

Mountain Fire Protection District

Trustee Meeting

September 22, 2020

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

Meeting called to order @ 7:00 pm by Neil Nelson. Second by John Gregson. MSC.

Correspondence:

- Clem Remillard stated that a resident enquired about when fires will be allowed.
- Clem Remillard received guidance from the government regarding the AGM in 2020. They have stated that the District needs to hold an AGM by the end of the year. Clem Remillard to provide the information to the board for review.
- Clem Remillard received draft Bylaw 97 regarding the borrowing for the water tanks installed. Board to review.
- Neil Nelson received multiple calls regarding the alarm being activated. Securco stated that the system said there was “trouble”. Clem Remillard to notify Securco.
- Russ McMann received a call from a resident of Washington State regarding an old member of the fire department and that they were making racial comments online. Russ McMann relayed the information to the fire department he is currently working at.
- Tony Wright received an email from BC Hydro regarding the street light bulb color. Board discussed lighting options. Clem Remillard asked if we can have stronger lights in certain areas. Tony Wright stated that we can do what we want. Tony Wright to bring the map and Russ McMann can provide information as to where the most accidents are so we can add brighter lights in high accident areas.
- Darcy Morgan received a phone call from a resident who was upset with the fire department for allowing burning currently. Burning is not currently allowed and the resident realized that his own house was on fire and needed the fire department to respond.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.
- Purchases have been concluded for the grant. Sarah Zubkowski to email Clem Remillard the invoices related to the purchases to be provided to the government in order to obtain the grant funding.
- Neil Nelson asked if the fire department has set up a PO system yet. Russ McMann stated that Dave LeNeveu is working on this.

Fire Department Report: presented by Russ McMann.

- 3 calls in August – 1 wildfire, 1 alarm activated, and 1 quad fire.
- Fire department still doing 2 practices a week in order to get the numbers down due to COVID-19.
- Guy Fawkes has been cancelled due to COVID.

Old Business:

- Russ McMann asked if the board can provide a timeline for review of the SOGs and new constitution. Neil Nelson stated that the board will provide guidance at the next meeting.
- Mike de Wit stated that the new propane tank is delivered and just needs to be installed. Clem Remillard will contact Superior Propane to pump out old propane and credit the District.
- Russ McMann has drafted the automatic aid agreement for review by the board. The underwriter has provided all the information needed. The Lantzville fire department has come to a practice at our hall to review the equipment and information. Russ McMann stated that they have been doing a lot of testing and it appears that the fire department can meet the requirements for the super shuttle service. Russ McMann hopes that once the automatic aid agreement can be finalized and then a test can be booked for qualification.
- Russ McCallum stated that the fire department are still looking for a viable option for replacing the old 903 truck. There are issues with having the truck fit in the 3rd bay. The fire department may have to concede on the truck being a 4 wheel drive. They will continue to look at options however COVID has been slowing the process down.
- Dave LeNeveu has ordered the hats and shirts and provided a quote from Brand Xpress.
- Russ McMann enquired about the badges that the fire department has asked to be purchased. Neil Nelson stated that the board has decided not to go forward at this time.
- Russ McMann asked the status of updating the bylaw for truck usage outside of the District. Neil Nelson stated that the board is waiting for the automatic aid to be approved and signed before this gets updated.
- Sarah Zubkowski relayed the necessary names of fire fighters that still require criminal record checks. Sarah Zubkowski also asked that the drivers abstracts be obtained in October in order to comply with the annual requirement.
- Clem Remillard contacted the insurance agent and underwriters of the policy in regards to the firefighters coverage. The Directors and Officers policy applies to the trustees, observers, fire fighters and volunteers. Russ McMann asked if the coverage can be emailed to himself, Dave LeNeveu, and Russ McCallum. Clem Remillard stated that due to privacy restrictions the board does not have to provide copies to the firefighters. Clem Remillard stated that the board does not want to have the insurance documents floating around. Clem Remillard suggested that he have the insurance agency draft a letter to the firefighters stating the coverage from a liability standpoint. Russ McMann asked to clarify if the coverage is a per person amount. Neil Nelson asked about the good Samaritan act and whether this also applies.
- Clem Remillard is going to submit a claim to ICBC regarding the invoice for the chemical spill with the person trying to kill themselves. Clem Remillard is going to submit the bill and the police report. Clem Remillard will contact the company who invoiced us to let them know what is happening with the bill.
- Clem Remillard had the light switch updated in the woman's bathroom. Garbage bags have been purchased.

New Business:

- Russ McMann stated that the office table broke and is requesting it be replaced with a table that seats ten in order to accommodate an officers meeting. Neil Nelson will follow up on this.
- Russ McCallum stated that there was a problem with truck 901. It was taken to Cullen for repairs to ensure that it was fixed appropriately.

- Russ McMann has provided a quote for the office equipment that they have requested in the 2021 budget of approximately \$4,100.
- Clem Remillard noted that the interest rate on our water tank installation is 2.52%. Clem Remillard read the new Bylaw 97 for a first reading. Board reviewed the bylaw. Second reading done. Clem Remillard made a motion to accept Bylaw 97 details. John Gregson second. MSC.
- Clem Remillard has ordered 3 new doors for the hall for replacement.
- Clem Remillard stated that the sign light is working.

Questions: No residents in attendance.

Motions Adopted by E-Mail:

- Motion to pay Sarah Zubkowski made by Neil Nelson Aug 24, 2020. Second by Mike de Wit Aug 3, 2020.
- Motion to pay Sarah Zubkowski made by Neil Nelson Sept 1, 2020. Second by Clem Remillard Sept 1, 2020.
- Motion to pay bills made by Neil Nelson Sept 3, 2020. Second by Tony Wright Sept 3, 2020.
- Motion to pay bills made by Tony Wright Sept 9, 2020. Second by Neil Nelson Sept 9, 2020.
- Motion to pay Sarah Zubkowski made by Mike de Wit Sept 15, 2020. Second by Neil Nelson Sept 15, 2020.
- Motion to pay bills made by Mike de Wit Sept 21, 2020. Second by Neil Nelson Sept 21, 2020.

Motion to adjourn meeting @ 8:15 pm made by Neil Nelson. Second by Tony Wright. MSC.

Next meeting October 20 @ 7 pm.