

DRAFT

MINUTES OF ANNUAL GENERAL MEETING OF THE NUMERALLA - COUNTREGANY VOLUNTEER BUSH FIRE BRIGADE

Sunday 19th April 2015

NUMERALLA DIGGERS HALL

MEETING COMMENCED AT 17.05

In attendance:

Regina Roach

Chris Rutherford

Peter Vlahos

Allison Myers

Ian Jauncey

Terry Myers

Barbara Myers

Geoff Ferguson

Langdon Gould

Jim Wharton

Bruce English

Warren Harris

Mark Shubert

Raife Smith

Jenny McKnight

1 APOLOGIES

Paul Sullivan

Steve Donkers

Sandra Donkers

Peter Jackson

Therese Ferguson

Bob Smith

Winston Phillips

2 MINUTES OF ANNUAL GENERAL MEETING Sunday 27th April 2014

Motion:

Minutes of Annual General Meeting held on Sunday 27th April, 2014 considered as true and correct.

Moved – Chris Rutherford
Accepted.

Seconded – Bruce English

3 BUSINESS ARISING FROM PREVIOUS MINUTES

- Shed/Station development – an update was provided by Chris Rutherford on the actions taken & correspondence since the last AGM. The NCVBFB New Shed Actions Log and a flow chart of the process stages in seeking Rural Fire Fighting Fund support was presented and discussed.

The actions being taken are ensuring that the Brigade is currently on track in seeking the goal of a new shed approval and funding in the 2015/16 funding budget period.

It was acknowledged and appreciated that Langdon Gould is currently doing a lot of work on this project on behalf of the Brigade.

4 PRESIDENT'S REPORT

President's Report attached.

Moved – Regina Roach
Accepted unanimously

Seconded – Barb Myers

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Numeralla-Countregany Volunteer Bush Fire Brigade
P O Box 146
Cooma NSW 2630
ncbfbrfs@gmail.com

4 Umeralla Street
Numeralla NSW 2630

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5 CORRESPONDENCE

A list, overview and copy of the correspondence was tabled and the list is attached. Chris Rutherford highlighted the increase in use of electronic communications and the use of the Brigade email account. Only 15 items of correspondence were in hard copy and were tabled, being less than 7% of the communications to and from the Brigade.

For all Brigade email correspondence, it is important to use (ncbfbrfs@gmail.com).

The key topics of electronic communication last year were:

Administration matters – 22%

Training – 16.5%

New Shed – 12.5%

Moved – Chris Rutherford
Accepted unanimously

Seconded – Jim Wharton

6 TREASURER'S REPORT

Treasurer's Report attached.

Warren Harris spoke to the Report in detail. He confirmed that the only payment out of the Money Management Account was the transfer of \$3375.00 in May 2014 to the Ordinary Savings Account for the reimbursement of equipment costs in the previous year.

It was confirmed that the funds accrued in the two accounts with ServiceOne as at the AGM, were \$44,972.19 in the Money Management Account (Public Fund Account) and \$4901.75 in the Ordinary Savings Account.

Moved – Warren Harris
Accepted unanimously

Seconded – Mark Shubert

A motion to audit the books was put forward by the Treasurer as per constitution, section 9.5.

Moved – Warren Harris

There was no Secunder the motion lapsed and no audit is required.

7 CAPTAIN'S REPORT

Captains report attached.

In summary Terry said that it was good that it was an uneventful fire season this past year, however the importance of preparing for the next fire season given the build up of fuel was highlighted. Unfortunately the amount of existing fuel is an issue contributing towards the potential for fires throughout the winter.

Moved - Terry Myers
Accepted unanimously

Seconded –Ian Jauncey

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8 TRAINING OFFICER'S REPORT

No Report was tabled however Regina Roach, President, addressed the meeting with the following observations.

There is no doubt that Brigade member training suffered due to the lack of a Brigade Training Officer. The lack translated into the Brigade receiving scant advice on training opportunities; these were either not advised or advised too late for members to nominate.

It is vitally important therefore for the role of Training Officer to be filled.

Similarly it should be conveyed to Tim Ingram, Learning & Development Officer, that training advice should be received through the Secretary via the Brigade email address, as well as the nominated Training Officer. **[ACTION ITEM]**

Even though the Brigade had limited training opportunities some members were able to qualify, or recertify for cross-cut chainsaw and Air Base Knowledge, while several new members undertook the Basic Fire Fighter course.

Throughout the year, short information and training sessions were undertaken during the monthly musters.

9 EQUIPMENT OFFICER'S REPORT

Equipment Officer's Report from Peter Vlahos was delivered.

Peter confirmed that it has been a pretty maintenance free year due to it being a low fire season for us. To ensure that equipment is in a good state for use the following actions were taken:

- Trucks checked to ensure they are in working order
- Cat 9 boxes braced to be more rigid
- Fittings connected to the compressor
- Remote Pump purchased to replace pump with lost fittings
- Chainsaw sharpened and tested
- Sheds were blown out and items stored in correct locations
- Loose aerials tightened on trucks
- 6 new handheld radios purchased
- Truck recovery kit purchased

Moved – Peter Vlahos
Accepted unanimously

Seconded –Warren Harris

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10 ELECTION OF OFFICE BEARERS

The election of office bearers was conducted by Langdon Gould who thanked the Brigade Executive and Members for their work.

CAPTAIN

Terry Myers

Nominated – Bruce English

Terry Myers elected Captain

Seconded – Barb Myers

SENIOR DEPUTY

Peter Vlahos

Nominated – Ian Jauncey

Peter Vlahos elected Senior Deputy

Seconded – Barb Myers

DEPUTIES

Bruce English, Peter Jackson & Allison Myers were nominated as a block nomination.

