

## **Mountain Fire Protection District**

### **Annual General Meeting**

**April 19, 2018**

**In Attendance:** Trustees Mike deWit, Neil Nelson, John Gregson, Harold Kamikawaji and Clem Remillard. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann and multiple firefighters. Residents and non-residents of the District.

Meeting called to order @ 7:03 pm by Harold Kamikawaji.

#### **Introductions:**

- Harold Kamikawaji introduced the board of trustees, Sarah Zubkowski and Maureen Young representative from the Regional District of Nanaimo.
- Russ McMann introduced the firefighters in attendance.

#### **Prior Year AGM Minutes:**

- Harold Kamikawaji noted that the prior year AGM minutes were provided.

**Financial Report:** presented by Sarah Zubkowski.

- Sarah Zubkowski reviewed the audited financial statements for December 31, 2017.

#### **Improvement District Report:**

- Clem Remillard stated that there were 11 street lights out during the year.
- Clem Remillard stated that the website is constantly updated. It includes bylaws, minutes, contact information, links to venting index for burning, history of the fire hall, community news, meeting date and times, and soon to be online burning permits.
- Clem Remillard stated that all the trustees and firefighters are required to complete a criminal record check.
- The trustees have all signed a code of conduct policy.
- The kitchen work/repairs were completed.
- The flag pole was erected and a dedication will be made on May 27<sup>th</sup> at the Open House.
- Clem Remillard noted that we are recognizing the service of Jack Van Doorn (23 years) and Miles Hensel (22 years).
- Clem Remillard stated that the fire department and board of trustees are all strictly volunteer.

**Fire Department Report:** presented by Russ McMann.

- In 2017, 24% of calls were from motor vehicle incidents, 18% of calls were from alarms activated, 18% of calls were from burning complaints, 13% of calls were to assist emergency services, 10% of calls were for fires, 8% were hydro, and remaining calls were for various other calls. A total of 38 calls in 2017. 2 of the calls recently were for very large fires.
- 12 of the 26 members of the fire department are residents of the District.
- A new office assistant joined the fire department – Sally Burnett.

- Russ McMann thanked Jack Van Doorn for his service and steering the department towards the new playbook requirements. He also thanked Miles Hensel for his multiple years of service.
- Russ McMann thanked Martin Drakeley for volunteering to train new firefighters in the 1001 program.
- Guy Fawkes in November 2017 was a success. Russ McMann asked for any suggestions and feedback on parking for the event. There was a shuttle provided to minimize parking on the road. He also noted that the event is for the local community and kids and that residents should not invite people out of the District.
- Burning permits are required from April 15-October 15 each year. Wade Pile and Sally Burnett are working on finalizing the burning permit in an online format.
- Russ McMann noted that a parking lot is being added on Benson View Road to assist in Witchcraft Lake parking.
- Russ McMann noted that a replacement truck for the 1988 fire truck will need to be purchased in the future.
- Dry hydrants are being looked into at Witchcraft, Durnin and Munroe for more water access. Russ McMann asked if anyone else has any water sources in the District. Bruce Erickson asked if the fire department is still looking for locations for the water tanks. The fire department would like to put the water tanks in on Shady Mile, Russ McCallum's residence, and the firehall. George Baker asked how close the tanks can be to gas lines? Russ McMann isn't sure but there will be a permit process to install which will require looking into where the gas lines are.
- Wayne Morgan asked Russ McMann to explain the Super Shuttle Service. Russ McMann explained that if the fire department can meet guidelines regarding water output the insurance for residents of the District will be decreased. Gord Shoquist asked whether information can be put on the website regarding the tanks when more definitive information/results are available. Clem Remillard stated that he will keep the website up to date with this information.
- Clem Remillard asked whether small tanks are worth noting to the fire department. Russ McMann stated that any water source would be helpful to the fire department.
- Wayne Morgan asked whether it would be useful to the fire department to have a laptop with information on water sources they could take to fires. Russ McMann stated that yes this would be helpful.
- The open house will be on May 27<sup>th</sup> @ 11 am. The plaque will be put on the flag pole and there will be snacks and drinks. This is a community event and an opportunity for the residents to meet the firemen and tour the fire hall.
- Harold Kamikawaji asked for any further questions from the residents.
- Gord Shoquist asked Russ McMann to explain the requirement for a third truck in the future. Russ McMann explained that the 1988 truck is taken to all calls and used for pumping water.
- Bruce Erickson asked about paving on Jingle Pot Road. Maureen Young stated she has a number for residents to call regarding this issue. The RDN is meeting with the Ministry of Highways.

### **Elections:**

- Clem Remillard stated that there is 1 board position available: Harold Kamikawaji.
- Clem Remillard stated that you must be at least 19 years of age and a resident of the District. Clem Remillard asked for nominations. Debbie Remillard nominates Dave Stewart. Mike deWit nominates Tony Wright.

- Clem Remillard asked if Dave Stewart and Tony Wright accept the nominations. Both nominees accept.
- Dave Stewart and Tony Wright introduced themselves. Residents of the District voted. Tony Wright is the new trustee. Clem Remillard thanked Dave Stewart.

Motion to adjourn meeting @ 7:54 pm made by George Baker. Second by Mike deWit. MSC.

Next meeting is on May 17, 2018 @ 7:00 pm.