

Mountain Fire Protection District

Trustee Meeting

November 21, 2019

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

Meeting called to order @ 7:00 pm by Neil Nelson. Second by Clem Remillard. MSC.

Correspondence:

- Clem Remillard received an email regarding a street light out at Durnin Road.
- Clem Remillard received a letter regarding the Guy Fawkes event and the fireworks. The resident was concerned that the fireworks spooked her animals and asked if the fireworks can be toned down. Clem Remillard talked to her in person and discussed the issue.
- Clem Remillard received an email from the Provincial government regarding any payouts for capital projects. Clem Remillard deferred the potential payout to the spring in order to determine how much is needed.
- Clem Remillard received an email from our hall cleaner asking if we were satisfied with her services and if so requested we consider her current wage. Board agreed to \$5 raise. Clem Remillard to follow up with the hall cleaner.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.

Fire Department Report: presented by Russ McMann.

- 4 calls in August – 2 MVI's, 1 alarm activated, and 1 power line.
- Clem Remillard received an email regarding a fire in the District. No permit was issued and the fire was against the burning bylaw. The fire was put out by the fire department. Wayne Morgan suggested that the board draft a warning letter to be issued to residents when violating the burning bylaw. John Gregson suggested contacting the Ministry of Environment and having the conservation officers come out directly. Charles Pinker suggested that we just fine the residents under the burning bylaw standards. Clem Remillard suggested we draft a letter to give residents first. John Gregson will try to obtain some contact information of conservation officers which can be contacted directly when there is a problem.

Old Business:

- Clem Remillard submitted the \$25,000 grant information and received confirmation of receipt. It will take 90 days to here back.
- The special event for charity went well and they made a small donation to fire hall from the funds raised.
- Russ McMann purchased the smaller tables requested
- New tender details for water tanks was discussed. John Gregson relayed the items of note from JE Anderson regarding the new tender. John Gregson listed the 7 companies potentially that will be asked to provide tenders based on JE Anderson's advice. Dave

LeNeveu wanted to comment on the conflict of interest regarding Mayzes Excavating bidding on the job. He stated that conflict of interest is to be mitigated or avoided. Having JE Anderson monitor the tender process as an independent third party mitigates the conflict of interest in his opinion. John Gregson stated that there is also perception in addition fact. John Gregson also suggested that fireman and board members cannot stop in and change the job while it is being completed. All changes have to be agreed on by the board. Russ McMann suggested having a minimum 5 other companies in addition to the original 3 companies asked to tender. John Gregson will contact JE Anderson regarding two other companies discussed

- Russ McCallum followed regarding his request to have the water tanks moved from his property. Neil Nelson suggested storing them on the leased land next to the fire hall. Clem Remillard also suggested asking Dale Fulton about storing on his property next to the fire hall. Clem Remillard asked if the doors can be locked on the tanks. No they cannot so they will have to be wrapped up or blocked off so access cannot be granted. Neil Nelson to follow up getting the tanks moved.
- Dave LeNeveu asked about the Mayzes Excavation bill for the water tank installation in Shady Mile. Neil Nelson stated that the board talked to 2 lawyers regarding the issue of easement versus lease and both advised against entering into a lease due to an ownership issue of the tanks. Neil Nelson asked Russ McMann if he would be willing to provide a covenant or an easement on the property instead. Russ McMann stated that he will not. Russ McMann asked why the District won't sign a lease. Russ McMann stated that the lease can be transferred to new owners so there shouldn't be an issue. Clem Remillard stated that the lawyer advised that the lease can be broken under new ownership and will not necessarily transfer to all new owners of the property. Tony Wright stated that we could contact the lawyer again regarding the lease transfer issue. Tony Wright stated that there were liabilities issued as well with water access. Russ McMann stated that he does not want to have a covenant due to the potential of subdivision of the piece of property. John Gregson stated that it is our concern as well as the potential subdivision could change the lease and or access to the water tank. Dave LeNeveu stated this should be completed as soon as possible so Mayzes Excavating can be paid. Tony Wright agreed that this is the board's agenda as well. Russ McMann stated he will talk to JE Anderson about an covenant or easement. Board agreed to have the District lawyer talk with Russ McMann's lawyer to get this cleared up.

New Business:

- Thanks to Rogers Trucking and Neil Nelson for cleaning up the pumpkins around the hall.
- Russ McMann asked if the same company is providing snow removal services. Neil Nelson stated that they are on a two year contract.
- Russ McMann asked if the fire department can have a key to the flag pole. Clem Remillard stated that it was decided that the Chairman of the Board would hold a key only. Dave LeNeveu stated he thinks the fire chief should have a key. It was noted that there was an issue in prior years with the lowering of the flag. Board agreed that the chief can have a key.

Questions:

- Charles Pinker asked what the status of the mutual aid with the City of Nanaimo. Russ McMann stated that the City of Nanaimo still has the agreement with their lawyers.

- Charles Pinker asked what the status of the dry hydrant is at Witchcraft Lake. Neil Nelson stated that the dry hydrant is on hold. Charles Pinker stated that the RDN is taking the bridge out at Withcraft lake as well as the old parking lot. Russ McMann stated that he has a complaint in with the RDN regarding this as this provides access for the fire department when there are calls on Mount Benson.

Motions Adopted by E-Mail:

- Motion to pay bills and approve minutes made by Mike de Wit Oct 23, 2019. Second Clem Remillard by Oct 23, 2019.
- Motion to pay bills made by Tony Wright Oct 30, 2019. Second by John Gregson Oct 30, 2019.
- Motion to pay Sarah Zubkowski made by John Gregson Nov 4, 2019. Second by Tony Wright Nov 4, 2019.
- Motion to pay bills made by Tony Wright Nov 6, 2019. Second by John Gregson Nov 6, 2019. MSC.
- Motion to pay bills made by Tony Wright Nov 13, 2019. Second by Clem Remillard Nov 13, 2019.
- Motion to pay Sarah Zubkowski made by Tony Wright Nov 18, 2019. Second by John Gregson Nov 18, 2019.

Motion to adjourn meeting @ 8:19 pm made by Neil Nelson. Second by Tony Wright. MSC.

Next meeting December 19 @ 7 pm.