



Minutes from the Annual General Meeting of the Canyonleigh Rural Fire Brigade, 22 April 2015

Attendees were recorded on the Attendance Register. As well as members of the Canyonleigh Brigade, guests included David Bartlett, Andrew Smith, Rowan Lund, John Gray representing the Canyonleigh Community Association & SES.
Apologies: Laird Stewart, Chris Dean, Rob Crough, Frances Crown.

The meeting was opened at 7.30pm and chaired by brigade President John Kay. Minutes of the last AGM on 10 April 2013 were presented and were accepted.

Moved: Peter Attreed. Seconded: Adam Stefanuik.

PRESIDENTS REPORT 2014-15 – Presented by John Kay.

Once again we have been fortunate to have a very quiet year for fires in Canyonleigh. I would like to thank and congratulate our captain Mark and Senior Deputy Captain Brett and their team for their effort in keeping up interest in the brigade over the past year. Thanks must also go to Frances Crown for her input and enthusiasm. I am sure that Mark will expand on our members participation in his report.

Thanks also to Ron & Charlotte Stahl for once again hosting another enjoyable Christmas party at their home.

Moved : Peter Attreed. Seconded Adam Stefanuik

Captain's Report

2014 / 2015 Fire Season

In mid-winter last year the fire season was looking to be a bad one as there hadn't been much rain in June and July and there was talk of bringing it forward to September. Eight inches of rain in August tempered that a little but the season still started early in September. In general since then the season has been not too bad locally although the amount of dry feed produced has been considerable. Most of the areas to the south of us are still requiring permits to burn because of the dry feed. We tried a couple of hazard reductions in August. The first (Sat 9th) at Adam's went reasonably well if a little slowly early on. The second (Sat 16th) on Hanging Rock Rd cemented my reputation as a rainmaker bringing on the start of The August deluge. We burnt around the Community Hall (Sat 11th, Wed 29th) in October and these burns went well on average.

Frances Crown, Dominique and their very able team ran a Community Fire Awareness day in October (25th), and I'd like to thank her and all the members who assisted on the day. We also had the truck up at the shop on the car boot sale day.

We also have some new recruits this year, who will lower the average age of the brigade

considerably. Welcome to Sally, Michaela, Joe, Tom, Sophia and Greg. They are currently doing their post course training and we hope to get them assessed so they can help with some HR's prior to next fire season.

Ron Stahl 's Life Membership dinner in August was a great event in the fire shed. Relaxed with good food and company it was a terrific night. Thank you to everyone who helped with it. Finally, thank you to all the members of the brigade for their support and encouragement, especially to Brett for his drive and enthusiasm, and to Terry for his continual work on the Facebook page and website.

Call-outs:

25/07/2014	2970 Canyonleigh Rd Chimney fire (Villa Christina)
5/08/2014	2573 Canyonleigh Rd Burn off along roadside (George Quigg)
7/08/2014	Canyonleigh Rd Log burning
11/08/2014	Hawkes Hill Rd Fire call (Bob Moore)
15/08/2014	3131 Canyonleigh Rd Chimney fire
29/09/2014	Nandi Rd Pile burn
16/10/2014	Suspected plane crash
4/12/2014	2500 Canyonleigh Rd Lightning strike on house
24/01/2015	300 Bangadilly Rd Lightning strike
26/02/2015	461 Tugalong Rd Hayshed burnt down

REPORT ENDS

Mark Pearson,
Captain,
Canyonleigh Rural Fire Service.

Moved: Peter Attreed Seconded Adam Stefanuik

Community Engagement Report – Presented by Snr Deputy Captain Brett Bannerman on behalf of Frances Crown.

Brett outlined and summarised the Community Engagement report – the full report from Frances follows:

Canyonleigh Community Engagement AGM Report 22 April 2015

Community Fire Awareness Program

- Saturday 25 October. 6 people - 3 couples attended the all day program 8.00am until 4.30pm. New residents. Very enthusiastic responses, many questions and issues discussed. Variety of presenters was commented on as being worthwhile in the evaluations including our Guest Speaker, Carolyn, who is a community member who presents her Bush Fire Survival Plan and talks about how she has better prepared her property over the years since her Women's Fire Awareness Program in 2005. She was scheduled in before lunch and invited to lunch so that people could ask her questions which was invaluable.
- Follow-up Property visits to advise on Property Preparation were on Saturday 15 November with one male and one female brigade member. Participant's Bush Fire Survival Plans were looked at again by brigade members while at the property. Mark and Dominique did these visits to two couples. The third couple are still building their house and would like a visit when building is complete.

