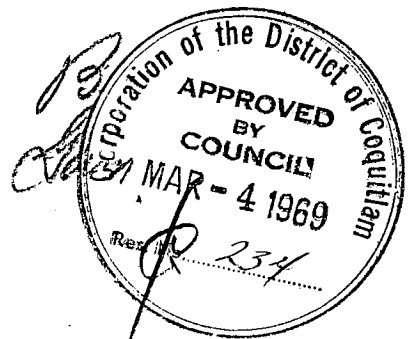


FIRE COMMITTEE



Monday, March 3rd, 1969

A meeting of the Fire Committee was held in the Board Room of the Municipal Hall on Monday, March 3rd, 1969 at 8:00 p.m. with Ald. R.E. Boileau, Ald. R.J. Gamache, Fire Chief B. Falcon, and T. Klassen, the Assistant Municipal Clerk, present.

1. Acquisition of Aerial Ladder Truck

The Committee discussed the acquisition of the Aerial Ladder Truck and the time involved in having the finished product delivered for use by the Fire Department.

The Fire Chief explained to the Committee that it would take approximately four months to obtain the chassis and a further nine months to a year to have the rest of the body and equipment placed on the chassis.

RECOMMENDATION

Don't wait until next meeting with Equip. Dept. report back.
The Committee recommends that they be authorized to expend up to \$20,000.00 in 1969 for purchase of the chassis and that the Committee also be authorized to go to tender on the construction of the body and equipment for delivery of the Ladder Truck in March or April of 1970.

2. Fire Protection in the East End of the Municipality

The Committee discussed the staffing of No. 3 Fire Hall in the east end of the Municipality to give protection to this area.

The Fire Chief was instructed to review the situation and make a recommendation as to how No. 3 Fire Hall could be staffed using the minimum number of paid men and using a maximum number of members of the volunteer force.

The Committee also discussed the expansion of the Fire Hall so that facilities could be added for the accommodation of paid firemen.

RECOMMENDATION

The Committee requests that if possible \$20,000.00 be included in the 1969 Final Budget to be used for expansion of the No. 3 Fire Hall.

3. Policy for Hiring of Firemen

The Committee discussed the policy which should be used for the hiring of the 5 paid firemen in 1969.

Ald. Boileau stated that Surrey, Delta and Port Coquitlam were hiring solely from their volunteer force and he felt that this policy should now be used by the District of Coquitlam.

Ald. Boileau also stated that he felt the mental ability test should not be used this time and that a mechanical aptitude and mechanical comprehension test should be the only ones used.

The Committee then went through the criteria for hiring of men from the Volunteer force as presented to Council and dated January 23rd, 1969 and made some changes so that the criteria is as per the attachment to these minutes.

Monday, March 3rd, 1969

RECOMMENDATION

Jim
apf
That the five men to be hired in 1969 come from either the Volunteer or Municipal Forces and that the Fire Chief, in conjunction with the Fire Marshal, prepare the mechanical aptitude and mechanical comprehension tests and that these two men also perform the interviewing and selection of the men to be hired.

4. Adoption of National Fire Code

The Fire Chief brought forward the matter of the District of Coquitlam adopting the National Fire Code of Canada - 1963 - along with certain amendments to which may be required to bring it into line with requirements already in effect within the Municipality.

RECOMMENDATION

The Fire Committee recommends that the National Fire Code of Canada - 1963 - be forwarded to the Solicitor for comment along with the amendments as recommended by the Fire Chief.

The meeting adjourned at 9:30 p.m.

..... CHAIRMAN

QUALIFICATIONS FOR VOLUNTEER FIREMEN

N O T I C E

TO ALL COQUITLAM VOLUNTEER FIREMEN

The Municipal Council wishes to invite applications from Coquitlam's Volunteer Firemen who, upon passing basic preliminary qualifications, written and oral tests, medical examinations and security checks, will be eligible to be hired on Coquitlam's fulltime Fire Department.

