

CENTRAL OTAGO FIRE BRIGADES' SUB-ASSOCIATION

PRESIDENT	David O'Sullivan
VICE PRESIDENT	Hemi Cordell
TREASURER	Phil Greeks
SECRETARY	Mark Davidson

Minutes of the meeting held at Alexandra

Meeting opened at 1930 on Wednesday 11th February 2026

Present

Alexandra	Russell Anderson Mark Donald
Arrowtown	
Blackstone	
Clyde	
Cromwell	Aimee-Gene Hughes-Faiao
Dunstan	Nigel Greaves
Frankton	
Glenorchy	
Lake Hawea	
Luggate	Alan Humphrey David O'Sullivan
Makarora	
Millers Flat	
Naseby	James Hazlett

Omakau

Queenstown

Aoife Sheehan

Ranfurly

Roxburgh

Tarras

Wanaka

Ralph Fegan
Tom Syben
Phil Greeks

Guests

Nicholas McQuillan

Apologies

Hemi Cordell
Mark Davidson
John Grenfell
John Haig
Dunstan Brook-Miller
Kris King
Bobby Lamont

Apologies sustained: O'Sullivan/Donald CARRIED

Minutes

The minutes of the previous meeting, as circulated, are confirmed.

Taken as read O'Sullivan/Greeks CARRIED

Matters arising

ACTION	PEOPLE	PROGRESS
Confirm 2026 meeting dates	Bucket to confirm with brigades (especially Roxburgh)	COMPLETED

ACC handover with Aiofe	Dave	In Progress
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Correspondence

Inwards

1. 9/10 CO Treasurer confirming there was no action point for Xero or two signatories.
2. 10/10 Sub Presidents organising a meeting
3. 13/10 Duncan Tabor re VP candidacy for UFBA
4. 15/10 OS October Exec meeting minutes
5. 17/10 OS and Subs waterways dates
6. 19/10 Reply from Richard Davidson with a list of Past presidents and LHM information
7. 29/10 OS CO Waterways comp invite
8. 31/10 OS Western Southland Waterways challenge invite
9. 11/11 Wanaka invite reminder for CO waterways
10. 11/11 UFBSA (via OS) Volunteer Field Experts Groups-training rank and role program
11. 14/11 OS Waterway registration pack, and overview of Sub's Waterways
12. 17/11 Multiple emails with Wanaka and CO regarding CO Waterways on the 22/11 and organisation
13. 22/11 Chris Lindrop re QT squash competition, targeting Feb 21.
14. 22/11 South Otago Waterway entry form
15. 23/11 North Otago Meeting minutes 23/11
16. 2/12 OS Letter of invitation for all five Sub Presidents to the February 1 OS Exec meeting
17. 2/12 South Otago Waterway new venue
18. 15/12 OS Southern Challenge entry
19. 19/12 OS December Circular
20. 4/1 OS Waterway, Southern Challenge and Conference reminder
21. 8/1 NS Waterway challenge entry form
22. 12/1 Reply from Phil and Ralph on CO charitable status
23. Multiple Emails from Wix regarding website, QR codes, involve me and many other website related items
24. 18/1 OS confirmation of Exec meeting arrangements
25. 23/1 OS Agenda for 1/2 meeting
26. 26/1 CO Treasurer regarding multi level authentication for payments. Status quo is ok
27. 3/2 OS Summary from Sunday's Exec meeting attended by Sub Presidents
28. 4/2 North Otago regard OS Exec meeting
29. 7/2 South Otago to all Associations, very supportive on what was discussed at the OS Exec meeting

30. 8/2 North Otago notice of meeting on March 1, and training day at Macraes to look over their emergency response equipment
31. 9/2 Reply for Aoife regarding QT airport training day, discussing amongst the airport over the next week
32. 9/2 Northern Southland replying to website case and notifying of their March 14 meeting
33. 11/2 Various apologies
34. 11/2 OS AGM registration

Outwards

1. 8/10 Send out meeting minutes
2. 9/10 Sent out waterways info to Challenge Panel
3. 19/10 To Richard Davidson asking for information on CO LHM
4. 19/10 To CO secretary and Exec regarding inventory of Secretary's box.
5. 29/10 CO Waterways challenge invite
6. 2/11 Reply to Chris Lindop re proposed Squash competition (also 22/11)
7. 17/11 Multiple emails with Wanaka and CO regarding CO Waterways on the 22/11 and organisation
8. 9/1 To CO Exec regarding Sub President's meetings
9. 10/1 Query to Exec on CO charitable status
10. 24/1 Notice of February 11 meeting
11. 25/1 Confirmation of CO attendance to the ½ OS Exec meeting
12. 26/1 reply to CO treasurer confirming current financial arrangement are ok
13. 6/2 To Aoife about QT airport training day
14. 6/2 To Contact/Stephane about Hydro training day
15. 9/2 Website business case sent to all six associations
16. 11/2 Forward details to Stephane about hydro field day

Correspondence received

O'Sullivan/Greeks

CARRIED

Financial

Balance \$3207.76

To pay: five brigades still to pay this year's subs

Website fees may need to be paid, with the intent that we ask for reimbursement from OSPFBA.

Hard limit of \$600.

Payment to host brigade of \$80 for supper costs Greeks/O'Sullivan

CARRIED

Matters arising

Website in General Business

Reports

President's Report

Lots of interactions between the Subs, leading to regular meetings of the five Presidents. The website project has come from that. It is important to present a united front, whilst still being allowed to have discussions on subjects. It has been fantastic to work with the other four Presidents, they are a great bunch.