Raising the RFS profile and message:

- Canyonleigh Chronicle, local bi-monthly publication always has an article by the Canyonleigh Brigade in it. This has been written by Terry Biscoe until this year. Occasionally I will write an article or advertise an upcoming program in it. The September/October issue included an article on the RFS Life Membership Award for Ron Stahl who has been in the brigade for 40 years. The March/April edition had an article about making a list of precious things to take when leaving Canyonleigh on a Catastrophic Fire Danger Rating day. The assumption in the article is that people will leave. The next article will be about property preparation.
- Website and Facebook: These have been going for some time now and are maintained and updated by Terry Biscoe. They include stories, suggestions, information, events, links to relevant places and particularly the FDR.
- SES Community First Responders Open Day / Car Boot Sale: Sunday 23 November, 10am-2pm, the brigade was invited to take one truck to the General Store where the SES Community First Responders had their Open Day. We supported them because they have supported our Open Days in the past. The Canyonleigh Community Association ran a car boot sale at the same time and venue.

This was attended by Mark, Frances, Brett, Sophia, Frank and the Cat 1. Not that many people attended the day which is unfortunate for the First Responders who organised it and are looking for new members to continue their service to the community. Hosing activities were set up and people got into the truck. The brigade had a table for the car boot sale and only made the \$10 fee for the spot back on sale items. We did encourage a past participant of one of our Fire Awareness Programs to join and he has since begun training.

- Carols by Candlelight: Sunday 7 December: the brigade was invited to take a truck to the Carols by Candlelight at Satori Springs. This was an opportunity for brigade members to mingle with people and talk about fire safety if people had questions. We walked around giving people red and green jelly beans. Mark brought Santa in the Cat 7. Brett and Frances also attended.
- Welcome Pack: I am liaising with the president of the Canyonleigh Community Association, John Gray, to give new residents more RFS information in the Welcome Pack. Currently there is a letter from the brigade in the pack. I want to review this letter and have asked the president if a Bush Fire Survival Plan can go in each pack as well. He is happy to do this and will take the suggestion to the upcoming committee meeting.
- Canyonleigh Community Association: Following discussions about upcoming events with different members of this association I have been asked for contact details and roles within our brigade so that the two organisations can have closer ties and work together at more events. I have passed on the details of the brigade's committee to the secretary of the Canyonleigh Community Association. In the past and for our most recent *Community Fire Awareness Program* the Association has emailed all its members with our invitation flyer.

Expanding the RFS Community Library at Canyonleigh General Store

- The library of Bush Fire books at the General Store for residents to take and read needs upgrading. There are only a couple of books there now. Updating this library is one of the projects for 2015. I applied for the Community Engagement Grant for books and DVDs for non-readers, in particular “*The Day the Wind Changed*”, *Australian Fire Behaviour*, *Fire in the 21st Century*. Any other suggestions? Bush Fire Survival Plans are also available with the books for customers to take. The library did not qualify for the “resilient communities and behaviour change” concepts that the grant providers were looking for so the Grant application was amended to include needs for our Community Fire Awareness Program only.
- Currently there are 2 books in the library at the store. The other 3 have been borrowed by community members. You may be interested to know that a brigade member from Penrose borrowed one of our books!!
- The Sign Out/Sign In sheets for the library need to be updated.
- During the October meeting at Fire Control members of the Community Engagement Team suggested a couple of books for the library including one for children which I will investigate. These will be purchased, including some DVDs for the community members who prefer visual media from our brigade’s funds.
- I have been in contact with the librarian at RFS headquarters in Lidcombe who is very keen to lend us books on a 6 monthly basis for our community library. I will follow this up and write about it in the Canyonleigh Chronicle to make people aware of the resources available to them.

Community Engagement Grant

- The amended grant was for approximately \$500 for a flipchart/whiteboard magnetic easel, whiteboard markers, magnets, flipchart paper, the DVD by Celeste Geer “Then the Wind Changed” and toilet rolls. Items were purchased through the District Purchasing system with a huge amount of help from Mandy at Fire Control. There is an evaluation and review to be written within a timetable now that we have received the money & goods. Only one dozen grants were funded across the state so we were fortunate to get one.

Community Engagement Team Meetings, Fire Control

- The Community Engagement meetings have been very informative and teleconferences with the Wollondilly Team. Lots of ideas and methods to achieve education goals regarding fire awareness some of which may be suitable for Canyonleigh.
- Council’s Fire Ready Workshops. In some areas people attended these but not in others. Some brigades were upset by them and others were not. There seemed to be some clashing with Open Days around the same time. Not many people attended the Canyonleigh Hall for the Council Workshop. I think anything that helps raise people’s awareness and motivation to become prepared and have a Bush Fire Survival Plan is a good thing!!
- There was discussion about recent Open Days. Again different brigades had different successes.
- The FACT van is available for brigades to use at Community Engagement events