PROCEDURE TO BE FOLLOWED:

1. An application form must be completed and delivered to the Municipal Clerk's Office at the Municipal Hall by _____, 1969 at 5 p. m.
Applications forms are available from the Municipal Clerk's Office in the Municipal Hall or from No. 1 Firehall on Alderson Avenue.
2. From the information contained on the application form, candidates who fail to meet basic qualifications will be eliminated from the competition.
3. Those meeting basic qualifications will be called for written tests comprising -
 - a) mechanical aptitude tests, and,
 - b) mechanical comprehension tests.
4. Those failing to meet the required standards in written tests will be eliminated from this competition.
5. Those meeting or passing the required standards in written tests will be called for an oral interview.
6. Those failing the oral interviews will be eliminated from this competition.
7. Those passing the written tests and oral interviews will be ranked in order with any other municipal employees who may apply and pass all required examinations.
8. Those selected from the combined list to be placed on the permanent force will be required to submit to a medical examination by a doctor appointed by the Municipality.

Qualifications for Volunteer Firemen, cont'd.

9. Those failing the medical examination will be eliminated from this competition and will be replaced by another candidate from the combined eligible list of applicants.
10. Those meeting or passing required medical standards will be asked to submit to security tests by the R. C. M. P.

BASIC QUALIFICATIONS -

1. All candidates must be Canadian citizens or British subjects.
2. Candidates must have been 45 years of age or under by December 31st, 1968.
3. Height of candidates to be between 5'8" and 6'2". Weight to be between 160 and 210 lbs.
4. Candidates must be prepared to reside west of the Pitt River, north of the Fraser River, south of Burrard Inlet and east of Boundary Road lying between Burnaby and Vancouver.
5. Candidates must possess a valid B. C. Driver's License without restrictions.
6. Educational requirements to consist of high school graduation or equivalent. (Grade 10 plus two years vocational or trade training.)

TYPES OF EXAMINATIONS TO BE ACCEPTED:

1. A standard mechanical aptitude and mechanical comprehension test.
2. An oral examination.
3. A medical examination by a physician appointed by the Council and that it be stipulated that the vision of candidates must be normal (20/20) without artificial aids.

PAY SCALE FOR THE YEAR 1968

| | |
|--|----------|
| Probationary period - first six months | \$438.00 |
| Second six months | 455.00 |
| Second year | 471.00 |
| Third year | 517.00 |
| Fourth year | 567.00 |
| Fifth year | 622.00 |

Service pay will be awarded at the rate of \$5.00 per month after five years and an additional \$5.00 per month for each completed five year period thereafter.

Qualifications for Volunteer Firemen, cont'd.

Recognition for service on the District of Coquitlam Volunteer Force will be made on the basis that one year's regular experience would be the equivalent of three years as a member of the Volunteer Force of Coquitlam with a maximum of 9 years being taken into consideration.

UNIFORMS

1. Two pairs of trousers, two dress shirts, two work shirts, one pair boots at one time, to be supplied all permanent firefighters annually.
2. One uniform cap and tunic to be supplied every two years.
3. One raincoat to be supplied every five years.

All to remain the property of the Municipality.

HOURS OF WORK

The hours of work are to be on a rotating day and night shift basis with an average of 42 hours per week being required from each fireman.

VACATIONS

Fourteen calendar days to be granted each year after the first year of service.

Twenty-one calendar days per year after completion of five years service.

Twenty-eight calendar days per year after completing fifteen years service.

Those leaving before completion of one year of service, "Annual Holidays Act" to apply.

STATUTORY HOLIDAYS

Each fireman is to be allowed eight duty shifts off in addition to annual vacations outlined above in lieu of statutory holidays granted to other civic employees

PENSIONS

Municipal superannuation and Canada Pension Plan.

