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## STAFF REPORT

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**TO:** Chief Administrative Officer  
**FROM:** Doug Knott, Fire Chief  
**SUBJECT:** Fire Department Incident Report – December 2025  
**MEETING DATE:** January 13<sup>th</sup>, 2026

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### PURPOSE

The purpose of this report is to provide Council with a detailed summary of fire department activities for the month of December 2025, including incident call logs requiring response and the associated costs per incident.

### BACKGROUND

During the month of November 2025, there were a total of **14 calls** for service from the Fire Department which totalled approximately 25 hours in response time.

### IMPLICATIONS

- a. Financial:**  
The total cost for responding is \$7,386.77
- b. Policy/Legislation:**  
N/A
- c. Strategic Priority:**  
Fire safety and fire department operations is classified as a core service provided by the Town as outlined within the strategic plan and falls within the community safety category of the plan.
- d. Sustainability:**  
N/A

e. **Communication:**  
**Training**  
None in December

**Events**  
Christmas toy drive - Delivery of donations

f. **Staffing Implication:**  
N/A

**Options:**

- 1) Receive this staff report and approve payment in the amount of \$7,386.77, OR
- 2) Receive this staff report and request additional information prior to reconsideration of approval of the expense.

**RECOMMENDATION**

Staff is recommending option1.

THAT the Committee of the Whole recommends to Council that this staff report be received and the amount of \$7,386.77 be approved as presented.

Signed:

**Doug Knott**

Doug Knott, Fire Chief

Concurrence:

**John Thomas**

John Thomas, Chief Administrative Officer



Lake Cowichan Fire Department  
P.O. Box 31  
Lake Cowichan, BC  
V0R 2G0  
(250)749-3522

## December 2025 Monthly Incident Report

**1 Business Meeting**  
**3 Practices**  
**1 Truck Check**  
**1 Alarms Activated**  
**0 Lift Assist**  
**2 Medical Aid**  
**0 Overdose**  
**0 Cardiac Arrest**  
**0 First Responder**  
**1 Fire – Smoke, Chimney, Outhouse**  
**0 Public Service – Assist Other Agency RCMP**  
**3 MVI**  
**2 Hydro Trouble**  
**11 Officer/Member Duty Sheets**  
**0 Structure Fire – Mutual Aid**  
**0 River Rescue**

**1 Sec/Treasurer Monthly Stipend**

**Total**

**7386.77**



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**Fire Stats December 2025**

<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Incident</u>	<u>Mem</u>	<u>Hrs</u>	<u>Cost</u>
Dec 1	19:00	Firehall	Business Meeting	22	2	928.04
Dec 4	18:00	Firehall	Truck Check	11	2	430.12
Dec 5	11:55	[REDACTED]	MVI	14	1	344.02
Dec 8	19:00	Firehall	Practice	17	2	729.22
Dec 10	9:42	[REDACTED]	MVI	13	1	269.48
Dec 13	9:48	[REDACTED]	Medical Aid	13	1	318.35
Dec 15	11:58	[REDACTED]	Hydro Trouble	10,2, 1	1,2, 4	444.70
Dec 15	12:05	[REDACTED]	Hydro Trouble	12	1	296.89
Dec 15	19:00	Firehall	Practice	18	2	731.76
Dec 19	9:20	[REDACTED]	Alarms Activated	17	1	418.16
Dec 23	11:49	[REDACTED]	MVI	13	1	317.48
Dec 23	22:10	[REDACTED]	Medical Aid	11	1	269.48
Dec 25	19:30	[REDACTED]	Structure Smoke	11	1	267.81
Dec 26	11:34	[REDACTED]	Structure Fire – bon fire	12	1	268.21
Dec 31	17:47	[REDACTED]	First Responder – Delay	8	1	197.08

