



# 2024 Second Quarter Report

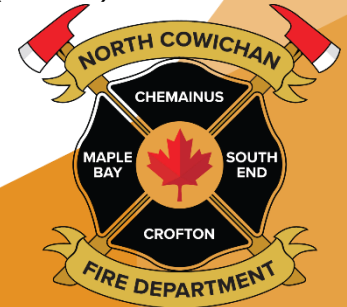
## North Cowichan Fire Department

August 21, 2024

Regular Council Meeting

# Administration: Structure and Leadership

- The Fire Services administration office is now located in Chemainus in the vacated RCMP Highway Patrol office at 9921 Chemainus Road. Offices are established for the Fire Chief, Deputy Fire Chief of Inspections/Investigations, Deputy Fire Chief of Training/Operations, Fire Services Coordinator, and Paid On-Call Captain of Fire Prevention.
- Standard Operational Guidelines (SOGs) are now in place to bring firefighters up to current standards. The review process is now in place as implementation of the guidelines take place.
- Tim Pley & Associates five-year strategic plan will be presented for Council review in August. The plan will look at future staffing, current station locations, levels of service, response times, budget implications, etc. This project includes senior municipal staff.
- New fire apparatus has been ordered with the estimated delivery in the spring (May) of 2025.
- North Cowichan Fire Department (NCFD) has registered with BC Wildfire Service (BCWS) to support the Province as required with 36 personnel signed up for deployments.



# Staffing and Firefighter Recruitment

- Fire Administration will be considering a new recruitment drive to start in the fall of 2024, depending on staffing levels.
- The NCFD Labour Relations Committee, which includes North Cowichan Human Resources and CUPE 358 representatives, is meeting bi-monthly to discuss items as they arise and is developing working relationships between operations and associations.



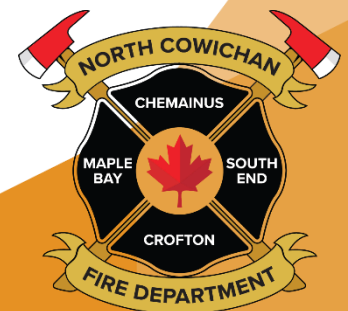
# Administration: Communications

- The Chief Administrative Officer, Fire Department Chiefs, and the Human Resources staff held two events for the four stations in late May. These events provided updates to fire department personnel on municipal works and services endorsed by the Mayor and Council and an opportunity for questions and answers that individuals may have had.
- The Fire Administration has worked with North Island Fire Dispatch to improve efficiency in the incident call response matrices across the jurisdiction and contract service areas.
- The North Cowichan Joint Occupational Health & Safety Committee, comprised of Employer representatives and firefighters from the four stations, has continued to meet regularly through the quarter while streamlining the fire department's processing.
- The Fire Chief and staff working in the North Cowichan Communications Department developed a short presentation for Wildland training equipment capabilities, an information distribution plan and communication strategy for North Cowichan residents and business owners.
- An outstanding recommendation from the Tim Pley & Associates report was to develop a plan to be able to share all information with all North Cowichan Paid On-Call firefighters. This is ongoing in Q3.
- Work has started between the North Cowichan IT Department and Fire Department in the creation of an internal SharePoint that can be accessed by firefighters and officers. This communication strategy will enhance capabilities of accessing information remotely. For example, reviewing SOGs. This is projected to be in place by the end of 2024.



