

Mountain Fire Protection District

Trustee Meeting

December 13, 2018

In Attendance: Trustees Neil Nelson, John Gregson, and Clem Remillard. Mike deWit and Tony Wright were absent. Administrator/Financial Officer Sarah Zubkowski. Fire Chief Russ McMann, Deputy Chief Wade Pile, Assistant Chief Russ McCallum and office assistant Sally Burnett. Resident Charles Pinker.

Meeting called to order @ 7 pm by Neil Nelson.

Correspondence:

- Clem Remillard stated that he has received many spam emails through the MFPD emails on the website.
- Sarah Zubkowski received correspondence for the renewal of the lamResponding.
- Neil Nelson received information back from the Fire Underwriters Survey. **The District remains at a 3B rating for insurance purposes.** This has not changed since 1988.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.
- FF equipment and training budgets reviewed. Wade Pile asked if a listing of the actual monies spent in these categories can be provided. Sarah Zubkowski to provide this.
- Russ McMann asked if the budgeted monies requested by the FF can be broken down and allocated as to what was approved by the board. Sarah Zubkowski to provide this.
- Clem Remillard inquired whether we have received our bylaw back for the budget of 2019 from the government. Sarah Zubkowski has not received anything in the mail as of yet. She will follow up in January if we have not received anything yet.

Fire Department Report: presented by Russ McMann.

- 3 call in November – MVA.

Old Business:

- Smoking policy is still being worked on by Clem Remillard. He asked Wade pile if he has any ideas for this. Wade Pile stated that he does not know of any current policies at other fire departments. The medicinal aspect makes it hard to draft a policy.
- The pumpkins were cleaned up from the fire hall. Thanks to Neil Nelson and Rogers Trucking for donating time and machines for cleanup.
- Guy Fawkes donations have been received by MFPD. Sarah Zubkowski issued a receipt and will issue a further receipt.
- Clem Remillard came to a practice night and had the forms signed and hand out keys and fobs. Steven Harwood provided a code to be entered into the security system by Sarah Zubkowski. Geoff Gowans fob is not working. Russ McMann will issue a new one and have the paperwork signed.

New Business:

- Snow removal contract has been advertised on the website, the sign and in the paper. Contracts have been received and will be reviewed by John Gregson. Russ McMann asked if there is a strike concept for snow removal (i.e. if not completed per contract requirements the company can be fired). Clem Remillard stated that the contract is clear that the snow must be removed by 7 am.
- Sarah Zubkowski inquired about the amount owing for the sign of approximately \$1,000. Clem Remillard will contact the sign company and request the final adjustments be made to the sign prior to payment.
- Russ McMann spoke to a senior planner at the RDN about the water tank installation in the leased land. The planner stated that there will be a lot of issues due to the land being designated as park land. The paperwork will be extensive and the approval process will most likely be lengthy. Russ McMann spoke to Dale Fulton about putting the tanks on his property which is adjacent to the District property. He stated this would be fine. All chiefs are in favor of this plan. A drawing was provided to the board regarding placement and specs. Clem Remillard stated that the lawyer is working on the easement paperwork for Dale Fulton's property so this can be added to the legal paperwork. The fire department asked the board to follow up on the required parts for the installation of the water tanks. Russ McMann stated that there is no permit required for the job to be completed. John Gregson suggested that a design engineer approve the drawings as well as a geotechnical engineer before proceeding.
- Russ McMann asked if the board pays for the FF Christmas dinner. The board contributed to a dinner in the past which was celebrating long term service however they do not pay for the Christmas dinner for the FF.
- Russ McMann had a plaque made for his subdivision and asked if the District can pay for it. The board will discuss.
- Russ McMann asked if there is a budget for a new truck to replace the 1988 truck and wants to make sure this is being considered going forward. The estimate is \$50,000 for a chassis and \$25,000 to convert. Russ McMann asked about the capital works account and how the money is allocated there. Clem Remillard stated that this is for firetrucks traditionally and that the District has been putting in \$25,000 per year towards new firetrucks in the future.
- Russ McCallum also stated that the compressor is acting up and will need to be replaced in the future which will be about \$30,000. He enquired about how the District will pay for this.
- Clem Remillard stated that estimates for replacement trucks should be brought to the AGM so the residents are aware and this can be discussed prior to a decision being made on how to fund the replacement truck. John Gregson stated that a write up should be completed prior to the AGM in order to provide this to the residents. Wade Pile stated that he can help with some however he cannot complete this and there is no money in the budget for engineers, etc. so the board will have to complete this.
- Wade Pile stated that the info has been provided to the board and that the board should go forward on this project. John Gregson stated that the FF and board should work together so that the FF get what they want and the board can be involved.
- John Gregson asked what is more important as the District cannot afford both: the water tanks or the replacement fire truck. The FF stated that the replacement fire truck probably is.
- Wade Pile asked for Sally Burnett to be put on the Staples account. Sarah Zubkowski will have this changed.
- The generator was serviced and the block heater was causing the problem.
- The heat pump and bay doors were serviced.

- Clem Remillard is having the third bay heater serviced next week.
- Clem Remillard asked if the fridge in the access room needs to be moved for safety reasons. FF to move upstairs.
- The components have been replaced to activate the siren.
- The gutters have been cleaned.

Questions:

- Charles Pinker asked if the November minutes can be put on the website. Clem Remillard to put on the website.
- Charles Pinker asked if the board could send a letter to highways to get center line repainted on Jingle Pot Road. Also to have potholes and road damage are getting worse in some areas, particularly near the Church and school. Neil Nelson will follow up. John Gregson also stated that Charles Pinker and his neighbours should complain and write letters as this may also help get action done.

Motions Adopted by E-Mail:

- Motion to pay Sarah Zubkowski by Neil Nelson Nov 16, 2018. Second by John Gregson Nov 16, 2018. MSC.
- Motion to pay bill and approve minutes made by Neil Nelson Nov 19, 2018. Second by Tony Wright Nov 19, 2018. MSC.
- Motion to pay bills by Clem Remillard Nov 26, 2018. Second by Neil Nelson Nov 26, 2018. MSC.
- Motion to pay Sarah Zubkowski by Clem Remillard Dec 3, 2018. Second by John Gregson Dec 3, 2018. MSC.
- Motion to pay bills by Neil Nelson Dec 11, 2018. Second by Clem Remillard Dec 11, 2018. MSC.

Motion to adjourn meeting @ 8:04 pm made by Neil Nelson. Second by John Gregson. MSC.

Next meeting is on January 17, 2019 @ 7 pm.