- Community Protection Plans are being completed for Buxton and Hill Top then Balmoral. I don't know if Canyonleigh has one or if one will be done. I will find out from Mark.
- The Horse Program was mentioned at the meetings. It is run by Kate Carter from The Oaks brigade is something I have been interested in for a while, since we have so many horse people in Canyonleigh. In the New Year I will approach her and Dominique to discuss running a program here. Hopefully she can train Dominique to run this program. This is needed as on one Women's Fire Awareness Program a woman's plan for her horses was just to open all the gates on her property!!! Add horses, cows and sheep to the possible deer, emus, kangaroos, wallabies and wombats on our roads during a fire and you can only imagine!! The course is run at someone's stables in the area. Penrose had success with this program recently.
- A Community Engagement resource list is being compiled by Fire Control and extra storage space allocated for resources at Fire Control.
- New Neighbourhood Safer Places have been added to the list which comply with audit conditions. There is **NO** Neighbourhood Safer Place at Canyonleigh. The nearest is the Shell Service Station at Sutton Forest. I queried the proximity to petrol and gas but apparently it meets the conditions. We don't want to encourage people to drive out of Canyonleigh during a fire to Sutton Forest but to have their Bush Fire Survival Plan linked to the Fire Danger Rating for their Leave Early Plan and their Stay and Defend Plan put into action on other less extreme Fire Danger Rating days.
- The "Fire Ready" weekend and advertising will still go ahead. It is unclear if it will coincide with the designated RFS Open Day date. We will not be having an Open Day this year. It was suggested that this occur earlier in the year, not at the start of the fire season.
- There are Community Engagement Forums being held around the state this year. I am not going but people from our shire are going to the one at Albury. Next year the Community Engagement Conference is 19-21 May 2016 and applications can be accessed through MyRFS Community Engagement. The Fire Danger Meter will be changed over to the community message to "volunteer" this week.

Objectives for 2015 - 2016:

1. To form relationships with people in the community so they feel comfortable asking questions and for help.
2. To assist residents to become ready for bush fires, bush fire season, property preparation.
3. To make elderly residents aware of the AIDER program and how to access it.

Plans/Methods:

Objective 1: To form relationships with people in the community so they feel comfortable asking questions/for help.

- To be an obvious presence in the community at community events at General Store and community hall, e.g. car boot sales, Carols, Trivia Night
- Articles in Canyonleigh Chronicle throughout the year, including 'people' stories (New members)

Objective 2: To assist residents to become ready for bush fires, bush fire season, property preparation.

- Run Women's Fire Awareness Program in Spring
- Run Community Fire Awareness Program in Spring
- Relevant articles in Canyonleigh Chronicle. Advertise programs.
- Phone and network to get people on programs. Ask previous attendees of programs to write an article.
- Coffee and Chat morning at General Store – August (a quiet month perhaps? Still time for property preparation and pile burning)
- Run a horse program in Canyonleigh by Kate Carter, the writer of the program.

Objective 3: To make elderly residents aware of the AIDER program and how to access it

- Visit Circle of Friends meeting on a Monday with leaflets
- Network with known elderly residents to include other residents

Any suggestions for Community Engagement within Canyonleigh, please let me know.
FRANCES CROWN 22 April 2015

Moved: Peter Attreed Seconded: Adam Stefanuik

Treasurers Report – Presented by Frank Downs

A prepared financial report was tabled for the AGM. The report detailed income and expenditure over the previous twelve month period. Income over the 12 month period was \$1516.77. Expenditure was \$616.80. Accumulated funds on 31 March 2014 was \$7507.18, certified by Treasurer Frank Downs and audited by Auditor, Laird Stewart. The Treasurers Report was accepted.

Moved: Peter Attreed. Seconded: Dave Hough

Election of Officers

David Bartlett declared all positions vacant. A pre-agreed list of office bearers for the following 12 months was read out all nominees accepted.

Roles for the following twelve months are:

Captain: Mark Pearson.

Senior Deputy Captain: Brett Bannerman

Deputy Captain (Training): Peter Attreed.

Deputy Captain: John Kay: HRs

Deputy Captain: Mick Trevisiol: Administration

President: John Kay:

Vice President: Laird Stewart.

Secretary: Terry Biscoe.

Treasurer: Frank Downs.

Community Safety Officer: Frances Crown

Equipment Safety Officer: Dave Hough

Brigade Health & Safety Officer: Adam Stefanuik

Auditor: Laird Stewart

Moved: Peter Attreed, Seconded Adam Stefanuik

President John Kay resumed chair of the AGM

General Business:

Brett Bannerman moved that the price of beverages increase \$1.00 to cover increased costs of brigade social events. Unanimous support from the brigade.

Seconded: Peter Attreed.

Brett Bannerman outlined the challenge the brigade faces in light of an aging membership. We welcomed five new members all under the age of 20. Brett raised the issue of the brigade Captain conducting 'Intention Interviews' of members that have either moved from the area, have not been involved in brigade activities or who have become unable to physically participate in brigade activities. It is hoped that the conversation will clarify their intention to either stay as a member or resign/retire from the brigade. The result is to develop and manage an accurate list of membership.

Moved: Mark Pearson, Seconded John Kay

Brett also raised the issue of new resources for the brigade, in particular new chairs and (potentially) investing in a flying drone for the purposes of fire observations. Rowan Lund, with the agreement of David Bartlett, advised that SOPs for the use of a drone are yet to be finalised and that any brigade that does own/use a drone must have a qualified pilot to fly the unit.

John Kay also raised the issue of Frances Crown wanting to undertake a number of community initiatives, including the AIDA program, and urged the brigade to support Frances when and where possible.

There being no other business, **the meeting was closed at 8.15 pm.**