

## **Mountain Fire Protection District**

### **Trustee Meeting**

**October 15, 2013**

**In Attendance:** Trustees Charles Pinker, Anne Judson, Clem Remillard, Gord Shoquist, and Dean Kauwell. Administrator/Financial Officer Sarah Zubkowski. No representatives were in attendance from the fire department.

Meeting called to order @ 7 pm by Charles Pinker.

**1st Order:** Discussion of previous minutes: spelling errors and date changes required. Motion to adopt post changes made by Anne Judson. Second by Gord Shoquist. MSC.

**Correspondence:** Letter received back from Federal Government with request to recalculate HST/GST rebate. Gord Shoquist discussed with Doug Parkhurst and it was agreed that a recalculation is required. Sarah Zubkowski to complete.

**Financial Report:** presented by Gord Shoquist.

- Chequing account balance \$215,011.41 as at September 30, 2013.
- Capital Works and Renewal Reserve Fund balance \$204,456.87 as at September 5, 2013.
- List of bills noted. Motion to pay bills made by Clem Remillard. Second by Dean Kauwell. MSC.

### **Fire Department Report:**

- 1 callout noted by Dean Kauwell: vehicle rollover.
- There are now 30 volunteer firemen.
- No further information on the potential fire truck acquisition. The Fire Chief is trying to arrange a meeting to look at a pumper truck on the island. Anne Judson questioned whether other types of truck are being pursued. It was noted that there are other trucks being reviewed. Anne Judson enquired about the length of time the process to purchase a new truck is taking. It was noted that the process generally takes a long time and the district appears to be getting closer to choosing a truck.
- Anne Judson questioned about how voting works in the District in case there is a need for a vote in regards to the fire truck acquisition. It was discussed whether it was on a property basis or a title owner basis. To be looked into further.

### **Old Business:**

- Quotes on the Tanker on hold.
- Cancelled cell phone from 901.
- Trustees questioned in previous meeting whether the Board can be increased from 5 to 7. Due to legal issues and possible issues filling as many positions it was decided this was not something to pursue.
- Administrator hired and Anne Judson would like to thank Doug Parkhurst for participating in the interview process as well as providing office space for the interviews.
- Policies yet to be determined for the MFPD, it is hopeful that these will be completed for the AGM in 2014.

- By-law 87 for the 2014 budget for the MFPD discussed. Due by October 31, 2013. Fire Chief provided some suggestions for changes in the budget via Charles Pinker. Changes made to budget were made to the best of the trustees knowledge without representation from the fire department. Motion to adopt 1st reading of the budget at \$172,800 made by Clem Remillard. Second by Gord Shoquist. MSC.
- Anne Judson read the letter she prepared to the residents of the District regarding participation in the District's management.
- Clem Remillard reminded Gord Shoquist that paperwork is required due to new administration position.

**New Business:**

- Motion to allow Sarah Zubkowski to research laptop and software information for the administration position made by Charles Pinker. Second by Gord Shoquist. MSC.
- New policy discussed regarding the payment of bills due to administrator taking over the duties from Gord Shoquist. It was decided that the fire department will need to provide information to the trustees regarding all invoices/reimbursements for approval and the trustees will pass along to the Sarah Zubkowski for payment.
- Reminder about Guy Fawkes night on November 2, 2013 @ 6 pm.

Motion to adjourn meeting @ 9:45 pm made by Charles Pinker. Second by Gord Shoquist. MSC.

Next meeting November 21, 2013.