

# SCOTLAND ISLAND RURAL FIRE BRIGADE MINUTES OF MEETING

**MONDAY 1 FEBRUARY 2010**

HELD AT SCOTLAND ISLAND FIRE BRIGADE, KEVIN AVE, SCOTLAND ISLAND

1. COMMENCE: 1950
2. PRESENT: Geoff Leeson (Chairperson), Tim Byrne (Captain), Jenny Winterton (Treasurer), Kerry Borthwick, Kerry Borthwick (Secretary), John Marshall, Don Dwyer, Graeme Richmond
3. APOLOGIES: Carla Byrne, Ian White, Bob Bolton, Bruce Healey
4. IN ATTENDANCE:  
None
5. PREVIOUS MINUTES:  
Accepted [*Moved: Tim Byrne, Graeme Richmond*]
1. TREASURER'S REPORT:  
Jenny Winterton tabled the Treasurer's Report for November, December 2009 and January 2010 (attached).  
Accepted [*Moved: Kerry Borthwick, Don Dwyer*]  
  
Balance in accounts: A/c 1 \$2943.51; A/c 2: 2105.95; total \$5049.47.  
  
Owe: Porters \$2.5 for liquor re 2009 functions (considerable champagne etc. in stock)  
  
Receipts: In addition to receipts in Treasurer's Report received \$200 from Sandy Walker from her book sale; \$450 from sale of Dog Race t-shirts
7. CORRESPONDENCE:
  - 7.1 OUT: None
  - 7.2 IN: Various emails with attachments from FCO – forwarded by email to all members  
Pittwater Council to Geoff Leeson re request for a concrete ramp at Cargo Wharf (copy attached – discussion refer General Business)
8. CAPTAIN'S REPORT:  
Tim Byrne presented a verbal report:
  - 8.1 FIRE: No fire incidents this season to date
  - 8.2 NYE: Fire boat crewed on NYE for fireworks

- 8.3 TRAINING: TB appointed as TO at the December Officers Training meeting. GR to provide backup support due to his knowledge, expertise and EXPERIENCE
- 8.4 FUNCTION: Former Captain's 60<sup>th</sup> birthday party held at fireshed on 30 January (very successful). (*GR offered thanks to SIRFB*)

9. TRAINING OFFICER'S REPORT

TB (TO) presented a verbal report:

- 9.1 Sunday 3 January:
- DD, DW and BD took the boat to Brisbane Water as a training exercise on 3/1
  - Wayne Gluyas received individual training from GR
- 9.2 Monday 11 January
- Village firefighter training
- 9.3 Crews:
- Two crews
  - TB/GR to lead one crew and DD/IW to lead the other crew
  - Each crew will be on call for 2 weeks
- 9.4 Recruitment:
- (Old) posters have been put up on the ferries
  - GR has taught Wayne G his prerequisites and started logging his 20 hours
  - Cliff (84 Thompson St) is interested
- 9.5 Training Plan:
- A two month Training Plan has been devised:
- Month 1: Week 1 Sunday 7/2 boat training as precursor to Water Rat joint exercise; balance of month to be basic drills with job rotation
  - Month 2: Use learned skills in Village mock scenario and assess skills
- 9.6 Courses:
- TB has approached some officers to attend Billage, Advance and/or Group leaders Courses
  - JM interested in Advanced; Simon L possible interest
  - Guy T, Steve V, Rob L – possible Crew Leader training  
Jason M, David W and Brian D – possible interest in Village
- ACTION: TB FOLLOW UP WITH OFFICERS**
- 9.7 Water Rats Training Exercise: TB talk to Kylie S (TO-WPRFB) re joint participation

10. OUTSTANDING ACTIONS FROM PREVIOUS MINUTES

10.1 VERMIN CONTROL

**GEOFF LEESON** TO SOURCE RAT TRAPS AND ALSO RIND DEPT OF AGRICULTURE TO DETERMINE LATEST, PREFERRED ACTIONS  
GL advised that appropriate traps can be bought from Bunning