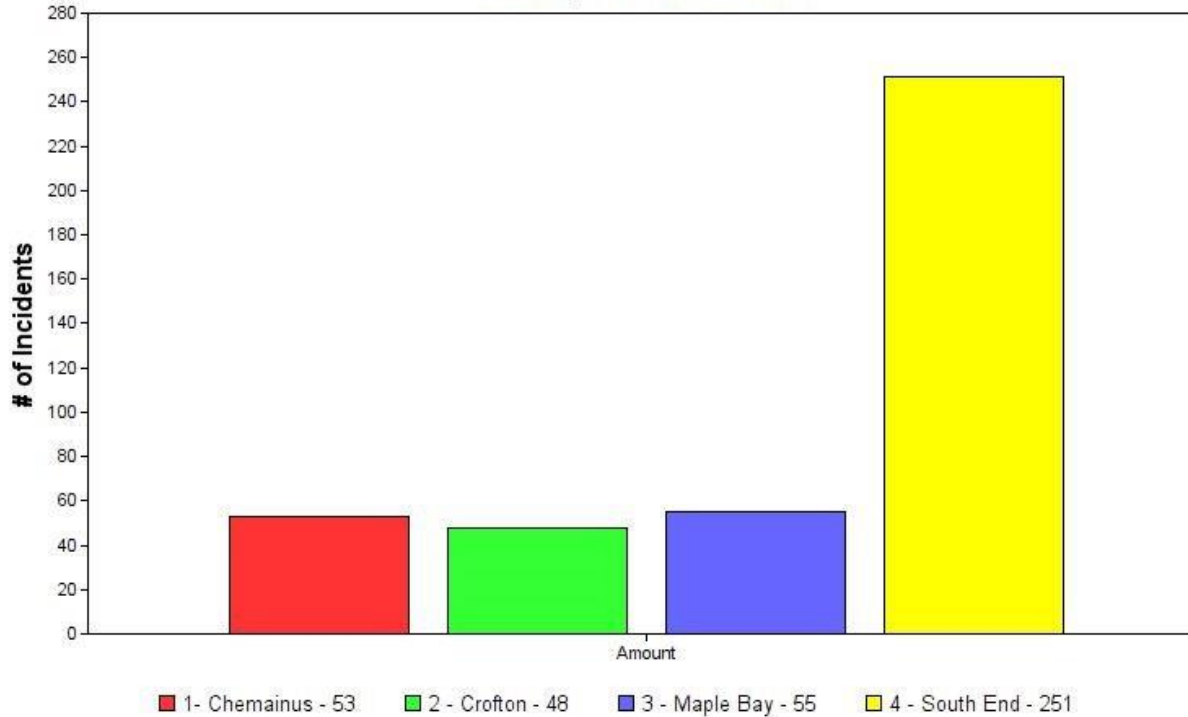
# North Cowichan Council Fire Services Appreciation Banquet November 2, 2024

- Fire administration staff is currently organizing a Service Award and Appreciation Banquet recognizing training achievements in the year.