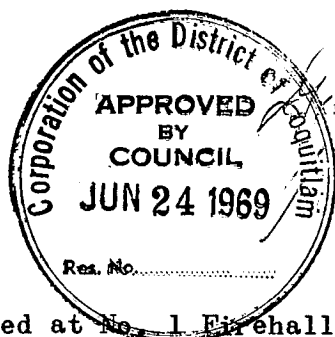
OTHER SUPPLEMENTARY WAGE BENEFITS

M. S. A. and extended benefits and accumulated sick leave benefits.

FIRE COMMITTEE

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Thursday, June 12th, 1969.
No. 1 Firehall,
909 Alderson Avenue,
Coquitlam, B. C.



A meeting of the Fire Committee convened at No. 1 Firehall at 7:30 p.m. on June 12, 1969.

Those attending were: Alderman Boileau, Alderman McKenzie, Alderman Gilmore, Mr. R. LeClair, Municipal Manager, Mr. Falcon, Fire Chief and T. Klassen, Assistant Municipal Clerk.

Also attending were four representatives of the Coquitlam Kinsmen Club; three representatives of the Firemen's Union; two representatives from St. John's Ambulance Corp and Dr. McPherson.

Alderman Boileau called the meeting to order and stated that the meeting had been requested by the Kinsmen to show the Committee the type of ambulance their club wished to donate to the Municipality, provided the Municipality provided a full ambulance service to the District.

Dr. McPherson was then asked for his opinion of this type of an ambulance for the District of Coquitlam, and it was explained to him that 3 to 4 calls could be expected daily if a complete ambulance service were initiated.

Dr. McPherson explained that the trend in North America and Europe is to combine ambulance and fire fighting services into one unit.

Dr. McPherson stated that he had promoted the van type of ambulance similar to the European type and that there are now 20 ambulances of this type in the province. Also, this type is approved in the U.S.A. as a national standard.

Dr. McPherson felt that the Municipality should start with an emergency service first, and gradually expand into a full ambulance service. He felt that, from information which has reached him, B.C.H.I.S. is working towards accepting responsibility for ambulance service and, should this happen, monies derived could be used for expanding service and training firemen.

Dr. McPherson stated that he felt the best ambulance services were those that were locally run, non-profit and volunteer.

With respect to legal implications of such a service, Dr. McPherson stated that he had not heard of any law-suit as a result of ambulance attendants rendering first aid, as long as the attendant exercised the degree of skill to which he was trained.

Dr. McPherson stated that he felt there should be a fee for anything other than an emergency.

With respect to training, Dr. McPherson felt that prospective ambulance attendants should spend a full week in a hospital in groups of 6 to 8. This should include working in the emergency ward and intensive care unit, to give the attendant experience in what to expect. A further week of training should follow shortly thereafter, to reinforce the knowledge gained during the first week.

The representative of the Firemen's Union stated that at the present time, the duties of an ambulance attendant did not come within the scope of their contract. Also, they could see where they could be left shorthanded for fighting, should they be responsible for operating the ambulance service.

The Kinsmen stated that they would like to be kept informed of Council's action regarding ambulances so that they can be prepared to initiate a fund raising campaign to supply the ambulance just as soon as possible.

Alderman Boileau asked the Kinsmen to submit their fund raising proposal to the Municipal Manager prior to beginning the campaign. The Kinsmen agreed to this.

Fire Committee (Cont'd.)
June 12th, 1969.

With respect to training of ambulance attendants, Dr. McPherson states that the Municipality could contact him with regard to a training course.

Alderman McKenzie requested that the Manager and Fire Chief bring forward a report to Council on initiating an ambulance service in Coquitlam.

The meeting adjourned at 10:00 p.m., following an inspection of the St. John's van type emergency unit.

.....CHAIRMAN

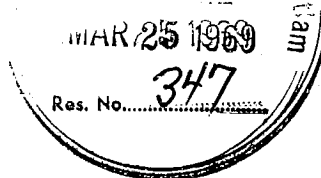
Comments of Dr. McPherson on ambulance service, given to the Fire Committee at their meeting held on June 12, 1969.