Nominated – Peter Vlahos

Seconded – Ian Jauncey

Note: Peter Jackson was an Apology for the AGM but had nominated in writing prior to the meeting.

Nominated Deputies elected as above.

PERMIT ISSUING OFFICERS

Terry Myers, Peter Vlahos, Geoff Ferguson were nominated as a block nomination.

Nominated – Bruce English

Seconded – Chris Rutherford

Nominated Permit Issuing Officers elected as above.

CALL OUT OFFICERS

Barb Myers, Belinda Vlahos & Therese Harris were nominated as a block nomination for the positions of Call Out Officer.

Nominated – Terry Myers

Seconded – Jim Wharton

Nominated Call Out Officers elected as above.

EQUIPMENT OFFICER

Peter Vlahos

Nominated – Bruce English

Peter Vlahos elected Equipment Officer.

Seconded – Mark Shubert

TRAINING OFFICER

Terry Myers

Nominated – Bruce English

Terry Myers elected Training Officer

Seconded – Mark Shubert

An additional role, being Assistant Training Officer, was seen as important for the operation and development of the Brigade and Members.

Assistant Training Officer

Jen McKnight

Nominated – Bruce English

Jen McKnight elected Assistant Training Officer

Seconded – Mark Shubert

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PRESIDENT

Regina Roach

Nominated – Ian Jauncey

Regina Roach elected President

Seconded – Mark Shubert

SECRETARY

Chris Rutherford

Nominated – Barb Myers

Chris Rutherford elected Secretary

Seconded – Regina Roach

TREASURER

Warren Harris

Nominated – Mark Shubert

Warren Harris elected Treasurer

Seconded – Bruce English

BRIGADE RFSA DELEGATE

Langdon Gould

Nominated – Bruce English

Langdon Gould elected

Seconded – Chris Rutherford

11 MONARO TEAM REPORT

Presented by Langdon Gould

Report attached.

Highlighted items:

- Brigade Members were thanked for their commitment.
- It was reported that every district in the Monaro Team had low fire incidents in the last year. Cooma Monaro only had 8 grass fires, 5 bush fires and 1 structure fire in the period 19 Nov 2014 to 18 Feb 2015.
- 21,000 hectares of Hazard Reduction burning is planned for the Monaro (Bombala, Cooma-Monaro & Snowy River) in the 14/15 financial year and support will be required.
- The Digital Radio Upgrade Program is continuing and includes replacement of infrastructure at 12 radio sites in the Monaro District. Commissioning of the digital network will be scheduled before the 2015/16 fire season.
- In the report, under the heading of Infrastructure – Brigade Stations, it states “A proposal for the construction of the Numeralla Brigade Station has been submitted and approved by Cooma Monaro Shire Council. Strategies to fund the project are currently being established through the NSWRFSC/Council Service Agreement Committee.”

Langdon answered questions on the NCVBFB truck fleet size and type of Cat trucks. Following much discussion it was advised that if the Brigade believes that it requires a different fleet composition, then it is up to the Brigade to raise this as an operational issue with the Monaro Team.

It was advised that the Brigade has a list of probationary members and this list requires review to confirm who is now an ordinary member.

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Information on members who may be eligible for the RFS Long Service Medal will be forwarded to the Brigade.

Moved – Langdon Gould
Accepted unanimously

Seconded – Chris Rutherford

12 RFSA REPORT

Langdon Gould tabled the attached report.

It was confirmed that in the 2014 RFSA Grants program the Brigade was successful in being awarded 3 Engel Portable Fridges, a laptop computer and a Davis Weather Station

As part of the 2015 RFSA Grants program, an application has been submitted for 3 folding tables, 20 chairs and a 515 litre refrigerator for the station.

Moved – Langdon Gould
Accepted unanimously

Seconded – Ian Jauncey

Terry Myers advised that the Brigade had been asked for information for an article to appear in the RFSA magazine. The article has not been forthcoming and Terry requested clarification as to when this may occur.

13 REVIEW OF SCHEDULE OF RATES

A motion to maintain the current Schedule of Rates was moved.

Moved – Chris Rutherford

Seconded – Geoff Ferguson

Following discussion, it was agreed that the overall Schedule of Rates be implemented however with no reimbursement of expenses being made this year to the Training Officer. Agreed.

Accepted unanimously

14 GENERAL BUSINESS

- Cat 6 driver training
 - If the Bredbo Cat 6 is required in the field, then only drivers trained with a Heavy Rigid Driving (HRD) Licence are able to drive the Cat 6 truck.
 - Langdon recommended that if in the future the Brigade seeks the truck as a resource and wants its own drivers trained, then the Brigade needs to put forward names of Members with a HRD licence to apply for Cat 6 driver training.
- Communication with the NCVBFB by FC
 - The importance of ensuring that the Secretary receives a copy of FC communicating was stressed. This will ensure that communications are monitored and actioned accordingly.
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- The Brigade contact information is:-
 - PO Box 146, Cooma 2630; and
 - email address is ncbfbrfs@gmail.com
- General Meeting 27 April, 2014 Minutes
 - The General Meeting held following the AGM last year was held specifically to move forward on the new shed. The shed status and actions taken have been discussed at this AGM. As another General Meeting is not planned for the near future, a motion was put that the draft Minutes that were tabled in respect of the General Meeting held 27 April, 2014 be accepted as a true and correct recording of that meeting.

Moved – Chris Rutherford
Accepted

Seconded – Mark Shubert

Meeting Closed at 19.45