North Otago will be hosting a visit to have a look at what gear their ERT have and a look at their capabilities at Macraes mine. We have plans and contacts for an airport and a hydro field day.

Otago Southland Report

Waterways challenge, only two person teams competing, and no four person. 41 competitors at the Southern challenge in Oamaru. AGM registrations have come out. Otago Southland driver's challenge is being held at Highland's in Cromwell, with Luggate offering to assist and/or host.

Challenge Panel Report

Wanaka hosted the waterways, five two man teams. Good day was had by all. Excellent weather. Queenstown is looking to host the Waterways in November on a weekend that doesn't have the marathon on.

FENZ Update Report

Restructure is coming soon (18/3), it will affect our region. We've already lost half of our business support team. OSM support isn't occurring due to a retirement and long term sick leave. Let Nic know about any issues so they can be logged and escalated. An example is difficulty in getting brigade donated assets approved.

Rank and role project consultation closes at the end of February and submissions are being worked through. The volunteer engagement model is coming out next. Hopefully this will lead to faster decisions.

Any Health & Safety Matters

Discussion on road safety and traffic control. Mentioned loud buzzers in the station on garage doors.

Safe at Work incident filings do work. Filing them is a good idea.

Brigade Reports

Alexandra

150 calls last year, 17 so far this year. A couple of biggies, and a 2nd alarm hazmat. K41. Seven SFF doing their consolidation.

Arrowtown

Blackstone

Clyde

Cromwell

169 calls last year. Neil is stepping down as CFO, and looking for applicants. Unfortunately attended a medical call where a LHM passed away.

Dunstan

52 calls last year, five calls this year. Easy Central Otago summer, a few recruits waiting for courses.

Frankton

Glenorchy

Lake Hawea

50ish calls last year, four new recruits, in the SO appointment process, and a brigade leader process.

Luggate

109 calls last year, 18 calls so far this year. Four car MVA recently, a reminder to always be ready for anything. A couple of recruits are still waiting for courses. But there are no courses online available. A couple of members have left for education, and a few more have turned up. (Nic spoke about NTC waiting for their budget allocation to release courses)

Makarora

Millers Flat

Naseby

29 calls last year, one new FF finished their recruits course. Waiting on a new truck

Omakau

Queenstown

502 calls, new 767 for a PRT, finalising training, fitting out the truck, four recruits in training and a few more have left. A few niggly MVAs and medical, focusing on availability of peer support. Interest in SFF course,

Ranfurly

59 calls last year. More recruits coming through, down a couple of members, especially in the daytime.

Roxburgh

Tarras

Two weeks of a very busy period with several quiet weeks in between. Received word today that our building extension/refurbishment starts on March 9. Finished last year with 55 callouts with the biggest category being MVAs followed by tanker support to other brigades.

Wanaka

206 calls for the year, 27 so far this year, 12 of which have been MVA, five recruits have gone through their course. Looking for new recruits soon. Four looking to do QFF, four or five for SFF, and four for SO. Mark Strang has stepped down to SSO, and Tom Syben is now DCFO

General Business

1. Central Otago Waterways hosts. Can we set up a rolling roster for the next few years? Brigades that have a track are Wanaka, Queenstown, Cromwell, Clyde, Ranfurly and

Alexandra. Who else has one? It'd be great to sort a host and date this year (Queenstown likely host) and find out who has a track.

2. Discussion on instead of just offering to run Waterways training days (thank you Cromwell), actually start driving these competitions, and funnel FF that have just finished their recruits course into them. Provide assistance with signing off consolidation logs, then the Sub is giving something back to the brigades. FENZ and Nic doesn't have an issue with a waterways "trainer" signing off another brigade's recruits consolidation manual. This can be developed across the Subs. Good idea, but needs to be done well. There's an opportunity for education for FF and a chance to assist brigades in signing off OSM tasks.
3. CO Charitable status. We were a registered charity in 2008, and that lapsed a year later. Other subs are similar. This affects us in discounts on the website and other addons. But not worth the additional administration required.
4. Thanks to Hemi for attending the waterways in Wanaka in the President's place. Dave's wife decided to give birth on the waterways comp day, and he wasn't allowed to attend.
5. CO Treasurer regarding multi level authentication for payments. Status quo is ok. Dave now has access to the Sub's Xero
6. Website.
 - a. Western Southland Sub meeting is in Dipton on the February 19
 - b. North Otago Sub meeting is in Palmerston on the March 1
 - c. South Otago Sub meeting is March 10
 - d. Northern Southland Sub meeting is
7. Motion "COFBSA is to investigate an online presence, in consultation with the OSPFBA and other Subs, for an updated website". Approved.
8. Discussion was held on the UFBA South Island Firefighter Challenge being limited on entries (e.g. tandem) as a one day event. The Provincial (OSFBSA) would be a great association to put forward this issue to the UFBA.
9. Motion "COFBSA requests that the OSPFBA contacts the UFBA to request the South Island FF Challenge moves to a two day event" Approved.

Action Points generated from the meeting

ACTION	PEOPLE	PROGRESS
Who has a waterways track	Challenge Panel	
New name badges, mainly Challenge Panel	Dave	
Review the process for sending minutes out to Central Otago FENZ addresses. They didn't send this time.	Bucket	

Check in on the next meeting date and organisation in Roxburgh.	Bucket	
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Next Meeting April 8 Roxburgh

Meeting Closed at 2120