefit. In return, Errington and Qualicum Beach responded to ??? requests for automatic aid into Parksville.

## **MUTUAL AID**

The department responded to 6 requests for Mutual Aid from other departments in 2014. This is similar to the requests in 2013. While the calls that were responded to had significant potential, the overlying reason for the requests are for additional manpower to properly deal with the situation. This is due to the fact that all fire departments in the area are feeling the “crunch” when it comes to the attraction and retention of volunteers. The availability of members, particularly during daytime hours is a strain on all departments in the event of a significant event in the community.



## **DUTY OFFICER ONLY CALLS**

The department has a duty officer system established to ensure that there is 24/7/365 coverage by a member who is responsible for directing crews at any emergency or non-emergency event. In many cases, the duty officer is the first to respond and take control of the situation. For a number of the call types that the department handles on an annual basis, the duty officer is the only member to respond. In total, the duty officer responded to and handled 169 incidents as a single resource. This is a reduction of 30 incidents handled by the departments Duty Officers without assistance from other members. Depending on the situation, the duty officer will request additional resources to deal with the incident.

## **EQUIPMENT MAINTENANCE**

Weekly equipment checks continued throughout the year in order to ensure that all equipment was checked on a regular basis. This requires extra effort and time by all

the department members to ensure that equipment is in good working order and is put away properly.

## **RESPONSE TIMES**

The average response time for an emergency call in the Fire Protection District was 5 minutes 51 seconds. This is the time from the initial page until the arrival of the first unit, -- the Duty Officer in most cases. This time varies slightly depending on the location of the incidents responded to. The muster time for a crew to respond to the fire hall, crew the apparatus, and begin a response is an average of 5 minutes 51 seconds. The driving time to an incident is totally dependant on its location. On average, driving time to an incident is 2 minutes 32 seconds (based on average driving time of Engine). The only variable in the driving time is the traffic or weather conditions. These times are consistent with past years and seem to be acceptable for the type of operations that the department is currently able to provide.

## **MEMBERSHIP/STAFFING**

For the first time in recent history, the department did not conduct a recruiting drive to bring in new members in 2014. The membership has stabilized to the point where it was not necessary to bring in a class at this time. The department did bring in one member that had previously served with the department.

Retention of members stabilized somewhat with only two active members stepping down from the department

As of the end of 2014, the department has 37 members (not including the Fire Chief, Deputy and Assistant Chiefs.) Currently, 65% of the volunteer membership has less than 5 years experience. This has a significant impact on the department's ability to respond to certain situations. While the experience level is low, the willingness and effort is high. In order to combat the lack of experience level in the newest members, the department continues to use an aggressive training program proven to be successful in bringing the newest members up to a level where they can perform their required duties in a safe and efficient manner. These new members, along with the current members, continually display a keen interest in taking any and all training made available to them in order to improve their skill levels.

The evidence of the success of the department's aggressive training program is demonstrated both at emergency calls as well as when members attend training with members of other departments. The department consistently receives excellent reviews from session instructors on the professionalism and skills of the members from Parksville attending the training event.

The following chart gives a breakdown of the current experience level of the department:

|      | <b>Less than 1 year</b> | <b>1 – 5 Years</b> | <b>5 – 10 Years</b> | <b>10 – 20 Years</b> | <b>20 Years +</b> |
|------|-------------------------|--------------------|---------------------|----------------------|-------------------|
| 2014 | 1                       | 23                 | 3                   | 9                    | 4                 |
| 2013 | 6                       | 19                 | 6                   | 7                    | 4                 |
| 2012 | 5                       | 19                 | 5                   | 7                    | 3                 |



|      |   |    |    |   |   |
|------|---|----|----|---|---|
| 2011 | 8 | 14 | 7  | 7 | 2 |
| 2010 | 6 | 12 | 10 | 5 | 2 |
| 2009 | 6 | 13 | 11 | 5 | 1 |
| 2008 | 6 | 16 | 10 | 5 | 1 |
| 2007 | 8 | 12 | 7  | 5 | 1 |
| 2006 | 5 | 14 | 5  | 4 | 4 |

## **STRATEGIC PLAN UPDATE**

A complete review and update of the department Strategic Plan was completed in 2013 and adopted by Council. This plan looked at six major functions of the fire department including: staffing, fire hall facilities, fire apparatus/equipment, delivery of services, health & safety programs, and emergency preparedness. Each of these functions was reviewed in depth and recommendations provided as a framework for the department to follow. Members of the department contributed a substantial amount of time and energy into the completion of the plan which is considered to be a benefit to the fire department as we move forward.