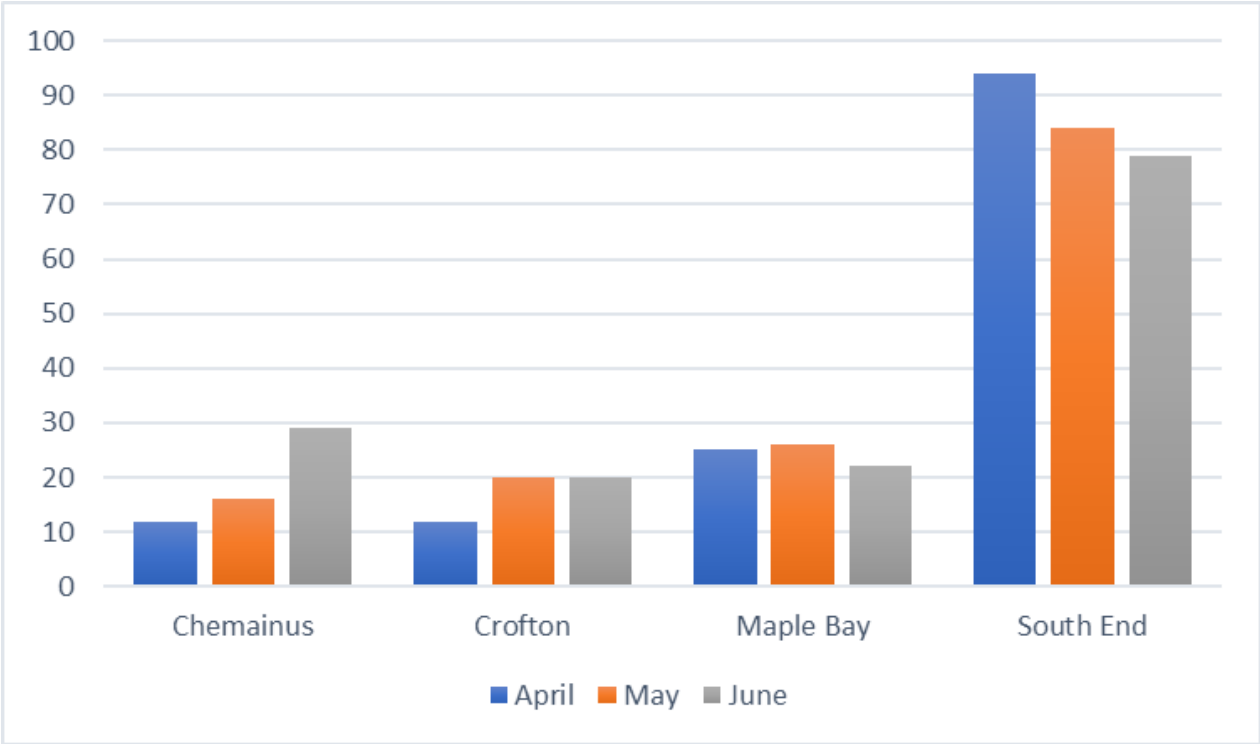


# 2024 Quarter 2 Total Incident Calls

*Totals by Station Q2*  
From Apr 1 24 to Jun 30 24

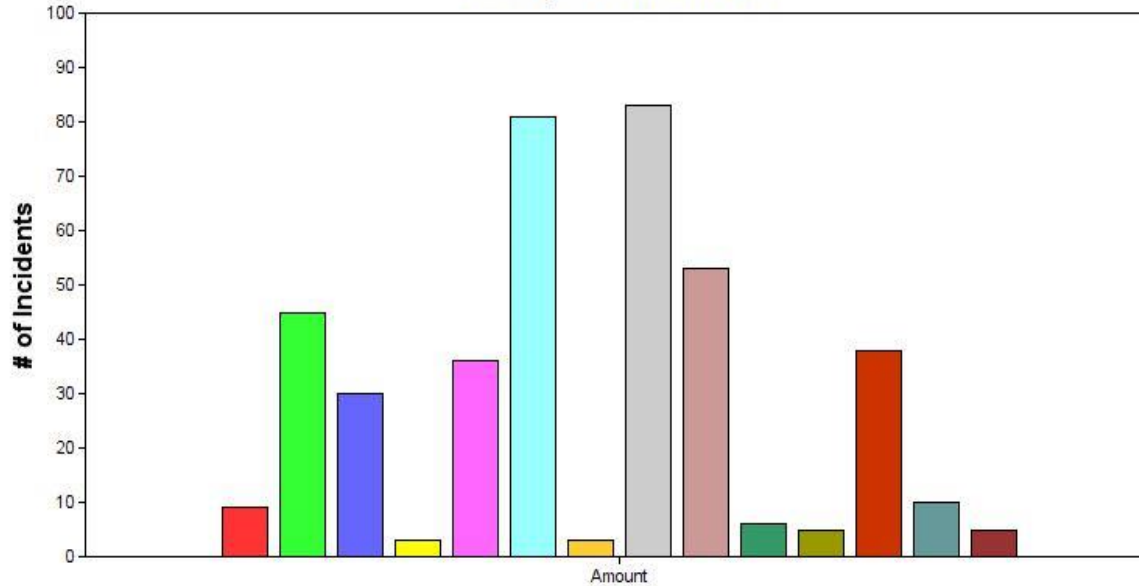


# 2024 Quarter 2 Monthly Comparison by Station



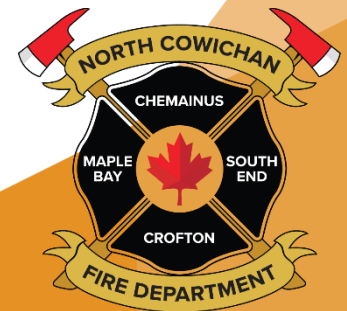
# 2024 Quarter 2 Incident Calls by Type

**Incident Calls by Type**  
From Apr 1 24 to Jun 30 24



- Alarms Commercial - 9    Alarms Commercial False - 45    Assistance Calls - 30    Burning Complaint - 3
- Fire Other False - 36    Fire Other Unclassified - 81    Hazardous Material - 3    Medical - 83
- Motor Vehicle Incident - 53    Rescue - 6    Residential Alarm System (Fire) - 5
- Residential Alarm System False (Fire) - 38    Structural Fire - 10    Structure Fire False - 5

Note: Fire Other Unclassified includes outdoor fires, campfires, motor vehicle fires, etc.

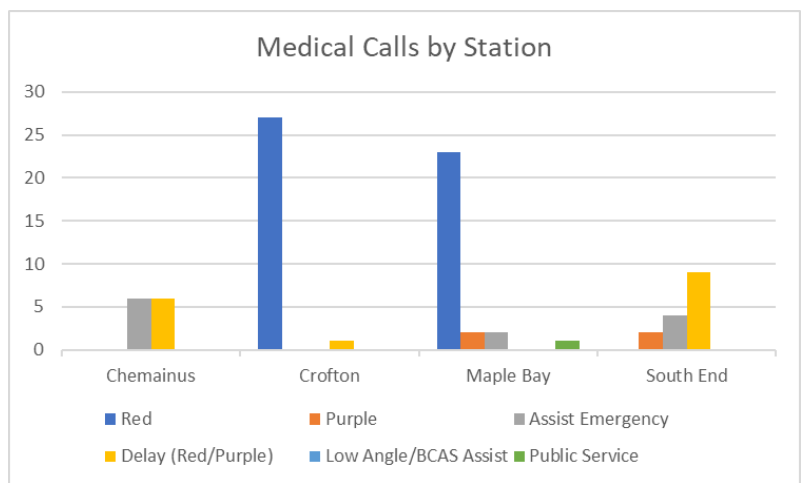




# 2024 Quarter 2 Medical Calls for North Cowichan

## Quarter 2 Medical Calls by Station

Called in As	Chemainus	Crofton	Maple Bay	South End	Total for Department
Red	0	27	23	0	50
Purple	0	0	2	2	4
Assist Emergency	6	0	2	4	12
Delay (Red/Purple)	6	1	0	9	16
Low Angle/BCAS Assist	0	0	0	0	0
Public Service	0	0	1	0	1
<b>Totals</b>	<b>12</b>	<b>28</b>	<b>28</b>	<b>15</b>	<b>83</b>



