

Mountain Fire Protection District

Trustee Meeting

March 18, 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 and Assistant Chief Russ McCallum. Resident Charles Pinker.

Meeting called to order @ 6:01 pm by Neil Nelson. Second by Mike deWit. MSC.

Correspondence:

- Clem Remillard received the insurance renewal paperwork.
- Clem Remillard received the 2019 annual reporting requirements from the Province.
- Sarah Zubkowski has been in contact with auditors.

Financial Report: presented by Sarah Zubkowski.

- List of bills noted.
- Russ McMann asked if the District can have residential status on the Shaw account which would be lower rates. Clem Remillard to follow up.

Fire Department Report: presented by Russ McMann.

- 10 calls in December – 3 MVAs and 7 burning complaints.

Old Business:

- Clem Remillard stated that the insurance underwriter will come to the District in the coming months to assess the District's status regarding the requirements for super shuttle service. The underwriter will provide information to the board and firefighters regarding the qualifications and deficiencies of the District.
- Clem Remillard put up signs on the mailboxes in the District regarding burning and ensuring that the venting index is good. Clem Remillard suggested sending a letter to the residents regarding this issue. Russ McMann stated that it is better to speak to people in person and that if there are burning complaints, residents should continue to call the fire department to deal with this.
- Russ McMann stated that there is going to be another meeting with the City and other departments regarding mutual aid on April 26, 2019. The city requires copies of the firefighter insurance and ICBC policies for the meeting. Sarah Zubkowski to provide a copy of the firefighter insurance. Russ McMann also stated that the trucks will require some adaptors, fittings, etc to conform to the City trucks and other fire departments trucks. There will also be more training required with other departments and the City. The mutual aid agreement will be one agreement between the City and many departments.

New Business:

- Clem Remillard reviewed the insurance coverage with board. Building coverage to increase by 3% from \$2 million, contents to go down by \$50,000 and property floater to go up from \$150,000 to \$300,000.

- Russ McMann enquired about having a legal agreement drawn up for the water tank at Shady Mile. The board said this is not required.
- Russ McMann stated that the tank design at the firehall will need to be completed by a civil engineer. The board stated this is on hold until after the AGM.
- Russ McMann asked how the Shady Mile tank and water tanks at the firehall will be addressed at the AGM. Neil Nelson stated that the board and Russ McMann will be meeting to go over the agenda for the AGM and what will be presented.
- Russ McMann stated that there are 6 SCBA tanks that are expired and need to be replaced. This is not urgent but needs to be budgeted for going forward. Neil Nelson suggested buying 2 per year to spread out the expense.
- Russ McMann suggested bringing up the future large capital expenditures that are required to the public. The board agreed.

Questions:

- Charles Pinker reminded the board to invite Maureen Young to AGM.
- Charles Pinker asked if the minutes can be added to the website in a timely fashion.
- Charles Pinker asked if there could be an agenda provided prior to each monthly meeting.

Motions Adopted by E-Mail:

- Motion to pay bills made by Clem Remillard Feb 22, 2019. Second by Neil Nelson Feb 22, 2019. MSC.
- Motion to pay bills made by Tony Wright Feb 27, 2019. Second by Neil Nelson Feb 27, 2019. MSC.
- Motion to pay Sarah Zubkowski by Neil Nelson Mar 1, 2019. Second by John Gregson Mar 1, 2019. MSC.
- Motion to pay bills by Neil Nelson Mar 6, 2019. Second by Tony Wright Mar 6, 2019. MSC.
- Motion to pay bills by Neil Nelson Mar 15, 2019. Second by Tony Wright Mar 15, 2019. MSC.

Motion to adjourn meeting @ 6:48 pm made by Neil Nelson. Second by Tony Wright. MSC.

Annual General Meeting April 25 @ 7 pm.