## **APPARATUS/EQUIPMENT**

In May of 2014, the department took delivery of a new pumper truck to bring our pumping capacity in line with the recommendations of the Fire Underwriters.



Scheduled for replacement April/May 2014

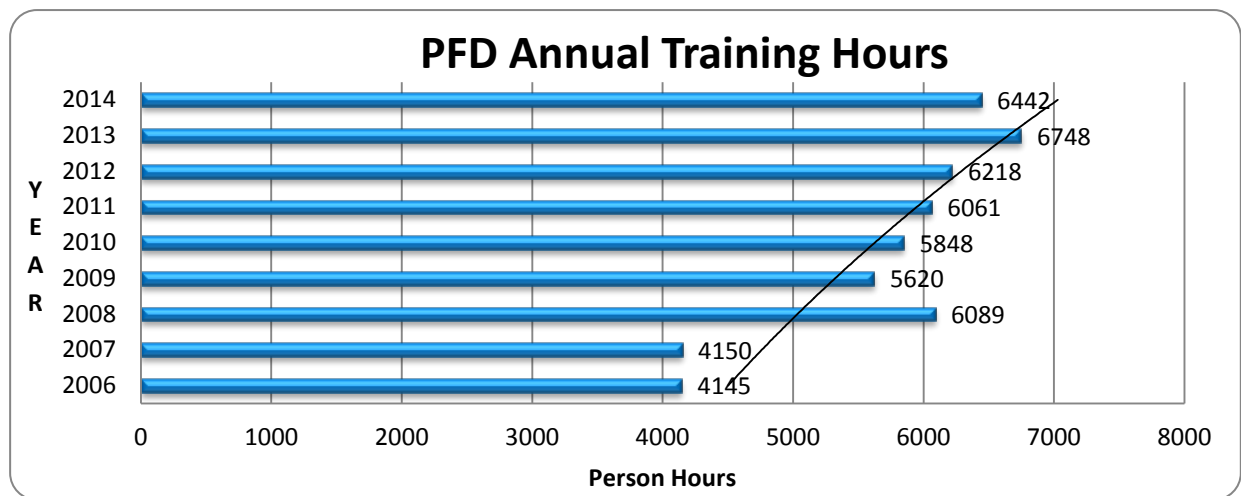
This apparatus is in addition to the current fleet of apparatus used by the department.

During 2014, the department worked in conjunction with other local departments on the joint purchase of equipment. The program has started with the joint purchase of turnout gear and hose. It is anticipated that this program will be a benefit for those departments that are participating by being able to reduce some costs based on quantities of materials ordered. It will also help with the standardization of major equipment that may be helpful during events when departments are working together at automatic/mutual aid calls.

## TRAINING

### THE TRAINING OF FIREFIGHTERS IS CRITICAL IN PROVIDING EFFECTIVE CUSTOMER SERVICE, SATISFACTORY JOB PERFORMANCE AND SAFETY.

The Deputy Fire Chief creates and administers the training program with strategic input from the fire chief and input from all members of the fire department. The Parksville Fire Department continues to be a leader in the development and delivery of training. In 2014, department members participated in over **6442** person hours of training over **287** recorded training sessions. This constitutes a slight reduction in overall hours from the year prior however no recruit class was run in 2014 and this constitutes the main reason for the decline.







The Parksville Volunteer Fire Department has an intensive training program, which is comprised of a comprehensive mix of emergency service delivery related subjects based on the service delivery needs and projections for the Parksville Fire Protection Area.