# 2024 Quarter 2 Alarm Calls for North Cowichan

Eleven warning letters for Quarter 2 have been sent to property owners and occupants with regard to the *False Alarm Bylaw 3861* by the Bylaw Services Department. Two levies have been sent to property owners and occupants in this time frame.

**Quarter 2 False Alarm Calls by Station**

	Chemainus	Crofton	Maple Bay	South End	Total for Department
Residential False Alarms	4	6	8	20	38
Commercial False Alarms	5	1	3	36	45
<b>Totals</b>	<b>9</b>	<b>7</b>	<b>11</b>	<b>56</b>	<b>83</b>

**Quarter 2 Alarm Calls by Station (called in as)**

	Chemainus	Crofton	Maple Bay	South End	Total for Department
Alarms Commercial	6	0	2	43	51
Alarms Residential	4	6	9	20	9
Alarms Non Emergency	3	2	0	4	39
<b>Totals</b>	<b>21</b>	<b>8</b>	<b>11</b>	<b>67</b>	<b>99</b>



# NCFD Wildland Training

- North Cowichan stations have continued in annual refresher and new skill training for wildland firefighting with North Cowichan's Structure Protection Unit.
- Twenty-one firefighters have completed their initial Wildland Firefighter Level 1. Seventeen have completed their SPP-115 Structural Protection training. This training is critical in protecting the community from the impacts of wildfires.

