

Mountain Fire Protection District

Trustee Meeting

May 16, 2019

In Attendance: Trustees Neil Nelson, Clem Remillard, Mike deWit, Tony Wright and John Gregson. Administrator/Financial Officer Sarah Zubkowski. Assistant Chief Russ McCallum and firefighter Wayne Morgan.

Meeting called to order @ 6:59 pm by Neil Nelson. Second by Mike deWit. MSC.

Correspondence:

- Clem Remillard received letter regarding insurance renewal with the new coverage amounts discussed at a prior meeting.
- Sarah Zubkowski received information regarding GIC options for the District.
- Charles Pinker sent along Provincial grant information that may be available to small fire departments. Clem Remillard to follow up with the Provincial government liaison in Victoria.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.

Fire Department Report: presented by Russ McCallum.

- 3 calls in April – 2 MVAs and 1 burning complaints.
- 31 members currently.

Old Business:

- The water tank at Shady Mile requires a legal agreement, engineering report, and survey completed. Russ McCallum asked whether Russ McMann will get reimbursed for the costs to do this or not? Neil Nelson stated that Russ McMann needs to complete the above request before any discussion of payment.
- Russ McCallum provided Joe Mayzes bill again at Russ McMann's request. Neil Nelson stated again that the requirements of the board need to be completed before anything can move forward on this.
- Clem Remillard stated that the District will move forward with the water tanks at the firehall based on the feedback from the AGM. Clem Remillard has discussed the covenant issue with Dale Fulton, the neighbouring property owner. A property swap will be done and just needs a survey completed prior to the legal agreement being completed. Board and fire department need to agree on the exact placement of the tanks. Neil Nelson motions to have a survey completed. Clem Remillard seconds. MSC. John Gregson and Russ McCallum to get this completed and oversee the process. John Gregson stated we should confirm the legal line, have the survey completed, have an agreement drawn up with Dale Fulton, and final survey completed as a final step. The mortgage holder on Dale Fulton's property will need to sign off on the easement as well. Clem Remillard will follow up with Dale Fulton regarding this first. Approximate survey cost will be \$5,000 or less.
- John Gregson asked what the status of the truck is. Russ McCallum stated that this is currently not a priority as the water tanks will be focused on. Also, the fire department is

waiting on finding a used truck that will work for the firehall. The decision still needs to be made on whether the entire truck will be replaced or the cab and chassis. Range of \$75,000 - \$100,000 plus conversion costs. Neil Nelson asked what needs to be done to get the financing for the truck if the board decides to go this route. Clem Remillard to follow up with our Provincial government liaison regarding borrowing.

- Russ McMann stated that there are 6 SCBA tanks that are expired and need to be replaced. This is not urgent but needs to be budgeted for going forward. Neil Nelson suggested buying 2 per year to spread out the expense. Russ McMann provided a quote for these bottles. Estimate of \$1371 plus tax. Board agreed that the firefighters can move forward and purchase 2 bottles in 2019. Tony Wright to also follow up on the tanks to see if he can get a better price.

New Business:

- Russ McCallum stated that the firefighters are not sure whether to ban campfires. The fire department generally follows the Coastal Fire Service which currently is showing campfires are still acceptable.
- A mouse has been seen in the firehall. Clem Remillard suggested that we have an exterminator come in. Neil Nelson also stated that food and garbage shouldn't be left out and this should be a reminder to the firefighters.
- Wayne Morgan stated that the fire department is not using the lamResponding system to its full potential. He stated that there are additional services we are paying for and not using. Wayne Morgan suggested that the fire department look into the additional services and see if we can utilize this service further. A monitor or iPad may need to be obtained to use the services. Sarah Zubkowski stated that there may be free webinars and will look into this.

Questions: None.

Motions Adopted by E-Mail:

- Motion to pay bills made by Neil Nelson Mar 29, 2019. Second by John Gregson Mar 29, 2019. MSC.
- Motion to pay Sarah Zubkowski by Mike de Wit Apr 1, 2019. Second by John Gregson Apr 1, 2019. MSC.
- Motion to pay bills made by Mike de Wit Apr 4, 2019. Second by Clem Remillard Apr 4, 2019. MSC.
- Motion to pay bills by Neil Nelson Apr 15, 2019. Second by Clem Remillard Apr 15, 2019. MSC.
- Motion to pay Sarah Zubkowski by Tony Wright May 1, 2019. Second by Neil Nelson May 1, 2019. MSC.
- Motion to pay bills made by Mike de Wit May 1, 2019. Second by Tony Wright May 1, 2019. MSC.
- Motion to approve minutes made by Neil Nelson May 4, 2019. Second by John Gregson May 4, 2019. MSC.
- Motion to pay bills made by Tony Wright May 7, 2019. Second by Mike de Wit May 7, 2019. MSC.
- Motion to pay bills made by Neil Nelson May 14, 2019. Second by Clem Remillard May 14, 2019. MSC.
- Motion to pay Sarah Zubkowski made by Neil Nelson May 15, 2019. Second by Clem Remillard May 15, 2019. MSC.

Motion to adjourn meeting @ 8:06 pm made by Neil Nelson. Second by Mike de Wit. MSC.

Next meeting June 20 @ 7 pm.