There are multiple levels of fire, medical and specialized training delivered and/or attended throughout the year. Training includes items such as, education to obtain or maintain a license or credential, recruit training, new response concepts, skills maintenance, special technical rescue training, and other training as necessary.

Training occurs at regular weekly practices held each Monday night and at extra training sessions offered on weekdays/weekends, both locally and non-local, throughout the year. The focus of training continues to be firefighter and public safety in turn providing for a professional and effective fire service for the citizens and visitors served by the Parksville Fire Department.

2014 Training Highlights include:

-  Successfully hosted the 2014 BC Fire Training Officers Annual Conference & Training Weekend.
-  Changed over to the VIERA First Responder EMA program.
-  Complete orientation & familiarization training for Engine 41 prior to putting apparatus into service.
-  Host Pumps and Pumping course.

- 📣 **Six (6)** members completed initial First Responder Emergency Medical Attendant training. (40 hours)
- 📣 **Nine (9)** members recertified as First Responder Emergency Medical Attendants. (24 hours)
- 📣 **Three (3)** Automatic/Mutual Aid practices were held with neighboring departments.
- 📣 **Seven (7)** members completed the Hazardous Materials Operations course (4 days)
- 📣 **Six (6)** members completed the Auto Extrication Operations course (2.5 days)
- 📣 **Three (3)** Officer Training Days were attended by PVFD Company Officers and Senior Firefighters.
- 📣 **Four (4)** members completed their Emergency Vehicle Driver Operator evaluations.
- 📣 **Four (4)** members completed Fire Service Instructor Level 1. (2.5 days)
- 📣 **Seven (7)** members completed their NFPA 1001, FFII, certification for Firefighter Professional Qualifications. (300 hours, over 2 to 3 years)
- 📣 **Eight (8)** members completed Hazmat Awareness training. (1 Day)
- 📣 **Eight (8)** members completed a Survival Training & Rescue Techniques (START) course. (1 Day; 10 hrs.)

*\*Note: There was no recruit class in 2014.*

Parksville Fire Department members have demonstrated a tremendous continuing commitment to training and met all challenges head-on in 2014. 2014 was yet another successful training year and this was reinforced through members' professional conduct, technical proficiency and effective action at emergency incidents.

Special mention of the success of the 2014 BCFTOA Annual Conference and HOT weekend is necessary as this would not have been possible if not for the willingness of PVFD members to commit and follow through. The conference was a huge success, raising the bar to a very high level for subsequent hosts. Great job done by all those that helped out!

#### 2015 Training Objectives

- 📣 Complete Training Tower Capital Project.
- 📣 Finalize Driver Operator Program.
- 📣 Focus on Company Officer Development.
- 📣 Finalize Skills Maintenance Program.
- 📣 Fire, Police and Ambulance Interagency Training.
- 📣 District 69 coordinated training calendar.
- 📣 Rope Rescue program service provider change.

## ***Recruitment Program***

Recruitment is an ongoing process in the volunteer fire service. The recruitment program is in place to ensure that we maintain the appropriate manpower required to meet fire department service delivery objectives. The Parkville Fire Department recruitment program focuses on seeking out individuals that have diverse backgrounds and experiences along with the availability to take on the responsibility and commitment required to be a member of the volunteer fire service.

At the beginning of 2014, for the first time in recent memory, we had a full roster and there was no requirement to run a recruit class. Going into 2015, it appears a recruit class will be necessary.

The fire department uses a variety of recruiting methods including 'word of mouth', newspaper ads (local), flyers delivered in newspapers (fire protection area only), and radio ads (local). The City of Parkville Communications Officer assists the fire department with the preparation of the advertising materials and offered input regarding the best way to disseminate the recruiting message.




### **2015 Recruitment Objectives:**

- ☐ Fill all vacant volunteer membership positions, estimated at 6 positions at the time of this report.
- ☐ Monitor membership commitment levels and stressors. I.E. call volumes, turnouts to calls, turnouts to training; collection of feedback re time commitment.