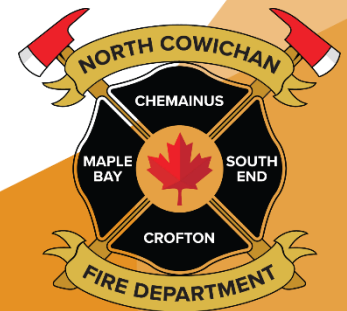


# 2024 Quarter 2 Training

- Three personnel completed Fire Leadership 1
- Seventeen personnel completed BC Wildfire Service SPP-115 Structure Protection Workshop
- Twenty personnel completed BC Wildfire Wildland Firefighter Level 1
- Nineteen personnel completed Marina Firefighting
- One personnel completed NFPA 1001 Level 1 & 2
- Two personnel completed Incident Safety Officer
- Eleven personnel completed VIERA First Responder
- Nine personnel completed Emergency Scene Traffic Control (Train the Trainer)
- Seven personnel completed a workshop on Emergency Scene Management and Strategies & Tactics

## Quarter 2 Training Hours

	Session Hours	Human Hours
Special Training	340.5	1549
Practice	154.5	2359
<b>Totals</b>	<b>495</b>	<b>3908</b>



# Fire Inspections

- The Office of the Fire Commissioner (OFC) enacted the new *Fire Services Act* on August 1, 2024, which will have an effect on inspection policies in the near future.
- Fire Inspection Checklists for occupancy types have been created and are accessible by North Cowichan business and property owners.
- Property Scene Release Forms have been updated and are ready for use by Incident Commanders when releasing property from incidents back to a property owner or representative.



# 2024 Quarter 2 Fire Inspections

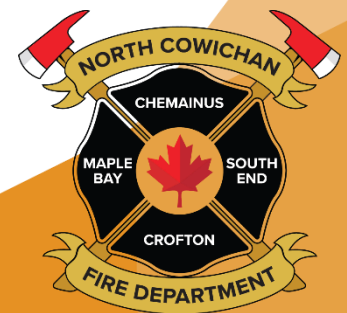
Occupancy Type	Number	Reports Issued
A – Assemblies (schools, churches, daycares, etc.)	3	5
C – Apartments/hotels/motels (annual)	2	3
<b>Total</b>	<b>5</b>	<b>8</b>

Reason for Inspections	
Business licensing requirements	3
Routine	1
Requested	1
<b>Total</b>	<b>5</b>



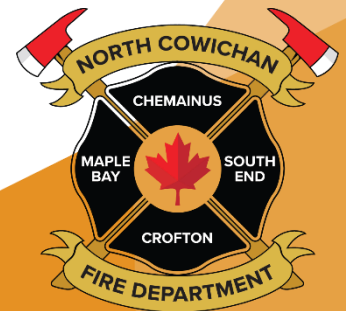
# 2024 Quarter 2 Referrals & Reviews

Development referrals	15
Special event reviews	8
Fire safety plan review	3
Assistance (comfort letters, codes, etc.)	27
<b>Total</b>	<b>53</b>



# Fire Investigations & OFC Fire Reporting

Structure fires	16
Burning complaints	4
Fire (other)	85
<b>Total</b>	<b>105</b>





# Public Education and Prevention Q2 Events

## Achievements:

- This quarter saw an increase in public education events, following usual trends, with 244 individuals participating in various activities. Local schools with children aged 5-11 had field trips to the firehalls and daycare providers also engaged. They participated in fire safety lessons and interacted with firefighters. A new component, the "Fire Smart for Kids Program" focuses on educating children about wildfire risk.

## Future Plans:

- Activities are expected to rise significantly with the return of school in the fall. This year's Fire Prevention Week (October 6-12) theme is "Smoke Alarms Make Working Sense". Activities will include in-class talks and fire truck visits to schools in the jurisdiction.
- Carbon Monoxide Week (November 1-7) will focus on educating the public about carbon monoxide dangers and monitoring.

