

Mountain Fire Protection District

Trustee Meeting

January 17, 2019

In Attendance: Trustees Neil Nelson, Clem Remillard, Mike deWit and Tony Wright. John Gregson was absent. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann, Deputy Chief Wade Pile, and Assistant Chief Russ McCallum.

Meeting called to order @ 7 pm by Neil Nelson.

Correspondence:

- Sarah Zubkowski received the property assessment for 2018.
- Sarah Zubkowski received the insurance paperwork for the 1988 Ford. Value discussed and reviewed for insurance paperwork.
- Clem Remillard received the information regarding the loans of the District with the provincial government.
- Neil Nelson received a new address report from the RDN for the District.
- Neil Nelson received an email with a burning complaint.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.

Fire Department Report: presented by Russ McMann.

- 19 calls in December – 2 MVAs, 1 medical assist, 4 burning complaints, 10 power lines down.

Old Business:

- Snow removal contract has been awarded to Cobra Power Cleaning and Landscape.
- Clem Remillard still to contact the sign company and request the final adjustments be made to the sign prior to payment.
- The water tank preferred plan is to place on Dale Fulton's property. Budgets to be completed to be presented to the residents at the AGM in April 2019.
- Budget for replacement of the 1988 Fire truck is to be completed to be presented to the residents at the AGM in April 2019.
- Compressor is still acting up. Tony Wright to look into a replacement compressor.
- Sally Burnett is now on the Staples account.
- Third bay heater was serviced and parts on are order.
- The fridge in the access room was moved for safety reasons.
- Department of Highways contacted Neil regarding Jingle Pot Road. The lines will be repainted and the potholes will be looked at and repaired.

New Business:

- Alarm was set off quite a bit in December due to storm. Neil Nelson received many calls from Securco.
- The windstorm during December caused damage to the hall. Shingles were blown off. An insurance claim was filed and Clem Remillard is dealing with the claims officer.

- The firefighters are meeting with the City of Nanaimo regarding a mutual aid agreement on January 28, 2019.
- The fuel card for 903 was misplaced and needs to be cancelled and a new one ordered.
- Russ McMann asked what the equipment budget was for 2019. Sarah Zubkowski stated that it was \$30,000. He is concerned this is not enough for 2019. Neil Nelson stated that this needs to be considered during the budgeting process and the firefighters need to prioritize the items needed/requested.
- Russ McMann stated that they are hiring new recruits for the fire department and may need more than the 2 sets of turn out gear budgeted for.
- Russ McMann asked the board to upgrade the Shaw account to Blue Sky which is a free service. Clem Remillard to follow up on this.
- Russ McMann asked the board to review Bylaw 44 which describes steps to take to purchase capital items. Clem Remillard provided the Capital Projects section from the Improvement District Manual which clearly states how to purchase capital items.

Motions Adopted by E-Mail:

- Motion to pay Sarah Zubkowski by Neil Nelson Dec 17, 2018. Second by John Gregson Dec 17, 2018. MSC.
- Motion to pay Sarah Zubkowski by Mike deWit Dec 31, 2018. Second by Neil Nelson Dec 31, 2018. MSC.
- Motion to pay bills made by Clem Remillard Jan 2, 2019. Second by Mike deWit Jan 2, 2019. MSC.
- Motion to pay bills by Mike deWit Jan 9, 2019. Second by Clem Remillard Jan 9, 2019. MSC.
- Motion to pay bills by Neil Nelson Jan 14, 2019. Second by Mike deWit Jan 14, 2019. MSC.
- Motion to pay Sarah Zubkowski by Mike deWit Jan 17, 2019. Second by Tony Wright Jan 17, 2019. MSC.

Motion to adjourn meeting @ 7:55 pm made by Neil Nelson. Second by Tony Wright. MSC.

Next meeting is on February 21, 2019 @ 7 pm.