Canterbury Provincial Fire Brigades Association
Annual Conference
Saturday 9 September 2017
Gaiety Hall, Akaroa

Conference Opened at 0900hrs
Warren Maslin welcomed the official party to the stage.

Andrew Turner, Deputy Mayor of Christchurch officially opened Conference, speaking about the history of the Gaiety Hall and the value of volunteers using their local knowledge to support their communities.

Chief Fire Officer Mark Thomson of Akaroa Volunteer Fire Brigade, welcomed everyone to his town.

Introduction of Current Office Bearers
CPFBA President Warren Maslin introduced the Current Office Bearers:
Immediate Past President, Alan Hemsley of Akaroa, Vice President, Tyrone Burrowes of Rakaia, Executive Members Mike Allen of Rolleston, Kath Love of Southbridge, and Bruce Moffat of Rolleston Secretary Jan Hayes,
Challenge Panel Convenor, Ces Pacey of Amberley, Challenge Panel Members; Joost Kepers of Darfield, Quentin Inkersell of Rolleston, and Ian White of Lincoln, and Events Coordinator Barbara Clarkson of Rangiora.

Reading of Obituaries and Minutes Silence
President Warren Maslin welcomed delegates to the 101st Annual Conference and asked all to stand as a mark of respect to those who have answered their final call.
Barbara Clarkson read out the list of obituaries following which 30 seconds silence was observed.
PP M Price, D Johns, PP B Clark, PP M Hamilton, B Tabak, PP A Moylan, A Cleghorn, B Newitt, M Earl, J Maaka, R Beardsley, J Rouse.

Roll Call
Secretary Jan Hayes read out the roll.

Brigades Present:
Airport Fire, Akaroa, Amberley, Ashburton, Burnham Military, Culverden, Darfield, Diamond Harbour, Dunsandel, Fairlie, Governors Bay, Hanmer Springs, Kaiapoi, Kirwee, Lincoln, Little River, Methven, New Brighton, Oxford, Pleasant Point, Rakaia, Rangiora, Rolleston, Sheffield, Southbridge, Springfield, Sumner, Timaru, Waiau, Woodend

Executive Present:
Alan Hemsley, Warren Maslin, Tyrone Burrowes, Mike Allen, Kath Love, Bruce Moffatt

Challenge Panel members present
Ces Pacey, Joost Kepers, Quentin Inkersell, Ian White, Barbara Clarkson

Past Presidents present:
A Cockburn, R Gardner, B Smith, B Schimanski, Jim McArthur, D McGillen, J Duke,C Price, S Hubbard, N Lilley, R Ashby, S Trigg, P Helps, A Hemsley
Life Members present:
B Palmer, J Hayes, S McLennan, N Hope

Apologies
Jan Hayes read out apologies received prior to Conference and asked for any further apologies.
Apologies from: Brooklands, Leeston, Lyttelton, B Hassall- LHM,R Jones – Chief Executive FENZ, Paul Swain – Chair of Commission, D Strong – Director FENZ Transition, C Helps – PP, H Price, Auckland Provincial, T Smith – PP, J Miles, P McGill – National Commander – Urban, A Burgess - PP
Moved/Seconded Palmer - Diamond Harbour /Foster - Kaiapoi

Election of Scrutineers
Past Presidents Jim McArthur, Chris Price, and Dave McGillen were elected as scrutineers.
Moved/Seconded A Hemsley /K Love carried
Voting numbers: Executive 6, Delegates 32, Total 38
2/3 = 25
½ = 20 majority

Minutes of previous conference
President Warren Maslin asked for someone to move that the Minutes of the 100th Annual Conference in 2016 as circulated be taken as read.
Moved/Seconded B Schimanski – Pleasant Point, D McGillen Timaru

Business arising from the minutes
C Price and B Clark were omitted as past presidents attending 2016 conference.

Correspondence
- Letter from Rangiora Brigade re the cost of engraving trophies – to be discussed in general business.
- Letter from Sheffield CFO asking for the provincial to gauge interest in pursuing a superannuation for volunteer fire fighters similar to that available to paid fire fighters. – to be thought about and discussed in general business

Moved A Hemsley/ C Love Southbridge

Guest Speaker – Wayne Marriot
Wayne addressed the conference, outlining his history and his role as a Dispute mediator. He spoke about conflict and change and how it affects everyone.
Five ways he suggested people should adjust to change is by 1.Take responsibility for what you do next. 2. Develop empathy by asking open questions. 3. Build trust with others. 4. Search for opportunities to deal with threats. 5. Ask open questions to promote discussion.
In closing he urged the attendees to remember that change is the journey not the destination.

Patron Alan Cockburn addressed the meeting. He spoke about the losses we had experienced over the year of four past presidents who had all given so much to the organization. He acknowledged events over the past year including hosting UFBA Conference, the North Canterbury earthquake, Port Hills Fires, the launch of FENZ.
He spoke of how the pace has changed since his time as President and acknowledged the current executive and tech panel. He made special mention of Jan Hayes and Tracy Maslin stepping in to assist following the resignation of the secretary treasurer.
He endorsed Warren Maslin's bid to become a UFBA board member and thanked the provincial for the honour of being their Patron.