1. Trend in North America and Europe to combine fire and ambulance services.
 2. The only skilled 24-hour service operating in a district is usually the Fire Department.
 3. Could be a way of increasing fire coverage, as ambulance attendants would be available for fire fighting purposes.
 4. Provisions for adequate training of attendants should be made.
 5. Need for such a service, as injured people are arriving at hospitals without adequate care on the way.
 6. He promoted van type of ambulance similar to European type.
 7. There are now 20 such emergency vehicles in B. C.
 8. This type of ambulance approved by U.S.A. as a national standard.
 9. Ontario has law regarding training and equipment.
 10. B. C. Medical Association has been asked to produce standards for B.C.
 11. Coquitlam should start with emergency service and gradually expand into a full service.
 12. Feels B.C.H.I.S. is working toward providing ambulance service and monies received could then be used to expand service and training of firemen.
 13. Best ambulance services in his opinion are those that:
 - a. are locally run.
 - b. non-profit
 - c. use some volunteer service.
 14. Communities along Trans-Canada Highway have good ambulance services.
 15. Some communities now running ambulance service are:
 - a. Kamloops - has a good service
 - b. Vanderhoof
 - c. Osoyoos
 - d. Rossland
 - e. Salt Spring Island
 - f. Regional District of Fraser Fort George
 - g. Cowichan
- Most of these communities are serviced by volunteer forces.
16. Dr. McPherson knows of no legal case where a suit was brought against an attendant in Canada, providing the attendant used the degree of skill to which he had been trained.
 17. Training needed as to how ambulance service is to be used. Must train the following agencies on its use.
 - a. Police
 - b. Firemen and dispatchers
 - c. Local doctors
 - d. Community
 18. With a municipal service, elective transfer of patients can be scheduled.

19. Feels a fee system for service is necessary for anything other than emergency service.
20. Attendants need intensive training such as:
 - a. a week in a hospital in groups of 6 to 8, working in emergency and intensive care units.
 - b. a further week at a later date in a hospital to reinforce that learned the first week.
21. Ontario sends men to Camp Borden for a two-week intensive training course.
22. This type of training will be available at Vancouver General this fall.
23. Ontario has a position within the Fire Department which is referred to as an Emergency Medical Technician, and this is a sought-after position by firemen.
24. Dr. McPherson is available to help arrange a training course at the Royal Columbian Hospital.
25. Up and down motion does not seriously affect patient when riding in an ambulance. It is the sideway and forward and back motion which is harmful.
26. The van type of ambulance costs between \$6,500 and \$7,500, fully equipped; has a high resale value, and will serve for from 4 to 5 years.
27. Ordinary ambulances do not have enough room in which to work.
28. None of the present ambulance services have a medical advisory board.

FIRE COMMITTEE

Tuesday, March 18th, 1969
No. 1 Firehall
909 Alderson Avenue
Coquitlam, B. C.



A meeting of the Fire Committee convened at the No. 1 Firehall at 7:30 p.m. with Alderman Boileau, Fire Chief Falcon, Mr. R.A. LeClair, Municipal Manager, Mr. T. Klassen, Assistant Municipal Clerk present.

The meeting was called to discuss the implementation of an ambulance service for the District of Coquitlam with the Kinsmen Club of Coquitlam represented by Mr. R.C. Coulter and committee of three other members.

Mr. Coulter read the resolution passed by the Kinsmen Club which was as follows:

"That the Coquitlam Kinsmen Club purchase an ambulance for the District of Coquitlam subject to the following conditions:

1. Cost of the unit and equipment is not to exceed \$7,000.00.
2. The District will assume the cost of operating and maintaining the unit.
3. The ambulance service is to be free to the residents of the District.
4. The wording "Donated by the Coquitlam Kinsmen Club" will appear somewhere on the unit."

The members of the Kinsmen Club stated that they had investigated the cost of supplying an ambulance and felt that a fully equipped unit could be supplied for \$7,000.00.