10.2 TRAINING

10.2.1 **TRAINING OFFICER** FINISH CALENDAR AND LIAISE WITH JOHN MARSHALL TO UPLOAD TO WEBSITE

- 10.2.2 **TRAINING OFFICER** LIAISE WITH JOHN MARSHALL TO UPLOAD UPCOMING EVENTS (SUCH AS MACKEREL EXERCISES) ON WEBSITE
- 10.2.3 **TRAINING OFFICER** INCORPORATE “HOT” TRAINING INTO TRAINING SESSIONS AFTER FIRE SEASON
- 10.3 DOOR KNOCK FOLLOW UP
  - ACTIONS:**
  - 10.3.1 **SIRFB** FOLLOW UP ON HOUSES WHERE RESIDENTS WERE ABSENT ON INSPECTION DAY
  - 10.3.2 **TIM BYRNE** SEND INFORMATION TO PEOPLE WHO REQUESTED COPIES OF THEIR REPORTS
- 10.4 BOAT EQUIPMENT PURCHASES  
Completed  
**ACTION: ROB LEESON PROVIDE RECEIPTS TO JW FOR REIMBURSEMENT**
- 10.5 BOAT OHS  
**ACTION: GEOFF LEESON TO CUT OFF BOLT ON EXHAUST**
- 10.6 OHS ACCESS TO TOP OF THE ISLAND  
Completed – awaiting response from FCO  
**ACTION: GEOFF LEESON FOLLOW UP W/B 1/2/10**
- 10.10 PUMPING UPHILL  
**ACTION: TIM BYRNE REQUISITION 6 ADDITIONAL 65-38ML SUCTION STEP DOWN LINES TO ASSIST PUMPING UPHILL**
- 10.11 SIRFB TANKS & GAUGES  
**ACTION: JOHN MARSHALL TO CHECK OUT TANK GAUGES AND PRICE TO PURCHASE 3 GAUGES FOR INSTALLATION ON SIRFB TANKS**
- 11. BUSINESS ARISING FROM MINUTES
  - 11.1 BOAT  
Motor protector still being constructed
- 12. GENERAL BUSINESS
  - 12.1 CONCRETE RAMP AT CARGO WHARF  
Letter from PWC in response to SIRFB letter requesting ramp (attached). Letter notes need for community support.  
**ACTION: KB WRITE TO SIRA (FOR GL SIGNATURE) REQUESTING SUPPORT FOR RAMP AND NOTING NEED FOR ADDITIONAL FIRE VEHICLES TO BE ABLE TO GET TO ISLAND AS WELL AS ROAD IMPROVEMENT AN, REPAIR AND MAINTENANCE TO ALLOW SIRFB APPLIANCES ACCESS TO HOMES, PARKS AND RESERVES ALSO REQUESTING RAMP TO BE AGENDA ITEM AT NEXT (MON 8/2/10) SIRA COMMITTEE MEETING**

- 12.2 KITCHEN  
Thanks to Brian Franki for granite work. BF has still to finish off the L-piece and purchase additional granite needed to fill gap
- 12.3 AGM  
AGM will be held on Sunday 28 Mar 10  
**ACTION: SIRFB EMAIL NOTICE OF MEETING EARLY MARCH**
- 12.4 FUND RAISING
- 12.4.1 Need to think about fund raising for 2010
  - 12.4.2 Dinners to proceed 2<sup>nd</sup> Saturday of the month May through September with July being Christmas food but not Christmas in July extravaganza
  - 12.4.3 Small raffle each month with dinners
  - 12.4.4 Dog Race t-shirts a success – to be continued if possible
  - 12.4.5 Melbourne Cup to be held
  - 12.4.6 No Fireman's Ball
  - 12.4.7 Art Xpress desirable
- ACTIONS:**
- 1. **TIM BYRNE TO APPLY FOR LIQUOR LICENCE FOR 2010**
  - 2. **TIM BYRNE TO ASK DAVID WARDMAN RE HOLDING ANOTHER ART XPRESS AT THE FIRESHED THIS YEAR**
  - 3. **SIRFB TO ASK SIRA RE PROVIDINNG FOOD AND DRINK DURING BICENTENARY FUNCTION**
13. NEXT MEETING:  
Monday 1 March 2010.
14. CLOSE:  
The meeting closed at 2115