## ***Development Application Review***


Each year several development permit, rezoning and subdivision applications are reviewed by the Fire Department. Applications are reviewed to look at access, civic addressing, fire hydrant locations, and fire safety system components (fire alarm annunciator and fire department connection) locations among other things. The fire department works collaboratively with the planning, building and engineering departments in order to assess development applications. The fire department is also able to use this process to assist with determining the overall impacts on the department as a result of a development or a trend in developments.

In 2014, the Deputy Chief completed the following application reviews:

-  10 Development Permit and/or Development Variance Permit application reviews as referred by the planning department.
-  5 Zoning Amendment applications as referred by the planning department.
-  3 Subdivision Application (PLA)

## ***Building Permit Review***

The Deputy Fire Chief reviews building permit applications referred to the fire department by the Building department. There are two primary reasons for this: the first is that the building permit stage is often the best time for the fire department to contact the owner/developer in order to verify the layout of fire protection systems in the building in order to ensure that they meet the needs of the fire department; secondly, this is an opportunity to address any code issues with the building department.

-  In 2014, 10 Building Permit application reviews were completed as referred by the building department for comment.



## ***Pre Incident Planning***

Pre Incident Planning is the assessment of a facility or location made before an emergency occurs, in order to prepare for an appropriate emergency response. The Parksville Volunteer Fire Department pre plans properties that are thought to pose significant challenges and or safety hazards to firefighters.

To date the Parksville Fire Department has 248 preplanned properties. These include properties that fall into the categories of: Multi Unit (anything over a duplex) residential, resort/hotel/motel, care facilities, light industrial / commercial, mercantile, services and offices. As new occupancies are added, preplans are created and added to the preplan books carried in the fire apparatus and duty vehicles.

It has been identified that there is a need to update the current preplans as well as alter the current style/layout/content of the pre plans in order to make them more usable and effective for fire crews. Additionally, with the addition of CAD (Computer Aided Dispatch) systems in the trucks, there is a need to standardize and digitize the preplans. This will allow the pre plans to be linked to properties via the North Island 911 Corporation CAD system and then accessed by fire crews through the CAD units in the fire apparatus.

2015 Pre Incident Planning Objectives:

- ☐ Revise preplan layout/style/content
- ☐ Initiate revision of current preplans
- ☐ Upload preplans / property information to the mobile CAD units and to Fire Dispatch.
- ☐ Add additional preplans as required

## ***Civic Addressing***

The Deputy Fire Chief is the Civic Addressing Officer for the City of Parksville. The Civic Addressing Officer coordinates the issuance of civic addresses for new developments, address change requests and where existing addressing issues are identified. The civic addressing officer liaises with other agencies such as the North Island 911 Corporation, Utility providers (Gas & Hydro), Canada Post and other interested parties in order to ensure that civic addresses meet recognized standard convention and make sense.

In 2014, sixteen (16) civic addressing memos were issued advising of change of address or new addresses.

2015 Civic Addressing Objectives:

- ☐ Create civic addressing bylaw.

## ***Fire Protection Area Mapping***



Accurate mapping is of key importance in the delivery of emergency services. The Deputy Fire Chief communicates with the City of Parksville GIS technician in order maintain accurate mapping of the fire protection area. Additionally, the Deputy Chief liaises with the GIS departments of the Regional District of Nanaimo and North Island 911 Corporation.

When errors or other issues are identified on existing mapping, the map page is copied and corrections are noted. This is then sent to the GIS technician for correction.

In 2014, numerous requests for mapping updates were submitted to the GIS technician. While this process has been problematic in the past, in 2014 significant headway towards more consistent mapping availability and updating was made via the GIS Audit process and implementation of new GIS software.

## ***Permits***

The Parksville Fire Department issues permits for fireworks and burning in accordance with the requirements laid out in both City of Parksville and Regional District of Nanaimo Bylaws. The following are the totals for permits issued in 2014:

-  7 Agricultural Burning Permits
  - 1 within City of Parksville
  - 6 within the Regional District of Nanaimo, Parksville French Creek, Fire Protection Area.
-  2 Fireworks Permits for events within the City of Parksville, including Canada Day and Kids Fest.







