

Mountain Fire Protection District

Trustee Meeting

June 16, 2020

In Attendance: Trustees Tony Wright, Neil Nelson, John Gregson, and Clem Remillard. Mike de Wit was late. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann, Assistant Fire Chief Russ McCallum, and Lieutenant Dave LeNeveu.

Meeting called to order @ 7:13 pm by Neil Nelson. Second by Tony Wright. MSC.

Correspondence:

- Clem Remillard received emails from the government regarding COVID-19 and protocols.
- Neil Nelson received an email from a resident asking whether the board can post the monthly callouts of the fire department every month with minutes. Sarah Zubkowski noted that the number of calls is included in the minutes every month under the fire department report.
- Russ McMann received emails from residents regarding the Benson View parking lot at Mount Benson. This is a RDN issue and Russ McMann contacted Maureen Young our representative.
- Russ McMann received a letter from a resident regarding her insurance and the water tanks.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.
- Sarah Zubkowski noted that the budget from the firefighters needs to be provided at the August 2020 meeting.

Fire Department Report: presented by Russ McMann.

- There were no calls in March.
- 2 calls in April.
- 2 calls in May.

Old Business:

- Sarah Zubkowski to provide applicable policies to fire department for review prior to adoption.
- Mike de Wit followed up with a new propane provider. The new propane provider (RDI Propane) suggested that the District purchase their own tank so the new provider can provide propane at a discount. Also it will be filled based off a reader. The board will change providers once water tank installation is all complete.
- Russ McMann talked to Fournier about a potential change with the water tanks and the water levels. Fournier to provide a change order to be reviewed by the board and JE Anderson (engineers) prior to approval. John Gregson will follow up on this with Fournier. Russ McMann stated that the tanks are working properly

- Clem Remillard talked to Joshua Craig, our contact in Victoria, and they have yet to approve an AGM to be held. Joshua Craig has asked that the District provide the financial statements in the interim.
- Clem Remillard talked to Ben Friday regarding the website upgrade and he is still working on it.
- Sarah Zubkowski contacted WCB and there is no age cap for volunteer firefighters. Clem Remillard followed up with the government and there is no age cap volunteer firefighters. The fire department will be putting together some information regarding the duties of aging firefighters in order to ensure the safety of the fire fighters
- The 75 year celebration was to be held on September 12, 2020. Postponed till further notice due to COVID-19.

New Business:

- Russ McMann asked whether anyone has followed up about the soffits and the birds that are nesting here. Clem Remillard is following up getting a bucket truck.
- Russ McMann stated that the door to bay 3 needs repair. Clem Remillard will follow up on this.
- Russ McMann discussed the water shuttle service with the underwriter. The fire department is hoping to challenge this in the fall. Russ McMann asked for further information from the underwriter in order to start training for this.
- Russ McMann has talked to the Lantzville fire chief regarding the automatic aid between our departments. The Lantzville fire chief is going to draw up an agreement to be reviewed and signed by the both our board and their board prior to the test for the water shuttle service.
- Russ McMann stated that there is an issue with 902 and the plug in. It keeps tripping and needs to be repaired. Russ McMann provided a quote from Island Electric for the repair. Clem Remillard stated the Wenner Electric has done all the electrical work on the hall and suggested getting a quote from them as well. Russ McMann stated that this needs to be approved and completed as high priority.
- Russ McCallum suggested that the board budget for new chairs in the hall.
- Russ McMann has provided some information and quotes for new truck to replace 903. Neil Nelson asked if this proposal satisfies the needs and requirements of the fire department as well as fit in the third bay. Russ McMann stated that this will fit the requirements. Neil Nelson asked that the fire department provide a full quote with details on all modifications to the board prior to approval. Russ McMann stated that they will provide the details at the next meeting.

Questions: No residents in attendance.

Motions Adopted by E-Mail:

- Motion to pay Sarah Zubkowski made by John Gregson May 19, 2020. Second by Neil Nelson May 19, 2020.
- Motion to pay bills made by Clem Remillard May 22, 2020. Second by Mike de Wit May 22, 2020.
- Motion to pay bills made by Mike de Wit May 29, 2020. Second by Clem Remillard May 29, 2020.
- Motion to pay Sarah Zubkowski made by John Gregson June 2, 2020. Second by Neil Nelson June 2, 2020.

- Motion to pay bills made by Mike de Wit June 3, 2020. Second by Neil Nelson June 3 2020.
- Motion to pay bills made by Tony Wright June 12, 2020. Second by Neil Nelson June 12, 2020.
- Motion to pay JE Anderson by John Gregson June 15, 2020. Second by Neil Nelson June 15, 2020.

Motion to adjourn meeting @ 8:36 pm made by Neil Nelson. Second by Tony Wright. MSC.

Next meeting July 16 @ 7 pm.