Ald. Boileau inquired as to how the Club proposed to raise the funds for the purchase of the unit.

The Club stated that they proposed sending a letter to each home in the District requesting a donation of \$1.00 per family. They stated that this approach had been used successfully in Port Moody and that some \$8,000.00 had been raised using this method.

Anything over \$7,000.00 which may be raised would also be donated to the Fire Department to be used for the purchase of further equipment and other extras which could be used on the ambulance.

The Club proposed the purchase of a unit similar to a Ford Econline which would cost approximately \$3,500.00 to \$4,000.00 for the chassis leaving from \$3,000.00 to \$3,500.00 for converting and equipping the van for use as an ambulance. The conversion of the unit would be done by a firm located in the Lower Mainland.

The Club informed the Committee that the City of Port Coquitlam had just recently purchased a unit of this type to use as an ambulance and rescue unit.

Ald. Boileau informed the Club that it was not possible at this time to promise that no charge would be made for the use of the service as it may be necessary to institute a charge to avoid nuisance calls.

The Club inquired if possibly a no charge service could be provided only to senior citizens, however, it was felt that this group could initiate nuisance calls just as much as any other group.

Fire Committee (Cont'd)
March 18th, 1969

Also, Ald. Boileau stated that the District would have to operate on the same basis as Port Moody and Port Coquitlam so that uniformity of service would be provided.

The Club stated that they had not had any consultation with the local doctors on the type of ambulance which they proposed to purchase but had received their information from the St. John Ambulance Association. The Club said that the cost of a conventional ambulance would be about \$16,000.00 not including equipment.

Ald. Boileau felt, however, that prior to purchase of an ambulance, consultation with local doctors should be undertaken to avoid repercussions in the future.

The Fire Chief stated that he would be in agreement with a van type of ambulance providing it was equipped to specifications of the Fire Department. This was agreeable to the Kinsmen Club.

The method of establishing an ambulance service was discussed and the Municipal Manager explained that pursuant to the provisions of the Municipal Act there were two alternatives open to the Council which are:

1. Under Section 637 establish its own ambulance service by by-law.
2. Under Section 638 enter into an agreement or contract with any person to provide an ambulance service for the inhabitants of the Municipality.

The Manager informed the meeting that attempts had been made to obtain by-laws of other municipalities which operate ambulance services, however, answers received to date indicate that by-laws have not been adopted by these Districts.

The Manager stressed that before any commitments are made a great deal more information will be required as to the basis of establishing an ambulance service and the type of service to be given to the public and the terms and conditions under which the service would be operated.

The matter of staff to operate an ambulance service was also discussed and the Fire Chief stated that to operate a 24-hour service would require nine extra men.

Ald. Boileau asked whether volunteer forces could be used to help man the ambulance. The Chief could foresee problems using volunteer forces such as weekend callouts and late night callouts.

The possibility of union jurisdiction dispute was mentioned and it was felt this problem should be investigated to forstall any future difficulties.

Ald. Boileau requested that certain information be acquired and actions taken prior to another meeting being held. The points to be investigated are:

1. The Manager to continue investigation on ambulance service provided by other districts and the Municipal Solicitor be asked for comments on a possible by-law establishing an ambulance service.

Fire Committee (Cont'd)
March 18th, 1969

2. Obtain the consensus of Council on the matter of operating an ambulance service making a nominal charge for use of the service.
3. Obtain the consensus of Council on the employment of full time staff to man the ambulance service.
4. Obtain from the Fire Chief a report on the staffing of the ambulance service, checking all alternatives. The alternatives being:
 - A. Full time paid staff
 - B. Combination of paid and volunteer staff
 - C. Complete volunteer staffing.
5. Discussion with local doctors on the type of ambulance to be purchased.
6. Investigate union jurisdiction.

Meeting adjourned at 10 p.m.

.....!..... CHAIRMAN