## ***Occupational Health and Safety***

In order to maintain a safe work environment and in conformance with Work Safe BC regulation, the fire department has a health and safety program and occupational health and safety committee, as well as participates in the City of Parksville joint health and safety committee and city safety programs.

The deputy fire chief is a participating member of the fire department OHS Committee and serves as an alternate member on the City of Parksville JOHS committee.

## ***Deputy Chief Professional Development***

In order to obtain and maintain knowledge skills and abilities the Deputy Fire Chief engages in ongoing training. In 2014 the Deputy Fire Chief attended and or undertook several training sessions, with highlights as follow:

-  30 hours of training
-  139 hours of instructional time
-  84 Hours of Continuing Education:
  - Planning for Terrorism, CBRNE Incidents and Major Health Crises (42 hours)
  - Introduction to Risk Management ( 42 hours)
-  Technical Rescue Team practices
-  Parksville Fire Department Officer Training Days.
-  Regular attendance at 'Training Tuesdays', HR focused training, organized by the City of Parksville HR staff.

## **FIRE INSPECTION AND PREVENTION PROGRAM**

The Assistant Chief's role within the department is to conduct fire and life safety inspections as outlined in the Fire Services Act and in accordance with the City of Parksville bylaws and policies and to coordinate and administer the department's public education program. The Assistant Chief is also responsible for Fire Cause Determination and Investigation as outlined in the Fire Services Act and is also responsible for Duty on a rotational basis and performs the Incident Command Role during Incidents.

### **2014 FIRE INSPECTION AND LIFE SAFETY PROGRAM**

| <b>Inspection Program</b>                | <b>2014</b> | <b>2013</b> | <b>2012</b> | <b>2011</b> | <b>2010</b> |
|------------------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Inspectable Occupancies (Approx.)</b> | 806         | 808         | 795         | 787         | 769         |
| <b>Inspections Due (Approx.)</b>         | 487         | 389         | 496         | 483         | 458         |
| <b>Inspections Completed</b>             | 329         | 279         | 353         | 500         | 369         |

The number of inspectable properties is continuing to grow combined with the number of inspections being conducted at the business license level; it is placing a greater demand on the time allotted for conducting annual inspections. Over the past year we have been also been requested to conduct more inspections during the construction of building projects as well as consultations in renovation projects and systems upgrades. Conducting these types of inspections allows for a greater amount of compliance and assists with the preplanning of buildings. Public consultation and service requests for Fire Prevention are also increasing.

The number of commercial kitchen installations has increased over the last couple of years. Commercial Kitchen installations as well as building renovations and upgrades are increasing due to the aging building stock that is in the Fire Protection Area. These inspections have not been tracked in the past as an inspection on a consistent basis. These types of inspections are now being tracked as an actual inspection so as to get a more consistent statistic on the types of inspections being performed.

### **COMPLIANCE / NON-COMPLIANCE ISSUES**

Unsatisfactory inspections have dropped due to a more consistent and regular inspection frequency. Damaged fire separations, improper door lock hardware and extinguishers that are either missing or are past due for servicing as well as electrical overloading and storage are still the most common problems found during unsatisfactory inspections.

Fire Safety Plans (in accordance with the BC Fire Code) and their maintenance are still a problem that many building / business owners are struggling to keep current. To this end, we have currently implemented a Fire Safety Plan template that will be available online at [www.pvfd.ca/fire](http://www.pvfd.ca/fire) prevention. This will allow for a fillable form that will help owners comply with provincial regulations and assist the Department with incident pre-planning. At the start of this year (2015) a letter of notification was given out to the businesses that require or have Fire Safety Plans. The letter outlines the requirements for fire safety planning and seeks to gain compliance in a timely fashion for the occupancies.

New FIPPI requirements will require some additional strategies in helping gain compliance in our local woodworking facilities.

### **CODE ENFORCEMENT**

To date our enforcement procedures are still restricted to a provincial order through the Office of the Fire Commissioner. Corrective orders have not been a common occurrence in the past years, but there are businesses that are in violation of current codes and the need for corrective orders is needed in the. The process of writing provincial orders is time-consuming and can be prohibitive in the time it takes to gain compliance. A new system of municipal code enforcement could prove to be a benefit to gaining full compliance with local business and building owners.