Sub Association Reports
Mid Canterbury Sub Association – Richard Reid –President
Richard reported on the year's competitions, including hosting the Canterbury Drivers Challenge and holding a Combat event at Sheffield. Waterways was cancelled due to numbers and made into a training day with a good turnout. Waterways is their focus for this year. Looking to creating a solid focus on supporting member brigades. In a good financial position.

OSPFBA President - Dave Christie
Thanked the provincial for the invitation to attend.
He spoke about the changes in the fire service. He spoke about the history of his provincial, and how they run.
Dave thanked the provincial for their assistance with equipment and personnel.
He informed conference of their upcoming events, as they are following in Canterbury's footsteps by hosting all 4 challenges for their members.

WCPFBA President – Michael McEnaney
Thanked the Provincial for the invitation to attend.
He expressed the enjoyment of the partnership between the provincials and how we worked together at events, assisting with equipment and personnel. He also spoke of the increasing numbers of competitors for their events.
He spoke about how the provincials and UFBA meet to discuss the way forward. He referred to the upcoming UFBA conference and the changes that may be needed in order to function more easily under FENZ, in order to move forward while respecting the past.

NZ Fire Brigades Institute – Jared Davidson – Burnham Military
Counsellor for NZFBI. He explained who they were and what they do, including hosting field days, providing scholarships, promoting best practice, and offering courses.
They are on facebook, and have held four field days this year with unit standard outcomes.
Exams have been overhauled and been sat recently. The rules and constitution have been refined.
Going forward the focus is on more field days, more promotions, set up a fire wiki, and use the facebook page to communicate more.
Remit – he asked the Canterbury brigades to support their remit at UFBA conference.

CPFBA Annual Reports:

Financial Report
President W Maslin explained why the financial report is different this year due to the change of Treasurer.
Trustee Jimmy McArthur informed the meeting of where we stand and how the new processes will work. The meeting was asked if there was any discussion needed.
Moved T Burrowes Rakaia C Price Ashburton

Challenges and Events Report
Ces Pacey thanked the region for support with providing resources. He acknowledged the work of his team and the officials. He urged delegates to get their brigades to enter more competitions. He moved that the report be accepted as read.
Moved/ Seconded C Pacey Amberley/ B Moffat Rolleston. Carried

Presidents Report
President Warren Maslin spoke to his circulated report. He acknowledged the work of the Provincial team.
Moved/seconded W Maslin /T Burrowes the report be adopted. Carried

FENZ Area Managers - Dave Berry & Dave Stackhouse
They both addressed the conference and spoke about what has been happening and changes ahead.
D Stackhouse referred to the changes and conflicts that we face in dealing with the public at a wide range of stressful events. He updated conference on rebuilding of stations and new composite ANZAC station. He urged conference to not fear the changes, embrace the challenge and be prepared to leave some things behind.
D Berry spoke about changes in personnel including an area training officer. They are also looking at opening another office in North Canterbury.
He informed conference about USAR capability and how they can assist in local incidents to ensure fire fighter safety. Just ask comms and they will either offer advice or respond if needed.

Resumes:

Executive Member Kath Love addressed the conference, outlining her experiences over the past year as an executive member, and her goals as she moves forward within the organisation.

Executive Member Bruce Moffat addressed the conference and informed them of his involvement over the past year, including attending competitions and other events. He acknowledged the executive and the tech panel and the teamwork involved.

Cath Sharp addressed the conference and introduced herself as a nominee for the executive. She spoke of her experience as a firefighter and as an official locally and for UFBA.

Remits:

1. **Split position for Secretary and Treasurer and change of wording in constitution- show of hands- unanimous**
2. **Life Honorary Membership – to include Tech Panel and role of Event Coordinator – lots of discussion over this remit as it was too wordy and clarification needed of roles and positions – show of hands - unanimous**
3. **Rule 16 change to Technical Panel (also known as Challenge Panel) – show of hands - unanimous**

UFBA

<u>Deputy Chair – Glenn Williams</u>

Glenn spoke about his role in the organisation and endorsed W Maslin's standing for the UFBA board.

He spoke about Health and Safety and the need for gratuities to be reviewed as we move forward.

He spoke about changes ahead with FENZ and that they will happen. There is always room for improvement. He congratulated Bill Butzbach on his appointment as UFBA CEO and endorsed his appointment.

<u>Bill Butzbach – CEO</u>

Bill thanked conference for the invite and complimented the province on a great turnout and for all the enthusiasm in the room.

He challenged the room to take on the challenge ahead of us all. He spoke about volunteerism, partnerships, transition, funding.

He challenged everyone as leaders to be obsessive about the people under them instead of the changes. To add value has two parts. What you know and Who you interact with, neither is any good as a stand alone practice.

Shane Kennedy – Tech Panel

Shane spoke about Health and Safety regulations. The act applies to volunteers as well as people in paid positions. The paperwork is in place, and documentation must be kept as at any event the President is liable if someone is hurt. He is more than happy to help if needed.