### **CURRENT PUBLIC EDUCATION PROGRAMS:**

The programs that we have been running in the past are still proving to be effective in our goal of public fire safety. These programs are:

- Preschool – Grade 3 Programs
- Community Safety Net – provided us with enough material to educate 600 students
- Fire Prevention Week: this past year's theme was
- Kids Fest
- Youths and Explosives presentation
- Smoke Detector and CO Alarm Program
- BULLEX Fire Extinguisher training system

While the programs that are being delivered are consistent and applicable, the need for updated materials and new programs is becoming a priority. The Assistant Fire Chief as well as the Department's Public Education committee delivered 31 events over the past year totaling 200 person-hours of time dedicated to public education. Training for committee members will be conducted over this year (2015) in order to bring the level of knowledge in public education programs up to a higher level for the members.

### **FIRE INVESTIGATIONS**

Section 9 of the Fire Services Act requires that the Fire Department investigate and report on fire cause determination. On request of the Office of the Fire Commissioner, the Assistant Chief investigated a total of 2 fires in the past year for neighbouring departments and attended or investigated 11 other reported fires.



## **PROFESSIONAL DEVELOPMENT and TRAINING**

In 2014 the Assistant Fire Chief attended several training sessions. Courses or training included:

- Regular weekly training sessions with the fire department; Monday night 'fire practice'
- Technical Rescue Team practices,
- Parksville Fire Department Officer Training Days,
- Regular attendance at 'Training Tuesdays' and at HR focused training, organized by the City,
- Incident command level training as well as skills maintenance training organized by the Deputy Fire Chief,
- Attendance at the Annual Fire Prevention Officer's Association seminar in North Vancouver, BC.
- Continuing Education in Fire Officer IV and the Fire Prevention Officer's Certificate program through the Justice Institute of BC.
- Attendance at the Annual Fire Training Officers of BC training conference

The Assistant Fire Chief continues to serve the BCFPOA as Zone 1 Director and helps coordinate and organize the Annual Conference as well as Zone 1 meetings.

## **EMERGENCY PLANNING**

In a continuation from the situation in 2011, work continued developing the City's Emergency Program time permitting. Training and infrastructure development continue with the hope of working towards exercises to refresh skills and identify areas needing improvement in the program.

A lot of effort was spent on rebuilding our Emergency Support Services Team (ESS). The number of volunteers had dwindled down to a number where it would have been difficult to muster enough people for any response. Recruiting has brought our team up to a level where we will be able to initiate a response if required. This program is regional in nature and we have volunteers from all over Dist. 69. The focus in 2012 was to review all of the contents in the reception centers and ensure that the supplies were up to date and current. This project has been completed in the Parksville Reception Centers and it still ongoing in other area of the district.

In addition to the Emergency Communications Team, the City also benefits from the volunteers in Emergency Social Services. The Emergency Program Coordinators within District 69 worked together in 2011 to review and change the ESS program. There have been significant societal changes to the way people volunteer their time. We have noticed this in the form of reduced volunteer support of ESS. This program has been significantly changed with the addition of a new volunteer director who has a professional history in volunteer recruitment to address the declining volunteer base that we rely upon.

The Emergency Communications Team (ECT) spent time on training with the new Communications trailer that was completed. Testing was done to select the ideal location to set up the trailer and equipment in the district to ensure reliable communications to essential locations in the district and province.



## CONCLUSION

In closing, I would like to take this opportunity to thank the members of the Parkville Volunteer Fire Department as well as all of the dedicated volunteers associated with the Emergency Program for their continued support to myself and staff. Their dedication to ensuring the citizens of the City of Parkville are assisted in times of need, and the professionalism in which they carry out their duties, are qualities the community and they themselves can be proud of. Special thanks to the Officers of the P.V.F.D., who have worked tirelessly throughout the year. We are fortunate to have a core of Officers whose commitment, skills and dedication are the cement of this department.

Respectively Submitted

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Doug Banks, Fire Chief