FENZ

Steve Turek – Region 4 Commander

Steve presented a power point outlining the transition to FENZ so far, what it has involved, the process, and the time frame. He comprehensively explained the next steps in the transition and the issues that still need to be explored in order to ensure that any new systems are beneficial to all.

Election of Officers

President (1 required)

Vice President CFO Tyrone Burrowes of Rakaia has been nominated as President – Duly Elected

Vice President

SFF Mike Allen has been nominated as Vice President – Duly elected

Executive Members (3 required)

Kath Love – nominated - duly elected
Bruce Moffat – nominated - duly elected
Cath Sharp – nominated - duly elected

Challenge Panel Members (4 required)

DCFO Ces Pacey Amberley - Confirmed
SO Ian White Lincoln - Confirmed
QFF Joost Kepers Darfield - nominated
SFF Quentin Inkersell Rolleston - nominated
– Duly Elected

Events Coordinator

OS Barbara Clarkson Rangiora - reappointed

Trustees (2 required)

PP Jim McArthur & PP S Hubbard remain as trustees.
Moved/seconded K Love / Ces Pacey Carried

Accounts Reviewer (1 required)
A representative of Herbert Morton Ltd.
Moved/seconded M Allen / K Love Carried

Patron (1 required)
Alan Cockburn remain as Patron.
Moved B Moffat… approved by acclamation Carried

Invitation to hold Annual Conference
2018 – Methven 2019 – Hanmer 2020 - Lincoln

Invitation to hold Annual Waterways Competitions
2018 – Kaikoura 2019 – Akaroa 2020 - Sheffield

Invitation to hold Annual Golf Tournament
2018 – Hawarden 2019 – Fairlie 2020 - Oxford

Invitation to hold Annual Firefighter Challenge
2017 – Kirwee 2018 – Burnham 2019 – Hanmer / Little River

Invitation to hold Road Crash Rescue
2018 -

Events Business

- Drivers challenge will continue to be hosted by Mid Canterbury and we thank them for this support.
- We also wish to acknowledge Burnham Military Camp for their support of Operation Canterbury Training Camp and look forward to returning in 2019.
- RCR - we are looking at a venue in Hornby. Would Spreydon like to host?

Life Honorary Member Presentations
PP P Helps presented Nigel Hope with his Life Honorary Medal.
Mike Allen presented nomination for DCFO Ces Pacey. Seconded K Love. Passed by acclamation.

Gold Star Association – President Hamish Peter
Hamish spoke to the meeting about the association and it's role and encouraged delegates to make sure members and life members of their brigades are aware of the association.

Past President P Helps was presented with his plaque.

General Business:

Rangiora letter re engraving: W Maslin spoke to this and asked the meeting if they were prepared to consider an increase in entry fees to cover the cost of engraving. Discussion point was consistency in the standard of engraving. No further discussion from the floor.

Sheffield Letter: To be looked at by the executive.

Setting of Sub Association Grants:

$500 to Mid Canterbury

Moved/seconded Akaroa/ Fairlie

Fixing of Subscriptions:

Subscriptions are currently $180. May be changed next year to $200

Moved/seconded T Burrowes / B Moffat - No discussion was entered into. Carried

Setting of Annual Reimbursements:

Secretary: $400 Sweeney New Brighton

Treasurer: $400

Events Coordinator: $400 Moved/seconded M Allen/ J Kepers, Darfield - Carried

Minutes Secretary: $150 Moved/seconded W Maslin/ Hemsley, Akaroa - Carried

Installation of Office Bearers

Immediate Past President Warren installed T Burrowes as the new President of the CPFBA.

PP A Hemsley presented the Immediate Past President Badge and Shield to IPP W Maslin.

M Allen moved LHM for A Hemsley, passed by acclamation. A Life Honorary Medal and badge were presented by M Allen. PP A Hemsley thanked the provincial for their time and support.

PP A Hemsley was escorted from the stage.

New President Tyrone Burrowes installed the new Executive;

IPP President	Warren Maslin – Ashburton
Vice President	Mike Allen – Rolleston
Executive Member	Kath Love – Southbridge
Executive Member	Bruce Moffat - Rolleston
Executive Member	Cath Sharp - Darfield
Challenge Panel	Ces Pacey – Amberley
	Joost Kepers – Darfield
	Quentin Inkersell – Rolleston
	Ian White - Lincoln

Any Further Business

RE discussion about 2 exec from same brigade, has been updated in constitution, and was passed at Hanmer Conference in 2015.
Flowers were presented to Jan Hayes.

President Tyrone thanked CFO Thompson and the Akaroa Brigade for hosting the Conference, Minute Secretary Barbara Clarkson of Rangiora, IP President Warren and the Executive, Past Presidents, and Patron for their support and knowledge shared. Thanks were extended to T Maslin for organizing the Partners function. He spoke of upcoming events and challenges to us all.

Patron A Cockburn thanked the conference for the honour of remaining CPFBA Patron, congratulated the new members of the executive, and thanked the CPFBA team for their efforts in providing a great conference.

President Tyrone declared the 101st Annual Conference of the Canterbury Provincial Fire Brigades Association closed at 1553hrs.

Signed as Approved Record:
By:
Date: